PeopleSoft

EnterpriseOne B73.3.1 Global Solutions - Brazil PeopleBook

June 1999

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Solutions Summary

J.D. Edwards Business Solutions for Brazil

J.D. Edwards Country Information

Region	The Americas
Localization Tier	1
Localization Provider	J.D. Edwards
Customer Support Provider	J.D. Edwards

Tax Solutions Summary

J.D. Edwards solutions for tax requirements in Brazil include:

- ❑ Tax Calculation

Tax Calculation

J.D. Edwards software calculates the following Brazilian taxes:

- ❑ Imposto sobre produtos industrializados (IPI)
- ❑ Imposto sobre circulação de mercadoria e servicos (ICMS)
- ❑ Imposto sobre circulação de mercadoria e servicos substituto (ICMS Substitution)

Availability: B73.1

Distribution Solutions Summary

J.D. Edwards solutions for distribution requirements in Brazil include:

- ❑ Inventory Management Processing

- ❑ Procurement Processing
- ❑ Sales Order Management Processing

Inventory Management Processing

J.D. Edwards software provides for the fiscal and tax code classification of all stock and nonstock items.

Availability: B73.3.1

Procurement Processing

J.D. Edwards software provides for the entry of Brazil-specific additional information in the header and detail portions of a purchase order, the reversal of a receipt, the entering of landed costs, and the closing of Notas Fiscais.

Availability: B73.3.1

Sales Order Management Processing

J.D. Edwards software provides for the entry of Brazil-specific additional information in the header and detail portions of a sales order, the generation of an outbound Nota Fiscal, the generation of a stand-alone Nota Fiscal, the entering of additional charges, and the processing of Brazilian sales orders.

Availability: B73.3.1

Accounts Receivable Solutions Summary

J.D. Edwards solutions for accounts receivables requirements in Brazil include:

- ❑ Automatic Receipts Processing

Automatic Receipts Processing

In addition to the payment formats that are included in the standard Accounts Receivable automatic payment solution, J.D. Edwards provides the following country-specific payment formats for Brazil:

- Remessa
- Retorno

Availability: B73.3.1

Accounts Payable Solutions Summary

J.D. Edwards solutions for accounts payable requirements in Brazil include:

- ❑ Automatic Payment Processing

Automatic Payment Processing

In addition to the payment formats that are included in the standard Accounts Payable automatic payment solution, J.D. Edwards provides the following country-specific payment formats for Brazil:

- Bordero
- Checks

Availability: B73.1

General Accounting Solutions Summary

The General Ledger (Livro Razão) and the Transaction Journal (Diário Geral da Contabilidade) are two of the basic elements that companies are required to maintain and submit for audit purposes.

J.D. Edwards general accounting solutions for Brazil include:

- ❑ General Ledger Report
- ❑ Transaction Journal Report
- ❑ As Of Workfile

General Ledger Report

Availability: B73.1

Transaction Journal Report

Availability: B73.1

As Of Workfile

Availability: B73.3.1

Additional Functionality for Brazil

J.D. Edwards provides additional functionality for Brazil including:

- Alternate chart of accounts

Alternate Chart of Accounts

You can set up an alternate chart of accounts if your corporate reporting requirements are different than the local reporting requirements of the country in which you are doing business. For example, if you set up the local chart of accounts by object and subsidiary, but you need to provide fiscal reports that reflect a different chart of accounts, you can set up and maintain an alternate chart of accounts in category codes 21, 22, and 23.

Availability: B73.3.1

Business Processes

About Business Processes

This section contains the various business processes for which J.D. Edwards provides solutions for Brazil. Each business process includes a summary of the process and the tasks required to complete it.

The following section contains maps for the business processes that are provided by J.D. Edwards software. Each of the maps that are included in the Global Solutions guide includes the country–specific solutions that are applicable to the process.

The maps indicate the tasks that are required for the successful completion of a business process. Country–specific tasks are specified by country and are documented in the Country-Specific Tasks section later in this guide. All other tasks are specified by the base J.D. Edwards software guide in which the tasks are documented.

J.D. Edwards country–specific processes for Brazil include the following:

- System Setup
- Inventory Management
- Procurement
- Sales Order
- Accounts Receivable
- Accounts Payable
- General Accounting

System Setup

Before you use J.D. Edwards software, you need to set up and define certain information that the system will use during processing. You use this information to customize the system for your business needs.

J.D. Edwards country-specific setup requirements for systems in Brazil include the following:

- ❑ Setting up your system for localization
- ❑ Setting up your system for next numbers
- ❑ Setting up your system for Brazilian taxes
- ❑ Additional information

Setting Up Your System for Localization

You must complete the system setup tasks detailed in the base guides as well as the country-specific tasks for Brazil listed below.

- ❑ International: Setting up user display preferences
- ❑ International: Setting up an alternate chart of accounts
- ❑ Brazil: Setting up user defined codes
- ❑ Brazil: Entering address book information
- ❑ Brazil: Setting up company and plant cross-references

Setting Up Your System for Next Numbers

The basic element of the taxing system in Brazil is the Nota Fiscal. The Nota Fiscal is a document that is similar to an invoice or bill of lading. It must accompany merchandise during the delivery process. The government requires companies to group Notas Fiscais in Fiscal Books using preapproved numbers.

When you set up next numbers, you enable the system to automatically assign numbers to various items in your system that must have unique numbers.

Because the Brazilian government assigns series and numbers to Notas Fiscais (based on the fiscal company of origin), it is possible for Notas Fiscais to have the same official number. To identify each unique Nota Fiscal that the system creates, you must set up a standard next number for Notas Fiscais.

You must also set up a next number for the documents that you generate for remittance to the bank (remessa).

- ❑ Brazil: Setting up next numbers for Nota Fiscal
- ❑ Brazil: Setting up opening and closing statements for the transaction journal report

Setting Up Your System for Brazilian Taxes

You must set up your system to process tax information, including IPI (Imposto Sobre Produtos Industrializados), ICMS (Imposto Sobre Circulação de Mercadoria e Servicos), and ICMS Substitution (Imposto Sobre Circulação de Mercadoria e Servicos) taxes. Automatic accounting instructions (AAIs) must be set up for sales and purchasing for both IPI, ICMS, ICMS Substitution, and other Brazilian taxes.

The transaction nature code (natureza da operação) is a legal code established by the Brazilian government.

IPI (Imposto Sobre Produtos Industrializados) is a federal excise tax and the government levies it at various rates on manufactured products. The tax is payable at the point of production or importation.

ICMS (Imposto Sobre Circulação de Mercadoria e Servicos) is a state tax that the government levies on purchasing and sales transactions in Brazil. The tax rate varies from state to state and some products may be taxed at different rates. The price of the product generally includes ICMS tax, but the amount of this tax also appears on the Nota Fiscal.

ICMS Substitution (Imposto Sobre Circulação de Mercadoria e Servicos Substituto) is an ICMS tax charged on interstate transactions or on special products and clients.

- ❑ Brazil: Setting up AAIs for Brazilian taxes
- ❑ Brazil: Setting up transaction nature codes
- ❑ Brazil: Setting up tax codes
- ❑ Brazil: Setting up ICMS tax rates
- ❑ Brazil: Setting up IPI tax rates
- ❑ Brazil: Setting up advanced pricing for repasse

- ❑ Brazil: Setting up price and adjustmet definitions
- ❑ Brazil: Setting up the Sales Order tax calculator

Additional Information

Additional information about setup issues and using the system is located in this section. Before you set up your system, you should review this information. The topics include:

- ❑ International: Data integrity and the chart of accounts
- ❑ International: Translation considerations for multilanguage environments
- ❑ Brazil: Setting up tax calculations

Inventory Management Processes

Businesses in Brazil can use all of the features of J.D. Edwards base Inventory Management system. In addition to the base solutions within the Inventory Management system, localization solutions provide Brazilian businesses with processes for their country-specific needs. For example, the government requires Brazilian businesses to enter specific tax information related to each inventory item. The system uses this tax information to calculate IPI, ICMS, and ICMS Substitution taxes, generate Nota Fiscal documents, and generate applicable fiscal reports.

J.D. Edwards processes for inventory management requirements in Brazil include the following:

- Inventory Management: Entering basic item information
- Brazil: Entering additional item master information
- Inventory Management: Entering branch/plant information
- Brazil: Entering additional branch/plant information

Procurement Processes

Procurement Processes

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document. This document is a Nota Fiscal.

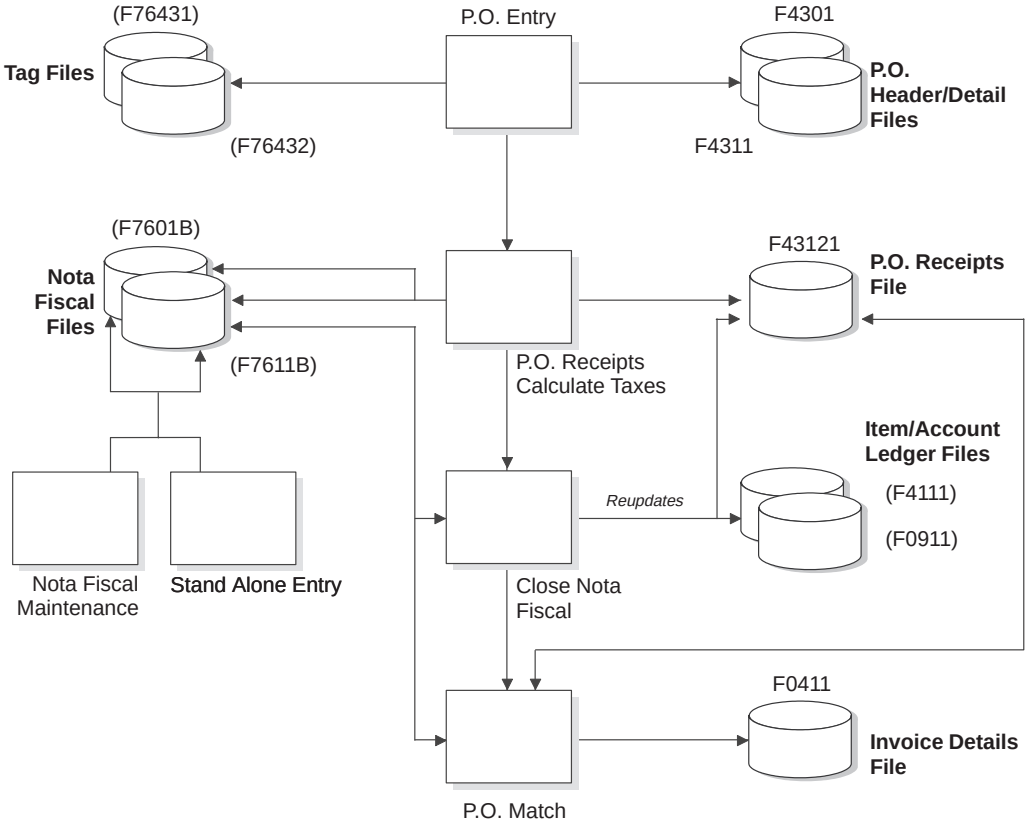
When you enter a purchase order, you also enter information that the system uses to generate the associated Nota Fiscal document. When you receive a shipment for the purchase order, you enter or update information for the related Nota Fiscal. At this time, the system calculates any applicable IPI, ICMS, and ICMS Substitution taxes. The Brazilian government holds both the seller and buyer responsible for the accuracy of tax calculations. You can verify the accuracy of the Nota Fiscal document that your supplier sends with the shipment based on the inbound version of the Nota Fiscal that your system generates.

The system automatically creates journal entries to account for the Notas Fiscais that the Procurement process creates.

Purchase Order Process Flow Diagram

The following graphic is an overview of the purchase order process, including the role of the Nota Fiscal, and the point at which the system calculates ICMS and IPI taxes.

Purchase Order Process Flow



P.O. = Purchase Order

J.D. Edwards country-specific processes for procurement requirements in Brazil include the following:

- Processing order entries
- Processing receipts
- Closing Notas Fiscais
- Processing vouchers

Processing Order Entries

Each time you want to order goods or services, you must enter a purchase order. A purchase order consists of two parts:

- Header information, which is general information that relates to the entire order, such as the supplier and order dates
- Detail information, which is line-by-line details about the items or services you want to order, such as item numbers, quantities, and costs

You can enter header information and detail information separately. Depending on the volume of orders you have and the amount of header information you need to enter, you use processing options to choose one of the following methods to enter purchase orders:

- Enter header information first, followed by detail information
- Enter detail information only, the system then applies limited header information based on default values

The following documentation assumes that you have set up the processing options to show the header information first, followed by the detail information.

In Brazil, the government requires companies to maintain additional information for purchase orders for tax audit purposes. The information includes:

- Transaction nature
- Tax code
- Fiscal classification
- Whether the item is subject to ICMS Substitution
- Origin of the item
- Purchase use
- Fiscal message

When you use J.D. Edwards Procurement system, you include this additional information in the header and detail portions of your purchase order.

J.D. Edwards solution for order entries in Brazil includes the following tasks:

- ❑ Brazil: Entering purchase orders
- ❑ Procurement: Working with Special Order Entry Features
- ❑ Procurement: Working with Commitments and Encumbrances
- ❑ Procurement: Working with Budgets

- ❑ Procurement: Working with Orders on Hold
- ❑ Procurement: Printing Orders
- ❑ Procurement: Working with Order Information

Processing Receipts

You must enter receipt information to verify the receipt of goods or services on a purchase order. You must verify the quantity, cost, and so on, for each order you receive. If you make an error or need to cancel a receipt for any other reason, you can enter reversing receipts.

When you enter receipts for purchase orders, you create the related Brazilian Nota Fiscal document.

After you enter receipts for purchase orders and record the inbound Nota Fiscal that you receive from your suppliers, you can review the documents online to verify that the information correlates with the document correctly. If some of the data is incorrect, you can make changes online. Review Notas Fiscais by order number or by Nota Fiscal number.

J.D. Edwards solution for receipt processing in Brazil includes the following tasks:

- ❑ Procurement: Printing Purchase receivers
- ❑ Brazil: Entering receipts for procurement
- ❑ Brazil: Entering reversing receipts for procurement
- ❑ Brazil: Entering landed costs
- ❑ Brazil: Reviewing inbound Nota Fiscal
- ❑ Procurement: Working with journal entries for receipt transactions
- ❑ Procurement: Printing Receipt Information

Closing Notas Fiscais

You must close a Nota Fiscal after receiving and/or adding landed costs to it. When you close a Nota Fiscal, you are updating the Account Ledger (F0911), the Item Ledger (F4111), and the Purchase Order Receiver (F43121) files with the taxes calculated in the receipt process.

J.D. Edwards solution for receipt processing in Brazil includes the following task:

- Brazil: Closing inbound Nota Fiscal

Processing Vouchers

You must create a voucher before you can pay a supplier for purchases. You usually create a voucher for the billing amount on an invoice. Three-way voucher match and two-way voucher match are the two methods of creating a voucher.

When you complete the match process, the system will create two batches if any of the transactions are subject to IPI or ICMS recoverable or ICMS payable.

J.D. Edwards solutions for voucher processing in Brazil includes the following process:

- Procurement: Reviewing open receipts
- Procurement: Creating vouchers
- Brazil: Choosing receipts records to match to vouchers
- Brazil: Choosing order detail lines to match to vouchers
- Procurement: Printing voucher information

Sales Order Management Processes

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document that is referred to as Nota Fiscal.

When you use J.D. Edwards Sales Order Management system in Brazil, you must associate the applicable tax information with your sales orders and generate Notas Fiscais for the orders. In addition to including detailed tax and product information for the order, each Nota Fiscal document must be numbered within the numbering sequence assigned to the company by the Brazilian government.

The system automatically creates journal entries to account for the Notas Fiscais that are created during the Sales Order Management process.

J.D. Edwards country-specific processes for sales order management requirements in Brazil include the following:

- ❑ Entering sales orders
- ❑ Entering additional orders and releases

Entering Sales Orders

In Brazil, the government requires companies to maintain additional information for sales orders for calculation purposes. The information includes:

- Transaction nature
- Tax code
- Fiscal classification
- Whether the item is subject to ICMS Substitution
- Origin of the item
- Type of purchase (from a clients perspective)
- Fiscal message

When you use J.D. Edwards Sales Order Management system, you include this additional information in the header and detail portions of your sales order.

After you enter sales orders, you generate Nota Fiscal by fiscal company and series. When you generate Nota Fiscal, the system creates the Notas Fiscais that you ultimately send to your customers with each shipment. Notas Fiscais include the following detailed information:

- Merchandise price
- Applicable tax amounts
- How the merchandise will be used
- Origin and destination of the shipment
- Any other expense associated with the transaction

At times it may be necessary to generate the Nota Fiscal when it is not directly attached to a purchase or sales order. In cases such as these, J.D. Edwards provides you with the ability to generate the stand-alone Nota Fiscal.

J.D. Edwards solution for sales order entries in Brazil includes the following tasks:

- ❑ Sales Order Management: Working with header information
- ❑ Sales Order Management: Working with detail information
- ❑ Brazil: Entering additional information for sales orders
- ❑ Sales Order Management: Processing options for sales order entry
- ❑ Brazil: Generating outbound Nota Fiscal
- ❑ Brazil: Reviewing outbound Nota Fiscal
- ❑ Brazil: Printing inbound/outbound Nota Fiscal
- ❑ Brazil: Generating stand-alone Nota Fiscal
- ❑ Brazil: Entering stand-alone Nota Fiscal header and detail information
- ❑ Brazil: Entering additional charges
- ❑ Brazil: Printing the stand-alone Nota Fiscal
- ❑ Brazil: Generating the stand-alone Nota Fiscal for review
- ❑ Brazil: Reviewing stand alone Nota Fiscal header and detail information
- ❑ Brazil: Printing the stand-alone Nota Fiscal for review
- ❑ Sales Order Management: Working with store and forward orders
- ❑ Sales Order Management: Working with kits and configured items

- ❑ Sales Order Management: Entering sales orders with templates
- ❑ Brazil: Understanding sales update for Brazil
- ❑ Sales Order Management: Updating customer sales

Entering Additional Orders and Releases

You enter a transfer order to ship inventory between branch/plants within your company, maintain an accurate on-hand inventory amount, and provide tax information for Notas Fiscais. The transfer order program does the following:

- Creates a sales order for the shipping location that represents the supplier
- Creates a purchase order for the receiving location that represents the customer
- Processes the inventory amounts on the transfer order as a formal purchase and sale of goods
- Creates documents, such as pick slips or invoices, that are necessary to complete the transfer

J.D. Edwards solution for additional order entries and releases in Brazil includes the following tasks:

- ❑ Sales Order Management: Working with order releases
- ❑ Sales Order Management: Entering credit orders
- ❑ Brazil: Entering transfer orders
- ❑ Brazil: Processing sales orders
- ❑ Sales Order Management: Working with quote orders
- ❑ Sales Order Management: Working with blanket orders

Accounts Receivable Processes

J.D. Edwards country-specific processes for accounts receivable requirements in Brazil include the following:

- ❑ Processing invoices
- ❑ Processing automatic receipts

Processing Invoices

In Brazil, businesses remit customer invoice information, including interest rates for amounts that are past due, to banks for collection. Banks attempt to collect on the invoices and return collection information so that the business can update Accounts Receivable information.

You can use J.D. Edwards base software to process invoices for your customers. The system automatically associates the additional information the Brazilian bank requires to collect on the invoice when you enter the invoices. This additional information is based on the A/R Brazilian Tag Maintenance country server and user defined codes.

The J.D. Edwards solution for invoice processing in Brazil consists of the following tasks:

- ❑ Accounts Receivable: Understanding A/R batch control
- ❑ Accounts Receivable: Working with standard invoices
- ❑ Accounts Receivable: Processing options for standard invoice entry
- ❑ Accounts Receivable: Entering speed invoices
- ❑ Accounts Receivable: Reviewing and approving invoices
- ❑ Accounts Receivable: Understanding the post process for A/R
- ❑ Accounts Receivable: Posting invoices
- ❑ Accounts Receivable: Revising posted invoices
- ❑ Accounts Receivable: Printing invoice journal information

Processing Automatic Receipts

In Brazil, banks collect funds from customers to pay for goods or services. You can process automatic receipts if you receive payments directly from a customer's bank on custom bank tapes (lock box). You can create a bank tape with information about your customer and send it to the bank. The bank processes this information and contacts your customers with the amount they owe you. The customers send this money to the bank and the bank sends you information about the transaction.

Automatic receipts processing for Brazil includes the following tasks:

- ❑ Accounts Receivable: Defining algorithms
- ❑ Accounts Receivable: Working with execution lists
- ❑ Accounts Receivable: Loading bank tape information
- ❑ Brazil: Reviewing additional bank information
- ❑ Brazil: Updating credit groups
- ❑ Brazil: Creating bank data – remessa
- ❑ Brazil: Processing bank data to receipts – retorno
- ❑ Accounts Receivable: Working with unprocessed items
- ❑ Accounts Receivable: Purging electronic receipts

Accounts Payable Processes

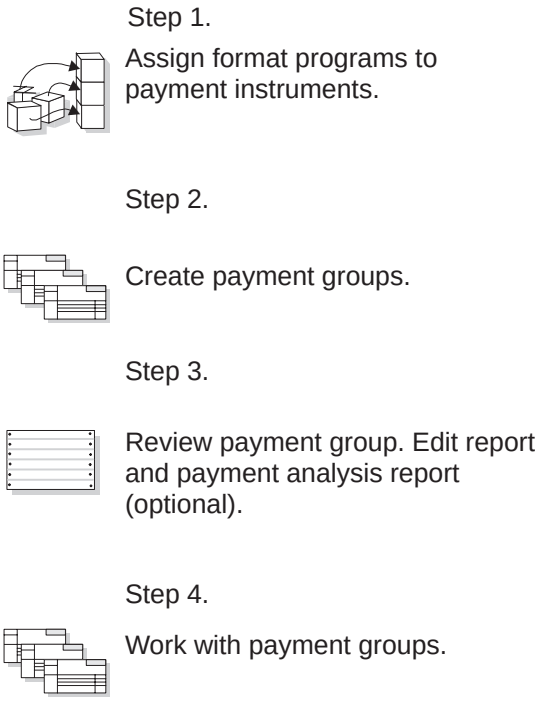
J.D. Edwards country-specific processes for accounts payable requirements in Brazil include the following:

- Processing automatic payments

Processing Automatic Payments

Use automatic payment processing to pay vouchers during your usual payment cycle. To process automatic payments, you assign formats to payment instruments. Then you create payment groups. After you create your payment groups, you process automatic payments in the group. When you select the Write function for your payment group, the system determines which payment formats to generate based on the payment formatting programs that you assign to your payment instruments.

The following graphic illustrates working with automatic payments.



J.D. Edwards solutions for automatic payment processing in Brazil consist of the following tasks:

- ❑ Accounts Payable: Setting up bank account information for A/P
- ❑ Accounts Payable: Setting up payment terms
- ❑ Brazil: Assigning formats to payment instruments
- ❑ Brazil: Creating a payment group
- ❑ Accounts Payable: Working with payment groups
- ❑ Accounts Payable: Working with automatic payments

General Accounting Processes

J.D. Edwards country-specific processes for general accounting requirements in Brazil include the following:

- Processing reports and inquiries

Processing Reports and Inquiries

To comply with specific Brazilian legal requirements and business practices, companies must keep detailed records of all transactions. The Brazilian government can audit companies at any time to verify that commercial transactions are being performed within the legal requirements.

The General Ledger (Livro Razão) and the Transaction Journal (Diário Geral da Contabilidade) are two of the basic elements that companies are required to maintain and submit for audit purposes.

Reports and inquiries processing for Brazil consists of the following tasks:

- Brazil: Printing the General Ledger report
- Brazil: Printing the Transaction Journal
- Brazil: Understanding the As Of workfile

Country-Specific Tasks

System Setup

Setting Up User Defined Codes

From the Brazilian Localization Setup menu (G76B41B), choose General User Defined Codes.

Many fields throughout J.D. Edwards software accept only user defined codes (UDCs). You can customize your system by setting up and using UDCs that meet the specific needs of your business environment.

You store UDCs in tables that relate to specific systems and code types. For example, 12/FM represents system 12 (fixed assets) and UDC list FM (finance methods). UDC tables determine what codes are valid for the individual fields in your system. If you enter a code that is not valid for a field, the system displays an error message. For example, when you enter an invoice, you can enter a UDC to specify the payment instrument. The system does not accept a payment instrument that is not in the user defined list of valid payment instruments.

UDCs are central to J.D. Edwards systems. You should be thoroughly familiar with UDCs before you change them.

Set up the following UDCs to process business transactions in Brazil:

- Document type - invoices only (00/DI)
- Document type (00/DT)
- Payment instrument (00/PY)
- Print/tape program - payments (04/PP)
- Activity/Status codes (40/AT)
- Person corporation code (H00/TA)
- State and province codes (00/S)
- Average cost calculation (40/AV)
- Price adjustment name (40/TY)
- Item category code 06 (41/06)
- G/L posting category (41/9)
- Bank code (76/BC)
- Bank record status (76/BS)
- Taxpayer code (76/CC)
- Category code manager (76/CN)
- Tax code (76/CT)
- Fiscal book code (76/FB)
- Free port zone flag (76/FR)

- G/L class code cross-reference (76/GL)
- ICMS fiscal value codes (76/II)
- Item origin (76/IO)
- IPI code fiscal value (76/IP)
- Months (76/MO)
- Nota Fiscal types (76/NF)
- Purchase use (76/PU)
- Bank receive code (76/RC)
- Document types - sales reverse (76/RD)
- Bank send code (76/SC)
- States that add IPI to imported products (76/SI)
- ICMS tax substitution markup (76/SM)
- Sales return - Brazil (76/SR)
- Tax summary (76/ST)

Document Type - Invoices Only (00/DI)

Invoice document types are also known as original documents. Original documents can exist by themselves. You must attach a matching document to an original document. All original documents have the following characteristics:

- Represent the original transaction
- Stand alone in the system
- Are soft coded

For example, you might set up the following document types for Brazil:

- ND - Nota Fiscal Return - Ship To
- NN - Nota Fiscal Reverse/Void
- NR - Nota Fiscal - Ship From
- NS - Nota Fiscal Invoice

Document Type (00/DT)

Set up document types so that you can identify, group, and process similar transactions.

In addition to the hard-coded document types that are used throughout J.D. Edwards software, you can set up soft-coded document types that are based on your specific business needs. For example, you might set up the following document types for Brazil:

- NF - Purchasing Nota Fiscal
- NI - Non-stock recoverable Nota Fiscal
- NS - Nota Fiscal sales
- NR - Ship-from Nota Fiscal return

Payment Instrument (00/PY)

Set up UDCs to identify each payment instrument that you use. You can associate payment instruments with documents so that you can process similar documents together. For example, you might set up the following payment instruments for checks, Bordero, and bank collection:

- / - Check & Bordero - BR Bradesco
- % - Bordero - Brazil Bradesco
- & - Bordero Print - Brazil Bradesco
- blank - (A/R & A/P)

Print/Tape Program - Payments (04/PP)

Set up UDCs for each of the print or tape programs that you use to write payments. The following programs are available for Brazil:

- P04572CB1 - Check + Bordero - BR Bradesco
- P04572DB - Bordero Print – BR Bradesco
- P04572DB1 - A/P Payments - BR Bradesco
- P04572RB - Bordero - Brazil Bradesco

Activity/Status Codes (40/AT)

To advance an order line through the order process, you must create order activity rules to establish a sequence of steps for processing.

The system processes an order line based on the order activity rules that you set up for the order type and line type combination. For example, you might set up the following order activity rules for Brazil:

- 425 - Freight, insurance, and expenses (Brazil purchasing)
- 430 - Close Nota Fiscal
- 595 - Generate Nota Fiscal
- 597 - Freight, insurance & expenses (Brazil sales)
- 598 - Print Nota Fiscal
- 617 - Generate tax lines
- 999 - Reversed Nota Fiscal

See Also

- *Sales Order Management: Setting Up Order Line Types* and *Setting Up Order Activity Rules* for more information status codes and the order process.

Person Corporation Code (H00/TA)

Set up UDCs for person/corporation to represent the nature of the Address Book entity. The following values are the only valid values for Brazil localization and are hard coded in the system:

- 1 - Individual
- 2 - Corporate Entity
- 3 - Both an Individual and Corporate Entity

State and Province Codes (00/S)

Set up UDCs for the state or province. The system relates a two-digit code to the state or province. For example, you might set up the following state and province codes for Brazil:

- AM - Amazonas
- RJ - Rio de Janiero
- RS - Rio Grande do Sul
- SP - Sao Paulo

Average Cost Calculation (40/AV)

Set up UDCs for the average cost calculator to control which program is used for procurement taxation processing. This UDC links the base software for Procurement to the Brazil localization. Add the following code to the UDC table (40/AV):

- R76B804 - Process Taxes in receipt file - Y

The Code field contains the program Processes Taxes in Receipt File (R76B804). The Description 01 field contains the name of the program. The Description 02 contains a "Y."

Price Adjustment Name (40/TY)

Set up UDCs for price adjustment names. Each Brazilian price adjustment name should have a special handling code that corresponds to the price adjustment names that Advanced Pricing uses. The tax calculator must find these adjustment names to determine which category codes to use. In the following list, the first name is the UDC, and the second name is the special handling code. Note that the special handling code names appear identical to names found in UDC table (76/CN), but here the system uses them for a different purpose. Valid codes include:

- CLIENTE - PTRADE - Percentage discount for a customer
- REGRAS - PRULES - Percentage discount payable due to rules of advanced pricing
- LOSEASON - PRULES - Low season percentage discount
- REPASSE - PREPAS - Percentage discount on ICMS
- ZONAFRC - PZONE - Percentage discount on Free Zone or Free Trade

The names of the pricing adjustments are found in UDC table (40/TY). You must manually add this special handling code name after setting up a new adjustment. For example, in order for the tax calculator to find the Repasse discount (REPASSE), you must enter PREPAS as a special handling code in the special handling column of UDC table (40/TY).

- REPASSE - Repasse Discount (BRAZIL) - PREPAS

The Code field contains the code name REPASSE. The Description 01 field contains the name of the discount. The Special Handling column contains the special handling code name PREPAS.

Item Category Code 06 (41/06)

The following valid values are hard coded in Brazilian localization:

- 1 - Manufactured Product (Brazil)
- 2 - Purchased Product (Brazil)

G/L Posting Category (41/9)

Set up UDCs for the G/L class descriptions for the distributions AAIs. The G/L Posting Category UDC table (41/9) controls which general ledger accounts receive the currency amount of inventory transactions for an item. For example, you might set up the following codes:

- IC30 - ICMS Tax/IN30
- IM30 - ICMS Rec/IN30
- IP30 - IPI Tax/IN30
- IR30 - IPI Rec/IN30
- RE30 - Repasse/IN30
- SB30 - Subs.Rec/IN30
- ST30 - ICMS Subs/IN30
- TD30 - Trade Disc/IN30

Bank Code (76/BC)

Set up UDCs for the banks you do business with. The system relates a three-digit code to a bank you set up. For example, you might set up the following codes:

- 001 - Banco do Brasil
- 237 - Banco Bradesco
- 241 - Banco Itau

Bank Record Status (76/BS)

Set up UDCs for bank status to track the status of the accounts receivable information you send to the bank for processing. For example, you might set up the following codes:

- blank - Not processed
- R - Record received
- S - Record sent

Taxpayer Code (76/CC)

In Brazil, different tax rules apply to different types of taxpayers. You can set up UDCs to identify the types of taxpayers in your system. For example, you might set up codes to identify taxpayers as follows:

- 1 - Taxpayer
- 2 - Consumer
- 3 - Taxpayer and consumer

These values are hard coded in the Brazil localization.

Category Code Manager (76/CN)

The Brazil localization provides you maximum flexibility by allowing you to set up Address Book and item category codes for use in Brazilian tax calculations. Brazilian localization reserves seven of these category codes in the address book and the item files. In order not to conflict with the category codes already in use, localization dynamically allocates the category codes it requires. In other words, you must choose the category codes that will be used by localization. Setting up UDC table (76/CN) establishes this relationship.

Brazilian localization requires the setup of seven category codes. In UDC table (76/CN) each category code has a hard coded name that the program uses to establish a relationship with the category code variable in the files.

You set up UDCs in the Category Code Manager (76/CN) for the following:

- Address Book category codes
- Item Nature and Item Branch/Plant category codes
- Identification of category codes used to store Brazil specific information

You must set up the following seven category codes for UDC table (76/CN) that are hard coded in Brazil localization:

Address Book Print Repasse Indicator

Set up to identify whether repasse should be printed on the Nota Fiscal.

PREPAS - AC22 (Address Book)

- N - Do not print Repasse
- Y - Print Repasse

Address Book Print Pricing Rules Discounts Indicator

Set up to indicate whether pricing rules discounts are printed on the Nota Fiscal for specific customers.

PRULES - AC19 (Address Book)

- N - Do not print pricing rules discount
- Y - Print pricing rules discount

Address Book Print Trade Discount Indicator

Set up to indicate whether trade discounts are printed on the Nota Fiscal for specific customers.

PTRADE - AC21 (Address Book)

- N - Do not print discounts in Nota Fiscal
- Y - Print discounts in Nota Fiscal

Address Book Print Free-Zone Discount Indicator

Set up to indicate whether free-zone discounts are printed on the Nota Fiscal.

PZONE - AC20 (Address Book)

- N - Do not print free-zone discount
- Y - Print free-zone discount

Address Book Print ICMS Substitution Markup Level Indicator

Set up to indicate a customer's or supplier's ICMS Substitution Markup level.

MARKUP - AC30 (Address Book)

- N - Do not print markup
- Y - Print free-zone markup

Item Nature Indicator

Set up to link the item category code selected to represent the item nature in the Brazilian localization.

NATUR - SRP6 (Item/Branch)

- 1 - Manufactured product (Brazil)
- 2 - Purchased product (Brazil)

Free-Zone Discount Indicator

Set up to indicate whether free-zone discounts apply to an item or not.

AZONE - SRP8 (Item/Branch)

- N - Do not apply FZ Disc. (Brazil)
- Y - Apply free-zone discount (BR)

Tax Code (76/CT)

Set up these codes to identify the tax codes you will use. For example you might set up the following codes:

- 01 - Pay ICMS and IPI
- 02 - Pay ICMS, exempt IPI
- 03 - Exempt ICMS, pay IPI
- 04 - Exempt ICMS and IPI

These codes should match the codes in the ICMS/IPI Tax Code Summary Table (F7617B).

Fiscal Book Code (76/FB)

Set up fiscal book codes as follows:

- DG - Transaction journal

Free Port Zone Flag (76/FR)

Set up free port zone codes to indicate whether a company is located in a free port zone. For example, you might set up free port zone codes as follows:

- 0 - Non free port zone
- 1 - Free port zone
- 2 - Free commerce zone

G/L Class Code Cross-Reference (76/GL)

You must set up UDC table (76/GL) for Brazilian tax accounting. Brazilian localization uses AAIs 4220 and 4240 in Sales Order Management and AAIs 4385 and 4390 in Procurement to account for Brazilian taxes, freights, expenses, insurance, and discounts. The system uses four key fields (Company, AAI, Document Type, and G/L Class Code) to associate these AAIs to an account.

You might set up the following codes:

Codes	Description 01	Description 02
ICMIN30	IC30	ICMS Tax Amount
ICRIN30	IM30	ICMS Recoverable
IPIIN30	IP30	IPI Tax Amount
IPRIN30	IR30	IPI Recoverable
REPIN30	RE30	ICMS Repasse Discount

SBRIN30	SB30	ICMS Substitution Recoverable
SUBIN30	ST30	ICMS Substitution Tax Amount
TDCIN30	TD30	Trade Discount

The first three characters of the UDC are hard coded, for example, ICMXXX, ICRXXX, etc. The last four characters of the UDC are the G/L class of the item at the branch/plant level. The example codes above are for G/L class codes IN30.

See

- *Brazil: G/L Posting category (41/9)* for more information on G/L class descriptions for distribution AAIs.

ICMS Fiscal Value Codes (76/II)

You can set up fiscal value codes for ICMS tax to indicate whether transactions are taxable, exempt, or eligible for a reduced tax rate. You can also use this code to indicate whether the tax can be recovered for a transaction.

For example, you might set up fiscal value codes as follows:

- 1 - Taxable
- 2 - Exempt or not taxable
- 3 - Other

To set up ICMS Fiscal Value codes, you must enter a special handling code to identify whether the code is subject to tax. Enter 1 in the special handling code for taxable codes and 0 (zero) for nontaxable codes.

Item Origin (76/IO)

The origin flag represents the origin of the item. You can set up item origin codes as follows:

- 0 - Domestic goods
- 1 - Foreign goods - imported
- 2 - Foreign goods - local purchase

These values are hard coded in the Brazilian localization.

IPI Code Fiscal Value (76/IP)

You can set up fiscal value codes for IPI tax to indicate whether transactions are taxable, exempt, or eligible for a reduced tax rate. You can also use this code to indicate whether the tax can be recovered for a transaction.

For example, you might set up fiscal value codes as follows:

- 1 - Taxable
- 2 - Exempt or not taxable
- 3 - Other

To set up IPI fiscal value codes, you must enter a special handling code to identify whether the code is subject to tax. Enter 1 in the Special Handling column for taxable codes and 0 (zero) for nontaxable codes.

Months (76/MO)

Relates a two-digit number to a month. The numbers progress from January (01) to December (12).

Nota Fiscal Types (76/NF)

Use Nota Fiscal type codes to identify different Notas Fiscais in the system. The following codes for Nota Fiscal are hard coded in the system:

- 1 - Stand Alone Nota Fiscal - PO
- 2 - Complementary Nota Fiscal - PO
- 3 - 2-Way Match Nota Fiscal - PO (Available only in OneWorld)
- 4 - 3-Way Match Nota Fiscal - PO
- 5 - Stand Alone Nota Fiscal - SO
- 6 - Complementary Nota Fiscal - SO
- 7 - Nota Fiscal - SO

Codes 1, 4, 5, and 7 are used in World.

Purchase Use (76/PU)

Set up purchase use codes to identify how the item being purchased will be used. The purchase use of the item will determine the tax recoverability of the item. For example, you might set up codes to identify purchases as follows:

- BLANK - blank
- CON - Purchase internal consumption, tax not recoverable
- EMB - Packaging products, tax not recoverable
- RAW - Raw materials
- RES - Purchase for resale

These codes are user defined except for CON. CON is hard coded in the system.

The tax recoverability of the purchased item is determined by the first three characters in the Special Handling column:

- Position 1 - IPI
- Position 2 - ICMS
- Position 3 - For future use

  Enter 1 for recoverable and 0 (zero) for nonrecoverable.

There is a special use for the fourth position of UDC table (76/PU). It is used for items that are purchased for manufacturing or purchased for resale. The fourth position determines the suggested Transaction Nature code for those companies to which ICMS Substitution apply. The valid values for the fourth position are the following:

- 1 - Buying or transferring items for manufacturing purposes
- 2 - Buying or transferring items for resale purposes

Bank Receive Code (76/RC)

Set up receive transaction status codes to indicate the status of the Duplicata that you receive from the bank that is responsible for the collection of your Accounts Receivable invoices.

You should establish these codes in conjunction with your bank for effective communication.

Document Types - Sales Reverse (76/RD)

Set up receive document types for sales reverse to indicate which line types you will use for sales reverse. For example, you might set up the following UDC:

- VC - Sales Reverse - Brazil

Bank Send Code (76/SC)

Set up send transaction status codes to indicate the status of the Duplicata that you send to the bank that is responsible for the collection of your Accounts Receivable invoices. For example, you might set up the following UDCs:

- blank - Not sent
- 01 - Remittance
- 02 - Cancel collection of payment
- 04 - Abatement (correction)
- 05 - Cancel abatement (correction)
- 06 - Change due date
- 09 - Litigation
- 10 - Discontinue litigation
- 18 - Suspend litigation

You should establish these codes in conjunction with your bank for effective communication.

States that add IPI to Imported Products (76/SI)

You can set up UDCs to identify which Brazilian states add IPI to the ICMS basis of imported products. The UDC consists of a two-character abbreviation of the state in the Code field and the state's full name in the Description 01 field. For example, you might set up the following valid value:

- SP - Sao Paulo

ICMS Tax Substitution Markup (76/SM)

You can set up UDCs to identify to which items ICMS Substitution will apply. The following values are hard coded in Brazilian localization:

- N - No
- Y - Yes, use list price
- Z - Yes, use net price

Sales Return - Brazil (76/SR)

Set up return document types for sales return to indicate which line types you will use for sales return. For example, you might set up the following UDCs:

- VR - Sales Return - Brazil
- VS - Purchase Return - Brazil

Tax Summary (76/ST)

Set up tax summary codes to identify the tax eligibility of an item in Brazil. The UDC consists of a two-digit character. The following two-digit values are hard coded in the Brazilian localization.

Codes	Description 01	Description 02
00	Domestic	Pay Full Tax
01	Domestic	Pay ICMS and ICMS Sub. Mark Up
02	Domestic	Reduced Base for Tax Calc.
03	Domestic	Exempt/Not ICMS/Pay ICMS Sub.
04	Domestic	Exempt or Not Taxable for ICMS
05	Domestic	Taxable, Collection Suspended
06	Domestic	ICMS Paid to Vendor when Purch.
07	Domestic	Reduced Base; ICMS Already Pd.
09	Domestic	Other
10	Foreign Product, Direct Import	Pay Full Tax
11	Foreign Product, Direct Import	Pay ICMS and ICMS Sub. Mark Up
12	Foreign Product, Direct Import	Reduced Base for Tax Calc.
13	Foreign Product, Direct Import	Exempt/Not ICMS/Pay ICMS Sub.
14	Foreign Product, Direct Import	Exempt or Not Taxable for ICMS
15	Foreign Product, Direct Import	Taxable, Collection Suspended
16	Foreign Product, Direct Import	ICMS Paid to Vendor when Purch.
17	Foreign Product, Direct Import	Reduced Base; ICMS Already Pd.
19	Foreign Product, Direct Import	Other
20	Foreign, Acquired Domestically	Pay Full Tax
21	Foreign, Acquired Domestically	Pay ICMS and ICMS Sub. Mark Up
22	Foreign, Acquired Domestically	Reduced Base for Tax Calc.
23	Foreign, Acquired Domestically	Exempt/Not ICMS/Pay ICMS Sub.
24	Foreign, Acquired Domestically	Exempt or Not Taxable for ICMS
25	Foreign, Acquired Domestically	Taxable, Collection Suspended
26	Foreign, Acquired Domestically	ICMS Paid to Vendor when Purch.
27	Foreign, Acquired Domestically	Reduced Base; ICMS Already Pd.
29	Foreign, Acquired Domestically	Other

Entering Address Book Information

You enter address book records to create a database of information about your employees, customers, suppliers, and tax authorities.

To process business transactions accurately in Brazil, the government requires companies to maintain detailed tax information and specifications for all customers, suppliers, and tax authorities. To maintain this information, you can access an additional tax information form when you add a new address book record to the system or when you change the information for an existing record.

Maintaining Address Book records for Brazil consists of the following tasks:

- Adding Address Book records
- Entering additional Address Book information

Alternatively, you can access customer and supplier address book records from the following forms:

- Customer Master Information (P01053)
- Supplier Master Information (P01054)

Before You Begin

❑ Verify that you have selected Brazil in your user display preferences.

❑ Verify that you have set up matching versions of Address Book (P01012) and Address Book Additional Information - Brazil (P01012BR).

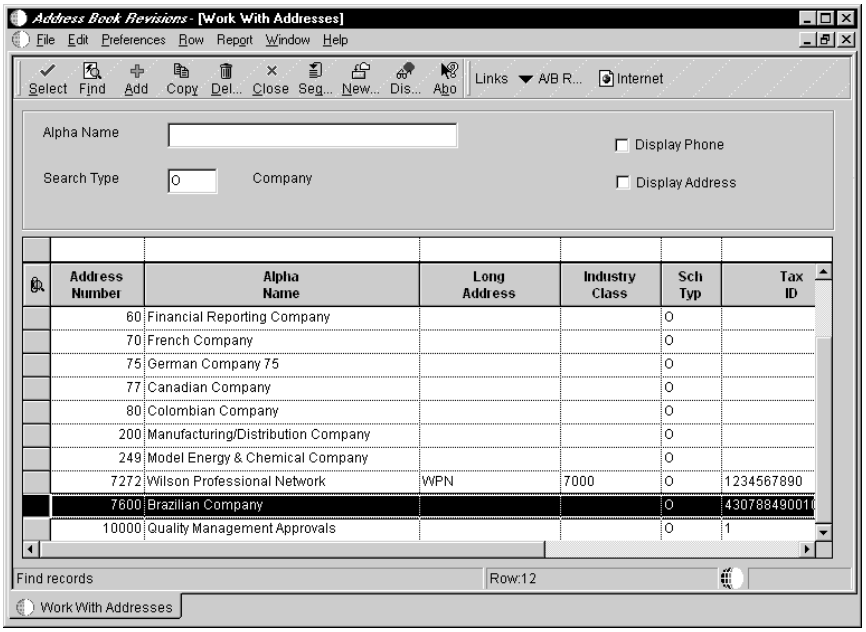
❑ Verify that you have set up the following UDCs:

- Person corporation code (H00/TA)
- State and province codes (00/S)
- Taxpayer code (76/CC)
- Free port zone flag (76/FR)
- ICMS fiscal value codes (76/II)
- IPI code fiscal value (76/IP)
- ICMS tax substitution markup (76/SM)

To add address book records

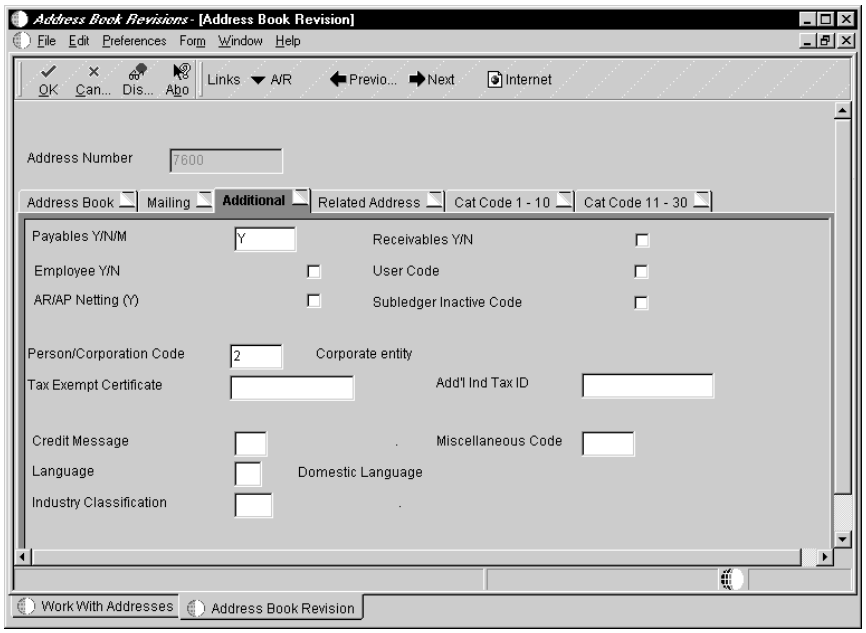
From the Address Book menu (G01), choose Address Book Revisions.

On Work With Addresses



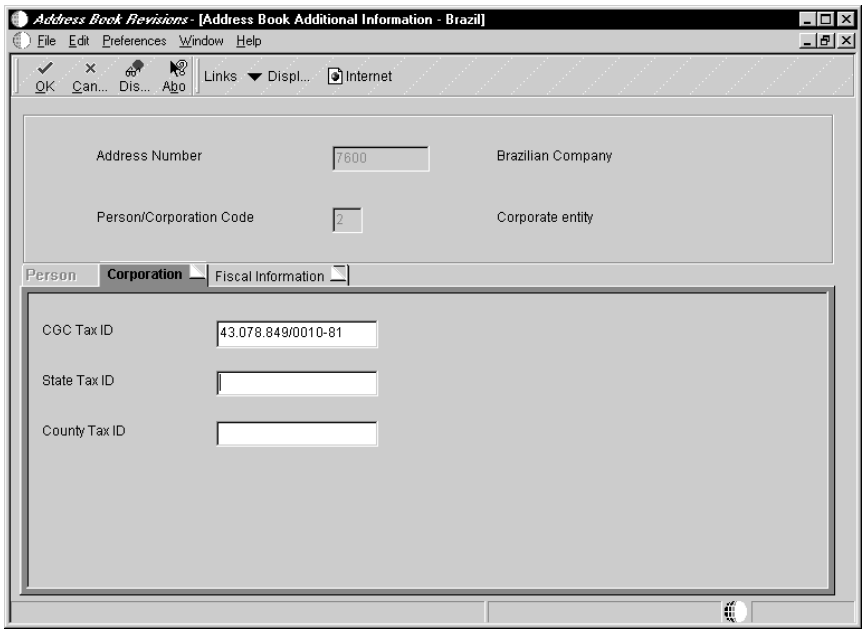
1. Click Add.

On Address Book Revision



2. Click the Address Book tab and complete the following fields:
   - Address Number
   - Alpha Name
   - Search Type
3. Click the Additional Information tab and complete the following fields:
   - Payables Y/N/M
   - Person/Corporation Code

   In Brazil hard-coded valid values for Person/Corporation Code are 1, 2, and 3.
4. Click OK.



The Person/Corporation Code that you entered determines the tabs that will be activated on Address Book Additional Information - Brazil. If you enter a 1, Person and Fiscal Information will be activated; 2, Corporation and Fiscal Information will be activated; and 3, all tabs will be activated.

5. On Address Book Additional Information - Brazil, click the Person tab and complete the following fields to specify tax information for an individual:
   - Federal Tax ID
   - Individual ID
   - Taxpayer Number
   - Issuer Code
   - City

- State
- Issuer State
- Issue Date

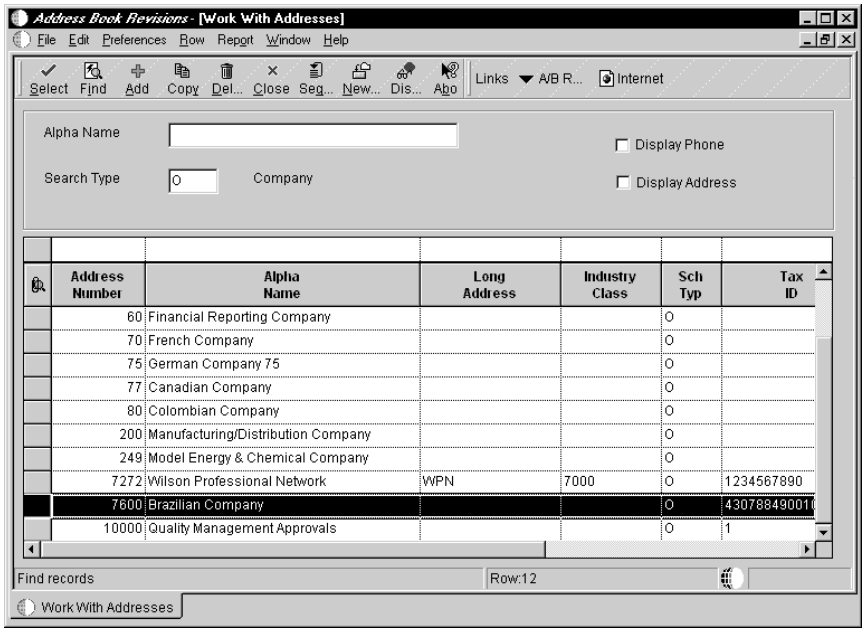
6. Click the Corporation tab and complete the following fields to specify the tax information for a corporation:
   - CGC Tax ID
   - State Tax ID
   - City Tax ID
7. Click the Fiscal Information tab and complete the following fields to specify general tax information:
   - Taxpayer Class
   - ICMS Substitution
   - ICMS Repasse
   - ICMS Code
   - IPI Code
   - Free Port Zone
   - Complementary ID

▶ To enter additional address book information

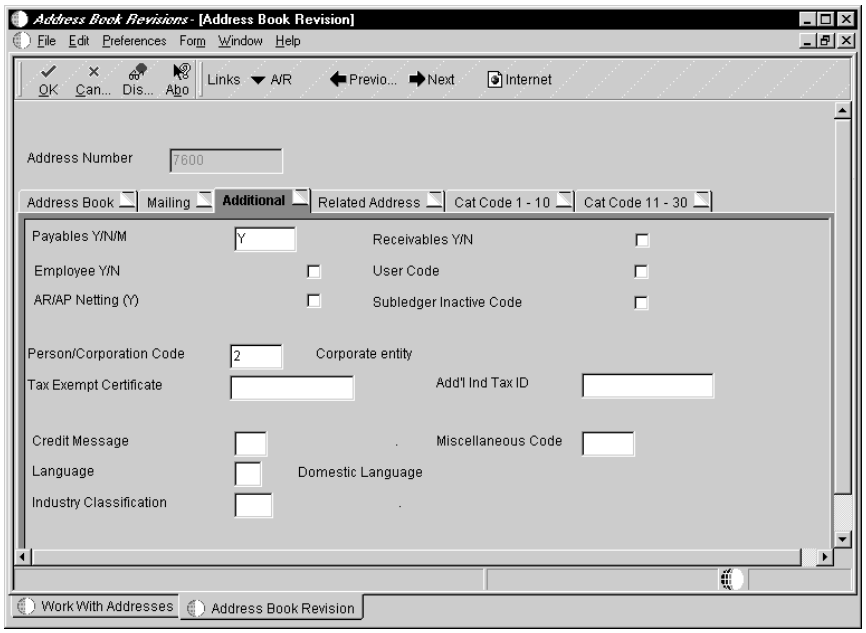
From the Address Book menu (G01), choose Address Book Revisions.

