

NZ Government and PPSR
Obtaining New Credentials and Installation Guide

Version 1.01
16th August 2022

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DISCLAIMER

finPOWER Connect includes functionality to cater for connection to MBIE using NZ Government and the PPSR Register from version 3.04.05 onwards.

As per your Software License Agreement, it is your responsibility to make sure finPOWER Connect is fit for your purposes and you should seek independent professional advice from sources such as Lawyers, Accountants and Government Agencies.

This is a guideline only. It is not intended to be definitive and should not be used in place of legal advice. You are responsible for staying up to date with legislative changes.

This document is correct as at time of writing, but subsequent legislative changes may affect the relevance of the contents.

REVISION HISTORY

Date	Version	By	Details
09/08/2022	1.00	AC	Created
16/08/2022	1.01	AC	Updated

OVERVIEW

This document covers finPOWER Connect information for NZ Government and PPSR.

NZ Government covers the following API's

- NZBN Searches
- Company Entity Role Searches
- Company Disqualified Director Searches.

SUMMARY

The New Zealand Ministry of Business, Innovation & Employment (MBIE) have updated the way in which all users interface with it, meaning a change is required within finPOWER Connect.

Currently the following versions are being retired as follows (correct as at 05/08/2022):

- NZBN version 3 is scheduled to be retired end of December 2022
- All other existing APIs are to be retired end of February 2023

Please note; if you are using any finPOWER Connect version prior to 3.03.02 then you are using NZBN version 3.

The new versions of the following are due to go live as follows (correct as at 09/08/2022):

- Companies Entity Role Search – Live
- Companies Disqualified Search - Live
- NZBN – Due late August
- PPSR – Due in September

Regardless of when the old versions are retired, you need to be set up the new API's ready for use and upgrade to 3.04.05

For more up to date information, please go to the following sites:

- <https://support.api.business.govt.nz/s/article/cloud-API-migration-schedule>
- <https://support.api.business.govt.nz/s/article/cloud-API-migration-steps>

As at today, NZBN version 5 and PPSR version 2 are not yet available. When these are available, the steps shown in the document below will work in the same way.

finPOWER Connect version 3.04.05 is a hybrid version of both the old and new interfaces for NZ Government and PPSR, as you will see further down in the document for the Cost Centre, Global Settings and User Preferences screenshots.

LICENCE REQUIREMENTS

- Cost Centres – only required if using more than one Cost Centre.
- Securities Register.
- PPSR Interface.
- Security Enquiry

CONFIGURATION

OBTAINING A REALME LOGIN

If you are currently using NZ Government and/PPSR then you should already have a 'RealMe' login.

If you do not have a RealMe Login, click the RealMe Site <https://www.realme.govt.nz/> and follow the instructions on the screen.

Please Note: A RealMe login is used for a number of different NZ Companies and Government Departments e.g., applying for or renewing a Passport and accessing myIR for the Inland Revenue. Therefore, it is important that where you are using your RealMe Login for work related activities that you keep your login credentials safe and do not share these with other users.

MBIE ACCOUNT CREATION

Please note:

- The following process is different to how MBIE credentials were previously obtained.
- You need to repeat the steps for each API e.g., Companies Disqualified Director Search.
- At the time of taking the screenshots, not all options are available.

1. Go to <https://portal.api.business.govt.nz/getting-started>
2. Click Login (top right-hand corner) and using your RealMe log into the site.

API.BUSINESS.GOV.T.NZ

Home Explore APIs Login

Getting Started

Follow these simple steps to get up and running

- 1
Explore the list of APIs and find different services that you'd like to use in your own applications. Read the technical documentation to find out how they operate.
- 2
Log in and request subscription from the API's details screen. Our support team will confirm whether we have all the information we require, including a signed [API Access Agreement](#), and will grant access within one working day.
- 3
As a logged in user you can manage your test (sandbox) and production environment API access keys. Use the sandbox key and sandbox endpoints in your software development.
- 4
When you've completed testing, simply use your production keys to access the live services.

