Cooperation with applications

Applications compatible with Comarch ERP Standard 2022.1

Application	Release
Comarch POS	2022.1
Comarch mPOS	2022.1
Comarch e-Shop	2022.0
Comarch B2B	2022.0
Comarch WMS (Management, Warehouseman)	2022.0
Comarch Mobile (Management, Sales, Tracking)	2022.0.1
Comarch DMS	2021.2
Comarch ERP Business Intelligence (Report Book, Management Dashboard, Configuration Tool)	2022.1
Comarch BI Point	12.1
Comarch e-Sprawozdania	2021.1.1
Comarch ERP Standard HR	2022.1.1
Comarch Translator	2021.0
Wszystko.pl	Current release: www.wszystko.pl
OCR	Current release

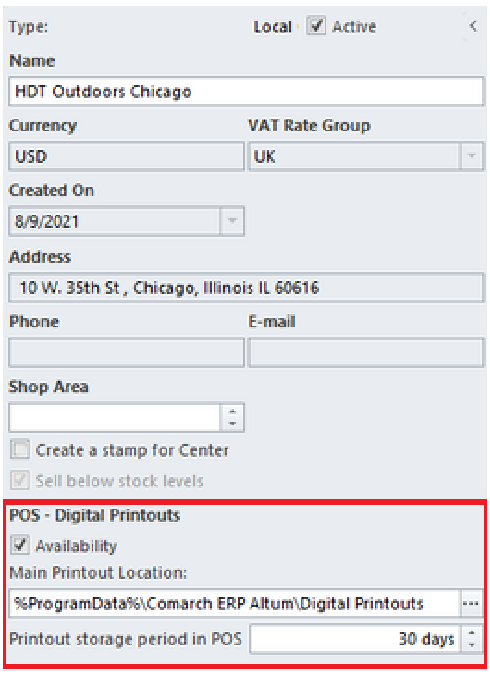
Common

POS – digital printouts

The latest release supports digital printouts. A trade document printout can now be sent from POS to a customer by e-mail.

A printout is synchronized to Comarch ERP Standard and an e-mail message is sent via a new BPM process – *Send Digital Printouts* that needs to be imported and published prior to activation of the digital printout functionality.

The digital printout functionality is configured in Comarch ERP Standard on center form under (new) section *POS – digital printouts*.



POS – digital printouts section

National e-Invoice System management

Since it is possible, as of the beginning of the current year, to use optionally the National e-Invoice System (KSeF), a new feature has been introduced in 2022.1 release making it possible to issue structured invoices. This is one of the allowed forms of documenting transactions in addition to paper invoices and electronic invoices commonly used in business transactions.

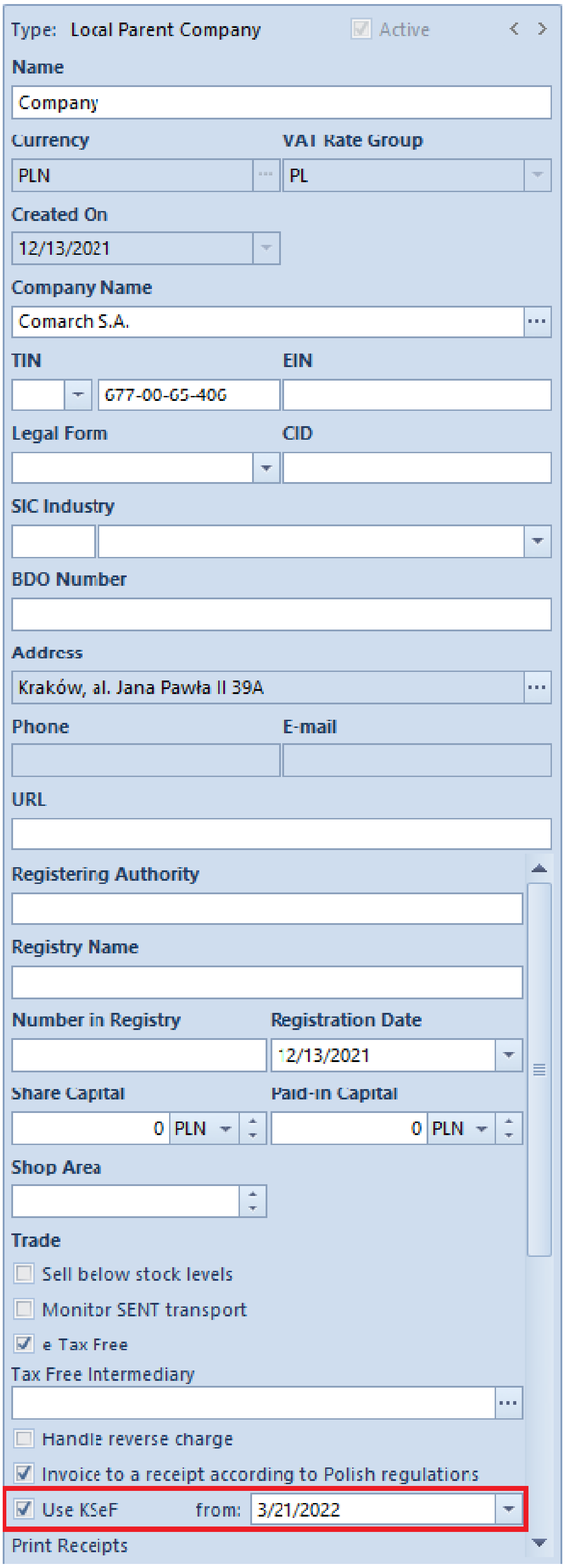
A structured invoice is an invoice issued by taxpayers using an ICT system (KSeF) that assigns a number identifying the invoice in that system.

