

EHF CV specification

v1.0

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1 Introduction

This specification describes the EHF CV. The document is part of Norwegian Agency for Public and Financial Management (DFØ) standardization work related to electronic commerce.

Curriculum Vitae (CV's) are created in different ways and with different layouts both in procurement processes and other processes where CV's are used. Contracting Authorities and Economic Operators must relate to different formats when describing skills and competences. This often leads to poor information quality and ambiguity which makes the evaluation of providers and candidates difficult and time consuming.

The purpose of this EHF-CV specification is to define and describe a common format for the Curriculum Vitae (CV) messages to be used in a procurement process. This includes both the tender process in Pre Award and the follow-up of contract information in Post Award.

Europass CV is a specification to be used by employees and job-seekers to register CV-information in a structured way. Europass CV also includes an XML-format which can be used to store and exchange information. EHF-CV is aligned with Europass CV to a certain extent. But since the scope for EHF-CV is to support the procurement process and Europass CV is directed towards job-seeking, they will have different information requirements. As part of the alignment we have used official codelists in EHF-CV when it has been assessed as appropriate.

1.1 Benefits

The main benefit with a standardized CV for both Contracting Authorities and Economic Operators is time saved when processing CV-information. A standardized CV will also enhance the procurement process by ensuring good quality of CV-information.

Benefits for Contracting Authorities:

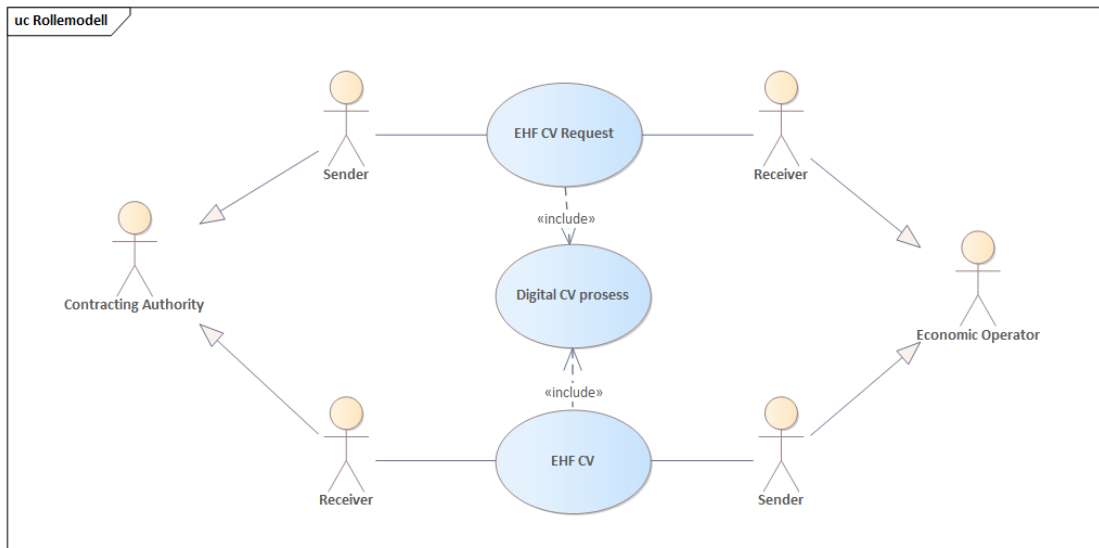
- A standardized CV can save time and money through easier and faster specification of requirements and criteria
- Content can be reused in CV-requests
- Parts of the CV-process can be automated and AI may also be used in the process

Benefits for Economic Operators:

- A standardized CV can save time and money through easier and faster specification of skills and competences
- Content can be reused in CV's
- Parts of the CV-process can be automated and AI may also be used in the process

2 Parties and roles

The diagram below shows the parties and roles involved in the EHF-CV process.



The tables below describes the parties and roles included in the diagram.

Business partners	Definition
Contracting Authority	<p>The Contracting Authority (CA) is the organization within the government that is responsible for procurement, as well as the individual within that organization who has been delegated this responsibility.</p> <p>Examples of CA roles: Sender of CV-request and Receiver of CV.</p>
Economic Operator	<p>The Economic Operator (EO) is a business or other organisation which supplies goods, works or services within the context of market operations.</p> <p>Examples of EO roles: Sender of CV and Receiver of CV-request.</p>

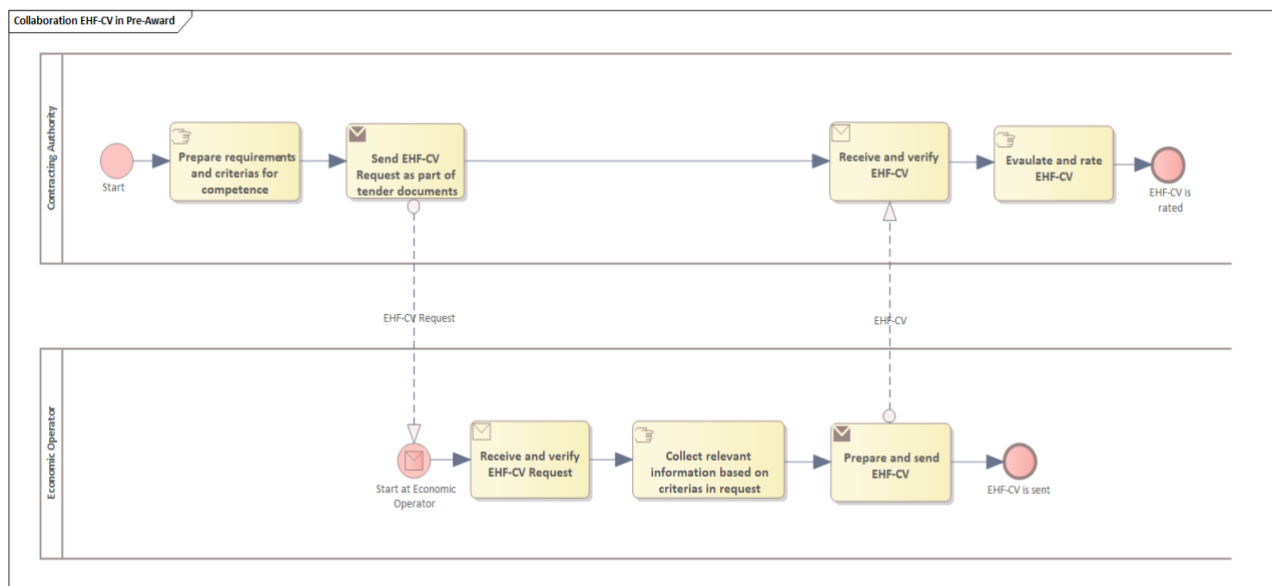
Role/actor	Definition
Sender of CV-request (cv-req:SenderParty)	The role is carried out by the Contracting authority.
Receiver of CV-request (cv-req:ReceiverParty)	The role is carried out by the Economic operator.

Role/actor	Definition
Sender of CV (cv:SenderParty)	The role is carried out by the Economic operator.
Receiver of CV (cv:ReceiverParty)	The role is carried out by the Contracting authority.

3 Process and Use cases

3.1 EHF-CV in Pre-Award

The following diagram illustrates the use of EHF-CV in a tender process in Pre-Award.



Process diagram

3.1.1 Use case - Tender process

This use case describes a tender process where a Contracting Authority needs several IT-developers to develop the company’s IT-system.

Description

The Contracting Authority needs a developer to develop a web portal and specify criterias to be met. The Economic Operator provides a summary of the candidate’s experiences, academic background, skills, personal skills, language skills, references, interest, and personal information.

Parties involved

Contracting Authority
Economic Operator

Assumptions

1. The Contracting Authority is able to prepare and send an EHF-CV Request
2. The Economic Operator is able to receive an EHF-CV Request and to prepare and send an EHF-CV
3. The Contracting Authority is able to receive an EHF-CV

Flow

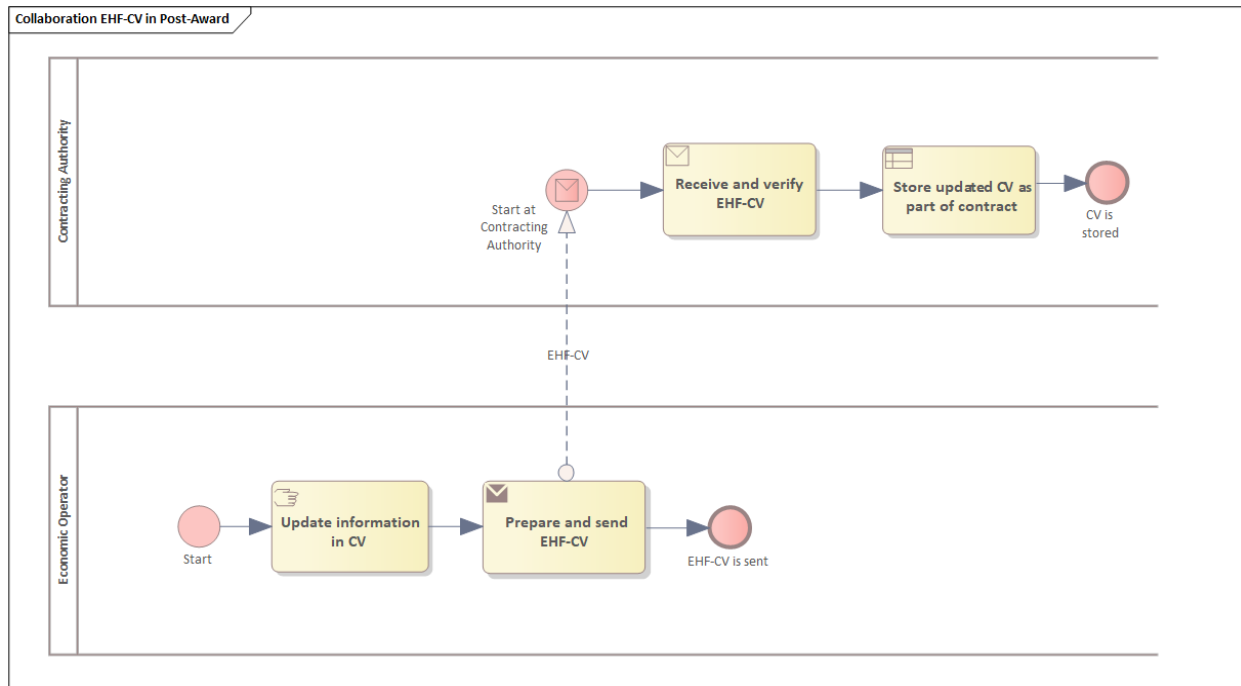
1. The Contracting Authority creates a CV request document with all the necessary requirements and criteria.
2. The Contracting Authority sends an EHF-CV Request to the Economic Operators.
3. The Economic Operator collects CV-information for the relevant candidates based on the requirements.
4. The Economic Operator creates an EHF-CV and sends it to the Contracting Authority.
5. The Contracting Authority receives the EHF-CV.

Result

1. The Contracting Authority rates EHF-CV's from several Economic Operators and choose the best candidate based on the requested requirements.

3.2 EHF-CV in Post-Award

The following diagram illustrates the use of EHF-CV in a contract follow-up process in Post-Award.



3.2.1 Use case - Update of CV's

This use case describes the update of CV-information after the contract is awarded.

Description

The Economic Operator provides an update of the candidate's skills or experiences. As an example this could be a new certification or a renewal of a certification. The update can be done regularly based on agreements in the contract or when a change has occurred that affects the CV.

Parties involved

Contracting Authority
Economic Operator

Assumptions

1. The Economic Operator is able to prepare and send an EHF-CV
2. The Contracting Authority is able to receive an EHF-CV

Flow

1. The Economic Operator creates an EHF-CV with updated CV-information and sends it to the Contracting Authority.
2. The Contracting Authority receives the EHF-CV with updated information and stores it as part of the contract.

Result

1. The relevant CV's are updated based on an EHF-CV sent from the Economic Operator to the Contracting Authority.

4 Descriptions of message content

4.1 Header

Information provided in the header of CV and CV request. ID, Role and IssueDate are mandatory. Other elements are optional.

Example of header information in the CV request:

```
<cv-req:CustomizationID>urn:fdc:anskaffelser.no:2019:ehf:cvrequest:1</cv-req:CustomizationID>
<cv-req:ProfileID>urn:fdc:anskaffelser.no:2019:ehf-cv:1</cv-req:ProfileID>
<cv-req:ID>1</cv-req:ID>
<cv-req:Role>Utvikler</cv-req:Role>
<cv-req:IssueDate>2024-02-02</cv-req:IssueDate>
<cv-req:IssueTime>08:30:00</cv-req:IssueTime>
```

- CustomizationID is an identification of the transaction to be used if the message is sent via the Peppol network.
- ProfileID is an identification of the business process to be used if the message is sent via the Peppol network.
- ID is the unique identifier of the message.
- Role identifies the role or job title that applies for the cv.
- The date that the message was issued.
- The time that the message was issued.