On Work With Addresses

1. Select the Search Type you want the system to perform.
2. Click Find.



3. Select a record.



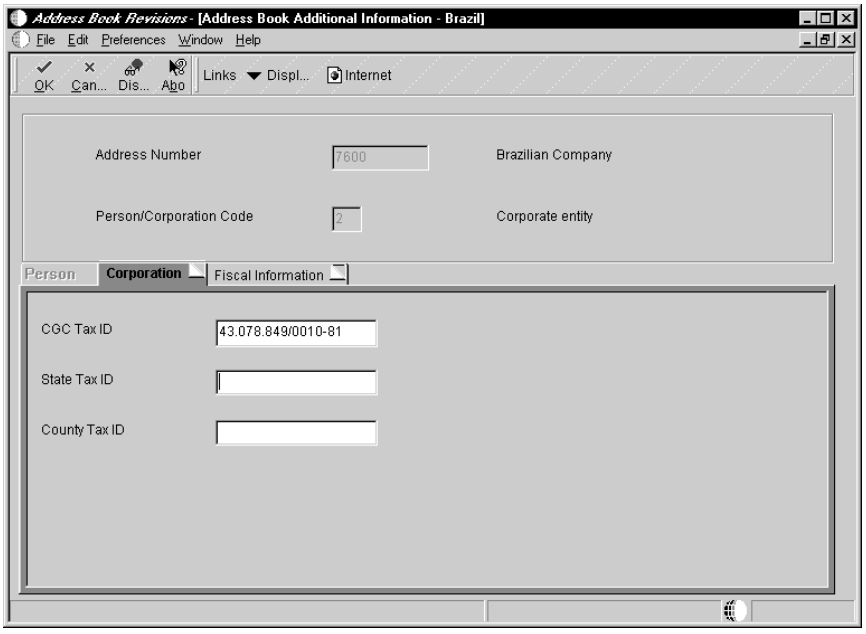
4. Click the Additional Information tab and review the following field:

   - Person/Corporation Code

   In Brazil hard-coded valid values for Person/Corporation Code are 1, 2, and 3.

5. From the Form menu, choose Regional Info.

On Address Book Additional Information - Brazil



The Person/Corporation Code that you entered determines the tab that will be activated on Address Book Additional Information - Brazil.

6. Click the Person tab and complete the following fields to specify tax information for an individual:
   - Federal Tax ID
   - Individual ID
   - Taxpayer Number
   - Issuer Code
   - City
   - State
   - Issuer State
   - Issue Date
7. Click the Corporation tab and complete the following fields to specify the tax information for a corporation:
   - CGC Tax ID
   - State Tax ID
   - City Tax ID
8. Click the Fiscal Information tab and complete the following fields to specify general tax information:
   - Taxpayer Class
   - ICMS Substitution

- ICMS Repasse
- ICMS Code
- IPI Code
- Free Port Zone
- Complementary ID

Field	Explanation
Alpha Name	The text that names or describes an address. This 40-character alphabetic field appears on a number of forms and reports. You can enter dashes, commas, and other special characters, but the system cannot search on them when you use this field to search for a name. . . . . . *Form-specific information* . . . . . . If you leave this field blank, the system uses default information from the Mailing Name field. The Alpha Name field is required if you do not enter information into the Mailing Name field.
Search Type	A user defined code (01/ST) that identifies the kind of address book record you want the system to select when you search for a name or message. For example: E Employees X Ex-employees V Suppliers C Customers P Prospects M Mail distribution lists T Tax authority
Payables Y/N/M	A code that identifies the address as a supplier. Valid values are: Y Yes, this is a supplier. A processing option determines whether the supplier master record automatically displays after you add an address. N No, this is not a supplier. This code does not prevent you from entering a voucher for the address. M This is a miscellaneous, one-time supplier. This code does not prevent you from entering multiple vouchers for the address. F This is a supplier with a foreign address. The IRS requires U.S. companies to identify suppliers with foreign addresses for 1099 reporting. You should assign tax authorities as suppliers. This allows tax payments to be made to tax authorities. Code N is informational only, unless you set a processing option. In this case, a warning message appears if both the Payables and Receivables fields are N.

Field	Explanation
Person/Corporation Code	A code that designates the type of taxpayer. Valid values for U.S. entities are: C Corporate entity (the 20-digit Tax field prints as 12-3456789) P Individual (the 20-digit Tax field prints as 123-45-6789) N Non-corporate entity (the 20-digit Tax field prints as 12-3456789) Blank Corporate entity Valid values for non-U.S. clients are (used with the 20-digit Company field and Individual field): 1 Individual 2 Corporate entity 3 Both an individual and a corporate entity 4 Non-corporate entity 5 Customs authority For 1099 reporting, the system selects suppliers with codes of P and N.
Federal Tax ID	Enter the unique tax identification number that the federal tax authorities use to identify individuals. Use the following convention: XXX.XXX.XXX-YY. In this convention, XXX.XXX.XXX is the tax identification number and YY is the check digit.
Individual ID	Enter the unique number that the state police department uses to identify the person. The system stores the identification number in the Address Book ABTX2 tables. For the system to edit the number, you must enter identification numbers using the following convention: XX.XXX.XXX-Y In this convention, XX.XXX.XXX is the identification number and Y is the check digit.
Taxpayer Number	County Contractor Taxpayer Number (ID).
Issuer Code	The short name for the issuer of the ID card.
City	The city associated with the address.
State	A 2-character abbreviation of a state name.
Issuer State	A user defined code (system 00, type S) for the state or province. This code is usually a postal service abbreviation.
Issue Date	The date that a transaction, text message, contract, or obligation has expired or been completed.

Field	Explanation
CGC Tax ID	This field is the Corporation CGC Tax Number. The field is formatted using the following convention: XXX.XXX.XXX/YYYY-WW The definitions of the variables for this convention are as follows: • XXX.XXX.XXX = Corporation code • YYYY = Headquarters or branch code • WW = Check digits
State Tax ID	An additional identification number that a tax authority assigns to an individual.
City Tax ID	Complete this alphanumeric, 12-character field to identify a corporation for tax purposes. The identification number used by the county to identify a taxpayer. In Brazil, this information is mandatory on Notas Fiscais and all legal reports. Enter the identification number using the following convention: X.XXX.XXX-X
Taxpayer Class	Use this code to indicate the tax status of the party with which you are dealing. Valid values are: 1 Taxpayer 2 Consumer 3 Taxpayer/Consumer
ICMS Substitution	Use this code to indicate whether a client or product is subject to tax substitution. Valid values are: Y Yes, use list price Z Yes, use net price N No
ICMS Repasse	Use this code to indicate whether a supplier provides a repasse discount. Valid values are: Y Yes N No (default, assuming customers, branch plants, etc., will not receive the repasse discount)
ICMS Code	Use this code to indicate how ICMS tax is assessed. For example, you might set up your codes as follows: 1 Taxable 2 Exempt or Not Taxable 3 Other This information indicates in which column of the Inbound/Outbound Fiscal Book the system prints the ICMS tax amount.

Field	Explanation
IPI Code	Use this code to indicate how IPI is assessed. Valid values are: 1 Taxed 2 Exempt 3 Other or not taxed This information indicates in which column of the Inbound/Outbound Fiscal Book tthe system prints the IPI tax amount.
Free Port Zone	Enter a value in the Free Port Zone field to indicate whether a company is located in a free port zone. Valid values are 0, 1, and 2.
Complementary ID	Use this field to enter an another type of identification number, different than the numbers usually used (CGC, State Tax ID). This alternate identification number must be printed on the Nota Fiscal for fiscal purposes.

Setting Up Company and Branch/Plant Cross-References

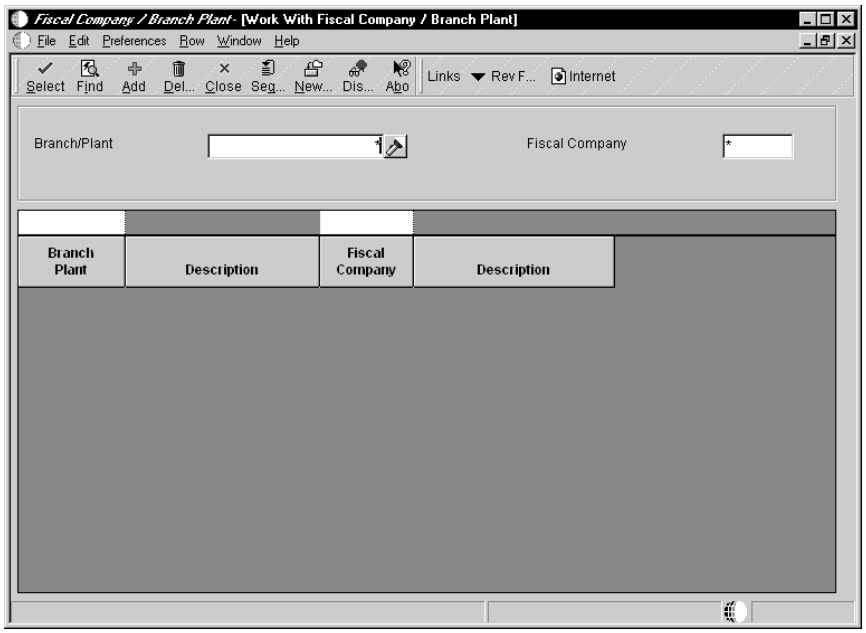
In Brazil, the government requires every business unit (branch/plant) that belongs to a fiscal company to have a separate tax identification number. For reporting purposes, the government requires companies to verify that every business unit has an assignment to only one fiscal company.

To associate business units with a fiscal company and prevent assigning the same business unit to more than one fiscal company, you can set up fiscal company and branch/plant cross–references. You must set up a cross-reference for each branch/plant. In other words, you may need to complete the steps several times if you have more than one cross-reference.

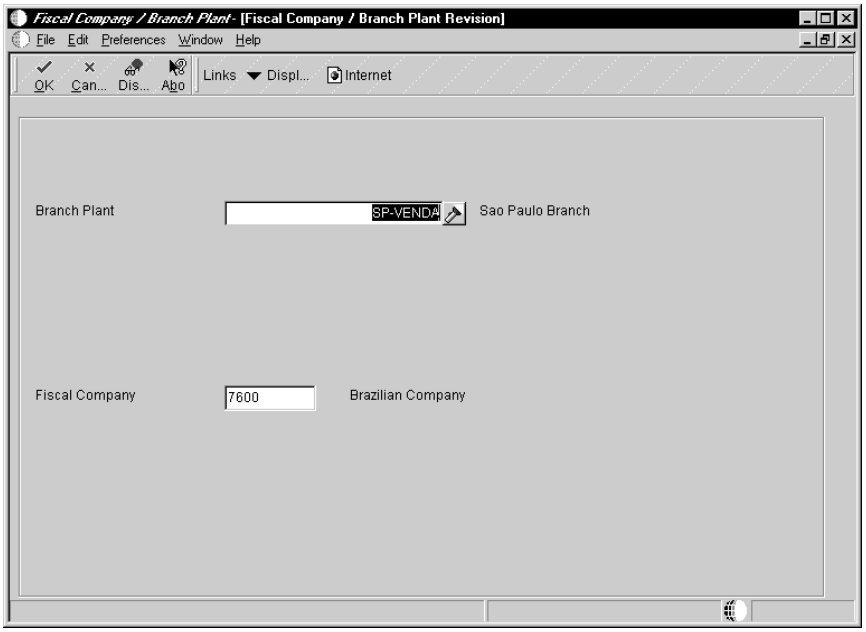
▶ To set up a company and plant cross-reference

From the Brazilian Localization Setup menu (G76B41B), choose Fiscal Company/Branch Plant.

On Work with Fiscal Company/Branch Plant



1. Click Add.



2. On Fiscal Company/Branch Plant - Revision, complete the following fields:
   - Branch Plant
   - Fiscal Company

Field	Explanation
Fiscal Company	Company selection value.
Branch Plant	An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, branch, or plant. You can assign a business unit to a voucher, invoice, fixed asset, employee, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department. Security for this field can prevent you from locating business units for which you have no authority. Note: The system uses the job number for journal entries if you do not enter a value in the AAI table.

Setting Up Next Numbers for Nota Fiscal

The basic element of the taxing system in Brazil is the Nota Fiscal (Fiscal Note). The Nota Fiscal is a document that is similar to an invoice or bill of lading. It must accompany merchandise during the delivery process. Companies are required to group Notas Fiscais in Fiscal Books using numbers that are preapproved by the Brazilian government.

To ensure that the system assigns the correct numbers to the Notas Fiscais that your company creates, you must set up and maintain a specific next numbers system.

Setting up next numbers for Nota Fiscal consists of the following tasks:

- ❑ Setting up temporary next numbers
- ❑ Setting up next numbers for Nota Fiscal

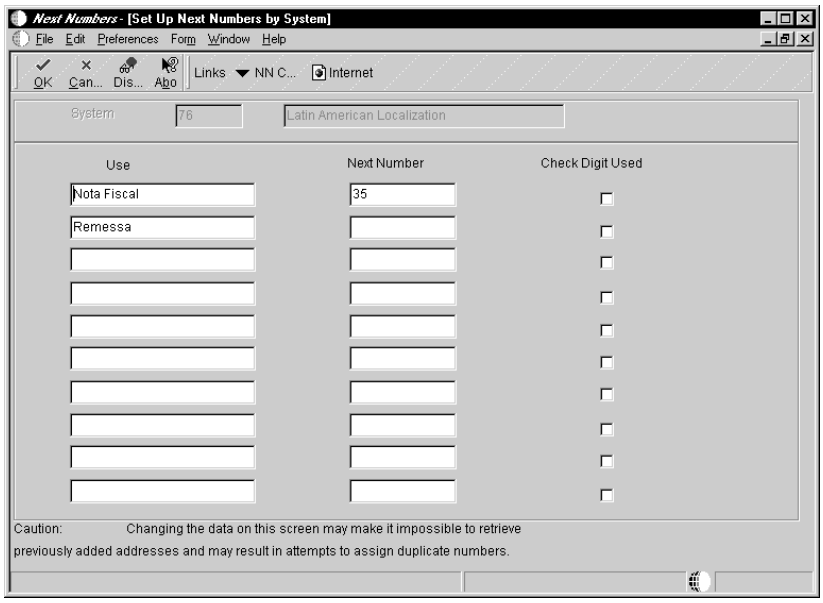
You set up temporary next numbers to review Notas Fiscais before printing in final mode.

▶ To set up temporary next numbers

From the Brazilian Localization Setup menu (G76B41B), choose Next Numbers.

On Work With Next Numbers

1. Click Find to display all systems, or use the query by example field to limit your search by completing the following:
   - System
2. Choose the Latin American Localization system (76) and click Select.

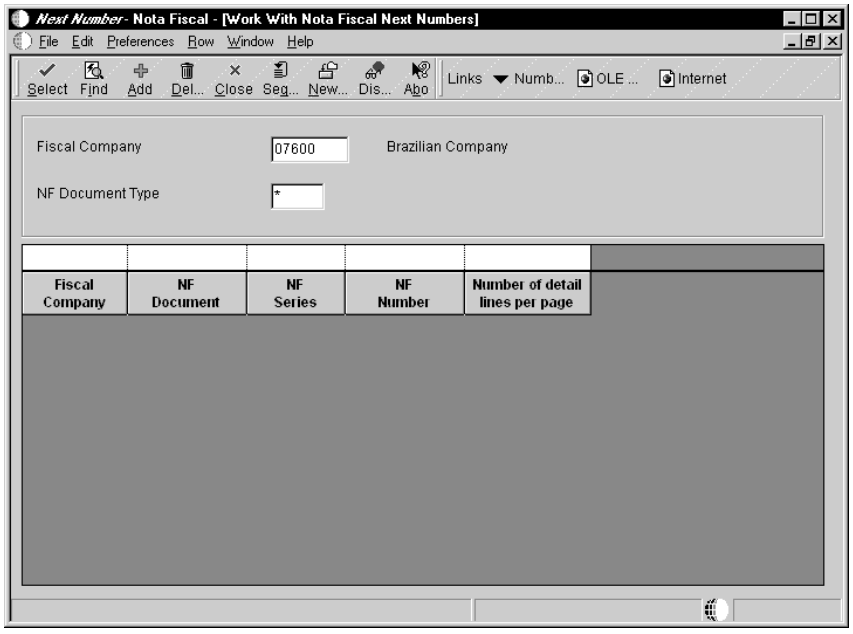


3. On Set Up Next Numbers by System, verify information in the following field:
   - Next Number

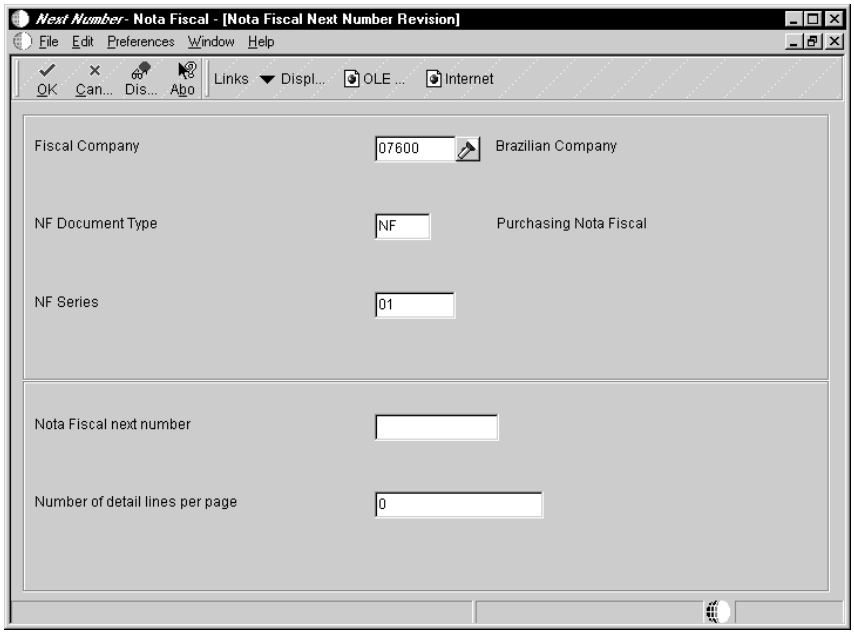
▶ To set up next numbers for Nota Fiscal

From the Brazilian Localization Setup menu (G76B41B), choose Next Number - Nota Fiscal.

On Work With Nota Fiscal Next Numbers



1. Click Add



2. On Nota Fiscal Next Number Revision, complete the following fields:
    - Fiscal Company
    - NF Document Type
    - NF Series
    - Nota Fiscal Next Number
    - Number of detail lines per page

3. Click OK.

Field	Explanation
NF Document Type	A user defined code (system 00/type DT) that identifies the origin and purpose of the transaction. J.D. Edwards reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets. The reserved document type prefixes for codes are: P Accounts payable documents R Accounts receivable documents T Time and Pay documents I Inventory conversion issues O Ordering document types The system creates offsetting entries as appropriate for these document types when you post batches.
NF Series	In Brazil, Nota Fiscais are identified based on the combination of a Nota Fiscal number and a Nota Fiscal series number. You use this alphanumeric, two-character field to identify the Nota Fiscal series. The Nota Fiscal Series field is the second key that the system uses to access a specific Nota Fiscal.
Nota Fiscal Next Number	In Brazil, Nota Fiscais are identified based on the combination of a Nota Fiscal number and a Nota Fiscal series number. You use this numeric, six-character field to identify the Nota Fiscal number. The Nota Fiscal Number field is the first key that the system uses to access a specific Nota Fiscal.
Number of detail lines per page	The maximum number of printable lines in the detail section of the Nota Fiscal.

Setting Up Opening and Closing Terms for the Transaction Journal Report

Before writing any fiscal book, such as the Transaction Journal, you must include the opening term and the closing term for the book on the first page and the last page of the book, respectively.

Setting up opening and closing terms for the Transaction Journal Report consists of the following task:

- ❑ Setting up opening and closing terms

The opening term of the book should include the purpose of the book, the number of the book, the number of its pages, the business to which the book pertains, the business's address, the number assigned to the book by the Junta Comercial and the date the number was assigned, and the CGC tax ID number. The following are models of an opening term and a closing term both taken from Departmento Fiscal Modelo (Ribeiro, Wanderlei Ban, São Paulo: Informações Objetivas Publicações Jurídicas Ltda., 1994, pp. 1–2 in the section titled "IV-Dos Livros Fiscais").

"Termo de Abertura

Este livro que servirá como Diário Geral, n° 3, contém 200 folhas, numeradas tipograficamente, da São José Ltda., sita na Rua São Joaquim, 33, na Cidade de Cruz Torta–SP, registrada na Junta Comercial sob o n° 456378957, na seção de 23.12.66, inscrita no Cadastro Geral de Contribuintes sob o n° 56.678.978/0001–90 e na Fazenda Estadual sob o n° 122.345.234.111".

The closing term is simpler. It contains the purpose of the book, the number of the book, the number of pages and the name of the company. The following is a model of a closing term.

"Termo de Encerramento

O presente livro serviu como Diário Geral, n° 3, com 200 folhas, numeradas tipograficamente, da São José Ltda.".

Both the opening and closing terms should contain the date and signature of the business owner and their accountant.

Using Variables in the Opening and Closing Terms

Use the following variables if the want the system to default values into the opening or closing terms.

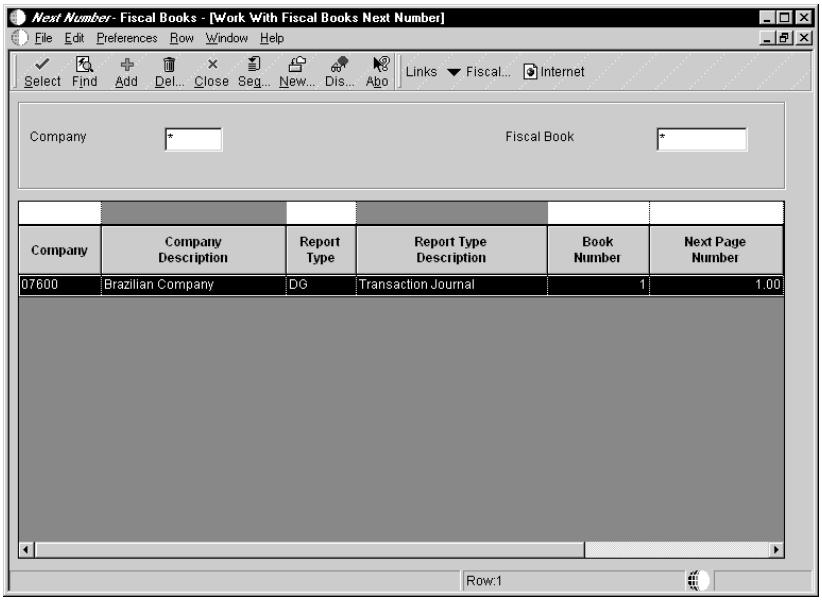
- ###### (six # signs) - if you want the book number to default when you run the Transaction Journal report
- @@@@@@ (six @ symbols) - if you want the page number of the closing statement to be added to the statement
- $$$$$$ (six $ signs) - if you want either the issue date or the current date to be added to the statement

▶ To set up opening and closing terms

From the Brazilian localization setup menu (G76B41B), choose Next Numbers - Fiscal Books.

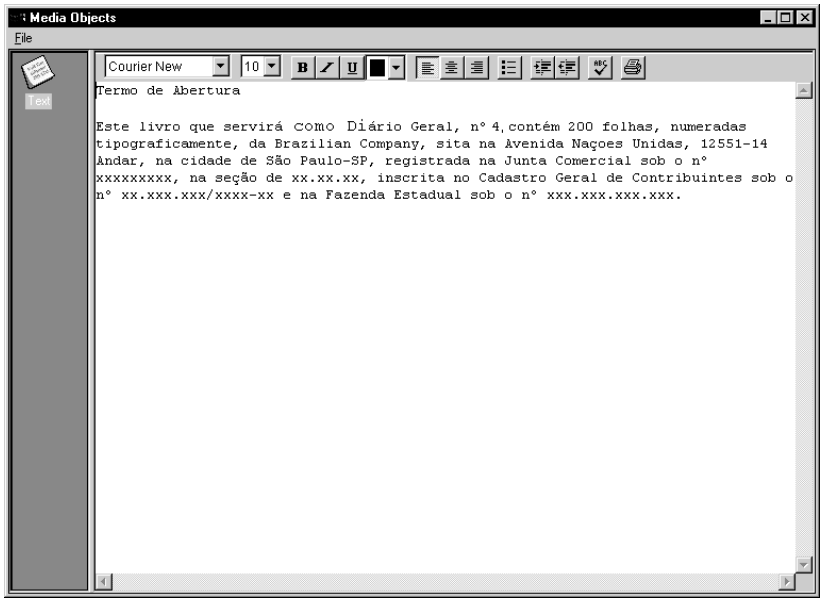
On Work With Fiscal Books Next Number

1. Locate a company to which you want to add an opening or closing statement.



2. Click the company in the detail area and from the Row menu select Opening Statement or Closing Statement.

3. An Opening Statement or Closing Statement dialog box will appear. Click OK to proceed.



4. On Media Objects, choose Add then Text, from the File menu.
5. Enter the Opening Statement or the Closing Statement and choose Save & Exit from the File menu.

Setting Up AAIs for Brazilian Taxes

From the Localization Setup - Brazil menu (G76B41B), choose AAI for ICMS/IPI/ICMS Pay.

Many J.D. Edwards programs need information about your account structure and specific account values in order to process business transactions properly. You define your account structure and specific account values using AAIs. The system stores the AAI values you define for your company in the Automatic Accounting Instructions table (F0012). Whenever a program performs an accounting function, it accesses this table.

You set up AAIs by company, based on ranges of account numbers. The system includes predefined ranges. You must specify the business unit, object, and subsidiary accounts for the ranges as necessary.

In addition to the standard AAIs that you set up for your system, you must set up automatic accounting instructions to account for Brazilian taxes.

Many programs throughout J.D. Edwards software use specific AAIs and AAI ranges. You should be thoroughly familiar with the use of an AAI or AAI range before you make any changes to the AAI values.

See Also

- *General Accounting: Understanding AAIs* and *Working with AAIs*
- *Brazil: G/L Class Code Cross-Reference (76/GL)* for more information on setting up automatic accounting instructions to account for Brazilian taxes.

Processing Options for Automatic Accounting Instructions (P40950)

Defaults

AAI Table Number _____
Enter a '1' if the cost type field should be available to Distribution AAI tables listed below: 4122, 4124, 4220, 4240 and 4310. _____

Setting Up Transaction Nature Codes

The transaction nature code (natureza da operação) is a legal code established by the Brazilian government.

In Brazil, the government requires companies to assign each business transaction a transaction nature code for tax purposes. Tax identification is the primary purpose of the code. The transaction nature code is a three-character code and has a two-character suffix.

- The individual state governments of Brazil determine the three-digit codes for the entire country. To better qualify the business transactions in Brazil, the state governments change these codes frequently. J.D. Edwards provides an algorithm which determines the most probably code for the item and the specific transaction. You must always ensure that the algorithm has chosen the best transaction nature code.
- The two digits of the suffix identify additional features of the transaction. For example, the suffix for returned merchandise is 04, while the suffix for back orders is 05.

Setting up transaction nature codes consists of the following tasks:

❑ Adding a transaction nature code

❑ Associating online or print text to a transaction nature code

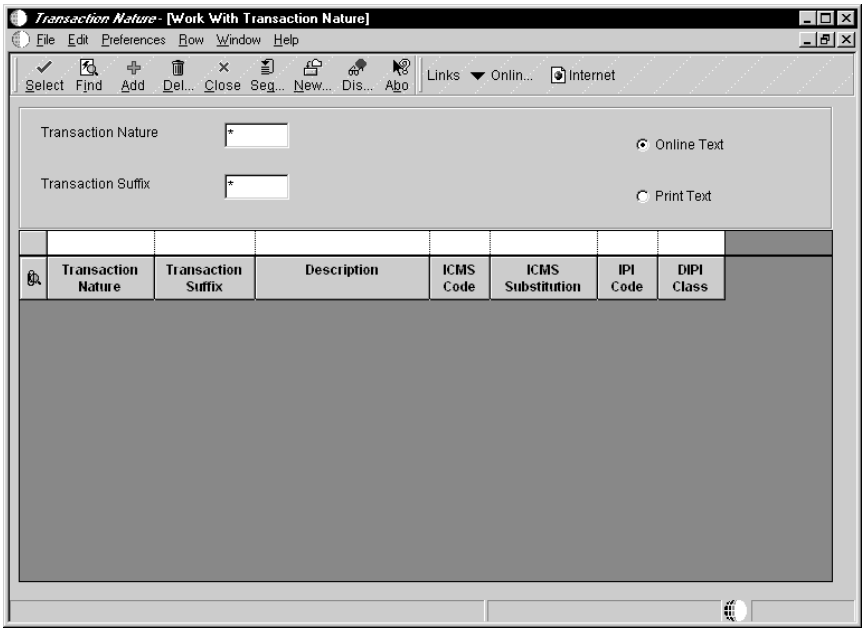
Before You Begin

❑ Verify that the UDC tables for IPI Code - Fiscal Value (76/IP), ICMS Code - Fiscal Value (76/II), and ICMS Tax Substitution Mark Up (76/IM) are set up. See *Brazil: Setting Up User Defined Codes*.

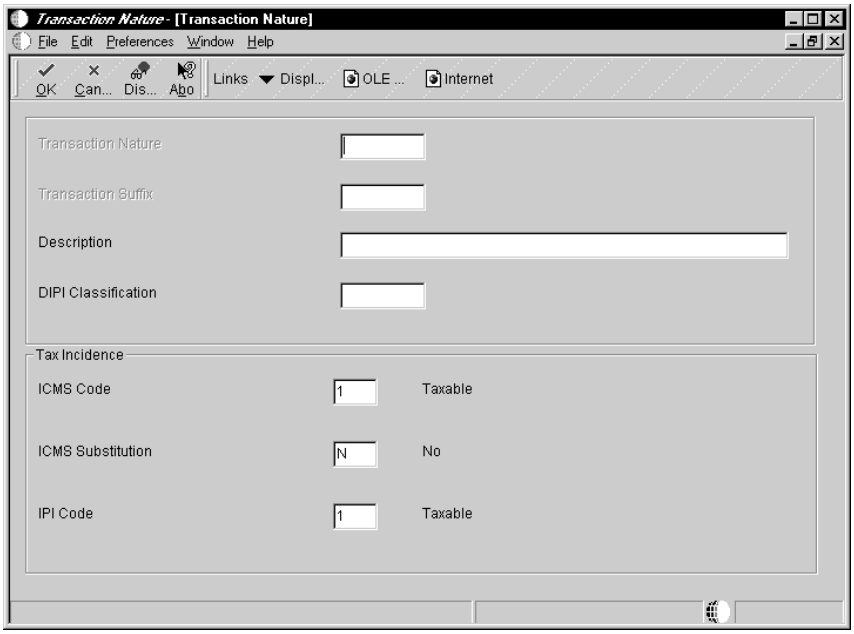
To add a transaction nature code

From the Brazilian Localization Setup menu (G76B41B), choose Transaction Nature.

On Work With Transaction Nature



1. Click Add.

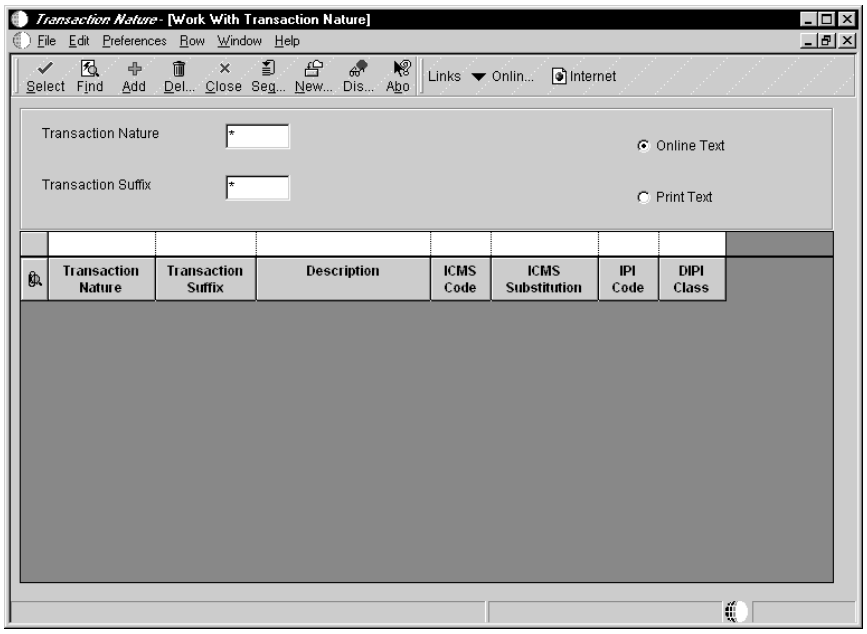


2. On Transaction Nature, to define a code for a specific type of transaction, complete the following fields:
   - Transaction Nature
   - Transaction Suffix
   - Description
   - DIPI Classification
3. To specify the taxes for which the transaction type is eligible or exempt, complete the following fields:
   - ICMS Code
   - ICMS Substitution
   - IPI Code
4. Click OK.

After you complete the steps to set up a transaction nature code, follow the steps to associate online or print text to a transaction nature code.

▶ To associate online or print text to a transaction nature code

On Work With Transaction Nature

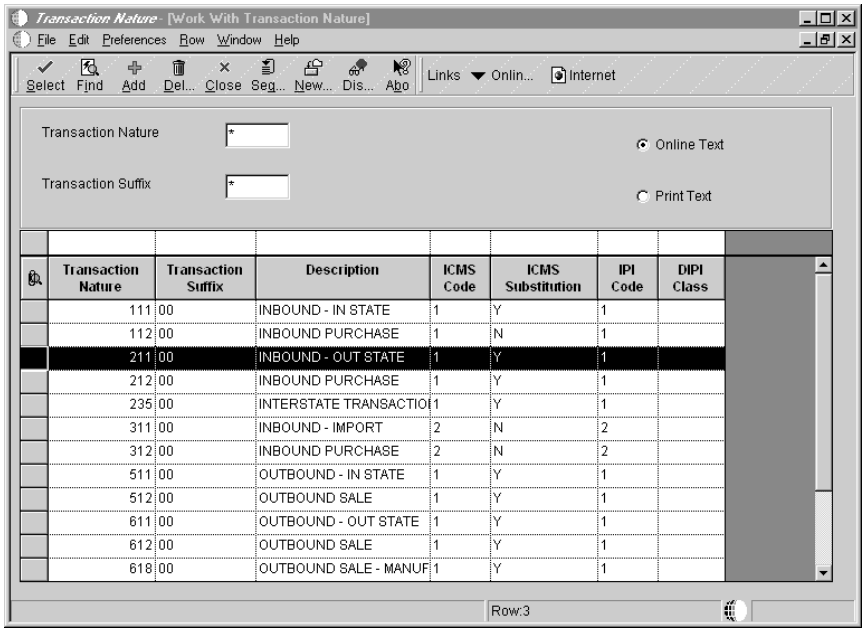


1. Locate and click the transaction nature code to which you want to associate online or print text, and click one of the following buttons:

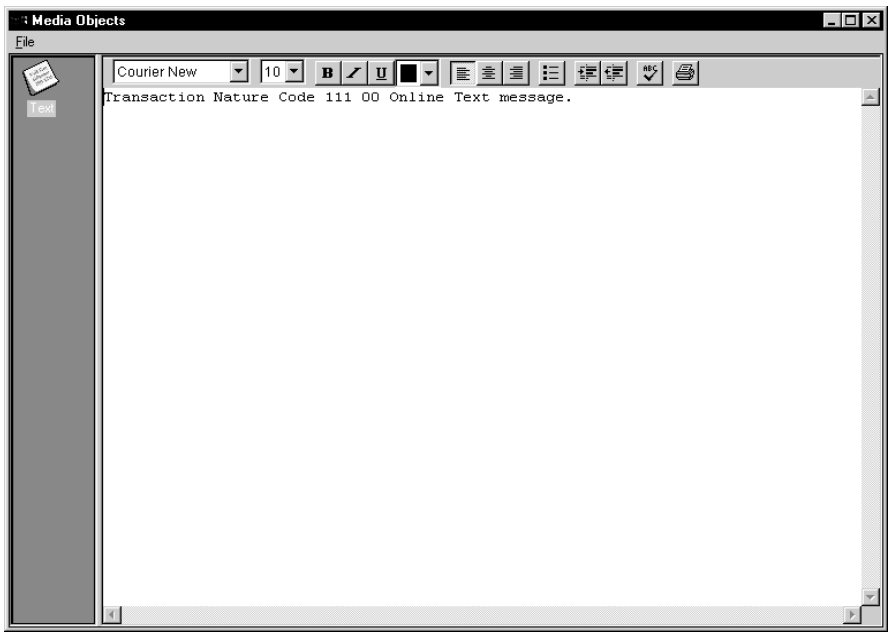
   - Online Text
   - Print Text

   The rest of this task represents associating online text to a transaction nature code.

2. From the Row menu, choose Online Text.



3. On Media Objects, choose Add and then Text from the File menu.



4. Enter the description for the transaction nature code and choose Save & Exit from the File menu.

   If you need to delete a transaction nature code, you must first delete the online and/or the print text first.

Field	Explanation
Transaction Nature	Use this three-character code to indicate different types of transactions for tax purposes. To enter valid values for the Transaction Nature code, use the following convention: X.YY Use a value for X to define the origin of the transaction (inbound or outbound). Valid values for X are: 1 Inbound, inside the state 2 Inbound, other states 3 Inbound, import 5 Outbound, inside state 6 Outbound, other states 7 Outbound, export Use values for YY to define the transaction as a whole, such as a sales transaction. Examples of Transaction Nature codes: 511 In state sale 611 Out of state sale

Field	Explanation
Transaction Suffix	Complete this two-character field in conjunction with the Transaction Nature code to identify the complementary implications of a type of transaction. For example, the suffix might indicate that a certain type of transaction represents a inventory change, or that a transaction is eligible for a certain type of tax. Valid values might include: 01 Bonus 02 Demo 03 Sample 04 Return merchandise 05 Back order 06 Donation Examples of Transaction Nature codes with suffixes: 511 01 – In state sale, bonus 511 05 – In state sale, back order
Description	A description, remark, name, or address.
DIPI Classification	The DIPI Classification code is a four-character, alphanumeric field that you can use for tax reporting. Use this code to link the product with the Transaction Nature.
ICMS Code	Use this code to indicate how ICMS tax is assessed. For example, you might set up your codes as follows: 1 Taxable 2 Exempt or Not Taxable 3 Other This information indicates in which column of the Inbound/Outbound Fiscal Book the system prints the ICMS tax amount.
IPI Code	Use this code to indicate how IPI is assessed. Valid values are: 1 Taxed 2 Exempt 3 Other or not taxed This information indicates in which column of the Inbound/Outbound Fiscal Book tthe system prints the IPI tax amount.
ICMS Substitution	Use this code to indicate whether a client or product is subject to tax substitution. Valid values are: Y Yes, use list price Z Yes, use net price N No

Setting Up Tax Codes

You set up tax codes to define the taxes that apply to an item. The tax codes that you set up determine the ICMS and IPI taxes that apply to the item. When you enter a purchase or sales order for the item, the tax code defaults from the Item Branch Regional Information - Brazil table (F76412). If the item does not exist in the Item Branch Regional Information - Brazil table (F76412), the item defaults from the Item Master Regional Information - Brazil table (F76411).

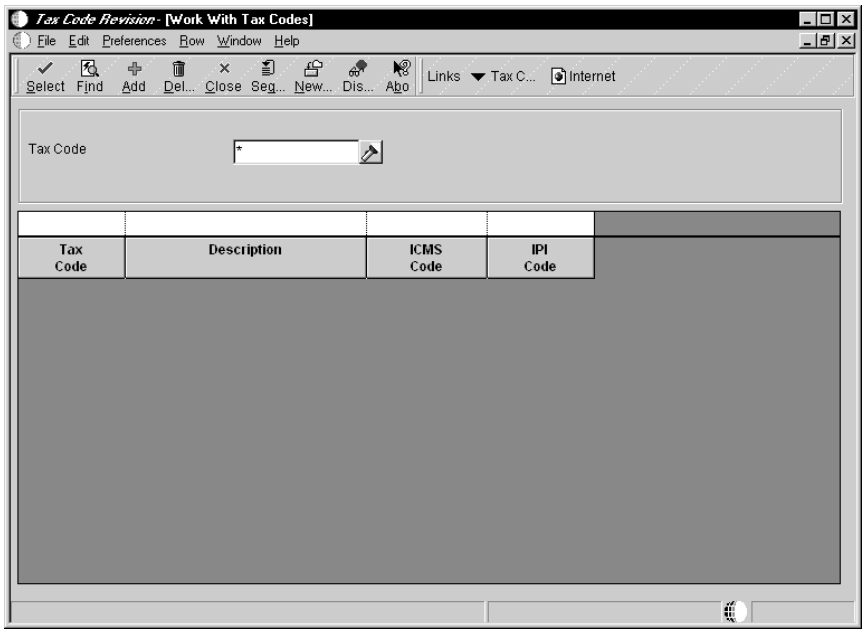
Before You Begin

❑ Verify that the UDC tables for IPI Code – Fiscal Value (76/IP), ICMS Code - Fiscal Value (76/II), and Tax Codes (76/CT) are set up. See *Brazil: Setting up User Defined Codes.*

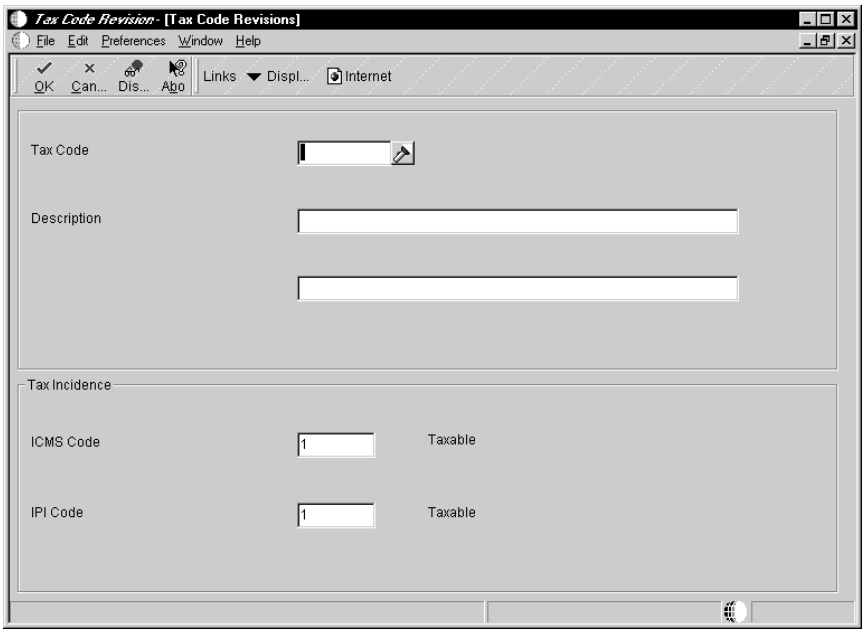
▶ To set up tax codes

From the Brazilian Localization Setup menu (G76B41B), choose Tax Code Revision.

On Work With Tax Codes



1. Click Add.



2. On Tax Code Revisions,complete the following fields to set up a specific code:
   - Tax Code
   - Description
3. To further define the tax specifications for the code, complete the following fields in Tax Incidence:
   - ICMS Code
   - IPI Code

Field	Explanation
Tax Code	Use this auxiliary code to combine ICMS and IPI tax characteristics. Examples of valid values might include: 01 Taxed Domestic Goods (IPI and ICMS) 02 Taxed Domestic Goods (ICMS taxed, IPI tax rate Zero) 03 Exempt Products 04 Export 05 ICMS deferred, IPI suspended 06 ICMS exempt, IPI taxed

Setting Up ICMS Tax Rates

ICMS is a state tax that the government levies on purchasing and sales transactions in Brazil. The tax rate varies from state to state, and some products may be taxed at different rates. The price of the product always includes ICMS tax, but the amount of this tax also appears on the Nota Fiscal.

You must set up and maintain current ICMS tax rates for all of the states in which you do business. The system calculates the ICMS tax amount for purchasing and sales transactions based on the rates you set up on the ICMS tax table.

You can define specific ICMS tax rates for individual inventory items, or more generically by state. For example, if you specify an ICMS tax rate for an item with a "ship to state" or "ship from state," the system uses that rate for the tax calculation. If you do not specify an ICMS tax rate for an item, the system uses the most appropriate rate for the "ship to state" or "ship from state." You can also define ICMS tax by markup level.

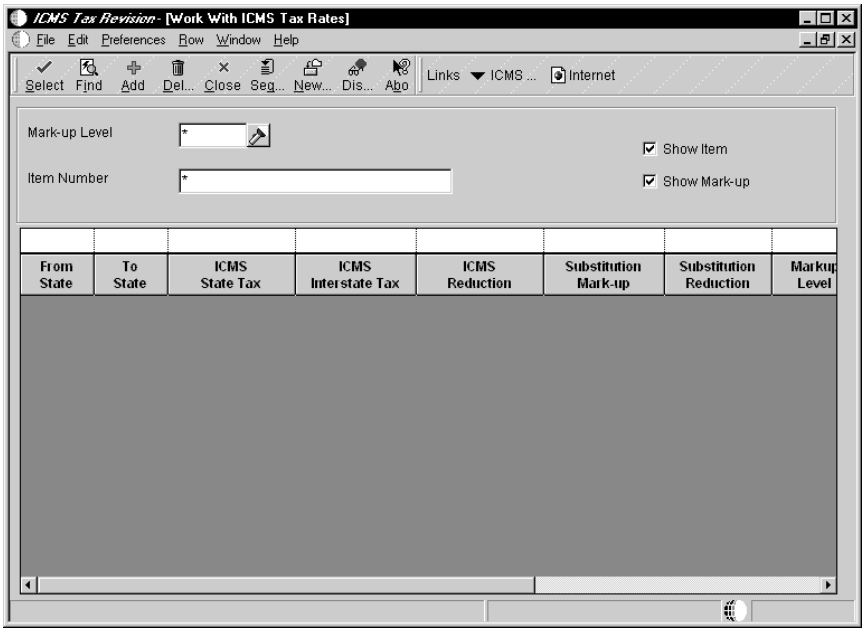
The Item Number field is optional. Complete this field only to set up ICMS tax rates that apply to specific items.

The system applies tax rates by exception. Set up all of your general tax rates first. Then, if your transaction has special or unique settings, use ICMS Tax Revisions to set up the ICMS tax on a case-by-case basis. Enter the data of the transaction as a record, then enter the exceptions.

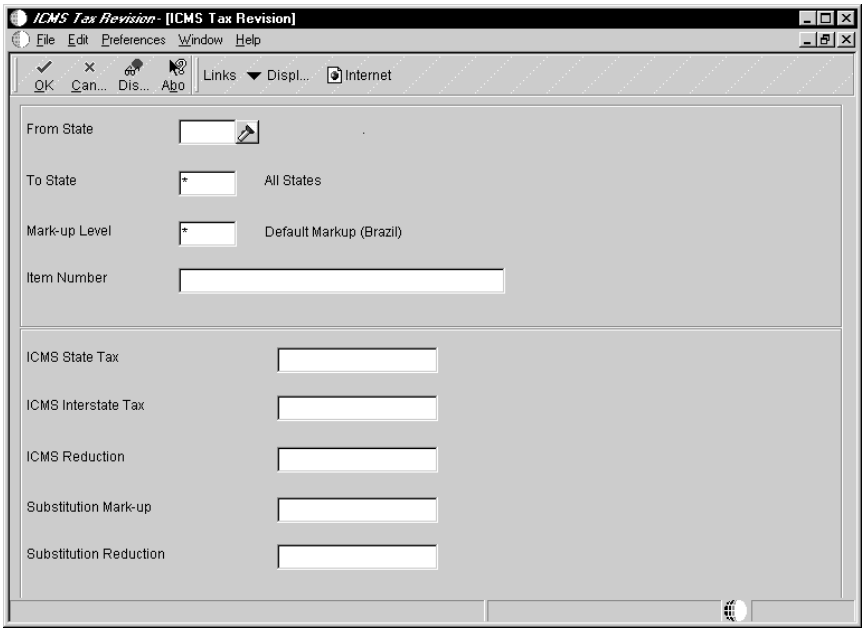
To set up ICMS tax rates

From the Brazilian Localization Setup menu (G76B41B), choose ICMS Tax Revision.

On Work With ICMS Tax Rates



1. Click Add.



2. On ICMS Tax Revision, complete the following fields:
    - From State
    - To State
    - Mark–up Level
3. Complete the following optional field to set up ICMS tax rates that apply to specific items:
    - Item Number
4. Complete the following tax information fields:
    - ICMS State Tax
    - ICMS Interstate Tax
    - ICMS Reduction
    - Substitution Mark–up
    - Substitution Reduction

Field	Explanation
From State	A user defined code (system 00, type S) for the state or province. This code is usually a postal service abbreviation.
To State	This is the standard U.S. Postal State code (user defined codes, system 00/type S). You can define special state codes for foreign countries and Canadian provinces, if appropriate.
Mark–up Level	A code that is used in conjunction with an Address Book Category code to create different ICMS Substitution mark-up tables depending on the customer mark-up level. This field cannot be left blank. To make this field a blank space, type an asterisk (*).
Item Number	A number that the system assigns to an item. It can be in short, long, or 3rd item number format.
ICMS State Tax	A number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7 percent as 7. The value appears as 7.000.
ICMS Interstate Tax	A number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7 percent as 7. The value appears as 7.000.
ICMS Reduction	Complete the ICMS/IPI Taxbase Reduction Factor field to specify the factor that the system uses to reduce the amount of the taxable base of a product.

Field	Explanation
Substitution Mark–up	A theoretical mark–up factor, defined by the state, that is used to calculate the maximum price a retail seller can charge customers for a given product.
Substitution Reduction	A factor that reduces the ICMS substitution tax amount.

Setting Up IPI Tax Rates

IPI (Imposto Sobre Produtos Industrializados) is a federal excise tax that the government levies at various rates on manufactured products. The tax is payable at the point of production or importation.

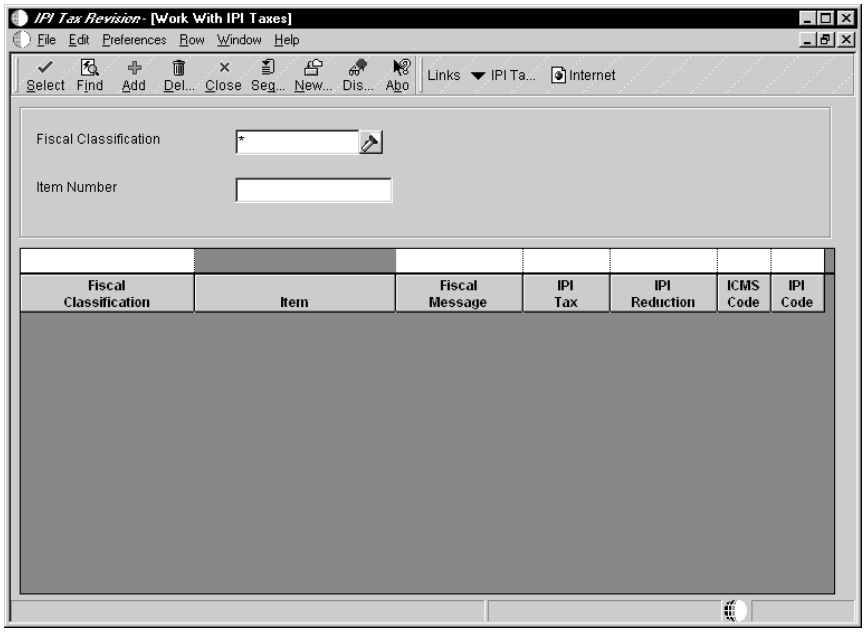
To calculate the IPI tax that you pay to your customers and suppliers, you must set up tax rates and tax reductions.

You can set up IPI tax rates by fiscal classification. You can also set up a default IPI tax rate that applies to all customers and suppliers.

