MICROSOFT DYNAMICS 365
FINANCE AND OPERATIONS
LOCALIZATION

PERU

Scope

AlfaPeople has localized Microsoft Dynamics 365 FINANCE AND OPERATIONS to comply with the tax requirements of over 12 countries in Latin America. One of them is **Peru**, to comply with **SUNAT regulations (***Superintendencia Nacional de Aduanas y Administración Tributaria*** or National Superintendency of Customs and Tax Administration). The different functionalities defined in the localization for Peru are divided into general and reporting functionalities. In addition, specific characteristics were included for each module. This localization can be used in all private sector companies**.**

Architecture

The implementation base of the Peru version is constructed under ISV certification parameters established by Microsoft. Functionality includes the following: implementation of privileges; duties; entities; electronic reports for payments; use of LCS (Life Circle Services) tools, such as BPM (Business Process Management), Asset Library and an implementation methodology, among others.
The management approach used is like the one Microsoft has for regionalizations and it can also be activated through a configuration. Activation per company or legal entity lies in making a country association, allowing the tools to fully coexist with other localizations, including ones built by Microsoft.

The available functionalities of the Peru Version localization for the version in question are listed below. In addition, functionalities that will be available for an upcoming version are also listed

Functionalities Included in the Current Scope

Classification of Characteristics	Description	Improvement – Optimization	Scope
Regulatory	Administration of Sheet Numbers and Correlative Actions	The following processes are included in administration: ✓ Physical site ✓ Correlative ✓ Correlative actions ✓ Types of Legal Documents ✓ Types of Company Documents	Management of the organization.
Regulatory	Accounts Receivable, Customer Identification	The following processes are included in the accounts receivable functionalities: ✓ Identification Number ✓ Verification Digit ✓ Type of ID document ✓ Automatic creation	Accounts receivable: Customer master list and customer parameters

		of financial dimension	
Regulatory	Accounts Payable, Supplier identification	The following processes are included in the accounts payable functionalities: ✓ Identification Number ✓ Verification Digit ✓ Type of ID document ✓ Automatic creation of financial dimension	Accounts Payable: ✓ Suppliers master list ✓ Supplier parameters ✓ Corporate Relations
Regulatory	Accounts Receivable module process	The following processes are incorporated in the accounts receivable module: ✓ Billing from sales orders ✓ Billing of Services ✓ Billing from Projects ✓ Sales Waybills. ✓ Document editing	✓ Sales orders ✓ Billing of services ✓ Projects (Required Items, Item Tasks, Invoice Proposal) ✓ Accounting Logs (Document Editing)
Regulatory	Accounts Payable module process	The following processes are incorporated in the accounts payable module: ✓ Billing from Purchase Orders ✓ Invoice Logs ✓ Invoice Registry Logs ✓ Document editing	✓ Invoice Logs ✓ Invoice Registry Logs ✓ Accounting Logs ✓ Purchase Orders ✓ Expense Journal (Project)
Regulatory	Waybill for Transfers	Generating waybills when making transfers between warehouses	Transfer Orders (Inventory Management)
Regulatory	Document Duplicity Control	Allows you to enter the same document number, but with a different type of document	Invoices Logs General Logs Purchase Order Invoice Registry
Regulatory	Exchange Adjustment	Used to revalue using an exchange rate determined by the company.	Supplier Exchange Adjustment Customer Exchange Adjustment Accounting Exchange Adjustment
Regulatory	Withholdings	This functionality is applied in order for the system to automatically calculate a 3% withholding. Withholdings certificate.	Payment Logs Printing of withholdings certificate.
Regulatory	Discounts	This functionality is applied in order for the system to automatically calculate discounts when a purchase document is input. In addition, it allows the payment of	✓ Invoice Logs ✓ Invoice Registry Logs ✓ Accounting Logs ✓ Purchase Orders ✓ Supplier Payment Logs