4.2 Parties

The following parties/roles may be specified in EHF CV. These are only relevant to use when CV request and CV are exchanged as messages via a network such as Peppol.

4.2.1 Sender (SenderParty)

Sender is the sender of CV-request or CV.

Example of sender in CV-request:

```
<cv-req:SenderParty>
  <cv-req:EndpointID schemeID="0192">987654325</cv-req:EndpointID>
  <cv-req:Name>Digitaliseringsdirektoratet</cv-req:Name>
  <cv-req:Contact>
    <cv-req:Name>Ola Nordmann</cv-req:Name>
    <cv-req:Telephone>22224444</cv-req:Telephone>
    <cv-req:ElectronicMail>ola.nordmann@direktorat.no</cv-req:ElectronicMail>
  </cv-req:Contact>
```



```
</cv-req:SenderParty>
```

- schemeID according to codelist Electronic address identifier (EAID) (chapter 5.11)

4.2.2 Receiver (ReceiverParty)

Receiver is the receiver of CV-request or CV.

Example of receiver in CV-request:

```
<cv-req:ReceiverParty>
  <cv-req:EndpointID schemeID="0192">987654325</cv-req:EndpointID>
  <cv-req:Name>X company</cv-req:Name>
  <cv-req:Contact>
    <cv-req:Name>John Johnsen</cv-req:Name>
    <cv-req:Telephone>99998888</cv-req:Telephone>
    <cv-req:ElectronicMail>john.johnsen@x.com</cv-req:ElectronicMail>
  </cv-req:Contact>
</cv-req:ReceiverParty>
```

- schemeID according to codelist Electronic address identifier (EAID) (chapter 5.11)

4.3 Police certificate

Information about a Police certificate can be specified in CV request and CV. The type of certificate must be according to legal types in the code list Police certificate.

4.3.1 Information specific to CV request

A Contracting Authority can specify the requirement for a Police certificate of a certain type. The Contracting Authority can request that the Police certificate must be valid to a specific date (cv-req:ValidTo).

Example of the request for Police certificate in the CV request:

```
<cv-req:PoliceCertificate>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>Begrenset</cv-req:Type>
  <cv-req:ValidTo>2024-12-31</cv-req:ValidTo>
</cv-req:PoliceCertificate>
```

- Police certificate identifier.
- Certificate requirement - indicates whether a candidate needs to fulfill the requirement. According to codelist Requirement code (chapter 5.5).
- Certificate type according to code list Police certificate (chapter 5.6).
- The date that the Police certificate must be valid to.

4.3.2 Information specific to CV

Based on the requirement, the Economic Operator must document the candidate's Police certificate and validity date.

Example of a description of Police certificate in CV as a response to the request in CV request:

```
<cv:PoliceCertificate>
  <cv:ID>1</cv:ID>
  <cv:Type>Ordinær</cv:Type>
  <cv:ValidTo>2025-12-31</cv:ValidTo>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">YXBwcm92ZWQgZm9vdGJhbGwgcmlZSBpbiBub3J3
YXk=</cv:EmbeddedDocumentBinaryObject>
  </cv:Documentation>
</cv:PoliceCertificate>
```

- Police certificate identifier.
- Certificate type according to code list Police certificate (chapter 5.6).
- The date that the Police certificate is valid to.
- The Police certificate as an embedded attachment.

4.4 Education

Education may be specified in CV request and CV to state the requirements and the level of education of the relevant candidates.

4.4.1 Information specific to CV request

A Contracting Authority can state both an educational requirement and an alternative requirement for the candidate. The alternative requirement is optional, but it might be relevant to accept other educations in some cases. The alternative requirements include the same information elements as the original requirement.

All educations need to be identified uniquely to ensure that the education can be referenced in the CV.

The element `cv-req:Requirement` shall be used to differentiate between educations that **should** and **must** be present. The Economic Operators will only provide qualified candidates to make it easier to do the rating.

Example of the requested education in the CV request:

```
<cv-req:Education>
  <cv-req:ID>2</cv-req:ID>
```

```

<cv-req:Requirement>must</cv-req:Requirement>
<cv-req:Title>Master</cv-req:Title>
<cv-req:EducationDegree>7</cv-req:EducationDegree>
</cv-req:Education>

```

- Education identifier
- Education requirement - indicate whether a candidate needs to fulfill the educational requirement. According to codelist Requirement code (chapter 5.5).
- Education title in freetext
- Education degree according to codelist Education degree (chapter 5.2)

Example of the requested education in the CV request with alternative requirements:

```

<cv-req:Education>
  <cv-req:ID>2</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:Title>Master</cv-req:Title>
  <cv-req:EducationDegree>7</cv-req:EducationDegree>
  <cv-req:AlternativeEducation>
    <cv-req:ID>3</cv-req:ID>
    <cv-req:Requirement>must</cv-req:Requirement>
    <cv-req:Title>bachelor</cv-req:Title>
    <cv-req:EducationDegree>7</cv-req:EducationDegree>
  </cv-req:AlternativeEducation>
</cv-req:Education>

```

- Education identifier
- Education requirement - indicate whether a candidate needs to fulfill the educational requirement. According to codelist Requirement code (chapter 5.5).
- Education title in freetext
- Education degree according to codelist Education degree (chapter 5.2)
- Alternative education requirements

In some cases the Contracting Authorities may accept relevant experiences as a compensation for an education degree. They will then state the type of experience and minimum years of experience. The following example illustrates that. In addition, there is also possible to have alternative educations.

Example of the requested education in the CV request with relevant experience:

```

<cv-req:Education>
  <cv-req:ID>3</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>

```

```

<cv-req:Title>master</cv-req:Title>
<cv-req:RelevantExperience>
  <cv-req:Type>3120127</cv-req:Type>
  <cv-req:MinYear>5</cv-req:MinYear>
</cv-req:RelevantExperience>
</cv-req:Education>

```

- Education identifier
- Education requirement - indicate whether a candidate needs to fulfill the educational requirement. According to codelist Requirement code (chapter 5.5).
- Education title in freetext
- Relevant experience type according to codelist Classification of Occupations (Styrk98) (chapter 5.8)
- Minimum year of relevant experience

4.4.2 Information specific to CV

Based on the educational requirement, the Economic Operator needs to document the candidate's education.

Example of a description of education in CV as a response to requested education in CV request:

```

<cv:Education>
  <cv:ID>1</cv:ID>
  <cv:EducationDegree>6</cv:EducationDegree>
  <cv:SubjectArea>661104</cv:SubjectArea>
  <cv:Period>
    <cv:StartDate>2018-08-01</cv:StartDate>
    <cv:EndDate>2021-06-30</cv:EndDate>
  </cv:Period>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">YmFjaGVsb3IgbnVyc2U=</cv:EmbeddedDocumentBinaryObject>
  </cv:Documentation>
  <cv:URI>https://www.vitnemalsportalen.no</cv:URI>
</cv:Documentation>
<cv>Contact>
  <cv>Name>Ola Nordmann</cv>Name>
  <cv:Role>1120131</cv:Role>
  <cv:Telephone>2310114</cv:Telephone>
  <cv:ElectronicMail>ola.nordmann@x.no</cv:ElectronicMail>
</cv>Contact>
</cv:Education>

```

- Education identifier
- Education name in freetext
- Education degree according to code list Education degree (chapter 5.2)
- Education period
- Embedded document as binary object with mimeType. Use Base64.
- URI to education document, typically vitnemalsportalen in Norway
- Contact information related to candidate's education

4.5 Course

The course information group is used to state relevant courses that the candidate has taken. This information is not mandatory, but might be relevant for some assignments.

4.5.1 Information specific to CV request

A Contracting Authority can state a course requirement (main requirement) and an alternative requirement in the CV request. The alternative requirement is optional, but in some cases other similar courses can be accepted. As an example the Contracting Authority can accept other versions of the specific course. Note that the alternative requirements include the same information elements as the original requirement.

All courses need to be identified uniquely to ensure that the course can be referenced in the CV. The element `cv-req:Requirement` shall be used to differentiate between courses that **should** and **must** be present. The Economic Operators will only provide qualified candidates, and this makes it easier to do the rating.

A course must include either the element `cv-req:Type` or `cv-req:Title` to identify the specific course. Use type if the specific course is defined in the course codelist, otherwise use the title.

In course requirement, the Contracting Authority can specify which period (`cv-req:Period`) the candidate must finish the course. This can be a date in the future.

Example of the requested course in the CV request:

```
<cv-req:Course>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Title>macroeconomic</cv-req:Title>
  <cv-req:Period>
    <cv-req:StartDate>2020-01-10</cv-req:StartDate>
    <cv-req:EndDate>2020-05-05</cv-req:EndDate>
  </cv-req:Period>
```

```
</cv-req:Course>
```

- Course identifier
- Course requirement - indicate whether a candidate needs to fulfill the course requirement. According to codelist Requirement code (chapter 5.5).
- Course title, see examples below
- Period

Example of the requested course in the CV request with alternative requirement

```
<cv-req:Course>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:Title>HMS security airport</cv-req:Title>
  <cv-req:Version>2.0</cv-req:Version>
  <cv-req:Period>
    <cv-req:StartDate>2020-01-10</cv-req:StartDate>
    <cv-req:EndDate>2020-05-05</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:AlternativeCourse>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>should</cv-req:Requirement>
    <cv-req:Title>HMS security airport</cv-req:Title>
    <cv-req:Version>1.0</cv-req:Version>
    <cv-req:Period>
      <cv-req:StartDate>2019-01-10</cv-req:StartDate>
      <cv-req:EndDate>2020-05-05</cv-req:EndDate>
    </cv-req:Period>
  </cv-req:AlternativeCourse>
</cv-req:Course>
```

- Course identifier
- Course requirement - indicate whether a candidate needs to fulfill the course requirement. According to codelist Requirement code (chapter 5.5).
- Course title, see examples below
- Course version
- Period
- Alternative course requirement

4.5.2 Information specific to CV

Based on the course requirement, the Economic Operator needs to document the candidate's courses.

The element `cv:CourseReference` must correspond to the course requirement in the CV request.

It is possible to state information about the supplier of the course. This might be relevant for some Contracting Authorities, since different suppliers may offer the same course with different content.

Example of a description of course in CV as a response to requested course in CV request:

```
<cv:Course>
  <cv:ID>1</cv:ID>
  <cv>Title>python</cv>Title>
  <cv:Period>
    <cv:StartDate>2019-01-10</cv:StartDate>
    <cv:EndDate>2020-05-05</cv:EndDate>
  </cv:Period>
  <cv:SupplierParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv>Name>X company</cv>Name>
    <cv>Contact>
      <cv:ElectronicMail>ola.nordmann@xcompany.no</cv:ElectronicMail>
    </cv>Contact>
    <cv:CountryCode>ES</cv:CountryCode>
  </cv:SupplierParty>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">cHl0aG9uIGNvdXJzZSB4eXo===</cv:EmbeddedDocumentBin
aryObject>
    <cv:URI>https://www.kurssportalen.no/</cv:URI>
  </cv:Documentation>
</cv:Course>
```

- Course identifier
- Course title, see examples below
- Course period
- Information about the supplier of the course
- The supplier's organisation number. schemeID according to codelist Electronic address identifier (EAID) (chapter 5.11)

- The legal name of supplier
- Contact information of supplier expressed as email address
- The country where the supplier is registered - expressed as country code from the codelist
- Embedded document as binary object with mimeType. Use Base64.
- URI to course document

4.5.3 Course examples

```
<!-- category: IT -->
<Code>
  <Id>java</Id>
  <Name>Java</Name>
</Code>

<Code>
  <Id>python</Id>
  <Name>Python</Name>
</Code>

<Code>
  <Id>xml</Id>
  <Name>XML</Name>
</Code>

<Code>
  <Id>html</Id>
  <Name>HTML</Name>
</Code>

<Code>
  <Id>XSLT</Id>
  <Name>XSLT</Name>
</Code>

<Code>
  <Id>JIRA</Id>
  <Name>JIRA</Name>
</Code>

<Code>
  <Id>scrum</Id>
  <Name>Scrum</Name>
</Code>
```



```
<Code>  
  <Id>agile</Id>  
  <Name>Agile</Name>  
</Code>
```

```
<Code>  
  <Id>SQL</Id>  
  <Name>SQL</Name>  
</Code>
```

```
<Code>  
  <Id>CSS</Id>  
  <Name>CSS</Name>  
</Code>
```

```
<Code>  
  <Id>JIRA</Id>  
  <Name>JIRA</Name>  
</Code>
```

```
<Code>  
  <Id>bigdata</Id>  
  <Name>Big data</Name>  
</Code>
```

```
<Code>  
  <Id>jQuery</Id>  
  <Name>jQuery</Name>  
</Code>
```