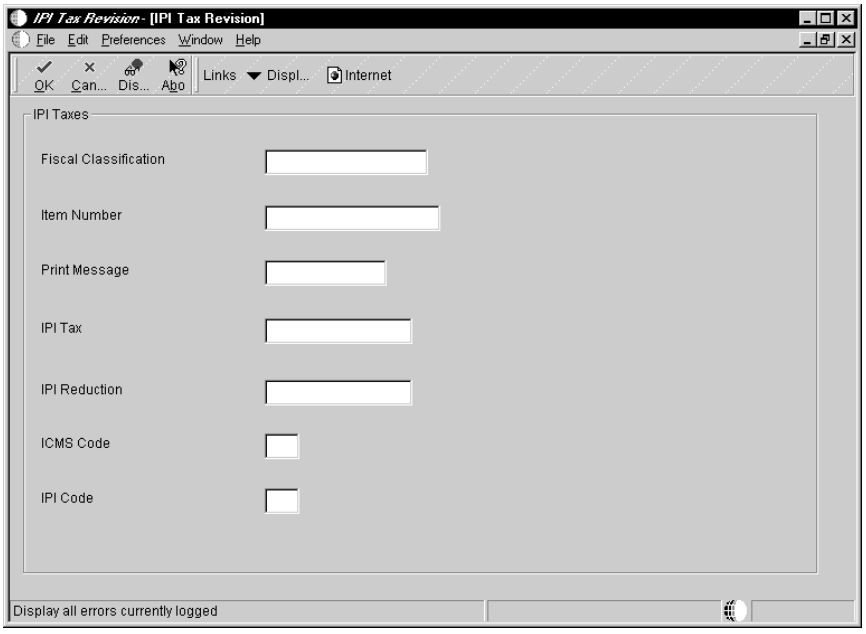
▶ To set up IPI tax rates

From the Brazilian Localization Setup menu (G76B41B), choose IPI Tax Revision.

On Work With IPI Taxes



1. Click Add.



2. On IPI Tax Revision, complete the following fields:
   - Fiscal Classification
   - Print Message
3. Complete the following optional field to set up IPI tax rates that apply to specific items:
   - Item Number
4. To identify a tax rate for a tax authority that has jurisdiction in a geographic area, complete the following fields:
   - IPI Tax
   - IPI Reduction
5. To associate tax information with the classification, complete the following fields:
   - ICMS Code
   - IPI Code

Field	Explanation
Fiscal Classification	Use the Fiscal Classification code to identify groups of products, as defined by the local tax authorities. The product groups are based on taxing conventions and other national statistics. The system uses this code to determine the applicable tax rate for a product.
Print Message	A user defined code (system 40, type PM) that you assign to each Fiscal print message that appears on the Nota Fiscal.

Field	Explanation
Item Number	A number that the system assigns to an item. It can be in short, long, or third item number format.
IPI Tax	A number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7 percent as 7. The value appears as 7.000.
IPI Reduction	A number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7 percent as 7. The value appears as 7.000.
ICMS Code	Use this code to indicate how ICMS tax is assessed. For example, you might set up your codes as follows: 1 Taxable 2 Exempt or Not Taxable 3 Other This information indicates in which column of the Inbound/Outbound Fiscal Book the system prints the ICMS tax amount.
IPI Code	Use this code to indicate how IPI is assessed. Valid values are: 1 Taxable 2 Exempt or not taxable 3 Other This information indicates in which column of the Inbound/Outbound Fiscal Book the system prints the IPI tax amount.

Setting Up Advanced Pricing for Repasse

Pricing is one of the most complex aspects of your business. You might spend a considerable amount of time to plan, set up, and maintain pricing information.

J.D. Edwards Advanced Pricing system streamlines pricing setup and maintenance. After you plan your pricing strategies, using the advanced pricing setup is straightforward and maintenance requirements are minimal.

Advanced pricing allows flexibility when defining pricing. You use pricing adjustments for each promotion or discount and then combine the adjustments into a pricing structure (schedule). Within each schedule, you can define unlimited price adjustments. You can also combine regular discounts and promotions within the same schedule. This allows you to apply multiple adjustments to each sales order line.

The J.D. Edwards Advanced Pricing system has been integrated with the sales order tax calculator to compute the following key calculations:

- Trade discounts
- Pricing rules discounts
- ICMS Repasse discounts
- Free Port Zone discounts
- Interest on installment payments

For each of the above key calculations, setting up advanced pricing for Repasse consists of the following tasks:

- ❑ Setting up a preference master
- ❑ Setting up a pricing hierarchy
- ❑ Setting up price groups
- ❑ Setting up price and adjustment definitions
- ❑ Setting up the sales order tax calculator

Setting Up a Preference Master

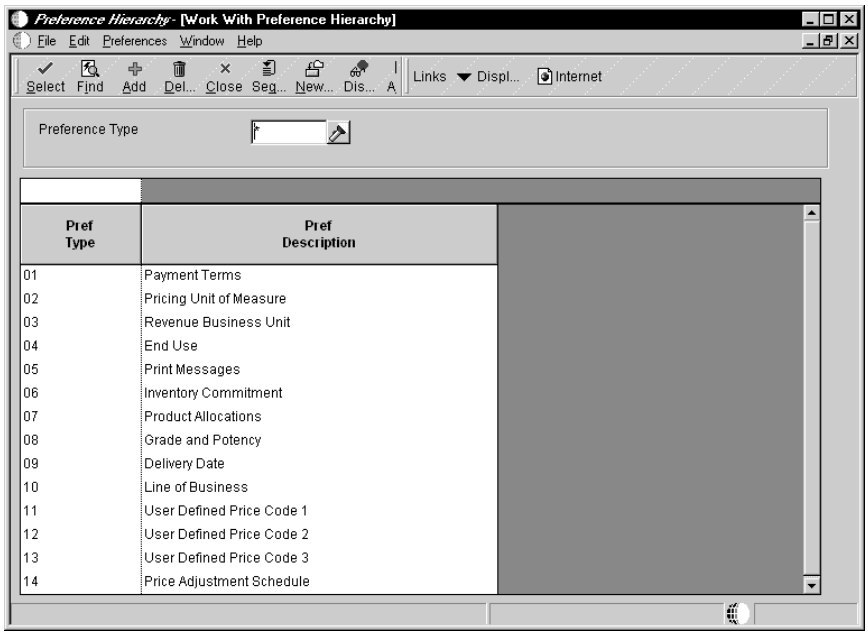
In Base Pricing, you are limited to using one preference hierarchy (preference hierarchy #51). In Advanced Pricing, you can create as many preference hierarchies as you need.

You define the hierarchy and then attach it to an adjustment definition. You can create a hierarchy for each adjustment definition or you can use one hierarchy for several adjustment definitions. J.D. Edwards recommends that you set up a few hierarchies that can be used for multiple adjustment definitions.

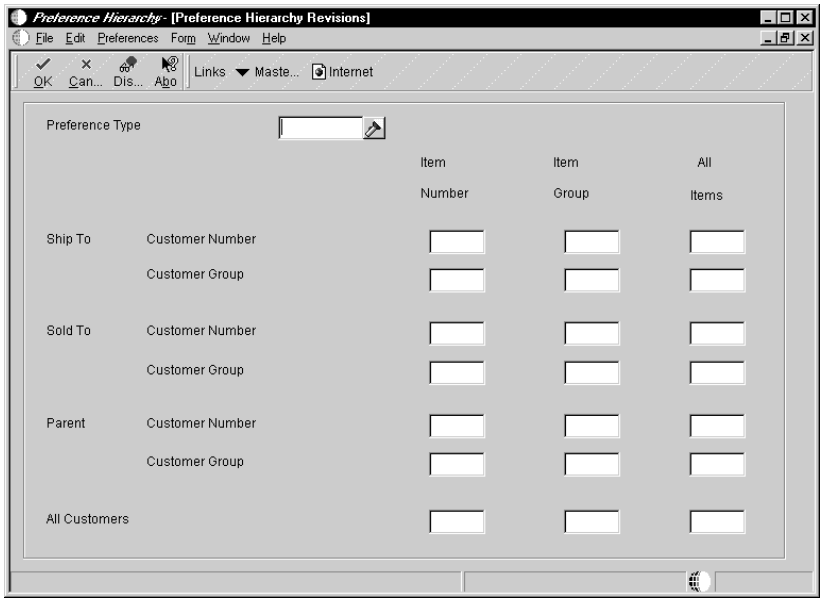
To set up a preference master

From Advanced Price and Adjustments (G42311), choose Preference Hierarchy.

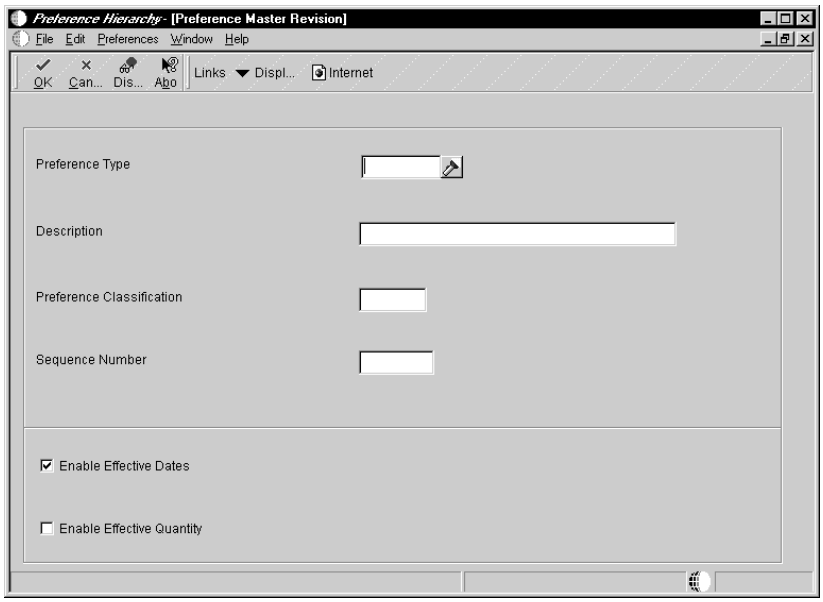
On Work With Preference Hierarchy



1. Click Add.



2. On Preference Hierarchy Revisions, choose Master Revisions from the Form menu.



3. On Preference Master Revision, complete the following fields and click OK:
   - Preference Type
   - Description
   - Preference Classification

Field	Explanation
Preference Type	A user defined code (40/PR) that identifies a preference type or a price adjustment hierarchy. In the detail area of user defined code table 40/PR, 1 in the first space of the Special Handling Code field identifies a preference that J.D. Edwards supports. This field is hard coded for each preference. For Agreement Penalty Schedules, first set up a user defined code of PN (for penalty). Then enter it in this field.
Preference Classification	A classification or title that the system uses to group preferences on the Preference Profile form (P4007).

See Also

- *Advanced Pricing: Setting Up Advanced Pricing Hierarchies*

Setting Up a Pricing Hierarchy

On the Preference Hierarchy form, you enter adjustments in the order in which they are applied. The form contains rows that identify customers and customer groups. It also contains columns that identify items or item groups. You enter your hierarchy sequence at the intersections of the rows and columns. The system begins the pricing search with the intersection where you enter 1 and looks for records defined for that customer and item combination. If no adjustment details are found for that intersection, the system goes to the intersection in which you enter 2, and so forth.

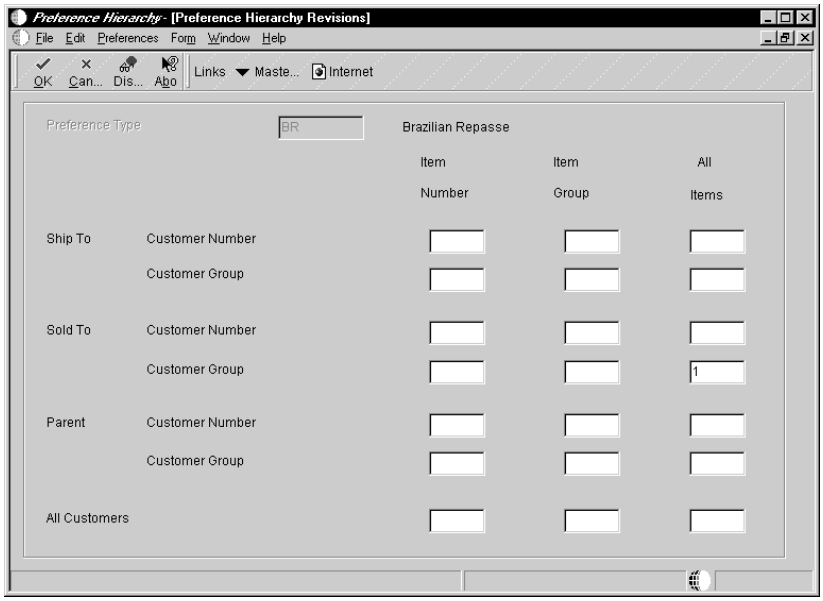
Before You Begin

❑ Verify that a master record exists for the preference hierarchy.

▶ To set up a pricing hierarchy

From Advanced Price and Adjustments (G42311), choose Preference Hierarchy.

1. On Work With Preference Hierarchy, choose the preference type and click Select.
2. On Preference Hierarchy Revisions, enter 1 in the intersection where you want the system to begin the pricing search.



3. Enter as many numbers as you need to indicate the order in which you want the system to search the Price Adjustment Detail file.

Field	Explanation
Ship To	The address number of the location to which you want to ship this order. The address book provides default values for customer address, including street, city, state, zip code, and country.
Sold To	A number that identifies an entry in the Address Book system. Use this number to identify employees, applicants, participants, customers, suppliers, tenants, and any other address book members.
Parent	The Address Book number of the parent company. The system uses this number to associate a particular address with a parent company or location. For example: • Subsidiaries to parent companies • Branches to a home office • Job sites to a general contractor This address must exist in the Address Book Master table (F0101) for validation purposes.
All Customers	A number that identifies an entry in the Address Book system. Use this number to identify employees, applicants, participants, customers, suppliers, tenants, and any other address book members.

What You Should Know About

Ordering the search	The system automatically selects the first item encountered during a search; therefore, you should first set up the most specific method of pricing in your hierarchy and continue defining the hierarchy to the most general pricing.
Numbering the adjustments	When you define the pricing hierarchy, you must start with 1. Do not skip any numbers.
Limiting entries in your hierarchy	Although you can enter as many as 21 numbers, you should limit your hierarchy to three or four numbers. Each number represents a system search and increases system processing time.
Order of establishing records	Before you define each pricing hierarchy, you must create a master record for that hierarchy.

Using the preference master

When using the Preference Master to define the master record for the hierarchy, the following fields do not apply to pricing:

- Preference Classification
- Sequence Number
- Enable Effective Dates (Y/N)
- Enable Effective Quantity (Y/N)

See Also

- *Advanced Pricing Guide: Setting Up Advanced Pricing Hierarchies*

Setting Up Price Groups

You can define customer groups to accommodate vastly different market sectors and product lines. Using customer group definitions frees you from the tedious task of setting up price adjustment information for each item and customer.

Advanced Pricing offers additional flexibility for working with pricing groups. You can create adjustments for single items, single customers, groups of items, or groups of customers. Customers can be identified by sold-to, ship-to, or parent addresses.

Complete the following tasks to set up price groups for Brazil:

❑ Setting up customer price groups for Repasse

❑ Defining order detail groups for Repasse

Before You Begin

❑ Verify that customer information has been set up in the address book and customer master. See *Address Book: Entering Address Book Records* and *Accounts Receivable: Entering Basic Address Book Information.*

❑ Verify that customer billing instructions have been set up for your customers. See *Sales Order Management*: *Setting Up Customer Billing Instructions.*

❑ Verify that item information has been set up in the Item Master (F4101), Item Branch (F4102), and Item Location (F41021) tables. See *Inventory Management*: *Entering Item Master Information.*

❑ Verify that you have set up customer and item price group names in the UDC table (40/PC). See *Technical Foundation: Setting Up User Defined Codes.*

Setting up customer price groups for Repasse

Price groups allow you to enter the information for the entire group rather than for individual units.

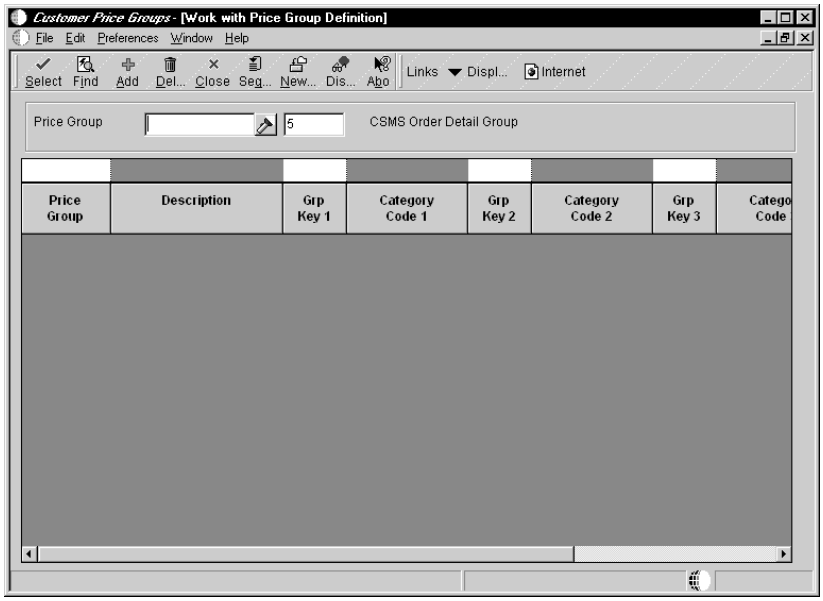
You set up customer price groups to apply pricing schemes to specific groups of customers. The groups are an optional way of organizing your pricing schemes.

You use customer price groups to retrieve base price information for sales orders. For example, you create a customer price group named PARTNERS. You then set up this group to buy markers at 1.20 each, while all other customers buy the markers at 1.50 each.

▶ To set up customer price groups for repasse

From Advanced Price and Adjustments (G42311), choose Customer Price Groups.

On Work With Price Group Definition



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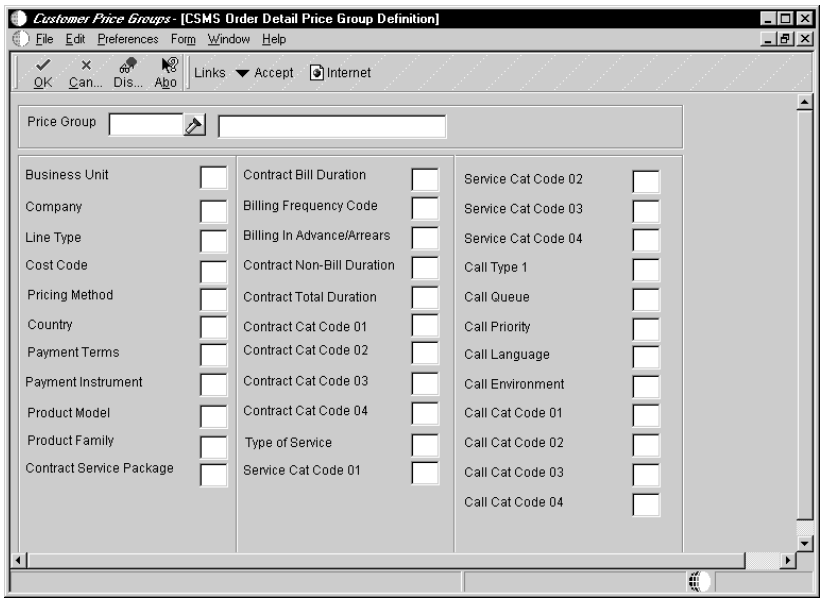


2. On CSMS Order Detail Price Group Definition, complete the following fields:
   - Price Group
   - Category Code 16
   - Category Code 17
   - Category Code 18

Field	Explanation
Price Group	A user defined code (system 40, type PC) that identifies a customer group. You can group customers with similar characteristics, such as comparable pricing.

What You Should Know About

Comparison of simple and complex price groups	A complex price group contains the same combinations of information as a simple price group except that the subgroups are based on a specific item type, customer geographic location, line of business, or sales volume. These subgroups are attached to complex groups using category codes.
Creating complex pricing groups	To allow for greater pricing flexibility, you can set up complex customer price groups. You can create subgroups within your pricing groups to charge a different price based on category codes.

Assigning a customer to a group based on category codes	In Base Pricing, one customer can belong to only one customer price group. In Advanced Pricing, a customer can belong to a customer detail group without being attached to that group in Customer Billing Instructions. A customer can belong to numerous groups, depending on the customer's category codes. See *Brazil: Defining Customer Detail Groups.*
Using simple price groups	Simple price groups can be used to assign a base price, but simple price groups cannot be used to define an advanced price adjustment.

See Also

- *Sales Order Management: Setting up a Base Pricing Structure*

Defining order detail groups for Repasse

You can use order detail groups to create adjustments to the pricing line of an order based on information from sales order detail fields.

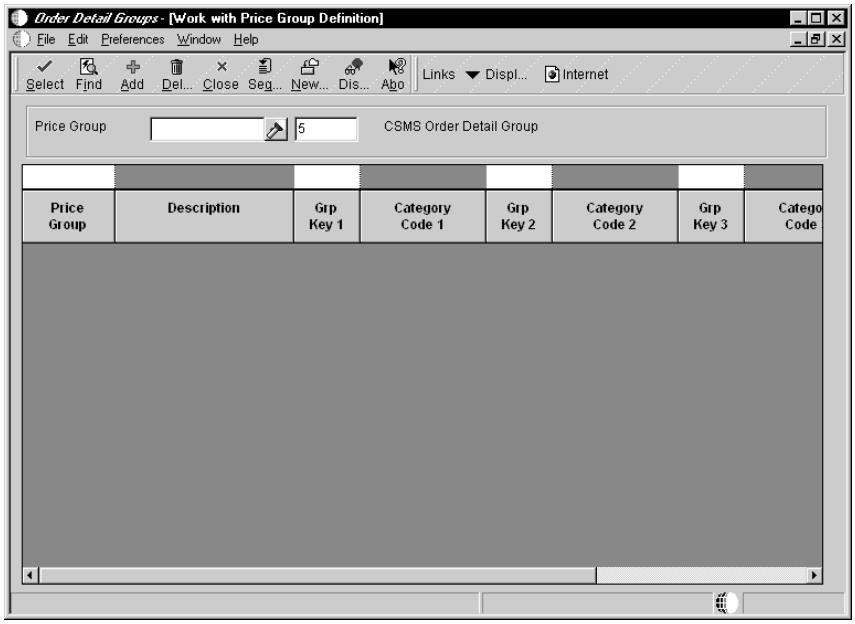
You can define pricing for a specific group by using fields on the order detail form. You indicate the fields on the order detail form of the order detail group. The data in the detail fields comes from system defaults, customer master information, customer billing instructions, items, and preferences.

For example, you want to give a special discount to a group of customers whose line of business is manufacturing. Preference profiles affect adjustment prices.

▶ To define order detail groups for repasse

On Advanced Price and Adjustments (G42311), choose Order Detail Groups.

On Work With Price Group Definition



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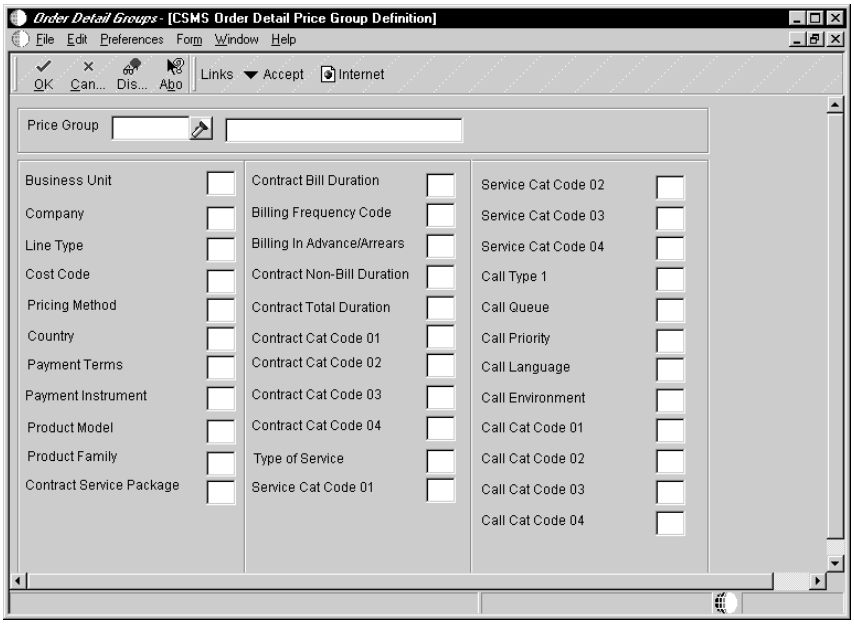


2. On CSMS Order Detail Price Group Definition, complete the following field:
   - Price Group
3. Indicate the order detail fields to be associated with the order detail group by entering 1, 2, or 3 next to three field names. You can use one or as many as three.

What You Should Know About

Fields not displayed by the system during order entry

Define Order Detail Group shows several fields that do not display during order entry. These fields default from Preference Profile:

- Line of Business
- End Use
- Price Code 1
- Price Code 2
- Price Code 3
- From Grade
- Thru Grade
- From Potency
- Thru Potency

The data in the following fields defaults from the corresponding fields on the Preference Profile form:

- Line of Business
- End Use
- User Defined Price Code 1
- User Defined Price Code 2
- User Defined Price Code 3
- Grade and Potency
- Grade and Potency
- Grade and Potency
- Grade and Potency

See Also

- *Advanced Pricing Guide: Define Order Detail Group*

Setting Up Price and Adjustment Definitions

An adjustment is a record that describes a special pricing situation, such as a pricing plan or promotion. Before you can add an adjustment to a schedule, you must create adjustment definitions to specify the characteristics of the adjustment. These characteristics determine how the adjustment will:

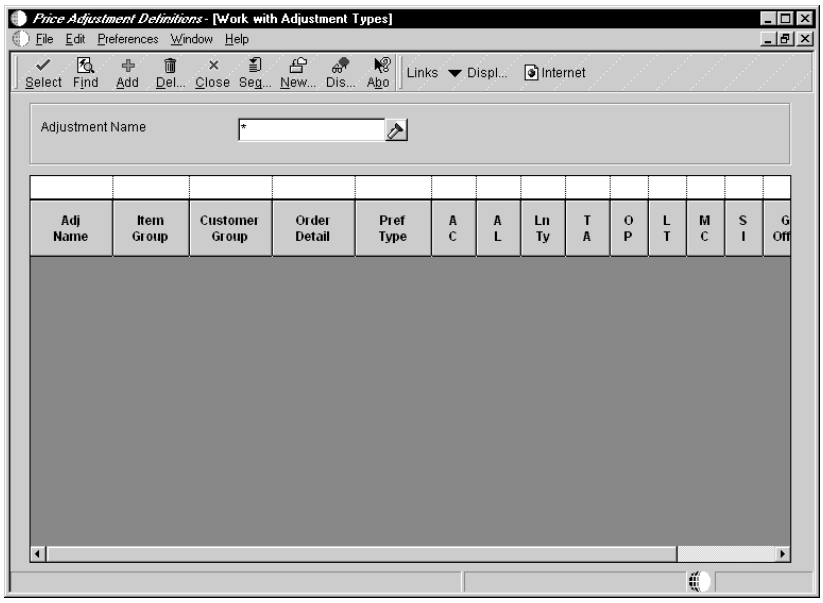
- Sequence the system searches for prices
- Print on invoices
- Apply basket-level or order-level price adjustments
- Base the override price on quantity, amount, or weight
- Offset a general ledger account based on AAIs

You can set up adjustments for both stock and nonstock items.

To set up adjustment definitions

On Advanced Price and Adjustments (G42311), choose Price Adjustment Definitions.

On Work With Adjustment Types



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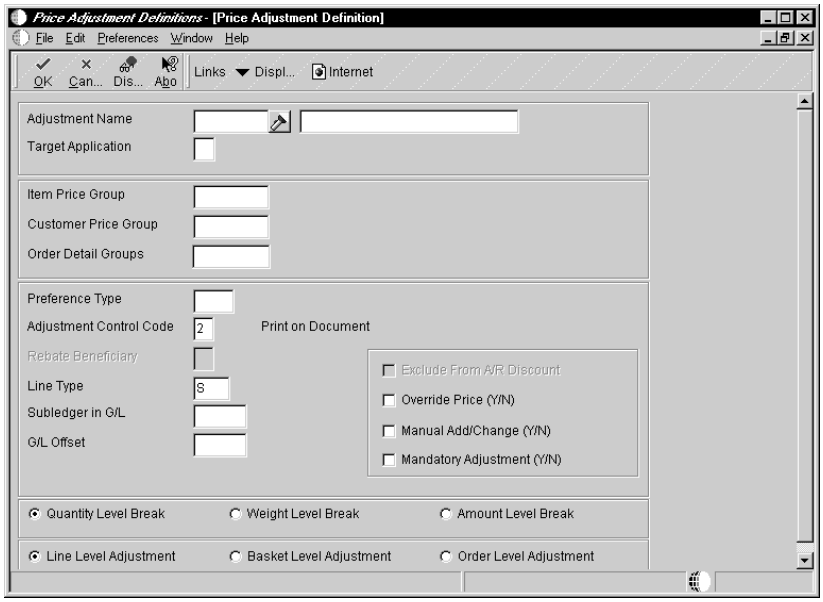


2. On Price Adjustment Definition, complete the following fields:
    - Adjustment Name
    - Item Price Group
    - Customer Price Group
    - Order Detail Groups
    - Preference Type
    - Adjustment Control Code
    - Line Type
    - Subledger in G/L
    - G/L Offset
    - Override Price (Y/N)
    - Manual Add/Change (Y/N)
    - Mandatory Adjustment (Y/N)
    - Quantity Level Break
    - Weight Level Break
    - Amount Level Break

Field	Explanation
Adjustment Name	A user defined code (system 40, type TY) that identifies an adjustment definition. You define adjustments on Price Adjustment Definitions.
Item Price Group	A user defined code (40/PI) that identifies an inventory price group for an item. Inventory price groups have unique pricing structures that direct the system to incorporate discounts or markups on items on sales and purchase orders. The discounts or markups are based on the quantity, dollar amount, or weight of the item ordered. After you assign a price group to an item, the item uses the same pricing structure that was defined for the inventory price group. You must assign an inventory price group to the supplier or customer, as well as to the item, for the system to interactively calculate discounts and markups on sales orders and purchase orders.
Customer Price Group	A user defined code (40/PC) that identifies a customer group. You can group customers with similar characteristics, such as comparable pricing.

Field	Explanation
Order Detail Groups	A user defined code (40/SD) that identifies a sales order detail group. You use sales order detail groups to create pricing that is based on a field in the Sales Order Detail file (F4211). . . . . . *Form-specific information* . . . . . If you enter a code in this field, the system uses this adjustment only for orders with details that match the criteria of the order detail group. For Agreement Penalty Schedules, a user defined code for Penalty must already be set up and defined as an order detail group. Enter Penalty or the correct user defined code that defines your penalty schedules.
Preference Type	A user defined code (40/PR) that identifies a preference type or a price adjustment hierarchy. In the user defined code table 40/PR, a 1 in the Special Handling Code field identifies a preference that J.D. Edwards supports. This field is hard coded for each preference. For Agreement Penalty Schedules, first set up a user defined code of PN (for penalty). Then enter it in this field.

Field	Explanation
Adjustment Control Code	A code that specifies how the adjustment appears on the invoice and whether you want the system to create a separate line in the Sales Order Detail table (F4211). Valid values are: 1 The system adds the adjustment amount into the unit price and records the adjustment detail to the Price Adjustment History table (F4074). The system does not print the adjustment on the invoice. 2 The system adds the adjustment amount to the unit price and records the adjustment detail to the Price Adjustment History table (F4074). It prints the adjustment on the invoice. 3 The system creates a separate detail line in the Sales Order Detail table. It does not add the adjustment into the unit price or record it to the history table. The system does not include this type of adjustment when it calculates the current net price. 4 The system records the adjustment to history and posts it to the general ledger during a sales update. It does not add the adjustment into the unit price or print it on the invoice. Use Control Code 4 to create an accrual adjustment. 5 The system records the adjustment to history and posts it to the general ledger during a sales update. The system also accumulates each order line's quantity, weight, and amount to rebate history (F4078). It does not add the adjustment into the unit price or print it on the invoice. Use Control Code 5 to create a rebate adjustment. . . . . . *Form-specific information* . . . . . . For OneWorld: 3 The system supports Adjustment Control Code 3 only for order-level adjustments. 5 Code 5 is not supported in OneWorld. If you use adjustment control 3, the Adjustment Line Type must have an inventory interface value of N. 6 The system processes the adjustment amount and the unit price separately during sales update. The amounts are recorded separately as G/L and A/R entries. It prints the adjustment on the invoice.

Field	Explanation
Line Type	A code that controls how the system processes lines on a transaction. It controls the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). It also specifies the conditions under which a line prints on reports and is included in calculations. Codes include: S Stock item J Job cost N Nonstock item F Freight T Text information M Miscellaneous charges and credits W Work order
Subledger in G/L	A user defined code (system 40, type SI) that identifies the type of information that you want the system to use to update the Subledger field in the General Ledger file (F0911) when you use this adjustment type to price a sales order.
G/L Offset	A user defined code (41/9) that identifies the G/L offset that system uses when it searches for the account to which it posts the transaction. If you do not want to specify a class code, you can enter **** (four asterisks) in this field. You can use automatic accounting instructions (AAIs) to predefine classes of automatic offset accounts for the Inventory, Procurement, and Sales Order Management systems. You might assign G/L class codes as follows: IN20 Direct Ship Orders IN60 Transfer Orders IN80 Stock Sales The system can generate accounting entries based upon a single transaction. For example, a single sale of a stock item can trigger the generation of accounting entries similar to the following: Sales–Stock (Debit) xxxxx.xx A/R Stock Sales (Credit) xxxxx.xx Posting Category: IN80 Stock Inventory (Debit) xxxxx.xx Stock COGS (Credit) xxxxx.xx The system uses the class code and the document type to find the AAI.

Field	Explanation
Override Price (Y/N)	A code indicating how the adjustment affects the price of a sales order line. For WorldSoftware, valid codes are: Y The adjustment price overrides the base price. N The adjustment is used to calculate a discount or markup to the base price. For OneWorld, a checkmark indicates that the override price overrides the base price. No checkmark indicates that the adjustment is used to calculate a discount or markup to the base price. For Agreement Penalty Schedules: • For WorldSoftware, enter N. • For OneWorld, leave the override price turned off (no checkmark).
Manual Add/Change (Y/N)	Specifies whether the adjustment type can be manually added to or changed from the Price Adjustments form (P4074W) when you enter sales orders.
Mandatory Adjustment (Y/N)	A code you use to specify whether an adjustment is mandatory. Valid codes are: Y Yes, this adjustment is mandatory N No, this adjustment is not mandatory
Quantity Level Break	A code that indicates how level breaks occur in the Price Adjustment Detail table (F4072), based on one of three types of level breaks. • Quantity: The system determines the correct adjustment based on the quantity ordered in the sales order. You can set up different adjustment breaks for different units of measure. • Weight: The system uses the weight of the line to retrieve the proper adjustment level break. • Amount: The system uses the extended amount of the sales detail line to retrieve the proper adjustment level break. When Currency Conversion is turned on, all amount level breaks are stored and displayed based on the floating decimals of the currency code. For WorldSoftware, valid codes are: 1 Quantity 2 Weight 3 Amount For OneWorld, turn on one of the following options: • Quantity Level Break • Weight Level Break • Amount Level Break

Field	Explanation
Weight Level Break	A code that indicates how level breaks occur in the Price Adjustment Detail table (F4072), based on one of three types of level breaks. • Quantity: The system determines the correct adjustment based on the quantity ordered in the sales order. You can set up different adjustment breaks for different units of measure. • Weight: The system uses the weight of the line to retrieve the proper adjustment level break. • Amount: The system uses the extended amount of the sales detail line to retrieve the proper adjustment level break. When Currency Conversion is turned on, all amount level breaks are stored and displayed based on the floating decimals of the currency code. For WorldSoftware, valid codes are: 1 Quantity 2 Weight 3 Amount For OneWorld, turn on one of the following options: • Quantity Level Break • Weight Level Break • Amount Level Break
Amount Level Break	A code that indicates how level breaks occur in the Price Adjustment Detail table (F4072), based on one of three types of level breaks. • Quantity: The system determines the correct adjustment based on the quantity ordered in the sales order. You can set up different adjustment breaks for different units of measure. • Weight: The system uses the weight of the line to retrieve the proper adjustment level break. • Amount: The system uses the extended amount of the sales detail line to retrieve the proper adjustment level break. When Currency Conversion is turned on, all amount level breaks are stored and displayed based on the floating decimals of the currency code. For WorldSoftware, valid codes are: 1 Quantity 2 Weight 3 Amount For OneWorld, turn on one of the following options: • Quantity Level Break • Weight Level Break • Amount Level Break

What You Should Know About

Entering a price group	You enter an order, customer, or item price group if you want this adjustment to apply only to that price group. If the field is left blank, you can set up details for other price groups.
Entering kit or configured items	When entering a sales order for a kit or configured item, you should not use adjustment control 3. Adding an item detail line to a sales order for kit or configured items is not supported.
Selection of Line Type	If the Adjustment Control Code is 3, the Adjustment Line Type must have an inventory interface of N.

See Also

- *Advanced Pricing Guide: Setting Up Adjustment Definitions*

Setting up the Sales Order Tax Calculator

The names of the pricing adjustments are found in UDC table (40/TY). You must manually add this special handling code name after setting up a new adjustment. For example, in order for the tax calculator to find the Repasse discount (REPASSE), you must enter PREPAS as a special handling code in the special handling column of UDC table (40/TY).

To determine the sequence in which your price adjustments will apply, you add a price adjustment schedule.

To further define the price adjustment schedule, you set up a price adjustment detail.

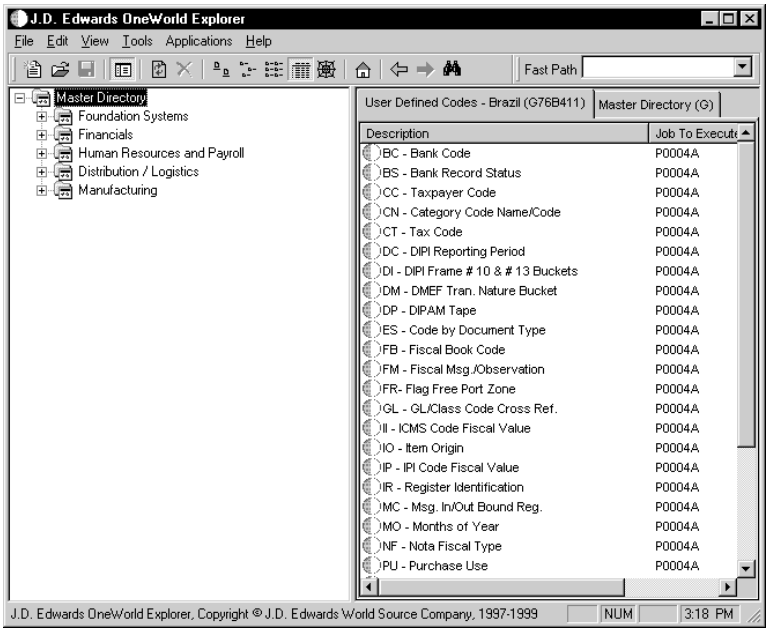
Complete the following tasks to set up the Sales Order Tax Calculator:

- Adding the special handling code for repasse
- Adding a price adjustment schedule
- Setting up the price adjustment detail

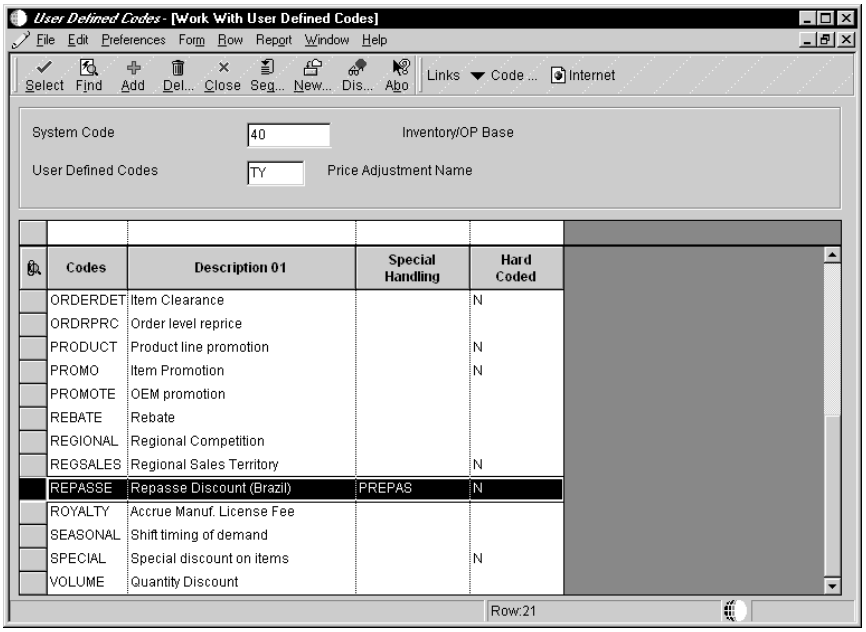
▶ To add the special handling code for repasse

From the Brazilian Localization Setup menu (G76B41B), choose General User Defined Codes.

1. Select any UDC table.



2. Locate the UDC table (40/TY).

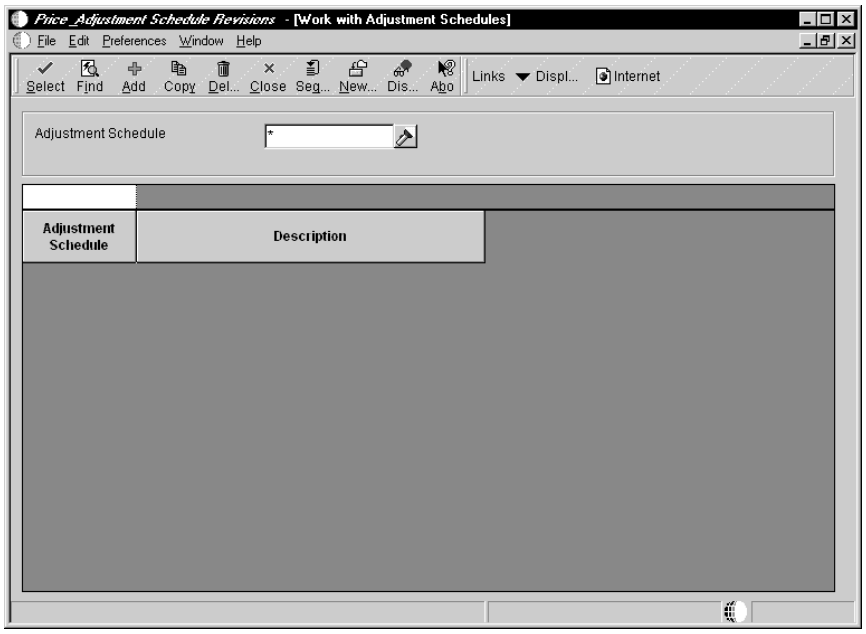


3. Enter PREPAS in the Special Handling column of Code REPASSE.

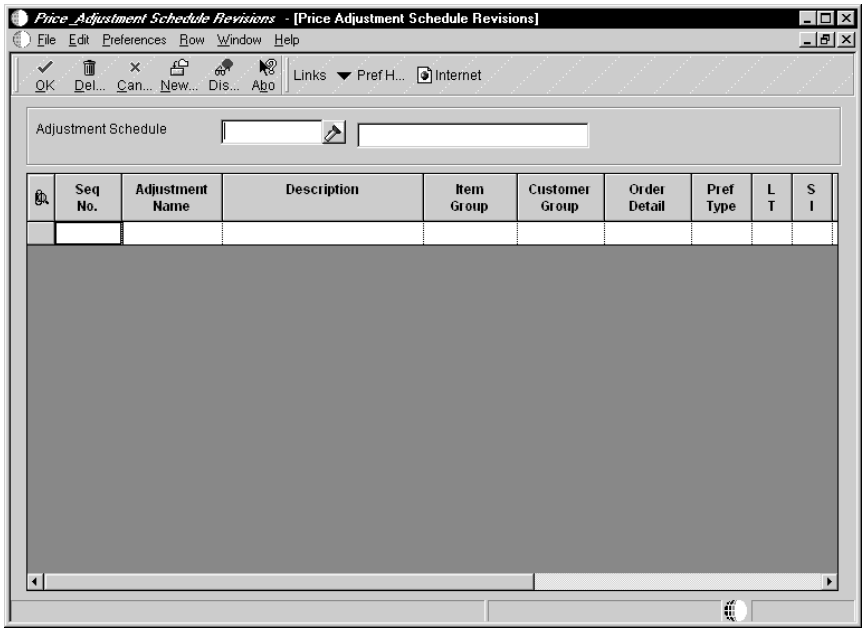
▶ To add a price adjustment schedule

On Sales Order Processing - Brazil (G42311), choose Price & Adjustment Schedule Revisions.

On Work With Adjustment Schedules



1. Click Add.

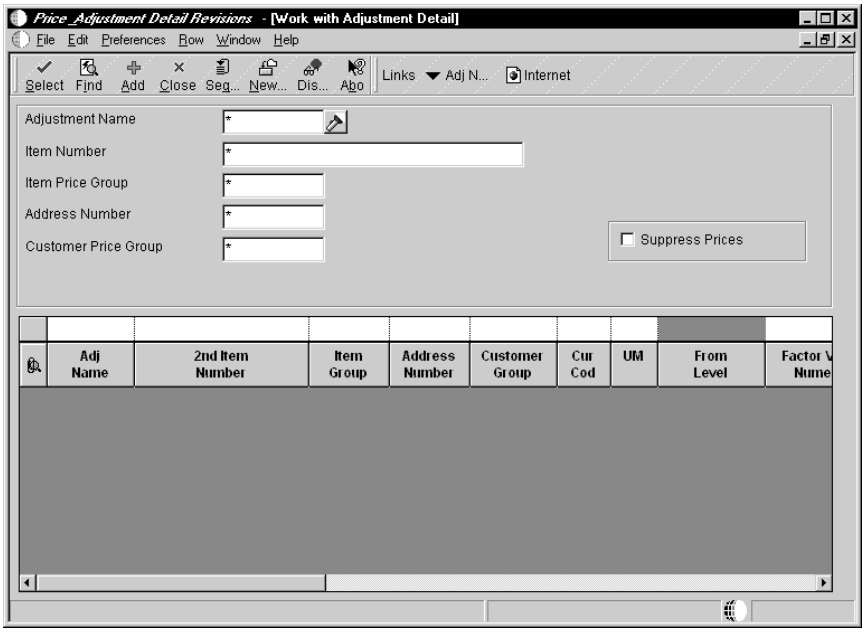


2. On Price Adjustment Schedule Revisions, complete the following fields:
    - Adjustment Schedule
    - Seq No.
    - Adjustment Name

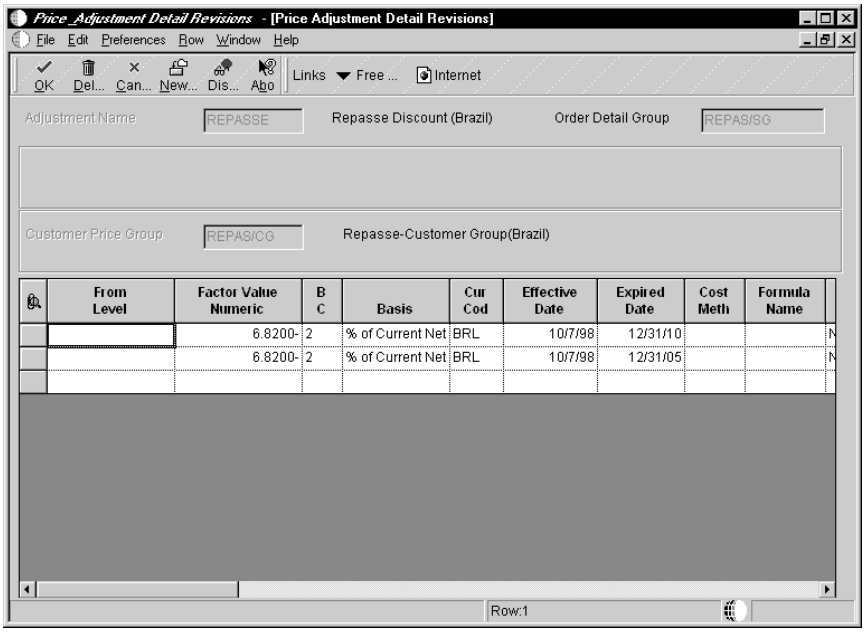
To set up the price adjustment detail

On Sales Order Processing - Brazil (G42311), choose Price & Adjustment Detail Revisions.

On Work With Adjustment Detail



1. Complete the following field and click Add.
    - Adjustment Name



2. On Price Adjustment Detail Revisions, complete the following fields:
    - Factor Value Numeric
    - B C
    - Cur Cod
    - Effective Date
    - Expired Date
    - Customer Group
    - Order Detail

Field	Explanation
Adjustment Schedule	A user defined code (40/AS) that identifies a price and adjustment schedule. A price and adjustment schedule contains one or more adjustment types for which a customer or an item might be eligible. The system applies the adjustments in the sequence that you specify in the schedule. You link customers to a price and adjustment schedule through the customer billing instructions. When you enter a sales order, the system copies the schedule attached to the sold to address into the order header. You can override this schedule at the detail line level. For Agreement Management, this is the Agreement Penalty Schedule. The information in the Agreement Penalty Schedule provides the system with the criteria for an agreement to have penalty conditions.
Seq No.	For World, a sequence or sort number that the system uses to process records in a user defined order. For OneWorld, The sequence by which users can set up the order in which their valid environments are displayed. . . . . . *Form-specific information* . . . . . . The value in this field represents the order in which the system processes the price adjustments. J.D. Edwards recommends that you leave spaces in your number sequence so you can add adjustments within the price adjustment schedule.
Adjustment Name	A user defined code (system 40, type TY) that identifies an adjustment definition. You define adjustments on Price Adjustment Definitions.

Field	Explanation
Factor Value Numeric	A code that indicates how the system adjusts an order line. The value in this field works in conjunction with the Basis field (BSCD). How you define the Basis field determines whether you enter a number or a code in this field. If your basis code is 1–5 Enter a positive number for markups, for example, 10. Enter a negative number for discounts, for example, 10–. 6 You want to base the adjustment on a variable table. Enter the code that identifies the variable table. 7 You want to use a formula to calculate the price. Enter the code that identifies the formula. 8 You want to calculate the adjustment using a custom program. Enter the program ID. For Agreement Penalty Schedules: Because the basis code for penalties is 5, enter a number as the factor value. Most agreement penalties are for a currency amount. The system multiplies the factor you enter by each unit of measure to calculate the penalty.

Field	Explanation
B C	A code that identifies how the system uses the factor value to calculate the adjustment or penalty schedule. The Basis Code field works in conjunction with the Factor Value field. Valid codes for this field are: 1 The system multiplies the base price by the factor value. The adjusted price is a percentage of the base price. 2 The system multiplies the current net price by the factor value. The adjusted price is a percentage of the current net price. 3 The system multiplies the item cost by the factor value. The adjusted price is a percentage of the item cost. You cannot use this basis code for a basket-level or order-level adjustment. 4 The system adds the factor value to the item cost. You cannot use this basis code for a basket-level or order-level adjustment. Note: If you use basis codes 3 or 4, identify the item cost you want to use in the calculation in the Cost Method field (LEDG) in the detail area of the Price Adjustment Detail form. 5 The system adjusts the price by the factor value. If the value is positive, it increases the price by that amount; if the value is negative, it decreases the price by that amount. 6 The system retrieves the adjustment amount from the variable table. You specify the variable table in the Factor Value field. 7 The system uses a formula to calculate the adjustment. You specify the name of the formula in the Factor Value field. 8 The system calls a user defined program to calculate the adjustment. You specify the program ID in the Factor Value field. Note: If you define an adjustment that uses a custom program, the program must be one that you have developed for this purpose and that you are prepared to support. J.D. Edwards is not responsible for providing custom programs or for supporting those programs that you have developed. For Agreement Penalty Schedules, enter 5 for all penalty schedules.
Cur Cod	A code that indicates the currency of a customer's or a supplier's transactions. NOTE: The currency code that you set up for your component tables must correspond to the currency code that you set up for any related markup tables.
Effective Date	The date on which a transaction, text message, contract, obligation, or preference becomes effective.

Field	Explanation
Expired Date	The date on which a transaction, text message, agreement, obligation, or preference has expired or been completed.
Customer Group	A user defined code (system 40, type PC) that identifies a customer group. You can group customers with similar characteristics, such as comparable pricing.
Order Detail	A user defined code (40/SD) that identifies a sales order detail group. You use sales order detail groups to create pricing that is based on a field in the Sales Order Detail file (F4211).