The receipt of structured invoices via KSeF requires relevant acceptance of invoice recipients. If an invoice recipient does not accept such form of document, the issuer still has the right to generate a structured invoice in the system, but it should be delivered to the recipient as agreed between the parties.

Changes to company configuration

A new parameter *Use KSeF from* has been added on the company form under *Trade* section. The parameter:

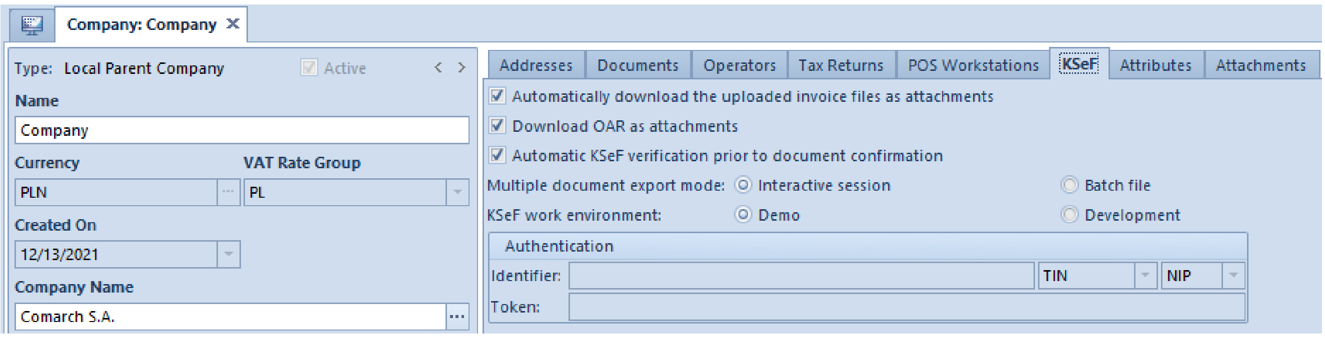
- is presented only if the VAT rate group is set to PL
- can be selected/deselected at any moment during the system session
- is deselected, by default, in newly generated and converted databases



Company form

Selecting the parameter activates a field aside in which the start date of using KSeF can be specified (the current date is set, by default) as well as an additional tab *KSeF* with the following parameters:

- **Automatically download the uploaded invoice files as attachments**
- **Download OAR as attachments**
- **Multiple document export mode** – with values: *Interactive session* (default option), *Batch file*
- **Automatic KSeF verification prior to document confirmation**
- **Authentication –** sections completed automatically during token generation based on the certificate properties, for which a token is being generated. It retrieves the TIN or NIN number depending on the provided certificate data. That number is necessary to ensure proper communication with the KSeF system.



KSeF tab on company form

In the ribbon presented in the *KSeF* tab, there is a new button group *KSeF* with the following buttons:

[**Generate Token**] – generates a token for an authenticated entity and completes automatically the entity's identifier and a token in the corresponding fields under *KSeF* tab

[**Delete Token**] – this button is active only when a token has already been generated

Furthermore, a new column *Token Authentication in KSeF* was added on the company form under *Operators* tab. It is presented only when the KSeF functionality is activated (non-editable in child centers). If an operator is performing a KSeF-related action that requires authentication and if the *Token Authentication in KSeF* parameter available on the company form under *Operators* tab in the *Assigned Operators* section is:

- **selected** for that operator, then the following authentication data is uploaded to KSeF: identifier and token specified for the company under *KSeF*
- **deselected** for that operator, then a certificate selection window opens in which the parameters of the selected certificate are uploaded to KSeF as authentication data.