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<Code>  
  <Id>react</Id>  
  <Name>React</Name>  
</Code>
```

```
<Code>  
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  <Name>Spring boot</Name>  
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```

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```

```
<Code>  
  <Id>BI</Id>
```

```
<Name>BI</Name>
</Code>

<Code>
  <Id>IATQB</Id>
  <Name>ISTQB</Name>
</Code>

<Code>
  <Id>ML</Id>
  <Name>Machine learning</Name>
</Code>

<Code>
  <Id>dataScience</Id>
  <Name>Data science</Name>
</Code>

<Code>
  <Id>googleAnalytics</Id>
  <Name>Google Analytics</Name>
</Code>

<!-- category: economic -->
<Code>
  <Id>microeconomic</Id>
  <Name>Microeconomic</Name>
</Code>

<Code>
  <Id>macroeconomic</Id>
  <Name>Macroeconomic</Name>
</Code>

<Code>
  <Id>econometric</Id>
  <Name>Econometric</Name>
</Code>

<Code>
  <Id>corporateGovernance</Id>
  <Name>Corporate Governance</Name>
</Code>

<Code>
  <Id>trade</Id>
  <Name>Trade</Name>
```

</Code>

<Code>

<Id>socialEconomics</Id>

<Name>Social Economics</Name>

</Code>

<Code>

<Id>businessEconomics</Id>

<Name>Business Economics</Name>

</Code>

<Code>

<Id>politicalEconomics</Id>

<Name>Political Economics</Name>

</Code>

<Code>

<Id>environmentalEconomics</Id>

<Name>Enviromental Economics</Name>

</Code>

<Code>

<Id>industrialEconomics</Id>

<Name>Industrial Economics</Name>

</Code>

<Code>

<Id>internationalEconomics</Id>

<Name>International Economics</Name>

</Code>

<Code>

<Id>publicEconomics</Id>

<Name>Public Economics</Name>

</Code>

<Code>

<Id>labourEconomics</Id>

<Name>Labour Economics</Name>

</Code>

<Code>

<Id>energyEconomics</Id>

<Name>Energy Economics</Name>

</Code>

```
<Code>
  <Id>circularEconomy</Id>
  <Name>Circular Economy</Name>
</Code>

<Code>
  <Id>strategicCompetition</Id>
  <Name>Strategic Competition</Name>
</Code>

<Code>
  <Id>internationalTrade</Id>
  <Name>International Trade</Name>
</Code>

<Code>
  <Id>financialAnalysis</Id>
  <Name>Financial Analysis</Name>
</Code>

<Code>
  <Id>gameTheory</Id>
  <Name>Game Theory</Name>
</Code>

<Code>
  <Id>industrialOrganization</Id>
  <Name>Industrial Organization</Name>
</Code>

<Code>
  <Id>accounting</Id>
  <Name>Accounting</Name>
</Code>

<!-- category: law -->
<Code>
  <Id>contractLaw</Id>
  <Name>Contract Law</Name>
</Code>

<Code>
  <Id>administrativeLaw</Id>
  <Name>Administrative law</Name>
</Code>

<Code>
```

```
<Id>GDPR</Id>
<Name>GDPR</Name>
</Code>

<!-- category: general -->
<Code>
  <Id>HMS</Id>
  <Name>HMS</Name>
</Code>

<Code>
  <Id>footballcoach</Id>
  <Name>Footballcoach</Name>
</Code>

<Code>
  <Id>teamcoach</Id>
  <Name>Team coach</Name>
</Code>

<Code>
  <Id>coaching</Id>
  <Name>Coaching</Name>
</Code>

<Code>
  <Id>PP</Id>
  <Name>Public Procurement</Name>
</Code>

<Code>
  <Id>OM</Id>
  <Name>Organization and management</Name>
</Code>

<Code>
  <Id>EM</Id>
  <Name>Environmental management</Name>
</Code>

<Code>
  <Id>RM</Id>
  <Name>Risk management</Name>
</Code>

<Code>
  <Id>CM</Id>
```

```
<Name>Conflict management</Name>
</Code>
```

```
<Code>
  <Id>AP</Id>
  <Name>Adobe photoshop</Name>
</Code>
```

```
<Code>
  <Id>sale</Id>
  <Name>Sale</Name>
</Code>
```

```
<Code>
  <Id>HR</Id>
  <Name>Human Rights</Name>
</Code>
```

```
<Code>
  <Id>careerCounselor</Id>
  <Name>Career Counselor</Name>
</Code>
```

```
<Code>
  <Id>pedagogy</Id>
  <Name>Pedagogy</Name>
</Code>
```

```
<Code>
  <Id>marketing</Id>
  <Name>Marketing</Name>
</Code>
```

4.6 Certification

The certification information group is used to state relevant certifications that the candidate has taken. If a certification requirement is stated, the candidate must have passed the specified exam/test.

4.6.1 Information specific to CV request

A Contracting Authority can state a certification requirement (main requirement) and an alternative requirement in the CV request. The alternative requirement is optional, but in some cases other similar certifications can be accepted. Note that the alternative requirements include the same information elements as the original requirement.

All certifications need to be identified uniquely to ensure that the certification can be referenced in the CV. The element `cv-req:Requirement` shall be used to differentiate between courses that **should** and **must** be present.

A certification must include either the element `cv-req:Type` or `cv-req:Title` to identify the specific certification. Use type if the specific certification is defined in the certification codelist, otherwise use the title.

The Contracting Authority can request that the certification must be valid to a specific date (`cv-req:ValidTo`).

Example of the requested certification for candidate in the CV request:

```
<cv-req:Certification>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Title>archimate</cv-req:Title>
  <cv-req:Version>3.0</cv-req:Version>
  <cv-req:ValidTo>2025-05-05</cv-req:ValidTo>
</cv-req:Certification>
```

- ID = Certification identifier.
- Certification requirement - indicate whether a candidate needs to fulfill the certification requirement. According to codelist Requirement code (chapter 5.5).
- Certification title, see examples below.
- A date the certification is valid to.

Example of the requested certification in the CV request with alternative requirement:

```
<cv-req:Certification>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:Title>Organization leader</cv-req:Title>
  <cv-req:Version>3.0</cv-req:Version>
  <cv-req:ValidTo>2020-12-01</cv-req:ValidTo>
  <cv-req:AlternativeCertification>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>should</cv-req:Requirement>
    <cv-req:Title>Organization leader</cv-req:Title>
    <cv-req:Version>2.0</cv-req:Version>
    <cv-req:ValidTo>2020-12-01</cv-req:ValidTo>
  </cv-req:AlternativeCertification>
</cv-req:Certification>
```

- Certification identifier.

- Certification requirement - indicate whether a candidate needs to fulfill the certification requirement. According to codelist Requirement code (chapter 5.5).
- Certification title, see examples below.
- Certification version.
- A date the certification must be valid to.
- Alternative certification requirement.

4.6.2 Information specific to CV

Based on the certification requirement, the Economic Operator needs to document the candidate's certification.

The element `cv:CertificationReference` must correspond to the certification requirement in the CV request.

It is possible to state information about the supplier/issuer of the certification. This might be relevant for some Contracting Authorities, since different suppliers may offer the same certification with different content.

Example of a description of certification in CV as a response to a requested certification in CV request

```
<cv:Certification>
  <cv:ID>1</cv:ID>
  <cv:Type>archimate</cv:Type>
  <cv:Version>3.0</cv:Version>
  <cv:ValidTo>2050-05-05</cv:ValidTo>
  <cv:SupplierParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv:Name>U company</cv:Name>
    <cv:Contact>
      <cv:ElectronicMail>company@u.no</cv:ElectronicMail>
    </cv:Contact>
    <cv:CountryCode>NO</cv:CountryCode>
  </cv:SupplierParty>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
      mimeType="application/pdf">YXJjaGltYXRlIGNlcnRpb24=
    </cv:EmbeddedDocumentBinaryObject>
    <cv:URI>https://www.sertifiseringsportalen.no/</cv:URI>
  </cv:Documentation>
</cv:Certification>
```

- Certification identifier.
- Certification title, see examples below.

- Certification version.
- A date certification is valid to.
- Information about the supplier/issuer of the certification.
- The suppliers organisation number. schemeID according to codelist Electronic address identifier (EAID) (chapter 5.11).
- The legal name of the supplier.
- Contact information for the supplier expressed as email address.
- The country where the supplier is registered - expressed as country code from the codelist.
- Embedded document as binary object with mimeType. Use Base64.
- URI to certification document.

4.6.3 Examples of certifications

The list below gives examples of certifications that can be requested.

```
<!-- category : IT -->
```

```
<Code>
  <Id>TOGAF</Id>
  <Name>TOGAF</Name>
</Code>
```

```
<Code>
  <Id>archimate</Id>
  <Name>Archimate</Name>
</Code>
```

```
<Code>
  <Id>ITIL</Id>
  <Name>Information Techonology Infrastructure Library Foundation</Name>
</Code>
```

```
<Code>
  <Id>CSM</Id>
  <Name>Certified Scrum master</Name>
</Code>
```

```
<Code>
  <Id>agile</Id>
  <Name>Agile</Name>
```

```
</Code>
```

```
<Code>  
  <Id>OracleCloud</Id>  
  <Name>Oracle Cloud</Name>  
</Code>
```

```
<Code>  
  <Id>OracleDatabase</Id>  
  <Name>Oracle Database</Name>  
</Code>
```

```
<Code>  
  <Id>OracleJava</Id>  
  <Name>Oracle Java</Name>  
</Code>
```

```
<Code>  
  <Id>OracleCertified</Id>  
  <Name>Oracle Certified Professional</Name>  
</Code>
```

```
<Code>  
  <Id>SQL</Id>  
  <Name>SQL</Name>  
</Code>
```

```
<Code>  
  <Id>EA</Id>  
  <Name>Enterprise Architecture</Name>  
</Code>
```

```
<Code>  
  <Id>SAP</Id>  
  <Name>SAP</Name>  
</Code>
```

```
<Code>  
  <Id>CISM</Id>  
  <Name>Certified Solution Security Manager</Name>  
</Code>
```

```
<Code>  
  <Id>CISA</Id>  
  <Name>Certified Information Systems Auditor</Name>  
</Code>
```

```
<Code>  
  <Id>GCP</Id>  
  <Name>Google Certified Professional Cloud Architect</Name>  
</Code>
```

```
<Code>  
  <Id>AWS</Id>  
  <Name>AWS Certified Solutions Architect</Name>  
</Code>
```

```
<Code>  
  <Id>CRISC</Id>  
  <Name>Certified in Risk and Information Systems Control</Name>  
</Code>
```

```
<Code>  
  <Id>CISSP</Id>  
  <Name>Certified Information Systems Security Professional</Name>  
</Code>
```

```
<Code>  
  <Id>MTA</Id>  
  <Name>Microsoft Technology Associate</Name>  
</Code>
```

```
<Code>  
  <Id>AzureFundamentals</Id>  
  <Name>Microsoft Certified Azure Fundamentals</Name>  
</Code>
```

```
<Code>  
  <Id>AzureAdministrator</Id>  
  <Name>Microsoft Certified Azure Administrator Associate</Name>  
</Code>
```

```
<Code>  
  <Id>CCA-N</Id>  
  <Name>Citrix Certified Associate - Networking</Name>  
</Code>
```

```
<Code>  
  <Id>CCNP</Id>  
  <Name>Routing and switching</Name>  
</Code>
```

```
<Code>  
  <Id>CCP-V</Id>
```

```
<Name>Citrix Certified Professional - Virtualization</Name>
</Code>
```

```
<Code>
  <Id>VCP-DCV</Id>
  <Name>VMware Certified Professional 6 - Data Center Virtualization</Name>
</Code>
```

```
<Code>
  <Id>CDP</Id>
  <Name>Certified Data Professional</Name>
</Code>
```

```
<Code>
  <Id>CCIE</Id>
  <Name>Cisco Certified Internetwork Expert</Name>
</Code>
```

```
<Code>
  <Id>CCNA</Id>
  <Name>Cisco Certified Network Associate</Name>
</Code>
```

```
<Code>
  <Id>CCIE</Id>
  <Name>Cisco Certified Internetwork Expert</Name>
</Code>
```

```
<Code>
  <Id>CCIE</Id>
  <Name>Cisco Certified Internetwork Expert</Name>
</Code>
```

```
<Code>
  <Id>GIAC</Id>
  <Name>Global information assurance certification</Name>
</Code>
```

```
<Code>
  <Id>CompTIA</Id>
  <Name>CompTIA A+</Name>
</Code>
```

```
<Code>
  <Id>DSOF</Id>
  <Name>DevSecOps Foundation</Name>
</Code>
```

