Microsoft Dynamics® AX 2009 SP1

RU8 Country-specific updates for the Russian Federation

White Paper

This white paper describes the country-specific updates released for the Russian Federation in hotfix rollup 8 for Microsoft Dynamics AX 2009 SP1. See Microsoft Knowledge Base article 2677618 for hotfix download information.

Date: May 2012

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Microsoft Dynamics®

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Introduction

This white paper describes a Microsoft Dynamics® AX feature, released in hotfix rollup 8, that is specific to users in the Russian Federation.

For more information about other features that apply to the Russian Federation, refer to the Help. Information that is specific to the Russian Federation includes (RUS) in the title.

Generating and printing a transportation invoice and a job ticket based on a bill of lading

All cargo that is transported using an automobile carrier must be accompanied by one of the following:

- A transportation invoice, which is the documentary proof of a transportation agreement
- A job ticket, which is the documentary proof of a vehicle chartering agreement

You can generate and print a transportation invoice and a job ticket for a document, such as a sales order or transfer order, which is created for an automobile carrier. You can also print a transportation invoice and a job ticket from the **Bill of lading** form, which can be opened from the **Packing slip journal**, **Invoice journal**, **Transfer orders**, **Transfer order history**, and **Shipment** forms.

Setting up parameters to generate and print a transportation invoice and a job ticket

Complete the following tasks before you generate and print a transportation invoice and a job ticket:

- Set up addresses and report folders in the **Company information** form. For more information, see "Company information (form)" and "(EEUR) Company information (modified form)" in the Help.
- Create a customer in the **Customers** form. For more information, see "Create a customer account" and "Customers (form)" in the Help.
- Create a vendor in the **Vendors** form. For more information, see "Create a vendor account" and "Vendors (form)" in the Help.
- Create an employee and specify the contact details. For more information, see "Create an employee record," "Create or delete contacts," and "Employee (form)" in the Help.
- Set up units and unit conversion parameters for items. For more information, see "Convert units," "Unit conversion (form)," and "Units (form)" in the Help.
- Set up a vehicle model and a transportation type. For more information, see "(EEUR) Vehicle models (form)" and "(RUS) Transportation types (form)" in the Help.
- Create an item and specify the packing quantity, weight, and volume. For more information, see "Create an item" and "Item (form)" in the Help.
- Create a warehouse for a transfer order in the **Warehouse** form. For more information, see "Create a warehouse," "Set up warehouses for transfer orders," and "Warehouses (form)" in the Help.

You must also complete the following procedures before you can generate and print a transportation invoice and a job ticket:

- Set up accounts receivable parameters to generate a transportation invoice and a job ticket based on a bill of lading
- Set up fixed unit parameters to determine unit tonnage
- Set up officials to generate a transportation invoice and a job ticket

- [Set up a price group for a production order]
- [Set up a unit price for a production BOM]

Set up accounts receivable parameters to generate a transportation invoice and a job ticket based on a bill of lading

Use the **Accounts receivable parameters** form to specify the parameters that are required to generate a transportation invoice and a job ticket. For more information, see "(RUS) Accounts receivable parameters (modified form)" in the Help.

1. Click **Accounts receivable** > **Setup** > **Parameters** to open the **Accounts receivable parameters** form.
2. Click the **Shipments** tab.
3. In the **Bill of lading** field, select from the following options to specify under what circumstances a bill of lading should be created when a shipment is dispatched:
   - **None** – A bill of lading should not be created.
   - **Packing slip update** – A bill of lading should be created if a packing slip is updated.
   - **Invoice posting** – A bill of lading should be created if an invoice is posted.
   - **Both** – A bill of lading should be created if a packing slip is updated and an invoice is posted.
4. In the **Document type** field, select **Transportation invoice** or **Job ticket** as the bill of lading type.
5. Click the **Number sequences** tab, and then select the number sequence code for the **Transportation invoice number** and **Job ticket number** references.

Set up fixed unit parameters to determine unit tonnage

Use the **Fixed units** form to set up fixed unit parameters to determine tonnage for units. For more information, see "Fixed units (form)" in the Help.

1. Click **Basic** > **Setup** > **Units** > **Fixed units** to open the **Fixed units** form.
2. In the **Ton** field, select the unit that corresponds with the unit **Ton**.

Set up officials to generate a transportation invoice and a job ticket

Use the **Officials** form to specify the officials involved in the transportation of cargo. You can select the officials responsible for intercompany and intracompany transactions. For more information, see "(RUS) Officials (form)" in the Help.

