USER MANUAL FOR OFFICIALS

PROGRAMME:

CIAT-NORAD Cooperation Program for the Strengthening of Tax Administrations in Latin American and Caribbean Countries

PROJECT

Indirect Taxation in the Digital Economy

NOVEMBER 2021

CONTENT

INTRODUCTION

This document aims to describe all the functionalities of the Compliance System of Digital Economy, for the role of the Taxpayer.

The system aims that companies or people who sell products or provide services in the digital economy, can register in the jurisdiction where they operate, and file tax returns according to the requirements of that jurisdiction.

With the features described in this manual, the taxpayer will be able to perform all the stages of the taxpayer's life cycle, highlighting the taxpayer's registration, the filing of tax returns and complementary reports, as well as the consultation and follow-up of their returns, their current account and payments made.

NOTATION

Throughout this manual some special notations are used to highlight important aspects about some system functionalities or special behavior, which are described below.

Advice:

NOTE: Using this notation, we describe small tips about using the system.

Information:

NOTE: Using this notation, certain system behaviors important to highlight are reported.

Warning:

NOTE: This notation warns of requirements that must be fulfilled when using the application.

Roles with access to functionality:

ROLES WITH ACCESS: Using this notation, roles with access to the described functionality are specified.

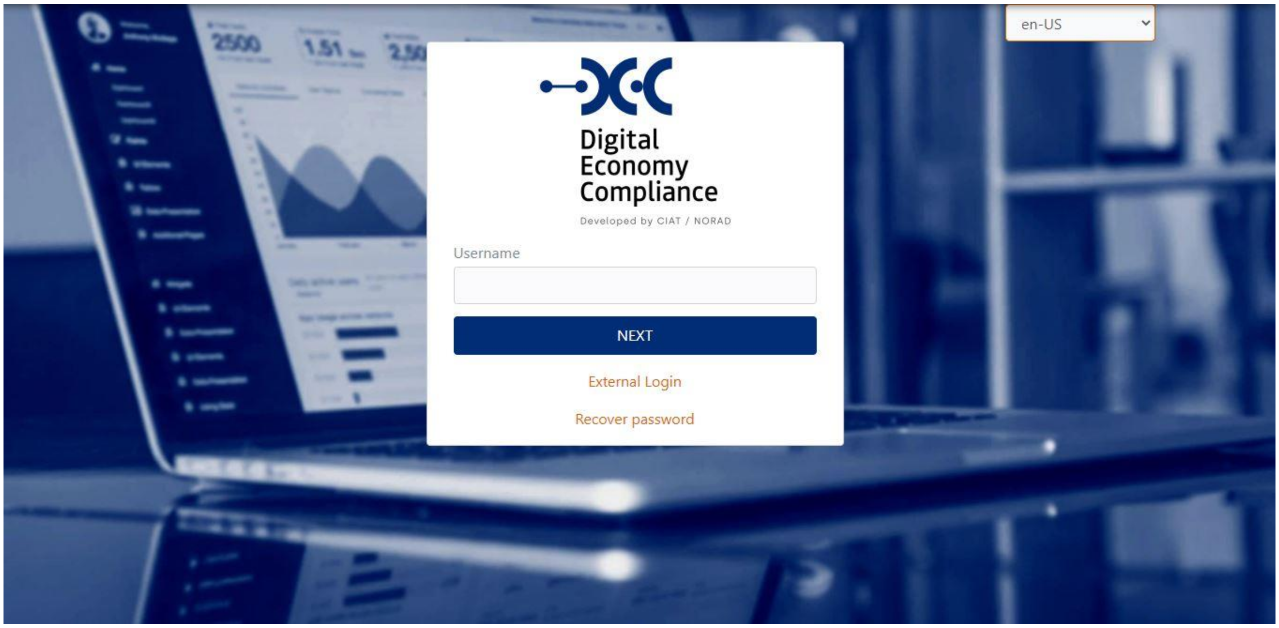
ACCESS TO THE SYSTEM

The Digital Economy Compliance system is a web-based system and must be accessed through the URL provided by the Tax Administration where it is implemented.

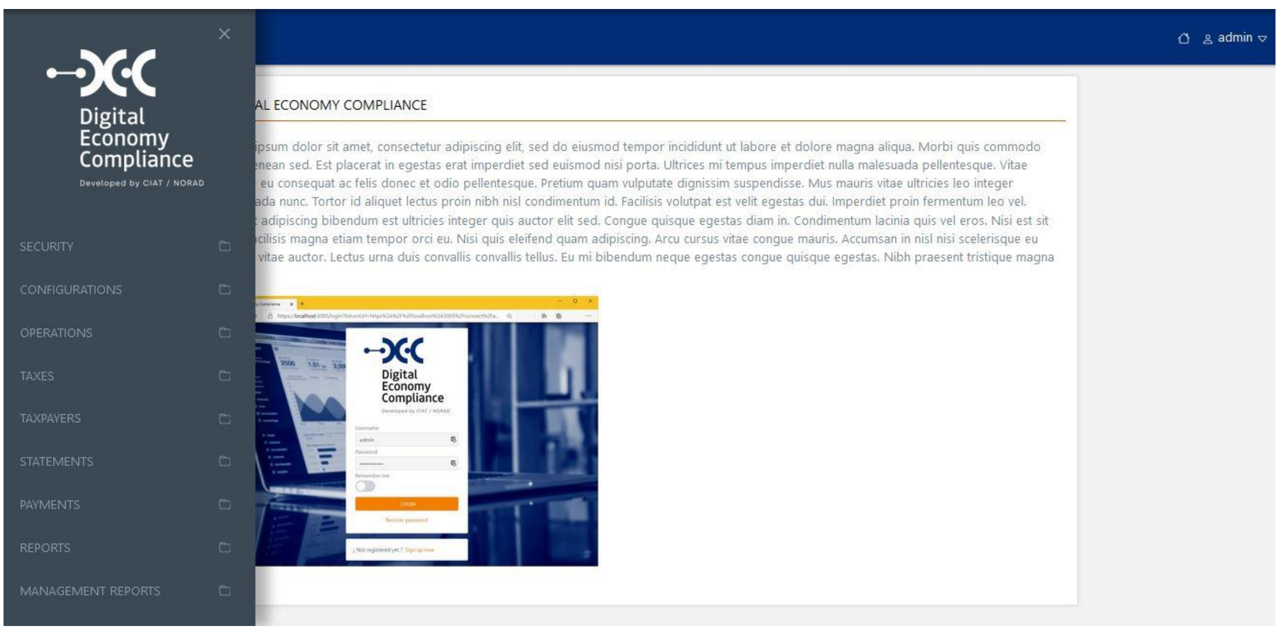
LOGIN TO THE SYSTEM

The entry to the Digital Economy Compliance System is made by entering a user and password, with the possibility of using two authentication factors, as we will see later in the user customization features.

In the login screen we must provide the user ID data and the associated password.



Once verified that the credentials are correct, the system will display the welcome page.

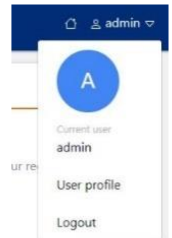


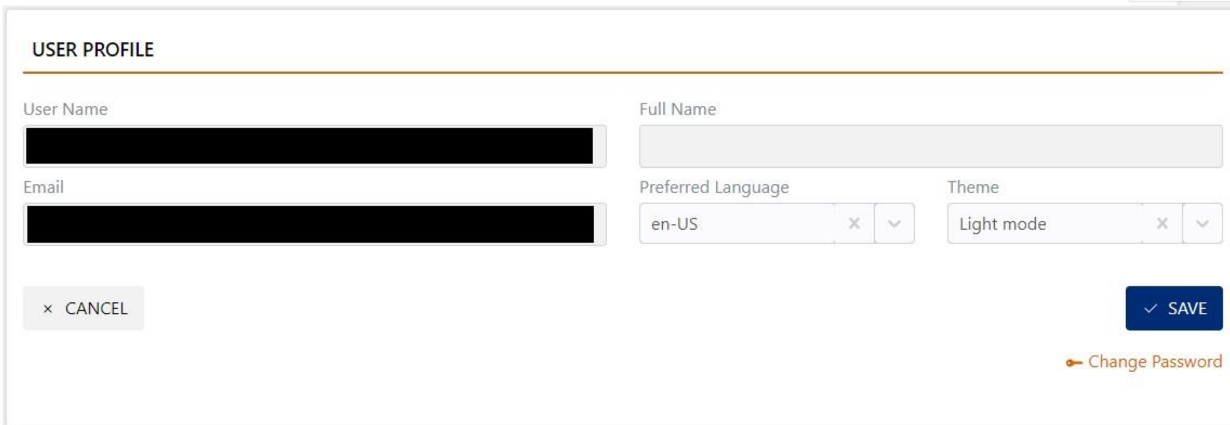
Access levels: As we will see later in the security section, the levels of access to the functionalities of the system are parameterizable from preset roles, depending on the roles that the user has associated, the corresponding menu options will be displayed.

USER DATA

LANGUAGE AND GENERAL DATA

In the upper right part of the screen, by clicking on the username, we can access the user profile screen, where the taxpayer's name, its identifier, the associated email, and the preferred language will be displayed. The language can be changed by selecting any of the languages available in the list.

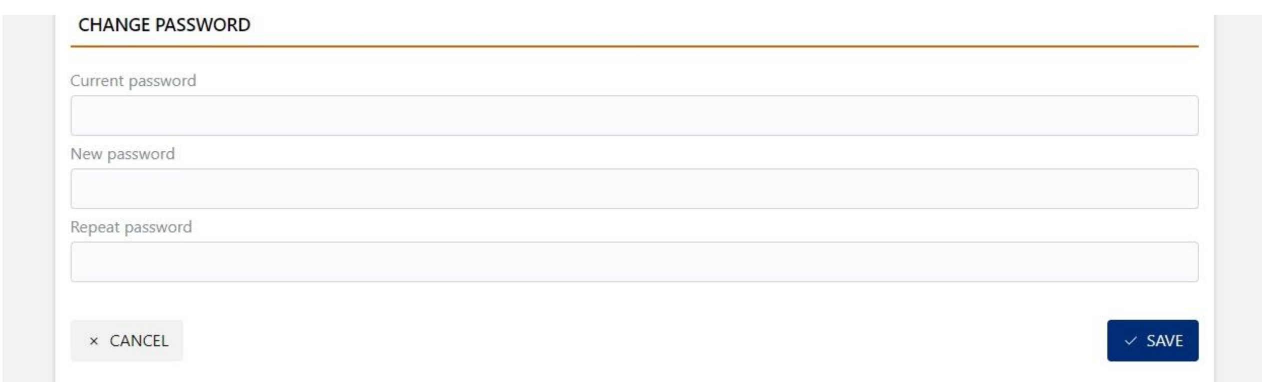




Once the new language has been selected and the save button pressed, the system records the change of language assigned to the user and displays a notification indicating that the change has been made, but for it to be effective, the user must exit the system and re-enter.

PASSWORD CHANGE

Finally, in this screen you can also change the password using the button available for this purpose.



MENU OPTIONS

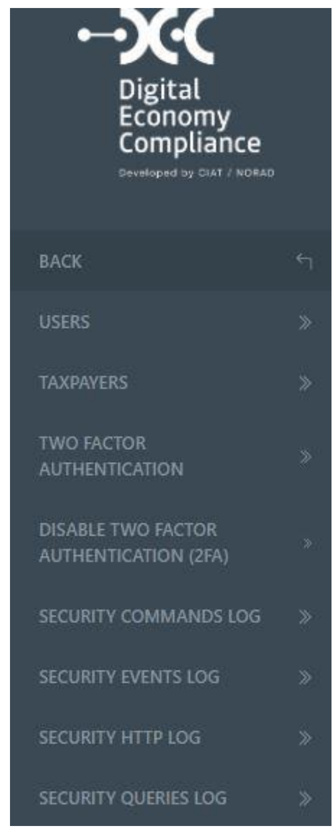
The system options menu is organized by areas of interest or modules, grouped into the following submenus:

- Security
- Settings
- Operations
- Taxes
- Taxpayers
- Declarations
- Payments
- Reports
- Management Report

SECURITY

The security section groups the following functionalities:

- Users- Allow managing the official users of the system.
- Taxpayers - Allow managing the taxpayers users of the system.
- Two-Factor Authentication - Enables 2FA to be enabled for the logged-in user.
- Disable Two-Factor Authentication- to disable 2FA for both taxpayers' users and official users.
- Security actions log
- Security event log
- HTTP Request security log
- Security Query log
- Application Actions log
- Application Event Log
- HTTP Request Application log
- Application Query Log



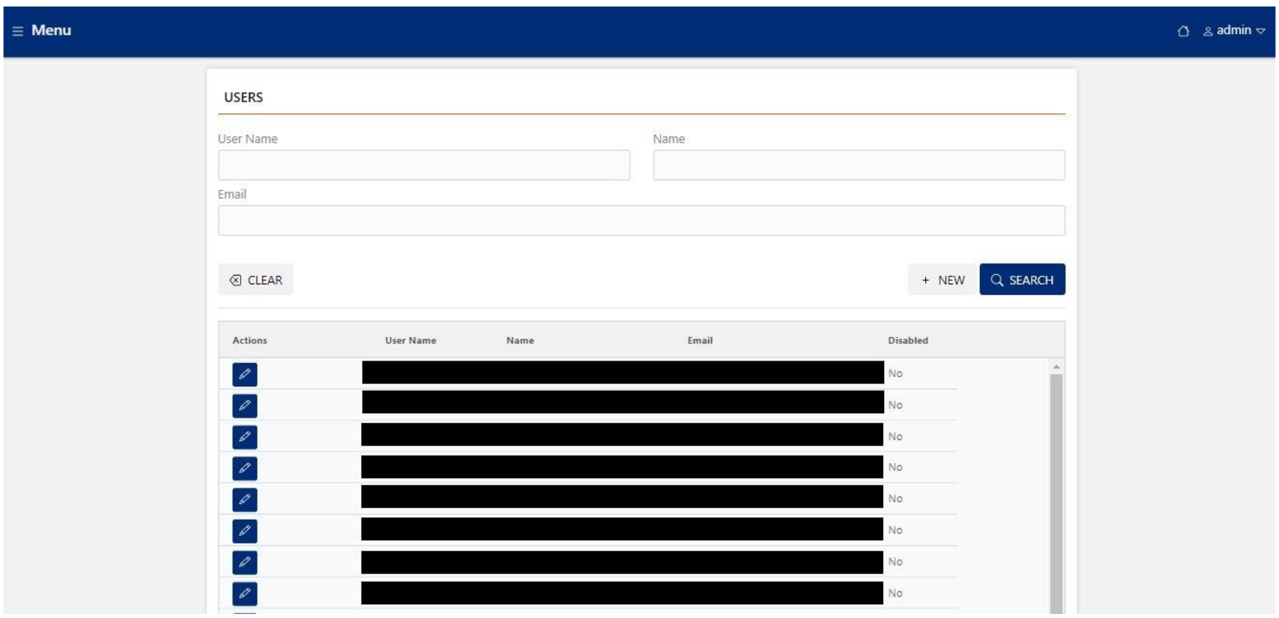
Security-Users

Roles with access: *User manager*

This functionality allows users who have access to it, to manage all the official users of the system, also allowing the creation of new users in the system.

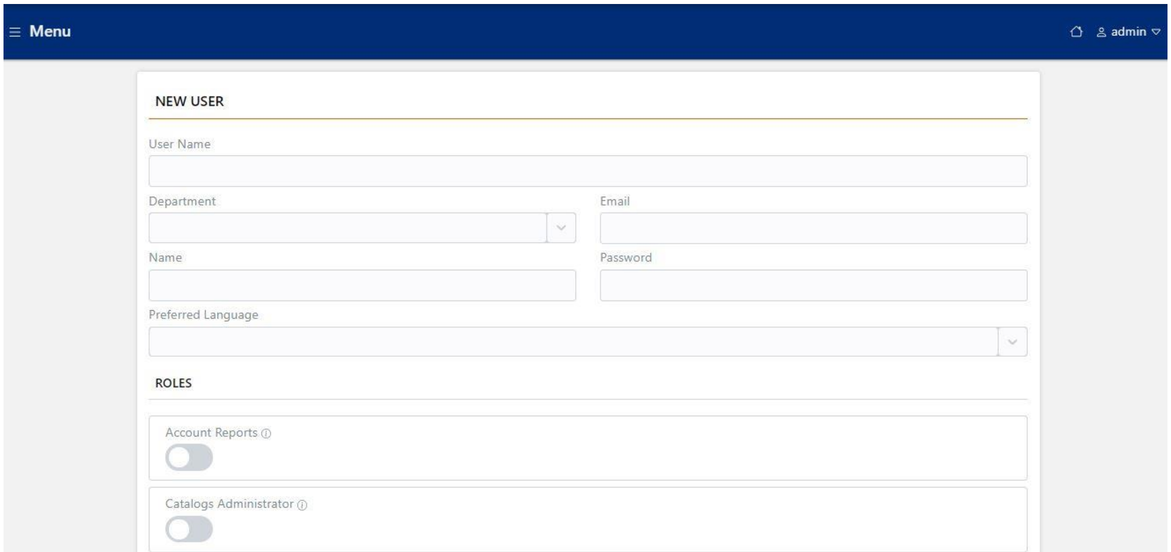
At the top of the screen is the filter section, which can be applied to filter the list of users displayed at the bottom.

Filter: Filtering by *Username* (identifier), *Name* of the official and by *Email* Associated to the user.