<!-- category: Economic -->

```
<Code>  
  <Id>CFA</Id>  
  <Name>Chartered Financial Analyst</Name>  
</Code>
```

```
<Code>  
  <Id>CPA</Id>  
  <Name>Certified Public Accountant</Name>  
</Code>
```

```
<Code>  
  <Id>CFP</Id>  
  <Name>Certified Financial Planner designation</Name>  
</Code>
```

```
<Code>  
  <Id>FRM</Id>  
  <Name>Financial Risk Manager</Name>  
</Code>
```

```
<Code>  
  <Id>FMVA</Id>  
  <Name>Financial Modeling and Valuation Analyst</Name>  
</Code>
```

<!-- category: other -->

```
<Code>  
  <Id>Prince2</Id>  
  <Name>Prince2</Name>  
</Code>
```

```
<Code>  
  <Id>PMP</Id>  
  <Name>Project Management Professional</Name>  
</Code>
```

```
<Code>  
  <Id>PgMP</Id>  
  <Name>Program Management Professional</Name>  
</Code>
```

```
<Code>  
  <Id>PMI-RMP</Id>
```

```

    <Name>PMI Risk Management Professional</Name>
  </Code>

  <Code>
    <Id>PfMP</Id>
    <Name>Portfolio Management Professional</Name>
  </Code>

  <Code>
    <Id>PMI-PBA</Id>
    <Name>PMI Professional in Business Analysis</Name>
  </Code>

  <Code>
    <Id>PMI-SP</Id>
    <Name>PMI Scheduling Professional</Name>
  </Code>

  <Code>
    <Id>SOA</Id>
    <Name>Public procurement certification</Name>
  </Code>

  <Code>
    <Id>license</Id>
    <Name>Car license</Name>
  </Code>

```

4.7 Language skills

Language skills may be specified in CV request and CV. For certain assignments the language skill may be of great importance.

4.7.1 Information specific to CV request

A Contracting Authority can state both a specific language requirement and an alternative requirement. The alternative requirement is optional, but should be used if an alternative language is accepted. As an example some Norwegian entities use Norwegian as primarily work language but may accept Swedish and Danish. There is also possible to require several languages, for example Norwegian and English. Note that the alternative requirements include the same information elements as the original requirement.

All language skills need to be identified uniquely, to ensure that the language skill can be referenced in the CV. The element `cv-req:Requirement` shall be used to differentiate between languages skills that **should** and **must** be present.

Oral skill and written skill must be provided for each language skill requirement. The skill levels are based on EU global standard. Note that the skill level is a minimum requirement.

For example, the Contracting Authority wants a candidate with a B1 oral skill level. The candidate has an oral skill level on A1, which implies that the candidate is qualified. Also note that if Scandinavian is set to true, this will overrule the skill requirements between no, sv and dk.

Example of the requested language skill in the CV request:

```
<cv-req:LanguageSkills>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Language>no</cv-req:Language>
  <cv-req:Scandinavian>true</cv-req:Scandinavian>
  <cv-req:OralSkill>B1</cv-req:OralSkill>
  <cv-req:WrittenSkill>B1</cv-req:WrittenSkill>
</cv-req:LanguageSkills>
```

- Language skill identifier
- Language skill requirement - indicate whether a candidate needs to fulfill the language requirement. According to codelist Requirement code (chapter 5.5).
- A specific language according to codelist ISO639 Language code (chapter 5.14)
- Set to true if the language is no, sv or da
- Oral skill
- Written skill

Example of the requested language skill in the CV request with alternative requirements:

```
<cv-req:LanguageSkills>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:Language>no</cv-req:Language>
  <cv-req:Scandinavian>true</cv-req:Scandinavian>
  <cv-req:OralSkill>B1</cv-req:OralSkill>
  <cv-req:WrittenSkill>B1</cv-req:WrittenSkill>
  <cv-req:AlternativeLanguageSkills>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>should</cv-req:Requirement>
    <cv-req:Language>en</cv-req:Language>
    <cv-req:OralSkill>A1</cv-req:OralSkill>
    <cv-req:WrittenSkill>A1</cv-req:WrittenSkill>
  </cv-req:AlternativeLanguageSkills>
</cv-req:LanguageSkills>
```

- Language skill identifier

- Language skill requirement - indicate whether a candidate needs to fulfill the language requirement. According to codelist Requirement code (chapter 5.5).
- A specific language according to codelist ISO639 Language code (chapter 5.14)
- Set to true if the language is no, sv or da
- Oral skill according to codelist Language level (chapter 5.3)
- Written skill according to codelist Language level (chapter 5.3)
- Alternative language skill requirements

4.7.2 Information specific to CV

Based on the language skill requirements, the Economic Operator needs to document the candidate's language skills. Oral skill and written skill must be provided for each language. The skill levels must be defined according to the EU global standard codelist.

The element `cv:LanguageSkillsReference` must contain reference to the corresponding language skill requirement in the CV request.

Example of a description of language skill in CV as a response to requested language skill in CV request:

```
<cv:LanguageSkills>
  <cv:ID>1</cv:ID>
  <cv:Language>no</cv:Language>
  <cv:Scandinavian>true</cv:Scandinavian>
  <cv:OralSkill>C1</cv:OralSkill>
  <cv:WrittenSkill>C1</cv:WrittenSkill>
  <cv>Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>1210102</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@bbb.no</cv:ElectronicMail>
  </cv>Contact>
</cv:LanguageSkills>
```

- Language skill identifier
- A specific language according to codelist ISO639 Language code (chapter 5.14)
- Set to true if the language is no, sv or da
- Oral skill according to codelist Language level (chapter 5.3)
- Written skill according to codelist Language level (chapter 5.3)
- Contact information related to candidate's language skill

4.8 Project Experience

Project experience describes specific projects that the candidate has been a part of. Note that this is not the same as work experience.

4.8.1 Information specific to CV request

A Contracting Authority can specify a request for a project experience in several ways. For each project experience, there must be an experience type. In some cases it may be relevant to request project experience related to a specific industry, workplace (country) or sector.

The total years of experience can be specified in element `cv-req:RequiredTotalExperience`. It is also possible to specify a minimum number of years (`cv-req:MinimumExperience`) and a maximum number of years (`cv-req:MaximumExperience`). The candidate must fulfill the minimum requirement. Another option is to have either minimum or maximum years of project experience.

In the CV request, the Contracting Authority can state the requested period for a project experience using element `cv-req:Period`. This implies that the candidate can only refer to project experience from this period. As an example a Contracting Authority may request information about project experience from the last five years.

The description of experience needs to be provided in element `cv-req:ExperienceDescription`, where the candidate's role must be specified in element `cv-req:Role`. It is also possible to describe the project activities and candidate's project position percent (e.g. must have worked 100% with the project).

The project value can be stated in element `cv-req:ExperienceValue`, where the Contracting Authority can specify the candidate's project participation (normally months), the size of project and the total value of the project.

Example of the requested project experience in the CV request:

```
<cv-req:ProjectExperience>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:ExperienceType>1141101</cv-req:ExperienceType>
  <cv-req:IndustryType>01110</cv-req:IndustryType>
  <cv-req:Workplace>AI</cv-req:Workplace>
  <cv-req:JobSector>private</cv-req:JobSector>
  <cv-req:RequiredTotalExperience>
    <cv-req:MinimumYearsExperience>2</cv-req:MinimumYearsExperience>
    <cv-req:MaximumYearsExperience>5</cv-req:MaximumYearsExperience>
  </cv-req:RequiredTotalExperience>
  <cv-req:Period>
    <cv-req:StartDate>2020-01-19</cv-req:StartDate>
    <cv-req:EndDate>2020-10-02</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:ExperienceDescription>
```

```

<cv-req:PositionPercent>100</cv-req:PositionPercent>
<cv-req:Role>1210178</cv-req:Role>
<cv-req:Activities>Must have done financial analysis by using R.</cv-req:Activities>
</cv-req:ExperienceDescription>
<cv-req:ExperienceValue>
  <cv-req:ProjectParticipation unitOfMeasure="MON">5</cv-req:ProjectParticipation>
  <cv-req:ProjectSize unitOfMeasure="MON">5</cv-req:ProjectSize>
  <cv-req:ProjectValue currencyID="NOK">100</cv-req:ProjectValue>
</cv-req:ExperienceValue>
</cv-req:ProjectExperience>

```

- Project experience identifier
- Project experience requirement - indicate whether a candidate needs to fulfill the project requirement. According to codelist Requirement code (chapter 5.5).
- Type of project experience according to codelist Classification of Occupations (Styrk98) (chapter 5.8)
- Type of industry according to codelist Classification of standard industrial classification (NACE) (chapter 5.9)
- Workplace according to codelist ISO 3166-1:Alpha2 Country codes (chapter 5.12)
- Job sector (private, public or other)
- Total year of experience
- Period for the experience
- Candidate's position percent
- Role in project according to codelist Classification of Occupations (Styrk98) (chapter 5.8)
- Description of project activities
- Project participation including unit of measure
- Total Project size including unit of measure
- Project value in money. Currency according to code list ISO 4217 Currency codes (chapter 5.13)

Example of the requested project experience in the CV request with alternative requirement:

```

<cv-req:ProjectExperience>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>

```

```

<cv-req:ExperienceType>2130111</cv-req:ExperienceType>
<cv-req:IndustryType>63120</cv-req:IndustryType>
<cv-req:Workplace>CA</cv-req:Workplace>
<cv-req:JobSector>private</cv-req:JobSector>
<cv-req:RequiredTotalExperience>
  <cv-req:MinimumYearsExperience>2</cv-req:MinimumYearsExperience>
  <cv-req:MaximumYearsExperience>6</cv-req:MaximumYearsExperience>
</cv-req:RequiredTotalExperience>
<cv-req:Period>
  <cv-req:StartDate>2000-01-19</cv-req:StartDate>
  <cv-req:EndDate>2020-10-02</cv-req:EndDate>
</cv-req:Period>
<cv-req:ExperienceDescription>
  <cv-req:PositionPercent>100</cv-req:PositionPercent>
  <cv-req:Role>2130110</cv-req:Role>
  <cv-req:Activities>Must coordinate companies web-portal.</cv-req:Activities>
</cv-req:ExperienceDescription>
<cv-req:ExperienceValue>
  <cv-req:ProjectParticipation unitOfMeasure="MON">5</cv-req:ProjectParticipation>
  <cv-req:ProjectSize unitOfMeasure="MON">20</cv-req:ProjectSize>
  <cv-req:ProjectValue currencyID="NOK">1500000</cv-req:ProjectValue>
</cv-req:ExperienceValue>
<cv-req:AlternativeProjectExperience>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:ExperienceType>2130111</cv-req:ExperienceType>
  <cv-req:IndustryType>63120</cv-req:IndustryType>
  <cv-req:Workplace>AI</cv-req:Workplace>
  <cv-req:JobSector>private</cv-req:JobSector>
  <cv-req:RequiredTotalExperience>
    <cv-req:MinimumYearsExperience>2</cv-req:MinimumYearsExperience>
    <cv-req:MaximumYearsExperience>6</cv-req:MaximumYearsExperience>
  </cv-req:RequiredTotalExperience>
  <cv-req:Period>
    <cv-req:StartDate>2000-01-19</cv-req:StartDate>
    <cv-req:EndDate>2020-10-02</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:ExperienceDescription>
    <cv-req:PositionPercent>100</cv-req:PositionPercent>
    <cv-req:Role>2130114</cv-req:Role>
    <cv-req:Activities>Developing IT-system.</cv-req:Activities>
  </cv-req:ExperienceDescription>
  <cv-req:ExperienceValue>
    <cv-req:ProjectParticipation unitOfMeasure="MON">5</cv-req:ProjectParticipation>
    <cv-req:ProjectSize unitOfMeasure="MON">15</cv-req:ProjectSize>
    <cv-req:ProjectValue currencyID="NOK">1500000</cv-req:ProjectValue>
  </cv-req:ExperienceValue>

```

</cv-req:AlternativeProjectExperience>
</cv-req:ProjectExperience>

- Project experience identifier
- Project experience requirement - indicate whether a candidate needs to fulfill the project requirement. According to codelist Requirement code (chapter 5.5).
- Type of project experience according to codelist Classification of Occupations (Styrk98) (chapter 5.8)
- Type of industry according to codelist Classification of standard industrial classification (NACE) (chapter 5.9)
- Workplace according to code list ISO 3166-1:Alpha2 Country codes (chapter 5.12)
- Job sector (private, public or other)
- Total year of experience
- Period for the experience
- Candidate's position percent
- Role in project according to codelist Classification of Occupations (Styrk98) (chapter 5.8)
- Description of project activities
- Project participation including unit of measure
- Total Project size including unit of measure
- Project value in money. Currency according to code list ISO 4217 Currency codes (chapter 5.13)
- Alternative project experience

4.8.2 Information specific to CV

Based on the project experience requirement from CV request, the Economic Operator must document the candidate's project experience. The element `cv:EducationReference` and `cv:ProjectExperienceReference` needs to be used in the procurement process, not in the job application process. The education reference corresponds to the educational requirement in the CV request when the contracting authority accepts relevant experience. The project experience reference corresponds to project experience in the CV request.