Getting Started
Explore APIs

Support
Contact Us

MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HEKIMA WHAKATUTUHI

Te Kaitiaki Take Kōwhiri
New Zealand Government

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3. Enter your Account details:

API.BUSINESS.GOV.TZ Logout

Account Creation

Please provide details below to create your account

First Name
Please enter your first name

Last Name
Please enter your last name

Email
Please enter your email address

Organisation (Optional)
Please enter your organisation

Contact Number (Optional)
Please enter your contact number

[Submit](#) [Cancel](#)

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And click 'Submit' once all the fields have been entered.

4. Click on 'Explore APIs'

API.BUSINESS.GOV.TZ Home Explore APIs My Subscriptions My Applications Support Reports Profile Logout

Welcome

Welcome to the Ministry of Business, Innovation, and Employment (MBIE) API home page.
Here you'll find a diverse range of APIs for connecting directly to various government services and information sources.

[Explore APIs](#)

Getting Started

Find out how to discover, subscribe and start using our APIs in your applications.

Explore APIs

Browse our APIs and find the documentation you need to integrate with our services.

Support

Get assistance from our support team and get other information about working with the APIs.

Stay up to date

View the latest announcements and notifications about APIs.

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5. Click 'New Zealand Companies Office'.

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Home Explore APIs My Subscriptions My Applications Support Reports Profile Logout

Explore APIs

Discover and try the API-based solutions you need to build your next enterprise application. Explore API documentation, tutorials, code patterns, articles and more from experts in the industry.

- All (Ministry of Business, Innovation & Employment)
- CERT NZ (CERT NZ)
- Companies (New Zealand Companies Office)**
- MVTR (Trading Standards Motor Vehicle Traders Register)
- Tenancy Services (Tenancy Services)

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New Zealand Government

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6. Click 'Companies Entity Role Search – v3'

API.BUSINESS.GOV.T.NZ

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APIs

This is a list of APIs on MBE's API cloud platform relevant to the selected category. You can also browse more APIs on the previous platform [here](#).
See [here](#) for more detail about the migration of APIs to the cloud platform.

Search APIs

CompaniesOffice x

Group by tag

- Companies Disqualified Director Search - v3**
The Companies Disqualified Director Search API provides the facility for searching for disqualified company directors or prohibited company managers by name. See the Companies Register website for more information about how and why directors may be prohibited...
- Companies Entity Role Search - v3
The Companies Entity Role Search API provides the facility for searching the New Zealand Companies Register for persons or entities that have a director or shareholder role in one or more companies. See [here](#) for additional information on how to use the...

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New Zealand Government

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And then 'Companies Disqualified Director Search', which is in small blue writing.

The screenshot shows the API details page for 'Companies Disqualified Director Search' on the API.BUSINESS.GOV.TZ portal. The page includes a search bar, a 'Group by tag' toggle, and a 'GET' method indicator. The main heading is 'Companies Disqualified Director Search'. Below this, there are dropdown menus for 'API version' (set to v3) and 'API definition', along with a 'Changelog' link. A descriptive paragraph explains the API's purpose. The 'API Information' section states that a subscription is required. The 'Products' section lists the product 'Companies Disqualified Director Search' with a 'Subscribe' button highlighted by a blue box. A table below shows the product name and its description: 'Subscribe to this product to gain access to the Companies Disqualified Director Search API.'

The 'Subscribe' button will appear, which you need to click.

The screenshot shows the 'My Subscriptions' page on the API.BUSINESS.GOV.TZ portal. The page title is 'My Subscriptions' and it indicates that the user has no existing subscriptions. Below this, there is a 'Subscribe' button highlighted by a blue box. The 'APIs' section lists the 'Companies Disqualified Director Search - v3' API, with a 'Subscribe' button highlighted by a blue box. A table below shows the API name and its description: 'The Companies Disqualified Director Search API provides the facility for searching for disqualified company directors or prohibited company managers by name. See the Companies Register website for more information about how and why directors may be prohibited...'

