Open ODR Model

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1. Introduction

The following working draft contains detailed model of online dispute resolution (ODR) processes. The purpose of this document is to assist in designing, sandboxing and developing ODR platforms. In addition, this model serves as a checklist for ODR professionals whether the implemented ODR platforms conform to its designed model and specification. In addition, the open model will enable automatized or semi-automatized communication among platforms of ODR institutions and those of the parties, including in cross-border judicial cooperation. The open model will also enable wider voluntary sharing of data for the purposes of training new AI services for the parties and ODR institutions.

ODR processes modelled below are understood in the broad sense and include not only more traditional ODR processes such as online negotiation, mediation, arbitration and court proceedings but also AI services related to these traditional ones. In addition, ODR processes in Open Model also include pre-dispute processes (e.g. vendor reputation) as they are important for dispute prevention.

This document does not include a complete or comprehensive list of all standard ODR processes. Its aim is to create an open framework, a structure which can continue to be developed. It enables large flexibility. Adding, deleting, modifying, relocating procedural steps or individual data elements and documenting all these changes is possible.

Open Model is organized in layers with each layer having its model and being interconnected with other layers through common numbering (see below). Details of all the layers form **Annex 1** of this document: ODR Design Options; Processes; Sub-Processes; Forms; Form Parts; Data Elements.

Design Options contain the description of principal issues related to the ODR processes and optional variants showing how each of these principal issues can be designed in an ODR platform. Design options also describe how the ODR processes can be implemented in an

ODR platform, including its design, integration and interconnection with other platforms and systems.

Processes and Sub-Processes describe ODR processes and their parts, including new AI services related to resolving disputes.

Forms and their parts describe initial set of ODR forms. Each ODR form is determined by a role of an ODR stakeholder applying the form and its activity reflected in the ODR form (e.g. a complaint prepared and filed by a legal representative of a complainant). Forms include messages related to ODR processes.

Depending on design options, forms, messages and their parts might also be processed and/or communicated automatically by platforms, i.e. without direct human intervention. In such case the forms and/or messages are provided with special syntax codes (instructions) which platforms can read and perform envisaged automatic steps. The specific codes are defined as **Communication Codes** or **CCs**. This Model includes standard syntax rules for the CCs – see below.

All ODR processes described in this Open Model can be implemented by standard open digital tools, e.g. BPMN or JSON. These tools automatically provide certain standard characteristics of the processes they implement, e.g. that a field in a form is a text field. Such characteristics are defined as **annotations**. Nevertheless, for the purposes of the Open Model more annotations are necessary and/or are not available by some of these digital tools. Annotations might also include notes with information about applicable regulations, governance terms, ethical guidelines, recommendations concerning the use of terminology and other.

Annotations might also relate to automatized processes (CCs), e.g. hints for AI (see below).

If some of the characteristics of the namespaces are not generated directly by the BPMN or similar tool, the corresponding annotations can be provided using the following abbreviations:

(i) **L1-n**: means a hierarchy level of the ODR numbering positions (e.g. L1 might mean 1 or 2 or n, according to the context; L2 might mean x1 or x2 or xn etc.);

(ii) **Cert** (Certification) means an official certification of ODR system recognized by ICODR and/or NCTDR;

(iii) **Mo** (Multiple options): means designation of a section or subsection containing 1 or more options;

(iv) **Cu to [n]** (cumulative): means a cumulative option with other options (select more

than one option); n means numbers of other cumulative option(s);

(v) **Alt to [n]** (alternative): means an alternative option to other options (select one option); n means numbers of other alternative option(s);

(vi) **Par with [n]** (parallel): means a parallel option with other option(s); [n] means other parallel option(s);

(vii) **Prec to [n]** (precedent): means a precedent option; [n] means the immediately subsequent option;

(viii) **Subs to [n]** (subsequent): means a subsequent option; [n] means the immediately precedent option;

(ix) **TC** (Text input-content): means a text which might be edited provided the meaning remains the same;