Example of a description of project experience in CV as a response to requested project experience in CV request:

```

<cv:ProjectExperience>
  <cv:ID>1</cv:ID>
  <cv:ExperienceType>2130111</cv:ExperienceType>
  <cv:CompanyParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv:Name>AZ company</cv:Name>
  </cv:CompanyParty>
  <cv:Period>
    <cv:StartDate>2005-01-01</cv:StartDate>
    <cv:EndDate>2018-12-01</cv:EndDate>
  </cv:Period>
  <cv:ExperienceDescription>
    <cv:PositionPercent>100</cv:PositionPercent>
    <cv:Role>2130110</cv:Role>
    <cv:Activities>Developing web portal for X company.</cv:Activities>
  </cv:ExperienceDescription>
  <cv:ExperienceValue>
    <cv:ProjectParticipation unitOfMeasure="MON">5</cv:ProjectParticipation>
    <cv:ProjectSize unitOfMeasure="MON">20</cv:ProjectSize>
    <cv:ProjectValue currencyID="NOK">1500000</cv:ProjectValue>
  </cv:ExperienceValue>
  <cv>Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>2130121</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@x-company.no</cv:ElectronicMail>
  </cv>Contact>
</cv:ProjectExperience>

```

- Project experience identifier
- Type of project experience according to codelist Classification of Occupations (Styrk98) (chapter 5.8)
- Type of industry according to codelist Classification of standard industrial classification (NACE) (chapter 5.9)
- Workplace according to code list ISO 3166-1:Alpha2 Country codes (chapter 5.12)
- Job sector (private, public or other)
- Company information
- Period for the experience
- Position percent in the project
- Role in project according to codelist Classification of Occupations (Styrk98) (chapter 5.8)

- Description of project activities
- Project participation including unit of measure
- Total Project size including unit of measure
- Project value in money. Currency according to code list ISO 4217 Currency codes (chapter 5.13)
- Project contact person

4.9 Work Experience

Work experience contains information about a candidate's employment history. This is not the same as project experience.

4.9.1 Information specific to CV request

A Contracting Authority can specify a request for a work experience in several ways. For each work experience there must be a position level, i.e. employee, middle level manager or manager to illustrate the type of experience a candidate needs for the assignment.

It is also possible to request a work experience specific to a industry or workplace. The job sector need to be specified for each work experience in element `cv-req:JobSector`, e.g. "private".

The minimum total experience must be specified in element `cv-req:MinimumTotalExperience`. This implies that the candidate must fulfill this requirement and it can be used to differentiate a junior from a senior candidate.

In the CV request, the Contracting Authority can state the requested period for a work experience in element `cv-req:Period`. This implies that the candidate can only refer to work experience from this period, for example work experience from the last seven years.

The description of experience need to be provided in element `cv-req:WorkExperienceDescription`, where candidate's role must be specified in element `cv-req:Role`. It is also possible to describe the project activities and candidate's position percent (e.g. must have worked 100%, full-time, with the project).

Example of the requested work experience in the CV request:

```
<cv-req:WorkExperience>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:PositionLevel>1</cv-req:PositionLevel>
  <cv-req:IndustryType>01230</cv-req:IndustryType>
  <cv-req:Workplace>AI</cv-req:Workplace>
  <cv-req:JobSector>private</cv-req:JobSector>
  <cv-req:MinimumYearsExperience>5</cv-req:MinimumYearsExperience>
  <cv-req:Period>
```

```

    <cv-req:StartDate>2020-01-19</cv-req:StartDate>
    <cv-req:EndDate>2020-10-02</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:WorkExperienceDescription>
    <cv-req:PositionPercent>100</cv-req:PositionPercent>
    <cv-req:Role>1234106</cv-req:Role>
    <cv-req:Activities>Must have done mathematical analysis by using Python.</cv-
req:Activities>
  </cv-req:WorkExperienceDescription>
</cv-req:WorkExperience>

```

- Work experience identifier
- Work experience requirement - indicate whether a candidate needs to fulfill the work experience requirement. According to codelist Requirement code (chapter 5.5).
- Position level according to codelist International Classification of Occupations (Isco/Styrk08) (chapter 5.7)
- Type of industry according to codelist Classification of standard industrial classification (NACE) (chapter 5.9)
- Workplace according to codelist ISO 3166-1:Alpha2 Country codes (chapter 5.12)
- Job sector (private, public or other)
- Minimum total years of experience
- Period
- Position percent
- Role in work experience according to code list Classification of Occupations (Styrk98) (chapter 5.8)
- Description of work activities

Example of the requested work experience in the CV request with alternative requirement:

```

<cv-req:WorkExperience>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:PositionLevel>1</cv-req:PositionLevel>
  <cv-req:IndustryType>71200</cv-req:IndustryType>
  <cv-req:Workplace>AI</cv-req:Workplace>
  <cv-req:JobSector>private</cv-req:JobSector>
  <cv-req:MinimumYearsExperience>5</cv-req:MinimumYearsExperience>
</cv-req:WorkExperience>

```

```

    <cv-req:StartDate>2010-01-19</cv-req:StartDate>
    <cv-req:EndDate>2020-10-02</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:WorkExperienceDescription>
    <cv-req:PositionPercent>100</cv-req:PositionPercent>
    <cv-req:Role>2130161</cv-req:Role>
    <cv-req:Activities>Must have done mathematical analysis by using Python.</cv-
req:Activities>
  </cv-req:WorkExperienceDescription>
  <cv-req:AlternativeWorkExperience>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>should</cv-req:Requirement>
    <cv-req:PositionLevel>2</cv-req:PositionLevel>
    <cv-req:IndustryType>72190</cv-req:IndustryType>
    <cv-req:Workplace>AI</cv-req:Workplace>
    <cv-req:JobSector>private</cv-req:JobSector>
    <cv-req:MinimumYearsExperience>5</cv-req:MinimumYearsExperience>
    <cv-req:Period>
      <cv-req:StartDate>2010-01-19</cv-req:StartDate>
      <cv-req:EndDate>2020-10-02</cv-req:EndDate>
    </cv-req:Period>
    <cv-req:WorkExperienceDescription>
      <cv-req:PositionPercent>100</cv-req:PositionPercent>
      <cv-req:Role>2130161</cv-req:Role>
      <cv-req:Activities>Must have done mathematical analysis by using Python.</cv-
req:Activities>
    </cv-req:WorkExperienceDescription>
  </cv-req:AlternativeWorkExperience>
</cv-req:WorkExperience>

```

- Work experience identifier
- Work experience requirement - indicate whether a candidate needs to fulfill the work experience requirement. According to codelist Requirement code (chapter 5.5).
- Position level according to codelist International Classification of Occupations (Isco/Styrk08) (chapter 5.7)
- Type of industry according to codelist Classification of standard industrial classification (NACE) (chapter 5.9)
- Workplace according to codelist ISO 3166-1:Alpha2 Country codes (chapter 5.12)
- Job sector (private, public or other)
- Minimum total years of experience
- Period

- Position percent
- Role in work experience according to code list Classification of Occupations (Styrk98) (chapter 5.8)
- Description of work activities
- Alternative work experience

4.9.2 Information specific to CV

Based on the project experience requirement, the Economic Operator needs to document the candidate's work experience. The element `cv:EducationReference` and `cv:WorkExperienceReference` needs to be used. The education reference corresponds to the educational requirement in the CV request when the Contracting Authority accepts relevant experience. The work experience in the CV must correspond to the work experience in the CV request.

Example of a description of work in CV as a response to requested work experience in CV request:

```
<cv:WorkExperience>
  <cv:ID>1</cv:ID>
  <cv:PositionLevel>1</cv:PositionLevel>
  <cv:CompanyParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv:Name>X company</cv:Name>
  </cv:CompanyParty>
  <cv:Period>
    <cv:StartDate>2013-05-05</cv:StartDate>
    <cv:EndDate>2017-08-01</cv:EndDate>
  </cv:Period>
  <cv:WorkExperienceDescription>
    <cv:PositionPercent>100</cv:PositionPercent>
    <cv:Role>2130163</cv:Role>
    <cv:Activities>Testing and developing IT-systems in X company.</cv:Activities>
  </cv:WorkExperienceDescription>
  <cv>Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>1222169</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@x.no</cv:ElectronicMail>
  </cv>Contact>
</cv:WorkExperience>
```

- Work experience identifier
- Position level according to codelist International Classification of Occupations (Isco/Styrk08) (chapter 5.7)

- Type of industry according to codelist Classification of standard industrial classification (NACE) (chapter 5.9)
- Workplace according to codelist ISO 3166-1:Alpha2 Country codes (chapter 5.12)
- Job sector (private, public or other)
- Information about company where experience was gained. schemeID according to codelist Electronic address identifier (EAID) (chapter 5.11)
- Period for experience
- Position percent
- Role in work experience according to code list Classification of Occupations (Styrk98) (chapter 5.8)
- Description of work activities
- Contact information in relevant company

4.10 Skills

Skills contains information about candidate's abilities related to the specific work.

4.10.1 Information specific to CV request

A Contracting Authority can specify a skill requirement and an alternative requirement in the CV request. The alternative requirement is optional, but may be used when different skills can be accepted.

The element `cv-req:Requirement` shall be used to differentiate between skills that **should** and **must** be present.

A description of the relevant skill must be provided in `cv-req:Type`, ref. examples in chapter below.

The Contracting Authority can specify details about the skill practices in element `cv-req:SkillPractice`. The element contains information about the last practiced date, the skill practice length (minimum requirement - must be stated as months) and if the candidate must provide a reference person (element `cv-req:SkillsReference` is true).

Example of the requested skill in the CV request:

```
<cv-req:Skills>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>matlab</cv-req:Type>
  <cv-req:SkillPractice>
    <cv-req:LastPractice>2019-02-02</cv-req:LastPractice>
    <cv-req:MinimumLengthPractice>12</cv-req:MinimumLengthPractice>
```

```

    <cv-req:SkillsReference>True</cv-req:SkillsReference>
  </cv-req:SkillPractice>
</cv-req:Skills>

```

- Skill identifier
- Skill requirement - indicate whether a candidate needs to fulfill the skill requirement. According to codelist Requirement code (chapter 5.5).
- Type of skill, see examples below
- Last practice date
- Length of practice
- Skills reference to specify the need for a reference person (true or false)

Example of the requested skill in the CV request with alternative requirement:

```

<cv-req:Skills>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>java</cv-req:Type>
  <cv-req:SkillPractice>
    <cv-req:LastPractice>2020-03-03</cv-req:LastPractice>
    <cv-req:MinimumLengthPractice unitOfMeasure="MON">5</cv-req:MinimumLengthPractice>
  </cv-req:SkillPractice>
  <cv-req:SkillsReference>True</cv-req:SkillsReference>
</cv-req:SkillPractice>
<cv-req:AlternativeSkills><!--7-->
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>java</cv-req:Type>
  <cv-req:Version>8</cv-req:Version>
  <cv-req:SkillPractice>
    <cv-req:LastPractice>2020-03-03</cv-req:LastPractice>
    <cv-req:MinimumLengthPractice>5</cv-req:MinimumLengthPractice>
    <cv-req:SkillsReference>True</cv-req:SkillsReference>
  </cv-req:SkillPractice>
</cv-req:AlternativeSkills>
</cv-req:Skills>

```

- Skill identifier
- Skill requirement - indicate whether a candidate needs to fulfill the skill requirement. According to codelist Requirement code (chapter 5.11).
- Type of skill, see examples below

- Last practice date
- Length of practice
- Skills reference to specify the need for a reference/contact person (true or false)
- Alternative skill requirement

4.10.2 Information specific to CV

Based on the skill requirement, the Economic Operator must document the candidate's skill. The element `cv:Contact` must be used to provide contact information to a reference person.

