



# Your Network for Digitalisation and Debureaucratisation







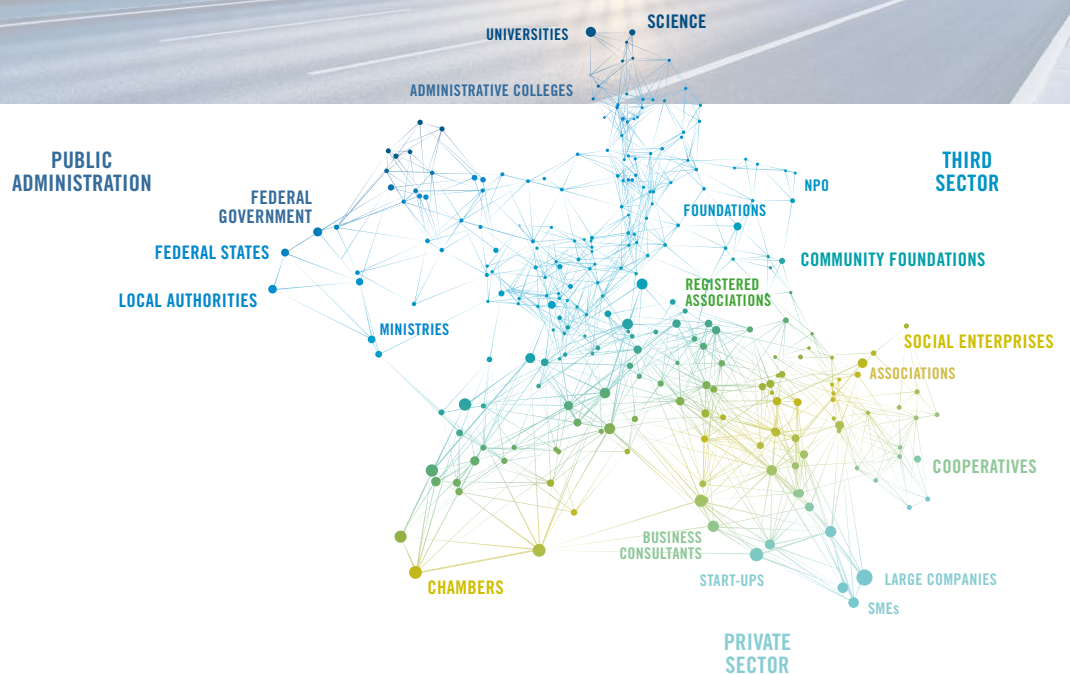
# unique & experienced

Would you like things to be simpler? We cannot herald the end of bureaucracy. But we can help to simplify bureaucratic requirements, guidelines and processes in order to create space for the essential. So well and efficiently that productivity and competitiveness in business, public administration and the third sector are increased without restricting legal certainty.

The Working Group for Economic Administration (AWV) is the nationwide forum in which answers to current questions concerning the economic design of administrative processes are developed. We set the exchange between the sectors in motion, we coordinate and moderate it. More than 1,200 managers and experts are involved in the AWV, and we always remain neutral. This makes us unique in Germany – and has been so since 1926.

The AWV is a non-profit association with many opportunities for participation. Our members include numerous large companies, SMEs, associations and authorities, but also start-ups and research institutions. We are being financially supported by the Federal Ministry for Economic Affairs and Climate Action on the basis of a resolution of the German Bundestag.

# networking & simplifying



## Optimisation is our goal

We develop standardised solutions and practical support for the efficient implementation of administrative processes and rely here on the know-how of our strong network.

Smooth, efficient administration – based on user-friendly processes in companies, the public sector and the third sector – that is our vision.