(x) **TL** (Text input-language): means a text which must remain exactly as it is, without any editing;

(xi) **H**: means a heading;

(xii) **Sh**: means a sub-heading;

(xiii) **S**: means a text with systematic/structural message;

(xiv) **A:** means an action command;

(xv) **CC[x]:** means that communication codes are applied to the namespace [x] which is processed automatically by a VAP, i.e. without human interaction;

(xvi) **Pp[x]:** means a process path to the node of Open Model where a form [x] is to be used;

(xvii) **Pe[x]:** means editing path applied to form [x];

(xviii) **DAN:** means anonymized data element;

(xix) **DNA**: means non-anonymized data element;

(xx) **Eta**: means Ethical Annotation;

(xxi) **Dis**: means disclosure of information about a particular ODR provider and its ODR system;

(xxii) **NOP**: means that for ethical considerations, this model does not allow other procedural options than expressly mentioned in the model;

(xxiii) **Con**: means a condition;

(xxiv) **Eff-fr** (Effective from): means Effective from [Date];

(xxv) **Eff-ti** (Effective till): means Effective till [Date];

(xxvi) **Correr[x]**: means correction of an error number [x];

(xxvii) **Opt** (Optional) means that a part of the form is optional and its deletion will not result in the change of the ION/2ON numbering;

(xxviii) **Note**: means a note;

(xxix) **Grp[x]**: means a Group Block number [x];

(xxx) **AI[x]**: means AI hint number [x];

(xxxi) **FT[x]**: means a field type, where [x] is the actual type, including the following: Calendar; Number; Text-single line; Multi-line text; Date-Time; Duration; Identity; Signature; Attach document; Action Command; etc.

(xxxii) **Var[x;rule]:** means a data space with variable input values, where "x" is the variable namespace and "rule" is the rule governing which input value is presented at a given time;

(xxxiii) In Annotations, words "and" and "or" retain their common meaning.

It is proposed that all textual parts of the Open Model including forms and messages comply with international open standards published by W3C.

2. Open numbering of ODR processes

As mentioned above, all ODR processes can be described by standard digital tools, e.g. BPMN or JSON. Nevertheless, BPMN and JSON by themselves do not fulfill the need of cross-platform understandability and communication. It is because each new BPMN set of ODR processes or variants of each new form in a new BPMN/JSON system will have different automatic numbering. It means that different process, sub-process or form might be identified by the same automatically generated codes. Due to complexity of the field this will happen very often.

2.1 Need for open standard numbering

For this reason, it is necessary to apply additional numbering for open digital mapping of ODR processes which will not be lost no matter how many variants, new processes, sub-processes or forms will be created. The conventions of such numbering are proposed below. Each ODR platform might have its digital description – its digital twin - described in a standard way with the help of this open numbering.

Such numbering will be first applied to the initial set of standard ODR processes and forms, including new AI services which complement traditional ODR processes. In addition, numbering will also be applied to editing options related to any of the forms or parts of forms.

Such initial set is also defined as **Initial ODR Numbering (ION)**. ION proposal is presented below as Annex 1. Initial ODR numbering will create the necessary fixed basis, then the numbering of all the variants, corrections and additions can be derived from this initial numbering using standard references described below. ION will need to be regularly updated. Official updates of ION will be available publicly. Current official version of the ION is defined

as **Official ODR Numbering (2ON).** Updates will also include additions to ION processes provided by local public authorities in the justice field in the countries interested in adopting the Open Model. ION and 2ON will need rules about its governance which will determine who can request ION/2ON changes, who will approve them for release and who will maintain public ION/2ON.

ODR numbering can be used for the design and development of ODR platforms for all the stakeholders, including the parties. The Open Model assumes that the parties will access ODR through their own platforms defined as **Virtual Agent Platforms (VAPs)** which will enable the parties to have control over data they generate.

During the process of designing, developing or modifying an ODR platform it will be possible to generate its digital twin automatically using the ODR numbering.