- Clicking the 'Subscribe' button took me back to the Login screen; you may need to Login again. This will take you straight to the following page:

API.BUSINESS.GOV.T.NZ Home Explore APIs My Subscriptions My Applications Support Reports Profile Logout

New Subscription - Companies Disqualified Director Search

Method of Subscription ⓘ

Subscription key ▾

Please note
Subscription key API access is the simplest method to implement and is suitable for situations where a static access key provides sufficient security, and no end-user authorisation is required. Unique subscription keys will be created for production and sandbox use, referred to using the subscription name provided below. The subscription will continue to be valid until explicitly cancelled or replaced by you. If the subscription key is compromised, others may be able to call APIs using your key. [Click here](#) for more details.

Subscription Details

Product
Companies Disqualified Director Search

Subscription Name ⓘ

Companies Disqualified Director Search

Please note
This subscription will generate a production and a sandbox subscription key to authenticate to each API in the product being subscribed to. The name entered above will enable you to locate them in your subscriptions list.

Create
Cancel

- Leave the 'Method of Subscription' as 'Subscription key'. Do NOT select any other option. Click 'Create'.
- This will take you back to the screen shot shown in Step #4 Repeat the above steps but this time for 'Companies Entity Role Search'. Do this also for 'NZBN' and 'PPSR' when available.
- Once you have completed the steps in #9, click on 'My Subscriptions', shown at the top of the page. You will see the page as follows:

API.BUSINESS.GOV.T.NZ Home Explore APIs **My Subscriptions** My Applications Support Reports Profile Logout

My Subscriptions

Subscription details			Product	State	Action
Name	Companies Disqualified Director Search	Rename	Companies Disqualified Director Search	Submitted	Cancel
Requested on	08/03/2022				
Primary key	xx	Show Regenerate			
Secondary key	xx	Show Regenerate			
Name	Companies Disqualified Director Search (Sandbox)	Rename	Companies Disqualified Director Search (Sandbox)	Submitted	Cancel
Requested on	08/03/2022				
Primary key	xx	Show Regenerate			
Secondary key	xx	Show Regenerate			
Name	Companies Entity Role Search	Rename	Companies Entity Role Search	Submitted	Cancel
Requested on	08/03/2022				
Primary key	xx	Show Regenerate			
Secondary key	xx	Show Regenerate			
Name	Companies Entity Role Search (Sandbox)	Rename	Companies Entity Role Search (Sandbox)	Submitted	Cancel
Requested on	08/03/2022				
Primary key	xx	Show Regenerate			
Secondary key	xx	Show Regenerate			

This shows you the Sandbox and Production, Primary and Secondary keys. Once the 'State' has changed to 'Active' the credentials will be ready for use.

Subscription details		Product	State	Action
Name	Companies Disqualified Director Search	Companies Disqualified Director Search	Active	Cancel
Started on	08/03/2022			
Primary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		
Secondary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		
Name	Companies Disqualified Director Search (Sandbox)	Companies Disqualified Director Search (Sandbox)	Active	Cancel
Started on	08/03/2022			
Primary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		
Secondary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		
Name	Companies Entity Role Search	Companies Entity Role Search	Active	Cancel
Started on	08/03/2022			
Primary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		
Secondary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		
Name	Companies Entity Role Search (Sandbox)	Companies Entity Role Search (Sandbox)	Active	Cancel
Started on	08/03/2022			
Primary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		
Secondary key	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	Show Regenerate		

11. Enter the Primary Key for each option into the corresponding finPOWER Connect screen. For example, I have entered 'Sandbox' credentials into the 'NZ Government' 'Test Credentials' page.

GLOBAL: Global Cost Centre
Global Cost Centre

GLOBAL

Does this Cost Centre define NZ Government details?
 Use Service?

If you are not already registered at NZ Government click the button to Sign Up.