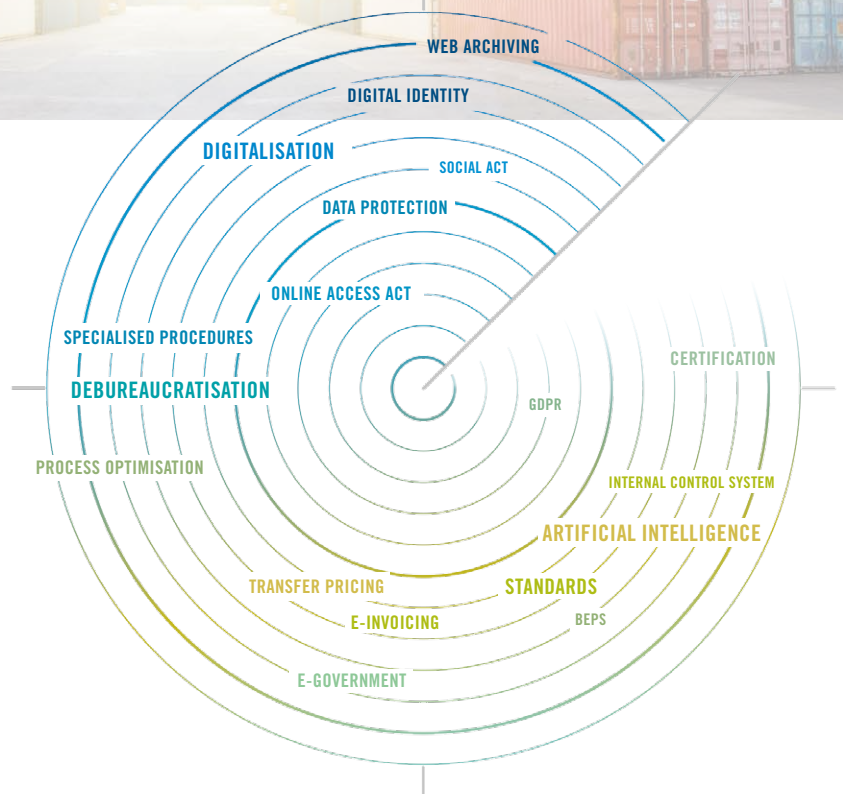
The AWV therefore supports the optimisation of internal processes and existing interfaces between the sectors. This may concern, for example, the implementation of a tax law regulation in business practice or the transmission of wage data to the Federal Employment Agency. In order to increase efficiency, we focus both on the standardisation and digitalisation of administrative processes and on the practical, low-bureaucratic design of legal requirements.

Through our working group, we promote the cross-sectoral and cross-industry networking of players and create the space for an exchange of knowledge and experience at eye level. We are convinced that complex administrative processes can only be adequately recorded, sustainably simplified and win-win situations created if the sectors exchange information with each other.

### What we stand for

- We connect experts from business, public administration and the third sector.
- We ensure that administrative processes are simplified.
- We support the consistent digitalisation of administrative processes.
- We facilitate the implementation of laws and regulations.
- We create cross-sectoral win-win situations.

# practical & diverse



## Up-to-dateness characterises our topics

We analyse legal, economic and technical developments, thus recognising the need for action at an early stage and developing forward-looking proposals for practical solutions.

In an increasingly digital working world, companies, administrations and the third sector face ever new challenges and administrative questions, which we specifically address.

Within the scope of our AWV specialist work, we deal with a wide range of topics: from questions of interpretation in connection with digital accounting, for example, to the development of digital skills and questions of archiving websites. The manifold topics are always under the premise of simplifying administrative processes and relieving unnecessary bureaucracy. Practical relevance and up-to-dateness are important criteria for us to take up and work on topics. We receive suggestions for topics from our existing working committees, from our members and also from federal ministries.