In the tab, there is also the *KSeF work environment* parameter with options:

- Demo
- Development

It determines KSeF component work mode with the selected environment. If a token to communicate with KSeF is already generated, it has to be deleted before changing the environment.

Note
The demo mode is available only until a document is uploaded to KSeF in the development mode.

Changes to document definitions

In the following document definitions:

- Sales invoice (SI)
- Sales invoice quantity correction (SIQC)
- Sales invoice value correction (SIVC)
- VAT sales invoices correction (VSIC)
- Advance sales invoice (ASI)
- Advance sales invoice correction (ASIC)

there is a new parameter *Automatically upload to KSeF* (deselected, by default). It is presented only if the KSeF functionality is activated in the company configuration.

Note
All KSeF support-related operations require a valid KSeF license.

Permissions in the operator group

In the operator group (*Configuration* à *Operator Group*), the following line items have been added under *Other Permissions* tab:

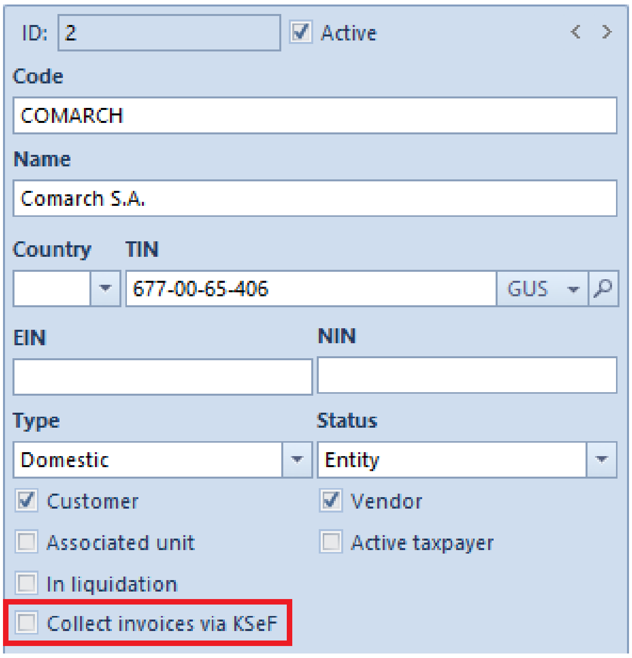
- Upload invoices to KSeF
- Download invoices from KSeF
- Edit KSeF number in a confirmed document
- Print invoices not uploaded to KSeF

These permissions are deselected, by default.

Changes on customer/vendor form

On customer/vendor form, there is a new parameter Collect invoices via KSeF. It is presented when:

- KSeF functionality is activated on the company form
- customer/vendor type is *Domestic*
- customer/vendor status is *Entity*



Customer/vendor form header

Setting of this parameter can be changed at any moment during work with the system. If selected, the system can deselect and hide it automatically when:

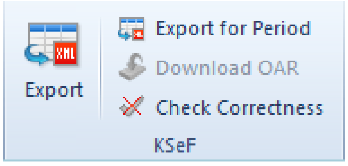
- customer/vendor type is changed to *EU* or *Non-EU*
- customer/vendor status is changed to *Retail Customer*

KSeF-related changes to document lists: sales invoices and their corrections and advance invoices

In the ribbon above the sales invoice list, there as a new button group *KSeF* with the following buttons:

- **Export**
- **Download OAR**
- **Check Correctness**

Note
The buttons are visible only if the logged-in operator has a valid KSeF license.



New button group KSeF above SI list

The following columns (hidden by default) are available on the sales invoice and purchase invoice lists, which optimize KSeF management:

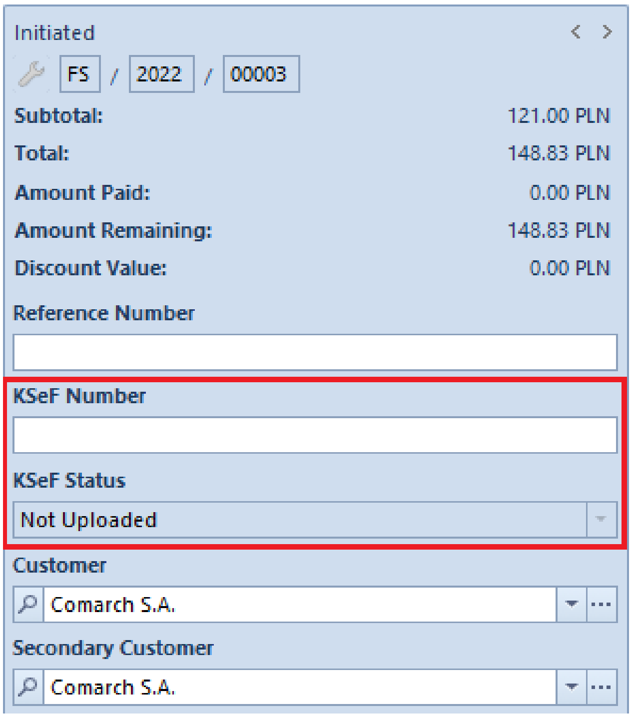
- **KSeF Number** – presents a number from the corresponding field in an invoice
- **KSeF Source Invoice No.** – presents the source invoice KSeF number, to which a correction was issued
- **KSeF Issue Date** (not available on the PI list)