		the discount, incorporating the data of the document subject to discount. Discount query	✓ Discount Query
Regulatory	Configuration of Sunat Parameters	Configuration of the Sunat codes required in transactions in order for them to then be reflected in printed and electronic reports	Accounting: Peru Version
Regulatory	Sunat Report: 3.2 Cash and Banks	Report that shows information regarding Cash and Bank accounts (the account must be previously configured)	Accounting: Peru Version> Cash and Banks
Regulatory	Sunat Report: 3.3 Clients	Report that shows information regarding the Clients account per year (the account must be previously configured)	Accounting: Peru Version> Clients
Regulatory	Sunat Report: 3.4 Accounts Receivable from Shareholders	Report that shows information regarding accounts receivable from shareholders per year (the account must be previously configured)	Accounting: Peru Version> Accounts Receivable from Shareholders
Regulatory	Sunat Report: 3.5 Accounts Receivable, Miscellaneous	Report that shows information regarding miscellaneous accounts receivable per year (the account must be previously configured)	Accounting: Peru Version> Accounts Receivable, Miscellaneous
Regulatory	Sunat Report: 3.7 Merchandise, Finished Products	Report that shows information regarding the Merchandise and Finished Product account per year (the account must be previously configured)	Accounting: Peru Version> Merchandise and Finished Products
Regulatory	Sunat Report: 3.11 Payroll Payable	Report that shows payroll information per year (the account must be previously configured)	Accounting: Peru Version> Payroll Payable Report
Regulatory	Sunat Report: 3.12 Suppliers	Report that shows supplier information per year (the account must be previously configured)	Accounting: Peru Version> Suppliers Report
Regulatory	Sunat Report: 3.13 Accounts Payable, Miscellaneous	Report that shows accounts payable information per year (the account must be previously configured)	Accounting: Peru Version> Accounts Payable, Miscellaneous Report
Regulatory	Sunat Report: 3.14 Social Benefits	Report that shows information regarding the social benefits account	Accounting: Peru Version> Social Benefits Report

		per year (the account must be previously configured)	
Regulatory	Sunat Report: 3.15 Deferred Profit	Report that shows information regarding the deferred profit account per year (the account must be previously configured)	Accounting: Peru Version> Deferred Profit Report
Regulatory	Sunat Report: 8.1 Purchases Registry	Purchase Ledger, which shows all of the purchase documents that have been entered per month.	Accounting: Peru Version> Purchase Ledger Report
Regulatory	Sunat Report: 14.1 Sales Registry	Sales Ledger, which shows all of the sales documents that have been entered per month.	Accounting: Peru Version> Sales Ledger Report
Regulatory	Sunat Report: 5.1 Daily Ledger (Daybook)	Daily ledger where the company's day-to-day economic activity is compiled.	Accounting: Peru Version> Suppliers Report
Regulatory	Sunat Report: 6.1 General Ledger	General Ledger where groupings are made per accounting account	Accounting: Peru Version> General Ledger Report
Regulatory	Sunat Report: 3.17 Inventory and Balances Ledger: Verification Balance	Report that shows the balance of all of the accounting accounts used during the year (the account must be previously configured)	Accounting: Peru Version> Inventory and Balances Ledger Report
Regulatory	Electronic File – 4.1 Withholding Agents	Electronic Withholdings Report that displays all of the withholdings generated per month	Accounting: Peru Version> Electronic Withholdings Report
Regulatory	Electronic File – Reports Daily Ledger (Daybook): 5.1 Daily Ledger (daybook) 5.2 Daily Ledger, simplified format 5.3 Daily Ledger – Details regarding the used Accounting Plan 5.4 Daily Ledger, simplified format - Used Accounting Plan	Electronic Daily Ledger Report, a TXT file is generated with the daily transactions. Electronic Daily Ledger Report with accounting plan, a TXT file is generated with the accounts used by the company.	Accounting: Peru Version > Electronic Reporting of: ✓ Daily Ledger ✓ Simplified Daily Ledger ✓ Detailed Daily Ledger with Accounting Plan Simplified Daily Ledger with Accounting Plan.
Regulatory	Electronic File – 6.1 General Ledger	Electronic General Ledger Report, a TXT file is generated with the input information.	Accounting: Peru Version > Electronic General Ledger Report
Regulatory	Electronic File – Purchases Registry: 8.1 Purchases Registry 8.2 Purchases Registry – Non-domiciled	Electronic Purchases Registry Reports, a TXT file is generated with the purchase transactions that were input monthly.	Accounting: Peru Version > Electronic Reporting of: ✓ Purchases Registry.