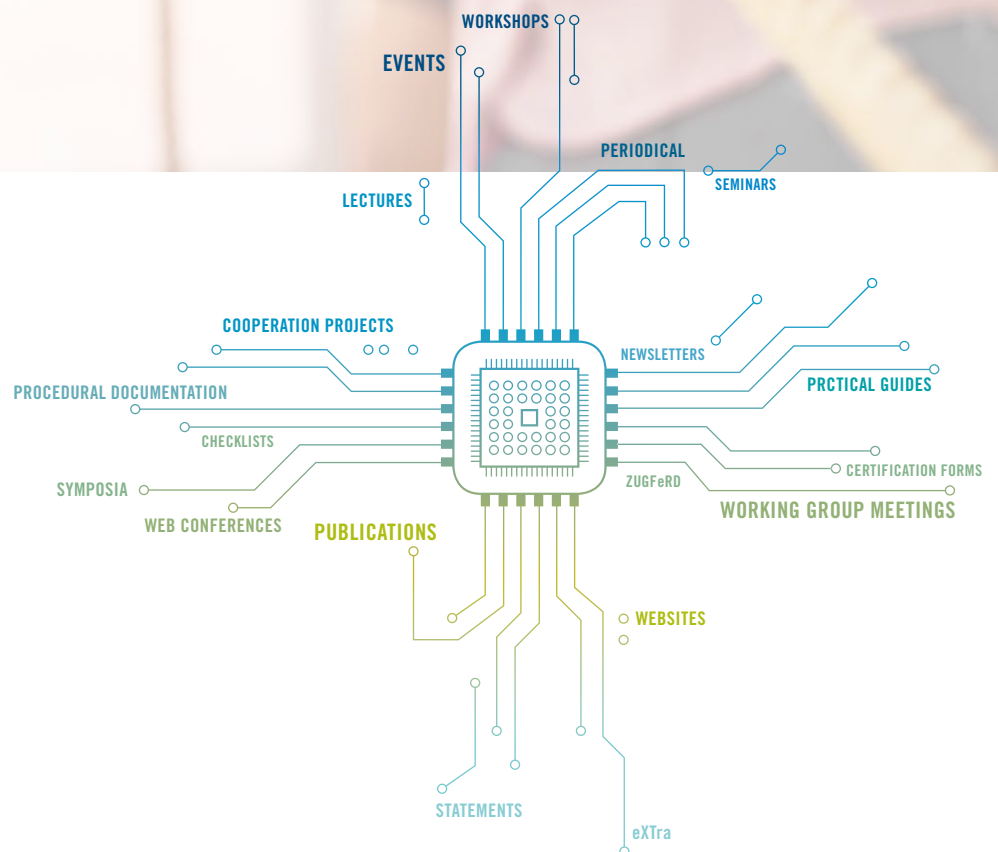
The success of our work is based on a well-developed network of volunteers: managers and experts from business, public administration and the third sector. Thanks to these committed top performers, we are able to quickly address a wide range of administrative issues and to provide practical assistance.

### Solutions we offer

- Data exchange standard “eXTra” for electronic transfer between business and public administration, free of charge ([www.extra-standard.de](http://www.extra-standard.de))
- Electronic invoice exchange standard “ZUGFeRD”, free of charge ([www.ferd-net.de/en/](http://www.ferd-net.de/en/))
- Guide to the German Principles of Proper Accounting and Bookkeeping and Retention of Accounts, Records and Documents in Electronic Form as well as Access to Data Principles (GoBD), free of charge ([www.awv-net.de/GoBD-Leitfaden](http://www.awv-net.de/GoBD-Leitfaden))
- Standardised certificates for payroll accounting ([www.awv-net.de/Bescheinigungswesen](http://www.awv-net.de/Bescheinigungswesen))
- Free access to knowledge transfer and networking through theme-centred meetings and events ([www.awv-net.de/Veranstaltungen](http://www.awv-net.de/Veranstaltungen))
- Other freely available publications, for example on data protection, and our periodical “AWV-Informationen” ([www.awv-net.de/Publikationsverzeichnis](http://www.awv-net.de/Publikationsverzeichnis))

➔ [Further information](#)

# honorary & cooperative





## Volunteering guarantees our success

We provide executive managers and experts from all three societal sectors with a neutral platform for the exchange of experiences and for the development of shared ideas, procedures and solutions.

Vibrant specialist discourses, high-quality results and new ways of networking between companies, public administration and the third sector characterise our collaboration.