1. Click **Basic** > **Setup** > **Contacts** > **Officials** to open the **Officials** form.
2. Create an official. For more information, see "(EEUR) Set up company officials" in the Help.
3. Click the **Sales orders** tab, and then select **Invoice** or **Invoice – Credit-note**.
4. Create an official. In the **Position** field, select **Customer transp. responsible** to indicate the customer official responsible for transportation or **Transp. responsible** to indicate the company official responsible for transportation.
5. Click the **Purchase orders** tab, and then select **Invoice** or **Invoice – Credit-note**.
6. Create an official. In the **Position** field, select **Vendor transp. responsible** to indicate the vendor official responsible for transportation or **Transp. responsible** to indicate the company official responsible for transportation.
7. Click the **Inventory item management** tab, and then select **Issue slip for sales order (M-15)** or **Issue slip for transfer order (M-15)**.

8. Create an official. In the **Position** field, select **Customer transp. responsible** to indicate the customer official responsible for transportation or **Transp. responsible** to indicate the company official responsible for transportation.

   Note: You can only create the **Transp. responsible** official when you select **Issue slip for transfer order (M-15)**.

Set up a price group for a production order

Use the **Production orders** form to set up the price group and currency for a production order. This information is required to calculate cargo prices or amounts in the transportation invoice or job ticket. For more information, see "Production orders (form)" in the Help.

1. Click **Production** > **Common forms** > **Production order details** to open the **Production orders** form.
2. Create a production order. For more information, see "Create a production order manually" in the Help.
3. Click the **Setup** tab.
4. In the **Price group** field, select the price group created for goods delivered to customers. For more information, see "Create price groups" in the Help.
5. In the **Currency** field, select the currency that is used to define the prices for goods.

Set up a unit price for a production BOM

Use the **Production BOM** form to set up the unit price for a production bill of material (BOM). This information is required to calculate the cargo prices or amounts in the transportation invoice or job ticket. For more information, see "Production BOM (form)" in the Help.

1. Click **Production** > **Common forms** > **Production order details** > **BOM** to open the **Production BOM** form.
2. Create a production BOM.
3. In the **Item number** field, select the item that the production order is created for.

   Note: The item number must already exist in the items table, and the **Item type** can be **Item** or **BOM**.

4. Click the **Setup** tab.
5. In the **Unit price** field, enter the price of the unit.
6. In the **Price unit** field, enter the quantity of materials for the unit.
7. In the **Amount** field, enter the amount for the production BOM line.

   Note: The values in these fields are calculated based on the setup for the item and price in the **Production orders** form.

Generating and printing a transportation invoice and a job ticket

You can generate and print a transportation invoice or a job ticket for a bill of lading. Complete the following procedures to generate and print a transportation invoice and a job ticket based on a bill of lading for a warehouse shipment, sales order, or transfer order:

- Create and post a sales order with transportation invoice and job ticket details
- Create and post a transfer order with transportation invoice and job ticket details
- Print a transportation invoice and a job ticket for a warehouse shipment

Create and post a sales order with transportation invoice and job ticket details

Use the **Sales orders** form to create and post a sales order. You can print a transportation invoice or a job ticket based on a bill of lading from this form. For more information, see "(RUS) Sales orders (modified form)" in the Help.

1. Click **Accounts receivable** > **Common forms** > **Sales Order Details** to open the **Sales order** form.
2. Create a sales order. For more information, see "Create a sales order" in the Help.
3. Click **Posting** > **Packing slip** to open the **Posting packing slip** form.
4. Select the **Transportation document** check box to print a transportation invoice or a job ticket for the sales order.
5. In the **Registration number**, **Series**, and **Number** fields, enter the registration number, series, and number of the license card.
6. In the **Carrier type** field, select the carrier type from the following options:
   - **Invoice account** – The customer selected as an invoice account in the sales order.
   - **Customer** – The customer account to be specified in the **Carrier** field.
   - **Vendor** – The vendor account to be specified in the **Carrier** field.
7. In the **Carrier** field, select the registration number of the carrier.

   Note: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field.
8. In the **Delivery date** and **Model** fields, select the date of delivery and the vehicle model.
9. In the **Reg. No.** and **Waybill** fields, enter the vehicle registration number and the waybill number of the vehicle.
10. In the **Driver name**, **Driver license**, and **Driver contact data** fields, enter the name of the driver, the license number, and the contact details.
11. In the **Type** field, enter the type of transport.
12. In the **Document type** field, select **Transportation invoice** or **Job ticket**.
13. In the **Cargo description** and **Cargo packing** fields, enter the shipping description of the cargo and the cargo packing type.
14. Click **OK** to post and print the packing slip with the transportation invoice or job ticket details.
15. Click **Posting** > **Invoice** to open the **Posting invoice** form.
16. Repeat steps 4 through 13 to enter the details for the transportation invoice or the job ticket in the **Posting invoice** form.
17. Click **OK** to post and print the sales order invoice with the transportation invoice or job ticket details.