Define the service Request URL.
 Request URL:

Define the User Credentials.
 Consumer Key:
 Consumer Secret:

New Cloud-based API Credentials.
 Use for NZBN Searches?
 Subscription Key:
 Use for Company Entity Role Searches?
 Subscription Key:
 Use for Company Disqualified Director Searches?
 Subscription Key:

Navigation: Credentials | **Test Credentials** | Options

COST CENTRES

Credentials Tab

The following describes how to set up 'NZ Government' within finPOWER Connect, Cost Centres.

1. Go to the Menu option, Admin, Cost Centres and select GLOBAL. If you are using other Cost Centres, then set these up as appropriate.
2. Click on the NZ Government Page.
3. At the top of the page, '**Does this Cost Centre define NZ Government details**', tick the 'Use Service' checkbox to indicate that the Cost Centre defines the Service information.

4. Click on the **Credentials** tab and fill in the fields. The top portion of the screen will contain the 'Current Credentials' and the bottom portion contains the new 'Subscriber Keys'.

Current Credentials:

- **Define the service Request URL** - leave blank; enter a URL **only** if requested to.
- **Define the User Credentials** – if the Customer is currently using NZ Government, then the User Credentials will already be defined. Leave as is - **DO NOT** clear.

New Cloud-based API Credentials:

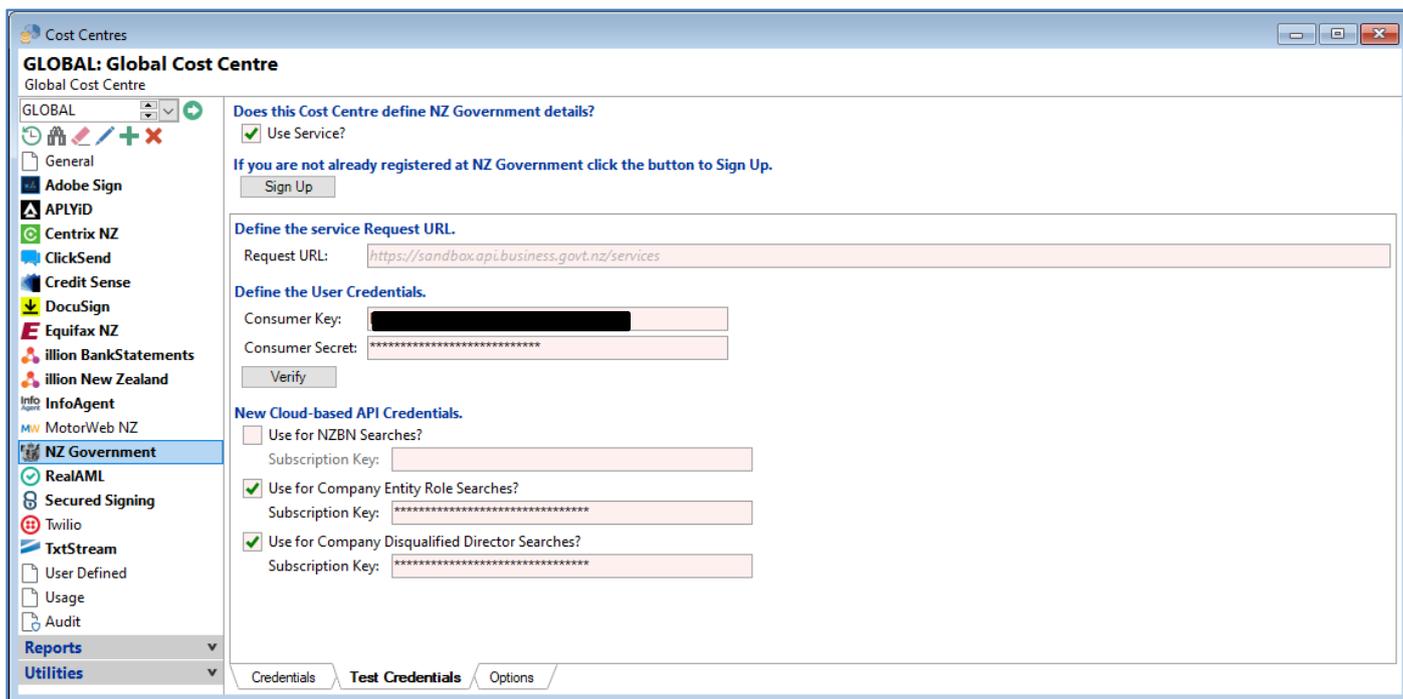
- **'Use for...'** – Tick the checkboxes of the services you have obtained credentials for and that you are going to use in preference to the 'Current Credentials'.
If you tick one of these checkboxes, you must also enter a corresponding 'Subscriber Key'.
- **Subscriber Key** – Enter the Subscriber Key as obtained via the 'MBIE Account Creation' for the specific API.