2.2 Numbering Conventions

The following conventions of open ODR numbering are proposed below:

2.2.1 What will be numbered and how

It is proposed that there are the following hierarchy levels corresponding to the layers mentioned above describing any ODR platform and its implemented ODR processes and their details which need to be numbered:

A. Introductory information; introductory information will include the following: ODR field as such; authors; version of this open standard; version of the ODR platform; ODR platform ID; IP license; ODR platform evaluations, self-certifications or certifications.
B. Roles
C. Design questions
D. Design options per question
E. Processes per design option
F. Sub-processes per process
G. Forms including messages per process or sub-process
H. Parts of form: headings
I. Parts of form: sub-level 1
J. Parts of form: sub-level 2
K. Editing options per form
L. Editing processes per editing option
M. Editing sub-processes per editing process
N. Data elements

O. Other

Hierarchy levels are identified by letters as mentioned above. Each hierarchy level consists of one or more component parts. Each component part is defined as **namespace**. Each namespace of an ODR platform will get its unique number consisting of a letter identifying the hierarchy level and number identifying the namespace within the hierarchy level. It is proposed to use a simple consecutive numbering of namespaces within each of the hierarchy levels, with few exceptions according to the numbering terms described in par. 2.2.3 below.

In addition, namespaces within each hierarchy level are distributed into number positions as shown below. The number of each namespace will thus be in its appropriate number position. In an ensemble of the numbering of the namespaces (e.g. forming a particular form of a concrete ODR platform), numbers of each namespace within one hierarchy level are divided by commas while hierarchy levels are divided by semi-colons.

Connected namespaces are grouped into B**locs**, e.g. an ODR form represents a set of closely connected namespaces and therefore is a logical Bloc. As a Bloc, a form or its part can be part of another form, e.g. Complainant's proposal of remedies will become part of the Complaint form.

Blocs might take various sizes and can be formed for various reasons. For example, several Blocs can form a larger bloc, e.g. in order to make it easier to design a concrete ODR system, e.g. Blocs defined as **Groups**. A Group is a Bloc of one or more design options where all the processes within such design options are parallel. Groups are numbered separately from other Blocs as follows: Grp[x]:[En-Em], where "x" is a number of the Group and "En-Em" is a list of parallel processes forming the Group.

A bloc of namespaces: "[[a]]", where "a" represents the group of namespaces forming the bloc.

A Bloc might represent a popular design solution of a particular ODR process comprised of a number of forms or it might be formed for another reason.

Start of any ODR numbering string: "ODRN:-".
End of any ODR Numbering string: "-:ODRN".

2.2.2 Numbering positions

Numbering positions specified below are included in Annex 1 in the right-hand column (Annotations):

A:

L1 indicates in a string the following introductory information, in the same order and using the same semantics: (i):ODR field, (ii):authors of the open standard, (iii) a version number of the open standard,(iv) a version number of the ODR platform, (v) ODR platform ID; (vi):Open license, (vii):certifications received of the ODR platform,(viii):unspecified additional information, (ix)deleted introductory information.

B:

L2 indicates a role;

L3 indicates a role not yet specified in the ION;

L4 indicates a role deleted;

L5 indicates a role condition: immediately subsequent role which is not another condition might apply only if design option/process/sub-process/form [No] have been performed or is applicable;

L6 Indicates a role condition: immediately subsequent role which is not another condition might apply only if design option/process/sub-process/form [No] have NOT been performed nor is applicable;

L7 Indicates an unspecified (yet) role condition;

L8 indicates a deleted role condition;

C:

L9 indicates a design question;

L10 indicates an unspecified (yet) design question;

L11 indicates a deleted design question;

D:

L12 indicates a design option per question;

L13 indicates an unspecified (yet) design option;

L14 indicates a deleted design option;

L15 indicates a design option condition: immediately subsequent design option might be performed [n] times max;

L16 indicates a design option condition: immediately subsequent design option might be performed only by [date] incl.;