Example of a description of skill in CV as a response to requested skill in CV request:

```
<cv:Skills>
  <cv:ID>1</cv:ID>
  <cv:Type>java</cv:Type>
  <cv:Version>11</cv:Version>
  <cv>LastPractice>2020-05-05</cv>LastPractice>
  <cv:MinimumLengthPractice unitOfMeasure="MON">5</cv:MinimumLengthPractice>
  <cv>Contact>
    <cv>Name>Ola Nordmann</cv>Name>
    <cv:Role>1223122</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@x.no</cv:ElectronicMail>
  </cv>Contact>
</cv:Skills>
```

- Skill identifier
- Type of skill, see examples below
- Last practice date
- Minimum length of practice
- Contact information to reference person

4.10.3 Examples of skills

The list below gives examples of skills that can be requested.

```
<!-- category : IT -->
<Code>
  <Id>python</Id>
  <Name>Pyhton</Name>
</Code>

<Code>
```

```
<Id>java</Id>  
<Name>Java</Name>  
</Code>
```

```
<Code>  
<Id>javascript</Id>  
<Name>JavaScript</Name>  
</Code>
```

```
<Code>  
<Id>c</Id>  
<Name>C</Name>  
</Code>
```

```
<Code>  
<Id>c++</Id>  
<Name>C++</Name>  
</Code>
```

```
<Code>  
<Id>c#</Id>  
<Name>C#</Name>  
</Code>
```

```
<Code>  
<Id>SQL</Id>  
<Name>SQL</Name>  
</Code>
```

```
<Code>  
<Id>matlab</Id>  
<Name>Matlab</Name>  
</Code>
```

```
<Code>  
<Id>R</Id>  
<Name>R</Name>  
</Code>
```

```
<Code>  
<Id>SQL</Id>  
<Name>SQL</Name>  
</Code>
```

```
<Code>  
<Id>HTML</Id>  
<Name>HTML</Name>
```

```
</Code>
```

```
<Code>  
  <Id>CSS</Id>  
  <Name>CSS</Name>  
</Code>
```

```
<Code>  
  <Id>XML</Id>  
  <Name>XML</Name>  
</Code>
```

```
<Code>  
  <Id>XSLT</Id>  
  <Name>XSLT</Name>  
</Code>
```

```
<Code>  
  <Id>JSON</Id>  
  <Name>JSON</Name>  
</Code>
```

```
<Code>  
  <Id>API</Id>  
  <Name>API</Name>  
</Code>
```

```
<Code>  
  <Id>PHP</Id>  
  <Name>PHP</Name>  
</Code>
```

```
<Code>  
  <Id>react</Id>  
  <Name>React</Name>  
</Code>
```

```
<Code>  
  <Id>go</Id>  
  <Name>Go</Name>  
</Code>
```

```
<Code>  
  <Id>angular</Id>  
  <Name>Angular</Name>  
</Code>
```

```
<Code>  
  <Id>kotlin</Id>  
  <Name>Kotlin</Name>  
</Code>
```

```
<Code>  
  <Id>DevOps</Id>  
  <Name>DevOps</Name>  
</Code>
```

```
<Code>  
  <Id>architecture</Id>  
  <Name>Architecture</Name>  
</Code>
```

```
<Code>  
  <Id>SAP</Id>  
  <Name>SAP</Name>  
</Code>
```

```
<Code>  
  <Id>ML</Id>  
  <Name>Machine Learning</Name>  
</Code>
```

```
<Code>  
  <Id>drupal</Id>  
  <Name>Drupal</Name>  
</Code>
```

```
<Code>  
  <Id>docker</Id>  
  <Name>Docker</Name>  
</Code>
```

```
<Code>  
  <Id>agile</Id>  
  <Name>Agile</Name>  
</Code>
```

```
<Code>  
  <Id>.Net</Id>  
  <Name>.NET</Name>  
</Code>
```

```
<Code>  
  <Id>assembler</Id>
```

```
<Name>Assembler</Name>
</Code>
```

```
<Code>
  <Id>database</Id>
  <Name>Database</Name>
</Code>
```

```
<Code>
  <Id>ruby</Id>
  <Name>Ruby</Name>
</Code>
```

```
<Code>
  <Id>swift</Id>
  <Name>Swift</Name>
</Code>
```

```
<Code>
  <Id>perl</Id>
  <Name>Perl</Name>
</Code>
```

```
<Code>
  <Id>groovy</Id>
  <Name>Groovy</Name>
</Code>
```

```
<Code>
  <Id>BigData</Id>
  <Name>Big Data</Name>
</Code>
```

```
<Code>
  <Id>git</Id>
  <Name>GIT</Name>
</Code>
```

```
<Code>
  <Id>lan</Id>
  <Name>LAN Techonology</Name>
</Code>
```

```
<Code>
  <Id>batch</Id>
  <Name>Batch</Name>
</Code>
```



```
<Code>  
  <Id>OracleHTTP</Id>  
  <Name>Oracle HTTP</Name>  
</Code>
```

```
<Code>  
  <Id>ApacheHTTP</Id>  
  <Name>Apache HTTP</Name>  
</Code>
```

```
<Code>  
  <Id>rust</Id>  
  <Name>Rust</Name>  
</Code>
```

```
<Code>  
  <Id>tableau</Id>  
  <Name>Tableau</Name>  
</Code>
```

```
<Code>  
  <Id>powerBII</Id>  
  <Name>Power BII</Name>  
</Code>
```

```
<Code>  
  <Id>SAS</Id>  
  <Name>SAS</Name>  
</Code>
```

```
<Code>  
  <Id>SaaS</Id>  
  <Name>SaaS</Name>  
</Code>
```

```
<Code>  
  <Id>GoogleAnalytics</Id>  
  <Name>Google Analytics</Name>  
</Code>
```

```
<Code>  
  <Id>BPMN</Id>  
  <Name>Business Process Model and Notation</Name>  
</Code>
```

```
<!-- category : Science -->
```

```
<Code>  
  <Id>LinearAlgebra</Id>  
  <Name>Linear Algebra</Name>  
</Code>
```

```
<Code>  
  <Id>statistics</Id>  
  <Name>Statistics</Name>  
</Code>
```

```
<Code>  
  <Id>BusinessIntelligence</Id>  
  <Name>Business Intelligence</Name>  
</Code>
```

```
<Code>  
  <Id>chemistry</Id>  
  <Name>Chemistry</Name>  
</Code>
```

```
<Code>  
  <Id>physics</Id>  
  <Name>Physics</Name>  
</Code>
```

```
<Code>  
  <Id>actuary</Id>  
  <Name>Actuary</Name>  
</Code>
```

```
<Code>  
  <Id>math</Id>  
  <Name>Math</Name>  
</Code>
```

```
<!-- category : Economics -->
```

```
<Code>  
  <Id>QuantitativeAnalysis</Id>  
  <Name>Quantitative Analysis</Name>  
</Code>
```

```
<Code>  
  <Id>QualitativeAnalysis</Id>  
  <Name>Qualitative Analysis</Name>  
</Code>
```

```
<Code>  
  <Id>microeconomic</Id>  
  <Name>Microeconomic</Name>  
</Code>
```

```
<Code>  
  <Id>macroeconomic</Id>  
  <Name>Macroeconomic</Name>  
</Code>
```

```
<Code>  
  <Id>econometric</Id>  
  <Name>Econometric</Name>  
</Code>
```

```
<Code>  
  <Id>corporateGovernance</Id>  
  <Name>Corporate Governance</Name>  
</Code>
```

```
<Code>  
  <Id>trade</Id>  
  <Name>Trade</Name>  
</Code>
```

```
<Code>  
  <Id>socialEconomics</Id>  
  <Name>Social Economics</Name>  
</Code>
```

```
<Code>  
  <Id>businessEconomics</Id>  
  <Name>Business Economics</Name>  
</Code>
```

```
<Code>  
  <Id>politicalEconomics</Id>  
  <Name>Political Economics</Name>  
</Code>
```

```
<Code>  
  <Id>environmentalEconomics</Id>  
  <Name>Enviromental Economics</Name>  
</Code>
```

```
<Code>  
  <Id>industricalEconomics</Id>
```

```
<Name>Industrial Economics</Name>
</Code>

<Code>
  <Id>internationalEconomics</Id>
  <Name>International Economics</Name>
</Code>

<Code>
  <Id>publicEconomics</Id>
  <Name>Public Economics</Name>
</Code>

<Code>
  <Id>labourEconomics</Id>
  <Name>Labour Economics</Name>
</Code>

<Code>
  <Id>energyEconomics</Id>
  <Name>Energy Economics</Name>
</Code>

<Code>
  <Id>circularEconomy</Id>
  <Name>Circular Economy</Name>
</Code>

<Code>
  <Id>strategicCompetition</Id>
  <Name>Strategic Competition</Name>
</Code>

<Code>
  <Id>internationalTrade</Id>+
  <Name>International Trade</Name>
</Code>

<Code>
  <Id>financialAnalysis</Id>
  <Name>Financial Analysis</Name>
</Code>

<Code>
  <Id>gameTheory</Id>
  <Name>Game Theory</Name>
</Code>
```

```
<Code>  
  <Id>industrialOrganization</Id>  
  <Name>Industrial Organization</Name>  
</Code>
```

```
<Code>  
  <Id>accounting</Id>  
  <Name>Accounting</Name>  
</Code>
```

```
<!-- category : Law -->
```

```
<Code>  
  <Id>GDPR</Id>  
  <Name>GDPR</Name>  
</Code>
```

```
<Code>  
  <Id>ContractLaw</Id>  
  <Name>Contract Law</Name>  
</Code>
```

```
<Code>  
  <Id>AdministrativeLaw</Id>  
  <Name>Administrative law</Name>  
</Code>
```

```
<Code>  
  <Id>CollectiveAgreement</Id>  
  <Name>Collective agreement</Name>  
</Code>
```

```
<Code>  
  <Id>DataProcessorAgreements</Id>  
  <Name>Data processor agreements</Name>  
</Code>
```

```
<Code>  
  <Id>HealthLaw</Id>  
  <Name>Health Law</Name>  
</Code>
```

```
<Code>  
  <Id>SocialSecurityLaw</Id>  
  <Name>Social security law</Name>  
</Code>
```

```
<Code>
  <Id>HealthLaw</Id>
  <Name>Health Law</Name>
</Code>

<Code>
  <Id>LabourLaw</Id>
  <Name>Labour Law</Name>
</Code>

<Code>
  <Id>CriminalLaw</Id>
  <Name>Criminal Law</Name>
</Code>

<Code>
  <Id>EULaw</Id>
  <Name>EU Law</Name>
</Code>

<!-- category: other -->
<Code>
  <Id>PublicProcurement</Id>
  <Name>Public Procurement</Name>
</Code>

<Code>
  <Id>HMS</Id>
  <Name>HMS</Name>
</Code>

<Code>
  <Id>pedagogy</Id>
  <Name>Pedagogy</Name>
</Code>

<Code>
  <Id>excel</Id>
  <Name>Excel</Name>
</Code>

<Code>
  <Id>word</Id>
  <Name>Word</Name>
</Code>
```

```
<Code>  
  <Id>powerpoint</Id>  
  <Name>Power point</Name>  
</Code>
```

```
<Code>  
  <Id>HMS</Id>  
  <Name>HMS</Name>  
</Code>
```

```
<Code>  
  <Id>AP</Id>  
  <Name>Adobe photoshop</Name>  
</Code>
```

```
<Code>  
  <Id>HR</Id>  
  <Name>Human Rights</Name>  
</Code>
```

```
<Code>  
  <Id>marketing</Id>  
  <Name>Marketing</Name>  
</Code>
```

4.11 Clearance

Jobs within certain departments of the government or private sectors may require that employees have a security clearance.

4.11.1 Information specific to CV request

A Contracting Authority can state a clearance requirement if a person shall work with information graded Confidential or higher.

The element `cv-req:Requirement` shall be used to state if the clearance **should** or **must** be present.

Contracting Authorities must specify the level of clearance (`cv-req:Level`) by using codelist clearance level. Note that the clearance level is a minimum requirement, which means candidate with higher level of clearance is qualified.

The Contracting Authority may specify an expiration date (`cv-req:ExpirationDate`), which defines the time period the clearance needs to be active.

Example of the requested clearance in the CV request:

```

<cv-req:Clearance>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Level>CONFIDENTIAL</cv-req:Level>
  <cv-req:ExpirationDate>2030-05-05</cv-req:ExpirationDate>
</cv-req:Clearance>

```

- Clearance identifier
- Clearance requirement - indicate whether a candidate needs to fulfill the clearance requirement. According to codelist Requirement code (chapter 5.5).
- Clearance level according to codelist Clearance level (chapter 5.1)
- Expiration date

4.11.2 Information specific to CV

Based on the clearance requirement, the Economic Operator needs to document the candidate's clearance. The documentation of clearance can be stated as URI (`cv:URI`) or embedded document (`cv:EmbeddedDocumentBinaryObject`).