5. Click the **Save** button.

Please Note: if **any** of the new checkboxes are not ticked and no 'Consumer Key' and 'Consumer Secret' is entered, then the NZ Government service will **not** display when performing a Credit Enquiry.

Test Credentials tab

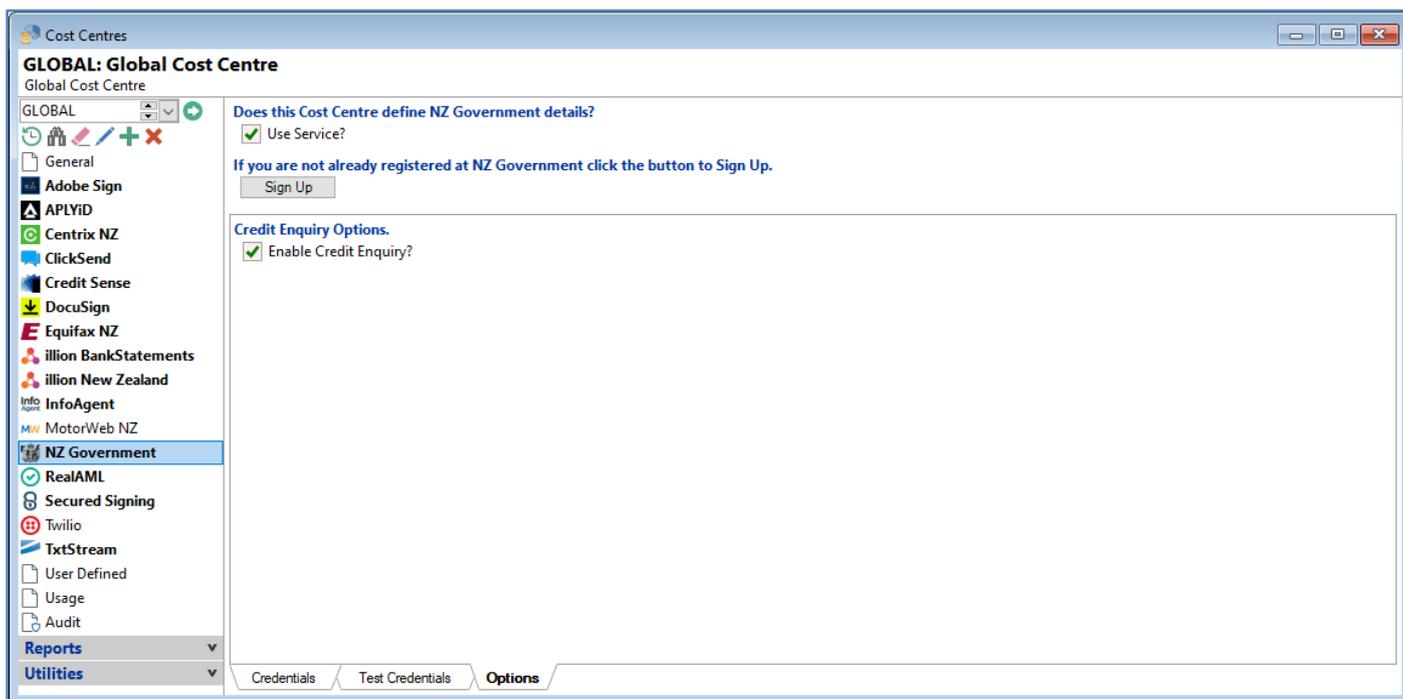
Credentials are **only** required on the Test Credentials page if you are doing UAT/Testing.