Setting up Tax Calculations

J.D. Edwards supports the calculation of the three main taxes applied on Sales and Purchasing transactions, as well as the discounts and additions to the Notas Fiscais such as Repasse, Free Port Zone, Interest, Freights, Expenses and Insurance. The taxes, setup, calculations and what determines applicable taxes follow.

- ICMS (Imposto sobre circulação de mercadoria e servicos)
- ICMS Substitution (Imposto sobre circulação de mercadoria e servicos Substituto)
- IPI (Imposto Sobre Produto Industrializado)
- Determining applicable taxes

ICMS (Imposto sobre circulação de mercadoria e servicos)

ICMS tax is applied on business transactions when the following occurs:

- Merchandize is moved between fiscal entities.
- Service charges are involved in a transaction.
- Freights, expenses and/or insurance are applied to a transaction.

  In some purchasing transactions the ICMS paid can be recovered. There is also a setup for that.

ICMS tax calculation is determined by:

- Customer or supplier, depending on if it is a sales or purchasing transaction
- Branch/plant which is issuing or receiving the Nota Fiscal
- Tax code associated with the item
- Fiscal classification code associated with the item
- Transaction nature code associated with the order

ICMS rates are determined by three criteria: (1) the origin of the Nota Fiscal issuer, (2) the destination of the Nota Fiscal and, in some cases, (3) ICMS taxes are associated with the item itself.

To set up ICMS calculation, complete the following steps:

1. On Address Book Additional Information - Brazil (P01012BR), complete the following field with the appropriate information for the customer, supplier, and branch/plant:
   - ICMS code

2. On Item Master Regional Information - Brazil (P4101BR), complete the following fields with the appropriate values for item master and item, branch/plant location:
    - Fiscal Classification
    - Tax Code
    - Purchase Use
3. On Brazilian Localization Setup (G76B41B), enter the appropriate ICMS code for the following programs:
    - Tax Code Revision (P7617B)
    - ICMS Tax Revision (P760B)
    - IPI Tax Revision (P76B18)
    - Transaction Nature P7615B)
4. Set up the ICM and ICR keywords in the UDC table (76/GL), translating the item GL/class code to the one which will be used by the accounting process.
5. Set up the AAI codes: 4210, 4220 4240, 4285, 4290, 4310, 4385, 4390.
6. Set up the second character in the special handling code to recover or not to recover the ICMS in the UDC table (76/PU).

ICMS Substitution (Imposto sobre circulação de mercadoria e servicos Substituto)

In Brazil, ICMS Substitution is ICMS tax charged on interstate transactions or on special products and clients. Although this tax appears to be the same as ICMS, it is applied differently.

The objective of ICMS tax substitution is to tax products only once. ICMS tax substitution taxes products as soon as they leave the manufacturing plant. This initial tax provides for all subsequent transactions until the product reaches the final customer. There are basically two reasons why you would apply ICMS Substitution.

- In interstate transactions, some specific products and types of transactions can have the ICMS that is due on the next transaction collected at once. For example, a branch/plant in the state of Sao Paulo is shipping some goods to a client who is a dealer in the state of Rio de Janeiro. The ICMS will be paid to the state of Sao Paulo. However, the state of Rio de Janeiro understands that because the customer is a dealer it is valid to suppose that he is going to sell these goods. Some goods are hard to track and it is difficult for the state to track and collect the due ICMS when the transaction occurs. In these cases the state of Rio de Janeiro demands that the supplier in Sao Paulo collect the ICMS that would be paid to Rio when the dealer resells the goods.

- In intrastate transactions the state government can demand that the supplier pay the ICMS which should be paid in the next transaction. This type of ICMS Substitution payment depends on the product, the transaction, and the type of business that both supplier and customer have.

ICMS Substitution calculation is determined by:

- Customer or branch/plant, depending on if it is a sales or purchasing transaction
- Item or branch/plant additional information
- Transaction Nature code associated with the order

The rates are the same rates used by the ICMS calculation. A markup is to be applied to the price practiced by the supplier, to forecast the price that would be charged in the next transaction.

To set up the ICMS Substitution calculation, complete the following steps:

1. On Address Book Additional Information - Brazil (P01012BR), complete the following field with the appropriate information for the customer, supplier, and branch/plant:
    - ICMS Substitution
2. On Item Master Regional Information - Brazil (P4101BR), complete the following field with the appropriate values for item master and item branch/plant location:
    - ICMS Substitution
3. On Brazilian Localization Setup (G76B41B), enter the appropriate ICMS Substitution Markup code for the following program:
    - Transaction Nature (P7615B)
4. On Brazilian Localization Setup (G76B41B), enter the appropriate ICMS Substitution Markup code for the following program:
    - ICMS Tax Revision (P760B)
4. Set up the SUB and SBR keywords in the UDC table (76/GL), translating the item GL/class code to the one which will be used by the accounting process.
5. Set up the AAI codes: 4210, 4220 4240, 4285, 4290, 4310, 4385, 4390.
6. Set up the second character in the special handling code to recover or not to recover the ICMS in the UDC table (76/PU).

IPI (Imposto Sobre Produto Industrializado)

In Brazil, IPI is a federal tax that applies to manufactured goods (domestic or imported).

IPI calculation is determined by:

- Customer or branch/plant, depending on if it is a sales or purchasing transaction
- Item or branch/plant additional information
- Tax code associated with the item
- Fiscal Classification associated with the item
- Transaction Nature code associated with the order

  The item number (tax code) relates the rates with the fiscal classification code and is optional.

To set up the IPI calculation, complete the following steps:

1. On Address Book Additional Information - Brazil (P01012BR), complete the following field with the appropriate information for the customer, supplier, and branch/plant:
   - IPI code
2. On Item Master Regional Information - Brazil (P4101BR), complete the following fields with the appropriate values for item master and item, branch/plant location:
   - Fiscal Classification
   - Tax Code
   - Purchase Use
3. On Brazilian Localization Setup (G76B41B), enter the appropriate IPI code for the following programs:
   - Tax Code Revision (P7617B)
   - ICMS Tax Revision (P760B)
   - IPI Tax Revision (P76B18)
   - Transaction Nature P7615B)
4. Set up the IPI and IPR keywords in the UDC table (76/GL), translating the item GL/class code to the one which will be used by the accounting process.
5. Set up the AAI codes: 4210, 4220 4240, 4285, 4290, 4310, 4385, 4390.
6. Set up the second character in the special handling code to recover or not to recover the ICMS in the UDC table (76/PU).

Determining Applicable Taxes

To determine if IPI or ICMS tax applies to a transaction, you need to consider certain characteristics, for example, whether your company and supplier, the product, and the function the product performs are already set up for Brazilian taxes. For every characteristic, you use a one-digit code that tells you the incidence of tax, or how the item will be taxed.

The following terms describe the setup you use to enter the tax incidence for each component:

Transaction Nature Code (Naturaleza da Operação)	The government distributes this type of legal code. The Transaction Nature Code is known as the CFO – Codigo Fiscal da Operação (Transaction Fiscal Code). The CFO defines the type of transaction related to the Nota Fiscal. This code is structured as X.YY, where X is the transaction origin and YY is the transaction as a whole. YY also tells you what the product is used for. It is common to see the same transaction nature for different tax situations. In order to differentiate these instances, use the J.D. Edwards transaction nature suffix.
Address Book Tag File Company (Ship to)	You use this file to determine the incidence of tax for your supplier or company. You add this information when entering your company and suppliers into the address book.
Tax Code	You enter the tax code (user defined code 76/CT) into the item master for each item. The tax code automatically defaults into the purchase order at the time of entry. This code may be overridden on the purchase order if needed. This step defines which taxes are applicable to the product (only for SOP tax applicability).
Fiscal Classification	This classification is a legal number and represents a group of similar products, or a product family. You enter the Fiscal Classification in the item master and it automatically defaults into the purchase order. Fiscal Classification determines the tax incidence for the product family (only for SOP tax applicability).

The following tables illustrate the codes for IPI and ICMS tax, their meaning, and their tax implications:

ICMS Tax Incidence (76/II)

Code	Description	Taxable
1	Taxable	Y
2	Exempt or Not Taxable	N
3	Other	N

IPI Tax Incidence (76/IP)

Code	Description	Taxable
1	Taxable	Y
2	Exempt or Not Taxable	N
3	Other	N

These codes relate to the company or supplier, product, product family, and product use through the following tables:

Attribute	File	Description
Company or supplier	F76011	Address book tag table
Product	F7615B	Tax code
Product family	F7617B	Fiscal classification (ICMS only)
Product use	F7618B	Transaction nature

You enter the attributes on the purchase order. The product attribute information resides in the Purchase Order tag table (F76432B). The company and supplier information resides in the Standard Purchase Order table. You enter most information at the line item level.

The UDC tables (76/II) (for ICMS) and (76/IP) (for IPI) have a 1 in the special handling code for taxable codes and a 0 (zero) in the special handling code for nontaxable codes. If the code is nontaxable, the system returns to the Nota Fiscal program with no tax amounts. If the code is taxable for IPI or ICMS, the system calls the appropriate tax calculator.

Calculating IPI Tax

If a transaction is subject to IPI tax, the system:

1. Searches for a tax rate and area code on the purchase order line.

   If the purchase order line does not include a tax rate and an area code, the system uses the fiscal classification number from the line item in the Nota Fiscal table to search the tax rate and area code field in the Tax Rate and Areas table.

2. Passes the tax rate and area code to the Purchase Order Receiver table and the Nota Fiscal table.

3. Determines whether the tax is recoverable, based on the purchase use code, the Ship To address, and the Ship From address.

   If the tax is 50 percent recoverable, the system writes a journal entry, and calculates the tax. If the tax is 100 percent recoverable, the system updates the Nota Fiscal and Accounts Payable Ledger tables with the tax explanation code of V. If the tax is 0 (zero) percent recoverable, the system uses a tax explanation code of S.

Calculating ICMS Tax

The Brazilian government bases the ICMS tax on the circulation of merchandise, interstate and intercountry transportation, and communication services. The tax collection department identifies any merchandise that leaves a manufacturer as Circulation and any goods that leave the taxpayer's branch/plant as Merchandise. The ICMS taxpayer is any person or corporation that usually deals with transactions regarding merchandise circulation, transportation, or communication services. The taxpayer is the product manufacturer, and the consumer is the person who uses the product without changing it.

If a transaction is subject to ICMS tax, the system:

1. Determines whether substitution tax is applicable. If so, the system factors the taxable amount by the substitution markup code and the state or interstate tax percent.

   If substitution tax is not applicable, the system factors the taxable amount by the tax base reduction rate and the state or interstate tax percent.

   The substitution markup code, tax base reduction rate, state tax percent, and interstate tax percent come from the ICMS Tax Percent table.

2. Determines whether the tax is recoverable, based on the UDC table Purchase Use (76/PU).

   If the tax is 50 percent recoverable, the system writes a journal entry, and calculates the tax. If the tax is 100 percent recoverable, the system updates the Nota Fiscal and Accounts Payable Ledger tables with the tax explanation code of U. If the tax is 0 (zero) percent recoverable, the system uses a tax explanation code of S.

ICMS Exemptions

Situations such as Reduction on the taxable amount, differentiated tax rates, tax substitution, and Repasse allow ICMS exemption.

Inventory Management

Entering Additional Item Master Information

You must enter general information for all stock and nonstock items. The system uses this information to identify and process each item in the distribution and manufacturing systems.

In Brazil, the government requires companies to maintain additional information for each item, including:

- Fiscal classification
- Tax code (IPI or ICMS)
- Whether the item is subject to tax substitution mark-up
- Item origin
- Purchase use
- Messages to print

The system automatically displays the additional information form when you enter a new inventory item record. To access the additional information form when you inquire on an existing inventory item, choose a record, then choose Regional Information from the Row menu.

You may also review (but not add) tag file information from the Item Master - Brazil menu (G76B4111). You can review tag file information by choosing Item Master - Brazil.

When you enter additional information for an item, the system creates a record for the item in the Item Master Tag File table (F76411).

Before You Begin

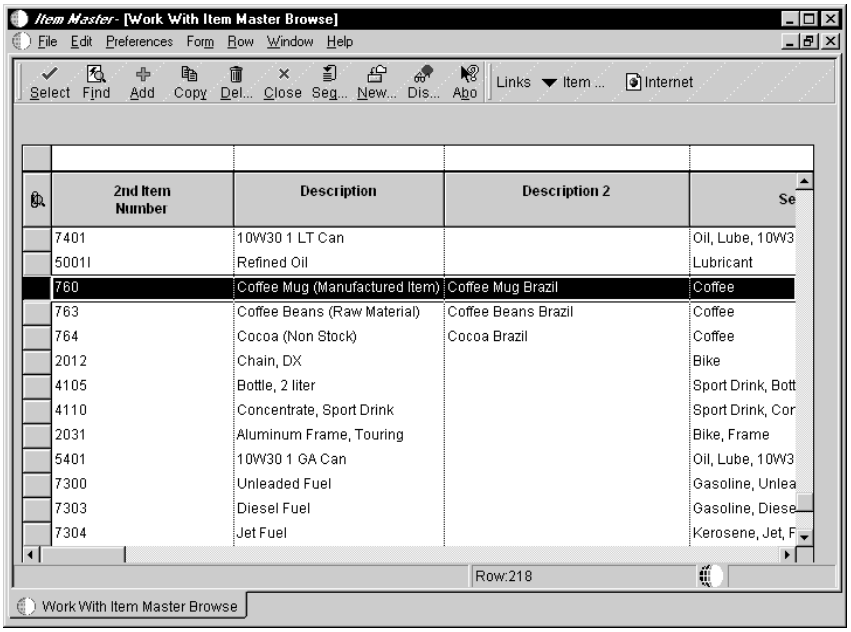
❑ Verify that Brazil is the country you have selected in your user display preferences. The additional information form can be accessed only when Brazil is selected.

▶ To enter additional item master information

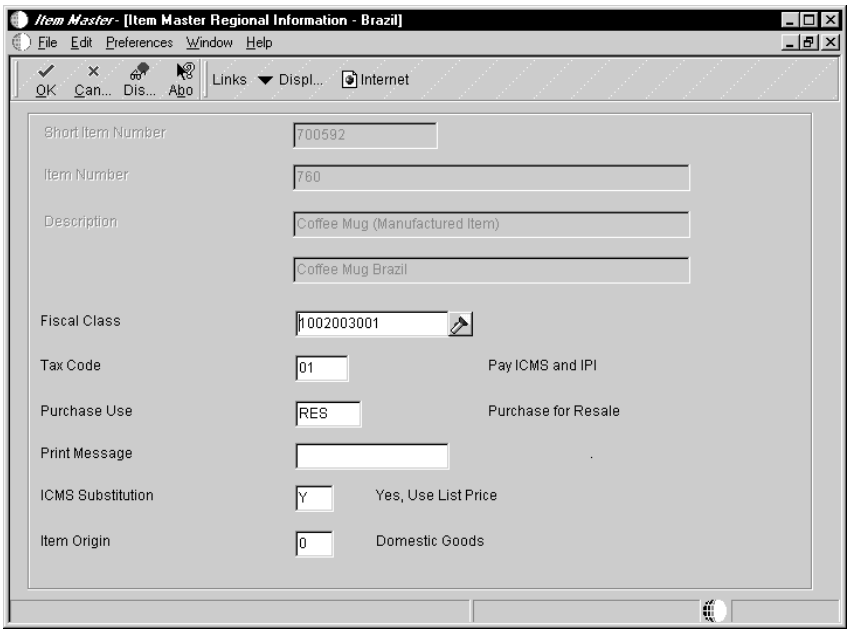
From the Inventory Master - Brazil menu (G76B4111), choose Item Master.

On Work With Item Master Browse

1. Locate an item.



2. Click the row in the detail area and choose Regional Info. from the Row menu.



3. On Item Master Regional Information - Brazil, complete the following fields:
   - Fiscal Class
   - Tax Code
   - Purchase Use
   - Print Message
   - ICMS Substitution

- Item Origin

Field	Explanation
Fiscal Class	Use the Fiscal Classification code to identify groups of products, as defined by the local tax authorities. The product groups are based on taxing conventions and other national statistics. The system uses this code to determine the applicable tax rate for a product.
Tax Code	Use this auxiliary code to combine ICMS and IPI tax characteristics. Examples of valid values might include: 01 Taxed Domestic Goods (IPI and ICMS) 02 Taxed Domestic Goods (ICMS taxed, IPI tax rate Zero) 03 Exempt Products 04 Export 05 ICMS deferred, IPI suspended 06 ICMS exempt, IPI taxed
Purchase Use	Use the Purchase Use code to identify the purpose for which the merchandise was purchased. You define purchase use codes on a user defined codes table (system 76, type PU). When you define purchase use codes, use the special handling code to specify the following tax information: For ICMS tax: • 0 – ICMS tax is non-recoverable • 1 – ICMS tax is 100 percent recoverable. For IPI tax: • 0 – IPI tax is non-recoverable; • 1 – IPI tax is 50 or 100 percent recoverable, depending on the status of the ship-to and ship-from taxpayer You can define additional purchase use codes, if appropriate.
Print Message	A user defined code (system 40, type PM) that you assign to each Fiscal print message that appears on the Nota Fiscal.
ICMS Substitution	Use this code to indicate whether a client or product is subject to tax substitution. Valid values are: Y Yes, use list price Z Yes, use net price N No
Item Origin	Use the Item Origin code to specify the origin of a product. Valid values are: • 0 – domestic goods • 1 – foreign product, direct import • 2 – foreign product, purchased in local market

See Also

- *Inventory Management: Entering Item Master Information* for more information about entering item master records

Entering Additional Branch/Plant Information

Information about an item might be different from warehouse to warehouse. For example, taxes might be applicable to an item in one warehouse, but not in another. You might also have different quantity requirements for each item based on the warehouse.

After you enter master information for an item, you can assign the item to different warehouses or branch/plants. You can then customize the item information for each branch/plant. You can also specify the locations in the branch/plant in which the item is stored.

Every J.D. Edwards system that retrieves item information searches for the item branch/plant information before using the item master information.

In Brazil, companies can choose to override the Item Master information they enter for specific lot locations. The fields that companies should maintain include the following:

- Fiscal classification
- Tax code (IPI or ICMS)
- Whether the item is subject to tax substitution mark-up
- Item origin
- Purchase use
- Messages to be printed

To associate the additional information required to meet Brazilian reporting requirements with the inventory items that you enter, the country specified in your user display preferences must be Brazil. To access the additional information form when you inquire on an existing inventory item, choose a record, then choose Regional Information from the Row menu. Brazilian information needs be added only by location if the location is different than that added for the item.

You may also review (but not add) tag file information from the Item Master - Brazil menu (G76B4111). You can review tag file information by choosing Item Branch/Plant - Brazil.

When you enter additional branch/plant information for an item, the system creates a record for the item in the Item Location Tag File table (F76412).

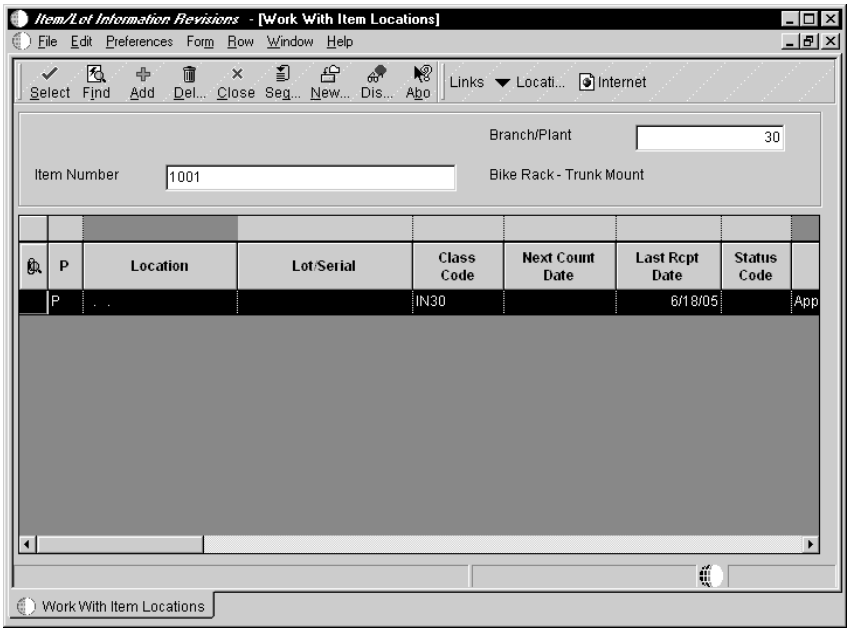
Before You Begin

❑ Verify that you have selected Brazil in your user display preferences.

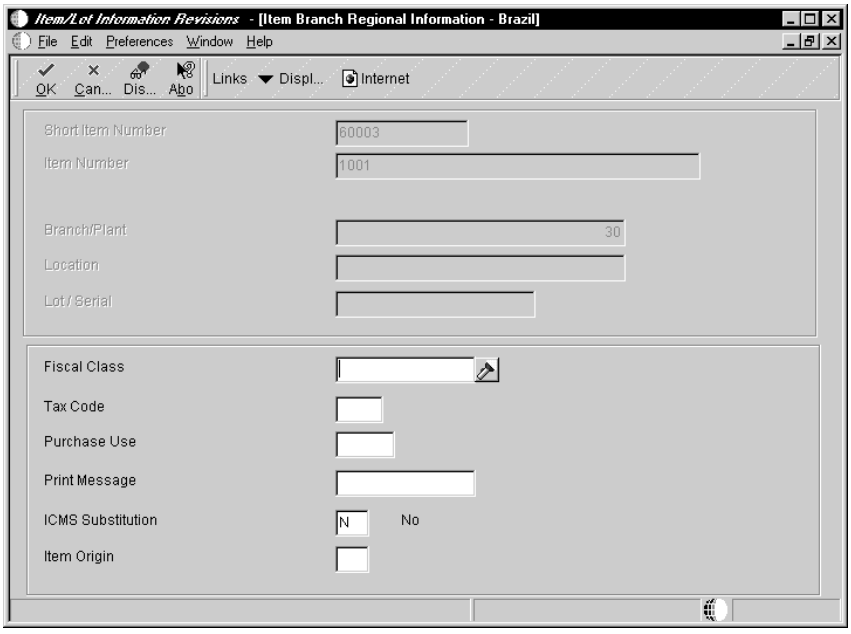
To enter additional branch/plant information for items

From the Lot Control menu (G4113), choose Item/Lot Information Revisions.

On Work With Item Locations



1. Complete the following fields and click Find.
   - Branch/Plant
   - Item Number
2. Click the row in the detail area and choose Regional Info. from the Row menu.



3. On Item Branch Regional Information – Brazil, complete the following fields:
   - Fiscal Class
   - Tax Code
   - Purchase Use
   - Print Message
   - ICMS Substitution
   - Item Origin

See Also

- *Inventory Management: Entering Item Master Information* for more information about entering item master records

Procurement

Entering Purchase Orders

When you use J.D. Edwards Procurement system for Brazil, you enter additional information in the header and then in the detail portions of your purchase order.

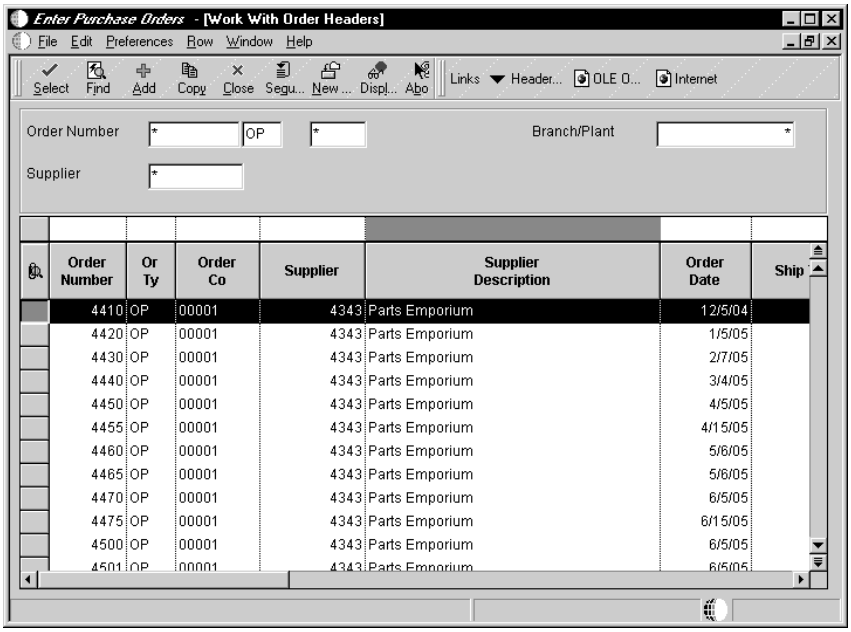
Before You Begin

- ❑ Verify that you have selected Brazil in your user display preferences.
- ❑ To determine the transaction nature default, you need to indicate whether the item was manufactured or purchased. For Brazil, this information can be stored in an item master category code. Use UDC (76/CN) to determine which category code you can use, by entering SRP6, SRP7, SRP8, SRP9, or SRP0 for the code NATUR. For example, one data dictionary option for NATUR is SRP6. Data dictionary item SRP6 has valid values in UDC (41/06), so it is ready for you to use when you enter purchase orders.
- ❑ Verify that you have set up the processing options for P.O. Brazilian Additional Information (P4310BR). Select processing options from the Advanced Setup Operations - Brazil menu (G76B31), then navigate back to the Purchase Order Processing - Brazil menu (G76B4311) to enter purchase orders.
- ❑ Verify that the version for P.O. Brazilian Additional Information (P4310BR) and the version for Purchase Orders (P4310) are the same. If the version for P.O. Brazilian Additional Information (P4310BR) and the version for Purchase Orders (P4310) are not the same, P.O. Brazilian Additional Information (P4310BR) will use version (ZJDE0001).

To enter header and detail information for purchase orders

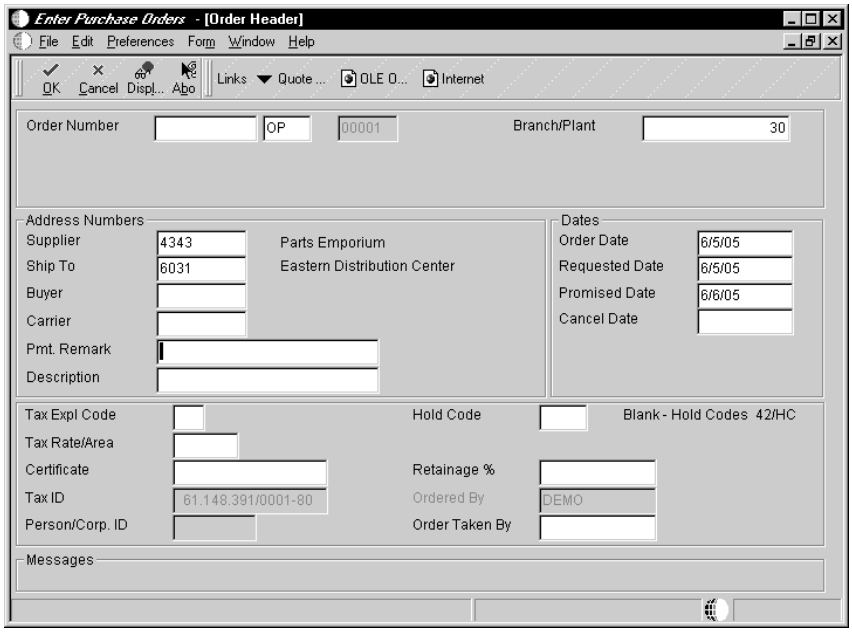
From the Purchase Order Processing - Brazil menu (G76B4311), choose Enter Purchase Orders.

On Work With Order Headers

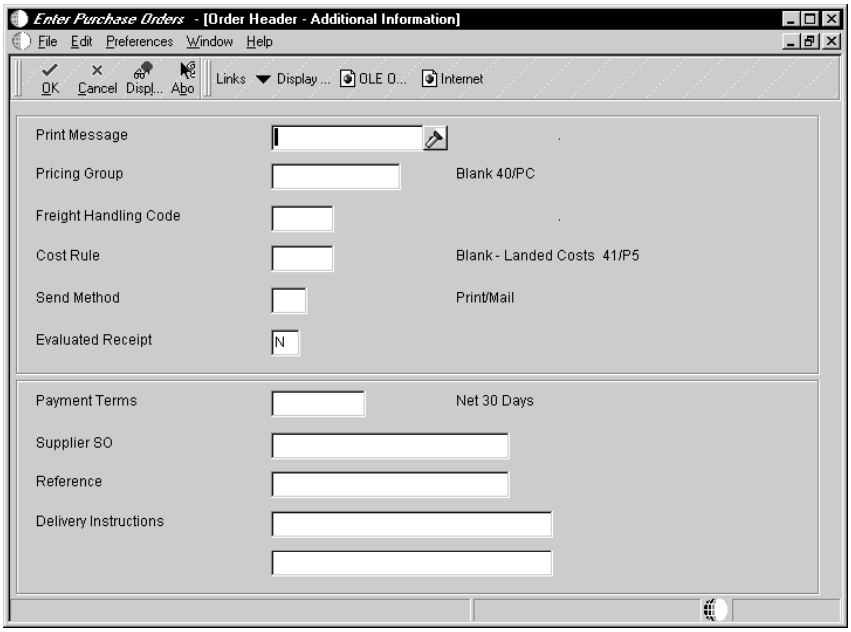


1. Click Add.

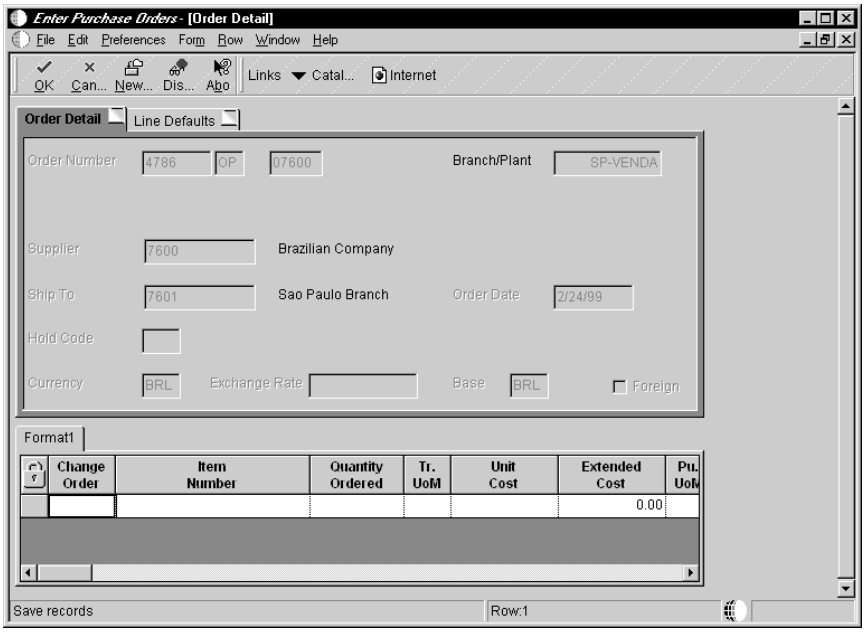
   The Order Header form appears if you have set processing options to display header information prior to detail information.



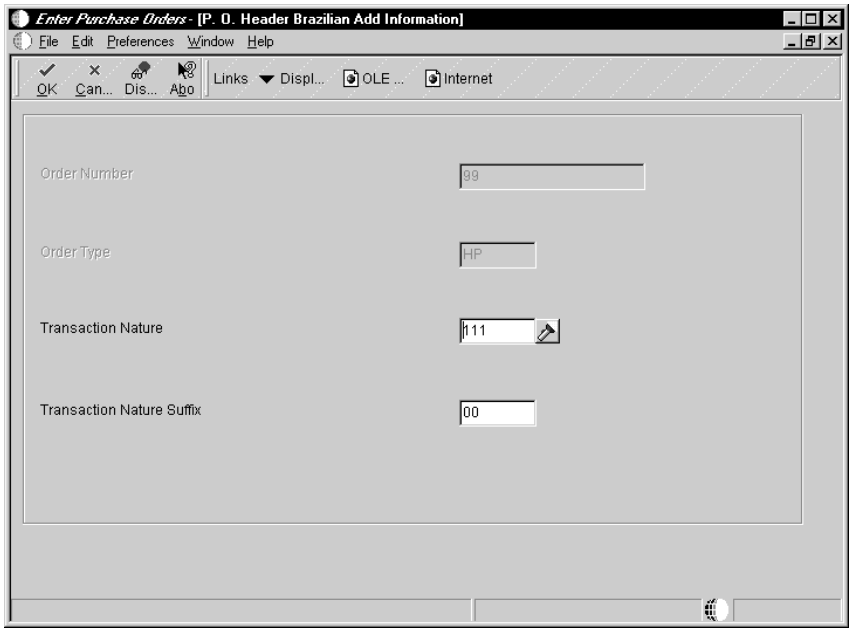
2. On Order Header, complete the following fields:
   - Supplier
   - Branch/Plant
3. Add or change any other information as necessary.
4. To add additional header information, choose Additional Info from the Form menu (optional).



5. On Order Header - Additional Information, review the default information and add or change it, as necessary (optional).
6. Click OK (optional).
7. On Order Header, click OK.

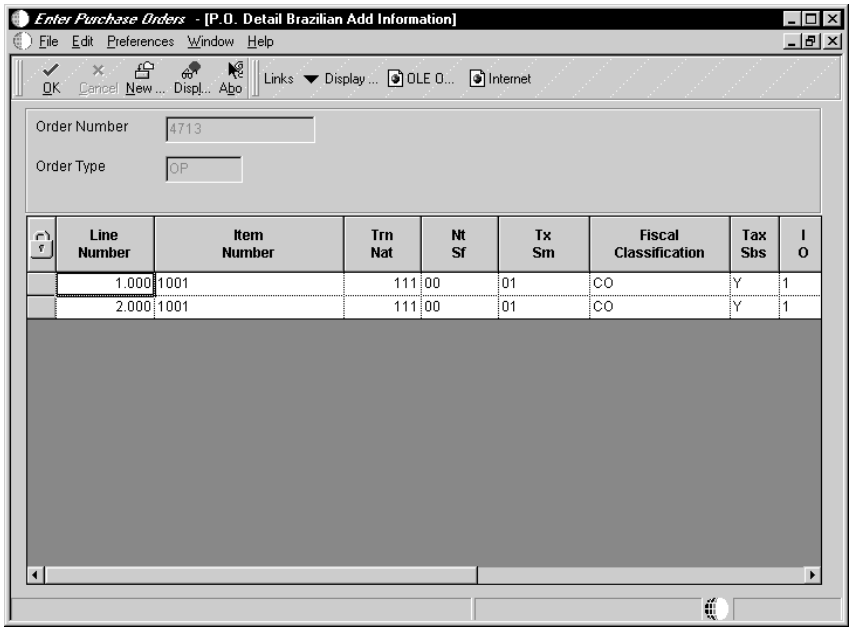


8. On Order Detail, add information to the order line details as necessary.
9. Click OK.



10. On P.O. Header Brazilian Add Information, review the following defaults and click OK:

    - Transaction Nature
    - Transaction Nature Suffix



11. On P.O. Detail Brazilian Add Information, verify that all data is correct and click OK.

Field	Explanation
Supplier	A number that identifies an entry in the Address Book system. Use this number to identify employees, applicants, participants, customers, suppliers, tenants, and any other Address Book members.
Transaction Nature	Use this three-character code to indicate different types of transactions for tax purposes. To enter valid values for the Transaction Nature code, use the following convention: X.YY Use a value for X to define the origin of the transaction (inbound or outbound). Valid values for X are: 1 Inbound, inside the state 2 Inbound, other states 3 Inbound, import 5 Outbound, inside state 6 Outbound, other states 7 Outbound, export Use values for YY to define the transaction as a whole, such as a sales transaction. Examples of Transaction Nature codes: 511 In state sale 611 Out of state sale
Transaction Nature Suffix	Complete this two-character field in conjunction with the Transaction Nature code to identify the complementary implications of a type of transaction. For example, the suffix might indicate that a certain type of transaction represents a inventory change, or that a transaction is eligible for a certain type of tax. Valid values might include: 01 Bonus 02 Demo 03 Sample 04 Return merchandise 05 Back order 06 Donation Examples of Transaction Nature codes with suffixes: 511 01 – In state sale, bonus 511 05 – In state sale, back order

Processing Options for Purchase Order Entry - Brazil (P4310BR)

```
Defaults

      1. Transaction Nature Code                    _____________
      Transaction Nature
      2. Transaction Nature Suffix                  _____________
      Suffix Transaction Nature
```

What You Should Know About

Accessing additional information forms

To associate the additional information required to meet Brazilian reporting requirements with the purchase orders you enter, the country specified in your user display preferences must be Brazil. Then, when you enter purchase orders, the system automatically displays the additional information forms for the purchase order header and detail. To access additional information forms when you inquire on existing purchase orders, use the regional information exits.

See Also

- *Procurement Guide*: Order Entry for more information on entering purchase orders

Entering Receipts for Procurement

To enter a receipt, you must first locate the open purchase order detail lines that correspond to the receipt. An open detail line contains items that have not yet been received. The system retrieves all open detail lines for the item number, purchase order number, or account number you specify.

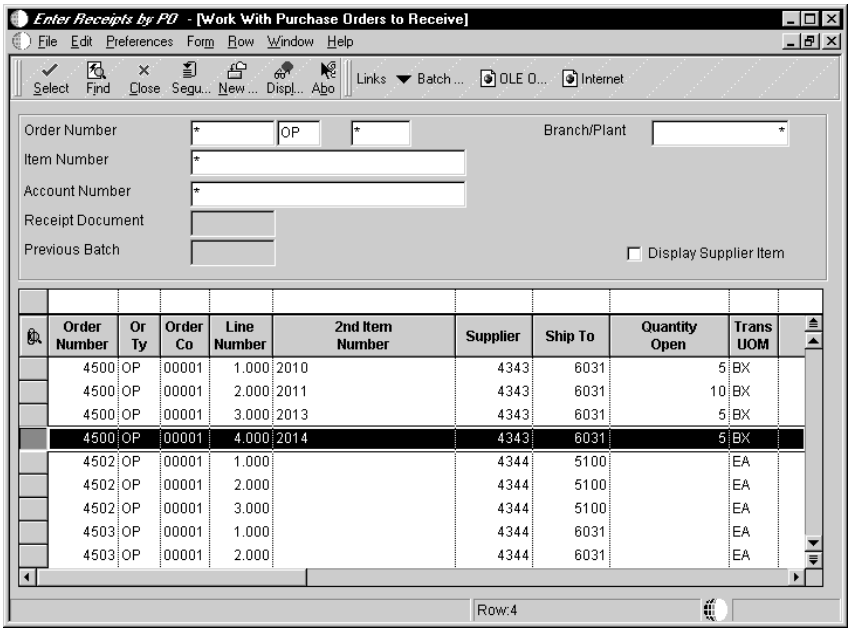
If the detail lines on a purchase order differ from the details of the actual receipt, you must adjust the purchase order detail lines to reflect the receipt. For example, if the order quantity on a detail line is 20, but you receive a quantity of 10, you must change the quantity on the detail line to 10. You specify whether to close the remaining balance on the line or to keep it open.

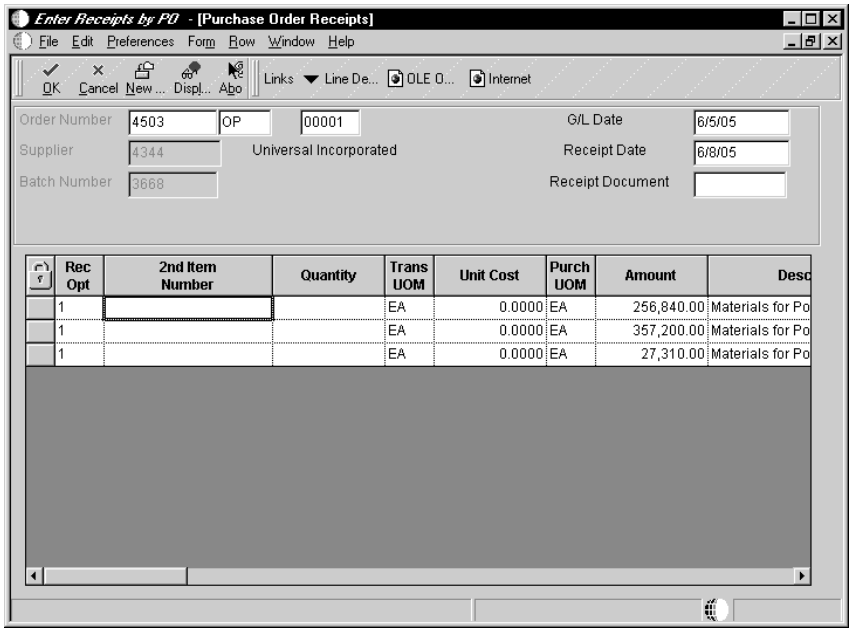
▶ To enter receipts for procurement

From the Purchase Order Processing - Brazil menu (G76B4311), choose Enter Receipts by PO or Enter Receipts by Item.

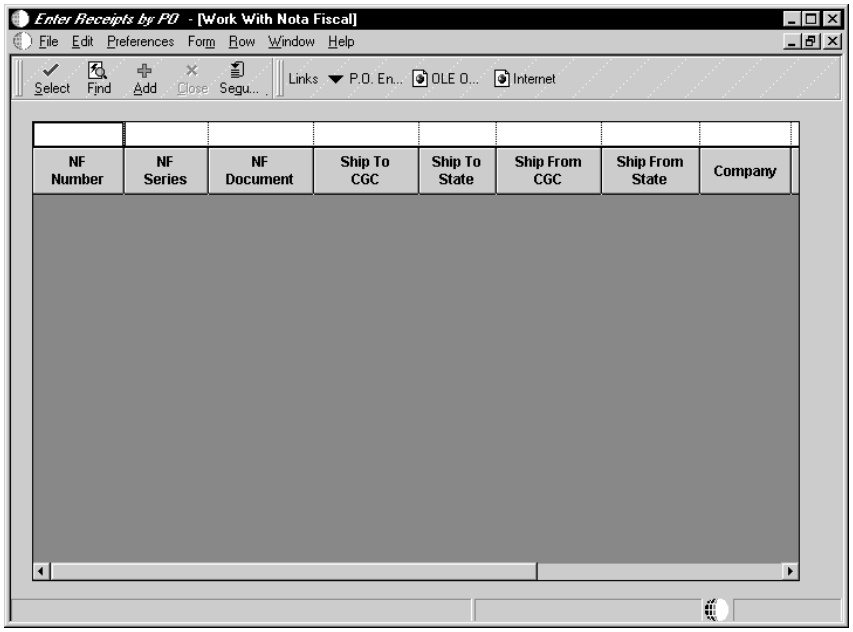
On Work With Purchase Orders to Receive

1. Locate and select a record.

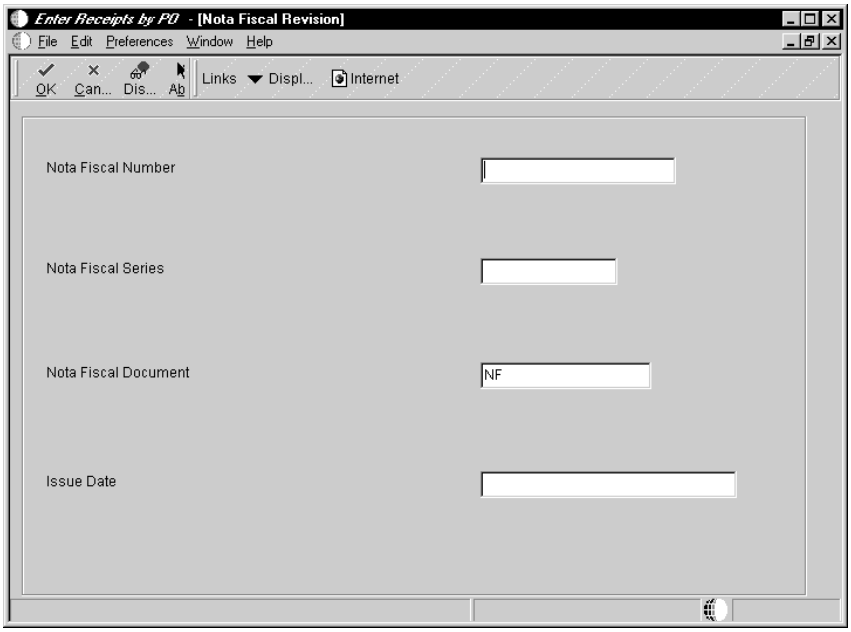




2. On Purchase Order Receipts, click OK.



3. On Work With Nota Fiscal, click Add.



4. On Nota Fiscal Revision, complete the following fields and click OK.
   - Nota Fiscal Number
   - Nota Fiscal Series
   - Nota Fiscal Document
   - Issue Date

What You Should Know About

Receipts for multiple Notas Fiscais	The processing options for P4312BR configure the Nota Fiscal document. The version you use must be the same one as the version you use for the receipt program. If no version exists, the system will use ZJDE0001.

See Also

- *Procurement Guide: Receipt Processing and Entering Receipts*

Entering Reversing Receipts for Procurement

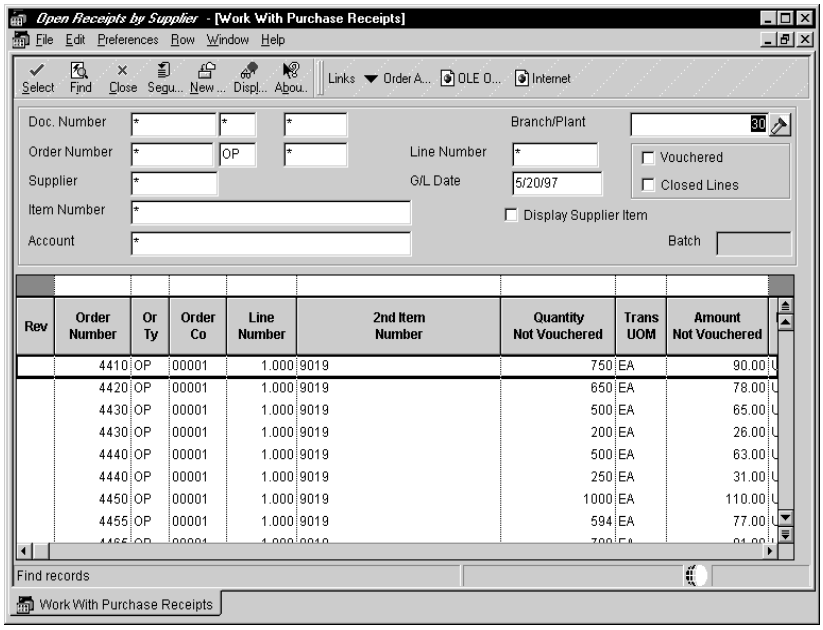
You can reverse a receipt if you have not yet created a voucher for the receipt. You might reverse a receipt if you recorded a receipt by mistake or you recorded the wrong receipt.

When you reverse a receipt, the system accounts for the order as if it were never received. The system reverses all accounting and inventory transactions.

▶ To enter reversing receipts for procurement

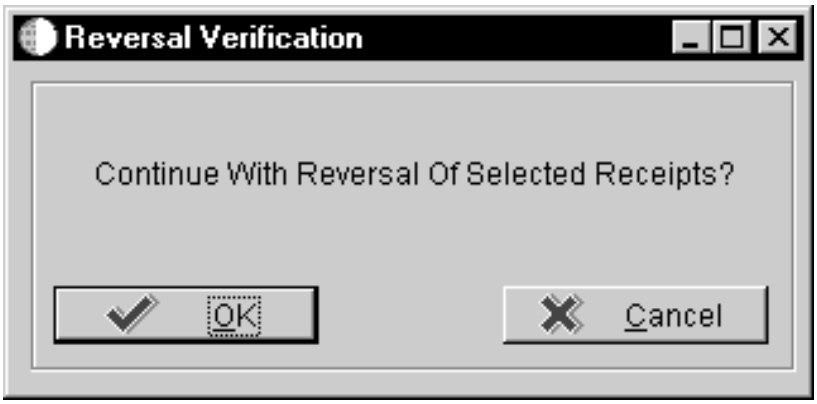
From the Receipts Matching and Posting menu (G76B4311), choose Open Receipts by Supplier.

On Work With Purchase Receipts



1. To locate the receipt to reverse, complete one or more of the following fields and click Find:
   - Branch/Plant
   - Order Number
   - Supplier
   - Item Number
   - Account
2. Click the receipt in the detail area and choose Reverse Receipt from the Row menu.

3. Choose Close to exit the Work With Purchase Receipts form.



4. On Reversal Verification, click OK.

Field	Explanation
Order Number	The number that identifies an original document. This can be a voucher, an order number, an invoice, unapplied cash, a journal entry number, and so on.
Supplier Number	A number that identifies an entry in the Address Book system. Use this number to identify employees, applicants, participants, customers, suppliers, tenants, and any other Address Book members.
Account Number	A field that identifies an account in the general ledger. You can use one of the following formats for account numbers: • Standard account number (business unit. object .subsidiary or flexible format) • Third G/L number (maximum of 25 digits) • 8-digit short account ID number • Speed code The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program.

Processing Options for PO Receipts (P4312)

```
Defaults

      1.  Inquiry Order Type                          _____________
      2.  Receipt Document Type                       _____________

Status Default

      1.  Acceptable Incoming Status                  _____________
      Code 1
```

2. Acceptable Incoming Status Code 2 _____
3. Acceptable Incoming Status Code 3 _____
4. Outgoing Status for Partial Receipts _____
5. Outgoing Status for Closing _____
6. Outgoing Status for Canceling _____

Display

1. Sales Order Backorders _____
 Blank = Do not release
 1 = Display the release form
2. Lot Information _____
 Blank = Do not display
 1 = Display
3. Cost Protection _____
 Blank = Display cost fields
 1 = Disable cost fields
 2 = Hide cost fields
4. Kits _____
 1 = Parent line
 2 = Component lines
5. Receiving Mode _____
 1 = Receive by purchase order
 2 = Receive by item
 3 = Receive by G/L account

Process

1. Supplier Update Mode _____
 Blank = Do not update
 1 = Update only if the supplier number is zero
 2 = Update
2. Lot Default _____
 Blank = No
 1 = Yes
3. Option Default _____
 Blank = No
 1 = Yes
4. Serial Numbers _____
 Blank = Disallow
 1 = Allow
5. Quantity Entry _____
 Blank = Default from open quantity
 1 = Manually
6. Landed Costs _____
 Blank = Do not perform
 1 = Display Landed Cost Selection form
 2 = Perform blind processing
7. Receipt Traveler Document _____
 Blank = Do not print
 1 = Print
8. Supplier Analysis _____
 Blank = Do not capture
 1 = Capture
9. Text Deletion _____
10. Direct Ship Status _____
11. Receipt Routing _____
 Blank = Do not activate
 1 = Activate

12. Journal Entries _____
Blank = Do not summarize
1 = Summarize

Tolerance

1. Quantity and Amount _____
Blank = Do not check
1 = Display a warning
2 = Display an error message
2. Date _____
Blank = Do not check
1 = Display a warning
2 = Display an error message

Warehousing

1. Putaway Mode _____
Blank = Do not create request
1 = Create request only
2 = Create request and process the request
3 = Do not create request, receive goods directly
2. Putaway Requests (P46171) _____
3. Online Reservations (P46130) _____

Currency

1. Effective Date _____
Blank = Today's Date
1 = G/L Date
2. Protect Rate _____
Blank = Do not protect
1 = Protect

Versions

1. Open Order Inquiry (P4310) _____
2. Sales Order Backorder Release (P42117) _____
3. Receipt Traveler (P43512) _____
4. Receipt Routing (P43250) _____
5. Putaway Requests (P46171) _____
6. Purchase Order Entry (P4310) _____
7. G/L Journal Entries (P0900049) _____
8. Landed Cost Selection (P43291) _____
9. Test Results Revisions (P3711) _____

Flex Acct

1. Flex Accounting _____
Blank = Do not activate
1 = Activate

Bulk

1. Quantities _____
Blank = Standard
1 = Calculate temperature gain or loss

```
        2 = Update unit cost
       2.  Transaction Volumes                                  _____________
        Blank = Ambient
        1 = Standard

Interop

       1.  Transaction Type                                     _____________

Workflow

       1.  Receipt Email                                        _____________
        1 = Buyer
        2 = Originator
        3 = Buyer and originator
       2.  Completion Email                                     _____________
        Blank = Do not send email
        1 = Planner
```

Entering Landed Costs

When you purchase items, it is not uncommon to pay extra costs for delivery fees, broker fees, import taxes, and so on. These costs are called "landed costs." You can enter landed costs for items after the receipt process or as a stand-alone process.

In Brazil, companies enter stand-alone landed costs for expenses that are associated with Notas Fiscais. Typically, these expenses include freight, insurance, and expenses. There are two types of landed costs: landed costs that are entered immediately after the receipt process and are included in the Nota Fiscal and stand-alone landed costs that are entered at some point after the receipt process (called freight notes) and are included in a separate Nota Fiscal.