Create and post a transfer order with transportation invoice and job ticket details

Use the **Transfer orders** form to create and post a transfer order with transportation invoice and job ticket details. For more information, see "Transfer orders (form)" and "Transfer order shipment (form)" in the Help.

1. Click **Inventory management** > **Periodic** > **Transfer orders** to open the **Transfer orders** form.
2. Create a transfer order. For more information, see "About transfer orders" in the Help.
3. Click the **Bill of lading** tab, and in the **Carrier type** field, select **Customer** or **Vendor** as the carrier type.

4. In the **Carrier** field, select the registration number of the carrier.

   Note: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field.

5. In the **Delivery date** and **Model** fields, select the date of delivery and the vehicle model.
6. In the **Reg. No.** and **Waybill** fields, enter the vehicle registration number and the waybill number of the vehicle.
7. In the **Driver name**, **Driver license**, and **Driver contact data** fields, enter the name of the driver, the license number, and the contact details.
8. In the **Type** field, enter the type of transport.
9. In the **Driver** field, select the unique identification code for the designated driver of the vehicle.
10. In the **Document type** field, select **Transportation invoice** or **Job ticket**.
11. In the **Cargo description** and **Cargo packing** fields, enter the shipping description of the cargo and the cargo packing type.
12. Click **Posting** > **Ship transfer order** to open the **Transfer order shipment** form.
13. Click the **General** tab, and then select the **Print transportation document** check box to print a transportation invoice or a job ticket.

    Note: You can view the details of the transportation invoice or job ticket in the **Bill of lading** tab based on the information that was entered in the **Transfer orders** form.

14. Click **OK** to post the transfer order.

You can also generate a transportation document and a job ticket from the **Transfer order history** form (**Inventory management** > **Periodic** > **Transfer orders** > **Inquiries** > **Transfer order history**) based on the transfer order created in the **Transfer orders** form. If a transportation invoice or a job ticket is not printed while posting the transfer order shipment, it can be printed from the **Bill of lading** form (**Inventory management** > **Periodic** > **Transfer orders** > **Inquiries** > **Bill of lading**).

Print a transportation invoice and a job ticket for a warehouse shipment

Use the **Shipment** form to print a transportation invoice or a job ticket for a warehouse shipment. For more information, see "About shipments," "Complete shipment," and "Shipment (form)" in the Help.

1. Click **Inventory management** > **Common forms** > **Shipments** to open the **Shipment** form.
2. Create a shipment. For more information, see "Create a shipment" and "Activate a shipment" in the Help.
3. Click the **Bill of lading** tab, and in the **Carrier type** field, select **Customer** or **Vendor** as the carrier type.
4. In the **Carrier** field, select the registration number of the carrier.

   Note: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field.

5. In the **Registration number**, **Series**, and **Number** fields, enter the license card registration number, series, and number.
6. In the **Delivery date** and **Model** fields, select the date of delivery and the vehicle model.
7. In the **Reg. No.** and **Waybill** fields, enter the vehicle registration number and the waybill number of the vehicle.
8. In the **Driver** field, select the unique identification code for the designated driver of the vehicle.
9. In the **Driver name**, **Driver license,** and **Driver contact data** fields, enter the name of the driver, the license number, and the contact details.

10. In the **Type** field, enter the type of transport.
11. In the **Document type** field, select **Transportation invoice** or **Job ticket**.
12. In the **Cargo description** and **Cargo packing** fields, enter the shipping description of the cargo and the packing type.
13. Click **Functions** > **Send** to open the **Send shipment** form. For more information see, "Send shipment (form)" in the Help.
14. Select the **Create bill of lading** check box, and then click **OK** to indicate that the shipment is ready to be sent and to create the bill of lading.
15. Click **Inquiry** > **Bill of lading** to open the **Bill of lading** form.
16. Click **Print** > **Transportation document** to print the transportation invoice or job ticket.

Modified forms

This section contains information about the modified forms used to generate and print a transportation invoice and a job ticket.

Form name and locator	Description
Accounts receivable parameters (form) **Accounts receivable** > **Setup** > **Parameters**	**Shipments** tab **Document type** field Select the bill of lading type from the following options: • **Transportation invoice** – The bill of lading is generated as a transportation invoice. • **Job ticket** – The bill of lading is generated as a job ticket.
Fixed units (form) **Basic** > **Setup** > **Units** > **Fixed units**	**Ton** field Select the unit that corresponds with the unit **Ton**.