L17 indicates a design option condition: immediately subsequent design option which is not another condition might be performed only if design option/process/sub-process/form [No.] have been performed or is part of the ODR processes in the ODR platform;

L18 indicates a design option condition: immediately subsequent design option which is not another condition might be performed only if design option/process/sub-process/form [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;

L19 indicates an unspecified (yet) design condition;

L20 indicates a deleted design condition;

E:

L21 indicates a process per option;

L22 indicates an unspecified (yet) process option;

L23 indicates a deleted process option;

L24 indicates a process condition: immediately subsequent process might be performed [n] times max;

L25 indicates a process condition: immediately subsequent process might be performed only by [date] incl.;

L26 indicates a process condition: immediately subsequent process which is not another condition might be performed only if design option/process/sub-process/form [No.] have been performed or is part of the ODR processes in the ODR platform;

L27 indicates a process condition: immediately subsequent process which is not another condition might be performed only if design option/process/sub-process/form [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;

L28 indicates an unspecified (yet) process condition;

L29 indicates a deleted process condition;

L30 indicates a bloc which highest hierarchy namespace is a process;

L31 indicates a process ID;

F:

L32 indicates a sub-process per process;

L33 indicates an unspecified (yet) sub-process option;

L34 indicates a deleted sub-process option;

L35 indicates a sub-process condition: immediately subsequent sub-process might be performed [n] times max;

L36 indicates a sub-process condition: immediately subsequent sub-process might be performed only by [date] incl.;

L37 indicates a sub-process condition: immediately subsequent sub-process which is not another condition might be performed only if design option/process/sub-process/form [No.] have been performed or is part of the ODR processes in the ODR platform;

L38 indicates a sub-process condition: immediately subsequent sub-process which is not another condition might be performed only if design option/process/sub-process/form [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;

L39 indicates an unspecified (yet) sub-process condition;

L40 indicates a deleted sub-process condition;

G:

L41; Gn indicates a form title (including for messages) per process or sub-process, where “n” is a consecutive number of a form within the namespace;
L42; Gn.1 indicates a Form ID;
L43; Gn.2 indicates Pp[x], i.e. a process path to the Open Model node where the form [x] is to be used;
L44; Gn.3 indicates Pe[x], i.e. editing path applied to the form [x];
L45; Gn.4 indicates CC[x], i.e. that communication codes are applied to the form [x];
L46; Gn.5 indicates a user top menu;
L47; Gn.6 indicates a user bottom menu;
L48; Gn.7 indicates a user left-hand menu;
L49; Gn.8 indicates a user right-hand menu;
L50 indicates an unspecified (yet) form;
L51 indicates a deleted form;
L52 indicates a form condition: immediately subsequent form or part of form might be performed [n] times max;
L53 indicates a form condition: immediately subsequent form or part of form might be performed only by [date] incl.;
L54 indicates a form condition: immediately subsequent form or part of form which is not another condition can be performed only if design option/process/sub-process/form/part of form [No.] have been performed or is part of the ODR processes in the ODR platform;
L55 indicates a form condition: immediately subsequent form or part of form which is not another condition can be performed only if design option/process/sub-process/form/part of form [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;
L56 indicates an unspecified (yet) form condition;
L57 indicates a deleted form condition;
L58 indicates a bloc which highest hierarchy level is a form;
H:
L59 indicates a part of form heading;
L60 indicates an unspecified (yet) part of form heading;
L61 indicates a part of form deleted;
L62 indicates a part of form condition: immediately subsequent form or part of form might be performed [n] times max;
L63 indicates a part of form condition: immediately subsequent form or part of form might be performed only by [date] incl.;
L64 indicates a part of form condition: immediately subsequent form or part of form which is not another condition can be performed only if design option/process/sub-process/form/part of form [No.] have been performed or is part of the ODR processes in the ODR platform;