The AWV honorary office is based on a professional exchange that is organised across sectors, industries and administrations. There is always the possibility of participating in one or more of our approximately forty working committees, which are divided into five specialist committees. Here you will meet managers and experts who actively shape challenges at interfaces relevant to administration, who share their knowledge and who benefit from the current exchange of information and experience for their full-time work.

Our working committees meet in the form of face-to-face meetings or web conferences. We publish the results of our specialist work in the form of practical guidelines, recommendations for action or statements, which are made available on our website. We also disseminate them via specialist conferences, seminars, our newsletter and the periodical "AWV-Informationen".

### How we are positioned

- **Specialised Committee 1**  
Digitalisation and Modernisation in Business, Administration and the Third Sector
- **Specialised Committee 2**  
Administrative Simplification and Debureaucratisation in the Personnel Management Environment
- **Specialised Committee 3**  
Accounting and Taxes
- **Specialised Committee 4**  
International Trade Procedures and Electronic Communication Issues
- **Specialised Committee 5**  
Projects

# Board, Management and Office

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Member of the Executive Board LVM (Ret.), Münster

## AWV Vice President

### **Katja Wilken**

President of the Federal Office of Administration,  
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OIA Organisation Information Archivierung,  
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Federal Ministry for Economic Affairs and Climate  
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## AWV Management

### **Dr. Ulrich Naujokat**

Managing Director, Eschborn

### **Joana Siebert-Tavares**

Deputy Managing Director, Eschborn

## AWV Office

16 full-time employees, Eschborn

Our honorary board is responsible for the strategic orientation of AWV. Our specialist work in the specialist committees, working groups and project groups is also led and carried out by experts on a voluntary basis.

The full-time employees accompany and coordinate the central control as well as the organisational and technical supervision of the specialist work.

[➔ Contact us!](#)

# Our Member Companies and Institutions

2B Advice GmbH, Bonn

## A

ABACUS Research AG, Wittenbach (Schweiz) + Accenture GmbH, Kronberg im Taunus + adata Software GmbH, Verden + adidas AG, Herzogenaurach + ADP Employer Services GmbH, Bremen + ALDI SÜD Dienstleistungs- GmbH & Co. oHG, Mühlheim an der Ruhr + Alfred Kärcher SE & Co. KG, Winnenden + Allianz Versicherungs-AG, Unterföhring + Anstalt für Kommunale Datenverarbeitung in Bayern (AKDB), München + AiF Arbeitsgemeinschaft industrieller Forschungsvereinigungen „Otto von Guericke“ e.V., Köln + AUDI AG, Ingolstadt + Avantago GmbH & Co. KG, Düsseldorf

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## D

DATAKONTEXT GmbH, Frechen + Dataport AöR, Altenholz + DATEV eG, Nürnberg + Deloitte GmbH Wirtschaftsprüfungsgesellschaft, Frankfurt am Main + Deutsche Bahn AG, Berlin + Deutsche Bank AG, Frankfurt am Main + Deutsche Gesellschaft für Information und Wissen e.V. (DGI), Frankfurt am Main + Deutsche Gesellschaft für Recht und Informatik e.V. (DGRi), Frankfurt am Main + Deutsche Post DHL Group, Bonn + Deutsche Telekom AG, Bonn + Deutsche Universität für Verwaltungswissenschaften Speyer, Speyer + Deutscher Verein für öffentliche und private Fürsorge e.V., Berlin + DIN Deutsches Institut für Normung e.V., Berlin + Dölle Informationssysteme GmbH, Chernitz + Dornbach GmbH, Saarbrücken + DPS Innovations GmbH, Leinfelden-Echterdingen + Dr. Ing. h.c. F. Porsche AG, Stuttgart-Zuffenhausen

## E

ekom21 – KGRZ Hessen, Gießen + Elbkinder Vereinigung Hamburger KITAS gGmbH, Hamburg + ERGO Group AG, Düsseldorf + Ernst & Young GmbH Wirtschaftsprüfungsgesellschaft, Eschborn + Evonik Industries AG, Hanau-Wolfgang + Exyte Management GmbH, Stuttgart