Candidates who don't fulfill the clearance requirement can describe the reason and whether this can be done before the job period. Use element `cv:Description`.

Example of a description of clearance in CV as a response to requested clearance in CV request

```

<cv:Clearance>
  <cv:ID>1</cv:ID>
  <cv:Level>CONFIDENTIAL</cv:Level>
  <cv:ExpirationDate>2025-08-08</cv:ExpirationDate>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
      mimeType="application/pdf">Y2xlYXJhbmNIIGRvY3VtZW50YXRpb24=
    </cv:EmbeddedDocumentBinaryObject>
    <cv:URI>https://www.politiet.no/</cv:URI>
  </cv:Documentation>
</cv:Clearance>

```

- Clearance identifier
- Clearance level according to codelist Clearance level (chapter 5.1)
- Clearance expiration date
- Embedded document as binary object with mimeType. Use Base64.
- Additional description related to clearance, e.g. if the clearance can be done before the job period if not in place already.

4.12 Personal Information

Personal details about the applicant. Is only used in CV and not in CV request.

Example of a description of personal information in a CV:

```
<cv:PersonalInformation>
  <cv:ID>1</cv:ID>
  <cv:Name>Ola Nordmann</cv:Name>
  <cv:PostalAddress>
    <cv:StreetName>Oslobukta 20</cv:StreetName>
    <cv:AdditionalStreetName>2.building</cv:AdditionalStreetName>
    <cv:CityName>Oslo</cv:CityName>
    <cv:PostalZone>0342</cv:PostalZone>
    <cv:CountryCode>NO</cv:CountryCode>
  </cv:PostalAddress>
  <cv:Contact>
    <cv:Telephone>98989898</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@xxx.no</cv:ElectronicMail>
  </cv:Contact>
  <cv:SocialMedia>
    <cv:ID>1</cv:ID>
    <cv:Type>linkedin</cv:Type>
    <cv:Documentation>
      <cv:URI>https://www.linkedin.no/xxx</cv:URI>
    </cv:Documentation>
  </cv:SocialMedia>
</cv:PersonalInformation>
```

- Personal information identifier
- Personal name
- Postal address
- Contact information

4.13 Additional Information

May be used for additional information about the applicant, not provided in other information groups in. Only used in CV, not in CV request.

Give a short title of additional information in element `cv:Title` and describe the information in element `cv:Description`. Documentation of the information can be stated as a URI (`cv:URI`) and/or embedded document (`cv:EmbeddedDocumentBinaryObject`).

Example of a description of additional information in a CV:

```

<cv:AdditionalInformation>
  <cv:ID>1</cv:ID>
  <cv:Title>Chairman</cv:Title>
  <cv:Description>Chairman of the lawyers association for five years</cv:Description>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
      mimeType="application/pdf">YXBwcm92ZWQgZm9vdGJhbGwgcmVmZXJlZSBpb3B3J3
      YXk=</cv:EmbeddedDocumentBinaryObject>
    <cv:URI>https://www.advokatforeningen.no/</cv:URI>
  </cv:Documentation>
</cv:AdditionalInformation>

```

- Identifier
- Title
- Description
- Embedded document as binary object with mimeType. Use Base64.
- URI to additional information

5 Example files

5.1 CV request example

Below is a complete example-file for CV request.

```

<?xml version="1.0" encoding="UTF-8"?>
<cv-req:CVRequest xmlns:cv-req="urn:fdc:anskaffelser.no:2019:ehf:schema:CVRequest-1">
  <cv-req:CustomizationID>urn:fdc:anskaffelser.no:2019:ehf:cvrequest:1</cv-req:CustomizationID>
  <cv-req:ProfileID>urn:fdc:anskaffelser.no:2019:ehf-cv:1</cv-req:ProfileID>
  <cv-req:ID>1</cv-req:ID>
  <cv:Role>Utvikler</cv:Role>
  <cv-req:IssueDate>2024-10-02</cv-req:IssueDate>
  <cv-req:IssueTime>10:30:00</cv-req:IssueTime>
  <cv-req:SenderParty>
    <cv-req:EndpointID schemeID="0192">987654325</cv-req:EndpointID>
    <cv-req:Name>Digitaliseringsdirektoratet</cv-req:Name>
    <cv-req:Contact>
      <cv-req:Name>Ola Nordmann</cv-req:Name>
      <cv-req:Telephone>22224444</cv-req:Telephone>
      <cv-req:ElectronicMail>ola.nordmann@direktorat.no</cv-req:ElectronicMail>
    </cv-req:Contact>
  </cv-req:SenderParty>
  <cv-req:ReceiverParty>
    <cv-req:EndpointID schemeID="0192">987654325</cv-req:EndpointID>
    <cv-req:Name>X company</cv-req:Name>
    <cv-req:Contact>

```

```
<cv-req:Name>John Johnsen</cv-req:Name>
<cv-req:Telephone>99998888</cv-req:Telephone>
<cv-req:ElectronicMail>john.johnsen@x.com</cv-req:ElectronicMail>
</cv-req:Contact>
</cv-req:ReceiverParty>
<cv-req:PoliceCertificate>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>Begrenset</cv-req:Type>
  <cv-req:ValidTo>2024-12-31</cv-req:ValidTo>
</cv-req:PoliceCertificate>
<cv-req:Education>
  <cv-req:ID>2</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:Title>Master</cv-req:Title>
  <cv-req:EducationDegree>7</cv-req:EducationDegree>
  <cv-req:AlternativeEducation>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>must</cv-req:Requirement>
    <cv-req:Title>Bachelor</cv-req:Title>
    <cv-req:EducationDegree>6</cv-req:EducationDegree>
  </cv-req:AlternativeEducation>
</cv-req:Education>
<cv-req:Course>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Title>python</cv-req:Title>
  <cv-req:Version>3.0</cv-req:Version>
  <cv-req:Period>
    <cv-req:StartDate>2019-01-10</cv-req:StartDate>
    <cv-req:EndDate>2020-05-05</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:AlternativeCourse>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>must</cv-req:Requirement>
    <cv-req:Title>python</cv-req:Title>
    <cv-req:Version>2.0</cv-req:Version>
    <cv-req:Period>
      <cv-req:StartDate>2019-01-10</cv-req:StartDate>
      <cv-req:EndDate>2020-05-05</cv-req:EndDate>
    </cv-req:Period>
  </cv-req:AlternativeCourse>
</cv-req:Course>
<cv-req:Certification>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>archimate</cv-req:Type>
  <cv-req:Version>3.0</cv-req:Version>
  <cv-req:ValidTo>2050-05-05</cv-req:ValidTo>
  <cv-req:AlternativeCertification>
    <cv-req:ID>1</cv-req:ID>
```

```

    <cv-req:Requirement>must</cv-req:Requirement>
    <cv-req:Type>archimate</cv-req:Type>
    <cv-req:Version>2.0</cv-req:Version>
    <cv-req:ValidTo>2050-05-05</cv-req:ValidTo>
  </cv-req:AlternativeCertification>
</cv-req:Certification>
<cv-req:LanguageSkills>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>should</cv-req:Requirement>
  <cv-req:Language>no</cv-req:Language>
  <cv-req:Scandinavian>true</cv-req:Scandinavian>
  <cv-req:OralSkill>B1</cv-req:OralSkill>
  <cv-req:WrittenSkill>B1</cv-req:WrittenSkill>
  <cv-req:AlternativeLanguageSkills>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>should</cv-req:Requirement>
    <cv-req:Language>en</cv-req:Language>
    <cv-req:OralSkill>A1</cv-req:OralSkill>
    <cv-req:WrittenSkill>A1</cv-req:WrittenSkill>
  </cv-req:AlternativeLanguageSkills>
</cv-req:LanguageSkills>
<cv-req:ProjectExperience>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:ExperienceType>2130111</cv-req:ExperienceType>
  <cv-req:IndustryType>63120</cv-req:IndustryType>
  <cv-req:Workplace>CA</cv-req:Workplace>
  <cv-req:JobSector>private</cv-req:JobSector>
  <cv-req:RequiredTotalExperience>
    <cv-req:MinimumYearsExperience>2</cv-req:MinimumYearsExperience>
    <cv-req:MaximumYearsExperience>6</cv-req:MaximumYearsExperience>
  </cv-req:RequiredTotalExperience>
  <cv-req:Period>
    <cv-req:StartDate>2000-01-19</cv-req:StartDate>
    <cv-req:EndDate>2020-10-02</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:ExperienceDescription>
    <cv-req:PositionPercent>100</cv-req:PositionPercent>
    <cv-req:Role>2130110</cv-req:Role>
    <cv-req:Activities>Must coordinate comapnies web-portal.</cv-req:Activities>
  </cv-req:ExperienceDescription>
  <cv-req:ExperienceValue>
    <cv-req:ProjectParticipation unitOfMeasure="MON">5</cv-req:ProjectParticipation>
    <cv-req:ProjectSize unitOfMeasure="MON">20</cv-req:ProjectSize>
    <cv-req:ProjectValue currencyID="NOK">1500000</cv-req:ProjectValue>
  </cv-req:ExperienceValue>
  <cv-req:AlternativeProjectExperience>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>should</cv-req:Requirement>
    <cv-req:ExperienceType>2130111</cv-req:ExperienceType>
    <cv-req:IndustryType>63120</cv-req:IndustryType>

```

```

<cv-req:Workplace>AI</cv-req:Workplace>
<cv-req:JobSector>private</cv-req:JobSector>
<cv-req:RequiredTotalExperience>
  <cv-req:MinimumYearsExperience>2</cv-req:MinimumYearsExperience>
  <cv-req:MaximumYearsExperience>6</cv-req:MaximumYearsExperience>
</cv-req:RequiredTotalExperience>
<cv-req:Period>
  <cv-req:StartDate>2000-01-19</cv-req:StartDate>
  <cv-req:EndDate>2020-10-02</cv-req:EndDate>
</cv-req:Period>
<cv-req:ExperienceDescription>
  <cv-req:PositionPercent>100</cv-req:PositionPercent>
  <cv-req:Role>2130114</cv-req:Role>
  <cv-req:Activities>Developing IT-system.</cv-req:Activities>
</cv-req:ExperienceDescription>
<cv-req:ExperienceValue>
  <cv-req:ProjectParticipation unitOfMeasure="MON">5</cv-req:ProjectParticipation>
  <cv-req:ProjectSize unitOfMeasure="MON">15</cv-req:ProjectSize>
  <cv-req:ProjectValue currencyID="NOK">1500000</cv-req:ProjectValue>
</cv-req:ExperienceValue>
</cv-req:AlternativeProjectExperience>
</cv-req:ProjectExperience>
<cv-req:WorkExperience>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:PositionLevel>2</cv-req:PositionLevel>
  <cv-req:IndustryType>71200</cv-req:IndustryType>
  <cv-req:Workplace>AI</cv-req:Workplace>
  <cv-req:JobSector>private</cv-req:JobSector>
  <cv-req:MinimumYearsExperience>5</cv-req:MinimumYearsExperience>
  <cv-req:Period>
    <cv-req:StartDate>2010-01-19</cv-req:StartDate>
    <cv-req:EndDate>2020-10-02</cv-req:EndDate>
  </cv-req:Period>
  <cv-req:WorkExperienceDescription>
    <cv-req:PositionPercent>100</cv-req:PositionPercent>
    <cv-req:Role>2130163</cv-req:Role>
    <cv-req:Activities>Testing and developing IT-systems.</cv-req:Activities>
  </cv-req:WorkExperienceDescription>
  <cv-req:AlternativeWorkExperience>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>must</cv-req:Requirement>
    <cv-req:PositionLevel>2</cv-req:PositionLevel>
    <cv-req:IndustryType>71129</cv-req:IndustryType>
    <cv-req:Workplace>AI</cv-req:Workplace>
    <cv-req:JobSector>private</cv-req:JobSector>
    <cv-req:MinimumYearsExperience>5</cv-req:MinimumYearsExperience>
    <cv-req:Period>
      <cv-req:StartDate>2010-01-19</cv-req:StartDate>
      <cv-req:EndDate>2020-10-02</cv-req:EndDate>
    </cv-req:Period>
  </cv-req:AlternativeWorkExperience>
</cv-req:WorkExperience>

