



Manual for the DB XRechnungsgenerator



General information about XRechnung



e-Invoices are now standard and obligatory - at least if the recipient in Germany is a public contracting entity, whether federal, state or Deutsche Bahn AG.

The basis is the EU directive 2014/55/EU and the EN 16931 standard, in which the criteria for a uniform standard for electronic invoices have been defined throughout Europe.

The E-Invoicing Ordinance (ERechV <https://www.gesetze-im-internet.de/erechv/>) applies to Germany.

With the help of the IT Planning Council (KoSIT), Germany has developed its own standard for invoices with XML format based on EN 16931 1. <https://xeinkauf.de/xrechnung/>

The elements of an electronic invoice in XML format, i.e. the XRechnung, are largely the same as for a conventional invoice. They are only prepared differently. The XRechnung follows a certain structure and is presented in the xml data format, i.e. it is "encoded".

This is why you cannot simply read an XRechnung with Word or as a PDF; the XML format, which is cryptic, requires special software for visualisation.

The XRechnung can only be created with the help of special software, because an electronic invoice in the standard XRechnung as xml file cannot simply be "written down".

General information about the XRechnungsgenerator



You can use the DB XRechnungsgenerator free of charge to generate the XRechnung to the Deutsche Bahn companies with inserted attachments supporting the invoice.

The XRechnungsgenerator is an offer primarily for those companies that do not yet use their own software; in the long term, you should develop an in-house solution or commission a service provider.

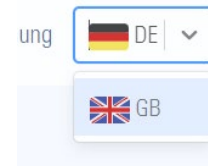
Information and access data are available on our supplier portal, registration is not necessary.

Further information and the Generator for XRechnung are available here

The XRechnungsgenerator is offered in German and English.

Please do not use web-based translation tools (browser extensions or add-ons), as this will lead to errors in further processing.

Switching to the other language is done via the flag at the top right.

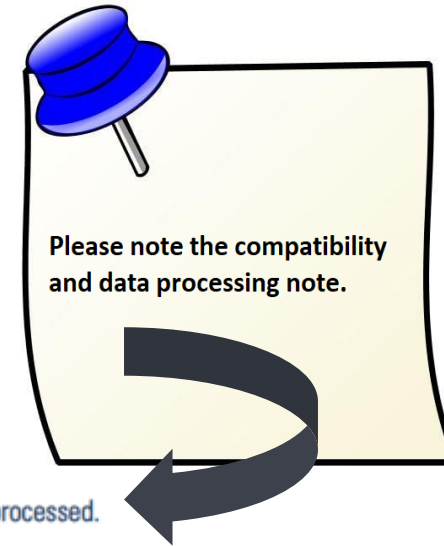
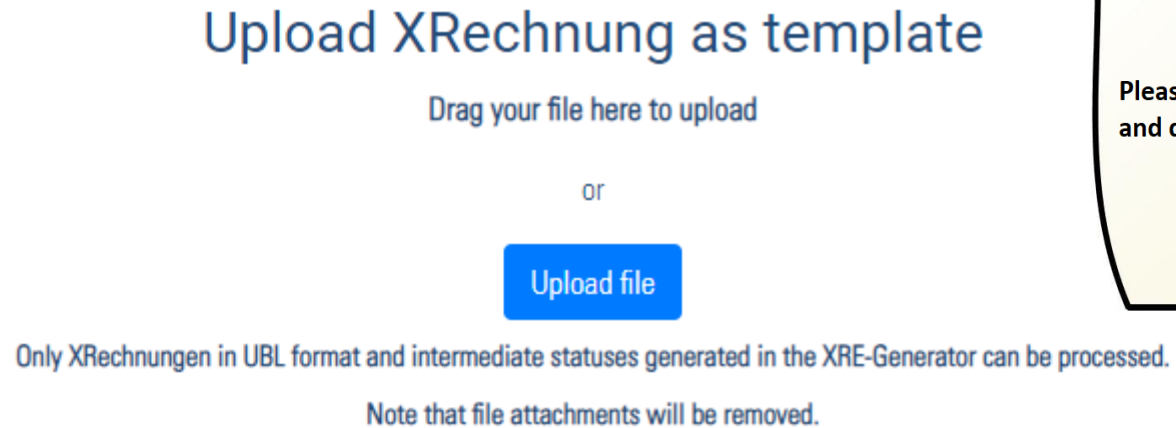


Note:

The DB XRechnungsgenerator is not a portal or a validator.

To check your file, please use a validator in your programme or a validator freely available on the internet. The XRechnung is sent to the central e-mail address: e-invoicing@deutschebahn.com

Upload XRechnung as template



This area is only relevant for you once you have generated your first XRechnung.

Here you can upload a previously created XRechnung in the syntax UBL or a file created via the „Cache“ button and then edit it.

Use "Drag&Drop" or the „Upload file" function.

You can create a template for yourself, then load this file into the generator to create a new invoice and add the data. For more information, see the chapter "Cache".