L65 indicates a part of form condition: immediately subsequent form or part of form which is not another condition can be performed only if design option/process/sub-process/form/part of form [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;
L66 indicates an unspecified (yet) part of form form condition;
L67 indicates a deleted part of form condition;
L68 indicates a bloc which highest hierarchy level is a part of form;

I:
L69 indicates a part of form sub-level 1;
L70 indicates an unspecified (yet) part of form sub-level 1;
L71 indicates a deleted part of form sub-level 1;
L72 indicates a part of form sub-level 1 condition: immediately subsequent form or part of form or its sub-levels might be performed [n] times max;
L73 indicates a part of form sub-level 1 condition: immediately subsequent form or part of form or its sub-level might be performed only by [date] incl.;
L74 indicates a part of form sub-level 1 condition: immediately subsequent form or part of form or its sub-level which is not another condition can be performed only if design option/process/sub-process/form/part of form or its sub-level [No.] have been performed or is part of the ODR processes in the ODR platform;
L75 indicates a part of form sub-level 1 condition: immediately subsequent form or part of form or its sub-level which is not another condition can be performed only if design option/process/sub-process/form/part of form or its sub-level [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;
L76 indicates an unspecified (yet) part of form sub-level 1 condition;
L77 indicates a deleted part of form sub-level 1 condition;
L78 indicates a bloc which highest hierarchy level is a part of form sub-level 1;
J:
L79 indicates a part of form sub-level 2;
L80 indicates an unspecified (yet) part of form sub-level 2;
L81 indicates a deleted part of form sub-level 2;
L82 indicates a part of form sub-level 2 condition: immediately subsequent form or part of form or its sub-levels might be performed [n] times max;
L83 indicates a part of form sub-level 2 condition: immediately subsequent form or part of form or its sub-level might be performed only by [date] incl.;
L84 indicates a part of form sub-level 2 condition: immediately subsequent form or part of form or its sub-level which is not another condition can be performed only if design

option/process/sub-process/form/part of form or its sub-level [No.] have been performed or is part of the ODR processes in the ODR platform;
L85 indicates a part of form sub-level 2 condition: immediately subsequent form or part of form or its sub-level which is not another condition can be performed only if design option/process/sub-process/form/part of form or its sub-level [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;
L86 indicates an unspecified (yet) part of form sub-level 2 condition;
L87 indicates a deleted part of form sub-level 2 condition;
L88 indicates a bloc which highest hierarchy level is a part of form sub-level 1
K:
L89 indicates an editing option per form;
L90 indicates an unspecified (yet) editing option;
L91 indicates a deleted editing option;
L:
L92 indicates an editing process per editing option;
L93 indicates an unspecified (yet) editing process;
L94 indicates a deleted editing process;
M:
L95 indicates an editing sub-process per editing process;
L96 indicates an unspecified (yet) editing sub-process;
L97 indicates a deleted editing sub-process;
N:
L98 indicates a data element;
L99 indicates an unspecified (in the ION) data element;
L100 indicates a data element deleted;
L101 indicates a data element condition: immediately subsequent data element which is not another condition can be performed only if design option/process/sub-process/form/part of form/data element [No.] have been performed or is part of the ODR processes in the ODR platform;
L102 indicates a data element condition: immediately subsequent data element is not another condition can be performed only if design option/process/sub-process/form/part of form/data element [No.] have NOT been performed nor is part of the ODR processes in the ODR platform;
L103 indicates an unspecified (yet) data element condition;
L104 indicates a deleted data element condition;
L105 indicates a bloc which highest hierarchy namespace is a data element;
O:

L106 other;

2.2.3 Numbering terms

We propose the following terms of the hierarchical ODR numbering:

2.2.3.1 There might be more than 1 digit in the same hierarchy level because some of the options are cumulative (e.g. a form usually contains more than 1 heading, more than one sub-heading etc.). Digits representing the selected cumulative options within the same hierarchy level are divided by a comma.