KSeF-related changes to documents

Note
The following parameters are presented only if the *Use KseF* parameter is selected in the company configuration.
In the header of: sales invoice and its corrections (SIQC, SIVC, VSIC), advance sales invoice and its corrections, the following fields have been added:

- **KSeF Number**
- **KSeF Status** – value presented in this field depends on the KSeF communcation status (not uploaded, uploaded, OAR downloaded, rejected)

In purchase invoices, advance purchase invoice and their corrections, only the *KSeF Number* field is presented.



Sales invoice header

KSeF-related changes to accounting documents

Due to the introduction of the KSeF functionality, the following have been added:

- columns: *KSeF Number* and *KSeF Source Invoice No.* on the VAT account list
- fields: *KSeF Number and KSeF Status* in sales invoice/VAT purchase invoice and their corrections – values of these fields are transferred, by default, from the source document

In manually registered VAT invoices/corrections in a VAT account, KSeF status can be set to:

- **Not uploaded (default value)**
- **Uploaded**
- **OAR downloaded**

Changes to generic directories

In the generic directory *Attachment Type*, there is a new system value with the following parameters:

- **Value**: KSeF File
- **Description:** Xml file (*.xml)|*.xml
- **Active**: selected
- **Default**: deselected
- **Compression**: Yes
- **Write**: File in database
- **Size Limit:** No limits

Verification of invoice correctness as regards KSeF file structure

Note
Verification of invoice correctness does not require an operator to be entitled to uploading documents to KSeF. Verification refers to all sales documents uploaded to KSeF: SI, SIQC, SIVC, SIVC, ASI and ASIC.

Manual verification is called with the button Check Correctness available on the invoice list and in the invoice menu. Automatic verification, in turn, is performed when attempting to confirm a document directly in the document or on document list, if the *Automatic KSeF verification prior to document confirmation* parameter is selected on the company form.

Regardless of the selected verification mode, if attempted confirmation completes:

- **successfully**, then the information *KSeF verification: positive* is presented in the infobar
- **unsuccessfully**, then the information *KSeF verification: negative* is presented in the infobar and the returned error(s) is(are) displayed in the message details

Export of documents to KSeF

Export of single source documents to KSeF (SI and ASI)

Documents can be exported manually or automatically. For manually exported documents, the button is available if:

- the logged-in user is entitled to export documents to KSeF
- document status is *Confirmed* or *Printed on Receipt Printer* in the case of SI and ASI and *Confirmed* in the case of SIQC, SIVC, KVFS, ASIC
- document’s KSeF status is *Not uploaded* or *Rejected*
- document date of issue equals to or is later than the date specified in the company configuration for the *Use KSeF from* parameter

Note
Only documents issued in the company to which the center of the logged-in user is assigned are exportable.
If the *Automatically upload to KSeF* parameter is selected in the document definition, then during document confirmation the system verifies the entry in the document operation history:

- if the document was correctly verified, it will be confirmed and then uploaded to KSeF
- if document verification fails, the document remains unconfirmed and will not be uploaded to KSeF

Export of single corrections to KSeF (SIQC, SIVC, VSIC, ASIC)

Documents can be exported manually or automatically. For manually exported documents, the button is available if:

- the logged-in user is entitled to export documents to KSeF
- document status is *Unconfirmed*

- the source document to be corrected was uploaded to KSeF
- document’s KSeF status is *Not uploaded* or *Rejected*
- document date of issue equals to or is later than the date specified in the company configuration for the *Use KSeF from* parameter

Note
Automatic corrections whose source documents were not earlier exported to KSeF and manual corrections cannot be uploaded to KSeF.

Export of multiple documents to KSeF

Depending on the setting of the *Multiple document export mode* parameter on the company form, multiple documents can be exported as:

- **interactive session**
- **batch file**

After selecting more than one line items on the invoice list and selecting the Export button, the system verifies whether the operator is entitled to export documents to KSeF. If the operator has the relevant entitlement, then the system verifies the interactive session or runs export in the batch mode, depending on the parameter settings. Lack of permissions blocks the operation.