Officials (form) **Basic** > **Setup** > **Contacts** > **Officials**	**Sales orders – Invoice\Invoice – Credit note** tab Select the officials who are responsible for sales order transportation from the **Position** field options: • **Transp. responsible** – The company official who is responsible for transportation. • **Customer transp. responsible** – The customer official who is responsible for transportation. **Purchase orders – Invoice\Invoice – Credit note** tab Select the officials who are responsible for purchase order transportation from the **Position** field options: • **Transp. responsible** – The company official who is responsible for transportation. • **Vendor transp. responsible** – The vendor official who is responsible for transportation**.** **Inventory item management – Issue slip for sales order (M-15)** tab Select the officials who are responsible for issuing slips for sales order transportation from the **Position** field options: • **Transp. responsible** – The company official who is responsible for transportation. • **Customer transp. responsible** – The customer who is official responsible for transportation. **Inventory item management – Issue slip for transfer order (M-15)** tab Select the official who is responsible for issuing slips for transfer order transportation from the **Position** field options: **Transp. responsible** – The company official who is responsible for transportation.
Production orders (form) **Production** > **Common forms** > **Production order details**	**Price group** field Select the price group that is created for goods delivered to customers. **Currency** field Select the currency that is used to define the prices for goods.
Production BOM (form) **Production** > **Common forms** > **Production order details** > **BOM**	**Unit price** field Enter the price of the unit. **Price unit** field Enter the quantity that the unit price is specified for. **Amount** field The amount for the production BOM line, which is calculated based on the unit price, price unit and quantity.

Shipment (form) **Inventory management** > **Common forms** > **Shipments**	**Bill of lading** tab **Carrier type** field Select the carrier type from the following options: • **Invoice account –** The customer who is selected as an invoice account in the sales order. • **Customer –** The customer account that is specified in the **Carrier** field. • **Vendor –** The vendor account that is specified in the **Carrier** field. **Carrier** field Select the registration number of the carrier. **Note**: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field. **Type** field Select **Limited** or **Standard** as the license card type. **Registration number** field Enter the registration number of the license card. **Series** field Enter the series of the license card. **Number** field Enter the number of the license card. **Delivery date** field Select the date of delivery for the shipped goods. **Model** field Select the vehicle model. **Reg. No.** field Enter the registration number of the vehicle. **Waybill** field Enter the waybill number. **Driver** field Select the unique identification code for the designated driver of the vehicle. **Driver name** field Enter the name of the driver. **Driver license** field Enter the license code of the driver who is assigned to the vehicle. **Driver contact data** field Enter the contact data of the driver who is assigned to the vehicle. **Type** field Select the type of transport. **Document type** field Select the bill of lading type from the following options: • **Transportation invoice** – The bill of lading is generated as a transportation invoice. • **Job ticket** – The bill of lading is generated as a job ticket. **Cargo description** field Enter the shipping description of the cargo. **Cargo packing** field Enter the packing description of the cargo.

Sales posting (form) **Accounts receivable** > **Common forms** > **Sales Order Details** > **Posting** > **Packing slip** -or- **Accounts receivable** > **Common forms** > **Sales Order Details** > **Posting** > **Invoice**	**Bill of lading** tab **Type** field Select **Limited** or **Standard** as the license card type. **Registration number** field Enter the registration number of the license card. **Series** field Enter the series of the license card. **Number** field Enter the number of the license card. **Carrier type** field Select the carrier type from the following options: • **Invoice account –** The customer who is selected as an invoice account in the sales order. • **Customer –** The customer account that is specified in the **Carrier** field. • **Vendor –** The vendor account that is specified in the **Carrier** field. **Carrier** field Select the registration number of the carrier. **Note**: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field. **Delivery date** field Select the date of delivery for the shipped goods. **Model** field Select the vehicle model. **Reg. No.** field Enter the registration number of the vehicle. **Waybill** field Enter the waybill number. **Driver name** field Enter the name of the driver. **Driver license** field Enter the license code of the driver who is assigned to the vehicle. **Driver contact data** field Enter the contact data of the driver who is assigned to the vehicle. **Type** field Select the type of transport. **Document type** field Select the bill of lading type from the following options: • **Transportation invoice** – The bill of lading is generated as a transportation invoice. • **Job ticket** – The bill of lading is generated as a job ticket. **Cargo description** field Enter the shipping description of the cargo. **Cargo packing** field Enter the packing description of the cargo.