Illustrative example: A digital map of an ODR platform containing two namespaces with numbers C1;D1,E3,E5 means that the ODR platform has implemented 2 processes per design option No. 1 (D1: ODR Features), the processes being and (ii) Legal representation (E5) related to design question C1 (VAP for ODR institution) of the ION as specified in Annex1.

2.2.3.2 The numbering of (i) unspecified options, (ii) deleted options; and (iii) conditions will be two-level. The first digit will identify the type of namespace (unspecified option, deleted option or a type of condition) and the second digit will be consecutive numbering of such type option within the hierarchy level.

Illustrative example:

In addition, the numbering of forms features will also be two-level and will follow Gn (where “n” represents a consecutive number of the form in a particular namespace): Form title. The second digits will be consecutive and will represent the following features: (i) Gn.1: Form ID; (ii) Gn.2: Process path to the form; (iii) Gn.3: Editing path to the form; (iv) Gn.4: Communication code form; (v) Gn.5: user top menu; (vi) Gn.6: user bottom menu; (vii) Gn.7: user left-hand menu; and (viii) Gn.8: user right-hand menu.

Illustrative example:

2.2.3.3 Digits corresponding to namespaces in more hierarchy levels are divided by semi-colons.

Illustrative example: A digital map of an ODR platform containing two namespaces with numbers B16.1,B3;C4;D1,D2 means that the ODR platform has implemented 2 cumulative design options No. 1 and 2 of the ION related to a design question No. 4 (Selection of ODR institution) of the ION for legal representatives (role numbered as “B3” in the ION).

2.2.3.4 Where there is no name space in the respective number position, the number in such number position will be “0”.

Illustrative example: [„A1:ODR,……;B3,0,0;….“] means that the numbered ODR process/sub-process/form relates to Complainant’s legal representative and does NOT relate to role(s) which have not yet been specified nor deleted.

2.2.3.5 The number of the namespace is part of the name of the namespace for the purposes of digital tools implementing this open standard (e.g. BPMN).

2.2.3.6 There can be only a single number for a single Bloc in the digital twin of a single ODR platform although the same Bloc can relate to various design options. This is necessary to secure that the same Bloc is numbered in the same way by all ODR platforms. Therefore, the number of such repetitory Bloc will be copied from the first form where such Bloc was used.

Bloc numbering is derived from the numbering of a namespace in the highest hierarchy level within the bloc and is [[x]], where x is the bloc number. The numbering of all other parts of each of the forms containing the repetitory Bloc will be independent on the repeated numbering.

Illustrative example: [[Legal representation]] as a process describing legal representation of a party is a Bloc which might appear in more processes related to several design options. Still this Bloc will always have the same number including all the corresponding hierarchy levels – the one alocated to it for the first time, ”[[C1D1E3]]”, with its number position L30 (see Annex 1).

2.2.3.7 A Group is numbered in the following way: ”[[Gx:a]]”, where “x” is the number of the Group (e.g. “1”) and a are numbers of the parallel design options forming the Group (e.g. “C1D1E4 – E7”). Groups are always located in number position L30.

2.2.3.8 In forms, data inputs are expressed in the following way: ”[x]”, where x is the designation of the data, e.g. ”[Name]” or ”[Date]” or ”[Blank]”, or designation of a particular namespace, e.g. [number of a namespace corresponding to the evidence of a particular suspected breach].

2.2.3.9 Numbers can be represented by digits or by abbreviations or both, for the purposes of increased understandability for designers and developers. For example, instead of a digital number as designated in Annex 1 for an error the number can be: [Err].

2.2.4 Numbering of changes to ION/2ON

We propose the following conventions for the numbering of changes to ODR processes:

2.2.4.1As described above, each ODR process, sub-process, form or its part might be modified and/or deleted or newly inserted. For example, different time limits might be set up. New variants of ODR processes or sub-processes might be added. In each ODR form new headings, sub-headings or text fields can be added or existing ones deleted. The texts on the screens might be edited. Parts of the form might be hidden for a particular type of cases. How such changes will be reflected in the numbering is described in this section.