As per the production Credentials page, enter the Sandbox details as required for Test Mode.

Options tab

The Options tab is where you 'Enable Credit Enquiry'.



Tick the 'Enable Credit Enquiry' to allow this service to be used.

More information on Cost Centres can be found within the finPOWER Connect Help pages.

GLOBAL SETTINGS

The Current settings are still able to be used for PPSR, however you will need to obtain new credentials as per the section called 'MBIE Account Creation'.

Once you have these and the new PPSR interface is live, tick the 'Use new Cloud-based API' checkbox and enter the 'Subscriber Key' into the field.

Global Settings

PPSR NZ
Settings used by the PPSR service.

General **Define Credentials for the PPSR API service.**

Consumer Key: [Redacted]

Consumer Secret: [Redacted]

Use new Cloud-based API?

Subscriber Key: [Redacted]

Log all Requests?

Define the service Request URLs.

Request URL: <https://api.business.govt.nz/services>

Test URL: <https://sandboxapi.business.govt.nz/services>

Specify optional data to send.

Send Debtor Postal Address?

Send Debtor Phone, Fax and Email address?

Send Individual Client AKAs as Debtors?

Send the Name of the Person Acting for an Organisation (if available)?

Fallback Job Title:

Specify Search options.

Default Client Name using wildcards for a Debtor Person/ Organisation?

Default Client Middle Name(s) for a Debtor Person?

Default Date of Birth for a Debtor Person?

Default City/ Town for a Debtor Person/ Organisation?

Optionally define the Summary Page Script used to generate Reports.

Summary Page: [Dropdown]

Security Enquiry Options.

Use PPSR NZ for Security Enquiries (uncheck to disable)?

Summary Page: [Dropdown]

Verify connection (Test Mode).

Import Information.

Other helpful websites.

OK Cancel Apply

All other fields stay the same as per the Help page on this topic:

<http://help.intersoft.co.nz/fin3.04/index.htm#XSettings.Global.SecurityPPSRNZ>

USER PREFERENCES

If you would prefer to enter the PPSR Credentials in the User Preferences, then go to 'Securities, PPSR NZ' page.

The screenshot shows a software window titled "User Preferences for Administrator (ADMIN)". On the left is a tree view with categories: General, Accounts, Account Applications, Clients, Cost Centres, Developer, Messaging, Securities, PPSR NZ (selected), and Tasks & Workflows. The main content area is titled "PPSR NZ" and contains the following elements:

- Section: **Define the PPSR NZ service Credentials.**
- Option: Use details defined under Global Settings?
- Field: Consumer Key: []
- Field: Consumer Secret: []
- Option: Use new Cloud-based API?
- Field: Subscriber Key: []
- Section: **Verify User.**
- Button: Verify User

At the bottom of the window, there is a status bar showing "User: ADMIN" and "Administrator" with a user icon. On the right side of the status bar are buttons for "OK", "Cancel", and "Apply".

As per the Global Settings, the Current credentials are still being used for PPSR, however you will need to obtain new credentials as per the section called 'MBIE Account Creation'.

Once you have these and the new PPSR interface is live, tick the 'Use new Cloud-based API' checkbox and enter the 'Subscriber Key' into the field.

All other fields stay the same as per the Help page on this topic:

<http://help.intersoft.co.nz/fin3.04/index.htm#XSettings.User.Securities.PPSRNZ>