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1 Quick Facts

Here you find general information about the Israel.

Key Strengths

- Large scope localized
- Standard delivery
- Best Practice content and BC-Sets available as templates
- On Premise and Cloud Solutions

Challenges

- Frequent and unexpected legal changes in the end of reporting period, limited timeline for these legal changes’ delivery
- Large number of supported product versions and different solution approach in these versions
- Legal requirements are often hard to interpret and sometimes contain evident contradictions between different legal sources

Legal Compliance

<table>
<thead>
<tr>
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<th>FI/Logistics</th>
<th>Human Capital Management</th>
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<tr>
<td>Law Complexity Ranking</td>
<td>High Complexity</td>
<td>High Complexity</td>
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<tr>
<td>Frequency of Legal Changes</td>
<td>Dynamic, over the year</td>
<td>Dynamic, over the year</td>
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<tr>
<td>Official Local Language</td>
<td>Russian</td>
<td>Russian</td>
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Language

- All core modules are translated
- SAP help is translated
- System help (F1 and IMG) is not translated
2 Recommendations and General Information

- Many customers use Russian localization in the last 15 years
- New developments are shipped in upper releases only
3  Supported Legal Requirements

3.1  Financial Accounting (FI)

Templates

- Chart of Account CARU
- Tax scheme TAXRU
- Financial Statement Versions BRU1, BRU3

Embedded functions and master data

- Account offsetting
- Negative posting
- Country/region-specific master data for fixed assets

Accounts Payable/Accounts Receivable

- Contract Accounting
- Automatic clearing
- Down payments in foreign currency
- Customer payment solution
- Foreign currency valuation history

VAT

- VAT agent automation
- VAT accounting for operations with deferred ownership transfer
- Separate VAT solution
- VAT for commission trade
Fixed assets

- Fixed assets depreciation bonus calculation
- Fixed assets revaluation
- Results from fixed assets retirement calculation
- Transport Tax Calculation

Transfer pricing

- Monitoring of transfer pricing
- Preparation of Controllable Partner Data for Transfer Pricing

Output Forms

- VAT Invoice (including corrective and revised), Universal Trade Document (including corrective and revised)
- Invoice for down payment
- Intercompany act of reconciliation
- Payment order format MT103
- Form KO-1 “Cash receipt voucher”
- Form KO-2 "Cash expense voucher"
- Form KO-4 “Cash book”
- Form AO-1 “Advance Report”

Fixed assets forms

- Form NMA-1 “Inventory card of intangible assets”
- Form OS-1 “Capitalization and retirement act of fixed assets (for fixed assets excluding buildings)”
- Form OS-1A “Capitalization and retirement act of buildings”
- Form OS-1B “Capitalization and retirement act of fixed asset groups (for fixed assets excluding buildings)”
- Form OS-2 “Fixed assets internal transfer note”
- Form OS-3 “Fixed assets repairs and improvements act”
- Form OS-4 “Fixed assets scrapping act”
- Form OS-4A “Vehicles scrapping act”
- Form OS-4B “Scraping record of fixed assets group”
- Form OS-6 “Fixed assets inventory card”
- Form OS-6a “Inventory card for fixed asset groups”
- Form OS-6b “Inventory book for fixed assets”
- Form OS-15 “Act of equipment acceptance-transfer to installation”
- Form OS-16 “Act of found equipment defects”
- Form INV-1 “Fixed assets inventory sheet”
- Form INV-1A “Intangible assets inventory sheet”
- Form INV-10 “Unfinished repairs of fixed assets”
- Form INV-18 “Inventory difference list of fixed assets”

**Debts inventory forms**

- Form INV-11 “Prepaid expenses inventory form”
- Form INV-17 “Inventory of Vendor/customer Debts”

**Electronic Document Flow**

- Process of Outgoing electronic documents for VAT documents flow
- Process of Incoming electronic documents for VAT documents flow

**Reporting on ACR**

- Financial Statement: Balance Sheet, Profit and Loss, Stockholder equity, Cash flow
- Property Tax Return and tax accruals posting
- VAT Return, VAT clarification request, VAT export registers
- VAT Purchase and Sales ledgers, Register of outgoing VAT invoices, Register of incoming VAT invoices, Matching of outgoing and incoming invoices

**3.2 Sales and Distribution (SD)**

**Export solution**

- Export operations tracking and secondary events generation
- Export customs declaration report
- Export data analysis for VAT
- Export Confirmation Registers
VAT Output forms (including commission trade)

- VAT-invoice
- Corrective VAT-invoice
- Revised VAT-invoice
- Universal Trade Document (UTD)
- Corrective UTD
- Revised UTD

3.3 Material Management (MM)

Material management forms

- Form M-2 “Authorization”
- Form M-4 “Receipt order”
- Form M-7 “Material acceptance act”
- Form M-11 “Delivery note for internal stock transfer”
- Form M-15 “Goods issue delivery note”
- Form TORG-1 “Goods acceptance act”
- Form TORG-2 “Act about determined difference in quantity and quality while acceptance of inventory holdings”
- Form TORG-10 “Specification”
- Form TORG-12 “Delivery note”
- Form TORG-13 “Record of internal goods transfer”
- Form 1-T “Bill of lading for motor transportation”
- Form MX-1 “Record of storage placement for materials”
- Form MX-3 “Record of return from storage for inventory holdings”