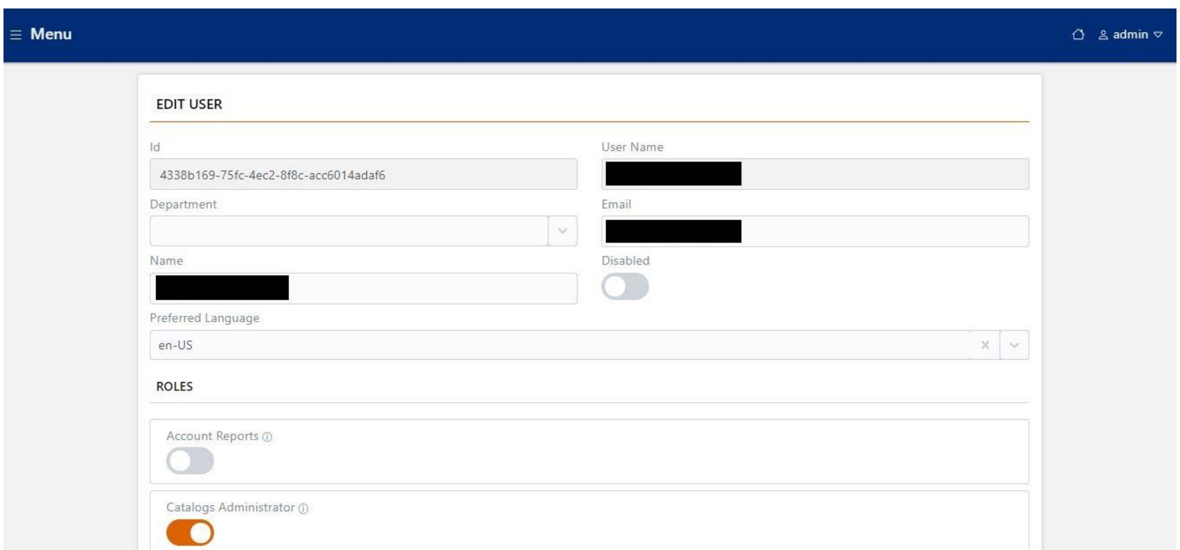
New User

Using the button again, we can create a new official user, for which we will have to fill in the general data, such as Username, Department, Email, Name of the official, password and the language of preference, as well as select all the roles that the user needs from the role list that is displayed at the bottom of the screen. Finally, press the save button.



Edit User

To modify a user, we must use the edit user button, so the system will load in a new screen all the information of the user in edit mode.



....

In this screen, you can modify the user's data such as the department, the email, the name and the language of preference, as well as you can enable or disable the roles associated with the user. The user can also be disabled, when using this functionality, the user will be suspended until enabled again.

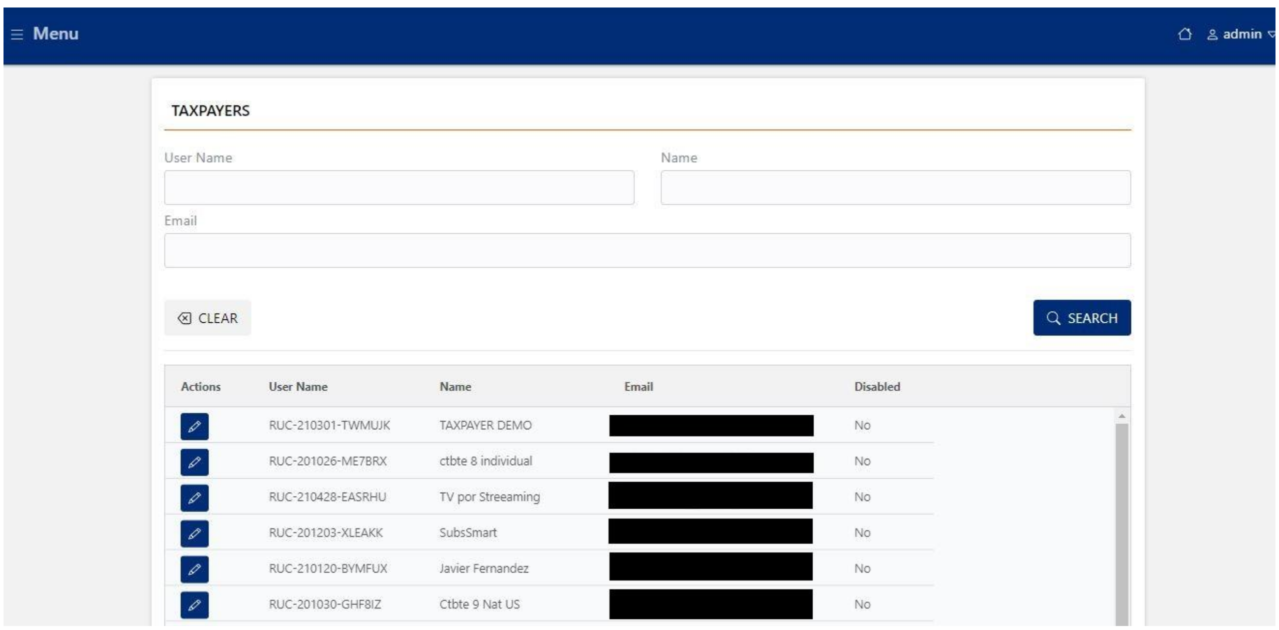
Security- Taxpayers

Roles with access: "Taxpayer Administrator"

This functionality allows users who have access to it, to manage all the taxpayers who use the system

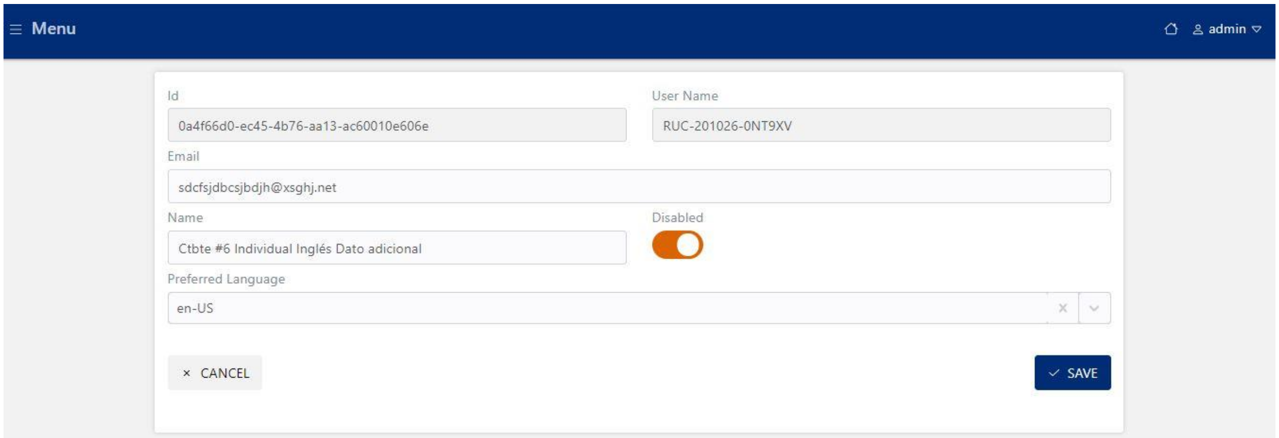
At the top of the screen is the filters section, which can be applied to filter the list of users displayed at the bottom.

Filters: You can filter by *Username* (identifier), *Taxpayer Name* and by the *Email* associated to the user.



Editing the taxpayer user

To modify a taxpayer, we must use the edit button of the taxpayer that we want to modify, to which the system will load in a new screen all the taxpayer's information in edit mode.

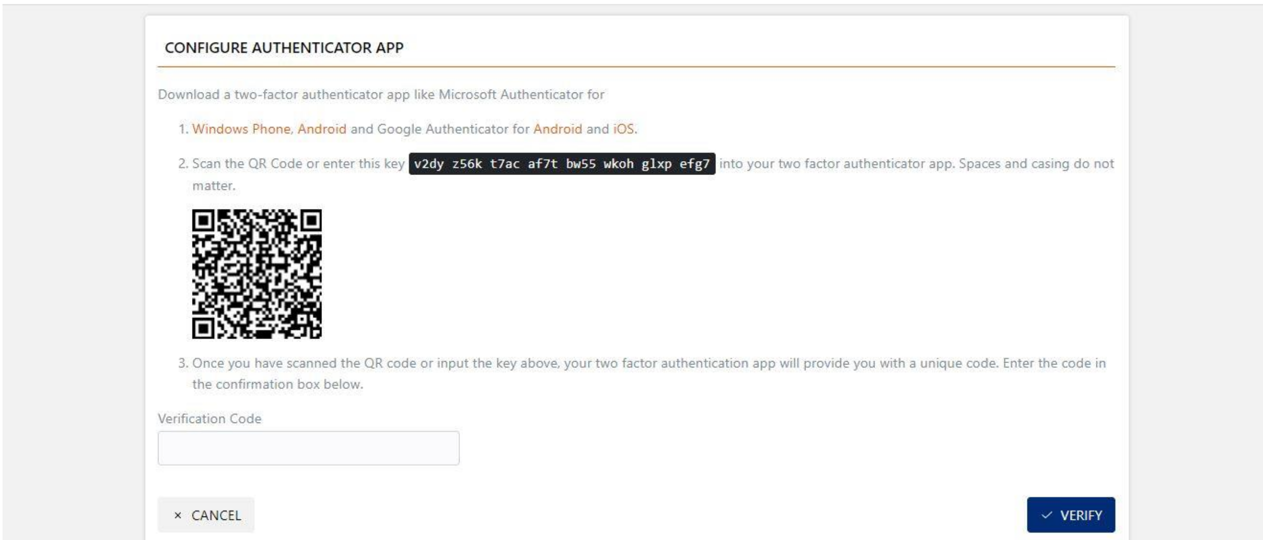


In this screen you can modify the taxpayer data such as email, name and preferred language. The taxpayer user can also be disabled, when using this functionality, this user will be suspended until it is enabled again.

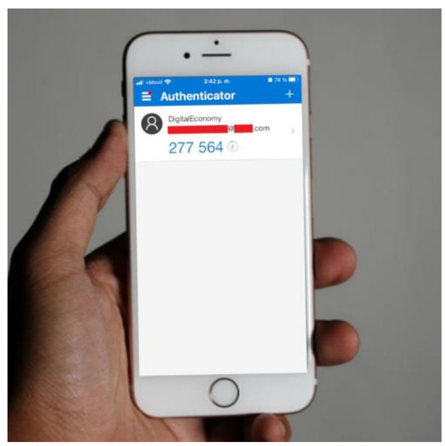
Security- Two-Factor Authentication

Roles with access: *ALL USERS*

By using this functionality, you can enable the option of two-factor authentication. For this we must scan the QR code generated by the system with our mobile device, using the app **Microsoft Authenticator**, and get the generated verification code.

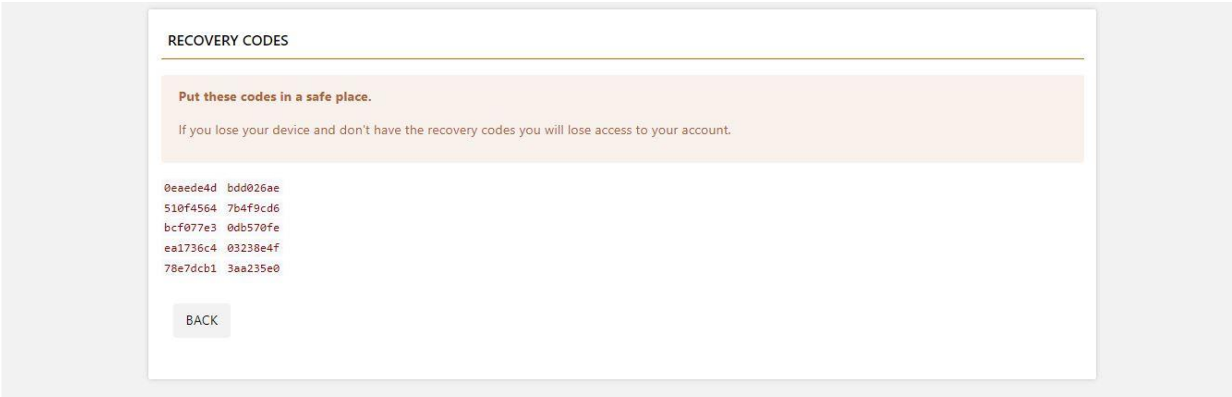


QR scan



Verification Code generation

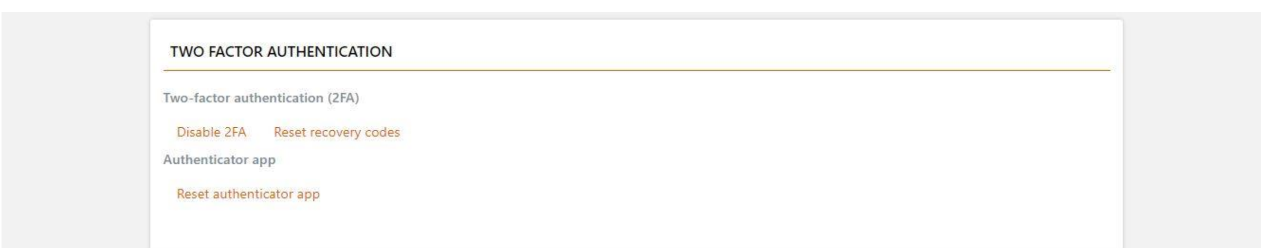
To finish, we must enter the verification code generated, in the Verification Code field, and press the verify button. The system will display a confirmation screen, with the recovery codes.



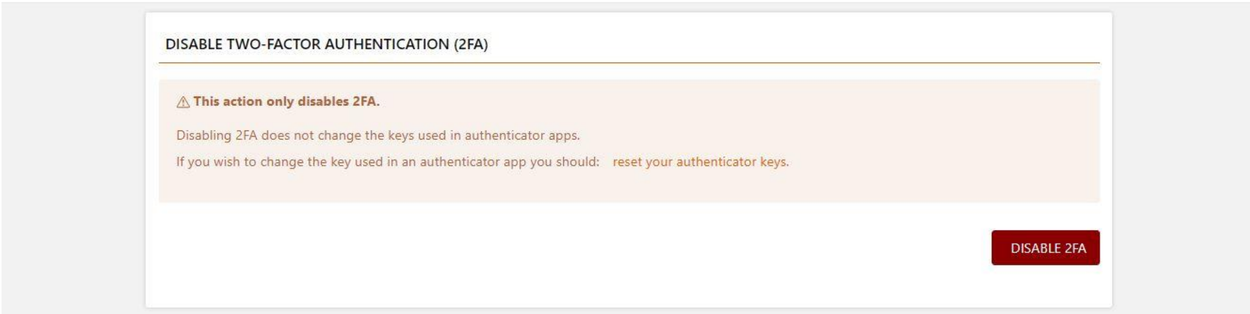
From this moment, every time we are going to enter the system, in addition to the user and password the system will ask us for a verification code, which we must obtain from the mobile device with which we scan the QR at the time of enabling this functionality.

Disabling the two-factor Authentication

To disable this functionality, we must go to the double authentication menu option and select the option *Disable 2FA*.



The system will load a confirmation screen, to disable the two-factor authentication, once confirmed, it will be disabled, and the entry will be only with the username and password.

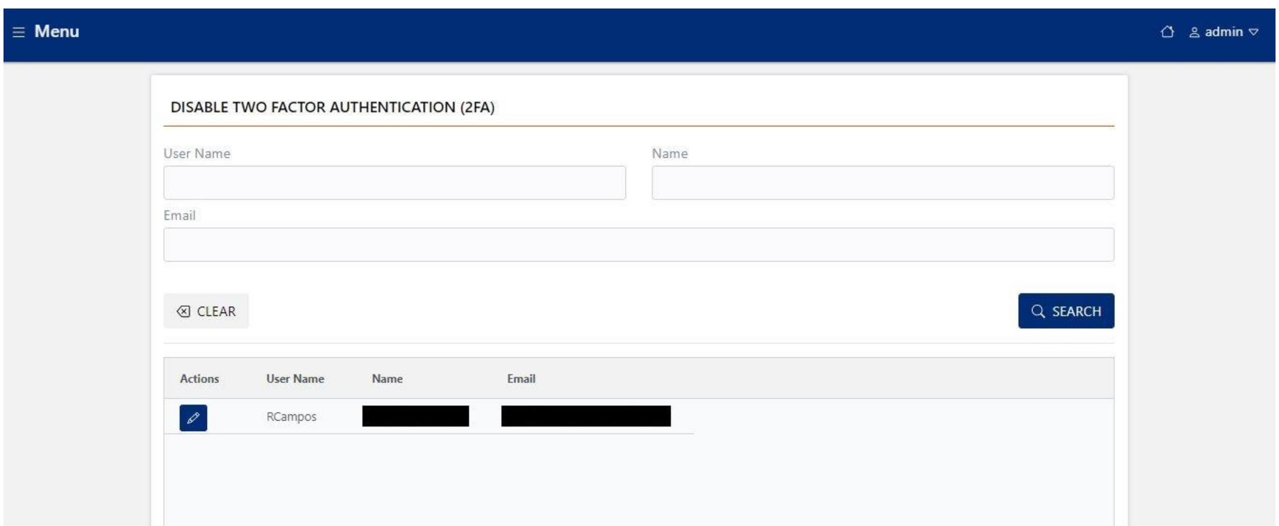


Security- Disable Two-Factor Authentication

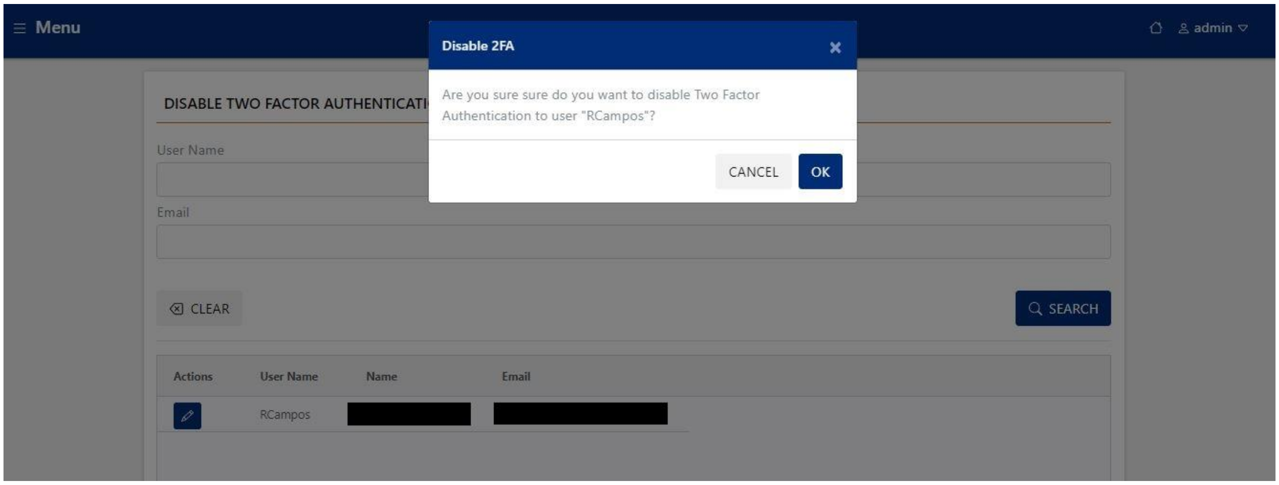
Roles with access: *2FA Administrator*

This functionality allows users administrators of the system security to disable the two-factor authentication for both an official user and a taxpayer user.