2.2.4.2 If any part of the hierarchy is deleted, it is proposed to use the symbol **Del** next to the number of the deleted hierarchical namespace. If a new part is proposed as a replacement for the deleted part, it is proposed to use the symbol **Add** next to the number of the new hierarchical namespace. Appropriate notes will also appear in the annotations of all affected namespaces (e.g. “Correr” which means that the change was made as a correction of an error).

Illustrative example: Changing the originally designed ODR procedure in order to allow the parties to be legally represented during the ODR process will result in adding Del next to the number related to the sub-process which prohibits legal representation. At the same time, this change will result in adding Add next to the newly selected sub-process allowing legal representation.

2.2.4.3 When a namespace is relocated from its original position to another one, it will get new numbering. However, the original numbering will still appear together with the new numbering in the following way: “X Add [n Del]”, where “X“ is the new number of the relocated namespace and “n“ is the original number in accordance with the ION/2ON which was first deleted, no matter how many relocations occur to the same namespace.

Illustrative example:

2.2.4.4 If what is added is a new namespace which does not form part of the ION/2ON, it will be marked in the following way: “X Add [new]”, where “X“ is the number of the new namespace which is not part of ION/2ON.

Illustrative example:

2.2.4.5 Any change in the processes implemented by an ODR (VAP) platform will result in a change of a version number (see in the Table: Proposed hierarchy of ODR numbering below), except as specified in par. 2.2.4.6 below. In addition, in the Add and Del annotations a number

of each change will be added in the following way: [Add/Del–n], where “n” is the number of the change.

Illustrative example: If the change illustrated in 2.2.4.3 above is the first change of the process of legal representation, the sub-process prohibiting legal representation will be marked as “Del-1”, while the selected sub-process allowing legal representation will be marked as “Add-1”.

2.2.4.6 Notwithstanding par. 2.2.4.2 above, the following changes will not be considered as change in the processes implemented by an ODR (VAP) platform, should not be marked as such and will not result in a change of version number:

(i) editing forms by the ODR Editor; editing ODR processes are numbered similarly as ODR content processes in hierarchical levels K. L and M, the numbering of editing is vertical rather than horizontal as ODR processes;

(ii) changing user menus;

(iii) editing text in namespaces with annotation “TC” (Text input-content) provided the meaning of the edited text remains the same;

(iv) in a form, not implementing parts of the form specified in the ION/2ON (Annex 1) as [Opt] (Optional), providing the numbering of the remaining parts of the form remains the same as in ION/2ON (Annex 1);

(v) in a form, changing the style, e.g. changing order of different parts of the form on the screen (e.g. form heading 1 and related part of the form need not be located higher on the screen than form heading 2 and related part), provided the numbering remains the same as in ION (Annex 1); and/or

(vi) localize the form into another language.

2.2.4.7 Digital twins of two or more ODR (VAP) platforms which implement the same processes as described in the ION will be identical, except for their IDs. Nevertheless, the platforms are subject to changes, new versions etc. so the comprehensive digital twins in the form of standard open numbering including versioning (see above) will be different in most cases. Nevertheless, if VAP platforms communicate with each other and the same ODR numbers are applied for different parts of the digital twins, it will be a serious issue which needs to be prevented. Therefore, for most of the processes the open numbering without versioning will be

applied, while for some (e.g. internal managerial) processes full numbering will be appropriate.

2.2.4.8 One way of preventing errors in applying the numbering described in this Open Model would be to construct and automatically apply checksum(s) of selected hierarchical namespaces which can be automatically generated together with the generation of the digital twin of an ODR platform. Then, as the first step of messaging one ODR platform would ask for the checksum and verify it before starting the communication. Another option might be some kind of central registry. There are more ways how to prevent the misleading creation of ODR numbers.