Following documents are ignored from among the selected ones:

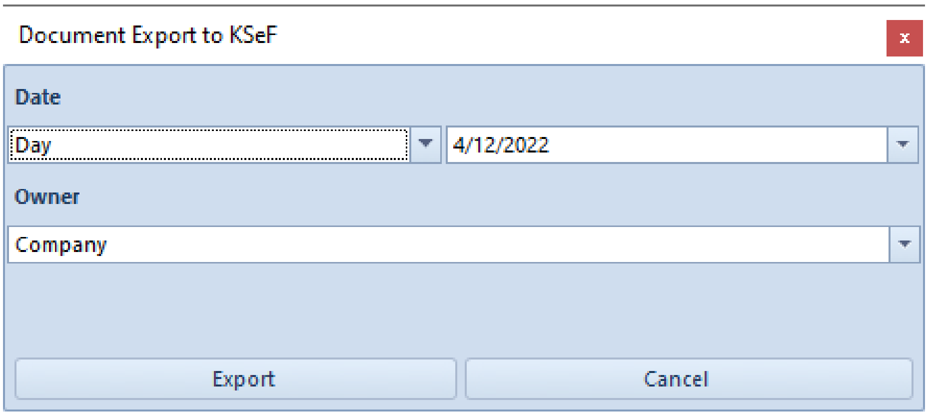
- initiated, unconfirmed and canceled
- whose document’s KSeF status is *Not uploaded* or *Rejected*
- whose document date of issue is earlier than the date specified in the company configuration for the *Use KSeF from* parameter
- that have already been printed
- that are incompatible with the structured invoice scheme

Furthermore, multiple documents can also be exported for a specified period – an additional window to complete export details opens upon selecting the Export For Period button and verifying the operator's permissions:

- *Day/Date Range* field – used to specify exported document dates

Note
It is not possible to select a date earlier than the date specified in the company configuration for the *Use KSeF from* parameter.

- *Owner* field – used to export documents issued in the selected center
- [**Export**] and [**Cancel**] buttons – export is verified in the same way as with the [**Export**] button



Document export window

Printing invoices not uploaded to KSeF

Hint
To ensure that printed documents are properly uploaded to KSeF, it is recommended to enable the incremental history in sales invoices, advance sales invoices and their corrections.

An invoice uploaded to KSeF can be delivered to a customer also as a printout, e-invoice or by e-mail. Since uploading to KSeF an invoice that was already delivered earlier to a customer is treated as issuing another (new) invoice, printing of documents already printed or sent by e-mail is blocked.

If the KSeF functionality is activated in the company configuration and it is attempted to print a document, the system verifies the following:

- if document date of issue is earlier than the date specified in the company configuration for the *Use KSeF from* parameter, the document is printed without verifying subsequent conditions and regardless of the *Collect invoices via KSeF* parameter setting
- if document date of issue equals to or is later than the date specified in the company configuration for the *Use KSeF from* parameter while the *Use KSeF from* parameter is deactivated, then the KSeF document number must be verified:
  - if KSeF number is assigned – the system prints the document
  - if KSeF number is not assigned, it must be verified whether the operator is entitled to print invoices not uploaded to KSeF – if entitled: a relevant message is displayed with buttons Print and Cancel
- if document date of issue equals to or is later than the date specified in the company configuration for the *Use KSeF from* parameter while the *Use KSeF from* parameter is activated, then the KSeF document number must be verified. If missing, an error message is displayed.

Import of purchase invoices from KSeF

In the ribbon above the purchase invoice list, there as a new button group *KSeF* with the following buttons:

- **Import**
- **Import for Period**

The operator’s permission to import documents from KSeF is verified whichever of these buttons is selected – if missing, a relevant message is displayed blocking the operation.

Selecting the [**Import for Period**] button opens an additional window for providing the import details:

- *Invoices By Dates* with options: *Invoices uploaded to KSeF*, *Invoices received in KSeF*
- *Start and end dates* field (current dates, by default)
- [**Import**] and [**Cancel**] buttons.

Structured invoices are imported as attachments. Such document can be added in the system on the purchase invoice list or VAT account list based on the attachment file preview.