When uploading an XRechnung in the syntax CII, an incorrect assignment of the data occurs.

Operating instructions



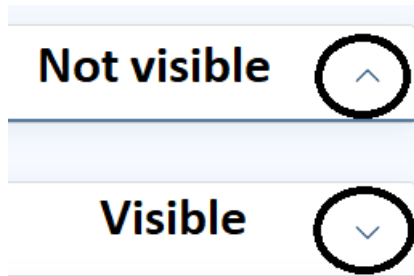
For use, we recommend the browser Google Chrome. If you use another browser, faulty behaviour cannot be ruled out.

Please do not set a bookmark in your browser, but always open the XRechnungsgenerator via our supplier portal.

If you have set a bookmark after entering the login data, an error message appears:

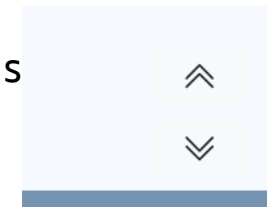
401 Authorization Required

nginx



The XInvoice Generator guides you through numerous tabs. With the help of the arrow up / arrow down icons you can show the tabs relevant to you or hide those you do not need.

You can navigate directly to the top or bottom of the page using the arrow icons at the bottom right.



Input fields

For information on the individual fields, we have made the Quick Start Guide available for download.

Invoice type * (BT-3)

For successful processing, it is important that the information is entered in the fields provided for this purpose.

Buyer reference * (BT-10)

You will find special instructions on this in the Quick Start Guide in the download area.

Order number (BT-13)

Some input fields are marked with *:

Invoice number* (BT-1)

* Mandatory field:

Mandatory fields according to KoSIT specifications must be filled in; if entries are missing here, the technical check is not successful.

Invoice issue date * (BT-2)

** Conditional mandatory field:

The fields are to be filled in certain dependency, if entries have been made in other fields before or you have a choice for the entries (e.g. either the field "Actual delivery date" or the fields "Invoicing period").

Payment due date * (BT-9)

Invoice currency * (BT-5)

*** important field:

DB AG needs this information to assign the XRE in further processing.

Actual delivery date (BT-72)

Input fields without a mark are optional.

Invoicing period start date * (BT-73)

Selected input fields are already pre-filled and greyed out, these cannot be changed.

Invoicing period end date * (BT-74)

Please note the quality requirements for invoices published on our supplier portal.

Adding attachments



In the generator, attachments (supporting documents) can be added to the XRechnung (embedding). The following file types are supported: PDF, PNG, JPEG, JPG, CSV, XLSX, ODS.

Multiple attachments must be embedded individually via the button "Add another attachments", each attachment must be named differently.

Attachments ∨

File attachment upload Remove attachment

No file selected. Choose file

Name * (BT-122)

Description (BT-123)

Add another attachments ∨

Check / update invoice



Check / update invoice

After entering the data, it must be checked via this button.

If data is added or changed afterwards, it must always be updated via this button and checked again, otherwise technical errors may occur.

Please note that this is a technical check only, the content check must be done by you.

A check result is displayed, which is highlighted in colour according to the traffic light principle:

The check of the xRechnung in the format **UBL_INVOICE** was successful.

If you receive the green message "The check of the xRechnung in the format UBL_INVOICE was successful", the mandatory technical information has been provided and the XRechnung can be saved and sent.

Warning:

In the case of a warning, there is no need for you to take action; here our IT takes care of the necessary updates.

The check of the xRechnung in the format **UBL_INVOICE** was unsuccessful.

If you receive the red message "The check of the xRechnung in the format UBL_INVOICE was unsuccessful.", there are incorrect entries. Please refer to the following chapter.

Check result not successful



If you receive an unsuccessful check result, it is because of technically incorrect entries.

The error message refers to the incorrect field, in addition the input field is marked red.

If the input can be made in different fields (conditional mandatory field), each possible input field is marked in red.

If the error is in one position, all recorded positions must be checked, the mark is also placed in every possible input field (in every position).

Error:

The delivery date (BT-72) or the billing periods (BT-73), (BT-74) must be stored for the total invoice. Alternatively, the billing periods (BT-134), (BT-135) must be set for all items.

Invoicing period start date (BT-73) **

Invoicing period end date (BT-74) **

The delivery date (BT-72) or the billing periods (BT-73), (BT-74) must be stored for the total invoice. Alternatively, the billing periods (BT-134), (BT-135) must be set for all items.

The delivery date (BT-72) or the billing periods (BT-73), (BT-74) must be stored for the total invoice. Alternatively, the billing periods (BT-134), (BT-135) must be set for all items.



Here you have the option to save your entries and receive a document for subsequent processing. If you want to interrupt the creation of the invoice, you can click on „Cache“ at the end of the form.

The file generated in the process (xml) is stored locally on your computer, you can also rename it. The file is saved in a format that cannot be submitted to us as an invoice. However, you can upload this file again at any time and continue filling out the form. Note: Embedded attachments are lost when uploading again.

