

# SENT configuration

Polish law of 9 March 2017 on the monitoring of road transport of goods imposes new registration obligations and defines liability for their infringement to three types of entities:

- *sending entity* – natural person, legal person, organizational unit not holding legal personality, running a business, **delivering goods, delivering goods in the EU, exporting goods**
- *receiving entity* – natural person, legal person, organizational unit not holding legal personality, running a business, **purchasing goods, purchasing goods in the EU, importing goods**
- *carrier and driver* – natural person, legal person, organizational unit not holding legal personality, running a business, **transporting goods**

## SENT configuration

In order to be able to handle SENT functionality:

- on the company form (*Configuration* → *Company Structure* → *Rights Structure* → edition of selected company), it is necessary to check parameter: *Monitor SENT Transport* The value of the parameter can be changed at any moment during work with the system.

ID: 3  Active

**Code**  
T-shirt

**Name**  
tshrt\_01

Language: English

**Sales VAT Rate** A 23% **Purchase VAT Rate** A 23%

**Type** Merchandise **Category**

**Manufacturer**

**Brand** **SKU**

**Country of Origin** **CN Code** 00000010

**Minimum Margin** 0.00 **Basic Unit** szt

**SAF-T Item Group** **SAF-T Procedure**

**Resource Collection Queue** FIFO

Subject to discounts  Weighed item  
 Discount on price  Reverse charge  
 Include in terms  
 Edit item name  
 Voucher  
 SENT

Once the parameter is checked, an additional field *ID in PUESC* appears in the header of the company form. The ID is completed automatically on the basis of TIN and EIN and its format is: PL + TIN + 5 last digits of EIN number.

Example

**Case 1:**

Company's TIN: 9557335883, EIN not completed

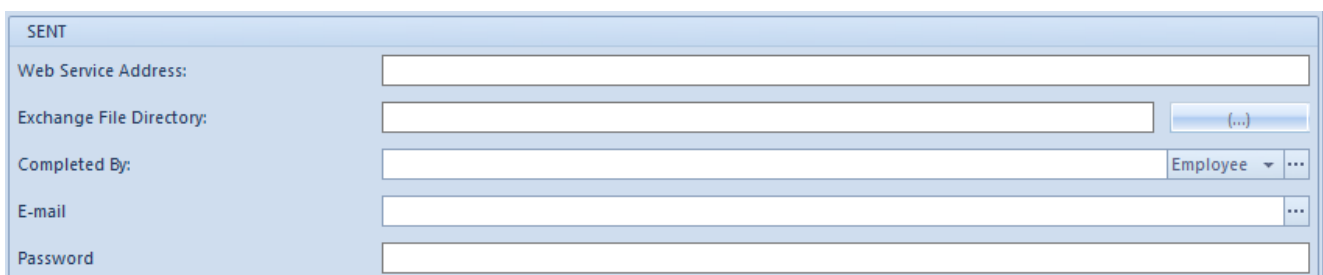
*ID in PUESC* is defined as follows: PL9557335883

## **Case 2:**

Company's TIN: 9557335883, number REGON 350512345.

*ID in PUESC* is defined as follows: PL955733588312345

- From the level of the system configuration (*System* → *Configuration* → *Data Exchange*), it is necessary to configure Web Service service, in order to enable sending notifications to Electronic Services Portal of the Customs Service (PUESC) in .xml format, which are compatible with technical specification available on the portal.
- **Web Service Address:** – address used for communication with PUESC portal
- **Exchange File Directory** – field allowing for specifying a directory in which files exported by means of [...] button are to be saved
- **Completed By** – field allowing for selecting a person authorized to send files. Depending whether option *Employee* or *Contact Person* is selected, when clicking on [...], a selection window is opened from the list of employees or contact persons.
- **E-mail** – contact address of the person authorized to send files. By means of [...] button a selection window from the list of contacts is opened.



The screenshot shows a configuration window titled "SENT" with a light blue header. It contains five rows of input fields:

- Web Service Address:** A single-line text input field.
- Exchange File Directory:** A single-line text input field followed by a blue button with "..." text.
- Completed By:** A single-line text input field followed by a dropdown menu showing "Employee" and a blue button with "..." text.
- E-mail:** A single-line text input field followed by a blue button with "..." text.
- Password:** A single-line text input field.

Web Service service configuration

## Note

The options listed above are available upon checking parameter *Monitor SENT Transport* in the company form.

- form the level of *Configuration* → [CN Codes](#), it is necessary to define CN codes:
- with checked parameter *Upload to SENT*
- with specified unit in field *UOM for SENT*
- with completed field *Description*

Those parameters allows for specifying goods whose data is to be sent to the PUESC (*Platforma Usług Elektronicznych Skarbowo-Celnych*) portal.

The screenshot shows a configuration form for 'Monitor SENT Transport'. It contains the following fields and controls:

- CN Code:** Text input field containing '00000010'.
- Additional Unit:** Dropdown menu.
- Net weight is required:** Unchecked checkbox.
- VAT Rate:** Dropdown menu.
- SAF-T Item Group:** Dropdown menu.
- SAF-T Procedure Code:** Dropdown menu.
- Upload to SENT:** Checked checkbox.
- UOM for SENT:** Dropdown menu containing 'kg'.
- Description:** Large text area for entering a description.

Parameters regarding SENT on CN codes form

- an item/item group should be associated with CN code. After that, the parameter *SENT* is automatically checked, with the possibility of unchecking it.

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T-shirt

**Name**  
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Language: English

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**SAF-T Item Group** **SAF-T Procedure**

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 Voucher  
 SENT

Item form associated with a CN code and parameter SENT checked

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# Generating SENT document

It is possible to generate a carriage document on the basis of:

- trade documents (invoices, sales orders)
- warehouse documents (POR/SOR)

To do so, it is necessary to select an appropriate document on the list and click on [SENT] button. PUESC platform on tab *My documents* will be opened.

The user logs in to the PUESC platform according to the settings defined in: *System* → *Configuration* → *Data exchange* → *SENT*.

For release documents (SO, R, SI, SOR), SENT\_100 dispatch form is opened, in accordance with the data retrieved from the document on the basis of which it is being generated.

For receipt documents (POR, PI), SENT\_200 dispatch form is opened, in accordance with the data retrieved from the document on the basis of which it is being generated.

In case a SENT document has already been generated to the document, another attempt of its generation, depending on selected action, might result in:

- completion
- update
- closure
- cancelation
- verification of notification status