Downloading OAR

The [**Download OAR**] button is available on the invoice form when the document's KSeF status is *Sent*. If selected and KSeF responds by sending:

- **OAR**, then:
    - the document's KSeF status changes to *Downloaded OAR*
    - KSeF number is completed in the document
    - If *Download OAR as attachments* parameter is selected in the company configuration, an xml file with AOR is added as an attachment. Operation *KSeF AOR Download* is saved in the document change history with document upload date.
- the **information** that the session is being initiated or processed, then:
    - the document's KSeF status is not updated
    - operation *KSeF AOR Download* is saved in the document change history along with the processing stage description
- an **error**, then:
    - the document's KSeF status changes to *Rejected*
    - operation *KSeF AOR Download* is saved in the document change history along with the error description

Note
The Download OAR button is active on the sales invoice list if there is only one document selected on the list.

Synchronization of KSeF parameters from Comarch POS/Comarch Mobile

During synchronization to Comarch POS and Comarch Mobile, the following is uploaded:

- setting of the *Use KSeF* parameter together with its activation date from the company configuration
- setting of the *Collect invoices via KSeF* parameter available on customer/vendor form
- value of the document's *KSeF number* field as regards synchronized sales invoices and their corrections

During data import, setting of the *Collect invoices via KSeF* parameter is uploaded from customer/vendor form.

Logistics

e-Tax Free

Note
For Tax Free documents issued before January 1st, 2022, the documents are handled as before. The description below refers to documents issued after this date.
The Tax Free procedure allows travelers to receive a VAT refund on goods purchased in the EU and exported outside the customs territory of the European Community. From January 1st, 2022, a traveler may receive a VAT refund if:

- a vendor issues an e-Tax Free document and uploads it to the Tax Free system,
- the traveler exports the purchased goods outside of the European Union,
- the Customs and Tax Authority officer confirms the export of goods in the TAX FREE system after checking first the conformity of the traveler’s details provided in the e-Tax Free document with the data in the traveler’s passport or another ID document,
- the traveler shows a confirmed e-Tax Free document printout received from the vendor – if the traveler leaves the European Union from a member state other than Poland.

With the introduction of digitalization of payments and document flow, from January 2022 online cash registers must be used for registering sales transaction (changes introduced by the amendment of the VAT Act within the so-called VAT SLIM package).

Changes on company form

On the company form, there is a new *e-Tax Free* parameter that determines the availability of:

- e-Tax Free-related fields in a document
- actions responsible, among other, for sending, invalidating and receiving a Tax Free status

Selecting the parameter activates also a *Tax Free* tab where the following has to be specified:

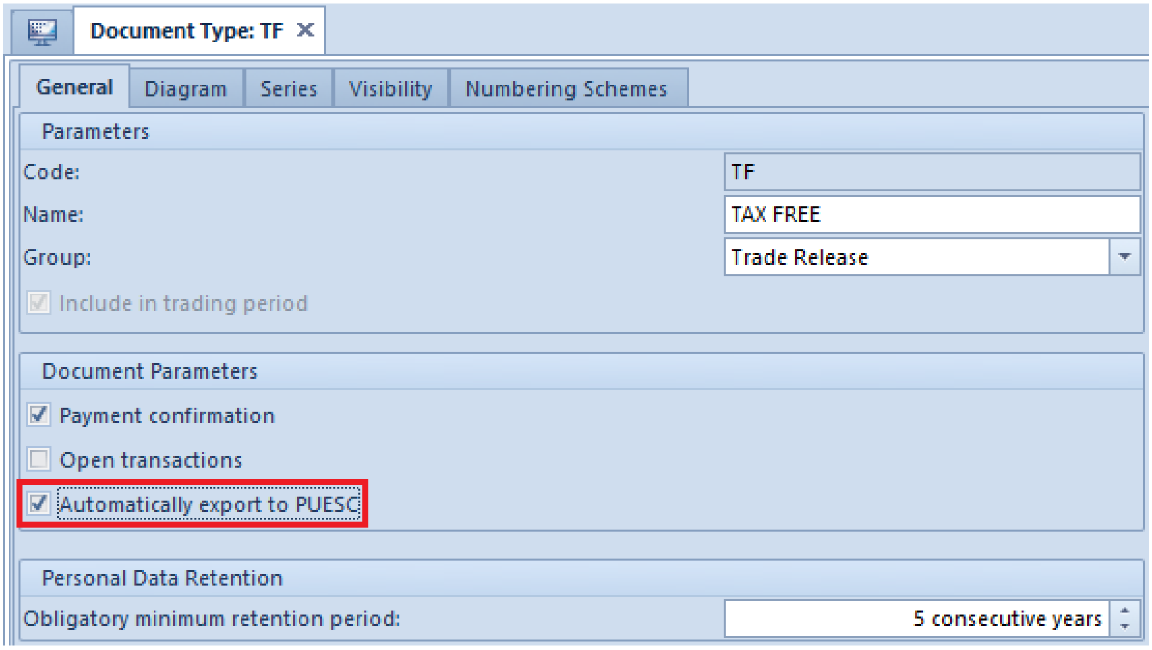
- Tax Free intermediary – customer/vendor being a Tax Free intermediary
- login and password used to communicate with the Web Service
- certificate thumprint and its validity

Note
The parameter is available only if the VAT rate group on the company form is PL.