You can also use the „Cache“ button to create a template for future invoices with recurring data. To create a new invoice, you can upload this file to the generator and add new data.

If you are unable to resolve an error message from the check result, please send us the cached file to SSCDE-KBH-Redaktion@deutschebahn.com

This allows us to view the values you have recorded and support you accordingly..

Show visualization

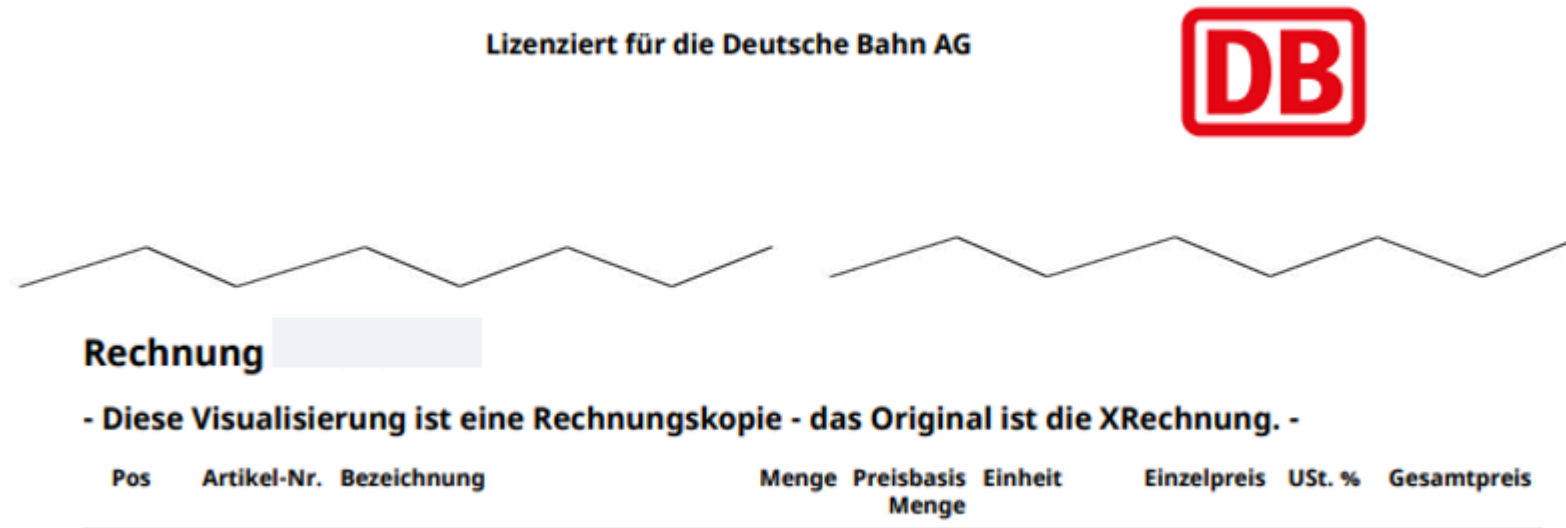
Show visualization



The button „Show visualisation" displays your previously made entries in PDF format.

This function is useful for you to check the content (recommendation).

You can save the invoice in PDF format for your own records, please do not send it to us.



Save XRechnung

Save XRechnung



The button "Save XRechnung" generates the final XRechnung (in .xml format) after the successful check.

```
<?xml version="1.0" encoding="UTF-8"?>
<ubl:Invoice xmlns:ubl="urn:oasis:names:specification:ubl:schema:xsd:Invoice-2"

xmlns:cac="urn:oasis:names:specification:ubl:schema:xsd:CommonAggregateComponents-2"
"

xmlns:cbc="urn:oasis:names:specification:ubl:schema:xsd:CommonBasicComponents-2"
xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"

xsi:schemaLocation="urn:oasis:names:specification:ubl:schema:xsd:Invoice-2
http://docs.oasis-open.org/ubl/os-UBL-2.1/xsd/maindoc/UBL-Invoice-2.1.xsd">

<cbc:CustomizationID>urn:cen.eu:en16931:2017#compliant#urn:xoev-de:kosit:standard:x
rechnung_2.0</cbc:CustomizationID>
  <cbc:ID>Feld BT-1 Rechnungsnummer</cbc:ID>
```

It is saved locally on your computer (usually in the Download folder).

Please send it without modification as a single file attachment to the following e-mail address:

e-invoicing@deutschebahn.com.

Please choose a subject for the email that you can use to assign the transaction, e.g. the invoice number.

After the technical input processing you will receive a confirmation automatically generated, please refer to this in case of any queries.

Download was blocked



The saved XRechnung is usually stored in the download folder of your internet browser. If you receive a message that the download has been blocked, this is due to your individual security settings. Please contact the IT department responsible for you to clarify whether you can still save the file locally on your computer or whether you need to adjust the security settings in your system. Alternatively, please use the recommended internet browser Google Chrome.