Entering landed costs consists of the following tasks:

- ❑ Entering landed costs immediately after the receipt process
- ❑ Entering freight notes

Entering Landed Costs immediately after the Receipt Process

You can enter landed costs for a purchase order immediately after the receipt process. If you enter landed costs immediately after the receipt process, you can enter only the costs for a specific Nota Fiscal document.

After you enter the landed costs for the Nota Fiscal document, the system prevents you from entering additional costs to the same document. J.D. Edwards recommends that you enter landed costs only after you receive all Nota Fiscal lines.

Landed costs are reversed automatically when you reverse a receipt.

Before You Begin

- ❑ Set the processing options for the stand-alone Landed Costs (P7610B) to specify the landed cost parameters you want to use.

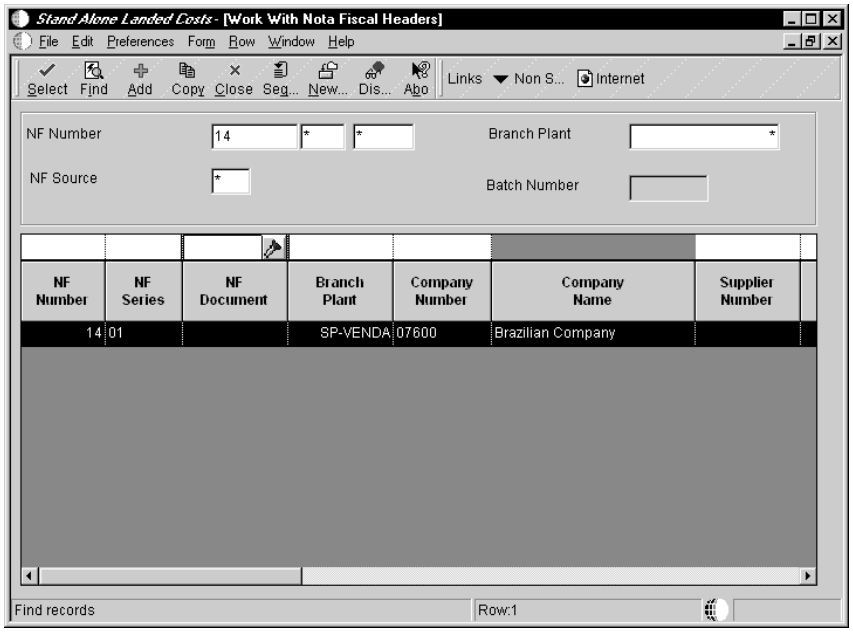
▶ To enter landed costs immediately after the receipt process

From the Purchasing Order Processing – Brazil (G76B4311), choose Apply Landed Costs.

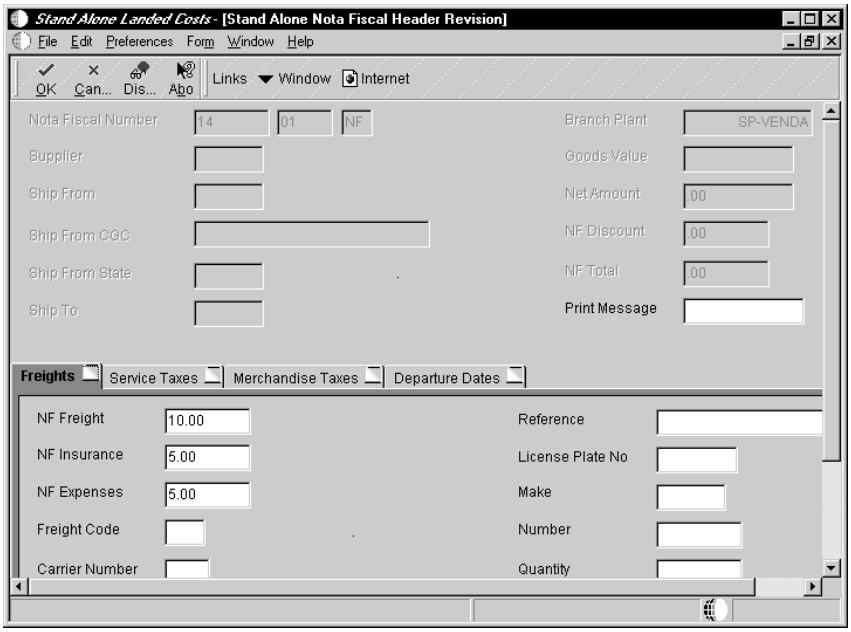
On Work With Nota Fiscal Headers

1. Complete any of the following fields and click Find:
   - NF Number
   - NF Series

- NF Document
- Branch Plant
- NF Source



2. Click the Nota Fiscal to which you want to add Landed Costs.
3. From the Row menu, choose Header Revision.
4. On Stand Alone Nota Fiscal Header Revision, complete the following fields.
    - NF Freight
    - NF Insurance
    - NF Expenses



5. From the Form menu of Stand Alone Nota Fiscal Header Revision, choose Landed Cost.
6. The Landed Costs Confirmation dialog box will appear.

Field	Explanation
NF Number	In Brazil, Nota Fiscais are identified based on the combination of a Nota Fiscal number and a Nota Fiscal series number. You use this numeric, six-character field to identify the Nota Fiscal number. The Nota Fiscal Number field is the first key that the system uses to access a specific Nota Fiscal.
NF Series	In Brazil, Nota Fiscais are identified based on the combination of a Nota Fiscal number and a Nota Fiscal series number. You use this alphanumeric, two-character field to identify the Nota Fiscal series. The Nota Fiscal Series field is the second key that the system uses to access a specific Nota Fiscal.

Field	Explanation
NF Document	A user defined code (00/DT) that identifies the origin and purpose of the transaction. J.D. Edwards reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets. The reserved document type prefixes for codes are: P Accounts payable documents R Accounts receivable documents T Time and Pay documents I Inventory conversion issues O Ordering document types The system creates offsetting entries as appropriate for these document types when you post batches.
Branch Plant	An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, branch, or plant. You can assign a business unit to a voucher, invoice, fixed asset, employee, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department. Security for this field can prevent you from locating business units for which you have no authority. NOTE: The system uses the job number for journal entries if you do not enter a value in the AAI table.
NF Source	You use this field to determine how a Nota Fiscal was generated in the system. For World, the only valid values are numbers 1, 4, 5, and 7, and they are hard-coded. All seven values are valid for OneWorld. Valid values are: 1 Stand-alone Nota Fiscal - PO 2 Complementary Nota Fiscal - PO 3 2-Way Match Nota Fiscal - PO 4 3–Way Match Nota Fiscal - PO 5 Stand-along Nota Fiscal - SO 6 Complementary Nota Fiscal - SO 7 Nota Fiscal - SO
NF Freight	Complete the Nota Fiscal Freight field whenever you classify freight as a complementary expense to your customer. The system prorates this expense amount among each of the Nota Fiscal listed and adds the prorated amount to the the ICMS taxable amounts for each document.
NF Insurance	The insurance amount that you charge the client as complementary expense. This amount must be included on the Nota Fiscal.

Field	Explanation
NF Expenses	The amount of the total financial expenses that are printed on the Nota Fiscal.

Entering Freight Notes

When you enter stand–alone landed costs, you can enter all of the landed costs for multiple Notas Fiscais at once. The system prorates the total amount of the landed costs to the Notas Fiscais and creates a batch of transactions to record the landed costs in the General Accounting and Inventory Management system. You must review and post this batch.

After you enter the landed costs for the Nota Fiscal document, the system prevents you from entering additional costs. J.D. Edwards recommends that you enter landed costs only after you receive all Nota Fiscal lines.

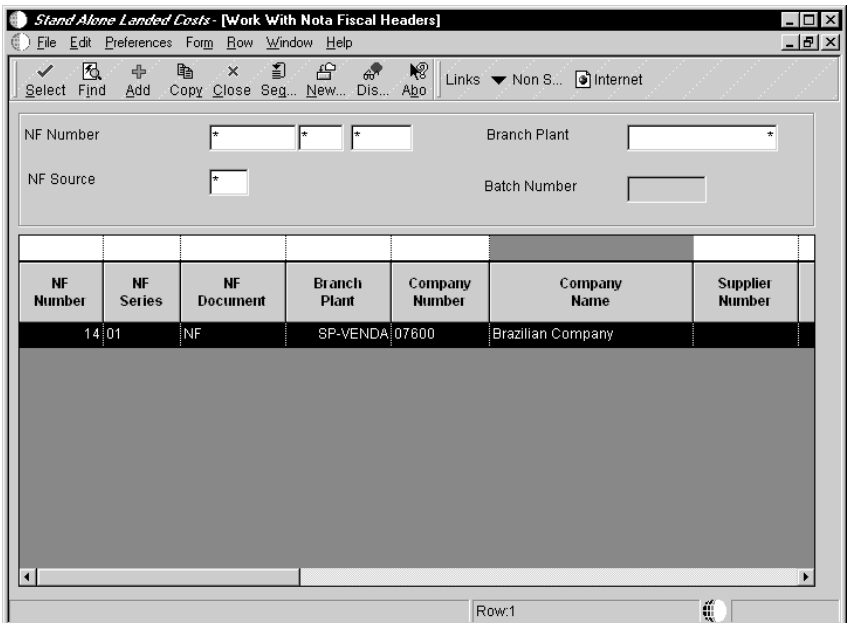
If you cannot enter landed costs immediately after the receipt process, you must enter freight notes. For example, you would enter freight notes if your landed costs amounts are not included on your merchandise Nota Fiscal from your vendor.

To enter freight notes

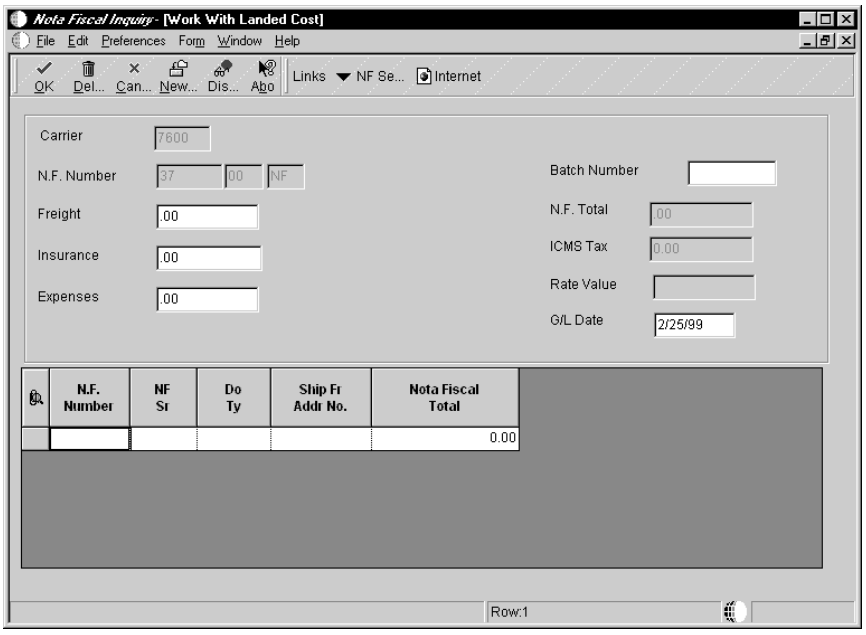
From the Purchasing Order Processing – Brazil menu (G76B4311), choose Nota Fiscal Inquiry.

On Work With Nota Fiscal Headers

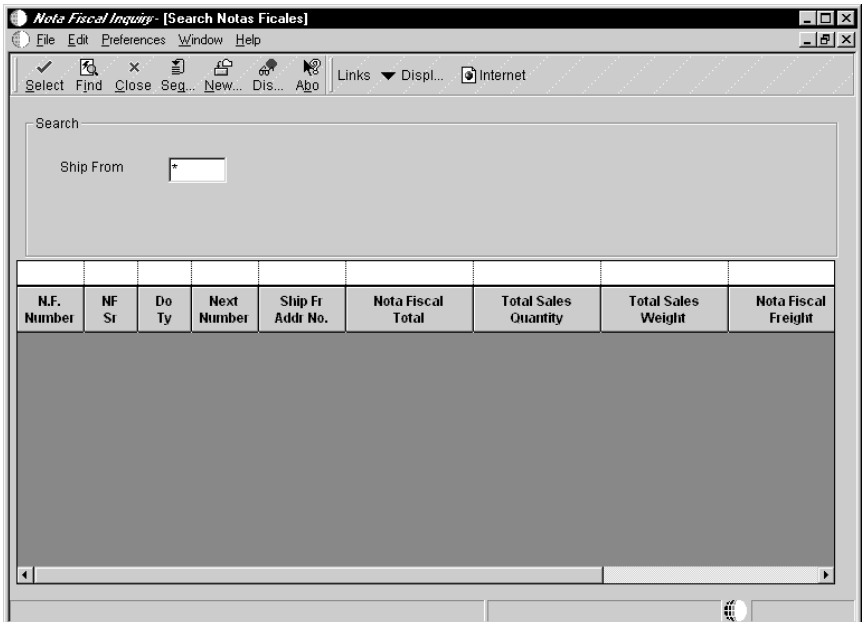
1. Locate and click the Nota Fiscal which is your Freight Note.



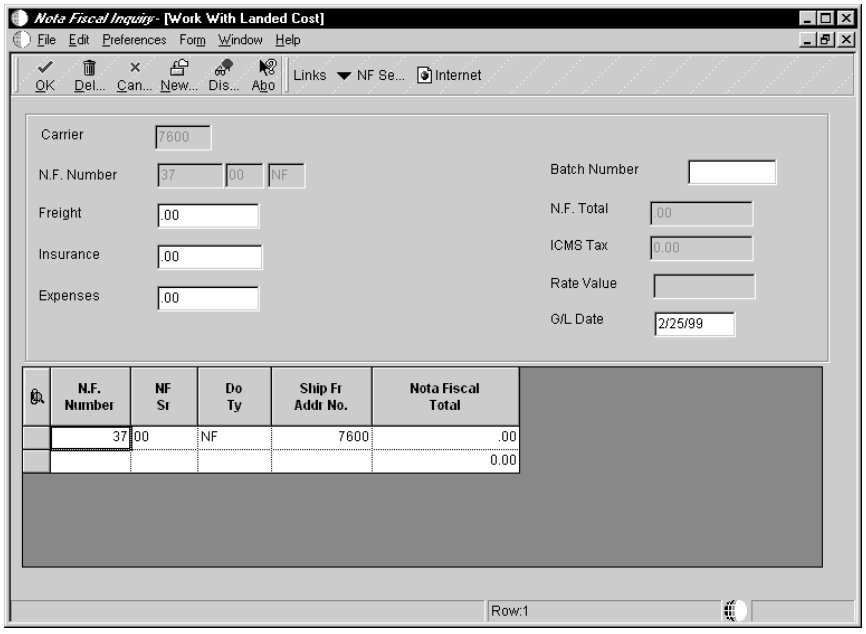
2. From the Row menu choose Freight Note.



3. On Work With Landed Cost, complete the following fields:
   - Freight
   - Insurance
   - Expenses
4. From the Form menu, choose NF Selection.



5. On Search for Notas Fiscais, locate and select the Nota(s) Fiscal(is) to which you want to apply Freight Note.



6. From the Form menu, choose Apply Landed Cost.
7. On Headerless Detail, review the information and click OK.
8. On Additional Charges by Nota Fiscal, review the information and click OK.

Field	Explanation
Freight	Complete the Nota Fiscal Freight field whenever you classify freight as a complementary expense to your customer. The system prorates this expense amount among each of the Nota Fiscal listed and adds the prorated amount to the the ICMS taxable amounts for each document.
Insurance	The insurance amount that you charge the client as complementary expense. This amount must be included on the Nota Fiscal.
Expenses	The amount of the total financial expenses that are printed on the Nota Fiscal.

Processing Options for Landed Costs and Freight Notes (P7610B)

```
Format Control

      1. Enter a '1' to display detail                    _____
      first

Landed Cost

Enter the Unit of Measure that will be
    used to  apply Landed Cost. 'Blank'
    for Quantity; '1' for Weight; '2'
    for Amount.
```

Unit of Measure : _____
Freight Line Type : _____
Insurance Line Type : _____
Expenses Line Type : _____

Comment Text
Enter '1', if you want taxes included in Nota Fiscal Total, Otherwise, they will not be included.

Taxes Included : _____

Purchasing
F43121 Freight Recording. 'Blank' to create records for each line in NF, '1' one record by Total.

_____

Sales Status Codes

Override Next Status F4211 : _____

Nota Fiscal

Next Status Code to F7611B : _____
Last Status Code F7611B : _____
Override Next Status F7611B : _____

Purchasing Status Code

Override Next Status F43121 : _____
Document Type for Cardex : _____
(Regular)
Document Type for Cardex : _____
(exceptional)

Disable Account Validation Routine, '1' to disable the validation routine, 'Blank' othewise.

Validation : _____

Note : The execution of this routine, which validates all accounts and AAI involved in the process, has a deep impact on it performance. The user is allowed to disable it's execution in order to improve the performance. However, one must be very careful when using this option because it may affect the data base integrity.

Defaults

1. Enter version to use for Stand Alone Nota Fiscal. If left blank, ZJDE0001 will be used. _____
2. Enter a default Nota Fiscal Document Type to be used for Two Way Match. If left blank, 'NF' will default. _____
3. Enter a default for the Last Status Code. _____

4. Enter a default for the Next Status Code. _____

Display

1. Enter “1” to protect Status _____
2. Enter the next status at which detail lines cannot be changed. The detail lines lines will be protected if the next status is greater than or equal to this status. _____

Reviewing Inbound Nota Fiscal

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document named the Nota Fiscal. The Nota Fiscal organizes this information and places it in the header area and in the detail area.

After you enter receipts for purchase orders and record the inbound Nota Fiscal that you receive from your suppliers, you can review the documents online to verify that the information correlates with the document. If some of the data is incorrect, you can make changes online. You can review Notas Fiscais by order number or by Nota Fiscal source.

Reviewing inbound Nota Fiscal header and detail information consists of the following tasks:

- Reviewing inbound Nota Fiscal header information
- Reviewing inbound Nota Fiscal detail information
- Reviewing inbound Nota Fiscal detail additional information
- Reviewing inbound Nota Fiscal taxes additional information

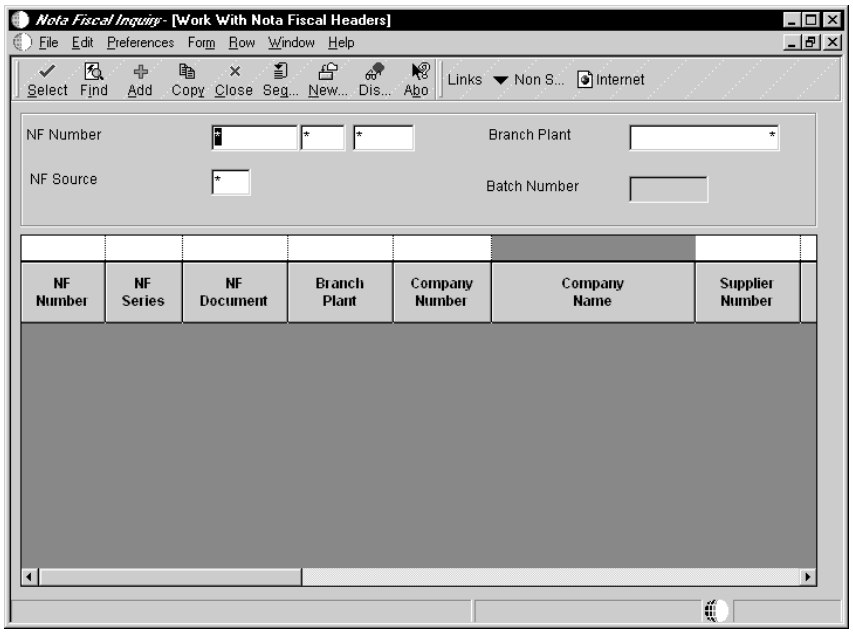
See Also

- *Brazil: Generating Stand-Alone Nota Fiscal*

▶ To review inbound Nota Fiscal header information

From the Purchase Order Processing - Brazil menu (G76B4311), choose Nota Fiscal Inquiry.

On Work With Nota Fiscal Headers



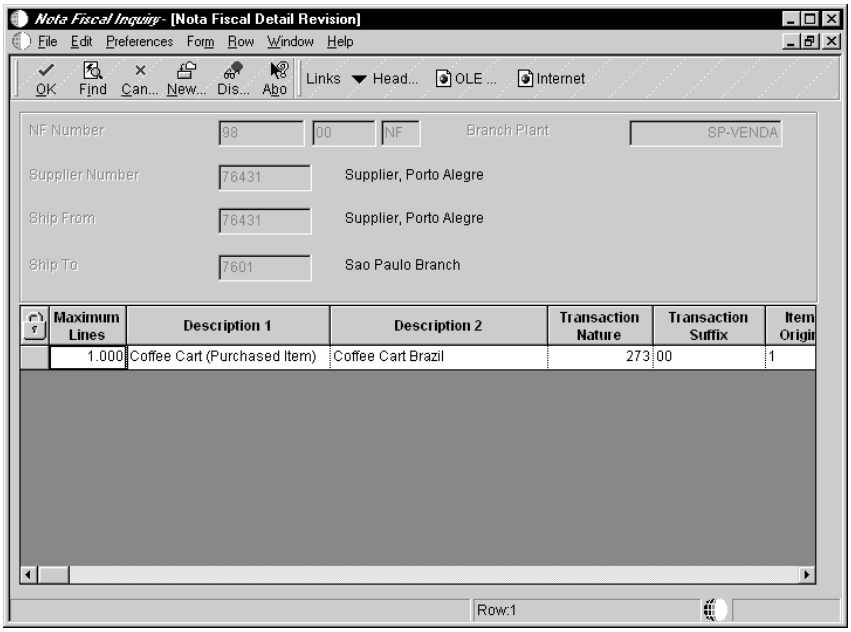
1. Enter data in any of the following fields, and click Find.
   - Nota Fiscal Number
   - Branch Plant
   - NF Source
2. Click a record in the detail area, and then from the Row menu choose Header Revision.
3. On Nota Fiscal Header Revision, review all fields and correct as necessary.

After you complete these steps, follow the steps to review inbound Nota Fiscal detail information.

To review inbound Nota Fiscal detail information

1. On Nota Fiscal Header Revision, from the Form menu, choose Detail Revision.

On Nota Fiscal Detail Revision



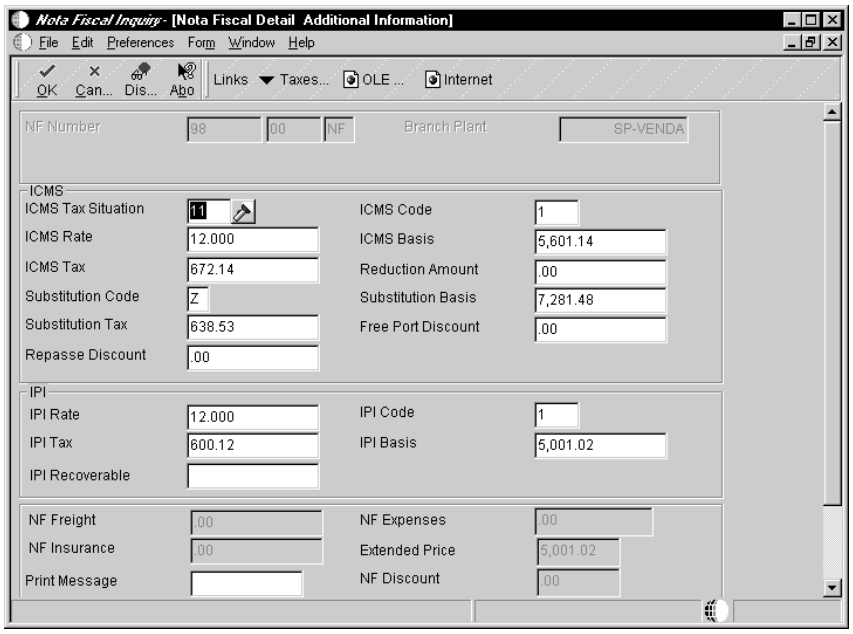
2. Review and correct any order detail lines.

After you complete these steps, follow the steps to review inbound Nota Fiscal detail additional information.

To review inbound Nota Fiscal detail additional information

1. From the Row menu of Nota Fiscal Detail Revision, choose Detail Addl Info.

On Nota Fiscal Detail Additional Information



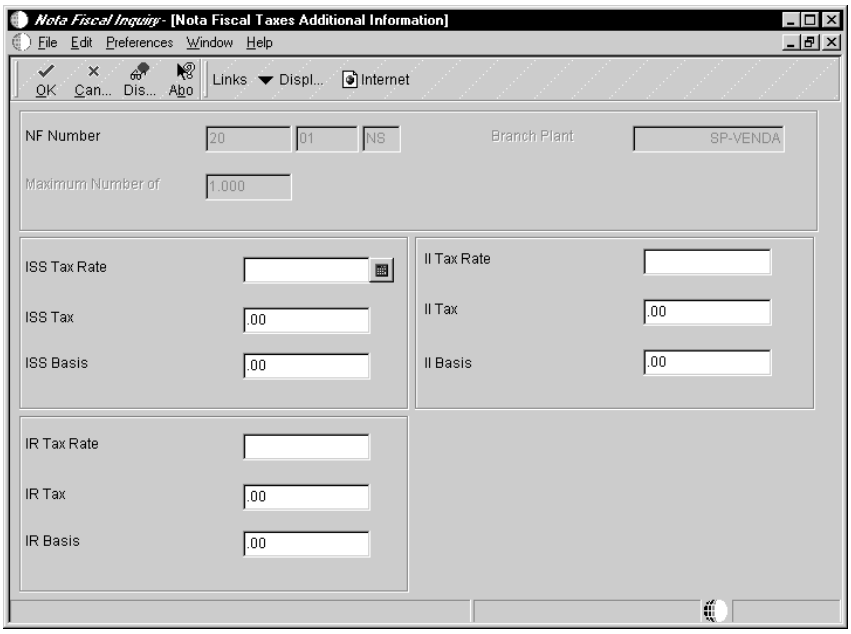
2. Review all fields.
3. Click OK.

After you complete these steps, follow the steps to review inbound Nota Fiscal taxes additional information.

▶ To review inbound Nota Fiscal taxes additional information

1. From the Row menu of Nota Fiscal Detail Revision, choose Taxes Addl Info.

On Nota Fiscal Taxes Additional Information



2. Review all fields.
3. Click OK.

Field	Explanation
Nota Fiscal Number	In Brazil, Nota Fiscais are identified based on the combination of a Nota Fiscal number and a Nota Fiscal series number. You use this numeric, six-character field to identify the Nota Fiscal number. The Nota Fiscal Number field is the first key that the system uses to access a specific Nota Fiscal.
Business Unit	An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant. You can assign a business unit to a voucher, invoice, fixed asset, employee, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department. Security for this field can prevent you from locating business units for which you have no authority. Note: The system uses this value for journal entries if you do not enter a value in the AAI table.

Field	Explanation
Nota Fiscal Source	You use this field to determine how a Nota Fiscal was generated in the system. For World, the only valid values are numbers 1, 4, 5, and 7, and they are hard-coded. All seven values are valid for OneWorld. Valid values are: 1 Stand-alone Nota Fiscal - PO 2 Complementary Nota Fiscal - PO 3 2-Way Match Nota Fiscal - PO 4 3–Way Match Nota Fiscal - PO 5 Stand-along Nota Fiscal - SO 6 Complementary Nota Fiscal - SO 7 Nota Fiscal - SO

Closing Inbound Nota Fiscal

The taxes calculated in the Nota Fiscal during the receipt process must be posted to the general ledger. The taxes calculated must also be computed into the item ledger in the inventory system, and the costs must be calculated.

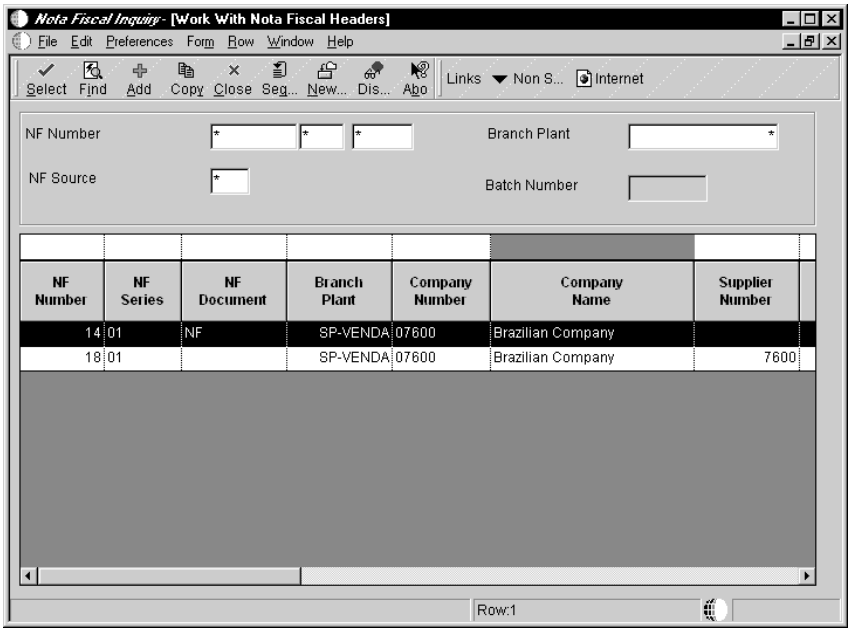
After the receipt and or the landed costs are entered, you must close the Nota Fiscal.

▶ To close an inbound Nota Fiscal

From the Purchase Ordering Processing - Brazil menu (G76B4311), choose Nota Fiscal Inquiry.

On Work With Nota Fiscal Headers

1. Locate and click the Nota Fiscal you want to close.



2. From the Row menu on Work With Nota Fiscal Headers, choose Close Nota Fiscal.

   The system submits the Nota Fiscal and prints a status report. A Nota Fiscal cannot be closed more than once.

Processing Options for Close Nota Fiscal (R76B804)

Status

1. Enter the beginning Nota Fiscal status to select for processing. (Required) _____

2. Enter the ending Nota Fiscal status to select for processing. (Required) _____

3. Enter the status to update the Nota Fiscal after processing. (Optional) _____

Choosing Receipts Records to Match to Vouchers

To create a voucher from an invoice, you must locate the receipt records that correspond to the invoice and match them to the invoice. For example, if a supplier has sent you an invoice for 100.00, you must locate and match the receipt records for the 100.00 worth of items that correspond to the invoice.

The total amount of the receipt records you match to an invoice must equal the amount on the invoice. For example, if two receipt records correspond to an invoice and each receipt record is for 200.00, the invoice amount must equal 400.00 to perform a match.

If an invoice reflects a partial order, you can change the quantity or amount of a receipt record to match the invoice. The system leaves the remaining balance of the receipt record open. For example, if a receipt record reflects 100 items, but the invoice amount reflects 50 items, you can change the receipt record quantity to 50. You can create a voucher for the remaining 50 items at a later time.

The system creates a voucher interactively when you match receipt records to an invoice.

If you do not record receipt information, you must match purchase order detail lines to invoices to create vouchers (two-way voucher match). For example, if a supplier sends you an invoice for 100.00, you must locate and match the purchase order detail lines that contain the corresponding 100.00 worth of items.

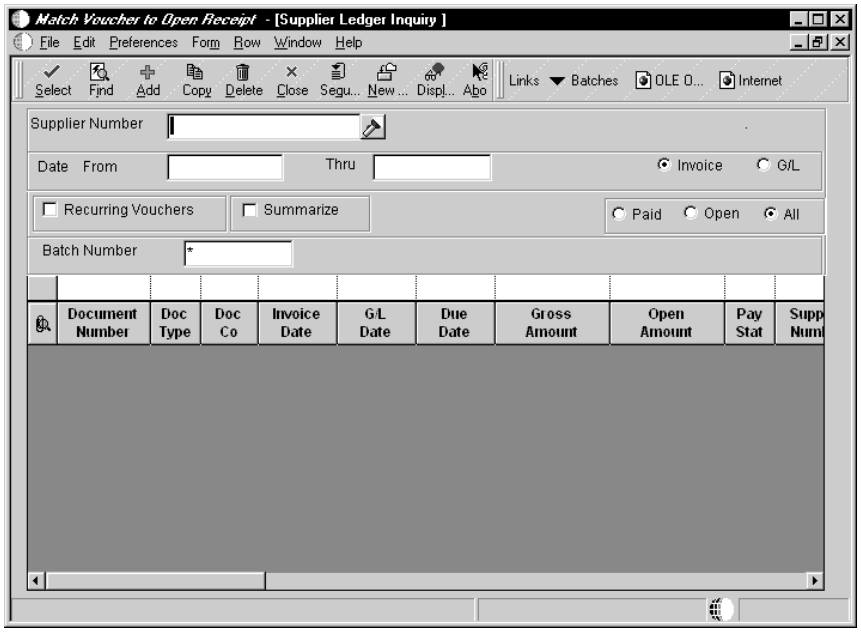
Before You Begin

- ❑ Review all processing options and set the voucher match version.
- ❑ Verify that you have selected Brazil in your user display preferences.

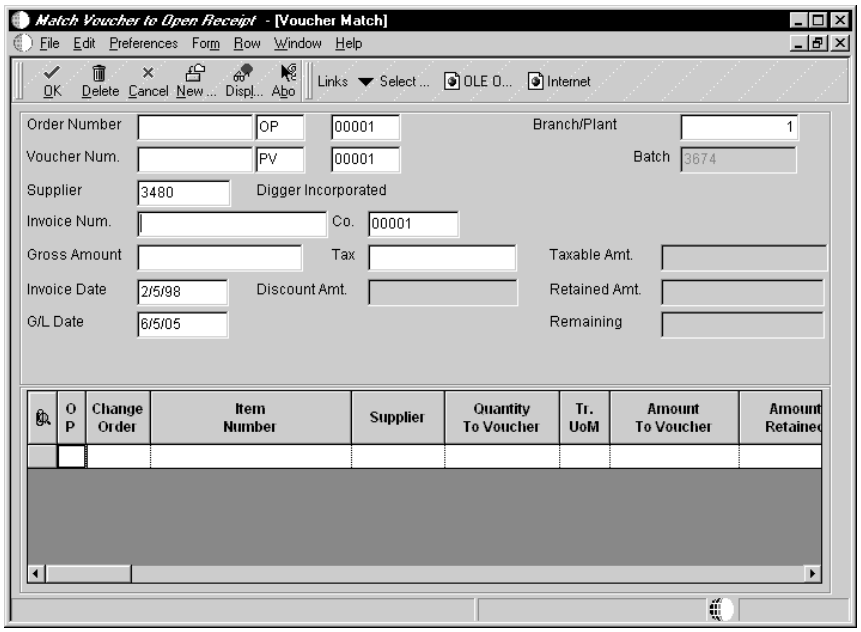
To choose receipts records to match to a voucher

On the Purchase Order Processing-Brazil (G76B4311), choose Match Voucher to Open Receipt.

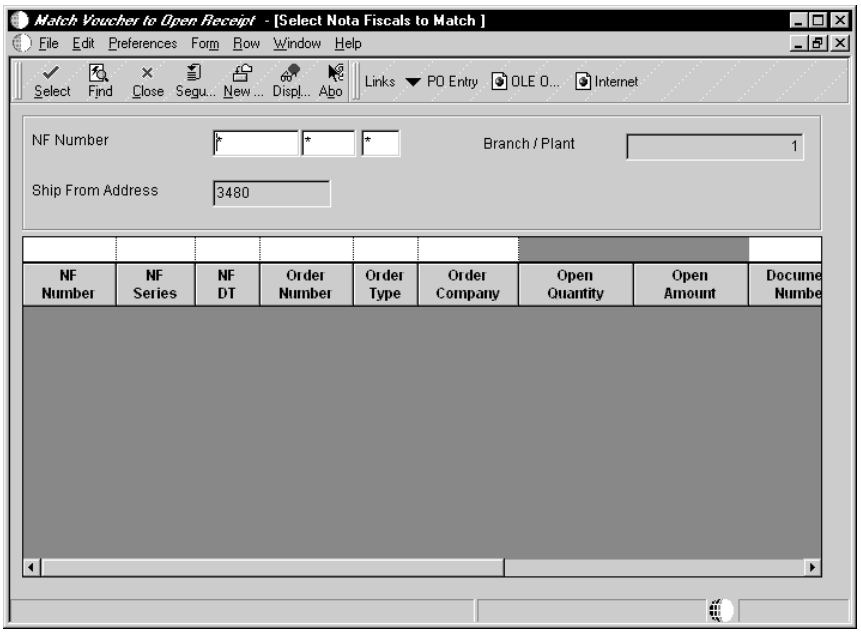
On Supplier Ledger Inquiry



1. Click Add.



2. On Voucher Match, complete the following fields:
   - Branch/Plant
   - Supplier
3. From the Form menu, choose Receipts to Match or Orders to Match
4. On Regional Information Dialog Box, click OK.



5. On Select Nota Fiscals to Match, complete the following fields and click Find.
   - NF Number
   - NF Series
   - Document Type
6. Choose the receipt line or Nota Fiscal that corresponds to the invoice.

   From the Row menu, choose Select Nota Fiscal, and then choose Select Line, to return the line.

   From the Row menu, choose Select Nota Fiscal, and then choose Select Nota Fiscal, to return the Nota Fiscal.

   The system returns the line or Nota Fiscal selected to the voucher match form. Additional landed cost lines and taxes are are also selected and returned to the voucher match form for vouchering.

7. On Voucher Match, complete the following field:
   - O P

The option you enter determines whether the system leaves the balance of the line open (option 1), closes the balance (option 7), or cancels the line entirely (option 9).

8. Complete the following optional fields for receipt records to reflect the invoice, as necessary:

   - Amount To Voucher
   - Quantity To Voucher
   - Retained
   - Percentage Retained
   - Tax Y/N
   - Tax Area
   - Tax Expl
   - Tax
   - Discount Available

   If you are working with receipt records, you cannot increase the receipt quantity to reflect an invoice. You must first receive the additional quantity using the Enter Receipts program. If you increase the amount for a receipt record, the system creates journal entries to account for the variance.

9. Click OK.
10. To review the resulting voucher, return to Supplier Ledger Inquiry, choose the voucher, and click Select.

Field	Explanation
Branch/Plant	An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant. You can assign a business unit to a voucher, invoice, fixed asset, employee, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department. Security for this field can prevent you from locating business units for which you have no authority. Note: The system uses this value for journal entries if you do not enter a value in the AAI table.

Field	Explanation
Supplier	A number that identifies an entry in the Address Book system. Use this number to identify employees, applicants, participants, customers, suppliers, tenants, and any other Address Book members.

See Also

- *Procurement: Creating Vouchers*

Choosing Order Detail Lines to Match to Vouchers

For the two-way voucher match (informal receipt process), you do not record receipt information. You must match order detail lines to records to create vouchers. For example, if a supplier sends you an invoice for 100.00, you must locate and match the order detail lines that contain the corresponding 100.00 worth of items.

▶ To choose order detail lines to match to a voucher

On the Receipts Matching and Posting menu (G43A15), choose Match Voucher to Open Receipt.

On Supplier Ledger Inquiry

1. Click Add.
2. On Voucher Match, complete the following fields:
   - Branch/Plant
   - Supplier
3. From the Form menu, choose Orders to Match.
4. On Regional Information Dialog Box, click Cancel.
5. On Select Nota Fiscals to Match, complete the following fields and click Find.
   - Order Number
   - Order Type
   - Order Company
6. Choose the receipt line or Nota Fiscal that corresponds to the invoice.

   From the Row menu, choose Select Nota Fiscal, and then choose Select Line, to return the line.

   From the Row menu, choose Select Nota Fiscal, and then choose Select Nota Fiscal, to return the Nota Fiscal.

   The system returns the line or Nota Fiscal selected to the voucher match form. Additional landed cost lines and taxes are are also selected and returned to the voucher match screen for vouchering.

   The system returns the lines you selected to the Voucher Match form.

7. On Voucher Match, complete the following field:
   - O P

The option you enter determines whether the system leaves the balance of the line open (option 1), closes the balance (option 7), or cancels the line entirely (option 9).

8. Complete the following optional fields for receipt records to reflect the invoice, as necessary:
    - Amount To Voucher
    - Quantity To Voucher
    - Retained
    - Percentage Retained
    - Tax Y/N
    - Tax Area
    - Tax Expl
    - Tax
    - Discount Available

What You Should Know About

Identifying Notas Fiscais

In Brazil, the government assigns each company a unique numbering sequence for Notas Fiscais. When you access the Review Unmatched Nota Fiscal form, it is possible that you will see multiple Notas Fiscais with the same number. To identify the correct Nota Fiscal document, filter the search information using the Query By Example line.

Posting voucher batches

When you complete the match process, the system will create two batches if any of the transactions are subject to IPI or ICMS recoverable or ICMS payable. The first batch will include the transactions from the voucher match. The second batch will include the tax transactions. The second batch have the same number as the voucher match batch, but with a document type G rather than V. You must post both batches. In addition, if you reverse the voucher batch, you must reverse the new batch manually and repost the batch if necessary.

Multi-currency

For procurement, you can set up AAIs to account for variances in the exchange rate. If you enter a new exchange rate during the voucher match process, the system creates journal entries to account for the variance between costs incurred at the old exchange rate and costs incurred at the new exchange rate. For more information, see *Brazil: Setting Up AAIs for Brazilian taxes.*

See *General Accounting: Defining a Currency Exchange Rate.*

Sales Order Management

Entering Additional Information for Sales Orders

You enter sales orders to input information about your customers and the items that they order. A sales order consists of two parts:

- Header information, which is general information that relates to the entire order, such as the customer and order dates
- Detail information, which is line-by-line details about the items or services you are selling, such as item numbers, quantities, and costs

You can enter header information and detail information separately. Depending on the volume of orders you have and the amount of header information you need to enter, you use menu options to choose one of the following methods to enter purchase orders:

- Enter header information first, followed by detail information
- Enter detail information only, the system then applies limited header information based on default values

When you use J.D. Edwards Sales Order Management system, you include additional information in the header and detail portions of your sales order.

When you enter new sales orders and the country specified in your user display preferences is Brazil, the system automatically displays the additional information forms.

Before You Begin

❑ Verify that the processing options in the Sales Order Entry program are set up to display header information before the detail information.

❑ Verify that you have selected Brazil in your user display preferences.

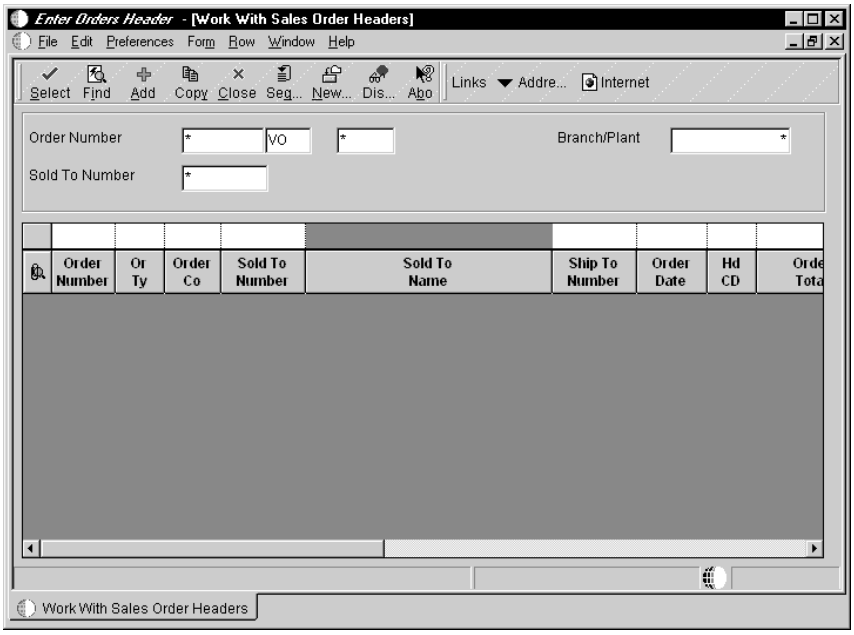
❑ In order to determine the transaction nature default, you need to indicate whether the item was manufactured or purchased. For Brazil, this information can be stored in an item master category code. Use UDC (76/CN) to determine which category code you can use, by entering SRP6, SRP7, SRP8, SRP9, or SRP0 for the code NATUR. For example, one data dictionary option for NATUR is SRP6. Data dictionary item SRP6 has valid values in UDC (41/06), so it is ready for you to use when you enter sales orders.

❑ Verify that you have set up the processing options for Sales Order Brazilian Additional Information (P4210BR). Select processing options from the Advanced Setup Operations - Brazil menu (G76B31), then navigate back to the Sales Order Processing - Brazil menu (G76B4211) to enter sales orders.

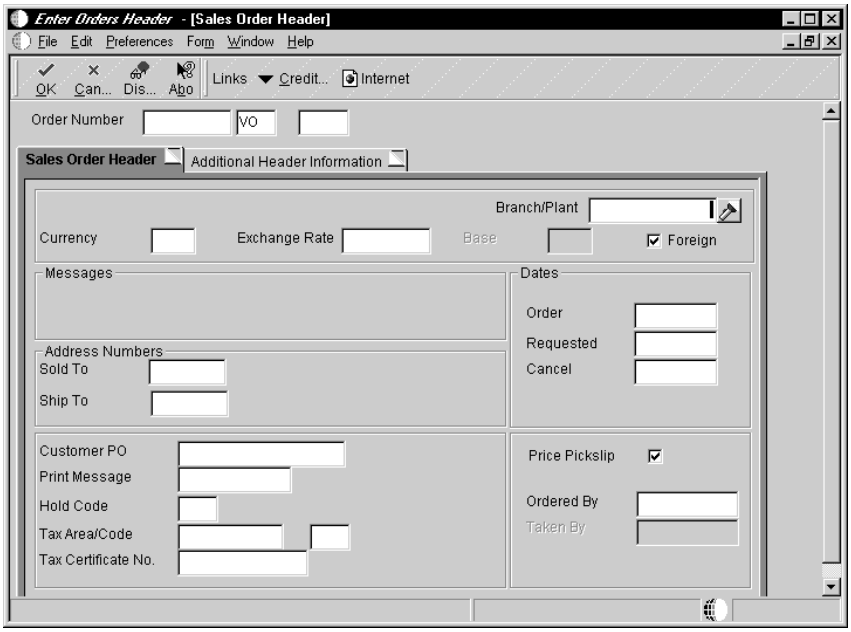
To enter additional header information

From the Sales Order Processing - Brazil menu (G76B4211), choose Enter Orders Header.

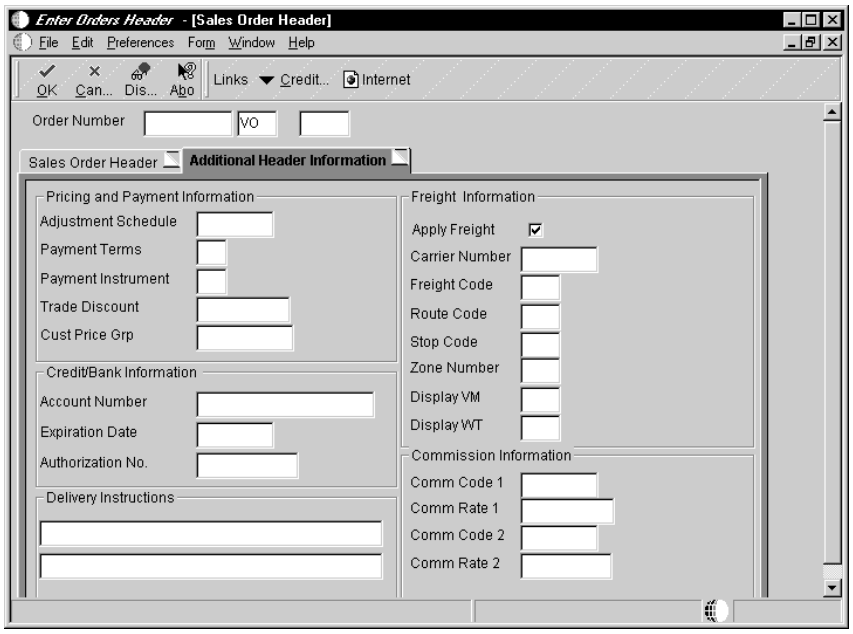
On Work With Sales Order Headers



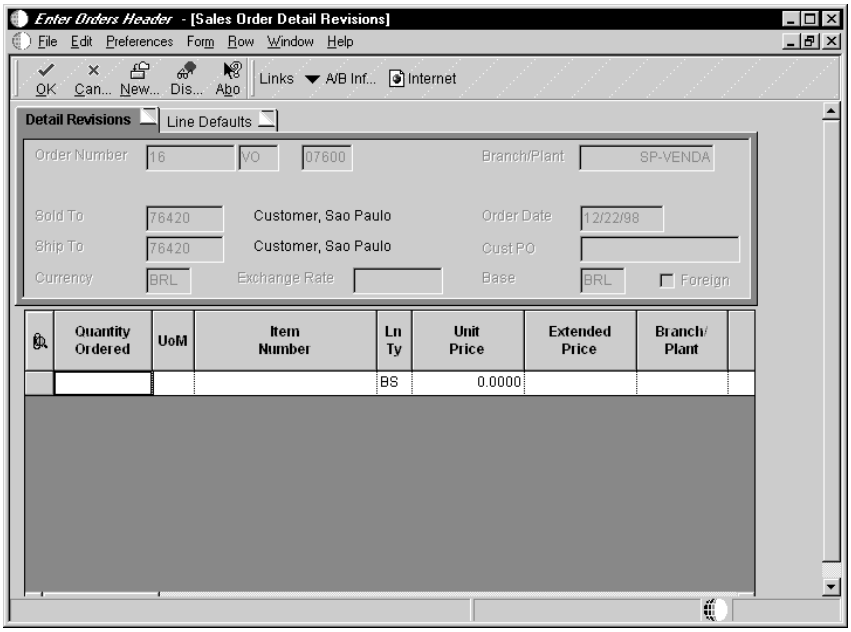
1. Click Add, to access Sales Order Header.



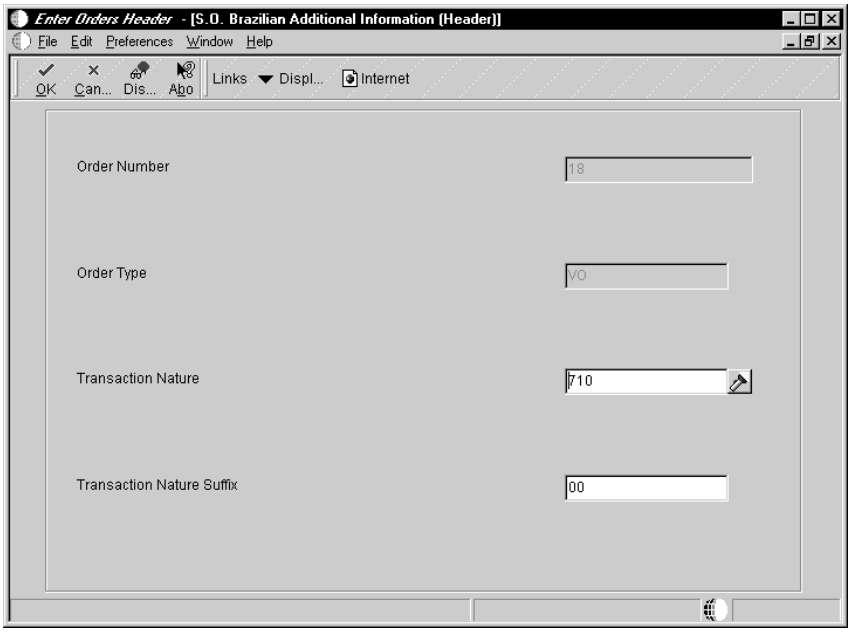
2. On Sales Order Header, complete the following fields:
   - Branch/Plant
   - Sold To
   - Ship To
3. Add or change any other information as necessary and click OK.
4. To add additional header information, choose the Additional Header Information tab.



5. On the Additional Header Information tab, review the default information and add or change it, as necessary.
6. On Sales Order Header, click OK.