NOTE: It is important to know in which cases it is useful or necessary to use this functionality. While all system users (officials or taxpayers) can enable or disable 2FA on their own. This functionality should be used by system security administrators, on occasions such as when the mobile device where the 2FA was configured is stolen or lost.



To disable the 2FA of a user we must use the edit button of the user in the list, and the system will ask us to confirm the deactivation of the 2FA.



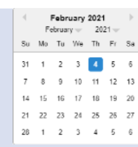
Once confirmed, the related user will be able to enter the system again, only providing the user identification and password information.

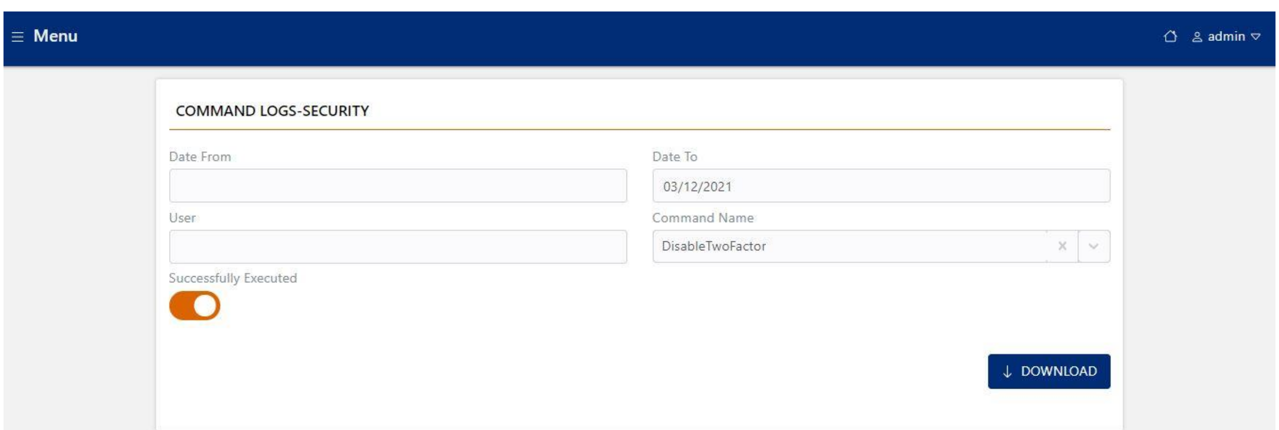
Security - Security Actions Logs

Roles with access: *"System auditor"*

This functionality allows access to the logs of **security actions** executed in the system, we can filter by date range, users who executed the action and type of action executed[1].

Date: When the system requires the capture of a date field, a calendar is displayed that helps the user with the entry of this information.





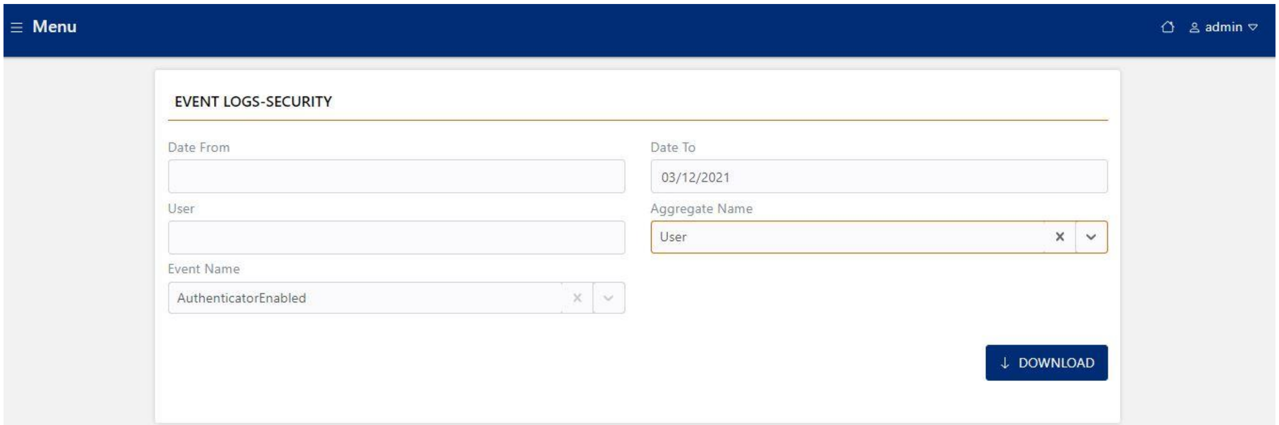
NOTE: After applying all the filters, the system downloads the log of the **actions** matching selected search filters (**only logs with error status**). In case you want to download the successful actions, we must mark the field "Successful Execution".

[1] See in the ***Annex I: Event log***, the different types of actions associated with this log.

Security- Security Event Log

Roles with access: *"System auditor"*

This functionality allows accessing the logs of **security events** occurred in the system, filters can be selected by date range, user associated with the event, entity and type of event occurred[2].



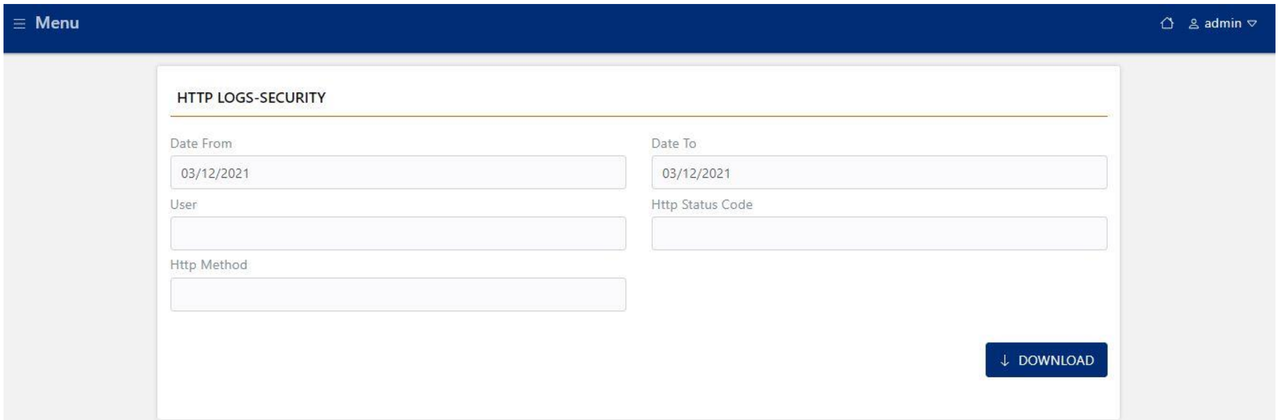
NOTE: After applying all the filters, the system downloads the log of the **event** matching the selected search filters.

[2] See in the *Annex I: Event log*, the different types of actions associated with this log.

Security- HTTP Security Requests log

Roles with access: *"System auditor"*

This functionality allows access to the HTTP **security requests logs** performed in the system, you can filter by date range, user associated with the event, http status code and https method.

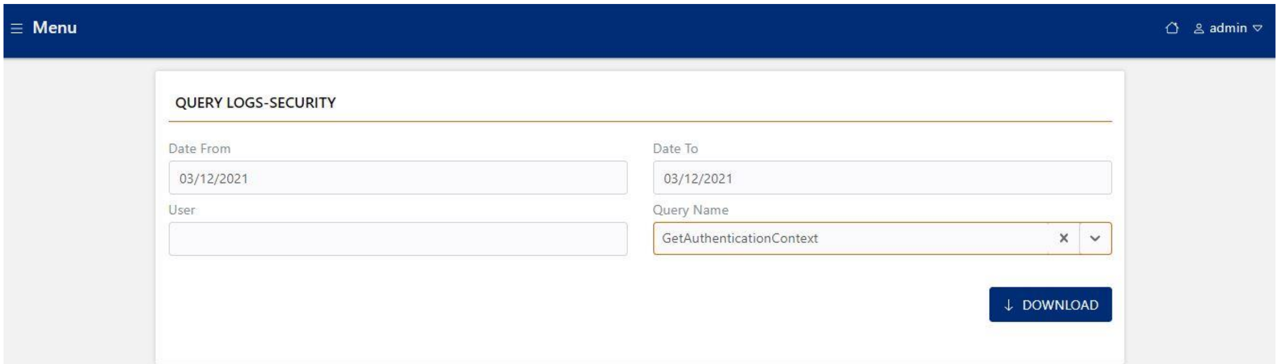


NOTE: After applying all the filters, the system downloads the log of the **https requests** matching the selected search filters.

Security- Log Security Queries

Roles with access: *"System auditor"*

This functionality allows access to the security **inquiries logs** performed in the system, you can filter by date range, user associated with the query, and name of the query[3].



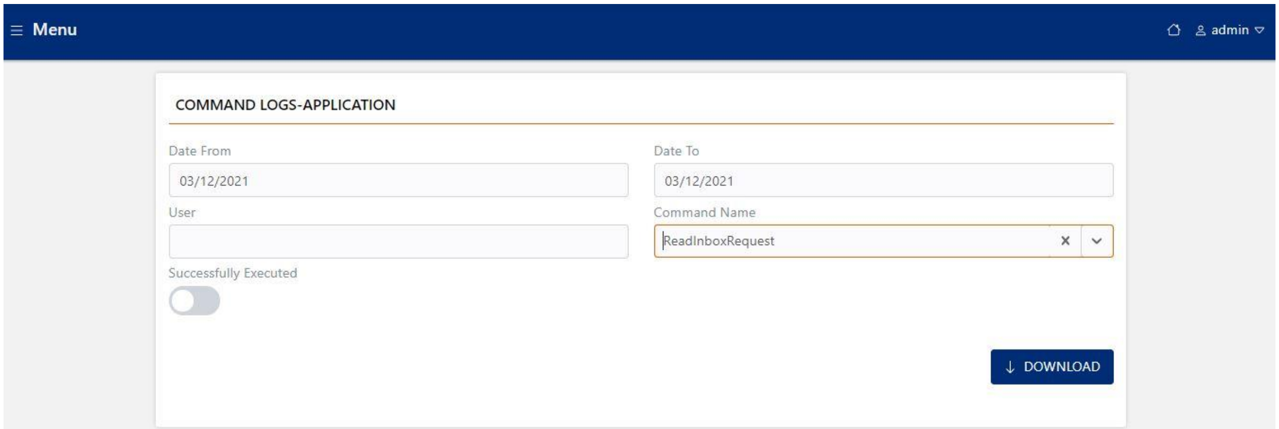
NOTE: After applying all the filters, the system downloads the log of the **query** executed matching the selected search filters.

[3] See in the ***Annex I: Event log***, the different types of actions associated with this log.

Security - Application Actions log

Roles with access: *"System auditor"*

This functionality allows accessing the logs of application **actions** executed in the system, you can filter by date range, users who executed the action and type of action executed.[4]



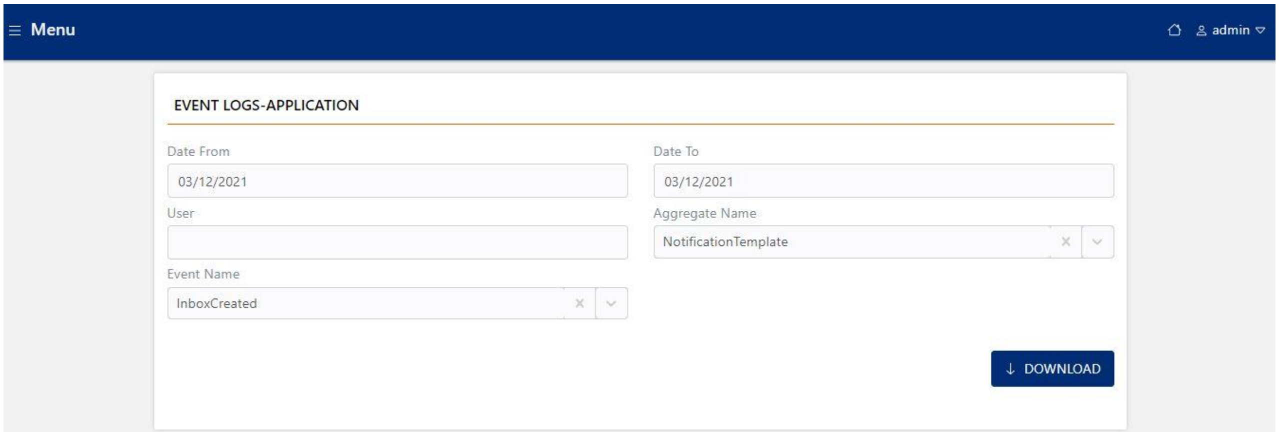
NOTE: After applying all the filters, the system downloads the log of the **actions** matching selected search filters (**only logs with error status**). In case you want to download the successful actions, we must mark the field "Successful Execution".

[4] See in the ***Annex I: Event log***, the different types of actions associated with this log.

Security-Application Event Log

Roles with access: *"System auditor"*

This functionality allows accessing the **application events logs** occurred in the system, filters can be selected by date range, user associated with the event, entity and type of event occurred.[5]



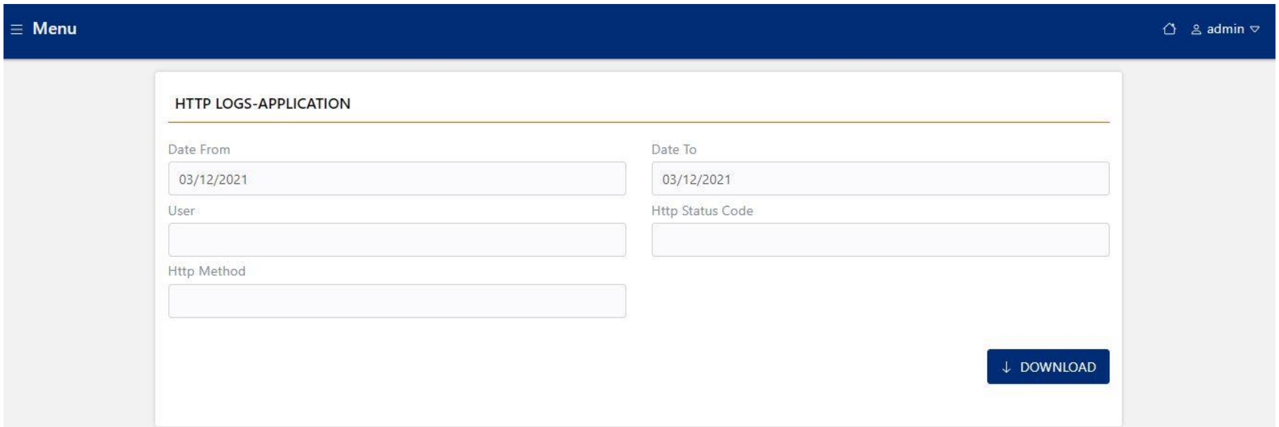
NOTE: After applying all the filters, the system downloads the log of the **event** matching the selected search filters.

[5] See in the ***Annex I: Event log***, the different types of actions associated with this log.

Security- HTTP Application Requests log

Roles with access: *"System auditor"*

This functionality allows access to the HTTP **security requests logs** performed in the system, you can filter by date range, user associated with the event, http status code and https method.