Transfer orders (form) **Inventory management** > **Periodic** > **Transfer orders**	**Bill of lading** tab **Carrier type** field Select the carrier type from the following options: • **Invoice account –** The customer who is selected as an invoice account in the sales order. • **Customer –** The customer account that is specified in the **Carrier** field. • **Vendor –** The vendor account that is specified in the **Carrier** field. **Carrier** field Select the registration number of the carrier. **Note**: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field. **Type** field Select **Limited** or **Standard** as the license card type. **Registration number** field Enter the registration number of the license card. **Series** field Enter the series of the license card. **Number** field Enter the number of the license card. **Delivery date** field Select the date of delivery for the shipped goods. **Model** field Select the vehicle model. **Reg. No.** field Enter the registration number of the vehicle. **Waybill** field Enter the waybill number. **Driver name** field Enter the name of the driver. **Driver license** field Enter the license code of the driver who is assigned to the vehicle. **Driver contact data** field Enter the contact data of the driver who is assigned to the vehicle. **Type** field Select the type of transport. **Driver** field Select the unique identification code for the designated driver of the vehicle. **Document type** field Select the bill of lading type from the following options: • **Transportation invoice** – The bill of lading is generated as a transportation invoice. • **Job ticket** – The bill of lading is generated as a job ticket. **Cargo description** field Enter the shipping description of the cargo. **Cargo packing** field Enter the packing description of the cargo.

Transfer order history (form) **Inventory management** > **Periodic** > **Transfer orders** > **Inquiries** > **Transfer order history**	**Bill of lading** tab **Carrier type** field Select the carrier type from the following options: • **Invoice account –** The customer who is selected as an invoice account in the sales order. • **Customer –** The customer account that is specified in the **Carrier** field. • **Vendor –** The vendor account that is specified in the **Carrier** field. **Carrier** field Select the registration number of the carrier. **Note**: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field. **Type** field Select **Limited** or **Standard** as the license card type. **Registration number** field Enter the registration number of the license card. **Series** field Enter the series of the license card. **Number** field Enter the number of the license card. **Delivery date** field Select the date of delivery for the shipped goods. **Model** field Select the vehicle model. **Reg. No.** field Enter the registration number of the vehicle. **Waybill** field Enter the waybill number. **Driver name** field Enter the name of the driver. **Driver license** field Enter the license code of the driver who is assigned to the vehicle. **Driver contact data** field Enter the contact data of the driver who is assigned to the vehicle. **Type** field Select the type of transport. **Document type** field Select the bill of lading type from the following options: • **Transportation invoice** – The bill of lading is generated as a transportation invoice. • **Job ticket** – The bill of lading is generated as a job ticket. **Cargo description** field Enter the shipping description of the cargo. **Cargo packing** field Enter the packing description of the cargo.

Transfer order shipment (form) **Inventory management** > **Periodic** > **Transfer orders** > **Posting** > **Ship transfer order**	**General** tab **Print transportation document** check box Select this check box to print the transportation document. **Bill of lading** tab **Carrier type** field Select the carrier type from the following options: • **Invoice account –** The customer who is selected as an invoice account in the sales order. • **Customer –** The customer account that is specified in the **Carrier** field. • **Vendor –** The vendor account that is specified in the **Carrier** field. **Carrier** field Select the registration number of the carrier. **Note**: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field. **Type** field Select **Limited** or **Standard** from the license card type. **Registration number** field Enter the registration number of the license card. **Series** field Enter the series of the license card. **Number** field Enter the number of the license card. **Delivery date** field Select the date of delivery for the shipped goods. **Model** field Select the vehicle model. **Reg. No.** field Enter the registration number of the vehicle. **Waybill** field Enter the waybill number. **Driver name** field Enter the name of the driver. **Driver license** field Enter the license code of the driver who is assigned to the vehicle. **Driver contact data** field Enter the contact data of the driver who is assigned to the vehicle. **Type** field Select the type of transport. **Document type** field Select the bill of lading type from the following options: • **Transportation invoice** – The bill of lading is generated as a transportation invoice. • **Job ticket** – The bill of lading is generated as a job ticket. **Cargo description** field Enter the shipping description of the cargo. **Cargo packing** field Enter the packing description of the cargo.