	subjects 8.3 Simplified Purchases Registry		✓ Purchases Registry – Non- domiciled subjects Simplified Purchases Registry
Regulatory	Electronic File –Sales Registry: 14.1 Sales and Income Registry 14.2 Simplified Sales Registry	Electronic Sales Registry Reports, a TXT file is generated with the information that was input monthly.	Accounting: Peru Version > Electronic Reporting of: ✓ Sales Registry. Simplified Sales Registry
Regulatory	Electronic File – 3.17 Inventory and Balances Ledger: Verification Balance	Electronic Verification Balance Report, a TXT file is generated with the balances of all the accounts used during the month.	Accounting: Peru Version > Electronic General Ledger Report
Regulatory	Electronic File – 13.1 Registry of Perpetual Valued Inventory	Electronic Perpetual Valued Inventory Report, a TXT file is generated with the inventory transactions	Accounting: Peru Version > Electronic Reporting of Perpetual Valued Inventory
Regulatory	Electronic File – Fixed Assets: 7.1 – Fixed Assets Registry – Detailed Data regarding Revaluated Fixed Assets 7.3 - Fixed Assets Registry – Detailed Data regarding Exchange Differences 7.4 - Fixed Assets Registry - Detailed Data regarding Fixed Assets under the Financial Leasing Method	Electronic Fixed Assets Report, a TXT file is generated with the fixed asset transactions input during the year.	Accounting: Peru Version > Electronic Reporting of: ✓ Fixed Assets Registry, detailed information regarding revalued and non-revalued assets ✓ Fixed Assets Registry, detailed information regarding exchange differences Fixed Assets Registry, detailed information under the financial leasing method
Regulatory	Electronic File –Cash and Bank Movement: 1.1 Detailed Data regarding cash movements 1.2 Detailed Data regarding current account movements 3.2 Detailed Data regarding Cash and Bank balances	Electronic Cash and Bank Movement Reports, a TXT file is generated with the transactions that were input monthly	Accounting: Peru Version > Electronic Reporting of: ✓ Detailed data regarding cash movements ✓ Detailed data regarding current account movements Cash and bank balances detailed information
Regulatory	Sunat Report: Fees Receipt	Fees Ledger. It shows all of the fees documents	Accounting: Peru Version > Reporting

		that have been entered per month.	of Fees
Regulatory	Electronic Billing	Configuration of General Parameters for Electronic Billing Configuration of Maintainers The Electronic Billing documents are: Sales Invoices Service Invoices Sales Credit Note Sales Debit Note Dispatch Waybills Dispatch Waybills Transferences Invoices from Projects Credit Note from Projects Debit Note from Projects Inventory Movement Logs Mandatory default references in sales Mandatory references in Purchases	✓ Sales Orders ✓ Service Invoices ✓ Project Invoices ✓ Inventory Logs Transfer Orders
Regulatory	4.1 Printed Withholdings Ledger	Printed Withholdings Report that displays all of the withholdings generated per month	Accounting: Peru Version > Withholdings Reporting
Regulatory	Electronic File–Accounting Reports: 3.3 Accounts Receivable (Clients) 3.4 Accounts Receivable, Shareholders 3.5 Accounts Receivable, Miscellaneous 3.6 Collection Estimate. 3.7 Detailed information regarding the Merchandise and Finished Product account balances. 3.8 Non-Property Investments 3.9 Intangibles 3.11 Payroll Payable 3.12 Accounts Payable (Suppliers) 3.13 Accounts Payable, Miscellaneous 3.14 Social Benefits 3.15 Deferred Assets and Deferred Liabilities	Electronic Reports, a TXT file is generated with the transactions input monthly	Accounting: Peru Version > Electronic Reporting of: ✓ Accounts Receivable ✓ Accounts Receivable, Shareholders ✓ Accounts Receivable Miscellaneous ✓ Collection Estimate ✓ Detailed data of Merchandise Account Balance ✓ Non-property investments ✓ Intangibles ✓ Payroll Payable ✓ Accounts Payable ✓ Accounts Payable Miscellaneous