Inventory management forms and reports

- Form INV-3 “Physical inventory list”
- Form INV-19 “Difference list of stocks”
- Material turnover report
- Offset inventory differences report
Import operation

- Import custom declaration maintenance
- Import of goods from Eurasian Union

Currency control

- Revaluation of open items in foreign currency (standard solution)
- Foreign currency valuation history
- Currency control, deal passport, list of supporting documents, form "SPD"
- Currency control, "SVO" form

Customer payment solution

Customizing of structural divisions

Workwear accounting

Details in KBA notes:

SAP note 2854503 - SAP RU-FI: Localization functionality for Russia
SAP note 2872876 - SAP RU-FI: List of Business Functions for Russia
SAP note 2872951 - SAP RU-FI: List of BC-sets available for Russia in SAP ERP

Find more information on Wiki page.
4 Human Capital Management Requirements and Payroll for Russia

4.1 Personnel Management

Country grouping – Russia

«33» - Contains example of payroll settings

Master data

- Employees personal data
- Challenges
- Addresses
- Bank details
- Family member/dependents
- Education
- Residence status
- Documents and certificates
- Military account
- Tax and social payments and priviledges
- Additional social insurance data
- Other and previous employees
- Sanctions/offense
- Awards/decorations

Personal administration

- Personnel actions
- Personnel orders
- Employment contract
- Loans
- Garnishments
• Working conditions
• Average staff number
• Incentives and disciplines management

**Concurrent employment**

Support of multi-contracts personnel management and payroll for a person

**Organization management**

• Legal entity properties
• Reporting hierarchies of legal entities
• “Reporting areas” approach for statutory reporting purposes

**Time management**

• Absences and attendances
• Sickness certificates administration (including electronic)
• Work in harmful conditions

4.2 Payroll

**Country payroll template**

• Scheme «RUS0» - for classical («single employment») solution
• Scheme «RU0C» - for Concurrent employment

**Regular payroll**

• Basic pay
• Bonus payments
• Paid absences
• Overtime payments
• Personal income tax
• Insurance contributions
• Insurance privileges
• Garnishments
• Voluntary deductions
• Estimated liability (reserves)

**Off-cycle**

• Advance payments
• Vacations
• Termination
• Retirement
• Discrete bonuses
• Sickness and maternity leaves

**Corrections**

For everything above

**4.3 Reporting**

**Personnel administration reports**

• Form T-1 «The order about employee hiring»
• Form T-1a «The order about employees hiring»
• Form T-2 «Employee data card»
• Form T-3 «Staff schedule»
• Form T-5 «The order about employee transfer to another work»
• Form T-5a «The order about employees transfer to another work»
• Form T-8 «The order about employee termination»
• Form T-11 «The order about employee incentive»
• Form T-11a «The order about employees’ incentive»
• Form T-54a «Employee earnings record»
- Form T-60 «Calculation note about vacation granting to employee»
- Form T-61 «Calculation note for termination»

**Travel management**

- Form T-9 «The order about employee direction to business trip»
- Form T-9a «The order about employees direction to business trip»
- Form T-10 «Business trip permit»
- Form T-10a «Work task for direction in business trip and report about its execution»

**Time accounting**

- Form T-6 «The order about vacation granting to employee»
- Form T-6a «The order about vacation granting to employees»
- Form T-7 «Vacation schedule»
- Form T-13 «Timesheet»

**Personal payment documents**

- Remuneration statement
- Form T-53 «Paysheet»
- Wage type statement
- Estimated liability report ("Calculated reserves")

**Tax service reporting**

- Form 2-NDFL «Personal income statement»
- Form 6-NDFL «Personal income statement»
- Form RSV «Social insurance contributions calculation»

**Pension insurance**

- Form ADV-1 «Data of insured person»
- Form ADV-2 «Application for insurance certificate change»
- Form ADV-3 «Application for making a duplicate of insurance certificate»
- Form SZV-K «Data about labor seniority before registration in the system of mandatory pension insurance»
- Form ADV-8-1 «Individual account of insured person actualization»
- Form SZV-M «Data about insured persons»
- Form SZV-Seniority «Data about insurance seniority»
- Form ODV-1 «Data by Insurer transferred to Pension Fund for individual pension accounting»

**Social insurance**

- Form 4-FSS «Mandatory social insurance contributions and payments calculation»
- Statement about wages for 2 previous years
- Card for individual account of social and pension insurance contribution
- FSS Direct payments: application for benefit payment (vacation allowance)
- FSS Direct payments: statement – calculation of treatment vacation payment
- FSS Direct payments: statement – sum of additional benefit payment calculation
- FSS Direct payments: XML-registers of data regarding insurance claims
- FSS Direct payments: application for expenses reimbursement on payment of 4 additional vacations days for disabled child care
- FSS Direct payments: application for expenses reimbursement on payment of burial benefit

**State statistical reporting**

- Statistical data processing and preparation
- Form P-4 «Data about headcounts, wages and rotation of employees»
- Form P-4(NZ) «Data about part-time employment and rotation of employees»
5 Information Repositories

Latest legal changes delivered under SAP Globalization Services Local and Language Versions for SAP Products

Documentation for Finance

Documentation for Payroll Russia
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