Bill of lading (form) **Inventory management** > **Periodic** > **Transfer orders** > **Inquiries** > **Bill of lading**	**Freight** tab **Carrier type** field Select the carrier type from the following options: • **Invoice account –** The customer who is selected as an invoice account in the sales order. • **Customer –** The customer account that is specified in the **Carrier** field. • **Vendor –** The vendor account that is specified in the **Carrier** field. **Carrier** field Select the registration number of the carrier. **Note**: This field is available only if **Customer** or **Vendor** is selected in the **Carrier type** field. **Delivery date** field Select the date of delivery for the shipped goods. **Model** field Select the vehicle model. **Reg. No.** field Enter the registration number of the vehicle. **Waybill** field Enter the waybill number. **Driver name** field Enter the name of the driver. **Driver license** field Enter the license code of the driver who is assigned to the vehicle. **Driver contact data** field Enter the contact data of the driver who is assigned to the vehicle. **Type** field Select the type of transport. **Type** field Select **Limited** or **Standard** as the license card type. **Registration number** field Enter the registration number of the license card. **Series** field Enter the series of the license card. **Number** field Enter the number of the license card. **Document type** field Select the bill of lading type from the following options: • **Transportation invoice** – The bill of lading is generated as a transportation invoice. • **Job ticket** – The bill of lading is generated as a job ticket. **Document number** field Enter the transportation document number. **Cargo description** field Enter the shipping description of the cargo. **Cargo packing** field Enter the packing description of the cargo.

The Microsoft Knowledge Base article numbers for this country-specific update are 2573162 and 2589594.

Bank and address information for payments to foreign bank accounts

Payments that are made to vendors by using payment orders or payment requests must include additional information about the vendor bank account if the vendor uses a foreign bank to receive payments. This can include the bank code, bank name, the Society for Worldwide Interbank Financial Telecommunication (SWIFT) code of the foreign bank, the foreign bank account number of the vendor, and the address of the payer.

When you make payments to the foreign bank account of a vendor, it is necessary for the vendor to register a bank account with a Russian bank. This bank account can be assigned as an intermediate bank account between the payer and the vendor. You can generate a payment order for the payments, and then enter the details of the vendor bank account and the vendor account that the payments are made to.

For transactions that involve payment returns to a foreign customer, you can set up a customer bank account to receive the returned payments, and then generate a customer payment order that includes the bank and address of the payer.

Setting up payments to foreign bank accounts

Complete the following tasks before you generate a payment order for payments to a foreign vendor bank account, or to send payment returns to a foreign customer bank account:

- Set up a bank account for the company in the **Bank accounts** form. For more information, see "Bank accounts (form)" in the Help.
- Set up a vendor account in the **Vendors** form. For more information, see "Vendors (form)" in the Help.
- Set up a customer account in the **Customers** form. For more information, see "Customers (form)" in the Help.
- Set up payment journals for a vendor account and a customer account in the **Journal** form. For more information, see "Journal header (form)" in the Help.
- Set up a foreign customer bank account to receive payment returns in the **Customer bank accounts** form. For more information, see "Customer bank accounts (form)" in the Help.

You must also complete the following procedures before you can generate payment orders for payments to foreign bank accounts:

- Set up an address for a payer
- Set up a foreign bank and link it to a vendor account
- Set up a foreign vendor bank account and an intermediate bank account for a vendor

Set up an address for a payer

Use the **Alt. address** form to set up an alternative address for a payer. This address is included in the details of the payment order. For more information, see "Alternative addresses (form)" in the Help.

1. Click **Basic** > **Setup** > **Company information** to open the **Company information** form.
2. Click **Alt. address** to open the **Alt. address** form.
3. Create an alternative address for the payer.
4. In the **Address type** field, select **Payment**.

Set up a foreign bank and link it to a vendor account

Use the **Banks** form to set up a foreign bank, and then link it to the vendor account that is associated with the foreign bank. For more information, see "(RUS) Banks (form)" in the Help.

1. Click **Bank** > **Common Forms** > **Banks** to open the **Banks** form.
2. Create a foreign bank. For more information, see "(RUS) Set up bank parameters for a company" in the Help.
3. In the **Bank type** field, select **Foreign**.
4. Click the **General** tab.
5. In the **Vendor account** field, select the vendor account to link to the foreign bank.

Set up a foreign vendor bank account and an intermediate bank account for a vendor

Use the **Vendor bank accounts** form to set up a foreign bank account for the vendor that the payments are made to. This bank account is registered with the foreign bank that you created and linked to the vendor account.

You can also set up an intermediate Russian bank account to link to the vendor payments that are made to a foreign bank. You can specify a bank code, an account number, and a SWIFT code for the foreign bank that the payments are made to. For more information, see "Vendor bank accounts (form)" in the Help.

1. Click **Accounts payable** > **Common Forms** > **Vendor Details** to open the **Vendors** form.
2. Select the vendor account that is linked to the foreign bank, and then click **Setup** > **Bank accounts** to open the **Vendor bank accounts** form.
3. Create a bank account for the vendor.
4. Click the **General** tab.
5. In the **Foreign bank** field group, in the **Bank groups** field, select the code of the foreign bank with which the vendor bank account is registered.
6. In the **Bank account number** field, enter the bank account number of the vendor.
7. In the **SWIFT** field, enter the SWIFT code of the bank.

