

Information Technology Policy

Electronic Commerce Standards

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1. Standards

There is a hierarchy of standards that are recognized within the Electronic Commerce arena:

1.1 International Standards

International standards for Electronic Commerce, where available and appropriate to agency operations, shall be adopted to ensure that agencies are capable of conducting such transactions or information exchanges internationally. Examples include UN EDIFACT procurement transaction sets or The World Wide Web Consortium's XML specification. Consideration should be given to statements of direction by global standard-setting bodies (e.g. UCC).

1.2 National Standards

Where international standards are either not available, or not appropriate to agency operations, national standards shall be adopted (e.g. ANSI ASC X.12 transactions).

National standards are inclusive of Federal requirements for interaction between the Commonwealth and the Federal government. As in the case of legal or regulatory requirements, if an instance occurs that appears to conflict with international or national standards for Electronic Commerce, OA/OIT shall be notified by the respective agency via the IT Policy Waiver Process as *outlined in [ITP-BUS004, IT Policy Waiver Review Process](#)*.

1.3 Industry Standards

Where international or national standards do not exist, industry standards shall be utilized, with a commitment on the part of the respective agency to migrate to national or international standards when they do become available, or are appropriate. Industry standards are inclusive of those established by groups of similar, interested agencies/entities to conduct a specific type of information exchange (e.g. American Association of Motor Vehicle Administrators (AAMVA) or Health Level 7 (HL7)).

1.4 Emerging Standards

Emerging national and industry standards shall be watched closely for applicability to Commonwealth Electronic Commerce initiatives.

1.5 Proprietary Standards

Proprietary formats and standards shall NOT be utilized without specific justification provided to, and approval granted by, OA/OIT. The justification shall describe the current or planned availability of acceptable standards, and a commitment to migrate to such standards if and when they are developed. Participation in the development of standards is encouraged.

1.6 Specific Standards

Specific standards shall be adopted and implemented according to the nature of the interaction between each specific agency and the external entity, and the type of transaction to be conducted. It is further important to consider the broader implications of the community of business partners involved with the agency and other agencies and organizations, such that standards adoption between all entities is facilitated. Since Electronic Commerce is integrated with business or operational systems, it is critical to recognize the scope of potentially affected entities.

This chart contains a history of this publication’s revisions.

Version	Date	Purpose of Revision
Original	07/20/2021	Base Document
Revision	12/01/2022	ITP Refresh Added language pointing to the IT Policy Waiver process when an instance occurs that appears to conflict with international or national standards for electronic commerce.