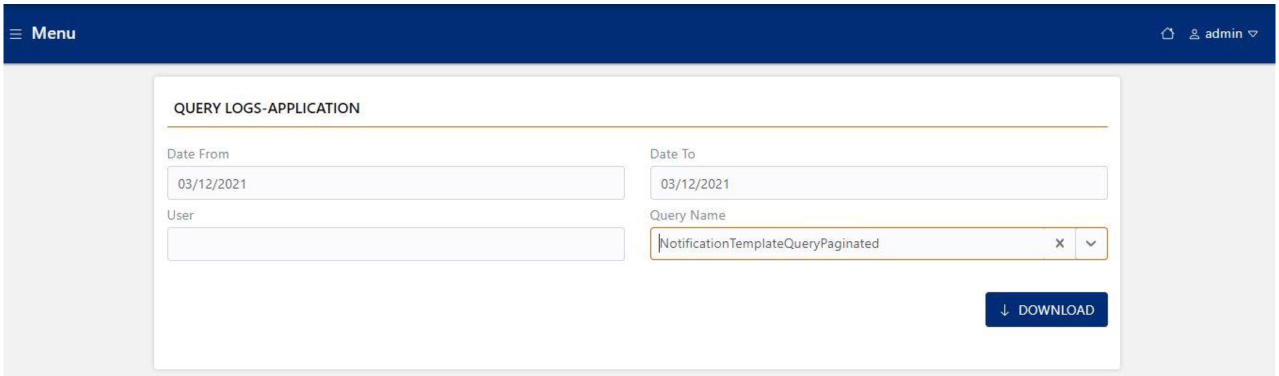


NOTE: After applying all the filters, the system downloads the log of the **https requests** matching the selected search filters.

Security-Application Query Log

Roles with access: *"System auditor"*

This functionality allows access to the logs of **application queries** made in the system, you can filter by date range, user associated with the query, and name of the query.[6]



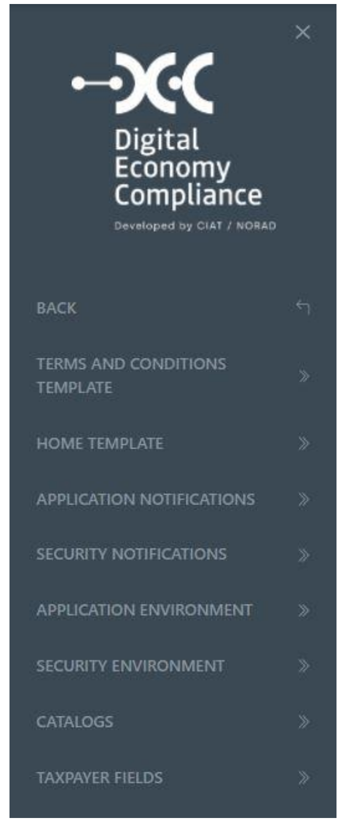
NOTE: After applying all the filters, the system downloads the log of the **query** executed matching the selected search filters.

[6] See in the ***Annex I: Event log***, the different types of actions associated with this log.

SETTINGS

The following features are grouped in the settings section:

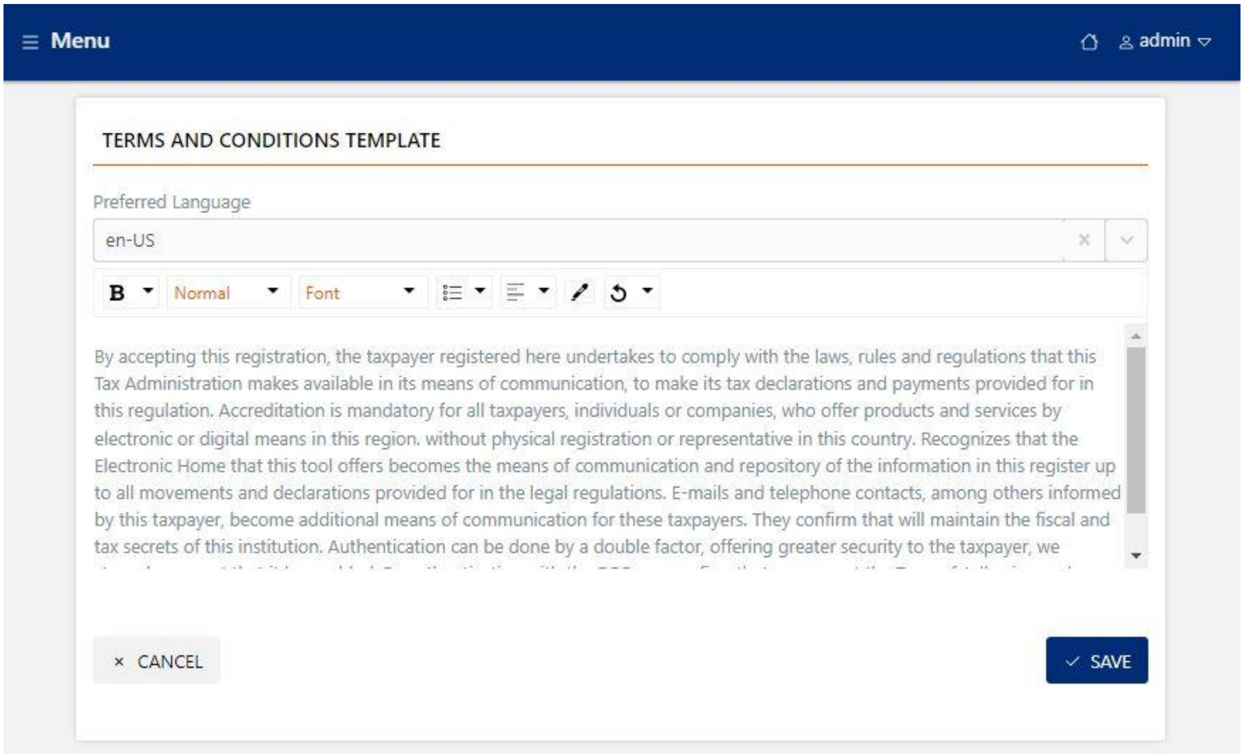
- Terms and Conditions Template – Allows you to customize the terms and condition content.
- Home Screen Template - Allows you to customize the welcome message to the system.
- Application Notifications - Allows you to configure notification templates used at the application level.
- Notifications Application- Allows you to configure notification templates used at the security level.
- Environment Variables (Application)
- Environment Variables (Security)
- Catalogs - Allows you to configure the system parameters.
- Taxpayer Fields - Allows you to Enable / Disable fields requested in the taxpayer registry.



Settings-Terms and Conditions Template

Roles with access: Environment Variable Manager

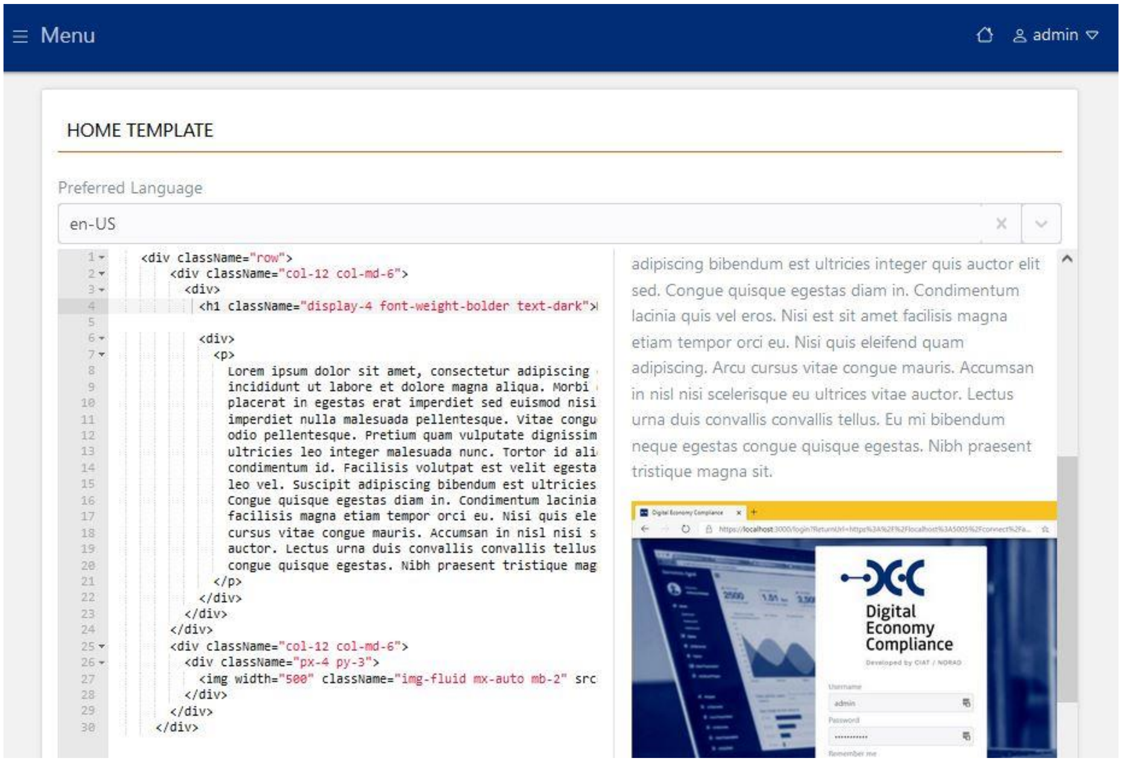
This functionality allows you to customize the text of the terms and conditions of the taxpayer registration application, which can be adapted for each of the languages configured in the system.



Settings - Home Screen Template

Roles with access: Environment Variable Manager

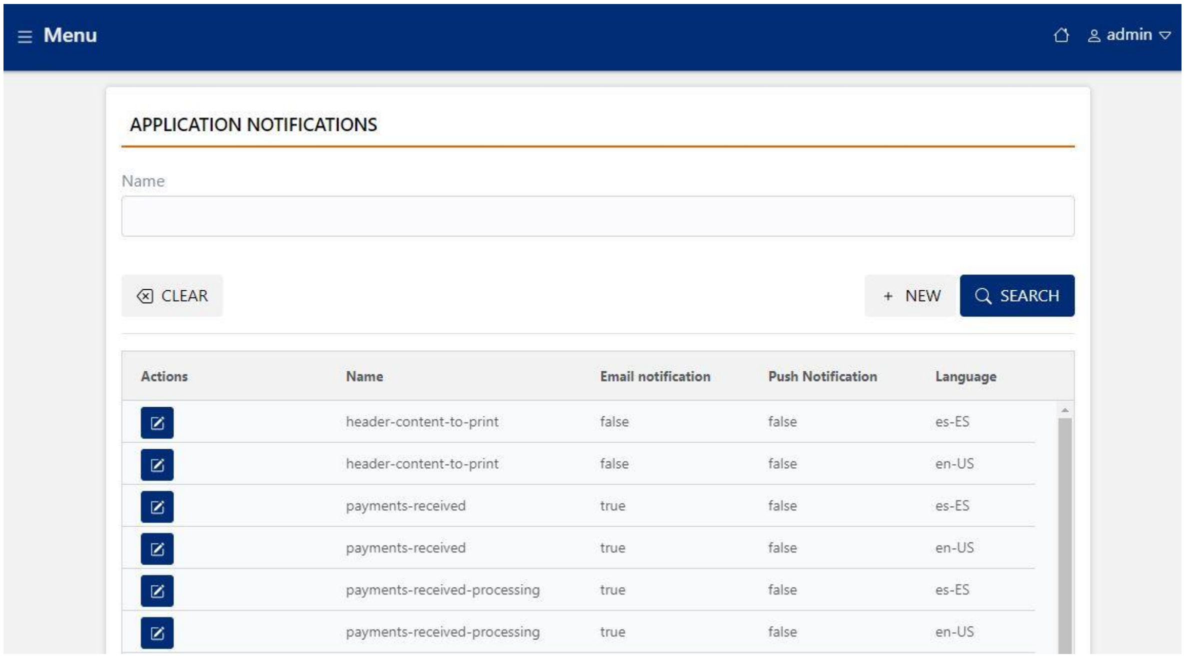
This functionality allows you to customize the welcome screen of the system, which can be adapted for each of the languages configured in the system.

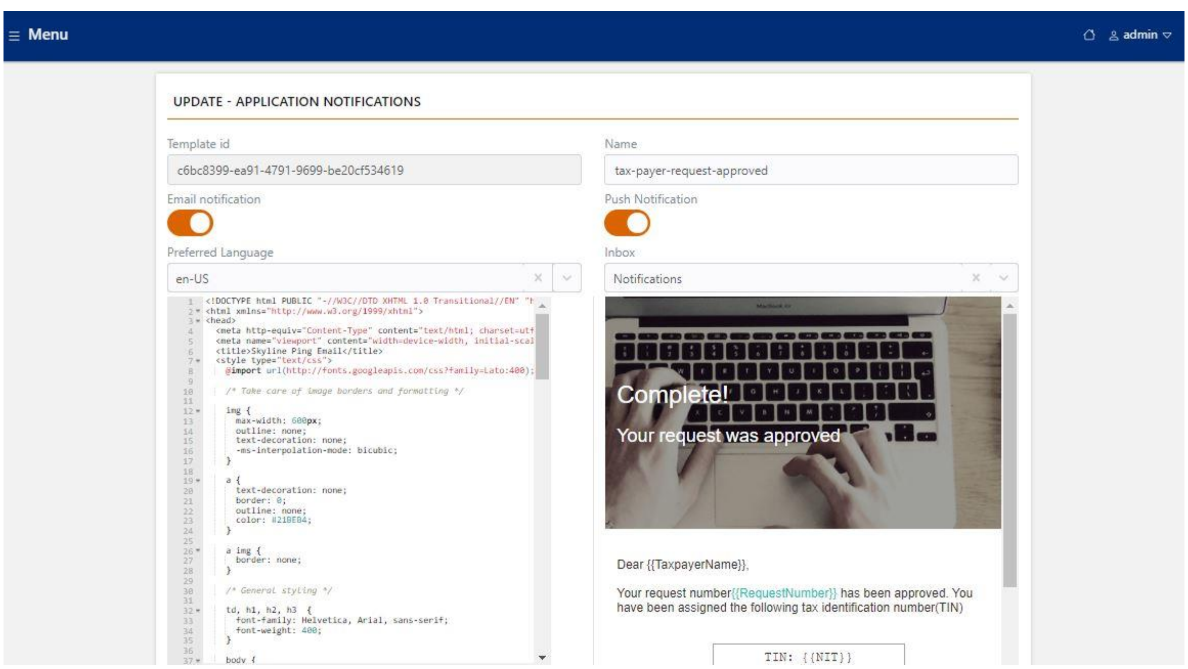


Settings- App Notifications

Roles with access: Notification Manager

This functionality allows you to configure the application level (multilanguage) notifications that are received when certain actions are performed in the system, such as filing a tax return or updating the registration data.

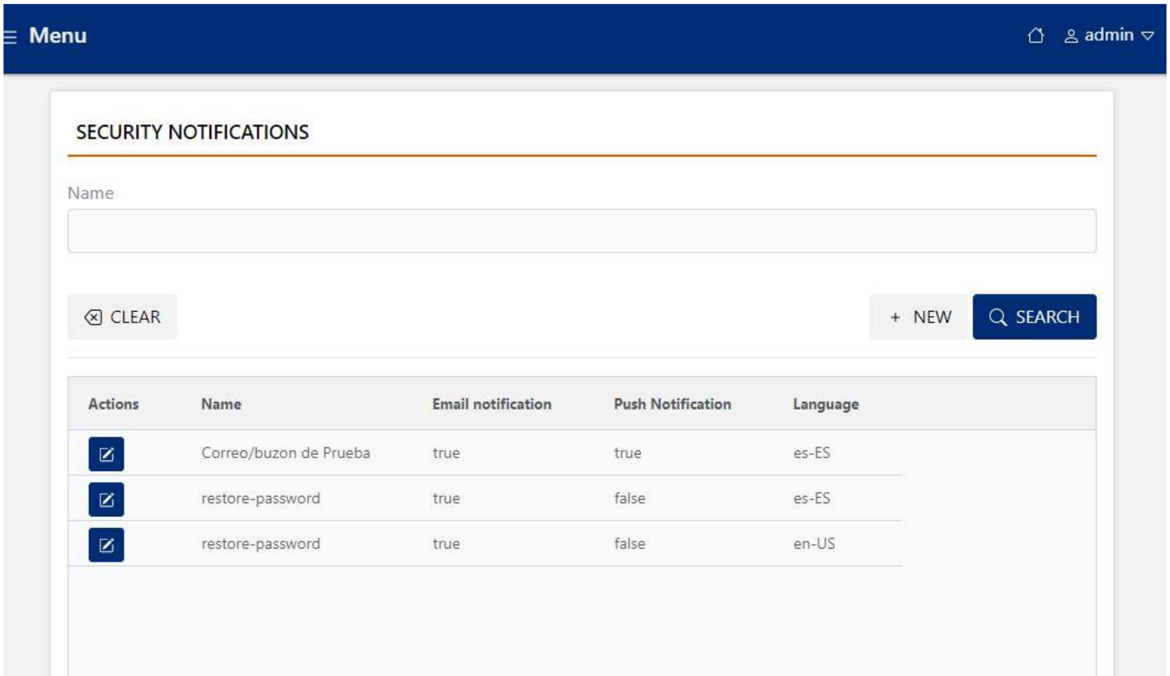


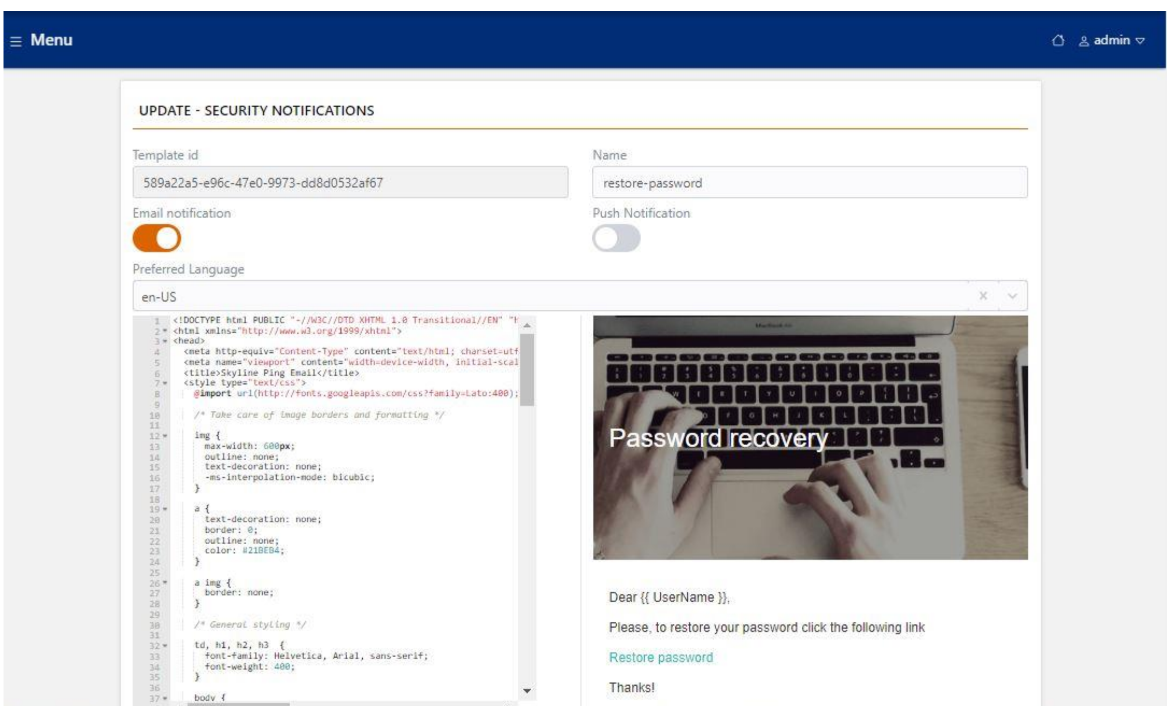


Settings- Security Notifications

Roles with access: Notification Manager

This functionality allows you to configure the security level (multilanguage) notifications that are received when certain actions are performed in the system, such as the password reset request.