Company form

Note
e-Tax Free parameter is deselected, by default, but can be

selected at any moment during work with the system. Furthermore, in the TF document definition in the company where the above-mentioned parameter is selected, an option for uploading automatically TF documents during their confirmation has been added – *Automatically export to PUESC* available under *Document Parameters* section.

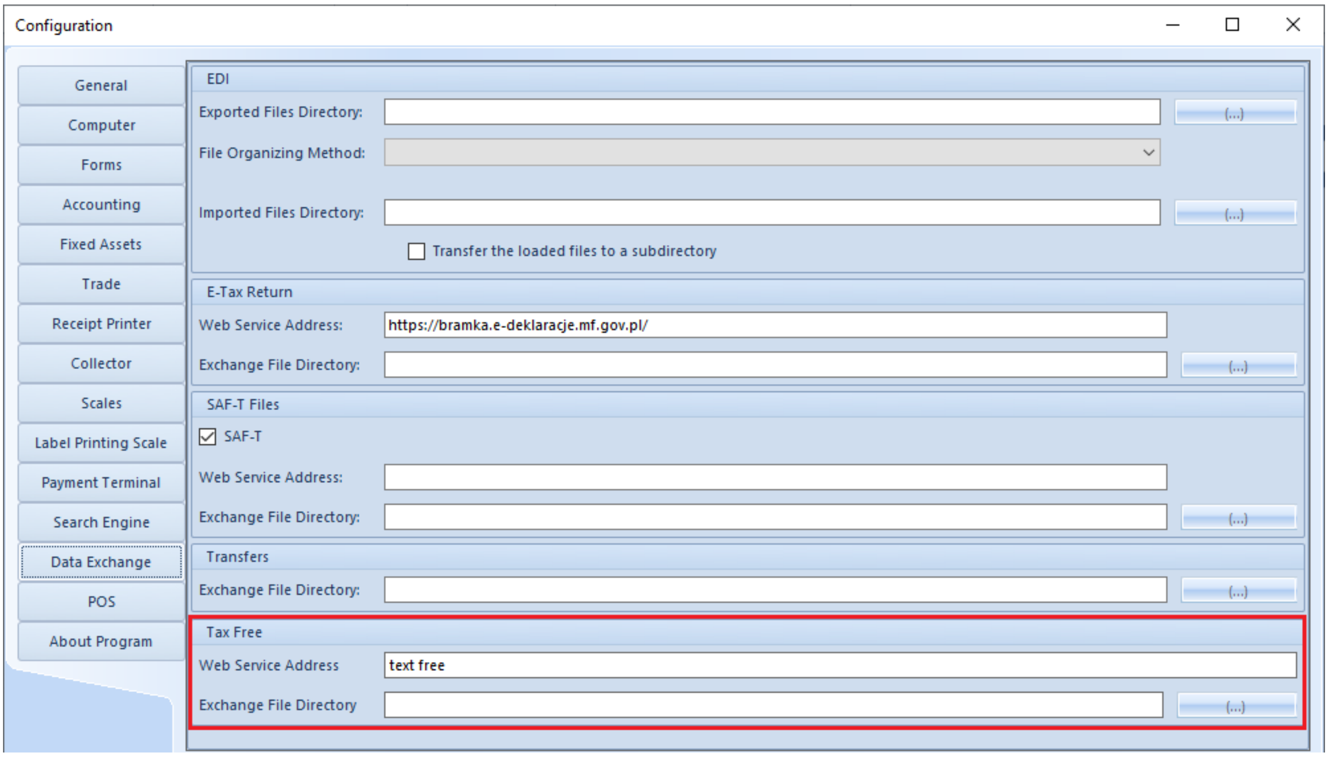


Tax Free document definition

Configuration of Tax Free data exchange

In system configuration: *System → Configuration → Data Exchange*, there is a new section with Tax Free parameters, which stores the data necessary to log on to PUESC and XML files directory. This section becomes available after selecting the Tax Free parameter in the company/center to which the operator is logged in. Fields is this section are the following:

- **Web Service Address**
- **Exchange File Directory** to which all XML files will be uploaded and received



System configuration window

Changes on customer/vendor form

Note
To obtain a SISC ID necessary to register and handle TF documents, an employee needs to register on the PUESC platform first (at least in a simplified manner).
On employee form, there is a new tab *Tax Free* available only if the *e-Tax Free* parameter is selected on the company form. Fields in this tab, whose values are retrieved from an account in PUESC, are the following:

- **E-mail Address** and **Password**
- **SISC ID**

Note
Due to the introduced changes, the option of issuing a Tax Free document to a receipt is blocked in the company with activated Tax Free functionality for an operator with no employee assigned.