7. On Sales Order Detail Revisions, complete the following fields and click OK:
   - Quantity Ordered
   - UoM
   - Item Number
   - Ln Ty
   - Unit Price



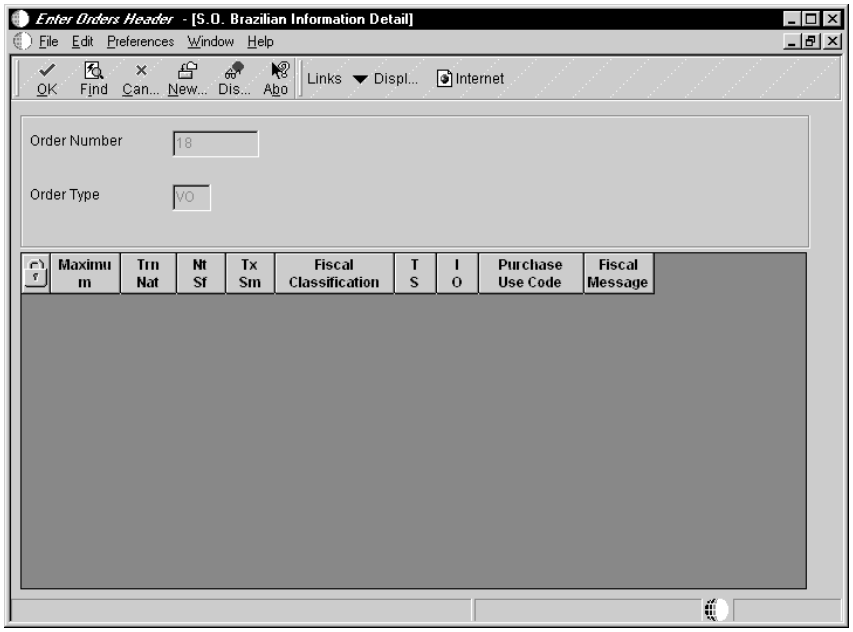
8. On S.O. Brazilian Additional Information (Header), complete the following fields, and click OK:

   - Transaction Nature
   - Transaction Nature Suffix

   The system defaults values for the Transaction Nature and Transaction Nature Suffix. You may change the system defaults.

9. Click OK.

On S.O. Brazilian Information Detail



10. Verify that all data is correct, and click OK.

Field	Explanation
Sold To	A number that identifies an entry in the Address Book system. Use this number to identify employees, applicants, participants, customers, suppliers, tenants, and any other address book members.
Ship To	The address number of the location to which you want to ship this order. The address book provides default values for customer address, including street, city, state, zip code, and country.
Quantity Ordered	The quantity of units affected by this transaction.

Field	Explanation
UoM	A user defined code (00/UM) that indicates the quantity in which to express an inventory item, for example, CS (case) or BX (box).
Item Number	A number that the system assigns to an item. It can be in short, long, or third item number format.
Ln Ty	A code that controls how the system processes lines on a transaction. It controls the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). It also specifies the conditions under which a line prints on reports and is included in calculations. Codes include: S Stock item J Job cost N Nonstock item F Freight T Text information M Miscellaneous charges and credits W Work order
Unit Price	The list or base price to be charged for one unit of this item. In sales order entry, all prices must be set up in the Base Price table (F4106).

Processing Options for Sales Order Entry - Brazil (P4210BR)

```
Defaults

      1. Enter the Transaction Nature                _____________
      Code. If  left blank, “511” will
      default.
      2. Enter theTransaction Nature                 _____________
      Suffix. If left blank, “00” will
      default.
      3. Enter ’1’ to validate Branch                _____________
      A/B number from the Business Unit
      Master File. If left blank, the
      Inventory constants file will be
      used.
```

See Also

- *Sales Order Management: Working With Header Information* and *Working With Detail Information*

Generating Outbound Nota Fiscal

On the Sales Order Processing - Brazil menu (G76B4211), choose Generate Nota Fiscal.

After you enter sales orders, you generate a Nota Fiscal by fiscal company and series. When you generate a Nota Fiscal, the system creates the Notas Fiscais that you ultimately send to your customers with each shipment. Notas Fiscais include the following detailed information:

- Merchandise price
- Applicable tax amounts
- How the merchandise will be used
- Origin and destination of the shipment
- Any other expense associated with the transaction

The Generate Outbound Nota Fiscal program creates one Nota Fiscal per sales order. This process creates records in the Nota Fiscal Header (F7601B) and Nota Fiscal Detail (F7611B) files, and calculates the Brazilian taxes for the Nota Fiscal.

When you run the Generate Nota Fiscal program, the system produces a report. The report lists the errors and also lists the generated Notas Fiscais.

Processing Options for Generate Outbound Nota Fiscal (R76558B)

```
Select

1. Enter the range of Status Codes to be
    selected for processing.

      Next Status Code – From                          _____________
      (Required)
      Next Status Code – To (Required)                 _____________

Defaults

1. Enter a valid Nota Fiscal Series to
    be used to create the Nota Fiscal
    records.

      Nota Fiscal Series                               _____________

2. Enter the Nota Fiscal Document Type
    to be created. If left blank 'NS'
    will be used.

      Document Type                                    _____________

Process

1. Enter a '1' to prevent updating
    status codes in the F4211. If left
    blank the Sales Detail records in
    the F4211 will be updated.
```

Update F4211 _____

2. Override next status code for F4211 records.

Next Status Code (Optional) _____

3. Enter override status codes for the Nota Fiscal records being generated in the F7611B. If left blank the status codes will be retrieved from the order activity rules.

Last Status Code (Optional) _____
Next Status Code (Optional) _____

4. Enter '1' to stop process if the order is on Hold.

Order Hold Code Validation. _____

Print

1. Enter the global print message to print on each Nota Fiscal.

Print Message _____

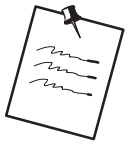
2. Enter the order in which messages should appear on the Nota Fiscal : (Sequence 1- 6)

Message in Processing Options _____
Message in Sales Order Header _____
Message in Sales Order Detail _____
Message in Sales Order Detail Tag File _____
Message in Transaction Nature Master _____
Message in Fiscal Classification Master _____

Reviewing Outbound Nota Fiscal

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document named the Nota Fiscal. The Nota Fiscal organizes this information and places it in the header area and in the detail area.

After you generate and print (in proof mode) outbound Nota Fiscal, you can review the documents online to verify that the information is correct. If some of the data is incorrect, you can make changes online. Review Notas Fiscais by order number or by Nota Fiscal number.



If you review Notas Fiscais documents after printing Nota Fiscal in proof mode, the Nota Fiscal number for each document will be represented by a unique, system-generated next number. If you review Notas Fiscais after printing in Nota Fiscal in final mode, the Nota Fiscal number will be the official, government-assigned number.

Reviewing outbound Nota Fiscal consists of the following tasks:

- Reviewing outbound Nota Fiscal header information
- Reviewing outbound Nota Fiscal header additional information
- Reviewing outbound Nota Fiscal detail information
- Reviewing outbound Nota Fiscal detail additional information
- Reviewing outbound Nota Fiscal taxes additional information

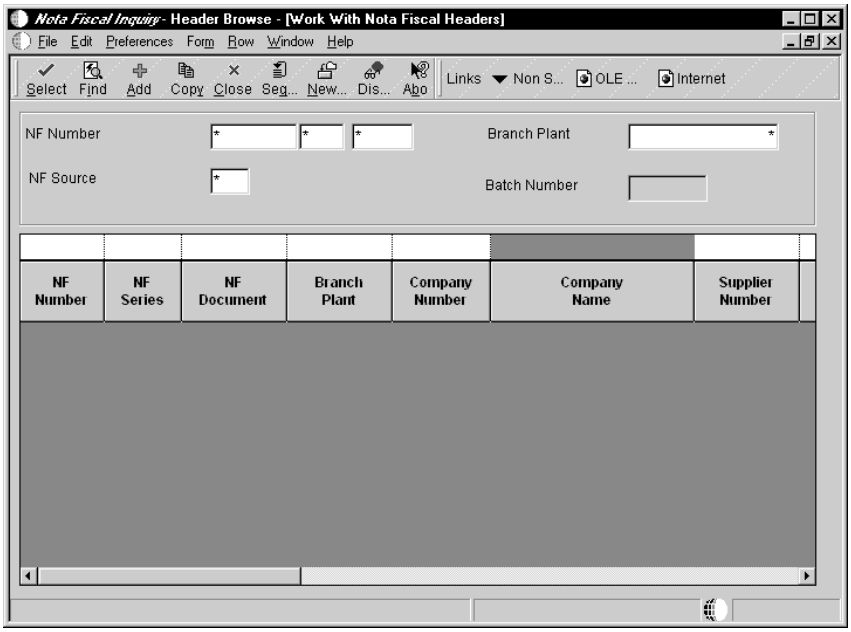
See Also

- *Brazil: Generating Stand-Alone Nota Fiscal*, *Generating Outbound Nota Fiscal,* and *Printing Inbound/Outbound Nota Fiscal*

To review outbound Nota Fiscal header information

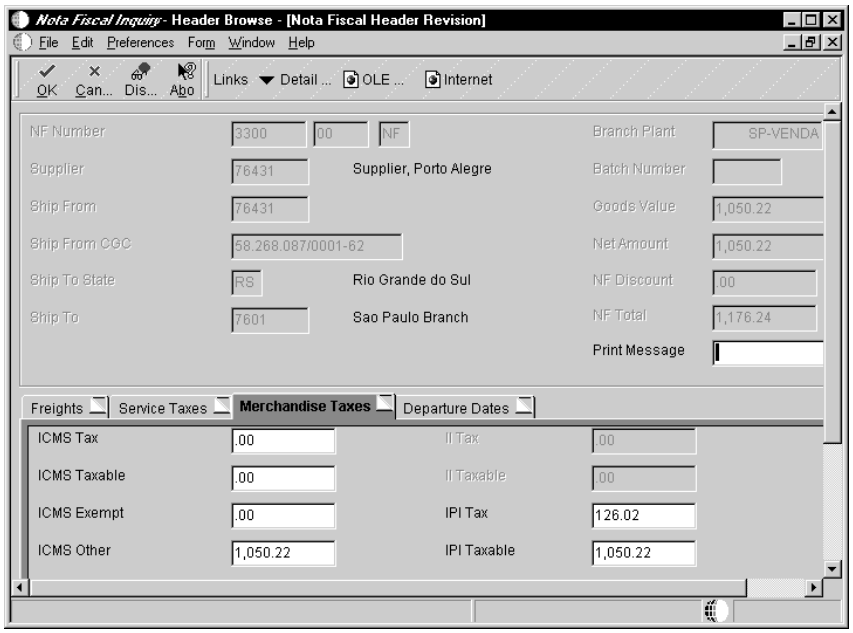
From the Sales Order Processing - Brazil menu (G76B4211), choose Nota Fiscal Inquiry.

On Work With Nota Fiscal Headers

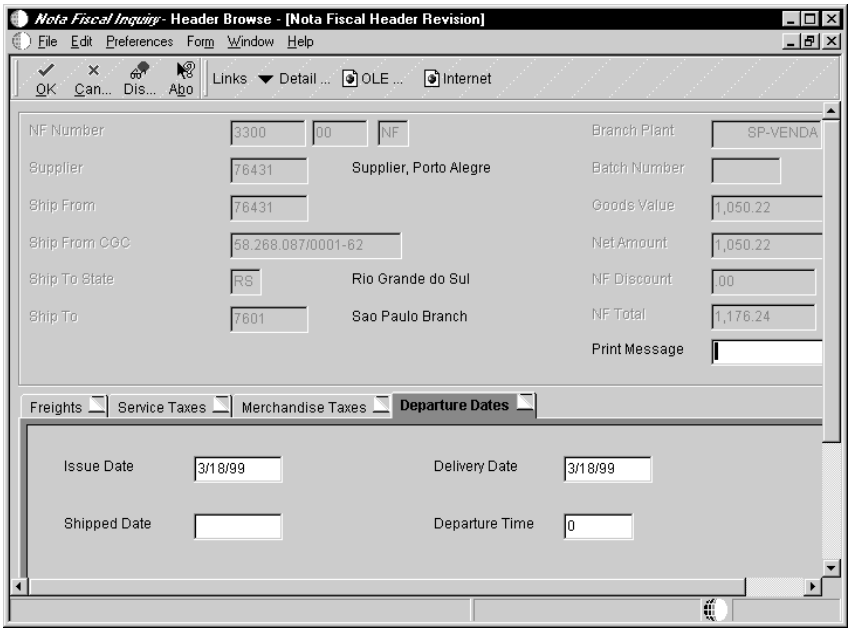


1. Complete any of the following fields, and click Find.
   - Nota Fiscal Number
   - Branch Plant
   - Document Type
2. Click a record in the detail area, then from the Row menu, choose Header Revision.
3. On Nota Fiscal Header Revision, click the Merchandise Taxes tab and review the following information.
   - ICMS Tax
   - ICMS Taxable
   - ICMS Exempt
   - ICMS Other
   - Substitute Tax
   - Substitute Taxable
   - Repasse Discount

- Free Port Discount
- IPI Taxable
- IPI Taxable
- IPI Exempt
- IPI Other



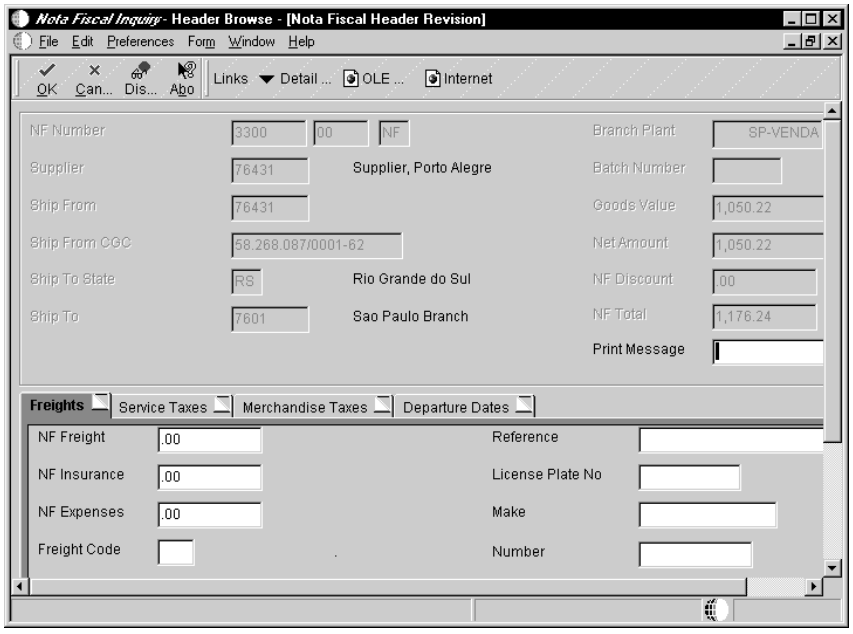
4. On Nota Fiscal Header Revision, click the Departure Dates tab and review the following information, as necessary.
   - Issue Date
   - Shipped Date
   - Delivery Date
   - Departure Time



After you complete these steps, follow the steps to review outbound Nota Fiscal header additional information, as necessary.

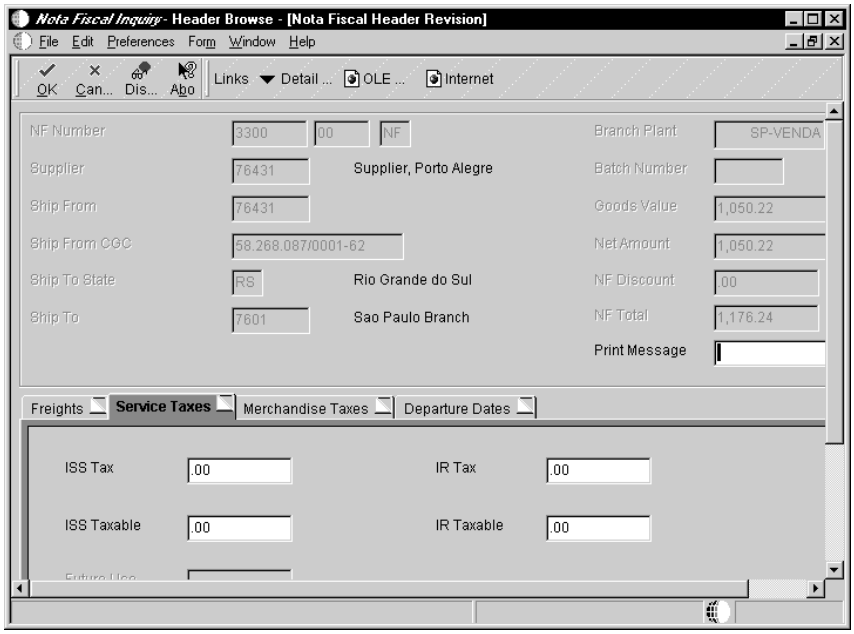
▶ To review outbound Nota Fiscal header additional information

1. On Nota Fiscal Header Revision, click the Freights tab and review the following information, as necessary.
    - NF Freight
    - NF Insurance
    - NF Expenses
    - Freight Code
    - Reference
    - Carrier Number
    - Carrier Type
    - License Plate No
    - Make
    - Quantity
    - Type
    - Net Weight
    - Gross Weight



2. On Nota Fiscal Header Revision, click the Service Taxes tab and review the following information, as necessary.

   - ISS Tax
   - ISS Taxable
   - IR Tax
   - IR Taxable



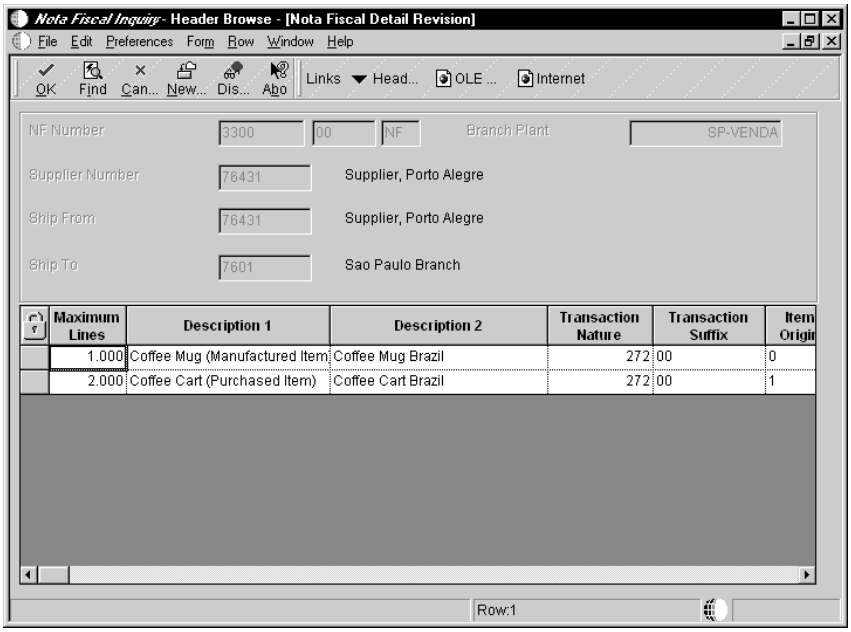
3. Click OK.

After you complete these steps, follow the steps to review outbound Nota Fiscal detail information.

To review outbound Nota Fiscal detail information

1. On Nota Fiscal Detail Additional Information, from the Form menu, choose Detail Revision.

On Nota Fiscal Detail Revision

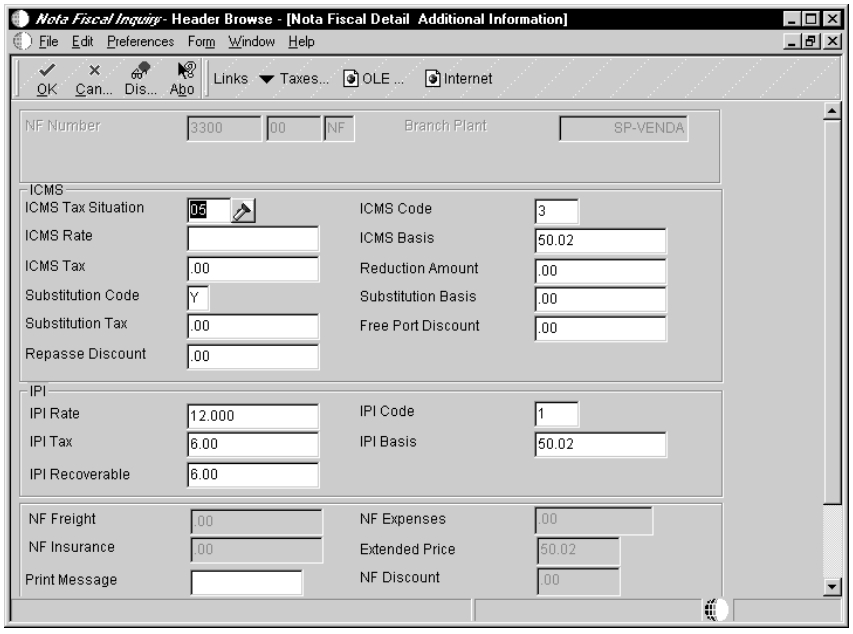


2. Review and correct any order detail lines.

After you complete these steps, follow the steps to review outbound Nota Fiscal detail additional information.

To review outbound Nota Fiscal detail additional information

1. From the Row menu of Nota Fiscal Detail Revision, choose Detail Addl Info.



2. On Nota Fiscal Revision, review the following information, as necessary.
    - ISS Tax Rate
    - ISS Tax
    - ISS Taxable
    - IR Tax Rate
    - IR Tax
    - IR Taxable
    - II Tax Rate
    - II Tax
    - II Taxable
    - Nota Fiscal Expenses
    - Nota Fiscal Insurance
    - Nota Fiscal Freight
    - Print Message
    - G/L Offset

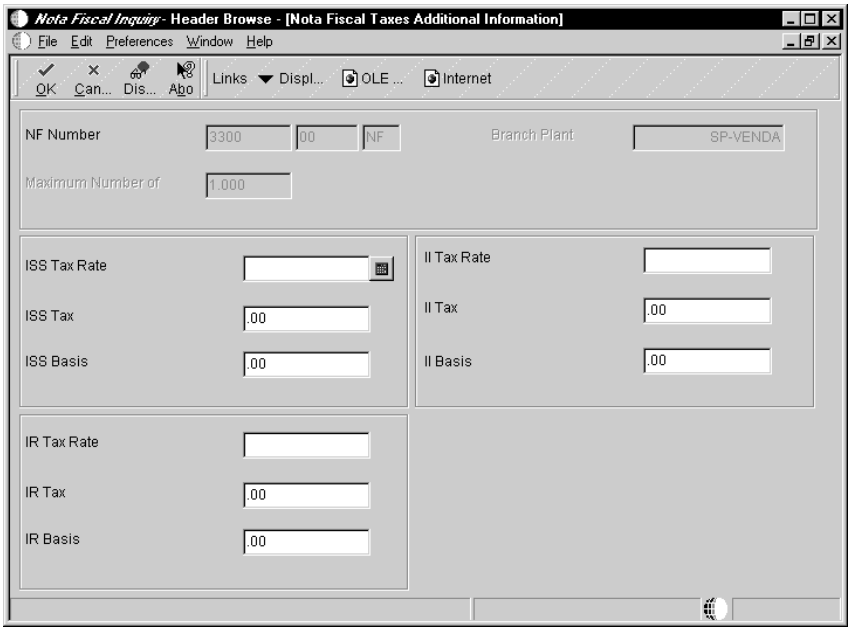
After you complete these steps, follow the steps to review outbound Nota Fiscal taxes additional information.

To review outbound Nota Fiscal taxes additional information

After you complete the steps to review outbound Nota Fiscal detail additional information, you can review outbound Nota Fiscal taxes additional information.

1. From the Row menu of Nota Fiscal Detail Revision, choose Taxes Addl Info.

On Nota Fiscal Taxes Additional Information



2. Review all fields, as necessary.

Field	Explanation
NF Source	You use this field to determine how a Nota Fiscal was generated in the system. For World, the only valid values are numbers 1, 4, 5, and 7, and they are hard-coded. All seven values are valid for OneWorld. Valid values are: 1 Stand-alone Nota Fiscal - PO 2 Complementary Nota Fiscal - PO 3 2-Way Match Nota Fiscal - PO 4 3–Way Match Nota Fiscal - PO 5 Stand-along Nota Fiscal - SO 6 Complementary Nota Fiscal - SO 7 Nota Fiscal - SO
ICMS Tax	The ICMS tax amount that is printed on the Nota Fiscal.
ICMS Taxable	The amount on which ICMS taxes are assessed.

Field	Explanation
ICMS Exempt	The amount that is not eligible for ICMS tax.
ICMS Other	Any merchandise value amount that is classified as Other for ICMS taxing purposes.
Substitute Tax	The ICMS Substitute amount that your customer must remit in advance if they are subject to Tax Substitution Mark-up.
Substitute Taxable	The amount on which ICMS Substitute tax is assessed. Products that are eligible for ICMS Substitute tax are listed in ICMS government directive 14.
Repasse Discount	ICMS Repass Amount (Valor do Repasse) is an additional discount granted to the client on interstate sales regarding the tax rate difference among states.
Free Port Discount	The amount of the discount available to a Free Port zone customer.
IPI Taxable	The IPI tax amount that is printed on the Nota Fiscal.
IPI Taxable	The amount on which IPI taxes are assessed.
IPI Exempt	The amount that is not eligible for IPI tax.
IPI Other	Any merchandise value amount that is classified as Other for IPI taxing purposes.
Issue Date	The date the log entry was issued. For example, consider a submittal requirement for an insurance cerificate. For such an entry the effective date for the insurance policy would be entered in the Issue Date field.
Shipped Date	The date you confirmed a specific order line as shipped.
Delivery Date	The date that the shipment to the customer is confirmed as shipped. This date will be updated to the Sales Order Detail file at shipment confirmation.
Departure Time	The time the vehicle left the depot/gantry.
NF Freight	Complete the Nota Fiscal Freight field whenever you classify freight as a complementary expense to your customer. The system prorates this expense amount among each of the Nota Fiscal listed and adds the prorated amount to the the ICMS taxable amounts for each document.
NF Insurance	The insurance amount that you charge the client as complementary expense. This amount must be included on the Nota Fiscal.
NF Expenses	The amount of the total financial expenses that are printed on the Nota Fiscal.

Field	Explanation
Freight Code	A user defined code (42/FR) designating the method by which supplier shipments are delivered. For example, the supplier could deliver to your dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination.
Reference	An alphanumeric value used as a cross-reference or secondary reference number. Typically, this is the customer number, supplier number, or job number.
Carrier Number	The address book number of the carrier, which is specified by the customer or by your organization. You might use this carrier because of route requirements or special handling requirements.
Carrier Type	(Future Use) This 3 character field is designed to be used to assist you in characterizing the nature of the carrier you specify. You might, for instance, choose to treat this field essentially as another reporting code, so that you could define types of carriers, such as CTY (city delivery), REF (refrigerated hauling), or CON (contract services). Then you could, as an example generate a Query report, sorting by type of carrier.
License Plate No	The license plate number of a given truck in the truck assignment system.
Make	A number that provides an audit trail for specific transactions, such as an asset, supplier number, or document number.
Quantity	This field accumulates the quantity of goods sold which contribute to a sales rebate.
Type	The description of the equipment used to move materials.
Net Weight	This field accumulates the weight of goods sold which contribute to a sales rebate.
Gross Weight	The weight of one unit in the primary unit of measure.
ISS Tax	The ISS tax amount that is printed on the Nota Fiscal.
ISS Taxable	The amount on which ISS taxes are assessed.
IR Tax	The IR tax amount that is printed on the Nota Fiscal.
IR Taxable	The amount on which IR taxes are assessed.
ISS Tax Rate	Number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7% as 7; the system will display 7.000.

Field	Explanation
IR Tax Rate	Number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7% as 7; the system will display 7.000.
IR Tax	The IR tax amount that is printed on the Nota Fiscal.
II Tax Rate	Number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7% as 7; the system will display 7.000.
II Tax	The II tax amount that is printed on the Nota Fiscal.
II Taxable	The amount on which II taxes are assessed.

Processing Options for Nota Fiscal Maintenance (P7610B)

```
Format Control

      1. Enter a '1' to display detail                _____________
      first

Landed Cost

Enter the Unit of Measure that will be
    used to  apply Landed Cost. 'Blank'
    for Quantity; '1' for Weight; '2'
    for Amount.

      Unit of Measure :                               _____________
      Freight Line Type :                             _____________
      Insurance Line Type :                           _____________
      Expenses Line Type :                            _____________

Comment Text
Enter '1', if you want taxes included in
    Nota Fiscal Total, Otherwise, they
    will not be included.

      Taxes Included :                                _____________

Purchasing
F43121 Freight Recording. 'Blank' to
    create records for each line in NF,
    '1' one record by Total.


                                                      _____________

Sales Status Codes

      Override Next Status F4211 :                    _____________

Nota Fiscal

      Next Status Code to F7611B :                    _____________
      Last Status Code F7611B :                       _____________
      Override Next Status F7611B :                   _____________
```

Purchasing Status Code

Override Next Status F43121 : _____
Document Type for Cardex : _____
(Regular)
Document Type for Cardex : _____
(exceptional)

Disable Account Validation Routine, '1'
to disable the validation routine,
'Blank' othewise.

Validation : _____

Note : The execution of this routine,
which validates all accounts and AAI
involved in the process, has a deep
impact on it performance. The user
is allowed to disable it's execution
in order to improve the performance.
However, one must be very careful
when using this option because it
may affect the data base integrity.

Defaults

1. Enter version to use for Stand _____
Alone Nota Fiscal. If left blank,
ZJDE0001 will be used.
2. Enter a default Nota Fiscal _____
Document Type to be used for Two
Way Match. If left blank, 'NF'
will default.
3. Enter a default for the Last _____
Status Code.
4. Enter a default for the Next _____
Status Code.

Display

1. Enter "1" to protect Status _____
2. Enter the next status at which _____
detail lines cannot be changed.
The detail lines lines will be
protected if the next status is
greater than or equal to this
status.

Printing Inbound/Outbound Nota Fiscal

From the Purchase Order Processing - Brazil (G76B4311) or the Sales Order Processing (G76B4211) menus, choose Nota Fiscal Print.

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document that is referred to as Nota Fiscal.

You can print the inbound (purchasing) Notas Fiscais that you receive from your suppliers. You might do this to provide an audit trail for the government, or verify the receipt of a shipment.

You can also print the outbound (sales) Notas Fiscais that you send to your customers. After you generate and review your outbound Nota Fiscal, you can print Notas Fiscais to include in your shipments.

You can print Notas Fiscais in proof or final mode. When you print the documents in final mode, the system updates each system-assigned document number with the appropriate official Nota Fiscal number, based on the information you set up in the Nota Fiscal – Next Number table (F7600B).

See Also

- *Brazil: Setting Up Next Numbers for Nota Fiscal*

Processing Options for Inbound/Outbound Nota Fiscal Print (R76560B)

Display

1. Enter the range of Nota Fiscal status codes to be selected for processing.

   Next Status Code – From (Required) _____
   Next Status Code – To (Required) _____

Defaults

   1. Enter the document type to be used for the invoice. If left blank 'RI' will be default. _____
   2. Enter the Nota Fiscal Issue Date. _____

3. Override next status code for the Sales Order record.

   Override Status (Optional) _____

4. Override next status code for the Nota Fiscal record.

   Override Status (Optional) _____

Process

   1. Enter a '1' to print in final mode. _____
   2. Enter a '1' to print ICMS and IPI tax summary. _____
   3. Enter a '1' to summarize Nota Fiscal details lines by Item and Lot. (FUTURE) _____

Edits

   1. Enter '1' to prevent the Nota Fiscal total being printed in words at the end of the report. _____

Processing Options for Nota Fiscal Maintenance (P7610B)

Format Control

   1. Enter a '1' to display detail first _____

Landed Cost

Enter the Unit of Measure that will be used to apply Landed Cost. 'Blank' for Quantity; '1' for Weight; '2' for Amount.

   Unit of Measure : _____
   Freight Line Type : _____
   Insurance Line Type : _____

Expenses Line Type : _____

Comment Text
Enter '1', if you want taxes included in Nota Fiscal Total, Otherwise, they will not be included.

Taxes Included : _____

Purchasing
F43121 Freight Recording. 'Blank' to create records for each line in NF, '1' one record by Total.

_____

Sales Status Codes

Override Next Status F4211 : _____

Nota Fiscal

Next Status Code to F7611B : _____
Last Status Code F7611B : _____
Override Next Status F7611B : _____

Purchasing Status Code

Override Next Status F43121 : _____
Document Type for Cardex : _____
(Regular)
Document Type for Cardex : _____
(exceptional)

Disable Account Validation Routine, '1' to disable the validation routine, 'Blank' othewise.

Validation : _____

Note : The execution of this routine, which validates all accounts and AAI involved in the process, has a deep impact on it performance. The user is allowed to disable it's execution in order to improve the performance. However, one must be very careful when using this option because it may affect the data base integrity.

Defaults

1. Enter version to use for Stand Alone Nota Fiscal. If left blank, ZJDE0001 will be used. _____
2. Enter a default Nota Fiscal Document Type to be used for Two Way Match. If left blank, 'NF' will default. _____
3. Enter a default for the Last Status Code. _____
4. Enter a default for the Next Status Code. _____

Display

1. Enter “1” to protect Status _____
2. Enter the next status at which detail lines cannot be changed. The detail lines lines will be protected if the next status is greater than or equal to this status. _____

Generating Stand-Alone Nota Fiscal

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes. The information accompanies shipments in the form of a document that is referred to as Nota Fiscal.

In Brazil, you may need to generate a Nota Fiscal apart from a purchase or sales order. For example, if a manufacturer ships merchandise into Brazil, that merchandise will not arrive with a Nota Fiscal. The receiving company in Brazil would need to generate a Nota Fiscal to begin the tracking process.

The stand-alone Nota Fiscal is not linked to any other accounting processes. For example, when you generate a stand-alone Nota Fiscal, it does not interface with general ledger, inventory, purchase order, sales order, accounts payable, or accounts receivable processes. Generate a stand-alone Nota Fiscal only when you want to print a document that does not affect any other accounting process.

Maintaining a stand-alone Nota Fiscal consists of the following:

- Generating the Nota Fiscal
- Entering header and detail information on the Nota Fiscal
- Printing the Nota Fiscal

Notas Fiscais include the following detailed information:

- Merchandise price
- Applicable tax amounts
- How the merchandise will be used
- Origin and destination of the shipment
- Any other expense associated with the transaction

Processing Options for Generate Nota Fiscal (R76558B)

```
Select

1. Enter the range of Status Codes to be
    selected for processing.

      Next Status Code – From                    _____________
      (Required)
      Next Status Code – To (Required)           _____________

Defaults

1. Enter a valid Nota Fiscal Series to
    be used to create the Nota Fiscal
    records.

      Nota Fiscal Series                         _____________
```

2. Enter the Nota Fiscal Document Type to be created. If left blank 'NS' will be used.

Document Type _____

Process

1. Enter a '1' to prevent updating status codes in the F4211. If left blank the Sales Detail records in the F4211 will be updated.

Update F4211 _____

2. Override next status code for F4211 records.

Next Status Code (Optional) _____

3. Enter override status codes for the Nota Fiscal records being generated in the F7611B. If left blank the status codes will be retrieved from the order activity rules.

Last Status Code (Optional) _____
Next Status Code (Optional) _____

4. Enter '1' to stop process if the order is on Hold.

Order Hold Code Validation. _____

Print

1. Enter the global print message to print on each Nota Fiscal.

Print Message _____

2. Enter the order in which messages should appear on the Nota Fiscal : (Sequence 1- 6)

Message in Processing Options _____
Message in Sales Order Header _____
Message in Sales Order Detail _____
Message in Sales Order Detail Tag File _____
Message in Transaction Nature Master _____
Message in Fiscal Classification Master _____

Entering Stand-Alone Nota Fiscal Header and Detail Information

When you enter a stand-alone Nota Fiscal manually, you should enter header and detail information. Once you enter this information, you can review the documents online to verify that the information is correct. Review Notas Fiscais by order number or by Nota Fiscal number.

If you review Notas Fiscais after printing Nota Fiscal in proof mode, the Nota Fiscal number for each document will be represented by a unique, system-generated next number. If you review Notas Fiscais after printing in final mode, the Nota Fiscal number will be the official, government-assigned number.

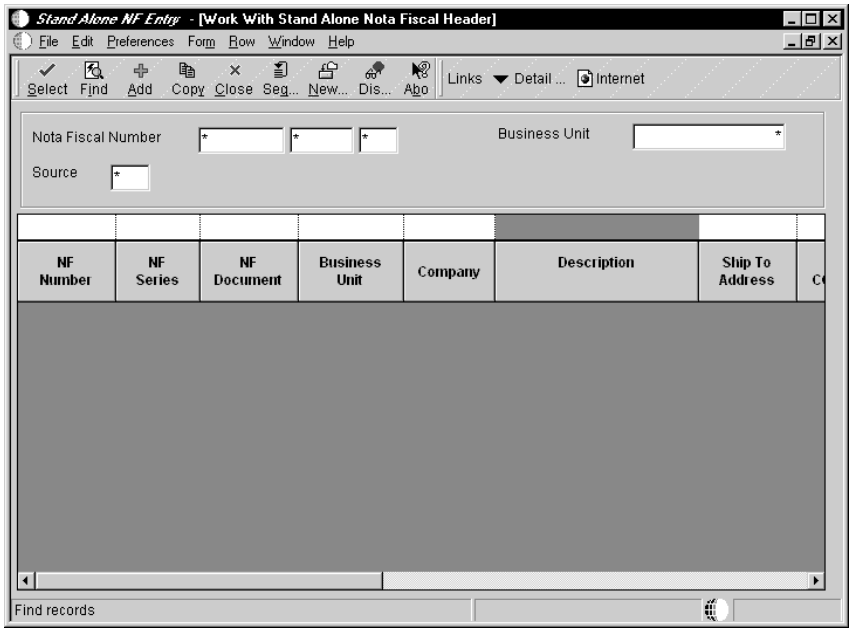
Entering stand-alone Nota Fiscal header and detail information consists of the following tasks:

- Entering stand-alone Nota Fiscal header information
- Entering stand-alone Nota Fiscal header additional information
- Entering stand-alone Nota Fiscal detail information
- Entering stand-alone Nota Fiscal detail additional information

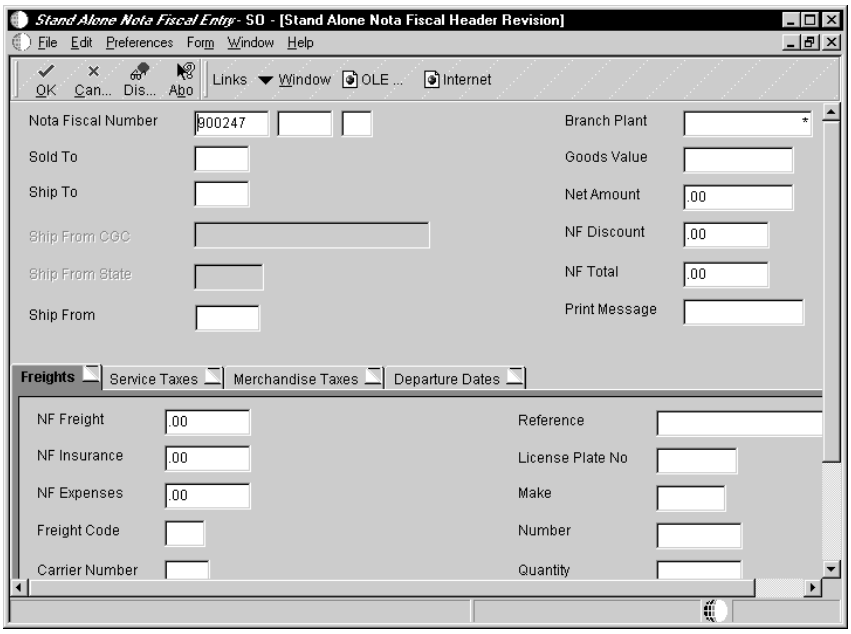
▶ To enter stand-alone Nota Fiscal header information

From the Stand-Alone Nota Fiscal - Brazil menu (G76B4321), choose Stand-Alone NF Entry - SO.

On Work With Stand-Alone Nota Fiscal Header



1. Click Add to access Stand-Alone Nota Fiscal Header Revision.

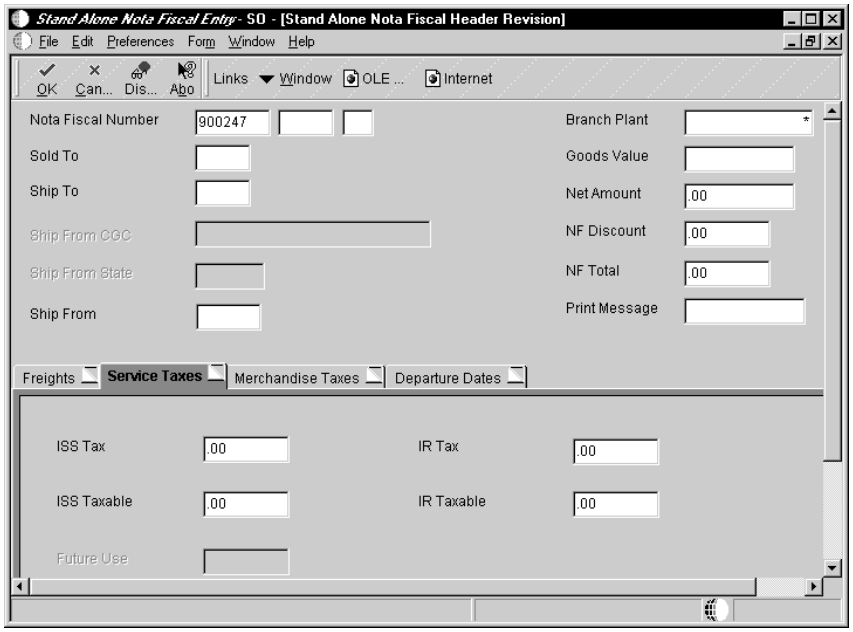


2. On Stand-Alone Nota Fiscal Header Revision, complete the following identification information:
    - Nota Fiscal Number
    - Sold To
    - Ship To
    - Ship From CGC
    - Ship From State
    - Ship From
    - Branch Plant
    - Goods Value
    - Net Amount
    - NF Discount

- NF Total

After you complete these steps, follow the steps to enter Nota Fiscal header additional information.

▶ To enter stand-alone Nota Fiscal header additional information



1. On Stand-Alone Nota Fiscal Header Revision, click the Service taxes tab and complete the following tax information fields:
   - ISS Tax
   - ISS Taxable
   - IR Tax
   - IR Taxable
2. On Stand-Alone Nota Fiscal Header Revision, click the Merchandise Taxes tab and complete the following tax information fields:
   - ICMS Tax
   - ICMS Taxable
   - ICMS Exempt
   - ICMS Other
   - Substitute Tax
   - Substitute Taxable
   - Repasse Discount

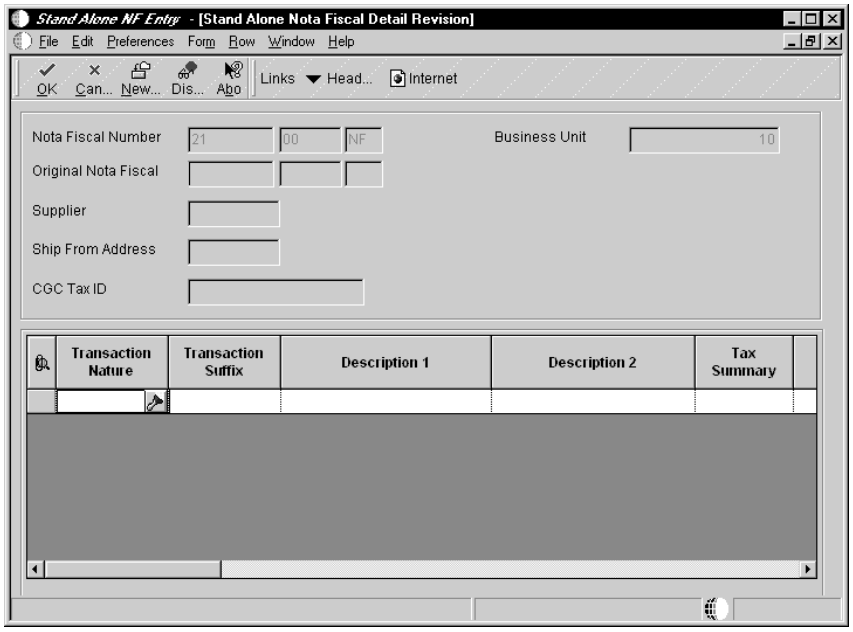
- Free Port Discount
- II Tax
- II Taxable
- IPI Taxable
- IPI Taxable
- IPI Exempt
- IPI Other

3. On Stand-Alone Nota Fiscal Header Revision, click the Freights tab and complete the following freight information fields:
    - NF Freight
    - NF Insurance
    - NF Expenses
    - Freight Code
    - Carrier Number
    - Carrier Type
    - Carrier CGC
    - Carrier State
    - Reference
    - License Plate No
    - Make
    - Number
    - Quantity
    - Type
4. On Stand-Alone Nota Fiscal Header Revision, click the Departure Dates tab and complete the following departure fields:
    - Issue Date
    - Shipped Date
    - Delivery Date
    - Departure Time
5. Click OK.

After you complete these steps, follow the steps to enter Nota Fiscal detail information.

To enter stand–alone Nota Fiscal detail information

On Stand-Alone Nota Fiscal Detail Revision



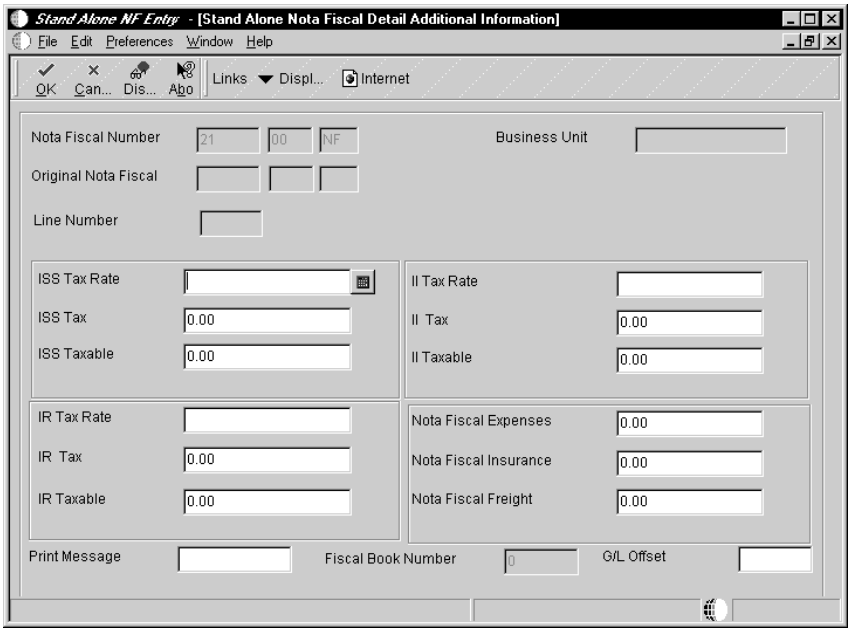
1. Complete the steps to enter detail order lines.

After you complete these steps, follow the steps to enter Nota Fiscal detail additional information.

To enter stand-alone Nota Fiscal detail additional information

1. From the Row menu of Stand-Alone Nota Fiscal Detail Revision, choose Detail Addl Info.

On Stand-Alone Nota Fiscal Detail Additional Information



2. Complete the following ISS tax fields:
    - ISS Tax Rate
    - ISS Tax
    - ISS Taxable
3. Review the following II tax rate fields:
    - II Tax Rate
    - II Tax
    - II Taxable
4. Review the following IR tax rate fields:
    - IR Tax Rate
    - IR Tax
    - IR Taxable
5. Review the following Nota Fiscal fields:
    - Nota Fiscal Expenses
    - Nota Fiscal Insurance
    - Nota Fiscal Freight
6. Review the following additional fields:
    - Print Message
    - G/L Offset

Field	Explanation
Issue	The date the log entry was issued. For example, consider a submittal requirement for an insurance cerificate. For such an entry the effective date for the insurance policy would be entered in the Issue Date field.
Cancel	The date that the order should be canceled if the goods have not been sent to the customer or the goods have not been received from the supplier. This is a memo-only field and does not cause the system to perform any type of automatic processing.
Shipped	The date you confirmed a specific order line as shipped.
Actual Ship	The date that the shipment to the customer is confirmed as shipped. This date will be updated to the Sales Order Detail file at shipment confirmation.
Departure Time	The time the vehicle left the depot/gantry.
Goods Value	The total amount of the Nota Fiscal. The system calculates the total as follows: Merchandise plus IPI tax amount plus ICMS subbstitution tax amount plus complementary expenses minus discounts.
Net Amount	The net price of the merchandise included in the Nota Fiscal. The system calculates the net price of merchandise as follows: Merchandise value – Discounts + IPI tax amount
NF Discount	The amount of the discount amount available for the Nota Fiscal.
NF Total	The total amount of the Nota Fiscal. The system calculates the total as follows: Merchandise + IPI tax amount + ICMS Substitute tax amount + Complementary Expenses – Discounts
Brand	A number that provides an audit trail for specific transactions, such as an asset, supplier number, or document number.
Number	An alphanumeric value used as a cross-reference or secondary reference number. Typically, this is the contract number or special catalog number.
Quantity	This field accumulates the quantity of goods sold which contribute to a sales rebate.
Type	The description of the equipment used to move materials.
Total Weight	This field accumulates the weight of goods sold which contribute to a sales rebate.
Unit Weight	The weight of one unit in the primary unit of measure.

Field	Explanation
Freight Code	A user defined code (42/FR) designating the method by which supplier shipments are delivered. For example, the supplier could deliver to your dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination.
Reference	An alphanumeric value used as a cross-reference or secondary reference number. Typically, this is the customer number, supplier number, or job number.
Carrier Number	The address book number of the carrier, which is specified by the customer or by your organization. You might use this carrier because of route requirements or special handling requirements.
Carrier Type	(Future Use) This 3 character field is designed to be used to assist you in characterizing the nature of the carrier you specify. You might, for instance, choose to treat this field essentially as another reporting code, so that you could define types of carriers, such as CTY (city delivery), REF (refrigerated hauling), or CON (contract services). Then you could, as an example generate a Query report, sorting by type of carrier.
CGC Tax ID	You complete this alphanumeric, 19-character field to identify the ship-to company. The local tax authority requires that this ship-to tax identification number be included on Nota Fiscais and legal reports. Enter the ship-to tax identification number using the following convention: XXX.XXX.XXX/YYYY-WW The definitions of the variables for this convention are as follows: • XXX.XXX.XXX = Corporation code • YYYY = Headquarters or branch code • WW = Check digits
License Plate	The license plate number of a given truck in the truck assignment system.
State	A 2-character abbreviation of a state name.
Fiscal Book Value	Amount to be used on Fiscal Books linked to fiscal text (BD03 or BD04) according to client's need.
Print Message	A user defined code (system 40, type PM) that you assign to each Fiscal print message that appears on the Nota Fiscal.

Field	Explanation
G/L Offset	The table of Automatic Accounting Instruction accounts that allows you to predefine classes of automatic offset accounts for Accounts Payable, Accounts Receivable, and other systems. G/L offsets might be assigned as follows: • blank or 1210– Trade Accounts Receivable • RETN or 1220 – Retainages Receivable • EMP or 1230 – Employee Accounts Receivable • JIB or 1240 – JIB Receivable (See A/R Class Code – ARC) • blank or 4110 – Trade Accounts Payable • RETN or 4120 – Retainage Payable • OTHR or 4230 – Other Accounts Payable (See A/P Class code – APC) If you leave this field blank during data entry, the system uses the default value from the Customer Master Information table (F0301) or the Supplier Master Information table (F0401). The post program uses the G/L Offset class to create automatic offset entries. NOTE: Do not use code 9999. It is reserved for the post program and indicates that offsets should not be created.

Entering Additional Charges

When you sell items, it is not uncommon to add extra costs for delivery fees, broker fees, export taxes, and so on. These costs are called “additional charges.” You can enter additional charges for items after generating a Nota Fiscal but before printing it in final mode. Additional charges are included and printed on the Nota Fiscal.

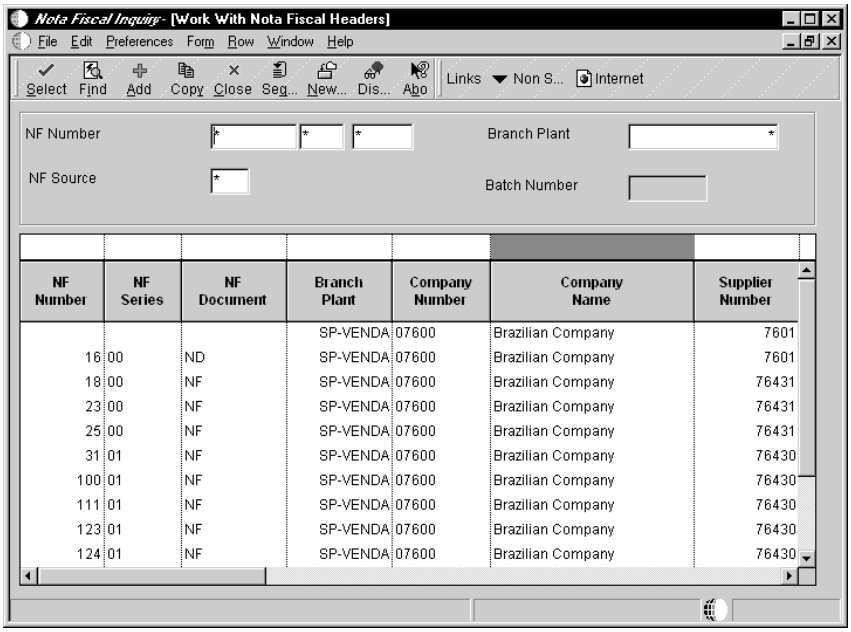
Before You Begin

❑ Set the processing options for the Stand-Alone Landed Costs (P7610B) to specify the additional charges parameters you want to use.