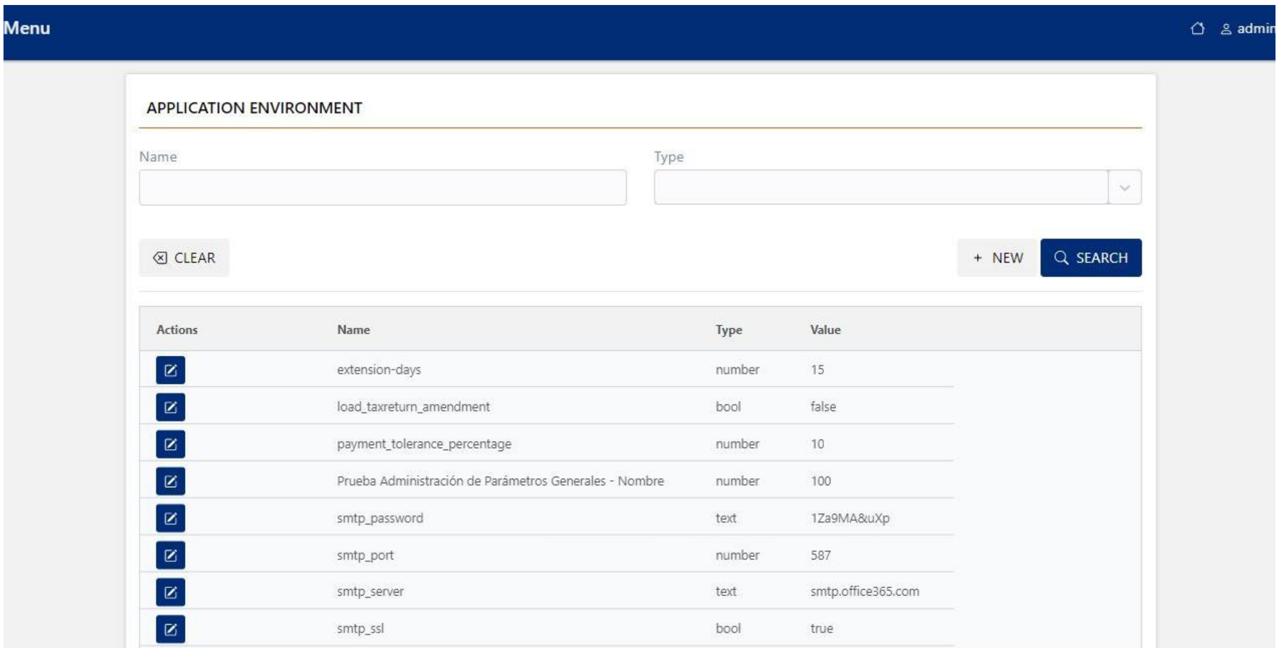


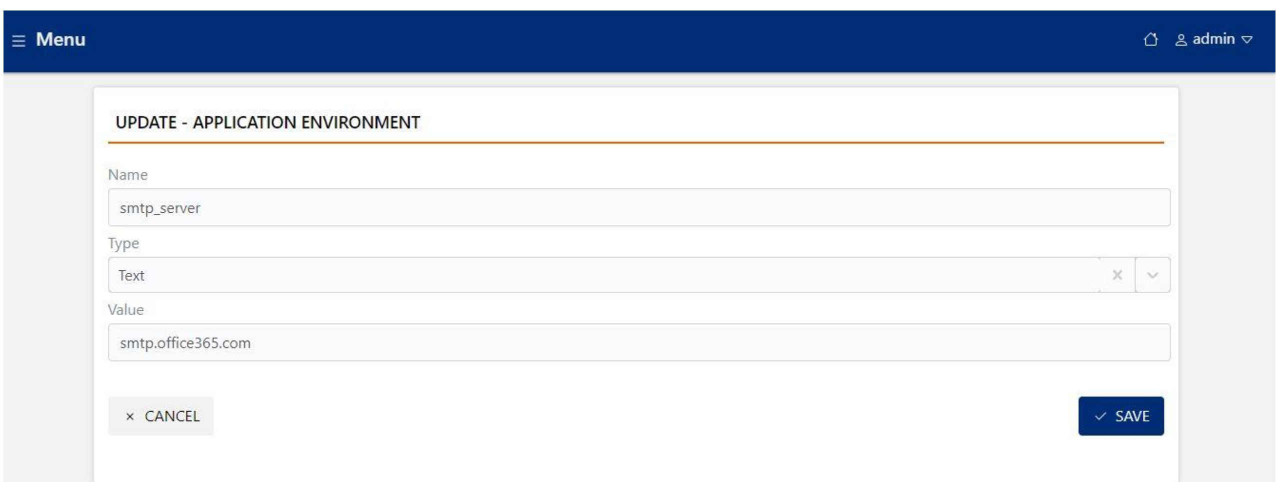


Settings - Environment Variables (Application)

Roles with access: Environment Variable Manager

This functionality allows you to set the value of various configuration variables used by the system, such as the configuration of the SMTP mail.

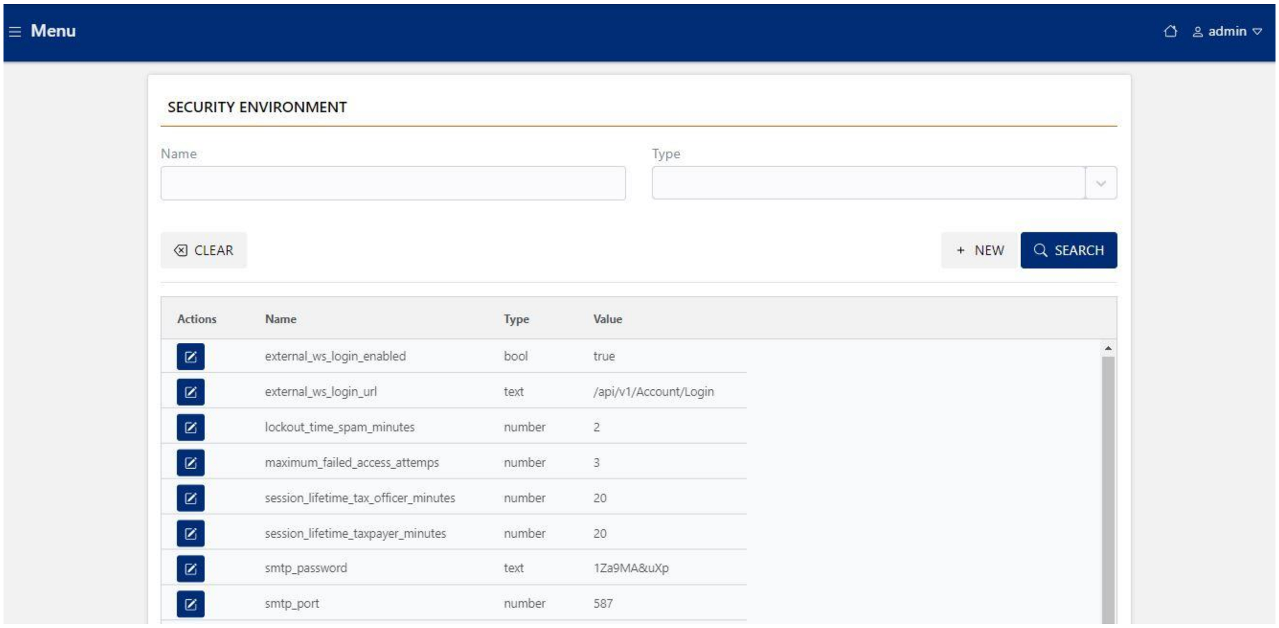




Settings-Environment Variables (Security)

Roles with access: Environment Variable Manager

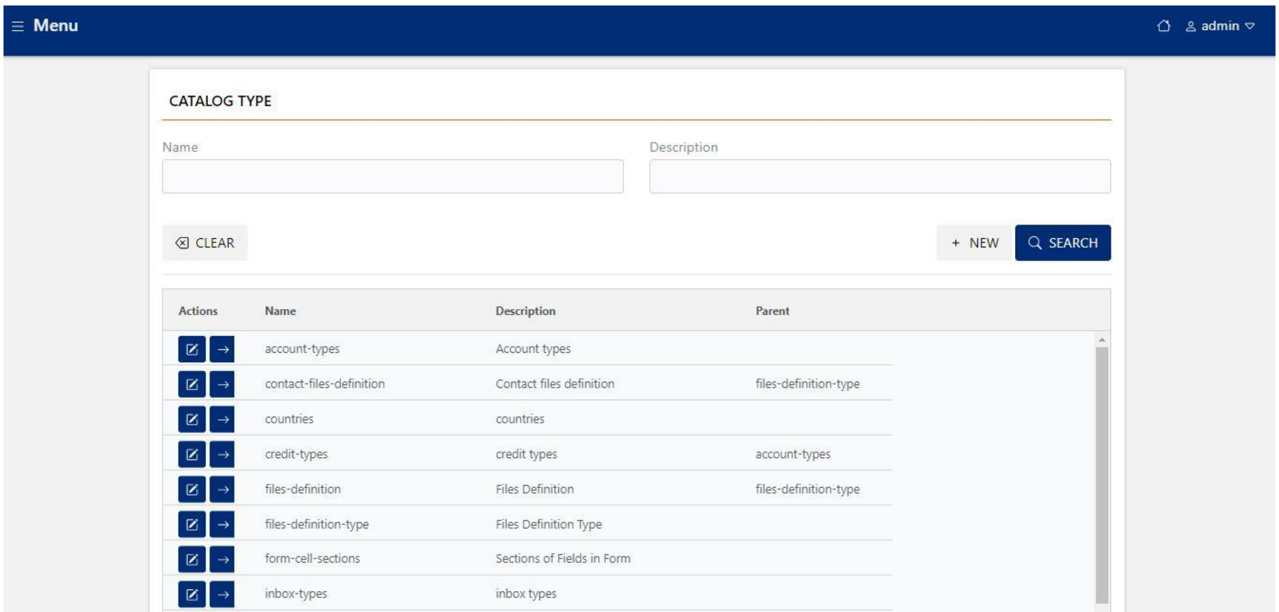
This functionality allows you to set the value of various security variables used by the system, such as the number of failed logins attempts that must occur for the user to be blocked.

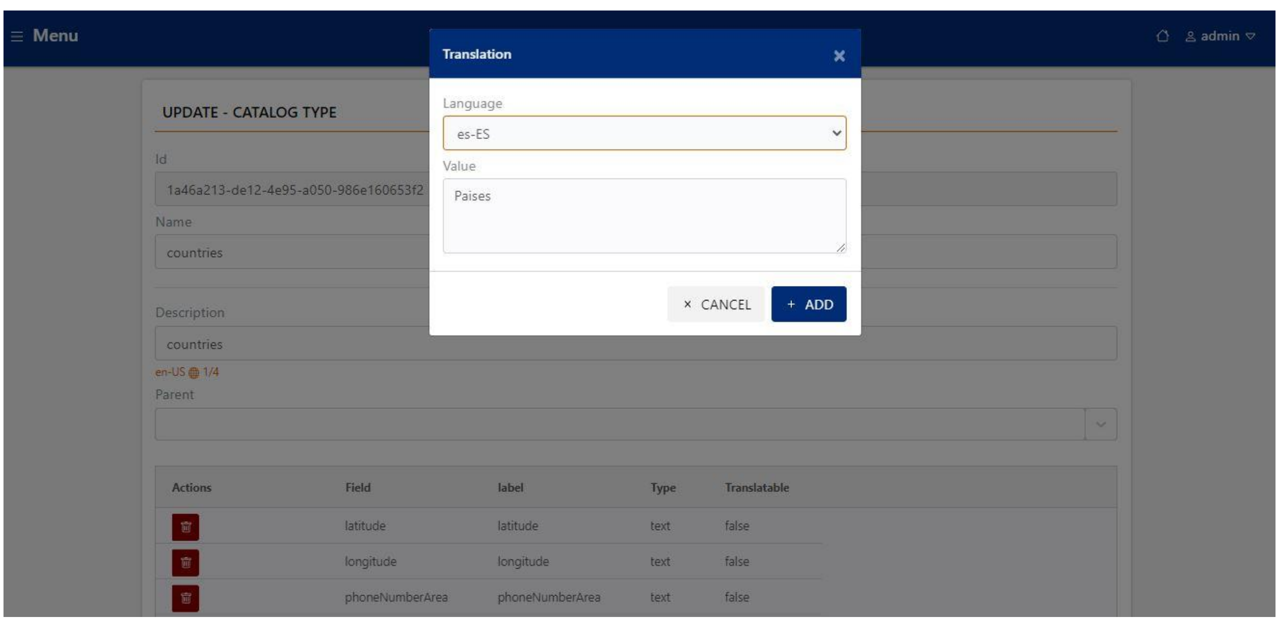


Configurations - Catalogues

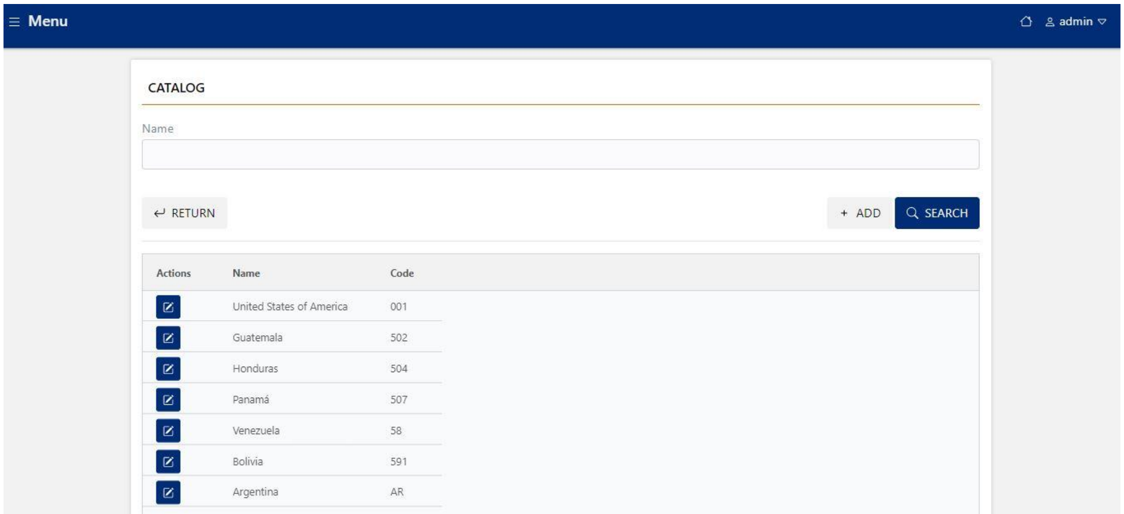
Roles with access: "*Catalog Manager*"

The catalogs functionality is one of the functionalities that allows the system to have a high degree of configuration and parameterization, here the different parametric lists of the system can be configured, such as the types of periodicities, the list of countries with their corresponding associated political divisions, among others.





NOTE: The catalogs are multilingual.