Generating payment orders for vendor payments and payment returns to customers

You can generate a payment order for payments that are made to the foreign bank account of a vendor. You can also generate a customer payment order for payment returns that you send to the foreign bank account of a customer.

Generate a payment order for a foreign vendor

You can use the **Generate payments** form to generate a payment order for payments that are made to the foreign bank account of a vendor. Before you generate a payment order, you can use the **Journal voucher** form to register a line in the payment journal to record the vendor payments. For more information, see "Generate vendor payments (class form)" and "Vendor payment journal lines (form)" in the Help.

1. Click **Accounts payable** > **Journals** > **Payments** > **Payment journal** to open the **Journal** form.
2. Select a vendor payment journal, and then click **Lines** to open the **Journal voucher** form.
3. In the **Method of payment** field, select the method of payment for the current payment.

4. Click the **Bank** tab, and then in the **Account identification** field, enter the foreign bank account of the vendor.
5. In the **Payment documented on** field, select the vendor account that the payments are made to.
6. Click **Functions** > **Generate payments** to open the **Generate payments** form. For more information, see "(RUS) Generate a payment order in rubles" in the Help.
7. Click **OK** to generate the payment order.

Generate a customer payment order for a payment return

When you send payment returns to the foreign bank account of a customer, you can generate a payment order from **Accounts receivable** to make the payment. You can use the **Journal voucher** form to register a line in the payment journal to record the customer payment. For more information, see "Generate customer payments (class form)" and "Customer payment journal lines (form)" in the Help.

1. Click **Accounts receivable** > **Journals** > **Payments** > **Payment journal** to open the **Journal** form.
2. Select a customer payment journal, and then click **Lines** to open the **Journal voucher** form.
3. In the **Method of payment** field, select the method of payment for the current payment.
4. Click the **Bank** tab, and then in the **Account identification** field, enter the bank account number of the customer account that is to receive the payment return.
5. In the **Payment documented on** field, select the customer account that is to receive the payment return.
6. Click **Functions** > **Generate payments** to open the **Generate payments** form.
7. Click **OK** to generate the payment order.

Modified forms

This section contains information about the modified forms used for generating payment orders for payments made to foreign bank accounts.

Form name and locator	Description
Banks (form) **Bank** > **Common Forms** > **Banks**	**Bank type** field **Foreign** option Select this option to specify that the selected bank is a foreign bank.
Vendor bank accounts (form) **Accounts payable** > **Common Forms** > **Vendor Details** > **Setup** > **Bank accounts**	**General** tab **Foreign bank** field group **Bank groups** field Select the code of the foreign bank with which the vendor bank account is registered. **Bank name** field The name of the foreign bank with which the vendor bank account is registered. **Bank account number** field Enter the foreign bank account number that the vendor payments are made to. **SWIFT** field Enter the SWIFT code of the bank that the foreign vendor payments are made to.

Customer bank accounts (form) **Accounts receivable** > **Common Forms** > **Customer Details** > **Setup** > **Bank accounts**	**General** tab **Foreign bank** field group **Bank groups** field Select the code of the foreign bank with which the customer bank account is registered. **Bank name** field The name of the foreign bank with which the customer account is registered. **Bank account number** field Enter the foreign bank account number that receives payment returns from the vendor. **SWIFT** field Enter the SWIFT code of the bank that receives payment returns from the vendor.

The Microsoft Knowledge Base article number for this country-specific update is 2581799.

Microsoft Dynamics AX electronic document management integration

Microsoft Dynamics AX is integrated with a service provider for electronic document management to facilitate the transfer of statutory electronic documents to the Russian reporting authorities, such as State Tax Services, and State Pension Services. This integration provides follow-up services, such as document delivery confirmation and information about the approval status of the document. It also verifies, and then converts the electronic documents to a valid .xml format.

After you have generated an electronic document that is ready to be transferred to the State Tax Services of Russia, you can save the document to an export folder that you can specify in the **Configuration of electronic document sending service** form. The documents that you save in the export folder are sent to a server for processing and validation. The validated documents can then be sent to the State Tax Services for approval.

When the status of the exported electronic document changes, the service detects the change and updates the status of the document in Microsoft Dynamics AX.

Note: You will receive information and instructions to install the required service provider applications after you complete a registration agreement with the service provider for electronic document management.

Prerequisites

The following prerequisites must be met before you export electronic documents using the electronic document management service:

- Install the electronic document management service provider application that is required to validate and export the documents to Russian reporting authorities. After installing the application, you can configure settings to use when exporting electronic documents.
- Install and choose a client digital certificate for the electronic documents.
- Install a Cryptographic Service Provider (CSP) application to encrypt the document data when you export electronic documents.