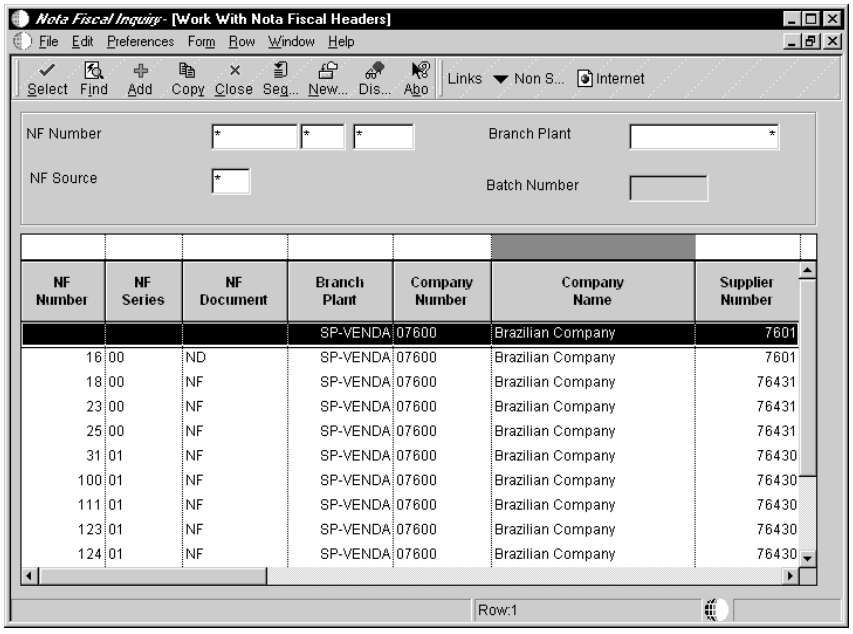
▶ To enter additional charges

From the Sales Order Processing – Brazil (G76B4211), choose Nota Fiscal Inquiry.

On Work With Nota Fiscal Headers

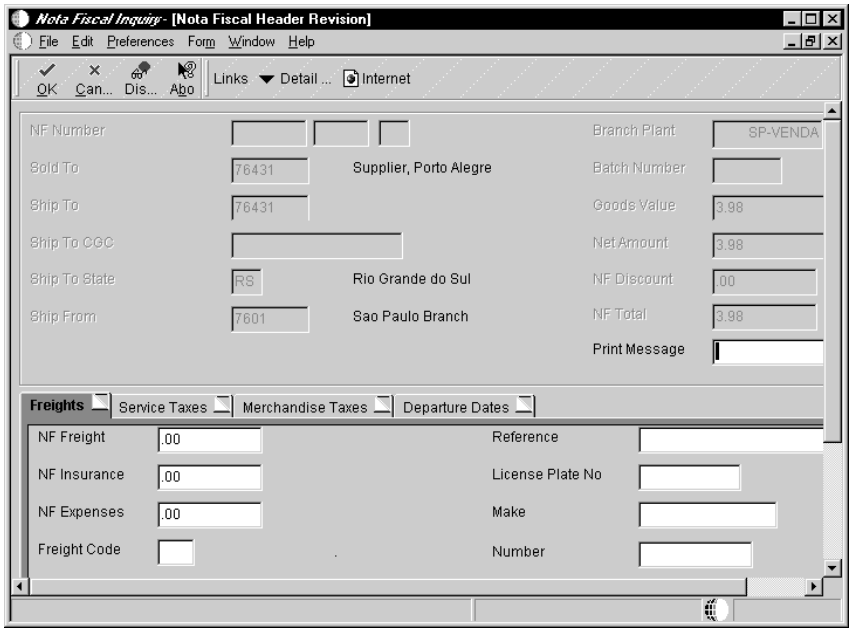


1. Locate a Nota Fiscal and click it in the detail area.



2. From the Row menu of Work With Nota Fiscal Headers, choose Header Revision and complete the following fields:

   - NF Freight
   - NF Insurance
   - NF Expenses



3. From the Form menu of Nota Fiscal Revision, choose Additional Charges.

   The Additional Charges Dialogue box will appear.

4. Click OK.

Printing the Stand-Alone Nota Fiscal

From the Sales Order Processing - Brazil menu (G76B4211), choose Print Nota Fiscal.

After you generate and review your Nota Fiscal, you can print Notas Fiscais to include in your shipments.

You can print Notas Fiscais in proof or final mode. When you print the documents in final mode, the system updates each system-assigned document number with the appropriate official Nota Fiscal number, based on the information you set up in the Nota Fiscal - Next Number table (F7600B).

See Also

- *Brazil: Setting Up Next Numbers for Nota Fiscal*

Processing Options for Print Nota Fiscal (R76560B)

Display

1. Enter the range of Nota Fiscal status codes to be selected for processing.

   Next Status Code – From (Required) _____
   Next Status Code – To (Required) _____

Defaults

   1. Enter the document type to be used for the invoice. If left blank 'RI' will be default. _____
   2. Enter the Nota Fiscal Issue Date. _____

3. Override next status code for the Sales Order record.

   Override Status (Optional) _____

4. Override next status code for the Nota Fiscal record.

   Override Status (Optional) _____

Process

   1. Enter a '1' to print in final mode. _____
   2. Enter a '1' to print ICMS and IPI tax summary. _____
   3. Enter a '1' to summarize Nota Fiscal details lines by Item and Lot. (FUTURE) _____

Edits

   1. Enter '1' to prevent the Nota Fiscal total being printed in words at the end of the report. _____

Generating the Stand-Alone Nota Fiscal for Review

From the Sales Order Processing - Brazil menu (G76B4211), choose Generate Nota Fiscal

After you generate a stand-alone Nota Fiscal, you can review the document online to verify that the information correlates with the printed document correctly. If some of the data is incorrect, you can make changes online. Review Notas Fiscais by order number or by Nota Fiscal source.

Notas Fiscais include the following detailed information:

- Merchandise price
- Applicable tax amounts
- How the merchandise will be used
- Origin and destination of the shipment
- Any other expense associated with the transaction

Processing Options for Generate Nota Fiscal (R76558B)

```
Select

1. Enter the range of Status Codes to be
    selected for processing.

      Next Status Code – From                    _____________
      (Required)
      Next Status Code – To (Required)           _____________

Defaults

1. Enter a valid Nota Fiscal Series to
    be used to create the Nota Fiscal
    records.

      Nota Fiscal Series                         _____________

2. Enter the Nota Fiscal Document Type
    to be created. If left blank 'NS'
    will be used.

      Document Type                              _____________

Process

1. Enter a '1' to prevent updating
    status codes in the F4211. If left
    blank the Sales Detail records in
    the F4211 will be updated.

      Update F4211                               _____________

2. Override next status code for F4211
    records.
```

Next Status Code (Optional) _____

3. Enter override status codes for the Nota Fiscal records being generated in the F7611B. If left blank the status codes will be retrieved from the order activity rules.

Last Status Code (Optional) _____
Next Status Code (Optional) _____

4. Enter ’1’ to stop process if the order is on Hold.

Order Hold Code Validation. _____

Print

1. Enter the global print message to print on each Nota Fiscal.

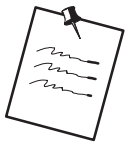
Print Message _____

2. Enter the order in which messages should appear on the Nota Fiscal : (Sequence 1- 6)

Message in Processing Options _____
Message in Sales Order Header _____
Message in Sales Order Detail _____
Message in Sales Order Detail Tag File _____
Message in Transaction Nature Master _____
Message in Fiscal Classification Master _____

Reviewing Stand-Alone Nota Fiscal Header and Detail Information

After you generate a Nota Fiscal, you can review the documents online to verify that the information is correct. Review Notas Fiscais by order number or by Nota Fiscal number.



If you review Notas Fiscais after printing Nota Fiscal in proof mode, the Nota Fiscal number for each document will be represented by a unique, system-generated next number. If you review Notas Fiscais after printing in Nota Fiscal in final mode, the Nota Fiscal number will be the official, government-assigned number.

The Nota Fiscal organizes information and places it in the header area and in the detail area. Reviewing stand-alone Nota Fiscal header and detail information consists of the following tasks:

- Reviewing stand-alone Nota Fiscal header information
- Reviewing stand-alone Nota Fiscal header additional information
- Reviewing stand-alone Nota Fiscal detail information
- Reviewing stand-alone Nota Fiscal detail additional information

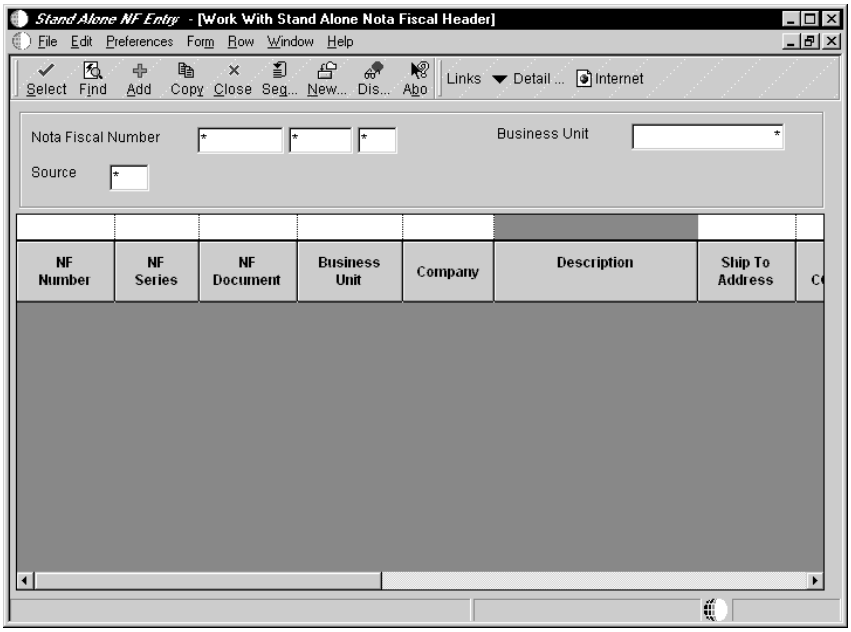
See Also

- *Brazil: Generating Stand-Alone Nota Fiscal,* and *Printing the Stand-Alone Nota Fiscal*

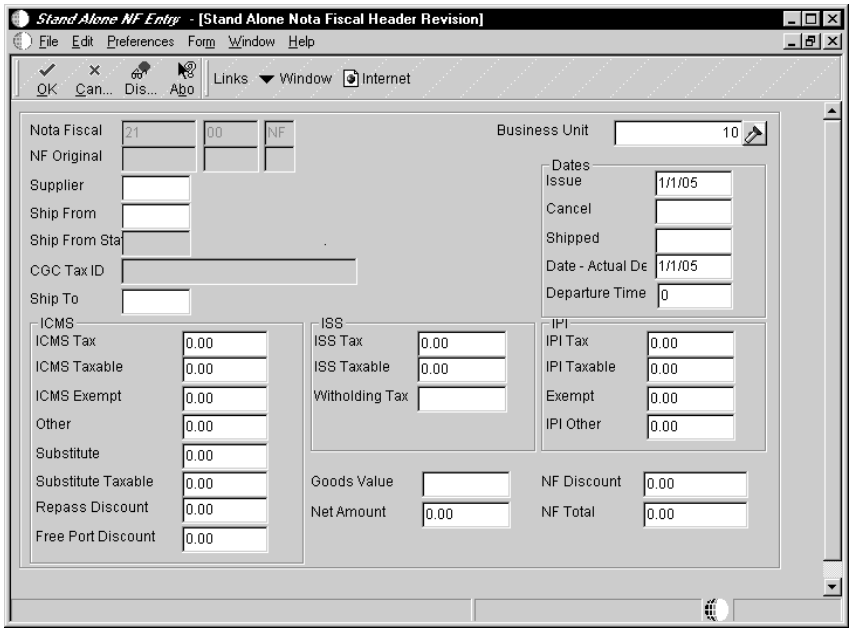
To review stand-alone Nota Fiscal header information

From the Stand-Alone Nota Fiscal - Brazil menu (G76B4321), choose Stand-Alone NF Entry - SO.

On Work With Stand-Alone Nota Fiscal Header



1. Enter data in any of the following fields, and click Find.
   - Nota Fiscal Number
   - Business Unit
   - Source
2. Choose a record, and click Select.



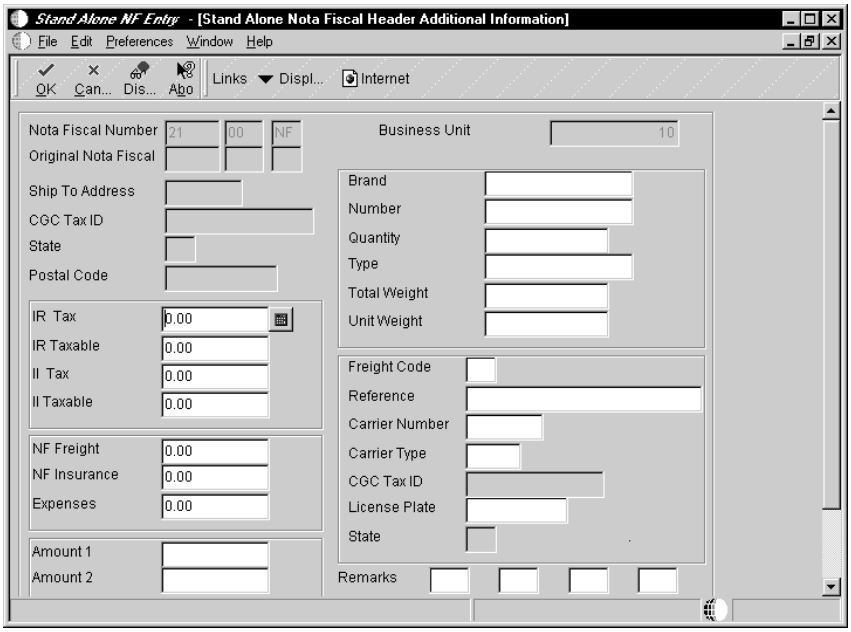
3. On Stand-Alone Nota Fiscal Header Revision, review all fields and correct as necessary.

After you complete these steps, follow the steps to review Nota Fiscal header additional information.

▶ To review stand-alone Nota Fiscal header additional information

On Stand-Alone Nota Fiscal Header Revision

1. Review all fields on any of the tabs and correct as necessary.



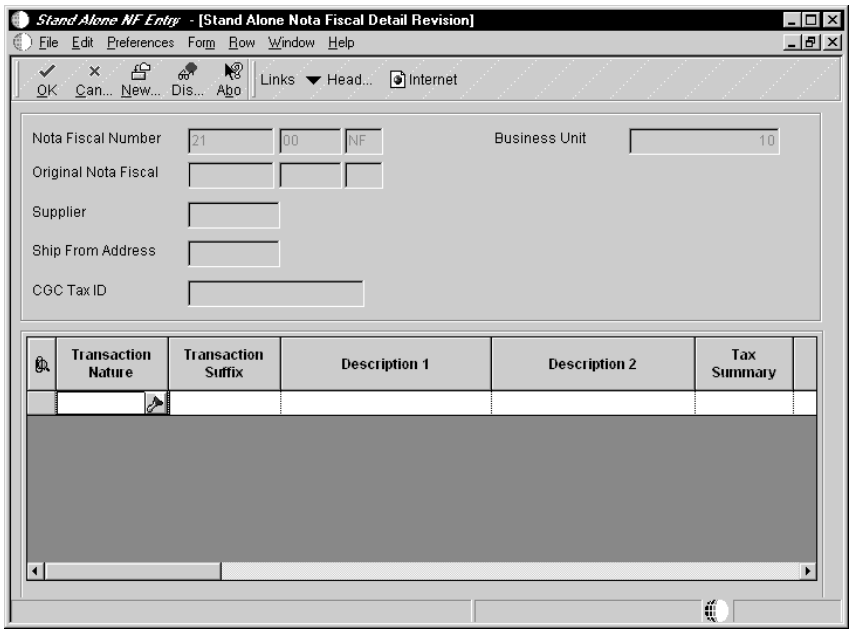
2. Click OK.

After you complete these steps, follow the steps to review Nota Fiscal detail information.

▶ To review stand-alone Nota Fiscal detail information

1. From the Row menu on Work With Stand-Alone Nota Fiscal Header, choose Detail Revision.

On Stand-Alone Nota Fiscal Detail Revision



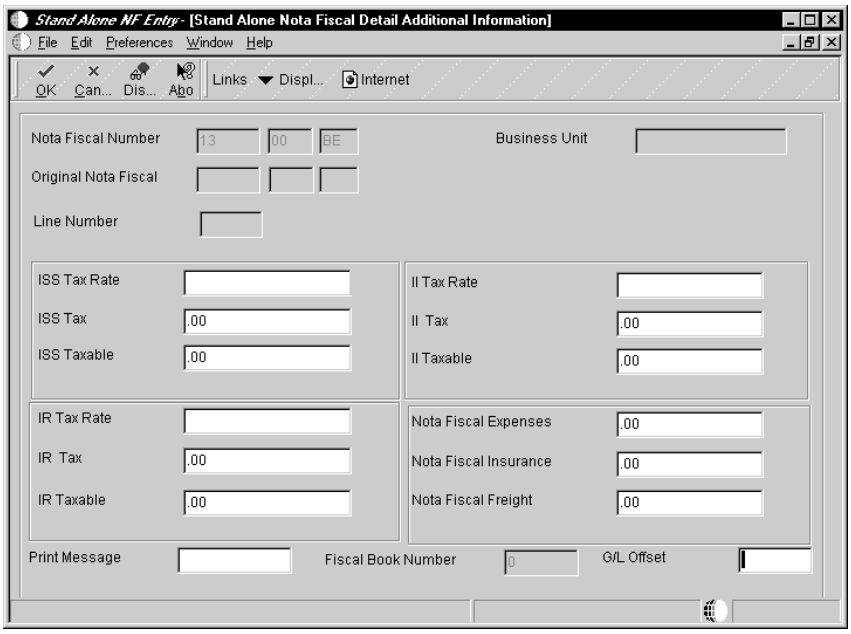
2. Review all fields and correct as necessary.

After you complete these steps, follow the steps to review Nota Fiscal detail additional information.

▶ To review stand-alone Nota Fiscal detail additional information

1. From the Row menu of Stand-Alone Nota Fiscal Detail Revision, choose Detail Addl Info.

On Stand-Alone Nota Fiscal Detail Additional Information



2. Review all fields and correct as necessary.
3. Click OK.

Printing the Stand-Alone Nota Fiscal for Review

From the Sales Order Processing - Brazil menu (G76B4211), choose Print Nota Fiscal.

After you generate and review your Nota Fiscal, you can print Notas Fiscais to include in your shipments.

You can print Notas Fiscais in proof or final mode. When you print the documents in final mode, the system updates each system-assigned document number with the appropriate official Nota Fiscal number, based on the information you set up in the Nota Fiscal – Next Number table (F7600B).

See Also

- *Brazil: Setting Up Next Numbers for Nota Fiscal*

Processing Options for Print Nota Fiscal (R76560B)

Display

1. Enter the range of Nota Fiscal status codes to be selected for processing.

   Next Status Code – From (Required) _____
   Next Status Code – To (Required) _____

Defaults

   1. Enter the document type to be used for the invoice. If left blank 'RI' will be default. _____
   2. Enter the Nota Fiscal Issue Date. _____

3. Override next status code for the Sales Order record.

   Override Status (Optional) _____

4. Override next status code for the Nota Fiscal record.

   Override Status (Optional) _____

Process

   1. Enter a '1' to print in final mode. _____
   2. Enter a '1' to print ICMS and IPI tax summary. _____
   3. Enter a '1' to summarize Nota Fiscal details lines by Item and Lot. (FUTURE) _____

Edits

   1. Enter '1' to prevent the Nota Fiscal total being printed in words at the end of the report. _____

Understanding Sales Update for Brazil

From the Sales Order Processing - Brazil menu (G76B4211), choose Sales Update - Brazil.

After you print your Notas Fiscais in final mode, you can update your customer sales information. When you update customer sales information, the system creates A/R records. It is very important that you update customer sales information only *after* you print Nota Fiscal in final mode so that the A/R records include the official Nota Fiscal document numbers required by the Brazilian government.

When you run the Sales Update - Brazil program, the system generates reports that include summary or detail information about the following:

- Update information about customer sales
- Accounts receivable and G/L entries
- Sales for different categories, such as stock sales and freight, cost of goods sold, and profit percentages
- Errors that result from running the program

Depending on how you set the processing options, the system:

- Updates the Sales Order Detail table (F4211) and the Sales Order Detail History table (F42119) from information stored in the Nota Fiscal Detail table (F7611B).

You must choose the appropriate version of the Sales Update program to update your tables. Choose one of the following versions based on your process:

Sales Update	You can use the proof or final mode of this version when the sales order has been processed through Invoice Print and contains a document number and type in the Sales Order Detail file.
Assign Invoice Numbers	You must use the proof or final version when the sales order has not been processed to print invoices in the Print Invoice program. The program assigns an A/R number.

Because of the number of transactions that occur when you run the Update Customer Sales program, J.D. Edwards recommends that you run the program in proof mode first to detect and correct any errors before you run it in final mode.

Before You Begin

- ❑ J.D. Edwards strongly recommends that you run the sales update when no one is on the system. When you run the program during nonbusiness hours, you can accurately update the history files. In OneWorld, the system does not lock records.

- ❑ Notify the system operator before you run the sales update, or consider running the program during nonbusiness hours.

- ❑ Verify that the appropriate line types are set up and that the processing options are set to correctly interface with the G/L and accounts receivable.

- ❑ Verify that the status code for sales update and any status codes that follow are set up in the order activity rules.

- ❑ Verify that the AAIs are set up for Brazilian taxes and Additional Charges.

Processing Options for Update Customer Sales - Brazil (R76B803)

S.O. Default

Sales Order New Lines Default Values:

1. Tax Line Type (Required) _____
2. Beginning Status (Optional) _____

Status Codes

1. Next Status Code From (Required) _____
2. Next Status Code To (Required) _____
3. Override Next Status (Optional) _____

Sales Update

Sales Update:

1. Enter ’1’ to run Sales Update _____
2. Enter version of Sales Update (R42800) to print. If left blank, version XJDE0001 will be used. _____

SALES UPDATE PURGE:

3. Enter ’1’ to run Sales Update Purge _____
4. Enter the version of Sales Update Purge (R42800) to run. If left blank, version XJDE0001 will be used. _____

Reverse

Sales Reverse Defaults:

1. Enter the document type for all sales order records _____

Addl. Charges

Additional Charge Defaults:
Enter ’1’ to reverse or return:

1. Freight _____
2. Insurance _____
3. Additional Expenses _____

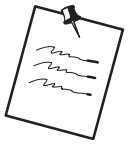
Enter additional charge line types:

4. Freight _____
5. Insurance _____
6. Additional Expenses _____

Entering Transfer Orders

You enter transfer orders to input information about inventory that you move from one location to the other. Transfer orders are used in two situations:

- One location needs inventory from another location within the same branch plant.
- One branch plant needs inventory from another branch plant within the same company.



When you generate a transfer order, the system automatically creates a purchase order with its corresponding Brazilian tag file information. The system creates this Brazilian tag file information with default values. You can change these values by pressing Alt-Tab to navigate back to the OneWorld menu form, and entering a command on the OneWorld command line. Enter BPO for Brazilian purchase orders, or BSO for Brazilian sales orders.

Before You Begin

❑ Verify that you have selected Brazil in your user display preferences.

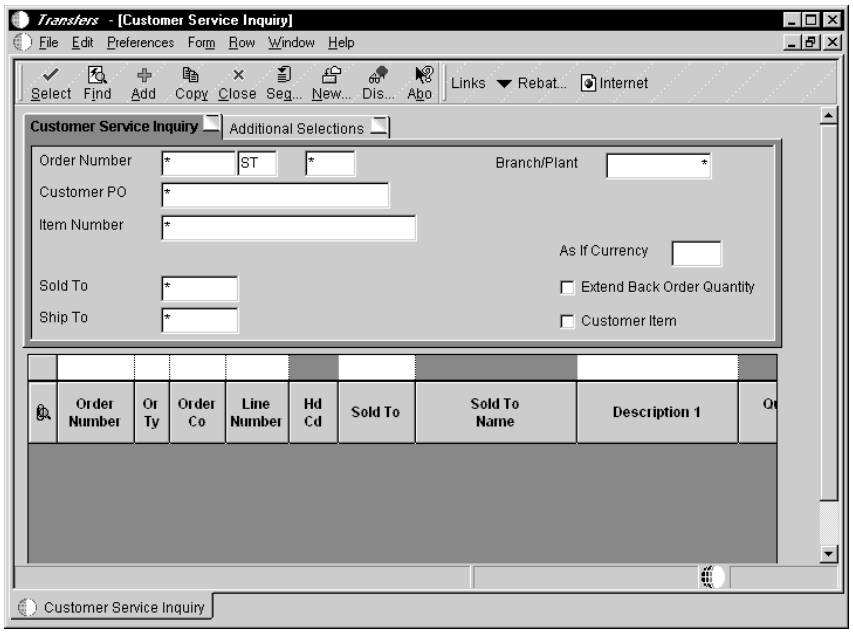
See Also

- *Sales Order Management: Working With Header Information* and *Working With Detail Information*

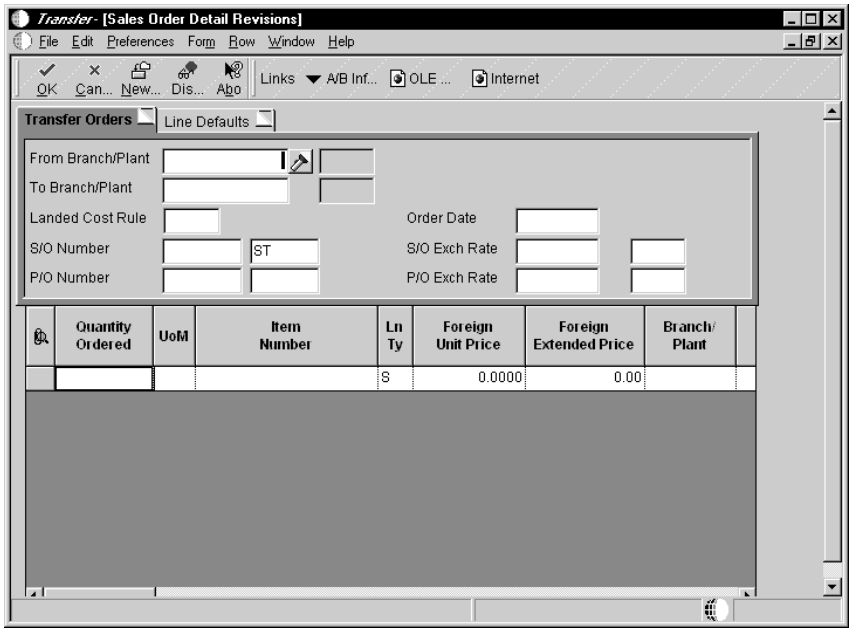
▶ To enter transfer orders

From the Sales Order Processing - Brazil menu (G76B4212), choose Transfer.

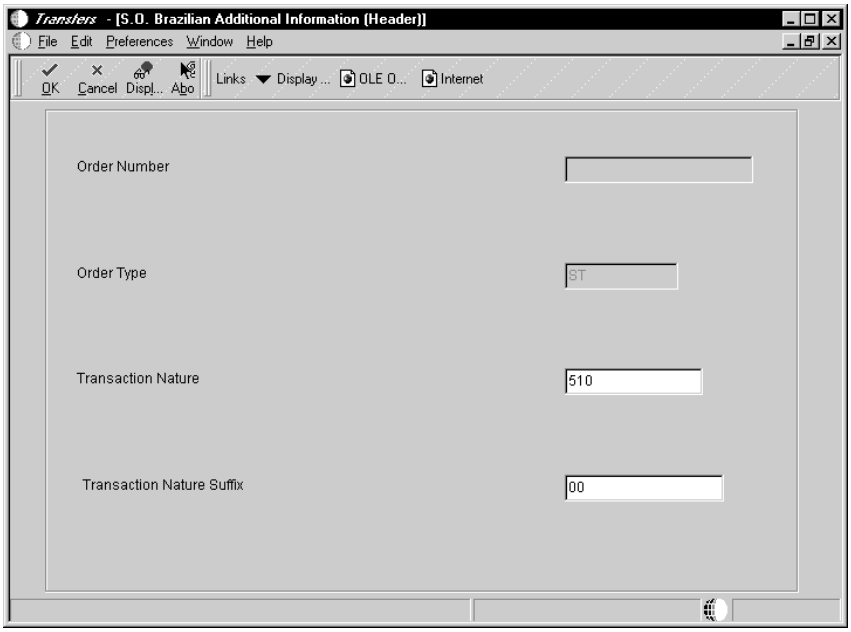
On Customer Service Inquiry



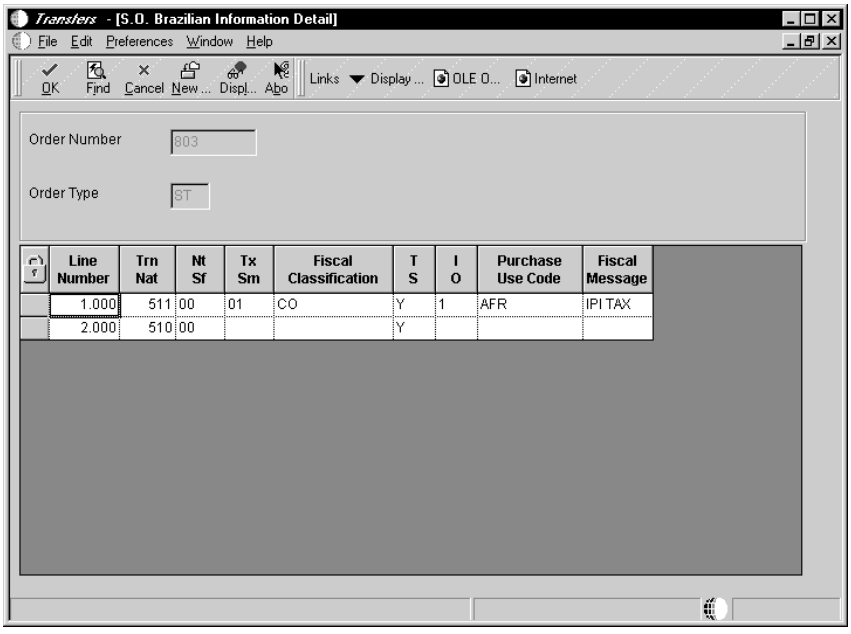
1. Click Add.



2. On Sales Order Detail Revisions, complete the steps to enter an order.
3. Click OK.



3. On S. O. Brazilian Additional Information - Header, complete the following fields, and click OK:
   - Transaction Nature
   - Transaction Nature Suffix



4. On S.O. Brazilian Information Detail, verify all data is correct, and click OK.

What You Should Know About

Entering kit items

You cannot enter kit information on a transfer order. To enter an order for kits, use the regular sales or purchase order entry programs.

Using ECS advanced functionality to enter transfer orders

If you use Load and Delivery Management and have activated ECS Control in Sales Order Management system constants, you must use the ECS format to enter transfer orders. You complete the additional fields that the Load and Delivery Management system uses to process the transfer order.

Entering an agreement number

To automatically find an agreement number, you can access the Agreement Search program from the agreement number field in the detail area. You must be in the ECS format to access this additional field.

If an agreement is assigned to a detail line, the system performs agreement processing.

See *Agreement Management: About Agreement Management Processing.*

Entering configured items

The Sales Order Management system does not support transfer order processing for configured items.

Creating sales and purchase order records

The program creates records in the following tables:

- Sales Order Header (F4201)
- Sales Order Detail (F4211)
- Purchase Order Header (F4301)
- Purchase Order Detail (P4311)

Changing associated sales and purchase orders

When you make a change to a sales order, the system updates the associated purchase order. However, if you make a change to a purchase order, you must revise the corresponding sales order.

The sales order and purchase order are associated with specific fields. On the Order Detail Information form and the Purchase Order Detail form, these fields are:

- Related Order Number
- Related Order Type
- Related Order Line Number

Transferring inventory

Use the Transfers program in Inventory Management for inventory purposes only because:

- It does not create sales or purchase order documents.
- It records inventory transfers immediately.
- It does not provide an adequate trail for transferring sales and purchase orders.

Processing Sales Orders

You use sales order processing for many reasons, depending on whether the product has been shipped or not. A typical example of an instance when you would use sales order processing is if a customer returns goods or if you recall goods sent to customer. The system supports the following types of sales processing tasks for Brazil:

- Cancelling a Sales Order
- Entering Reverse/Void Nota Fiscal
- Entering Sales Return
- Entering Sales Reverse

The type of sales processing you choose depends on how far along you are in the sales order cycle.

Cancelling a Sales Order

If the sales order is entered but the Nota Fiscal is not generated, you would cancel the sales order. You cancel the order using the base software sales order entry program (P4211). This updates the sales order to a closed status.

Entering Reverse/Void Nota Fiscal

If the Nota Fiscal is generated but has not been printed, you delete the Nota Fiscal and reverse the sales order. Deleting the Nota Fiscal will delete the Nota Fiscal records from the Nota Fiscal files (F7601B, F7611B, F7612B).

If the Nota Fiscal has been printed but the product has not been shipped, you need to reverse/void the Nota Fiscal in order to show the reversal in the Nota Fiscal files and the Fiscal books. You cannot delete the Nota Fiscal. You must either reuse or close the sales order. J.D. Edwards strongly recommends you close the sales order.

Entering Sales Return

Sales return is a transaction that is necessary when, for any reason, a sales order transaction has to be returned or reversed after the sales update (P42800) has been run.

In Brazil, it is a mandatory legal requirement to reflect these returns in the Fiscal Books system. These return transactions must be created from the historical values in the Nota Fiscal that is generated from the original sale of the merchandise now being returned. The additional transaction is necessary because between the shipment and the return some critical data can change. For example, the merchandise being returned could have a different unit of measure, to which all the amounts such as ICMS and IPI rates must be converted.

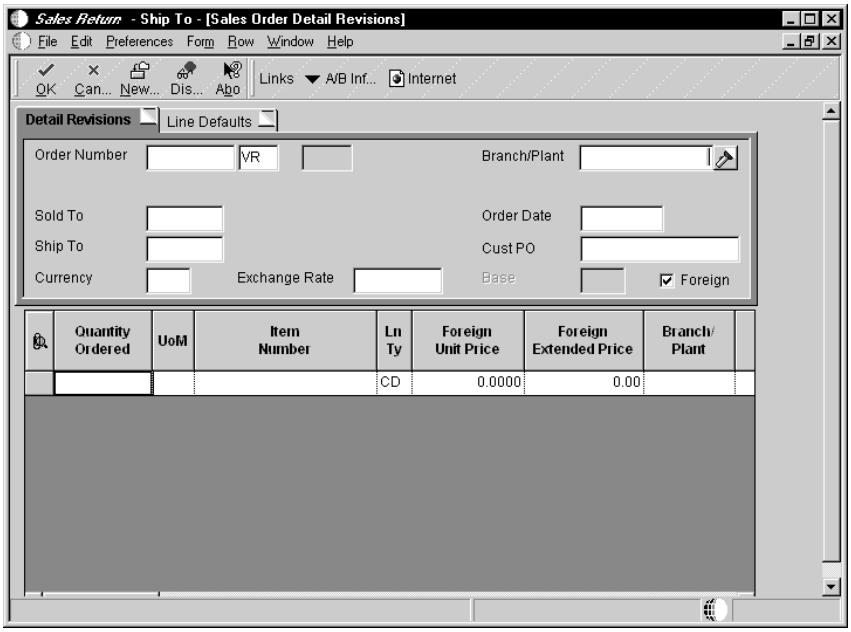
There are two ways that merchandise can be returned in Brazil:

Ship To (merchandise return is supported by the client)	A client accepts merchandise and then decides to return it in full. The client must issue and print a new Nota Fiscal for the return. The ship-to Nota Fiscal must be entered into the company's system to which the ship-to Nota Fiscal is going for reference and for legal books. No Nota Fiscal needs be printed because a paper copy of the Nota Fiscal already exists.
Ship From (merchandise return is supported by the company)	If the company needs to receive the merchandise, in full or in part, because a mistake was made or because for some reason the client did not initially accept the merchandise, they must issue and print an Inbound Nota Fiscal.

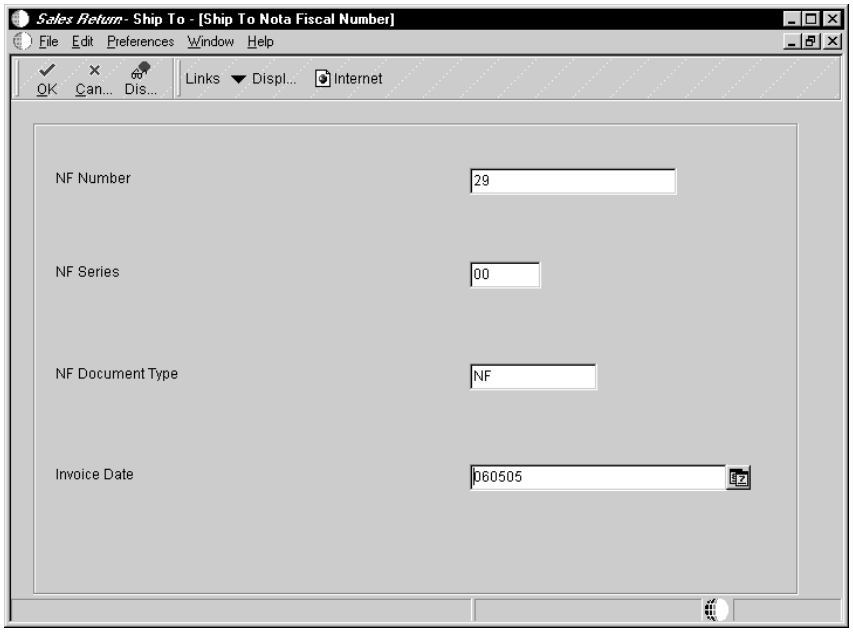
▶ To enter sales return

On Sales Order Processing – Brazil (G76B4211), choose either Sales Return – Ship To or Sales Return – Ship From.

1. On Ship To – Customer Service Inquiry, click Add.
2. On Sales Order Detail Revisions, complete the following fields.
   - Branch/ Plant
   - Sold To

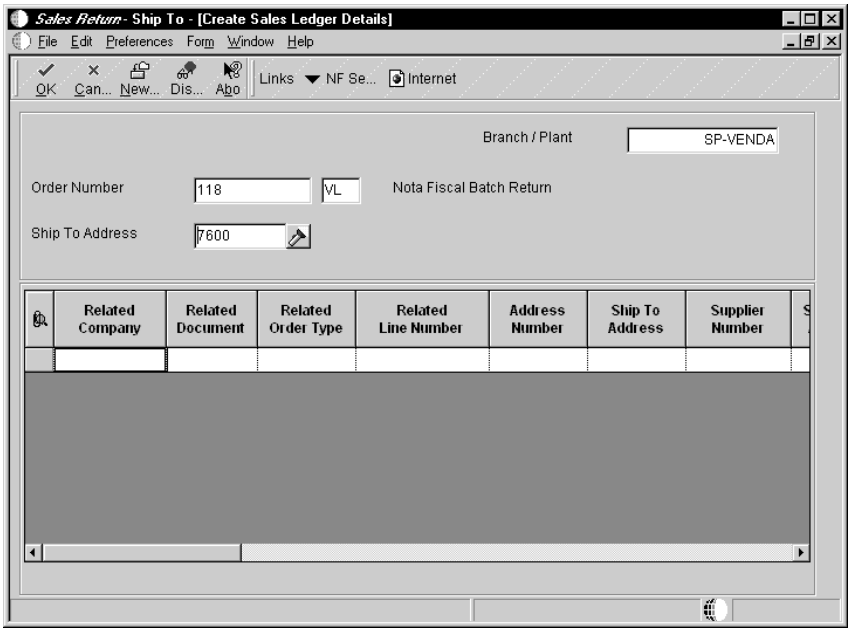


3. From the form menu of Ship To - Sales Order Detail Revisions, choose Credit Memo.



4. On Ship To - Ship To Nota Fiscal Number, complete the following fields and click OK:

   - NF Number
   - NF Series
   - NF Document Type
   - Invoice Date



5. From the Form menu on Ship To - Create Sales Ledger Details, complete the following field and choose NF Selection.
   - Ship To Address
6. On Ship To - Nota Fiscal Selection, select Nota Fiscal(s) to return.
7. On Ship To - Create Sales Ledger Details, click OK.
8. On Ship To - Work With Sales Ledger Inquiry, complete the following fields and click Find.
   - Order Number
   - Order Type
   - Order Co
   - Branch/Plant
9. From the Row menu of Ship To - Work With Sales Ledger Inquiry, choose Credit Memo and then Select Line.
10. On Ship To - Sales Order Detail Revisions, click OK.

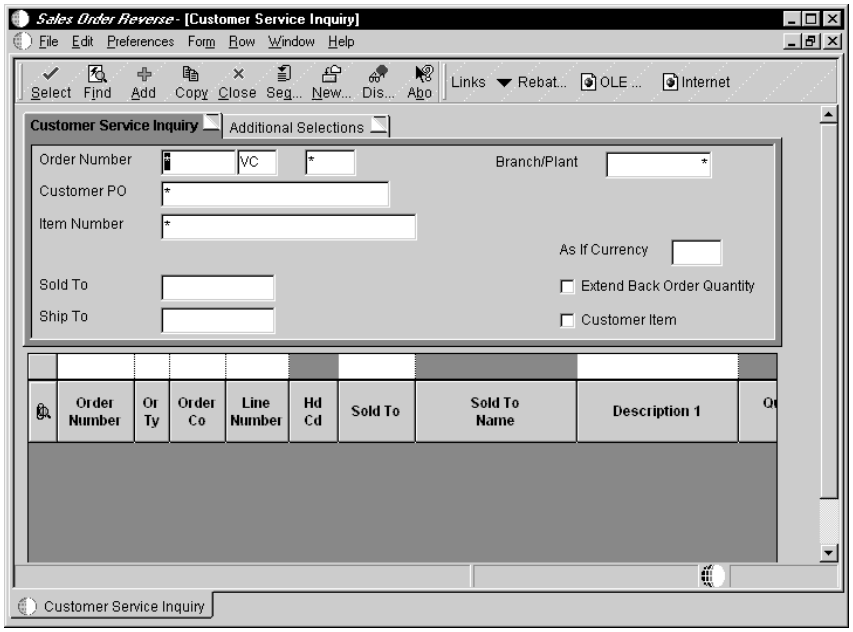
Entering Sales Reverse

A reversing sales order is processed through the Sales Update to reverse the accounting entries. You would use sales reverse, for example, to reverse the order after the Sales Update if the stock never left the warehouse. No Nota Fiscal is generated.

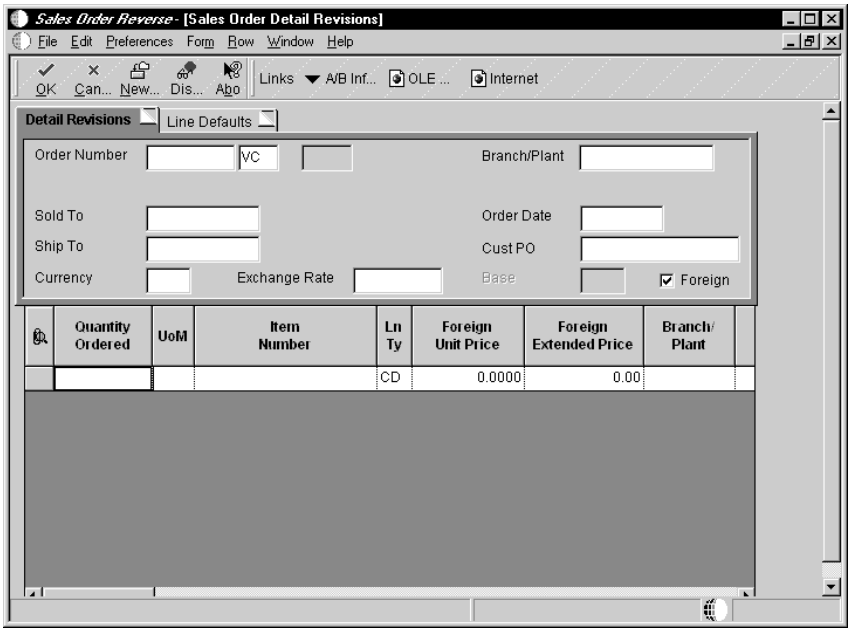
To enter sales reverse

On Sales Order Processing – Brazil (G76B4211), choose Sales Reverse

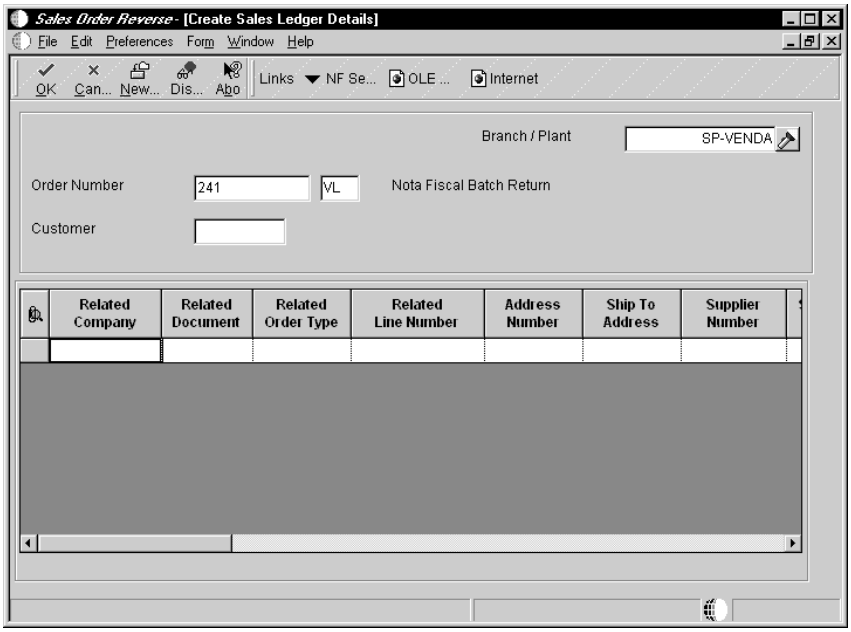
On Customer Service Inquiry



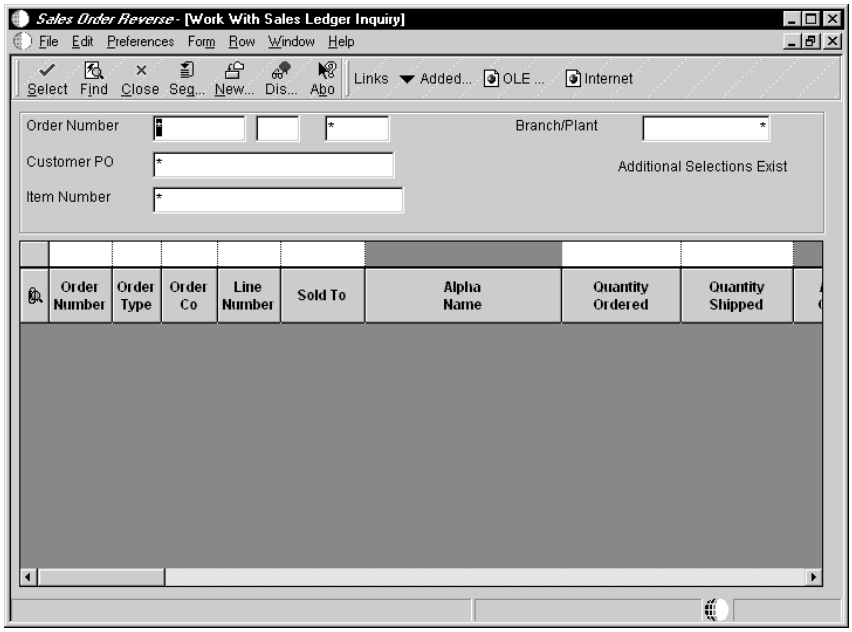
1. Click Add.
2. On Sales Order Detail Revisions, complete the following fields.
   - Branch/ Plant
   - Sold To



3. From the form menu of Sales Order Detail Revisions, choose Credit Memo.



4. On Create Sales Ledger Details, complete the following field and click OK:
   - Address Number



5. On Work With Sales Ledger Inquiry, complete the following field and Click Find:

   - Order Number

6. On Work With Sales Ledger Inquiry, click the lines to reverse, and from the Row menu, Select Credit Memo, Select Line.

   Select as many lines as needed.

Accounts Receivable

Reviewing Additional Bank Information

After you enter invoices, you can review the collection information and status codes for each pay item that is associated with the invoice. You can review invoice and collection information before you send the information to the bank and after the bank returns the updated information to you. You can also revise this information as needed. For example, you might want to revise collection information if you have agreed with your customer to charge a different interest rate on a specific invoice or if a customer disputes an invoice amount.

You may also revise this information and retransmit the data to the bank.

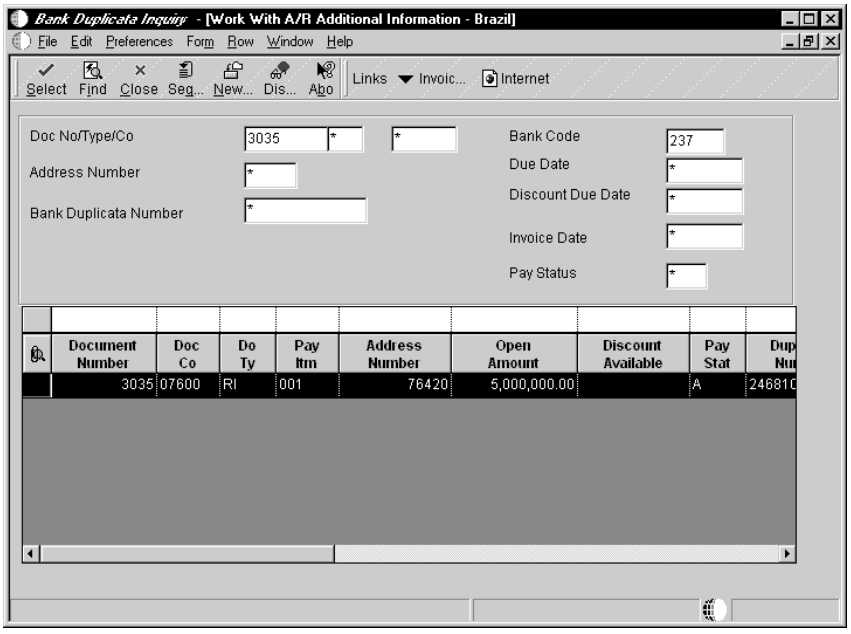
Before You Begin

- ❑ Verify that you have selected Brazil in your user display preferences.
- ❑ Set up the interest rate that you charge your customers by choosing A/R Generic Message/Rates Records from the Brazilian Localization Setup menu (G76B41B).
- ❑ Verify that you have set up the user defined codes tables for Bank Send Code (76/SC), Bank Receive Code (76/RC), and Bank Record Status (76/BS). See *Brazil: Setting Up User Defined Codes.*

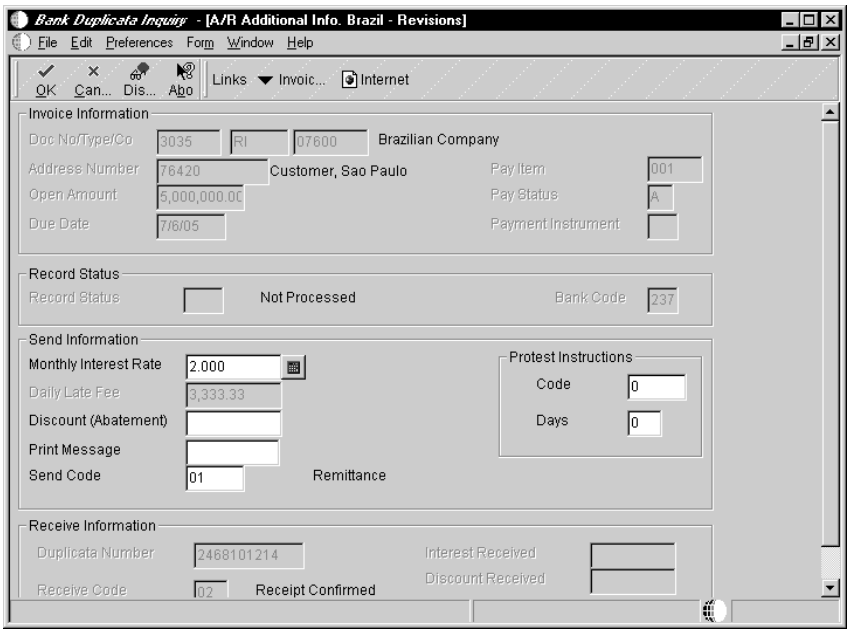
▶ To revise additional bank information

From the Customer and Invoice Entry - Brazil menu (G76B0311), choose A/R Additional Information.