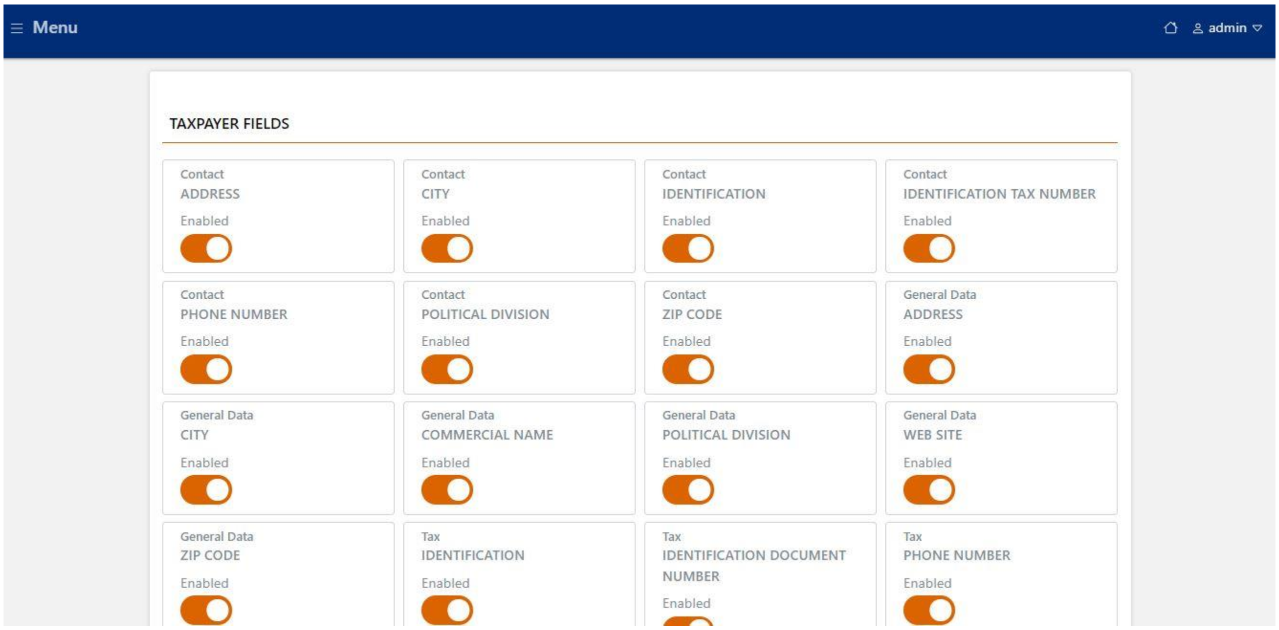


NOTE: The functionality allows to parameterize both the structure of the catalogs, and the editing of the values associated with it.

Settings- Taxpayer fields

Roles with access: "Taxpayer Administrator"

This functionality is especially useful so that the tax administration where the system is implemented can customize the fields it wants in the taxpayer registry, although the taxpayer registry has many fields that are mandatory (and therefore not parameterizable), there is a set of fields that can be enabled or disabled to be displayed or not in the registration and updating of the registry.



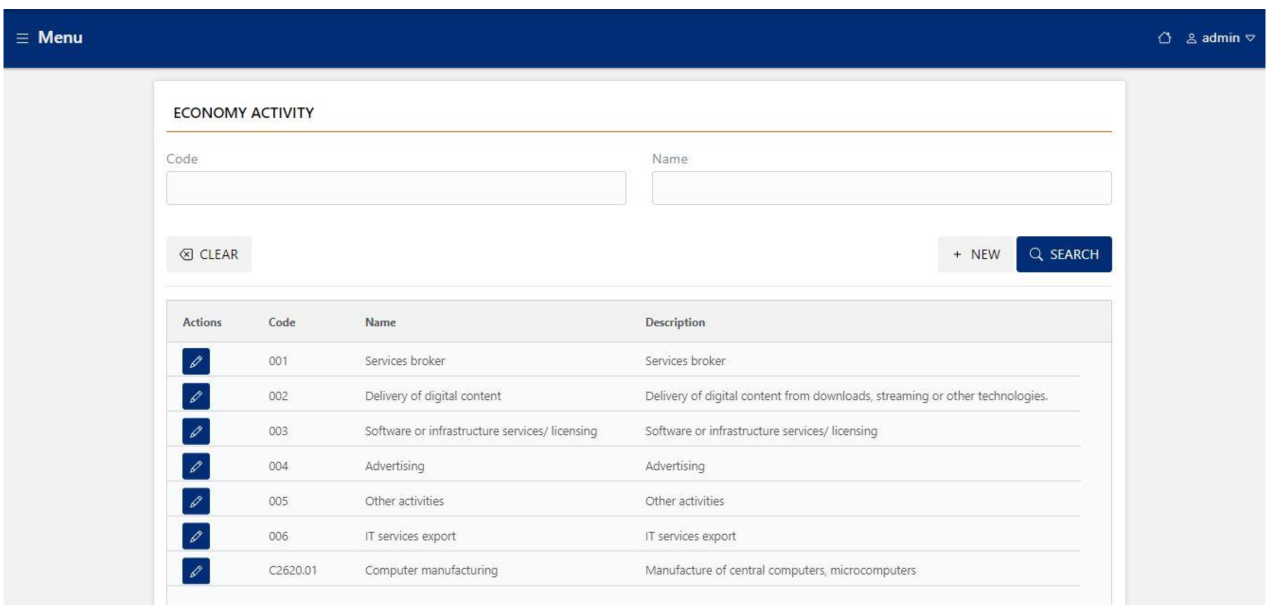
OPERATIONS

In the operations menu you will find the only associated functionality, which is called Economic Activity.

Operations-Economic Activity

Roles with access: “*Form Manager*”

This functionality allows the Tax Administration to establish the operations or economic activities that it wishes to control in the digital economy system. These operations play a particularly significant role in the system, since they are the ones that the taxpayer must select at the time of completing his registration, and they are the ones that the official must consider associating the different taxes, forms and reports that are parameterized in the system.



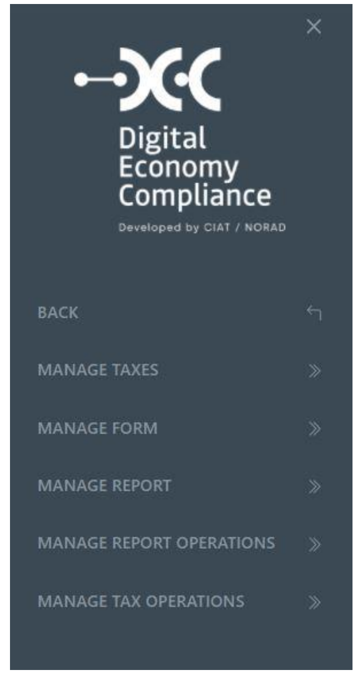
Actions	Code	Name	Description
	001	Services broker	Services broker
	002	Delivery of digital content	Delivery of digital content from downloads, streaming or other technologies.
	003	Software or infrastructure services/ licensing	Software or infrastructure services/ licensing
	004	Advertising	Advertising
	005	Other activities	Other activities
	006	IT services export	IT services export
	C2620.01	Computer manufacturing	Manufacture of central computers, microcomputers

NOTE: The DEC it was designed to be as friendly as possible for the taxpayer, in that sense it is important that the list of operations or economic activities is not very extensive, although the system has no restrictions in this regard.

TAXES

The following features are grouped in the tax section:

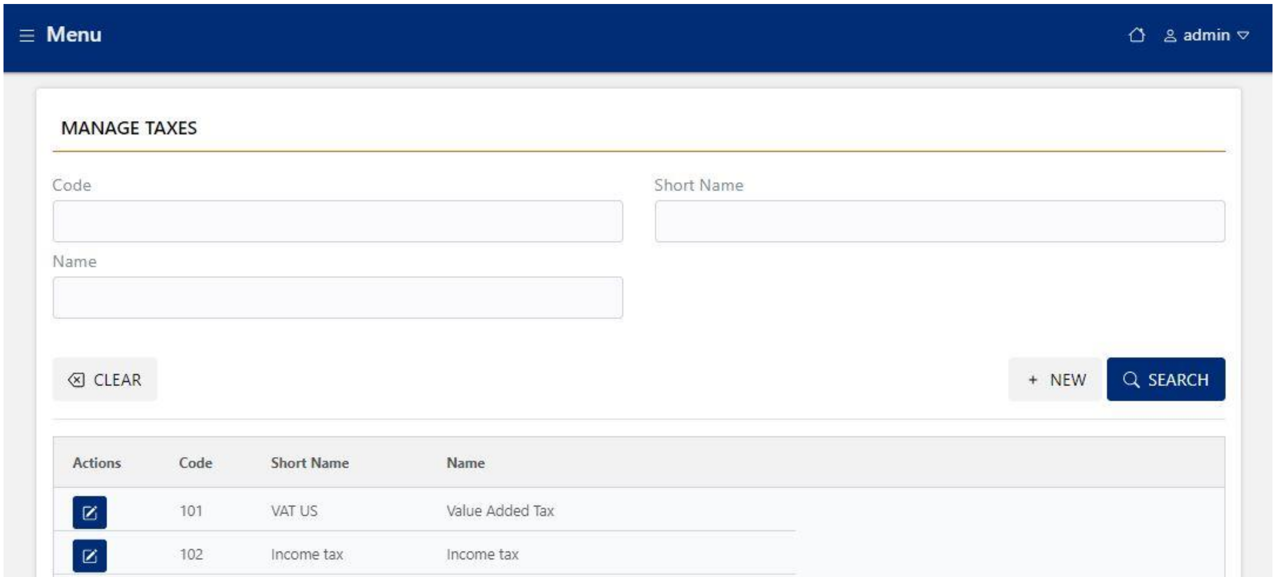
- Managing Taxes
- Managing Forms
- Managing Reports
- Managing Tax Operations
- Managing Operations Reports



Taxes- Manage Taxes

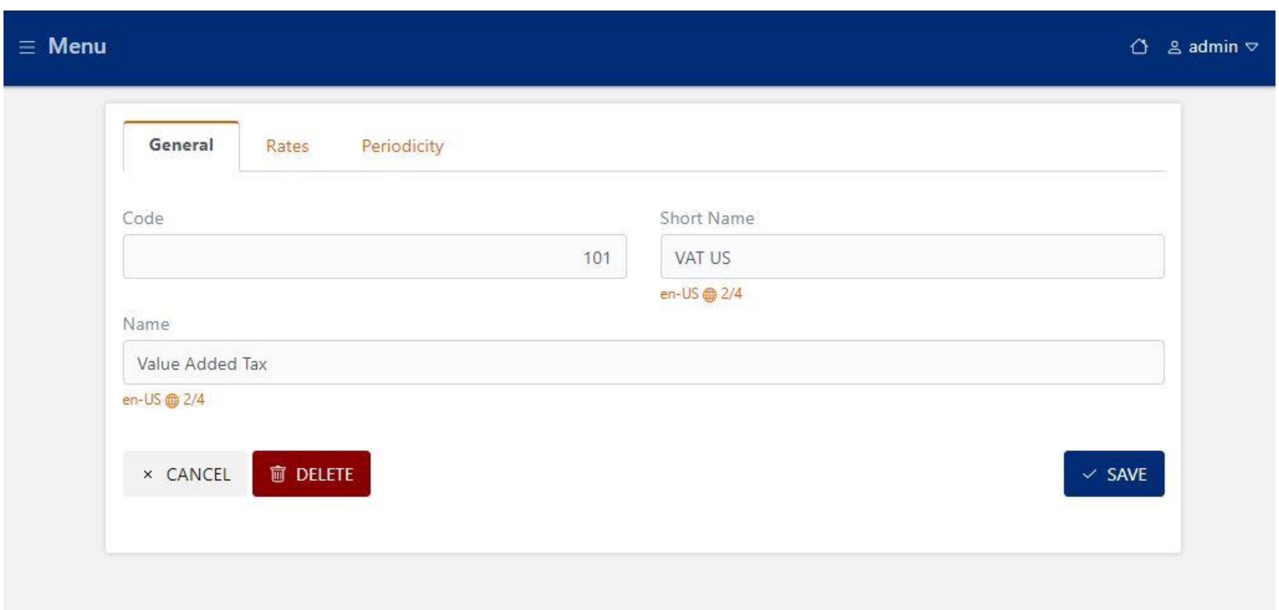
Roles with access: *"Form Manager"*

This functionality allows managing the different taxes that the tax administration wants to parameterize for the digital economy.

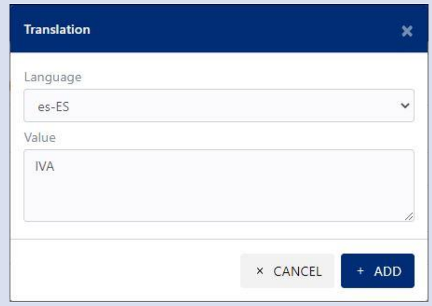


When adding a new tax or editing an existing tax we can set the general tax information rates and periodicities.

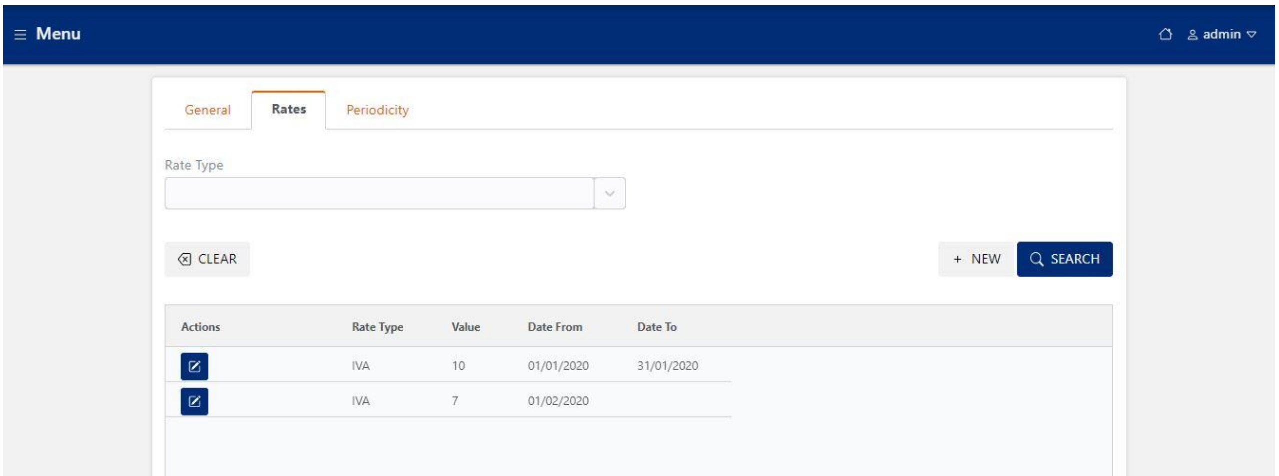
Taxes- General



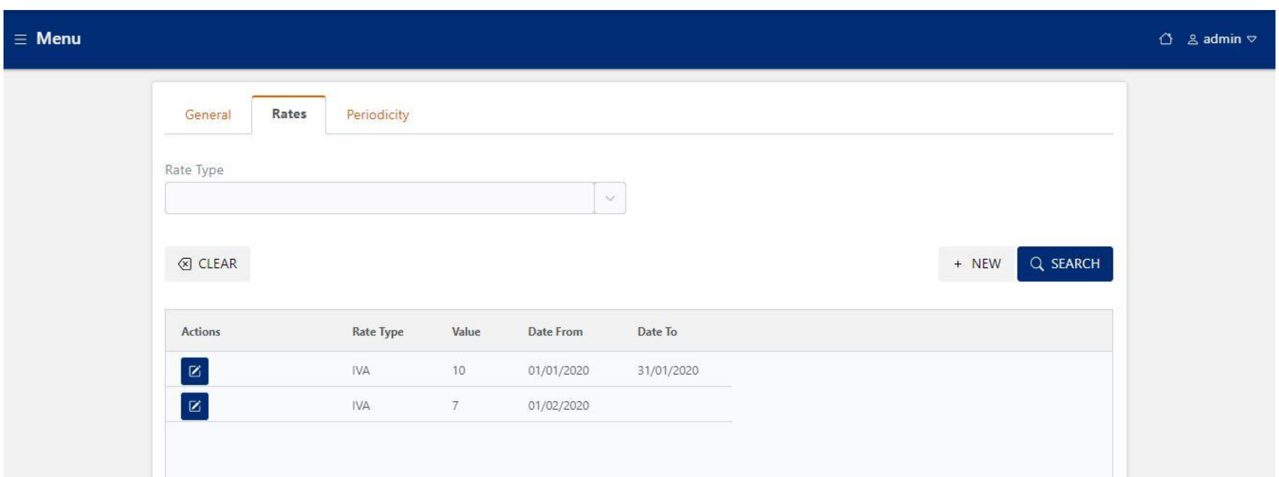
NOTE: In the **DEC**, all text fields (names, descriptions, etc.) allow translations into the multiple languages that the system has configured.