Changes to Tax Free document

Tax Free document has been adapted to exchange data with PUESC and extended with additional fields used during electronic communication:

- **Intermediary** – retrieved, by default, from the *Tax Free Intermediary* field in the center of *Company* type (changeable)
- **USN Number** – unique document number assigned by PUESC
- **e-Document Status** – informs about documents status in PUESC
- **Date Sent** – date a document was uploaded to PUESC, it updates the e-document status to *Registered*
- **Date Exported** – date on which the goods left a member state
- **Date Received** – export confirmation date
- **Amount To Refund** – amount of VAT refund – completed manually with the *Tax Free Payment* action
- **Refund Date** – VAT refund date – completed manually with the *Tax Free Payment* action

Note
If *e-Tax Free* parameter is selected in the center of *Company* type, then the *Export confirmed* parameter is hidden in the document.
Following fields have been added in the *Customer* tab of TF document:

- **Date of Birth** – this field value is retrieved from the customer form and for *Undefined* customer it can be completed manually
- **Bank Account Number** – retrieved from the customer form and changeable if more than one bank account is assigned to the customer

Note

A tax free document can only be issued for a retail customer. An *Undefined* customer is an exception – this customer's status changes automatically to retail customer during a tax free document generation, which makes it possible to enter the necessary details (first name, last name, date of birth). Once the document is generated, the customer status is restored automatically and the entered data is archived.
Following additional columns have been added to optimize the work with TF document list: *e-Document Status* and *Unique System Number*.

In addition, in order to export a document to the PUESC platform and perform the related action, a new button group *e-Tax Free* has been added in the ribbon with the following actions:

- **Export TF** – the button is active only, if the document is confirmed, and the e-document status is *Sent*. After selecting the export action and following correct system validation, the TF document receives a system number and its status is updated to *Registered*.

Note
If the user does not complete any of the required fields, the system displays a warning indicating the missing information necessary to sent TF.

- **Get Status** – the button is active for documents with e-document status: *Registered*, *Export Confirmed*, *Export Partially Confirmed*.

Note
Export TF and *Get Status* actions can be performed in a single batch for multiple documents simultaneously.

- **Invalidate TF** – invalidates a document that should not be uploaded to PUESC (active only for *Registered* documents). Selecting this button opens an additional window in which it is possible to enter a reason for invalidation. Once the action is confirmed, the document status changes to *Invalidated*.

- **Pay TF** – action available only for TF with *Export Confirmed* and *Export Partially Confirmed* Document needs to be paid if the traveler leaves the EU member state other than Poland and wants to receive a VAT refund. The traveler must in such case provide to the vendor the export confirmation stamped by customs officers of a given country and based on such confirmation the vendor must register payment of the Tax Free document in the system. Selecting this button opens an additional window with the fields below:
    - *Date of Export* – date from the document delivered by the traveler, which confirms that the goods were exported outside of the EU state (only when accounted for at the border of an EU country other than Poland)
    - *Exporting Country* – EU member state from which the goods were exported
    - *Refund Date* – date the traveler is to receive a VAT refund
    - *Amount To Refund* – refundable VAT value, the amount should neither be greater than the amount of TF document nor less than 0

Note
Date of export and exporting country are not available for TF with partially confirmed export.
After the data is verified and updated in the system, a message communicating the *Refunded* status is returned.

Tax Free batch operations

Above the TF document list, there is a new button group *e-Tax Free* with the following buttons used for batch operations:

- Export TF

- Get Status

After an operation is performed in a single batch in a dedicated window, a log file informing about the operation status is displayed.

Tax Free printout

Due to the introduced changes, the previous printout has been developed with new mandatory data:

- **Non-cash refund**
- **Cash refund**

Note
If payment form other than cash is set in at least one payment, a non-cash printout is then presented – otherwise a cash printout is presented.

- **Unique system number**
- **(customer's) Date of birth**
- **Cash register number**
- **Issuer's full name**
- **SISC ID**
- **Document confirmation date and time**
- **I have received a VAT refund in the amount of ………. pln …… gr**, – text to be completed manually