Setting up electronic document transfers

Complete the following setup tasks before you export electronic documents:

- Set up company information in the **Company information** form. For more information, see "Company information (form)" in the Applications and Business Processes Help.
- Set up folders to save exported electronic documents and store the statuses of reports.

Set up folders to save exported electronic documents and store the statuses of reports

You can set up a folder to save electronic documents that will be exported to the reporting authorities. The documents that you save in this folder are validated and then sent to the reporting authorities for approval.

You can also set up a folder to store documents that contain status update information about the electronic documents that are exported. The status of the documents is updated depending on the approval of the reporting authorities.

1. Click **General ledger** > **Setup** > **Financial reports generator** > **Configurations** to open the **Configuration of electronic document sending service** form.
2. Click the **General** tab.
3. In the **Outbound folder** field, specify a path to save and export electronic documents.

   Note: The documents must be saved in an .xml format.
4. In the **Inbound folder** field, specify a path to save documents that contain status update information about the electronic documents that are exported.

Forms

This section contains information about the forms that are used to set up and export electronic documents, and to view the statuses of the exported electronic documents.

Form name and locator	Description
Configuration of electronic document sending service (form) **General ledger** > **Setup** > **Financial reports generator** > **Configurations**	Use this form to set up configurations to export electronic documents. You can set up folders to store exported documents, and to view the statuses of the exported documents. The documents must be stored in an .xml format. **Overview** tab **Note:** The following fields are also available on the **General** tab. **Configuration** field The identification code for the configuration. **Active** field Select this check box to specify that the selected configuration is active. **Note:** If you select this check box, you cannot delete the configuration. **Type** field Select the **File** option to specify that the exported document is a file. **General** tab **Response** field The file name of the exported .xml file. Microsoft Dynamics AX uses this file name to search for document updates from the electronic document management service provider. **Status code** field The status code of the exported document. **Status description** field The description of the status of the exported document. **Status date** field The time and date when the status is applied to the exported document. **Outbound folder** field Specify a folder to store electronic documents that are to be exported. **Inbound folder** field Specify a folder to store a file that is updated with the status of exported documents. **Statuses** tab **Type** field The type of status that is applied to the exported electronic document. **Code** field The code for the status. **Description** field The description of the code for the status.
Send electronic document (form) **General ledger** > **Reports** > **External** > **Electronic documents list**. Click **Send** > **Send document**	Use this form to export electronic documents to the State Tax Services. **Configuration** field The configuration that is used to export the electronic document. **Outbound folder** field The path of the folder that is used to store the electronic document that is exported. **Document ID** field The file name of the electronic document.

Electronic document sending journal (form) **General ledger** > **Reports** > **External** > **Electronic documents list**. Click **Send** > **View log**	Use this form to view general information about exported electronic documents and their statuses. **Source document** field The identification of the electronic document. **Status date** field The date and time when the status is applied to the export file. **Type** field The status of the electronic document. **Description** field The description of the status.
Electronic document identifiers (form) **General ledger** > **Reports** > **External** > **Electronic documents list**. Click **Send** > **Identifiers**	Use this form to view identification information about the exported electronic documents. **Send document** button Open the **Send electronic document** form to export the electronic documents. **View log** button Open the **Electronic document sending journal** form to view general information about exported electronic documents and their statuses. **Update status** button Update the status of the current electronic document. **Source document** field The identification of the electronic document. **Document ID** field The file name of the electronic document. **Send status** field The status of the electronic document.

Modified form

This section contains information about a modified form that is used to set up and maintain electronic documents to export to the reporting authorities.

Form name and locator	Description
Documents (form) **General ledger** > **Reports** > **External** > **Electronic documents list**	**Send** button Open a menu with the following options: • **Send document** – Open the **Send electronic document** form to export electronic documents. • **Update status** – Update the statuses of the exported electronic documents. • **View log** – Open the **Electronic document sending journal** form to view general information about exported electronic documents and their statuses. • **Identifiers** – Open the **Electronic document identifiers** form to view identification information about the exported electronic documents. **Status** field The status of the exported document.

The Microsoft Knowledge Base article number for this country-specific update is 2563064.

Microsoft Dynamics is a line of integrated, adaptable business management solutions that enables you and your people to make business decisions with greater confidence. Microsoft Dynamics works like and with familiar Microsoft software, automating and streamlining financial, customer relationship and supply chain processes in a way that helps you drive business success.

U.S. and Canada Toll Free 1-888-477-7989

Worldwide +1-701-281-6500

www.microsoft.com/dynamics