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## G

GDI – Gesellschaft für Datentechnik und Informationssysteme mbH, Landau + GDV Dienstleistungs-GmbH, Hamburg + Generali Deutschland AG, München + Gesamtverband der Deutschen Versicherungswirtschaft e.V. GDV, Berlin + gff Finanz- und Personalwirtschaftssysteme GmbH, Andernach + gfo – Gesellschaft für Organisation e.V., St. Augustin + GIP Gesellschaft für innovative Personalwirtschaftssysteme mbH, Offenbach am Main + Goethe-Institut e.V., München + Grant Thornton AG Wirtschaftsprüfungsgesellschaft, Düsseldorf + GS1 Germany GmbH, Köln

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## K

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oia GmbH, Düsseldorf + ORACLE Deutschland B.V. & Co. KG, München + ORDAT Gesellschaft für Organisation und Datenverarbeitung mbH & Co. KG, Gießen + ORGA-SOFT Cooperation GmbH, Mainz

## P

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## R

RAL Deutsches Institut für Gütesicherung und Kennzeichnung e.V., Bonn + REFA Bundesverband e.V., Darmstadt + regio iT gesellschaft für informationstechnologie mbh, Aachen + REMIRA Group GmbH, Hamburg + REWE-ZENTRAL-FINANZ eG, Köln + Rheinische Versorgungskassen, Köln + Robert Bosch GmbH, Stuttgart + Rolls-Royce Power Systems AG, Friedrichshafen + R+V Allgemeine Versicherung AG, Wiesbaden + RWE AG, Essen + RZV Rechenzentrum, Wetter

## S

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## T

TRON gGmbH, Mainz

## U

Universitätsklinikum Mannheim GmbH, Mannheim + USU Software AG, Möglingen

## V

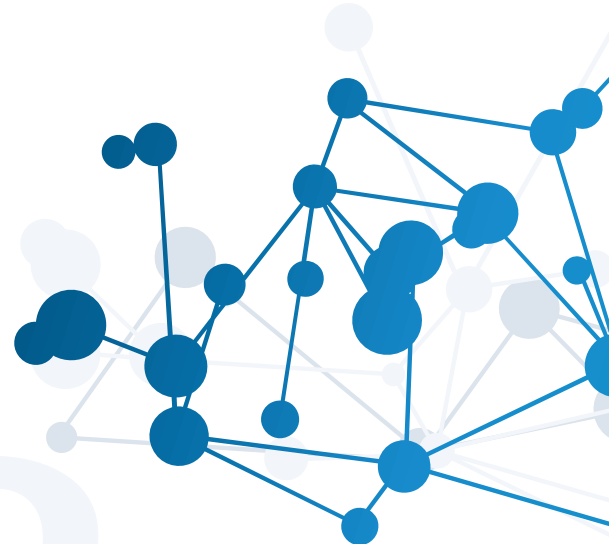
VDMA – Verband Deutscher Maschinen- und Anlagenbau e.V., Frankfurt am Main + VEDA GmbH, Alsdorf + VOI – Verband Organisations- und Informationssysteme e.V., Bonn + Volkswagen AG, Wolfsburg + VRG IT GmbH, Oldenburg

## W

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## Z

Zentralverband deutscher Konsumgenossenschaften e.V., Hamburg + Zweckverband Kommunales Rechenzentrum Niederrhein (KRZN), Kamp-Lintfort



### Join us!

Benefit from our unique, cross-sectoral network and strengthen our positions on reducing bureaucracy and simplifying administrative procedures through your employer's membership. The AWW is a non-profit association, therefore our membership fee is tax deductible.

For more information on AWW membership, please visit our website or contact us personally!

➔ [Further information](#)



AWW – Arbeitsgemeinschaft für  
wirtschaftliche Verwaltung e.V.  
Düsseldorfer Straße 40  
65760 Eschborn

Tel.: +49 6196 77726-0  
Fax: +49 6196 77726-51  
info@aww-net.de  
www.aww-net.de/en

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