Taxes- Rates



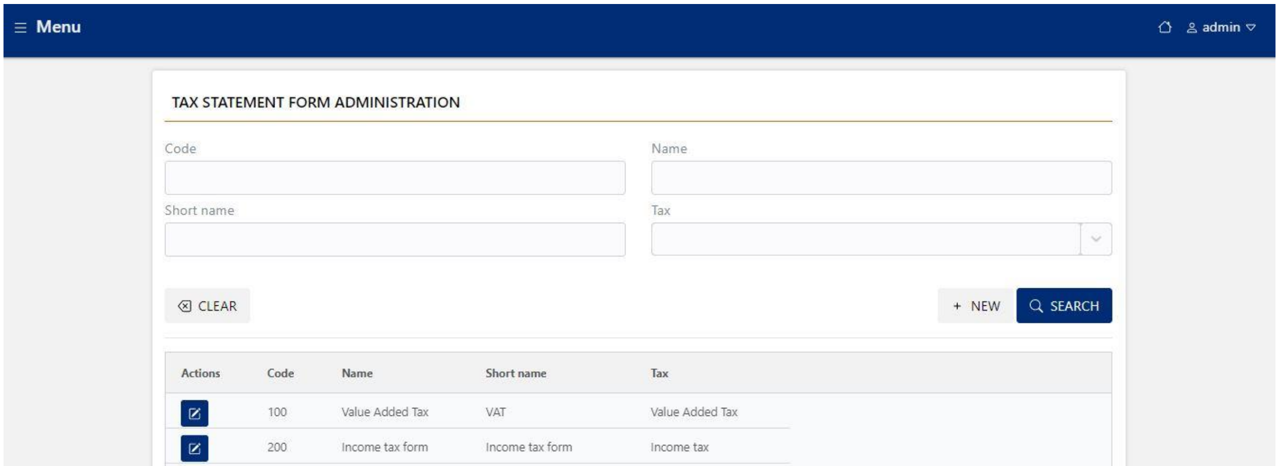
Taxes-Periodicity



Taxes-Managing Forms

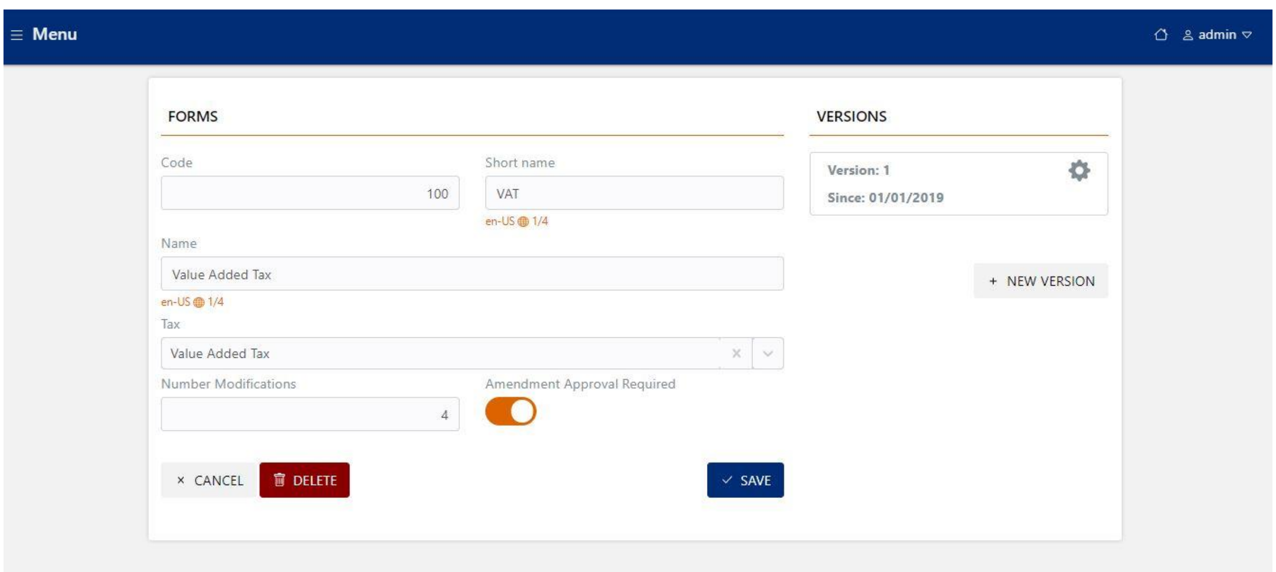
Roles with access: *"Form Manager"*

This functionality allows managing the tax forms that are the main instrument used by the system to allow the filings of tax returns of taxpayers.



When adding a new form or editing an existing form, we can configure the tax form in detail.

Forms - General



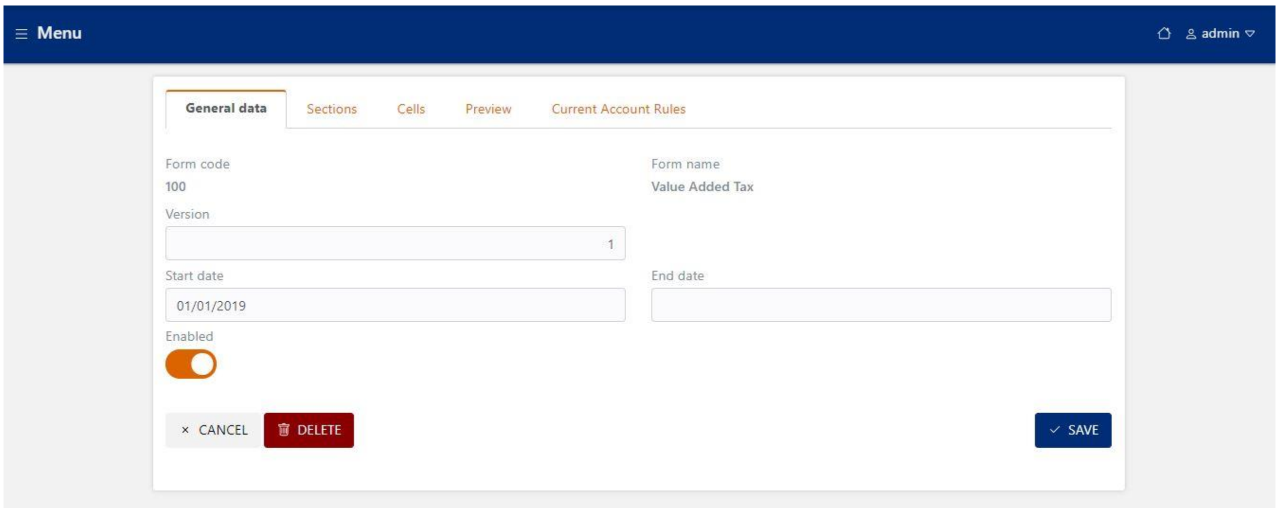
When creating or editing a tax form, we must establish the form code, the short name, the name, the tax associated to the form, the maximum number of corrective or rectifying declarations allowed for the form, and finally, if the rectifications that decrease the value of the tax require a review process with its consequent approval or rejection by the tax administration or if, on the contrary, they are approved automatically.

Forms- Versions

The forms can have different versions associated, with different validity ranges, we will see below the details that must be parameterized for a version of a tax form.

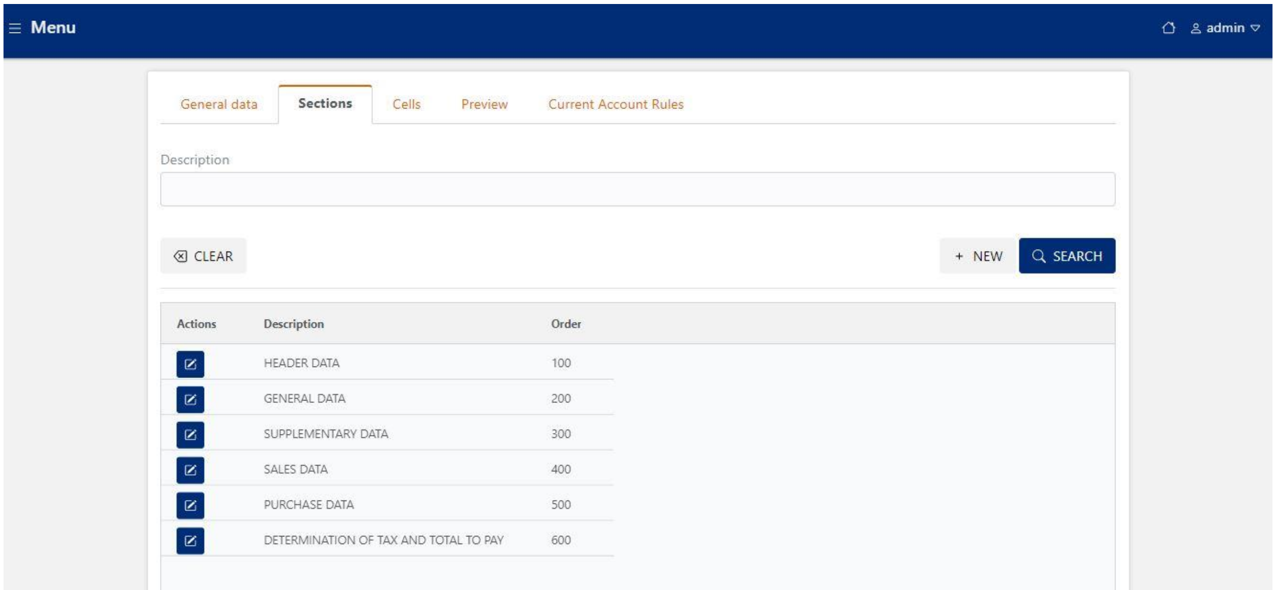
NOTE: To access the versions of a tax form, you must use the configuration icon (gear) that appears in the list of versions associated with the form or through the ***updated version*** button, to add a new one.

Form, Version, General

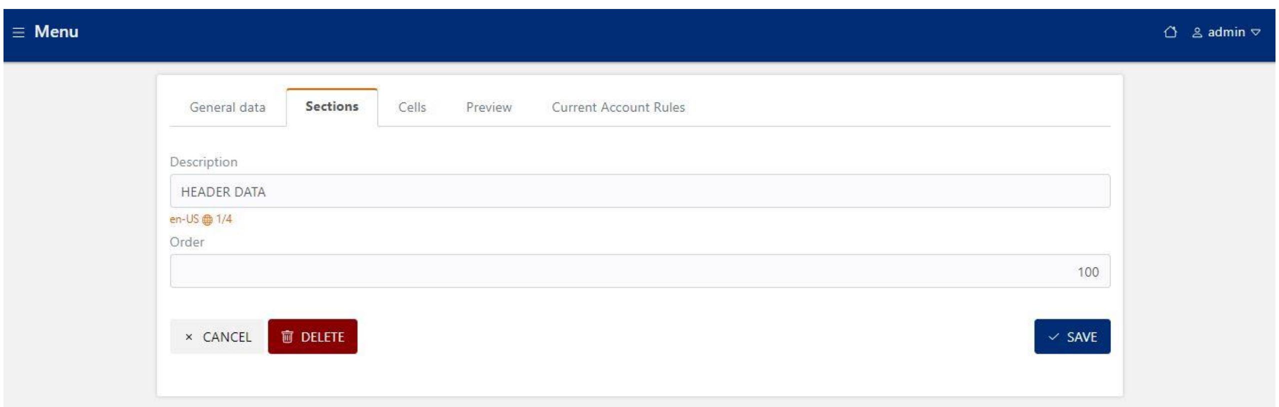


In the general information section, the validity range of the version is established (in case of not setting the end date, the form is considered active), you can also enable or disable the form, the latter is especially useful when we are configuring an updated version of a form and we are in the testing stage.

Form, Version, Sections

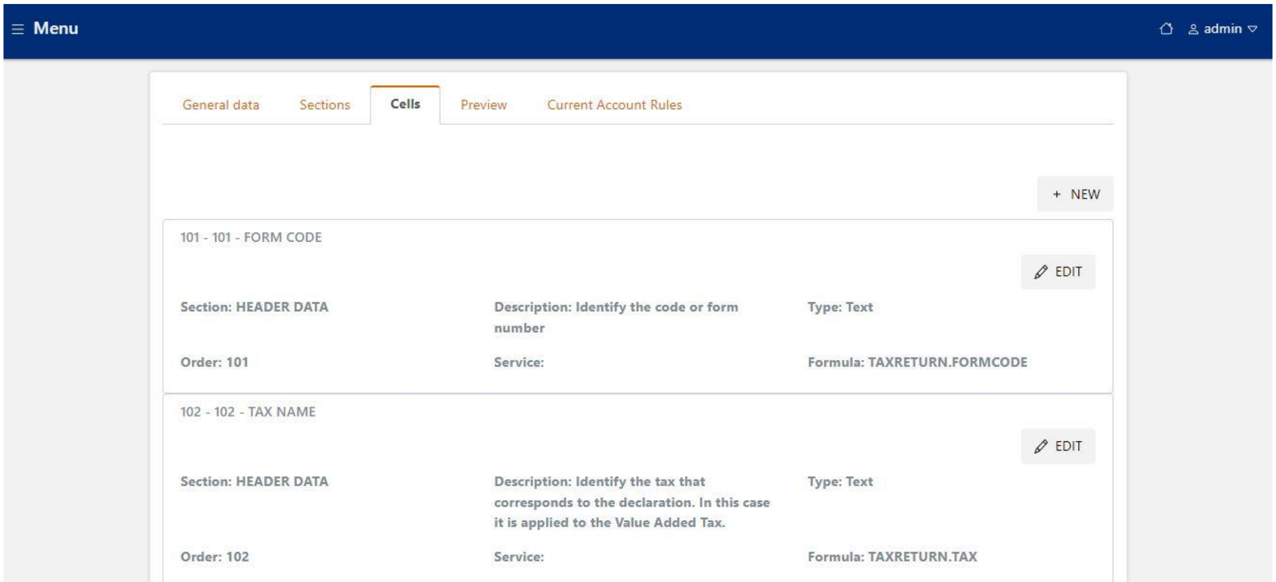


In the tab ***Sections***, we can configure all the sections that our form will have, this is especially useful to organize our tax form by different thematic areas, such as general information or tax determination.



For each section, a name is set, the translations to the different languages are enabled and the order in which it will be displayed when using the form.

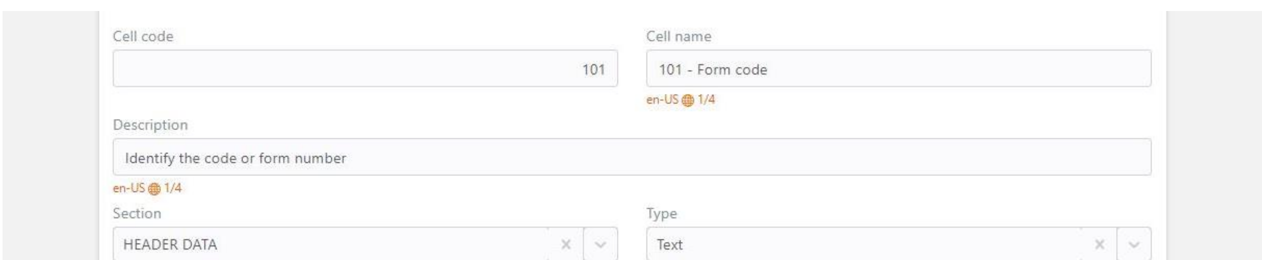
Form, Version, Cells



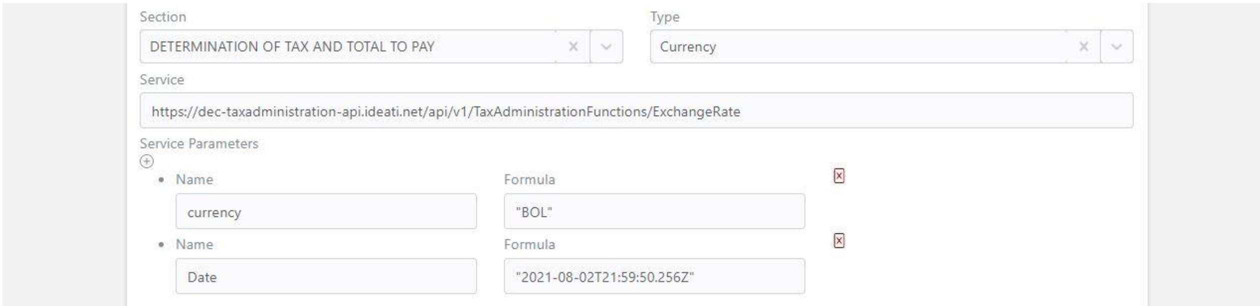
In the tab *Cells*, we can configure in detail each of the cells that our tax form will contain, the cells may be information fields which will use primitive functions of the system, to preload the name of the taxpayer or the period of the tax return, or data entry cells where the taxpayer may enter the total sales of the period, as well as cells of arithmetic calculation type or cells to obtain information of web services developed by the tax administration, or by a third party (for example, currency exchange rate).

Form, Version, Cell Detail

When we select edit an existing cell or add a new cell, we can set the detail associated with the cell based on the following detail:



- **Cell Code**: Cell number that identifies the cell within a form, is useful for when making instructions or corrections on a tax return, you can cite the code as a reference.
- **Cell Name**: Name of the cell that indicates the use of the field, allows translation into the multiple languages parameterized in the system.
- **Description**: Description of the cell, when using the form is displayed as a tooltip associated with the field, allows translation into the multiple languages parameterized in the system.
- **Section:** Allows selecting the section where the field will be displayed, you must select one of the sections that have been parameterized in the sections tab of the form version.
- **Type:** You must set the data type of the cell, which can be (Numeric, Currency, Date, List, Text).



- **Service:** In this field you can parameterize the URL of a web service, and then the different parameters that need to be sent, these parameters can be added dynamically to the web service that needs to be used.