2.2.5 Syntax of the Communication Codes

Proposed standard syntax rules for the Communication Codes are the following:

Start of any CC namespace: “CC:-“; End of any CC namespace: “:-QED“

ION number of a namespace: “ION:-xxxxx-:“, where “xxxxxxx“ gives the ION number corresponding to the namespace.

ID: “ID:-xxxxx-:“, where “xxxxxxx“ gives the ID of a person.

URL: “:-&&&url&&&-:“, where url provides an URL address.

Language: Each language has a HTML ISO Language Code, where it is represented by exactly 2 letters. For example, English is “en” and Czech is “cs”. Therefore, the language will be encoded as “LC:-”, where “LC” is the particular language code.

Country: Similarly as language encoding, using ISO country codes.

Options available for selection: “:-optx;y;z-:“, where “x“, “y“, “z“ are ION numbers of available options. If a single option includes more than one country and/or more than one language (e.g. preferred communication language(s) or location(s), the countries and/or languages will be added to the ION number of the option in the following way: “:-optxCO:_,_,_LC:_,__,_;y;z-:“ where CO means countries and LC means languages.

Selection from available options: “:-optx:-sect0/1;-opty:-sect 0/1;-optz:-sect 0/1-:“; where “1“ means that the option is selected and “0“ means that the option is not selected.

Form title of a CC representation of a human-readable form in Annex 1/ION: “CC;[ION number of human-readable form];[Title of CC form]“.

Part of form: “CC;[ION number of human-readable part of form];[CC representation of a part of form (e.g.option available for selection)]“. It is possible to use abbreviations mentioned in this Open Model if the applicable representation of a part of form is not expressly mentioned in these syntax rules (e.g. TC or TL for a text field).

Submit command: “CC;[Submit]“

Structure of a CC form: CC start;form title;part(s) of form;CC end.

Structure of CC messages will follow recognized open standards, e.g. JSON or RFC822: Standard for ARPA Internet Text Messages.

2.2.6 Digital Twin

Digital twin of an ODR platform will be a total ensemble of the numbering of all the namespaces of the ODR platform. Digital twin might have several forms, it need not be a simple string of numbering. Digital twin might take a form of graphical representation of ODR processes and their component parts with their numbering generated by BPMN tool. Digital twin might be connected with editing features enabling to modify the processes implemented by the ODR platform in the digital twin and at the same time in the actual ODR platform.

2.2.7 Illustrative template of a numbering of an ODR form [x]:

Namespace no.	**Namespace content**	**Namespace annotations**
G1	Form title	L41; Prec to [n]; Subs to [n]; Par with [n];
G1.1	Form ID	L42
G1.2	Process path to the form [x]	L43; Pp[x]
G1.3	Editing path applied to the form [x]	L44; Pe[x]
G1.4	Communication Code form	L45; CC
G1.5	User Top Menu	L46
G1.6	User Bottom Menu	L47
G1.7	User Left-hand Menu	L48
G1.8	User Right-hand Menu	L49
H1	Part 1 heading	L59;
H2	Part 2 heading	L59;

H3	Part 3 heading	L59;
H1	Part 1 heading	L59;
I1	Part 1 sub-heading 1	L69;
I2	Part 1 sub-heading 2	L69;
I1	Part 1 sub-heading 1	L69
J1	Part 1 sub-heading 1 text	L79
I2	Part 1 sub-heading 2	L69
J1	Part 1 sub-heading 2 text	L79
H2	Part 2 heading	L59;
I1	Part 2 sub-heading 1	L69;
J1	Part 2 sub-heading 1 text	L79;
H3	Part 3 heading	L59;
	… etc….	
Form number	String of all numbers above, including Process path and Editing path. As specified above in the Open Model, each number position without a namespace is numbered by digit „0“. Hierarchies are divided by semi-colons and cumulative options within a hierarchy level are divided by comas. The form is a bloc. Example of a form number: [[„A1:(i)…., (ii)….., (viii)…….;B3,0,0;….“]].	
Communication codes (cc) of the form	CC of the form will follow syntax rules for CCs mentioned in the Open Model above.	