```

```

    <cv-req:WorkExperienceDescription>
      <cv-req:PositionPercent>100</cv-req:PositionPercent>
      <cv-req:Role>2130163</cv-req:Role>
      <cv-req:Activities>Testing and developing IT-systems.</cv-req:Activities>
    </cv-req:WorkExperienceDescription>
  </cv-req:AlternativeWorkExperience>
</cv-req:WorkExperience>
<cv-req:Clearance>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Level>SECRET</cv-req:Level>
  <cv-req:ExpirationDate>2025-05-05</cv-req:ExpirationDate>
</cv-req:Clearance>
<cv-req:Skills>
  <cv-req:ID>1</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>java</cv-req:Type>
  <cv-req:Version>11</cv-req:Version>
  <cv-req:SkillPractice>
    <cv-req:LastPractice>2020-03-03</cv-req:LastPractice>
    <cv-req:MinimumLengthPractice>5</cv-req:MinimumLengthPractice>
    <cv-req:SkillsReference>True</cv-req:SkillsReference>
  </cv-req:SkillPractice>
  <cv-req:AlternativeSkills>
    <cv-req:ID>1</cv-req:ID>
    <cv-req:Requirement>must</cv-req:Requirement>
    <cv-req:Type>java</cv-req:Type>
    <cv-req:Version>8</cv-req:Version>
    <cv-req:SkillPractice>
      <cv-req:LastPractice>2020-03-03</cv-req:LastPractice>
      <cv-req:MinimumLengthPractice unitOfMeasure="MON">5</cv-req:MinimumLengthPractice>
      <cv-req:SkillsReference>True</cv-req:SkillsReference>
    </cv-req:SkillPractice>
  </cv-req:AlternativeSkills>
</cv-req:Skills>
<cv-req:Skills>
  <cv-req:ID>2</cv-req:ID>
  <cv-req:Requirement>must</cv-req:Requirement>
  <cv-req:Type>react</cv-req:Type>
  <cv-req:SkillPractice>
    <cv-req:LastPractice>2020-01-01</cv-req:LastPractice>
    <cv-req:MinimumLengthPractice>7</cv-req:MinimumLengthPractice>
    <cv-req:SkillsReference>True</cv-req:SkillsReference>
  </cv-req:SkillPractice>
</cv-req:Skills>
</cv-req:CVRequest>

```

5.2 CV example

Below is a complete example-file for CV.

```
<?xml version="1.0" encoding="UTF-8"?>
<cv:CV xmlns:cv="urn:fdc:anskaffelser.no:2019:ehf:schema:CV-1">
  <cv:CustomizationID>urn:fdc:anskaffelser.no:2019:ehf:cv:1</cv:CustomizationID>
  <cv:ProfileID>urn:fdc:anskaffelser.no:2019:ehf-cv:1</cv:ProfileID>
  <cv:ID>1</cv:ID>
  <cv:Role>Utvikler</cv:Role>
  <cv:IssueDate>2024-01-05</cv:IssueDate>
  <cv:IssueTime>10:30:00</cv:IssueTime>
  <cv:SenderParty>
    <cv:EndpointID schemeID="0192">987654325</cv:EndpointID>
    <cv:Name>X company</cv:Name>
    <cv:Contact>
      <cv:Name>John Johnsen</cv:Name>
      <cv:Telephone>99998888</cv:Telephone>
      <cv:ElectronicMail>john.johnsen@x.com</cv:ElectronicMail>
    </cv:Contact>
  </cv:SenderParty>
  <cv:ReceiverParty>
    <cv:EndpointID schemeID="0192">987654325</cv:EndpointID>
    <cv:Name>Digitaliseringsdirektoratet</cv:Name>
    <cv:Contact>
      <cv:Name>Ola Nordmann</cv:Name>
      <cv:Telephone>22224444</cv:Telephone>
      <cv:ElectronicMail>ola.nordmann@direktorat.no</cv:ElectronicMail>
    </cv:Contact>
  </cv:ReceiverParty>
  <cv:PoliceCertificate>
    <cv:ID>1</cv:ID>
    <cv:Type>Ordinær</cv:Type>
    <cv:ValidTo>2025-12-31</cv:ValidTo>
    <cv:Documentation>
      <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">YXBwcm92ZWQgZm9vdGJhbGwgcmluZWZlZSBpb3J3YXk=</cv:
EmbeddedDocumentBinaryObject>
      </cv:Documentation>
    </cv:PoliceCertificate>
  <cv:Education>
    <cv:ID>1</cv:ID>
    <cv-req:Title>Master</cv-req:Title>
    <cv:EducationDegree>7</cv:EducationDegree>
    <cv:Period>
      <cv:StartDate>2018-08-01</cv:StartDate>
      <cv:EndDate>2021-06-30</cv:EndDate>
    </cv:Period>
    <cv:Documentation>
      <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">YmFjaGVsb3IgbnVyc2U=</cv:EmbeddedDocumentBinaryObject>
```

```

    <cv:URI>https://www.vitnemalsportalen.no</cv:URI>
  </cv:Documentation>
  <cv:Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>1120131</cv:Role>
    <cv:Telephone>2310114</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@x.no</cv:ElectronicMail>
  </cv:Contact>
</cv:Education>
<cv:Education>
  <cv:ID>2</cv:ID>
  <cv-req:Title>Bachelor</cv-req:Title>
  <cv:EducationDegree>6</cv:EducationDegree>
  <cv:Period>
    <cv:StartDate>2017-08-01</cv:StartDate>
    <cv:EndDate>2020-06-30</cv:EndDate>
  </cv:Period>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">YmFjaGVsb3IgaXQgZW5naW5lZXJpbmc=</cv:EmbeddedDocumentBina
ryObject>
    <cv:URI>https://www.vitnemalsportalen.no</cv:URI>
  </cv:Documentation>
  <cv:Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>2310116</cv:Role>
    <cv:Telephone>22222222</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@y.no</cv:ElectronicMail>
  </cv:Contact>
</cv:Education>
<cv:Course>
  <cv:ID>1</cv:ID>
  <cv:Title>python</cv:Title>
  <cv:Period>
    <cv:StartDate>2019-01-10</cv:StartDate>
    <cv:EndDate>2020-05-05</cv:EndDate>
  </cv:Period>
  <cv:SupplierParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv:Name>X company</cv:Name>
    <cv:Contact>
      <cv:ElectronicMail>ola.nordmann@xcompany.no</cv:ElectronicMail>
    </cv:Contact>
    <cv:CountryCode>ES</cv:CountryCode>
  </cv:SupplierParty>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">cHl0aG9uIGNvdXJzZSB4eXo===</cv:EmbeddedDocumentBinaryObject>
    <cv:URI>https://www.kurssportalen.no/</cv:URI>
  </cv:Documentation>
</cv:Course>

```



```

<cv:Certification>
  <cv:ID>1</cv:ID>
  <cv:Type>archimate</cv:Type>
  <cv:Version>3.0</cv:Version>
  <cv:ValidTo>2050-05-05</cv:ValidTo>
  <cv:SupplierParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv:Name>U company</cv:Name>
    <cv:Contact>
      <cv:ElectronicMail>company@u.no</cv:ElectronicMail>
    </cv:Contact>
    <cv:CountryCode>NO</cv:CountryCode>
  </cv:SupplierParty>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">YXJjaGltYXRlIGNlcnRpZmljYXRpb24=
    </cv:EmbeddedDocumentBinary
Object>
    <cv:URI>https://www.sertifiseringsportalen.no/</cv:URI>
  </cv:Documentation>
</cv:Certification>
<cv:LanguageSkills>
  <cv:ID>1</cv:ID>
  <cv:Language>no</cv:Language>
  <cv:Scandinavian>true</cv:Scandinavian>
  <cv:OralSkill>C1</cv:OralSkill>
  <cv:WrittenSkill>C1</cv:WrittenSkill>
  <cv:Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>1210102</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@bbb.no</cv:ElectronicMail>
  </cv:Contact>
</cv:LanguageSkills>
<cv:ProjectExperience>
  <cv:ID>1</cv:ID>
  <cv:ExperienceType>2130111</cv:ExperienceType>
  <cv:CompanyParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv:Name>AZ company</cv:Name>
  </cv:CompanyParty>
  <cv:Period>
    <cv:StartDate>2005-01-01</cv:StartDate>
    <cv:EndDate>2018-12-01</cv:EndDate>
  </cv:Period>
  <cv:ExperienceDescription>
    <cv:PositionPercent>100</cv:PositionPercent>
    <cv:Role>2130110</cv:Role>
    <cv:Activities>Developing web portal for X company.</cv:Activities>
  </cv:ExperienceDescription>
  <cv:ExperienceValue>
    <cv:ProjectParticipation unitOfMeasure="MON">5</cv:ProjectParticipation>

```

```

    <cv:ProjectSize unitOfMeasure="MON">20</cv:ProjectSize>
    <cv:ProjectValue currencyID="NOK">1500000</cv:ProjectValue>
  </cv:ExperienceValue>
  <cv:Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>2130121</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@x-company.no</cv:ElectronicMail>
  </cv:Contact>
</cv:ProjectExperience>
<cv:WorkExperience>
  <cv:ID>1</cv:ID>
  <cv:PositionLevel>1</cv:PositionLevel>
  <cv:CompanyParty>
    <cv:EndpointID schemeID="0192">123456785</cv:EndpointID>
    <cv:Name>X company</cv:Name>
  </cv:CompanyParty>
  <cv:Period>
    <cv:StartDate>2013-05-05</cv:StartDate>
    <cv:EndDate>2017-08-01</cv:EndDate>
  </cv:Period>
  <cv:WorkExperienceDescription>
    <cv:PositionPercent>100</cv:PositionPercent>
    <cv:Role>2130163</cv:Role>
    <cv:Activities>Testing and developing IT-systems in X company.</cv:Activities>
  </cv:WorkExperienceDescription>
  <cv:Contact>
    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>1222169</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@x.no</cv:ElectronicMail>
  </cv:Contact>
</cv:WorkExperience>
<cv:Clearance>
  <cv:ID>1</cv:ID>
  <cv:Level>CONFIDENTIAL</cv:Level>
  <cv:ExpirationDate>2025-08-08</cv:ExpirationDate>
  <cv:Documentation>
    <cv:EmbeddedDocumentBinaryObject
mimeCode="application/pdf">Y2xlYXJhbmNIIGRvY3VtZW50YXRpb24=</cv:EmbeddedDocumentBina
ryObject>
    <cv:URI>https://www.politiet.no/</cv:URI>
  </cv:Documentation>
</cv:Clearance>
<cv:Skills>
  <cv:ID>1</cv:ID>
  <cv>Type>java</cv>Type>
  <cv:Version>11</cv:Version>
  <cv>LastPractice>2020-05-05</cv>LastPractice>
  <cv:MinimumLengthPractice unitOfMeasure="MON">5</cv:MinimumLengthPractice>
  <cv>Contact>

```

```

    <cv:Name>Ola Nordmann</cv:Name>
    <cv:Role>1223122</cv:Role>
    <cv:Telephone>22221111</cv:Telephone>
    <cv:ElectronicMail>ola.nordmann@x.no</cv:ElectronicMail>
  </cv:Contact>
</cv:Skills>
<cv:PersonalInformation>
  <cv:ID>1</cv:ID>
  <cv:Name>Ola Nordmann</cv:Name>
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    <cv:AdditionalStreetName>2.building</cv:AdditionalStreetName>
    <cv:CityName>Oslo</cv:CityName>
    <cv:PostalZone>0342</cv:PostalZone>
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  </cv:PostalAddress>
  <cv:Contact>
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    <cv:ElectronicMail>ola.nordmann@xxx.no</cv:ElectronicMail>
  </cv:Contact>
  <cv:SocialMedia>
    <cv:ID>1</cv:ID>
    <cv:Type>linkedin</cv:Type>
    <cv:Documentation>
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    </cv:Documentation>
  </cv:SocialMedia>
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  <cv>Description>Chairman of the lawyers association for five years</cv>Description>
  <cv:Documentation>
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```

6 Profiles and messages

If messages are to be exchanged via the Peppol network they must include ProfileID and CustomizationID. ProfileID identifies what business process a given message is part of, and CustomizationID identifies the kind of message and the rules applied.

Profiles are connected to one business process, and may contain multiple document types. Valid document instances shall contain corresponding ProfileID and CustomizationID.

CustomizationID is a string without spaces. The list below contains spaces in CustomizationID to make them easier to read. **Make sure to remove any spaces before use.**

6.1 Customization and Profile identifiers

In the table below you will find the values to be used as the specification identifier and the business process type for this profile

Type	Element cbc:CustomizationID	Element cbc:ProfileID
CV Request	urn:fdc:anskaffelser.no:2019:ehf:cvrequest:1	urn:fdc:anskaffelser.no:2019:ehf-cv:1
CV	urn:fdc:anskaffelser.no:2019:ehf:cv:1	urn:fdc:anskaffelser.no:2019:ehf-cv:1

Attachment A – Code lists EHF-CV

Code lists in separate document.

Attachment B – Syntax model CV Request

Syntax model for CV Request in separate spreadsheet.

Attachment C – Syntax model CV

Syntax model for CV in separate spreadsheet.