On Work With A/R Additional Information - Brazil



1. To locate a specific invoice, complete one of the following identification number fields and click Find:
   - Doc No/Type/Co
   - Doc Co
   - Bank Duplicata Number
2. Select a record in the detail area.



3. On A/R Additional Info. Brazil - Revisions, complete the following Send Information fields:

- Monthly Interest Rate
- Discount (Abatement)
- Print Message
- Send Code

4. Complete the following Protest Instructions fields:
   - Code
   - Days

Field	Explanation
Monthly Interest Rate	A number that identifies the tax rate for a tax authority that has jurisdiction in the tax area. Tax rates must be expressed as a percentage and not as the decimal equivalent. For example, type 7 percent as 7. The value appears as 7.000.
Discount (Abatement)	A number that identifies the actual amount.
Print Message	A user defined code that you assign to each print message. Examples of text used in messages are engineering specifications, hours of operation during holiday periods, and special delivery instructions.
Send Code	A code that indicates the transaction status of the duplicata that is sent to the bank. The system uses this code to process the accounts receivable information. Valid values are defined in user defined code table 76/SC.
Code	Use this field to indicate any special instructions for the Duplicata that you remit to your bank for collection from your customers. Establish the valid values you enter in this field in conjunction with your bank to ensure effective communication. For example, 1 might indicate to the bank that the Duplicata must be sent to a collection agency.
Days	The number of days a client has to protest the amount due on an invoice.

What You Should Know About

Duplicata numbers The bank identifies each invoice that you remit for collection by a bank-assigned Duplicata number. To communicate with the bank, you must use this bank-assigned number.

Updating Credit Groups

From the Bank Tape Processing - Brazil menu (G76B413), choose Update F7603B1 With Credit Groups.

Prior to reviewing the bank tape information, it is necessary to update all required values within the file. You can update the Bank code, as well as the code to be used as Remessa. You also can choose final or proof mode.

Processing Options for Update File with Credit Groups (R7603B1)

Bank

1. Enter the Bank Code to be used in process. If left blank, '237' will default. _____

2. Enter the code to be used as "Remessa". If left blank, '01' will default. _____

Mode

1. Enter "1" for Final Mode, "0" for Proof Mode. If left blank, Proof Mode will default. _____

Creating Bank Data-Remessa

From the Bank Tape Processing - Brazil menu (G76B413), choose Create Bank Data - Remessa.

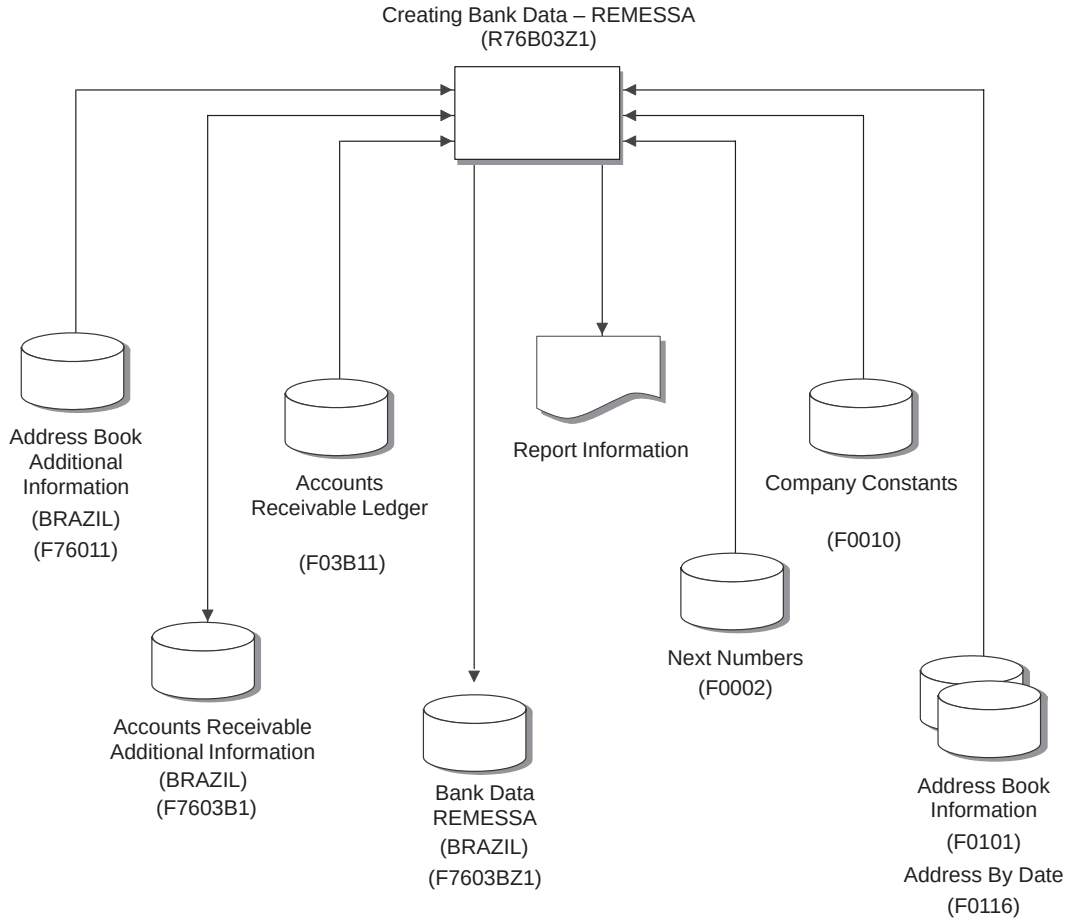
You can create a bank tape with information about your customer and send it to the bank. All of this data is sent to the bank electronically. In Brazil, this process is called Remessa. After you send this data to the bank, the bank contacts the customer with the amount the customers owe you.

To send information to the bank, you must enter the code assigned to you by the bank that identifies your company. You must also enter the Carteira, branch ID, account number, and account number check digit. If these codes are not entered manually, the program does not run properly. You enter these codes so that the bank can send a document requesting payment by a supplier on behalf of a supplier.

The Boleto is a document like an invoice that you or your bank can send to the customer. You enter a code that indicates whether the customer accepts the terms of the transaction.

You must set up the base file, Accounts Receivable Ledger (F0311), by selecting the payment instrument and document type to process the correct bank.

The following graphic illustrates the Remessa process.



Before You Begin

- ❑ Set up your user display preference for Brazil. See *International: Setting Up User Display Preferences*.
- ❑ Set up your system to process next numbers. See *Brazil: Setting Up Your System for Next Numbers*, and *Setting Up Next Numbers for Nota Fiscal*.
- ❑ Set up your system to use Advanced Sales Pricing. See *Advanced Pricing: Setting Up System Constants* and *Setting Up Pricing Constants.*

Processing Options for Create Bank Data to Remessa (R76B03Z1)

Bank

1.- Enter the code of the bank where the report is going to be sent. _____

2.- Enter the Bank Name. _____

General

1.- Enter '1' for final mode or _____

'0' for proof mode. If left blank, proof mode is assumed.

Remessa by Bank (Use Next Number System Code/ Index line).

2.- Enter the Next Number System Code to be utilized for the Remessa Bank Tape. If blank, '76' will be used. _____

3.- Enter the Next Number Index line number. The use of one separate index line number per bank is recommended. _____

Due Date Options.

4.- Enter a beginning due date. _____

5.- Enter the number of days before the due date the document can be sent to the bank. The due date in #4 plus this number of days will be the selection criteria for the records to be sent to the bank. _____

Company

1.- Enter the Company Code provided by the bank. This must be a numeric value. _____

Enter the Company Identification for Bank as follows:

2.- Carteira. _____

3.- Branch ID. _____

4.- Account Number. _____

5.- Account Number Check Digit. _____

Transaction

1.- Enter the send code for remessa. If left blank, '01'will default. _____

2.- Enter the mode of data transmission. MX= 'Micro to Micro' or HH= 'Host to Host'. _____

3.- Enter acceptance code as follows: 'Y' for Accept (Company sends the Boleto) and 'N' for Not Accept (Bank sends the Boleto). _____

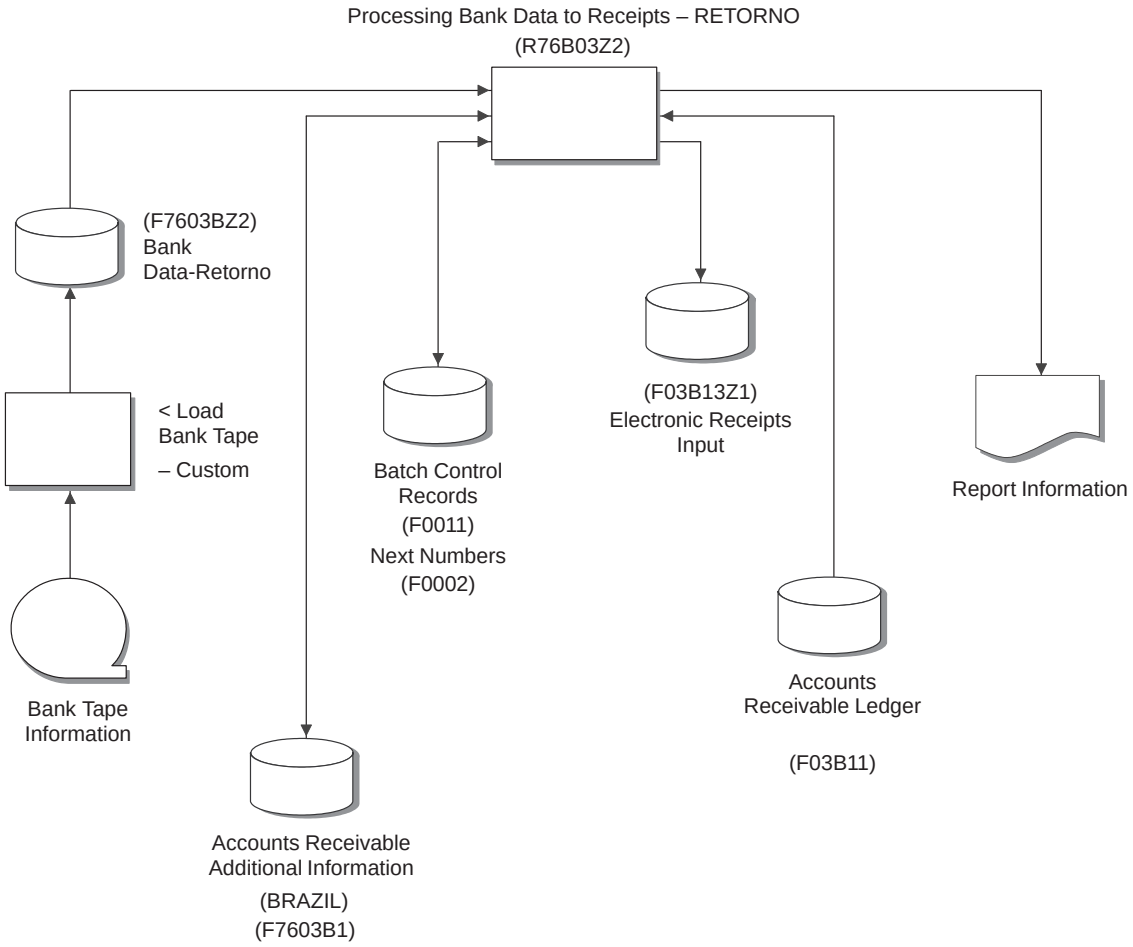
Processing Bank Data to Receipts - Retorno

From the Bank Tape Processing - Brazil menu (G76B413), choose Process Bank Data to Receipts - Retorno.

Once your customers send their payments to the bank, the bank sends all the information about the transactions back to you. This process is called Retorno.

To send information to the bank, you must enter the code assigned to you by the bank that identifies your company. You can choose to have the journal entries written in detail or summarized.

The following graphic illustrates the Retorno process.



Before You Begin

❑ Load data into Bank Data - Retorno table (F7603BZ2). You or your system administrator must use a customized procedure to load the data into Bank Data - Retorno table (F7603BZ2).

Processing Options for Process Bank Data Receipts - Retorno (R76B03Z2)

Company

1.- Enter the Company. This company must coincide with the company in the file received from the bank. _____

Bank Info.

1.- Enter the short account ID number to be used as the G/L Bank Account. _____

Dates

1. – Enter date for movements in Account Ledger. If left blank, the return file date will default. _____

Accounts Payable

Assigning Formats to Payment Instruments

You can specify various output formats for automatic payments by assigning the programs that generate the formats to user-defined payment instruments. Payment formats can be printed or electronic. Payment instruments can include checks and drafts.

The programs that you assign to your payment instruments determine the formats for payments and any additional output that the system generates when you process payment groups. The additional output components can include:

- Payment registers, which are a printed list of payments.
- Attachments, which are printed reports that contain the detail information that does not fit on a payment stub or in the specified fields of the electronic file.
- Debit statements, which are printed lists of debit balances. Debit statements list net amounts that can either decrease or clear the amount of a voucher.

To assign formats to payment instruments, you specify a format generation program for each component of a payment instrument. For example, you could assign program P04573 (for print standard attachments) to the attachments component of your payment instrument for drafts. Then, when you generate drafts, the system accesses this program to produce the appropriate type of attachment.

You can also define the specific uses for a payment instrument by assigning a specific bank account to the instrument. For example, you can set up two types of payment instruments for drafts with each type drawn on a different bank account.

You may change the format of a payment just before printing a check. You can assign the format just before printing by choosing Revise from the Row menu on Work With Payment Instrument Defaults.

Assign the following programs to payment instruments for Brazil:

Payment formats	Use the following programs to generate payment formats for Brazil: • P04572DB1 for checks • P04572CB1 for check plus Bordero • P04572RB for Bordero with Boleto • P04572DB for Bordero money transfer
Registers	Use program P04576 to generate payment registers for Brazil.
Attachments	Use program P04573 to generate attachments for payments for Brazil.
Debit statements	Use program P04574 to generate debit statements for payments for Brazil.

Before You Begin

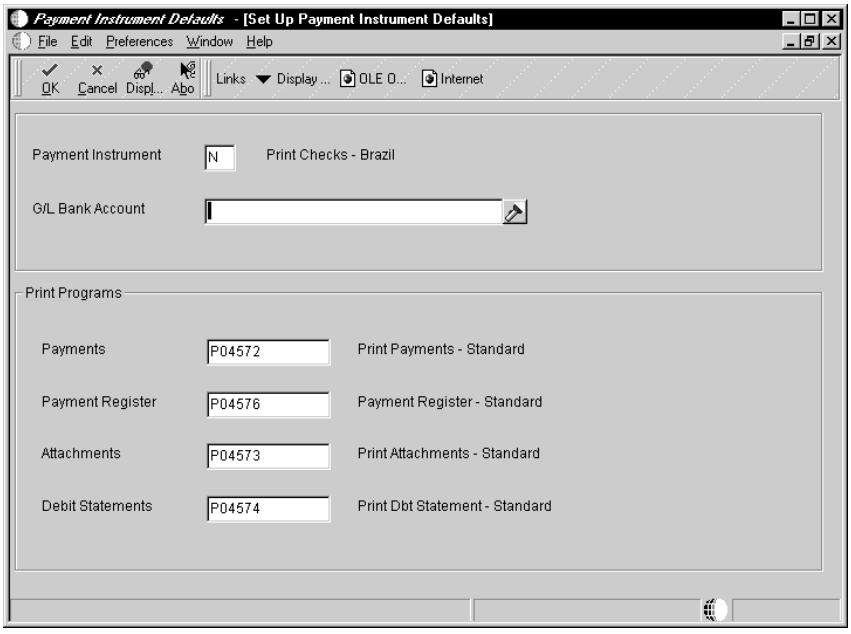
❑ Set up a code on user defined codes table (00/PY) for each payment instrument that you use and on user defined codes table (04/PP) for your payment programs. See *Brazil: Setting Up User Defined Codes*.

▶ To assign formats to payment instruments

From the Automatic Payment Setup menu (G04411), choose Payment Instrument Defaults.

On Work With Payment Instrument Defaults

1. Click Add.



2. On Set Up Payment Instrument Defaults, complete the following fields:
   - Payment Instrument
   - G/L Bank Account
3. Complete the following Print Programs fields:
   - Payments
   - Payment Register
   - Attachments
   - Debit Statements

Field	Explanation
Payment Instrument	The user defined code that determines the type of payment to be made to the supplier.
G/L Bank Account	A field that identifies an account in the general ledger. You can use one of the following formats for account numbers: • Standard account number (business unit. object .subsidiary or flexible format) • Third G/L number (maximum of 25 digits) • 8-digit short account ID number • Speed code The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program.

Field	Explanation
Payments	A user defined program used to print A/P payments. Only programs set up in user defined codes for 04/PP may be entered.
Payment Register	A user defined program used to print the A/P payment register. Only programs set up in user defined codes for 04/PR may be entered.
Attachments	A user defined program used to print attachments in A/P Payment processing. Only programs set up in user defined codes for 04/PA may be entered.
Debit Statements	A user defined program used to print debit statements in A/P payment processing. Only programs set up in user defined codes for 04/PD may be entered.

See Also

- *Accounts Payable: Setting Up Payment Instruments* and *Automatic Payment Processing*

Processing Options for A/P Payments - Checks (R04572DB1)

```
Address

1. Enter an override address format to
    use for the payee and/or company
    address. If left blank, the address
    will not print.

      Address Format (Future)                    _____

Translation

1. Enter 1 to use the standard program
    to translate payment amounts from
    numbers to words. If left blank, the
    translation program associated with
    the payment currency will be
    X76500BR (All the checks will be
    printed in Portuguese).

      Translation Program                        _____

Conversion

1. Enter the size of the first line of
    the check format.  If left blank, 98
    will default. (Maximum value 98)

      First Line Size                            _____

2. Enter the size of the second line of
    the check format. If left blank, 98
    will default. (Maximum value 98)

      Second Line Size                           _____
```

3. Enter a ’1’ to avoid converting decimal number (cents) to words.

Convert Decimals _____

Payment

1. Enter a ’1’ if would like to print the company name and address on the payment. If left blank, no company information will print.

Company Name _____

2. Enter a ’1’ if would like the payee name and number printed on the stub. If left blank, no payee information will print on the stub.

Payee Name _____

3. Enter a ’1’ if would like the payee address on the check. If left blank, no payee address information will print on the check.

Payee Address _____

4. Enter a ’1’ if would like the purchase order number to print on the stub instead of the supplier invoice number.

Purchase Order _____

Print

1. Enter a ’0’ or ’1’ to print a standard check. Enter a ’2’ to print the check without a Stub or Attachment.

Check Type _____

2. Enter a ’1’ to print check number.

Check Number _____

What You Should Know About Processing Options

Printing standard checks

For printing standard checks with A/P Payments - Checks (R04572DB1), you must indicate that you want a stub or an attachment. For example, enter 0 (zero) or 1 in *Print (1)*. Once you set up this program to print a standard check, you must indicate that you want an attachment for Create Payment Groups (R04570). For example, you must enter a 1 in *Printing (2)* for R04570.

Processing Options for Print Automatic Payments - Bordero with Boleto (R04572RB)

Translation

1. Enter ’1’ to use the standard program to translate payments amounts from numbers to words. If left blank, the translation program associated with the payment currency will be X76500BR. (All checks will be printed in Portuguese)

   Translation Program _____

Payment

1. Message of ’Termo de Abertura’

   Message _____

2. Enter the size of the first line of the print format. If left blank, 98 will default. (Maximum size 98)

   First Line Size _____

3. Enter the size of the second line of the print format. If left blank, 98 will default. (Maximum size 98)

   Second Line Size _____

4. Enter a ’1’ to avoid converting decimal numbers (cents) to words.

   Convert Decimals _____

Processing Options for Print Automatic Payments - Bordero Money Transfer (R04572DB)

Translation

1. Enter 1 to use the standard program to translate payments amounts from numbers to words. If left left blank, the translation program associated with the payment currency will be X76500BR. (All checks will be printed in Portuguese)

   Translation Program _____

Payment

1. Message of ' Termo de Abertura'

   Message _____

2. Enter the size of the first line of the print format. If left blank, 98 will default. (Maximum size 98)

   First Line Size _____

3. Enter the size of the second line of the print format. If left blank, 98 will default. (Maximum size 98)

   Second Line Size _____

4. Enter a '1' to avoid converting decimal numbers (cents) to words.

   Convert Decimals _____

Processing Options for Print Automatic Payments Check plus Bordero (R04572CB1)

Translation

1. Enter a ’1’ to use the standard program to translate payments amounts from numbers to words. If left blank, the translation program associated with the payment currency will be X76500BR. (All checks will be printed in Portuguese)

   Translation Program _____

Payment

1. Enter ’opening terms’ message.

   Message _____

2. Enter the size of the first line of the print format. If left blank, 98 will default. (Maximum size 98)

   First Line Size _____

3. Enter the size of the second line of the print format. If left blank, 98 will default. (Maximum size 98)

   Second Line Size _____

4. Enter a ’1’ to avoid converting decimal numbers (cents) to words.

   Convert Decimals _____

5. Enter a ’1’ to print check number

   Check Number _____

Creating a Payment Group

From the Automatic Payment Processing menu (G0413), choose Create Payment Control Groups.

Before you can generate automatic payments, you must create payment groups. When you create payment groups, the system separates vouchers that have similar information, such as the same bank account and payment instrument. This allows the system to process similar vouchers in the same way. You use the payment groups when you review and write payments.

Each payment group contains information that determines how the group will be processed, including:

- Bank account
- Payment instrument
- Output queue

Each payment group also contains control information that determines which format program the system uses to generate:

- Payments
- Registers
- Attachments
- Debit statements

See Also

- *Accounts Payable: Preparing Vouchers for Automatic Payments*

What You Should Know About Processing Options

Printing an attachment	For Bordero (R04572DB, R04572CB1, R04572RB), you must indicate that you want a special attachment. For example, enter 1 in *Printing (2)*.
Processing payments per payee	For A/P Payments (R04572DB1), you must not create one payment per payee regardless of supplier. For example, do not enter anything in *Process By (3)*. Leave this processing option blank.

Processing Options for Create Payment Control Groups (R04570)

Dates

1. Pay Through Date _____
2. Displacement Days _____
3. Discount Cutoff Date _____

Amounts

1. Payment Amount Range

Maximum _____
Minimum _____
2. Currency Code for Range _____
Amounts

3. Payment Instruments for Range Exceptions

Minimum Payment Instrument _____
Maximum Payment Instrument _____

Printing

1. Sequence ID _____
2. Print Attachments _____

Blank = No
1 = Yes

3. G/L Bank Account _____

Blank = Voucher’s pay item bank account
Or, enter the short Account ID of an override bank account

4. Payment Currency _____

Blank = Bank account’s monetary unit
1 = Voucher’s domestic currency
2 = Voucher’s foreign currency
3 = Current domestic amount
4 = Alternate currency amount

5. Alternate Currency Code _____
6. Prepayment Selection _____

Blank = Do not include negative prepayment items
1 = Include negative prepayment items

Process By

1. Company _____

Blank = No
1 = Yes

2. Due Date _____

Blank = No

1 = Yes

3. Payee _____

Blank = No
1 = Yes

4. Business Unit _____

Blank = No
1 = Yes

Summarize

1. Summarized Pay Item _____

Blank = Do not summarize pay items
1 = Summarize pay items

2. Summary Description _____

Blank = Generic description
1 = First pay item’s remark

Report

1. Print Mailing Address _____

Blank = No
1 = Yes

2. Print Contract Number _____

Blank = No
1 = Yes

3. Print Job Number _____

Blank = No
1 = Yes

Bank Tape

1. Print Bank Tape Information _____

Blank = No
1 = Yes

2. Payee Bank Account Error _____

Blank = No
1 = Yes

3. Bank Account X12 Information Error _____

Blank = No
1 = Yes

Withholding

1. Calculate Withholding _____

Blank = No
1 = Yes

2. Program Version _____

Blank = Version number ZJDE0001 (default)
Or, enter the specific version number

General Accounting

Printing the General Ledger Report

From the G/L Reports - Brazil menu (G76B09), choose General Ledger.

You can print the General Ledger Report to list all transactions by company and the General Ledger account for a specific accounting period. The report includes all General Ledger accounts with a post edit code, even if the amount for the account is zero. In addition, the report includes totals by transaction, period, account, and company. If the list of transactions for an account is interrupted by a page break, the system prints an ending balance on the page and continues on the next page with a "balance carried forward" amount.

Processing Options for Brazilian General Ledger (R76B420)

```
From/Thru Date

1. Select a from period at which to
    begin showing account balances in
    detail.

      '0' For Year to Date                    _____
      '1' For Current Period
      '2' For Inception to Date

Enter a from date at which to begin
    showing account balances in detail.
    If this selection is left blank then
    the previous selection will be
    used.

      From Date                               _____

2. Enter a through fiscal year and
    period for which the account
    balances are to be shown in detail.

      Fiscal Year                             _____
      Period Number                           _____

Enter a through date for which the
    account balances are to be shown in
    detail. If this selection is left
    blank the previous selection will be
    used.

      Thru Date                               _____

Print

1. Select the account number to print.

      '1' Account Number (default)            _____
      '2' Short Account ID
      '3' Unstructured Account

2. Enter '1' to print units. Leave blank
    to print amounts only.

      (FUTURE)                                _____
```

3. Enter ’1’ to skip to a new page when a new business unit is printed. Leave blank to print without page breaks.

_____

4. Enter ’1’ to omit accounts that have no balance or detail for the selected period.

_____

Document

1. Enter ledger code to use, or leave blank for actual amounts (AA)

   Ledger Type _____

2. Enter document type to use if selectve ledger is used. Leave blank to include all document types.

   Document Type (FUTURE) _____

3. Enter a one to include both posted and unposted transactions. Leave blank to print only posted transactions

   Posted/Unposted _____

Subledger

1. Enter a subledger or enter ’*’ to include all subledgers.

   Subledger _____

2. If a specific subledger is entered above, enter subledger type.

   Subledger Type _____

3. Enter ’1’ to print the subledger on the GL report. If left blank, no subledger will be printed.

_____

Currency

1. Enter a specific currency code or ’*’ to include currency codes.

   Currency Code (FUTURE) _____

Summary

1. Select business unit types for object range summarization. Enter a specific business unit type, or ’+’ to include all tpyes, or ’*’ to

include all non-blank types.

Business Unit Type _____

2. Enter object account range for account summarization.

Beginning Object _____
Ending Object _____

Date Order

1. Enter '1' to print detail information in ascending date order. Default of blank will print in descending order.

_____

Company

1. Enter a company number to print on each page heading.

Company _____

Printing the Transaction Journal

From the G/L Reports - Brazil menu (G76B09), choose Transaction Journal.

You print the Transaction Journal to list and total all of the journal entries in the Journal Entry Book by company, day, and accounting period. The system prints an ending balance for each page and carries that balance forward to the next page so that each page of the journal can stand alone.

The Transaction Journal includes an opening statement (Termo de Abertura) for the first page and a closing statement (Termo de Encerramento) for the last page. The opening and closing statements include the following company information:

- Purpose of the book
- Number of the book
- Number of pages
- Business to which the book pertains
- Business name
- Business address
- Number assigned to the business by the Junta Comercial
- Taxpayer identification number
- Company administrator and accountant authorization of the closing of the accounting period

The statements also include information about the journal, such as the fiscal book number and the total number of pages.

See Also

- *Brazil: Setting Up Opening and CLosing Terms for the Transaction Journal Report*

You can print the Transaction Journal in proof or final mode. When you print the report in final mode, the system updates next number the fiscal book based on the next numbers you have set up for the company.

Processing Options for Brazilian Transaction Journal (R76321B)

```
Print Options

1. Enter a '1'  for Final mode (option 2
    mandatory) ;  blank will NOT update
    page number.


2. Enter a '1' to  print  'Opening
```

Statement’ and ’Closing Statement’. (Value ’1’ required if printing in Final Mode). _____

3. Enter a ’1’ to print Subledgers. _____

4. Enter ’1’ to print JE explanation 1, Enter a ’2’ for printing JE explanation 2, If left blank both explanation ’1’ and ’2’ will be printed. _____

5. Enter number of pages to be used by Trial Balance report between last page and ’Closing Statement’. _____

6. Enter Statement Codes (defaults A=Opening, E=Closing)

Opening _____
Closing _____

Dates

1. Enter the desired report date (issue date). If left blank, system date will default. (This date will be updated in next numbers file if processing in final mode). _____
2. Enter beginning date for transactions. _____
3. Enter ending date for transactions. _____

4.Enter reference month to be printed in the report header. _____
5. Enter reference year to be printed on the report header. _____
6.Enter “1” to supress printing of transaction date in the header; blank will print the date. _____

Company

1. Enter company for heading information. (Required). _____

Book Code

1. Enter book code. If left blank, DG will default. _____

All fiscal reports are based on the information in the As Of Fiscal Books Workfile. It is the user’s responsibility to verify that the selection criteria is correct. J.D. Edwards recommends that you restrict the authority to generate the workfile.

Understanding the As Of Workfile

The Brazilian Localization module has been designed based on a “normalized” database, where the Nota Fiscal Header and Detail files avoid storing repetitive information that already exists in files like the Address Book, the Item Master, Purchase Orders, etc.

Many of the Fiscal Books require subtotals and breakdowns based on information that is not stored in the Fiscal Book files. To facilitate the issue of Fiscal Reports and the potential generation of additional custom reports using simple report generators, we have created the As Of Nota Fiscal workfile.

The advantages of having an As Of workfile, is that all special calculations and formulas like the Accounting Value of a Nota Fiscal or the conversion of quantities to primary units of measure, or reporting buckets can all be centralized in one single program. After this, all the additional report programs become very straight forward and can be generated using OneWorld Tools programs.

Another major advantage for the existence of the As Of workfile, is that having all the information in one single file, report generators can be used it to generate custom reports that are not covered by the base product.

Fiscal Reports

Purpose of Program P761BA

This program initializes and populates the Fiscal Book As Of workfile, based on the Nota Fiscal information stored in the corresponding Nota Fiscal Header (F7601B) and Detail (F7611BA) files. The report that is generated is a log of the records that have been processed by program P761BA.

Brazilian law contemplates the emission of a series of Livros Fiscais that summarize and group information about the Notas Fiscais generated for a specific period of time.

Purpose of Program R76452B

This program will generate a IPI Tax Summary Report by processing the As Of Fiscal Books File (F761BA).

Purpose of Program R76454B

This program will generate the ICMS Tax Summary Report by processing the As Of Fiscal Books File (F761BA).

Glossary

Glossary

52 period accounting. A method of accounting that uses each week as a separate accounting period.

AA ledger. The ledger type that the system uses for transactions in domestic amounts (actual amounts).

account status. The state or condition of a customer's A/R transaction account.

accounting period. One of the divisions of a fiscal year. A fiscal year can contain 12 to 14 accounting periods, or more rarely, 52 periods. There can also be an additional period for year-end adjustments and an additional period for audit adjustments.

activity priority. A code that you assign to an activity type to determine whether it requires attention during the credit collection process.

activity type. A code that represents an action that is to be taken when reviewing and working customer accounts for credit and collection management purposes. For example, credit review required and delinquency notice approval required.

aging. A classification of accounts by the time elapsed since the billing date or due date. Aging is divided into schedules or accounting periods, such as 0-30 days, 31-60 days, and so on.

algorithm. A predetermined set of instructions for solving a specific problem with a limited number of steps. For example, you define A/R algorithm methods to instruct the system about how to apply receipts during the automatic receipts process, such as invoice selection match, balance forward match, or a combination invoice match. You can use a given base method or create different versions of a base method through the use of processing options, selection criteria, and sequencing specifications.

application. A computer program or set of programs used to accomplish a task. In OneWorld, there are interactive applications and batch applications. Interactive applications are made up of a set of forms through which the user interacts with OneWorld. Interactive application identifiers begin with "P." For example, Address Book Revisions (P01012) is an interactive application. Batch applications run without user interaction. Reports and table conversions are examples of batch applications. Batch application identifiers begin with "R." For example, the Print Mailing Labels report (R01401) is a batch application.

approver number. The user ID of the person who approves vouchers for payment.

As Of report. A report that lists information from the A/R Ledger and A/P Ledger tables in summary or detail for a specific point in time.

audit adjustments. The adjustments you make to G/L accounts following an audit. You generally enter these adjustments annually, following the close of the fiscal year.

audit trail. The detailed, verifiable history of a processed transaction. The history consists of the original documents, transaction entries, and posting of records and usually concludes with a report.

automatic accounting instruction (AAI). A code that refers to an account in the chart of accounts. AAIs define rules for programs that automatically generate journal entries, including interfaces between the Accounts Payable, Accounts Receivable, Financial Reporting, and General Accounting systems. Each system that interfaces with the General Accounting system has AAIs. For example, AAIs can direct the General Ledger Post program to post a debit to a specific expense account and a credit to a specific accounts payable account.

automatic debits. A payment instrument that authorizes a company to collect money directly from their client's bank account. The company sends an electronic file (EFT) to its bank, which collects the money from the client's account.

AZ ledger. The ledger type that the system uses for cash basis accounting.

BACS. Bank Automated Clearing System. An electronic funds transfer method used in the United Kingdom.

balance forward receipt application method. A receipt application method in which the receipt is applied to the oldest or newest invoices in chronological order according to the net due date.

bank tape (lock box) processing. The receipt of payments directly from a customer's bank by means of customer tapes for automatic receipt application.

batch control. A feature that verifies the number of transactions and the total amount in each batch that you enter into the system.

batch input. A group of transactions loaded from an external source.

batch job. A task or group of tasks you submit for processing that the system treats as a single unit during processing, for example, printing reports and purging files. The system performs a batch job with little or no user interaction.

batch processing. A method by which the system selects jobs from the job queue, processes them, and sends output to the outqueue. Contrast with interactive processing.

batch receipts entry. An alternative method (such as an optical reader or magnetic scanner) to load receipts into Accounts Receivable system.

batch type. A code assigned to a batch job that designates to which system the associated transactions pertain, thus controlling which records are selected for processing. For example, the Post General Journal program selects for posting only unposted transaction batches with a batch type of O.

boleto. In Brazil, the document requesting payment by a supplier or a bank on behalf of a supplier.

bordero & cheque. In Brazil, bank payment reports.

broadcast message. 1) An e-mail message that you send to multiple recipients. 2) A message that appears on a form instead of in your mailbox.

business unit. A division of your business organization that requires a balance sheet or profit and loss statement. It is the lowest level of profitability reporting. Each business unit is unique and is owned by only one company. Also known as a cost center.

cadastro de pessoas físicas.Cadastro de pessoas físicas. In Brazil, federal tax ID for a person.

cash basis accounting. A method of accounting that recognizes revenue and expenses when monies are received and paid.

category code. A type of user defined code for which you can provide the title. For example, if you were adding a code that designated different sales regions, you could change category code 4 to Sales Region, and define E (East), W (West), N (North), and S (South) as the valid codes. Sometimes referred to as reporting codes. See also user defined code.

CGC. Cadastro geral de contribuines. In Brazil, the federal tax ID for a corporation.

chargeback. A receipt application method that generates an invoice for a disputed amount or for the difference of an unpaid receipt.

chart of accounts. The structure for general ledger accounts. The chart of accounts lists types of accounts, describes each account, and includes account numbers and posting edit codes.

check. See payment.

cobrança escritural. Electronic funds transfer. In Brazil, a method of transferring funds from one company's bank to that of another company through a bank transfer. Used for A/R receipts.

conhecimento de fretes. In Brazil, a specific type of Nota Fiscal used to support freight expenses (tax, insurance, and expenses).

consolidation. A method of grouping or combining financial statements for companies or business units. Consolidation is used for budgeting, inquiries, and reports.

consolidation reporting. The process of combining financial statements for companies or business units so that the different entities can be represented by a single balance sheet or income statement. If the different entities operate in different currencies, consolidation reporting may be complicated by the need for currency restatement.

constants. Parameters or codes that you set and that the system uses to standardize the processing of information by associated programs.

contra/clearing account. A G/L account used by the system to offset (balance) journal entries. For example, you can use a contra/clearing account to balance the entries created by allocations.

cost center. See business unit.

country servers. A server that provides country-specific processing. The server called by a program depends on the country code that is set up on the User Profile Revision form (P0092).

credit message. A code that indicates information about a customer's account status, such as Over Credit Limit.

currency code. A code that designates the currency used by a customer, supplier, bank account, company, or ledger type.

currency restatement. The process of converting amounts from one currency into another currency, generally for reporting purposes. It can be used, for example, when many currencies must be restated into a single currency for consolidated reporting.

customer ledger. A detailed transaction history for a customer that includes invoices, receipts, chargebacks, write-offs, and so on. You use the customer ledger for in-depth analysis of A/R information for your customer accounts.

data dictionary. A database table that OneWorld uses to manage the definitions, structures, and guidelines for the usage of fields, messages, and help text. J.D. Edwards has an active data dictionary, which means that it is accessed at runtime.

data types. Supplemental information attached to a company or business unit. Narrative type contains free-form text. Code type contains dates, amounts, and so on.

database. A continuously updated collection of all information that a system uses and stores. Databases make it possible to create, store, index, and cross-reference information online.

date pattern. A period of time set for each period in standard and 52-period accounting.

debit statement. A list of debit balances.

deduction. An amount by which a customer reduces payment for reasons that might be related to a specific invoice, such as damaged goods.

default. A code, number, or parameter that the system supplies when the user does not specify one.

delinquency policy. A common set of rules that the system applies equally to a class of customers when processing late fees and delinquency notices in the A/R system.

denominated–in currency. The company currency in which financial reports are based.

detail. The specific information that makes up a record or transaction. Contrast with summary.

detail area. An area of a form that displays detailed information associated with the records or data items displayed on the form. See also grid.

displacement days. The number of days calculated from today's date by which you group vouchers for payment. For example, if today's date is March 10 and you specify three displacement days, the system includes vouchers with a due date through March 13 in the payment group. Contrast with pay–through date.

display sequence. A number that the system uses to reorder a group of records on the form.

diário geral da contabilidade. Transaction journal report.

document number. A number that identifies the original document, such as voucher, invoice, unapplied receipt, journal entry, and so on.

draft. A promise to pay a debt. Drafts are legal payment instruments in certain European countries.

duplicata. In Brazil, a printed document representing the amount in a business transaction. It is supported by a Nota Fiscal and is often used as a guarantee of a loan.

effective date. The date upon which an address, item, transaction, or table becomes effective. Examples include the date a change of address becomes effective and the date a tax rate becomes effective. In the Address Book system, effective dates allow you to track past and future addresses for suppliers and customers.

EFT. Electronic Funds Transfer. A method of transferring funds from one company's bank account to that of another company.

Electronic Data Interchange (EDI). The paperless, computer-to-computer exchange of business transactions, such as purchase orders and invoices, in a standard format with standard content.

Enterprise Workflow Management. A OneWorld system that provides a way of automating tasks, such as notifying a manager that a requisition is waiting for approval, using an e-mail-based process flow across a network.

facility. An entity within a business for which you want to track costs. For example, a facility might be a warehouse location, job, project, work center, or branch/plant. Sometimes referred to as a business unit.

field. 1) An area on a form that represents a particular type of information, such as name, document type, or amount. 2) A defined area within a record that contains a specific piece of information. For example, a supplier record consists of the fields Supplier Name, Address, and Telephone Number.

file. A set of information stored under one name. See also table.

finance charge. An amount charged to a customer based on a percentage of an unpaid invoice exceeding the grace period associated with the due date.

financial reporting date. The user defined date used by the system when you run financial reports.

fiscal year. A company's tax reporting year. Retained earnings are generally calculated at the end of a fiscal year. It is often different from a calendar year. For example, a fiscal year may be a period October 1 through September 30.

flash message. A code that you define to describe the credit status of a customer. Examples include over credit limit, COD only, bad credit risk, and requires a purchase order.

float days. The number of days from the time you write a payment to the time the bank makes the payment and deducts the amount from your bank account.

form. The element of the OneWorld graphical user interface by which the user exchanges data with interactive applications. Forms are made up of controls, such as fields, options, and the grid. These controls allow the user to retrieve information, add and revise information, and navigate through an application to accomplish a task.

G/L offset. A G/L account used by the post program to create automatic offsetting entries.

G/L posted code. A code that indicates the posting status of individual documents. For example, P indicates that a voucher or invoice has been posted.

G/L receipt. A receipt for an amount that is not directly associated with a customer or an invoice. For example, you might receive a refund check from an insurance company that is not associated with an A/R account. These receipt types allow you to credit the appropriate general ledger account.

grid. A control that displays detail information on a form. The grid is arranged into rows, which generally represent records of data, and columns, which generally represent fields of the record. See also detail area.

GST. Goods, Services, and Taxes. A tax assessed in Canada.

hash total. A total produced by numbers with different units. For example, the total of amounts expressed in different currencies is a hash total.

header. Information at the beginning of a table or form. Header information is used to identify or provide control information for the group of records that follows.

ICMS. Imposto sobre circulação de mercadoria e servicos. In Brazil, a state tax that is applied to the movement of merchandise and some services.

ICMS Substituto. Imposto sobre circulacao de mercadoria e servicos substituto. In Brazil, the ICMS tax charged on interstate transactions or on special products and clients.

ICMS Substituto–Markup. See imposto sobre circulação de mercadoria e servicos substituto-markup.

imposto de renda (IR). Brazilian income tax.

imposto sobre produtos industrializados. In Brazil, a federal tax that applies to manufactured goods (domestic and imported).

imposto sobre servicos (ISS). In Brazil, tax on services.

indexed allocations. A procedure that allocates or distributes expenses, budgets, adjustments, and so on, amoung business units, based on a fixed percentage.

inscrição estadual. ICMS tax ID. In Brazil, the state tax ID.

inscrição municipal. ISS tax ID. In Brazil, the municipal tax ID.

install system code. See system code.

integrity test. A process used to supplement a company's internal balancing procedures by locating and reporting balancing problems and data inconsistencies.

interactive processing. Processing actions that occur in response to commands that you enter directly into the system. During interactive processing, you are in direct communication with the system, and it might prompt you for additional information while processing your request. Contrast with batch processing.

invalid account. A G/L account that has not been set up in the Account Master table (F0901).

invoice. A document that provides an itemized list of goods shipped or services rendered. An invoice might state quantities, prices, fees, shipping charges, taxes, and so on.

invoice match. A receipt application method where the receipt is applied to a specific invoice or group of invoices. A discount can be allowed or disallowed using invoice match.

IP. See imposto sobre produtos industrializados.

IR. See imposto de renda.

ISS. See imposto sobre servicos.

job queue. A group of jobs waiting to be batch processed. See also batch processing.

language preference. An address book code that specifies a language for the computer to use when displaying information.

ledger type. A ledger used by the system for a particular purpose. For example, all transactions are recorded in the AA (actual amounts) ledger type in their domestic currency. The same transactions might also be stored in the CA (foreign currency) ledger type.

level of detail. The degree to which account information in the General Accounting system is summarized. The highest level of detail is 1 (least detailed) and the lowest level of detail is 9 (most detailed).

livro razao. In Brazil, general ledger report.

logged receipt. A receipt that is not applied to a specific customer or invoice. Instead, it is applied to a G/L suspense account, where it is held until you redistribute it to the correct G/L account or accounts.

logged voucher. A voucher that is not applied to a specific expense account. Instead, it is applied to a G/L suspense account, where it is held until you redistribute it to the correct G/L account or accounts.

mail distribution list. A list of people to whom you send e–mail messages. This list enables you to quickly send notices, instructions, or requests to a predefined group of people.

master business function. A central system location for standard business rules about entering documents, such as vouchers, invoices, and journal entries. Master business functions ensure uniform processing according to guidelines you establish.

master table. A database table used to store data and information that is permanent and necessary to the system's operation. Master tables might contain data, such as paid tax amounts, supplier names, addresses, employee information, and job information.

matching document. A document associated with an original document to complete or change a transaction. For example, a receipt is the matching document of an invoice.

menu masking. A security feature that lets you prevent individual users from accessing specified menus or menu selections.

monetary account. An account with a balance in a currency other than the domestic currency of the company.

natureza da operação. Transaction nature. In Brazil, a code that classifies the type of commercial transaction to conform with the fiscal legislation.

negative pay item. An entry in an account that indicates a prepayment. For example, you might prepay a supplier before goods are sent or prepay an employee's forecasted expenses for a business trip. The system stores these pending entries, assigning them a minus quantity as debit amounts in a designated expense account. After the prepaid goods are received or the employee submits an expense report, entering the actual voucher clears all negative pay items by processing them as regular pay items. Note that a negative pay item can also result from entering a debit memo (A/P) or a credit memo (A/R).

next numbers. A feature used to control the automatic numbering of items such as new G/L accounts, vouchers, and addresses. Next numbers provides a method of incrementing numbers.

next status. The next step in the payment process for payment control groups. The next status can be either WRT (write) or UPD (update).

nota fiscal. In Brazil, a legal document that must accompany all commercial transactions.

nota fiscal fatura. In Brazil, a Nota Fiscal plus invoice information.

NSF receipt. Non-sufficient funds receipt. A procedure that designates that a customer's bank account does not have sufficient funds available to pay the receipt. Designating a receipt as NSF reverses (deletes) the receipt and reopens the associated invoice.

offsetting account. An account that reduces the amount of another account to provide a net balance. For example, a credit of 200 to a cash account might have an offsetting entry of 200 to an A/P Trade (liability) account.

original document. The document that initiates a transaction in the system.

originated–in currency. The currency in which transactions occur.

output queue. See print queue.

P&L. Profit and loss statement.

parameter. A number, code, or character string you specify in association with a command or program. The computer uses parameters as additional input or to control the actions of the command or program.

parent/child relationship. Hierarchical relationships among your addresses (suppliers, customers, or prospects). One address is the parent and one or more subordinate addresses are children for that parent. This relationship is helpful, for example, when you want to send billing for field offices or subsidiary companies (children) to the corporate headquarters (parent).

pay item. A line item in a voucher or an invoice.

pay status. The current condition of the payment or receipt, such as paid or payment-in-process.

pay–through date. A specific calendar date by which you group vouchers for payment. This date corresponds to the due dates on the vouchers. For example, you can choose to pay all vouchers with due dates through March 15. March 15 would then be your pay-through date. Contrast with displacement days.

payment. The financial settlement made to a supplier for services rendered or goods received.

payment group. A system-generated group of payments with similar information, such as a bank account. The system processes all payments in a payment group at the same time.

payment instrument. The method of payment, such as check, draft, EFT, and so on.

payment stub. The printed record of a payment.

payment terms. The amount of time allowed to pay a voucher or an invoice, with or without a discount.

posted code. A code that indicates whether a transaction or batch has been posted.

pre–note code. A code that indicates whether a supplier is set up or in the process of being set up for electronic funds transfer (EFT).

print queue. A list of tables, such as reports, that you have submitted to be written to an output device, such as a printer. The computer spools the tables until it writes them. After the computer writes the table, the system removes the table identifier from the print queue.

processing option. A feature that allows you to direct the functions of a program. For example, processing options allow you to specify defaults for certain forms, control the format in which information prints on reports, and change how information appears on a form or in a report.

PST. Provincial sales tax. A tax assessed by individual provinces in Canada.

purge. The process of removing records or data from a system table.

rate type. For currency exchange transactions, the rate type distinguishes different types of exchange rates. For example, you can use both period average and period-end rates, distinguishing them by rate type.

realized gain or loss. Currency gains and losses are incurred due to fluctuation currency exchange rates. A gain or loss is realized when you pay the invoice or voucher. Contrast with unrealized gain or loss.

receipt. The payment you receive from a customer.

receipt logging. See logged receipt.

record. A collection of related, consecutive fields of data that the system treats as a single unit of information.

recurring frequency. The cycle in which a recurring voucher or invoice becomes due for payment. For example, a payment cycle can be monthly or quarterly.

recurring invoice. An invoice that becomes due for payment on a regular cycle, such as a lease payment.

recurring voucher. A voucher that comes due for payment on a regular cycle, such as a lease payment.

recycle. A process that creates the next (for example, next month's) recurring invoice or voucher.

refresh. A process that updates a customer's credit and collection information, such as Credit Analysis Refresh.

remessa. In Brazil, the remit process for A/R.

repasse. In Brazil, a discount of the ICMS tax for interstate transactions. It is the adjustment between the interstate and the intrastate ICMS tax rates.

reset. The process of changing a payment from a next status of UPD (update) to a next status of WRT (write). This allows you to correct or reprint payments.

retainage. The amount of a payment withheld to ensure satisfactory contract or project performance. In many cases, a certain percentage is withheld until the project, or a percentage of the project, is completed or until a specified date.

retorno. In Brazil, the receipt process for A/R.

reverse. A process that creates an opposite entry on the first day of the next G/L accounting period when the original accrual entry is posted to the G/L.

routing/transit number. A number that uniquely identifies U.S. banks. This number is assigned by Federal Reserve Board. It consists of two parts: a routing number and a transit number.

self–reconciling item. An item that does not require reconciliation.

sequence ID. A code that defines the order in which payments print in a payment group. Each sequence review ID has its own data sequence and a code that indicates whether the system sorts each data item in ascending or descending order.

SIC. Standard Industry Classification. A U.S. government code that classifies U.S. companies according to their economic activity. Examples include agricultural services (0100), wholesale trade (5000), and services(7000).

special period/year. The date that determines the source balances for an allocation.

speed code. A user defined code that represents a G/L account number. You can use speed codes to simplify data entry by making G/L accounts easier to remember.

spool. The function by which the system stores generated output to await processing.

stop date. The date that an allocation becomes inactive.

summary. The presentation of data or information in a cumulative or totaled manner in which most of the details have been removed. Many systems offer forms and reports that summarize information stored in certain tables. Contrast with detail.

supplemental data. Different types of data for customers and suppliers. You can enter supplemental data for information such as notes, comments, plans, or other information that you want in a customer or supplier record. The system maintains this data in generic databases, separate from the standard master tables (Customer Master, Supplier Master, and Address Book Master).

supplier. An individual or organization that provides goods and services. Also known as a vendor.

supplier ledger. The record of transactions between your company and a particular supplier.

suspense account. A G/L account that holds funds until they can be allocated to the correct account. Also known as a transit account.

system. A group of related applications identified by a name and a system code. For example, the Address Book system code is 01. All applications, tables, and menus within a system can be identified by the system code.

system code. A code that identifies a system, for example, 01 for the Address Book system and 31 for the Shop Floor Management system.

table. In database environments, a two-dimensional entity made up of rows and columns. All physical data in a database are stored in tables. See also file.

termo de abertura. In Brazil, opening terms for the transaction journal.

termo de encerramento. In Brazil, closing terms for the transaction journal.

three–tier processing. The task of entering, reviewing and approving, and posting batches of transactions.

TI (type input) code. A code that identifies the type of receipt application, which directly affects the way the receipt is processed.

tolerance range. The amount by which the taxes you enter manually may vary from the tax calculated by the system.

transaction code. A code that distinguishes the type of transaction on a bank statement.

transit account. See suspense account.

translation adjustment account. An optional G/L account used in currency balance restatement to record the total adjustments at a company level.

unapplied receipt. A receipt that is applied to a customer’s account balance instead of being matched to an invoice or group of invoices.

unrealized gain or loss. Currency gains and losses are incurred due to fluctuating currency exchange rates. A gain or loss is unrealized until you pay the invoice or voucher. Contrast with realized gain or loss.

update payments. A process that enters data in empty data fields or replaces existing data with current data. For example, updating payments adds new payments and void payments to the A/P Ledger (F0411), Accounts Payable Matching Document (F0413), and Accounts Payable Matching Document Detail (F0414) tables. The system updates these tables during payment processing and prints the payment register.

user defined code (UDC). A code that users can define, assign code descriptions, and assign valid values. Examples of such codes are unit-of-measure codes, state names, and employee type codes.

user defined code type. The identifier for a table of codes with a meaning that you define for the system, such as ST for the Search Type codes table in Address Book. OneWorld provides a number of these tables and allows you to create and define tables of your own.

variable numerator allocations. A procedure that allocates or distributes expenses, budgets, adjustments, and so on, amoung business units, based on variable.

VAT. Value-added tax. A recoverable tax assessed in some countries.

vendor. See supplier.

vocabulary overrides. A feature that you can use to override field, row, or column title text on forms and reports.

void. A process that creates a reversing entry for the original transaction. Voiding a transaction leaves an audit trail.

voucher. A document that provides a means by which the payor ascertains that goods or services were received and that payment is authorized. A voucher contains all information about an invoice to be processed and paid.

voucher logging. See logged voucher.

voucher match. A payment application method where the payment is applied to specific vouchers.

who's who. The contacts at a particular company. Examples include billing, collections, and sales personnel.

write payment. A step in processing payments. Writing payments includes printing checks, drafts, and creating a bank tape table.

write–off. A method for getting rid of inconsequential differences between amounts. For example, you can apply a receipt to an invoice and write off the difference. You can write off both overpayments and underpayments.

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