			✓ Social Benefits Deferred Assets and Liabilities
Regulatory	Electronic File – 9.1 Consignations-Consigner 9.2 Consignations-Consignee	Electronic Reports, a TXT file is generated with the received or delivered consignment transactions. This is a monthly report.	Accounting: Peru Version > Electronic Reporting of:: ✓ Consigner ✓ Consignee
Regulatory	Electronic File 12.1 Detailed information regarding Perpetual Valued Inventory	Electronic Reports, a TXT file is generated with the input inventory transactions. This is a monthly report	Accounting: Peru Version > Electronic Reporting of Perpetual Valued Inventory Detailed Information
Regulatory	Electronic File-Financial Reports. 3.1 Statement of Financial Position 3.16.1 Detailed data regarding the balance of account 50 3.16.2 Shareholding structure of social shares 3.18 Cash flow statement, direct method 3.20 Statement of Income 3.24 Comprehensive Statement of Income 3.25 Cash flow statement, indirect method	Electronic Report, a TXT file is generated with the balances of the accounts previously configured in the financial catalogues. This is a monthly report Electronic Report, a TXT file is generated with the transactions previously input in the Maintainers, Account 50 Balance and Shareholding	Accounting: Peru Version > Electronic Reporting of: ✓ Statement of Financial Position ✓ Cash flow statement, direct method ✓ Statement of Income ✓ Comprehensive Statement of Income ✓ Cash flow statement, direct method ✓ Detailed data regarding the balance of Account 50 Shareholding
AlfaPeople Added Value Services	Documentation and Version Control	List of Scope Functionalities Peru Version	Information of the Help system Activation of functionalities, Activation of licenses and license control, licensing terms and conditions.
AlfaPeople Added Value Services	Inventory Management	Configuration of Items Groups. Configuration of Inventory Concepts. Configuration of Log Names.	✓ Inventory Logs ✓ Inventory movements
AlfaPeople Added Value Services	Logs Reversal	Optimizes the log reversal process by opening settled transactions, thus automating some standard functionalities.	✓ Supplier Invoices Log. ✓ Payment Logs ✓ Accounting log. ✓ Collections logs ✓ Checks.
AlfaPeople Added	Changing of Purchase	Allows the number of the	Invoice Logs

Value Services	Document Number and Type	invoice to be changed in case of a typing error.	Purchase Orders
AlfaPeople Added Value Services	Exchange rate for document date.	In invoice ledgers, the exchange rate is selected from the document date, not from the registry.	Supplier Invoice Logs. Purchase Orders
AlfaPeople Added Value Services	Exchange Adjustment Simulation	A revaluation simulation is carried out to review profit/loss and then register them.	Exchange Adjustment Simulation, Suppliers. Exchange Adjustment Simulation, Clients
AlfaPeople Added Value Services	Customs Codes	Maintains customs agencies with their respective SUNAT codes	
AlfaPeople Added Value Services	Purchase Invoice Format	Configuration of purchase invoice numerical sequence format	
AlfaPeople Added Value Services	Reassign check number	Allows a check to be generated with a previously used number.	✓ Supplier Payment Logs
AlfaPeople Added Value Services	Transfer waybill for inventory	Issuing of shipping waybills based on the output direction of the logs	Inventory Logs
AlfaPeople Added Value Services	Shipping waybill for generic goods	Added process for generating waybills for inventory and consumption of sheet numbers according to document type for items with a negative physical inventory.	✓ Movement Logs Transfer Logs

Product Scope on demand

Classification of Characteristics	Description	Improvement – Optimization	Scope
Regulatory	Sunat Reports: 7.1 Fixed Assets Registry	Printed report that contains the information associated to the company's fixed assets	Accounting: Peru Version > Fixed Assets Report
Regulatory	Electronic File – Discounts	Electronic Discounts Report	Electronic Report
Regulatory	IGV perceptions registry	Perceptions registry	Registry
Regulatory	Electronic file - PDT 697 – Monthly Perception Statement	Electronic Perceptions Report	Electronic Report
Regulatory	Electronic File- Expenses ledger 10.1 Expenses Registry- Monthly expense items	Electronic Expense Report	Electronic Ledgers

	10.2 Expenses Registry-Monthly expense items 10.3 Expenses Registry –Production Expense Statement Valued Annually 10.4 Expenses Registry –Expense Center		
Regulatory	Electronic File-Financial Reports. 3.19 Inventories and Balances Ledger – Statement of Changes in Net Equity	Electronic Financial Reports	Electronic Ledgers

Note: *The functionalities incorporated herein are built under a standard version of the Dynamics 365 for Operations product, for the Peru AP version. In order to be implemented, a code review is required (Merge Code) in the Customer's environment, along with a testing plan. Implementation activities are not considered within the scope and release of product updates.*