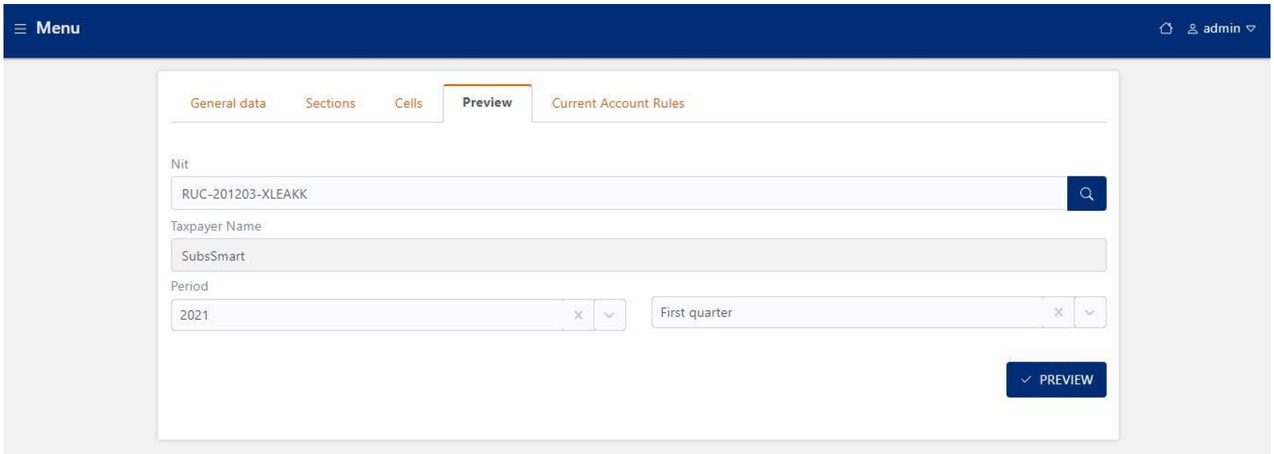
- **Order:** The order in which the field will be displayed is established, in case of not having an established order, the field code will be used.
- **Formula:** In this field we can set any arithmetic formula for which we can reference other cells (e.g.: *C [601] +C [602] +C [603] +C [604]*), we can use both mathematical and logical operators, but we can also use primitives predefined in the system (see ***Annex II: Primitives for cell formulas***).
- **Compulsory:** Establishes the mandatory nature of the field when using the form.
- **Editable:** Sets whether the field is editable or not when the form is used.
- **Visible:** Sets whether the field is visible or hidden when the form is used.

NOTE: For fields of the list type, the system displays an additional property where a catalog associated with the field is selected. The catalogs that have been defined in the section of *Configurations / Catalogs* are listed.

NOTE: For type fields of **currency** type, the system displays an additional property where you can indicate if the field corresponds to the total value of the tax to be paid calculated for the declaration. You can only set this property for one form field.

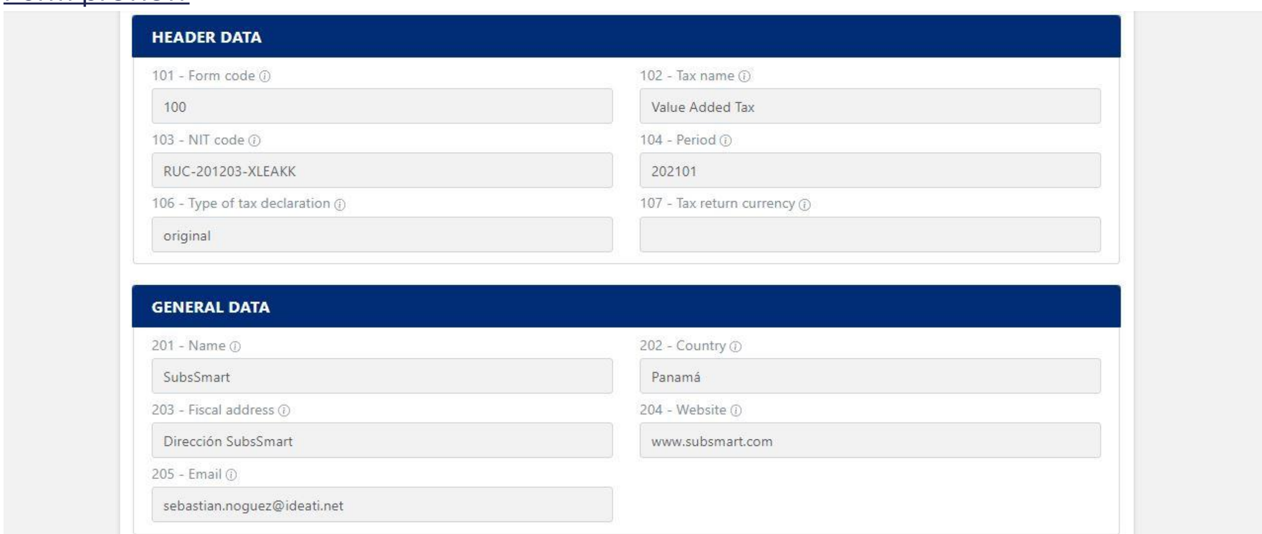
Form, Version, Preview

This functionality is particularly useful so that those in charge of parameterization of forms by the tax administration can assess the forms, in addition to being able to see how the form will be displayed, they can also debug the different formulas that have been defined for each of the cells.

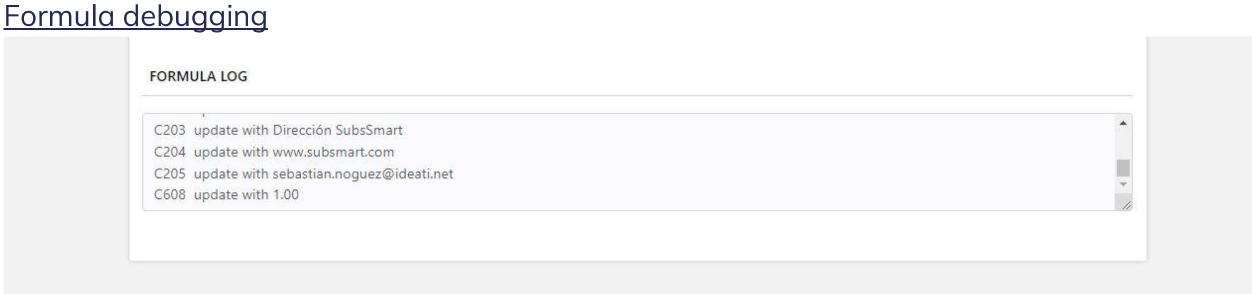


NOTE: To use this functionality we will have to select any taxpayer, a period and a declaration, this because there are many primitive formulas that are used that obtain data from both the taxpayer and the declaration.

Form preview

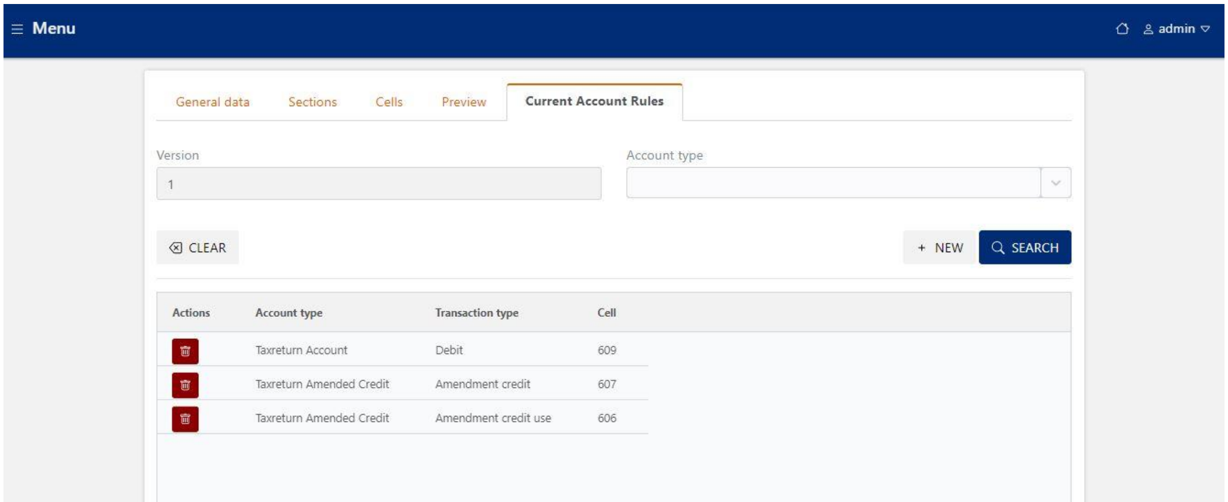


Formula debugging



Form, Version, Current Account Rules

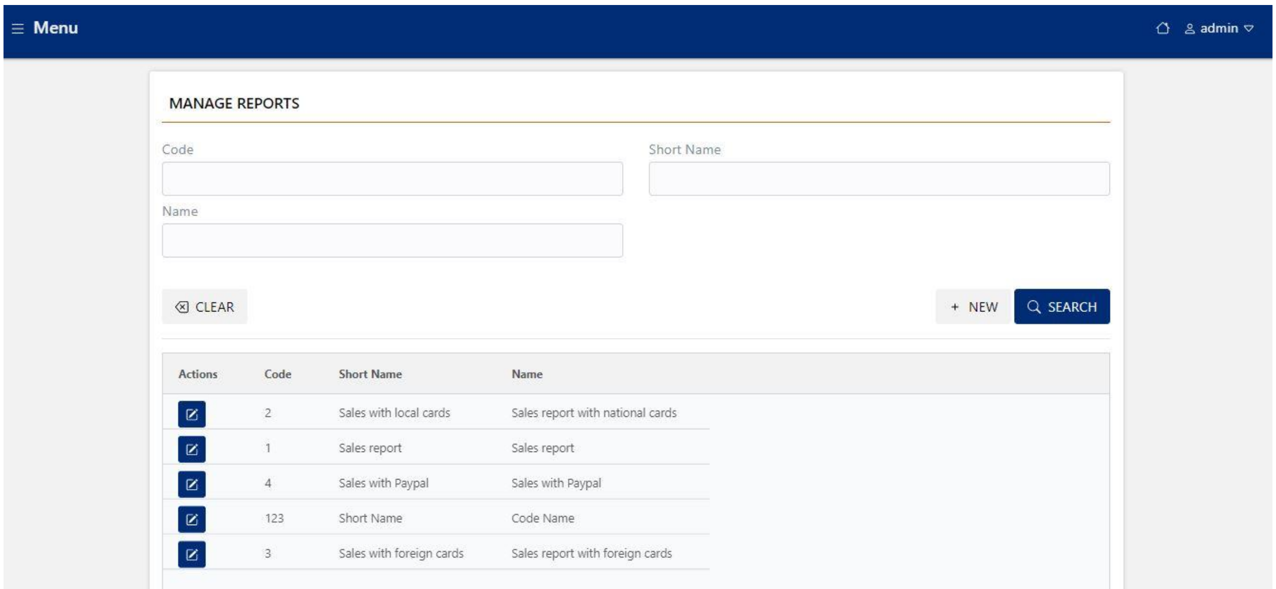
The last functionality associated with the versions of the forms is the current account rules, although the current account functionalities are the responsibility of the tax administration's core system, the DEC has developed this functionality to be able to parameterize a current account for the rectifying declarations, so that if when filing a rectifying return the total value of the tax is reduced, a credit is generated that will be automatically used in the next tax returns filed by the taxpayer (if parameterized in this way).



Taxes- Managing Reports

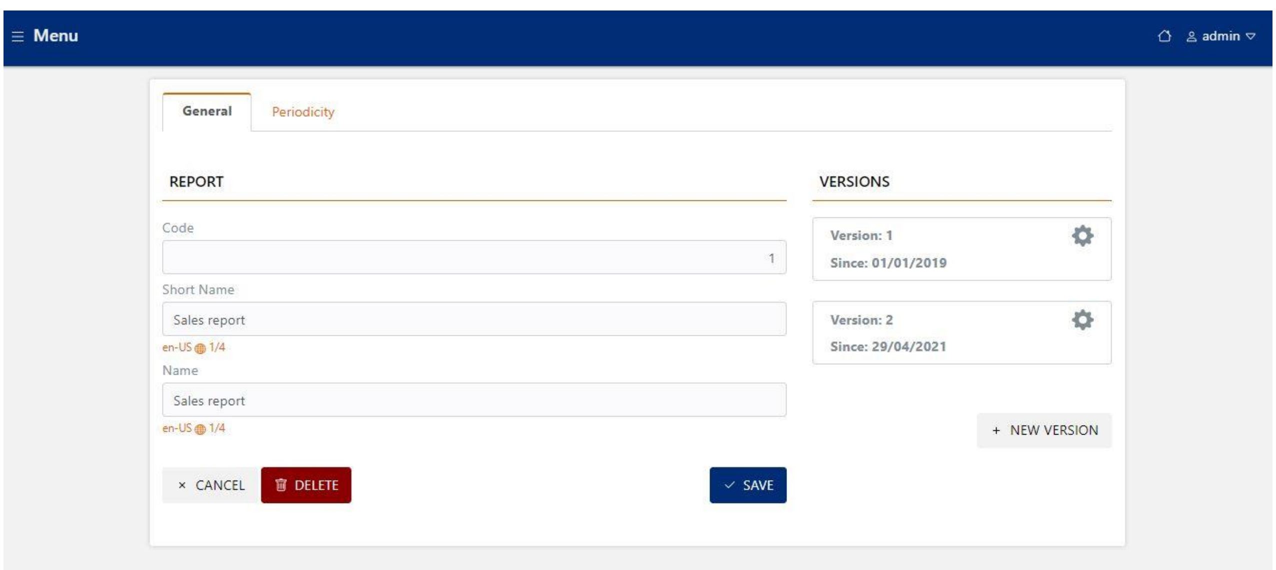
Roles with access: *"Form Manager"*

This functionality allows managing the complementary reports that you want to define and configure the tax administration so that taxpayers may report in a complementary and detailed way what they have declared through the tax returns.



By selecting an existing report or adding a new one, we access the report settings screen.

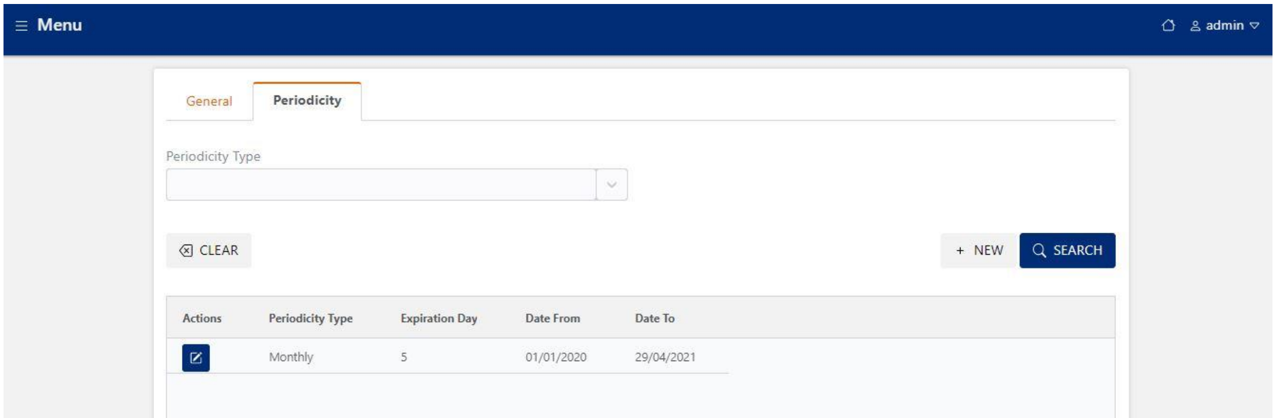
Reports, General



When creating or editing a report, we need to set the report code, the short name, the name.

Reports-Periodicity

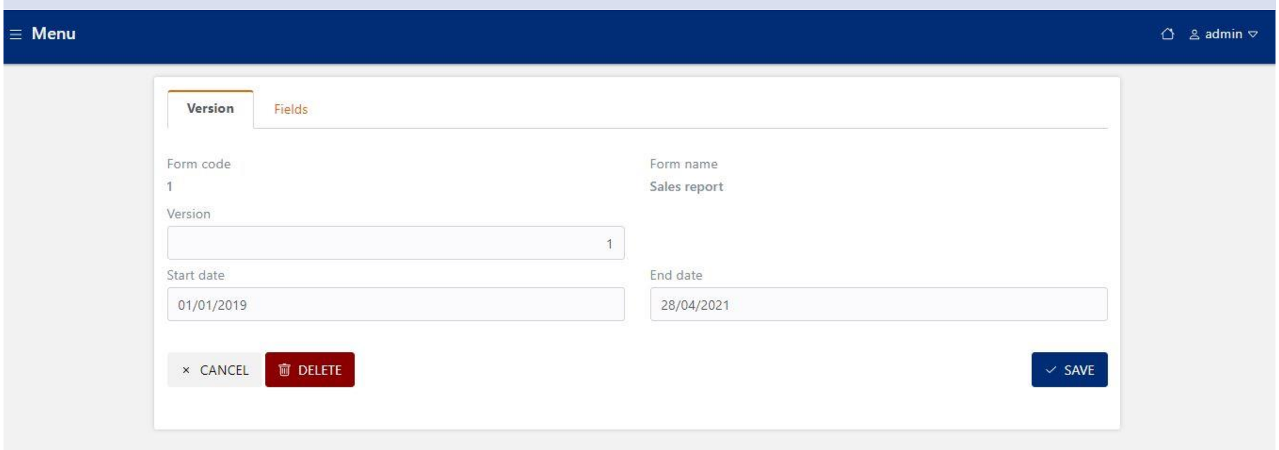
The periodicities associated with the report must be configured, so that by establishing the vector of reports associated with the taxpayer, the periodicity with which the reports must be presented can be established.



Reports-Versions

Reports can have different versions associated, with different validity ranges, we will see below the details that must be parameterized for a version of a particular report.

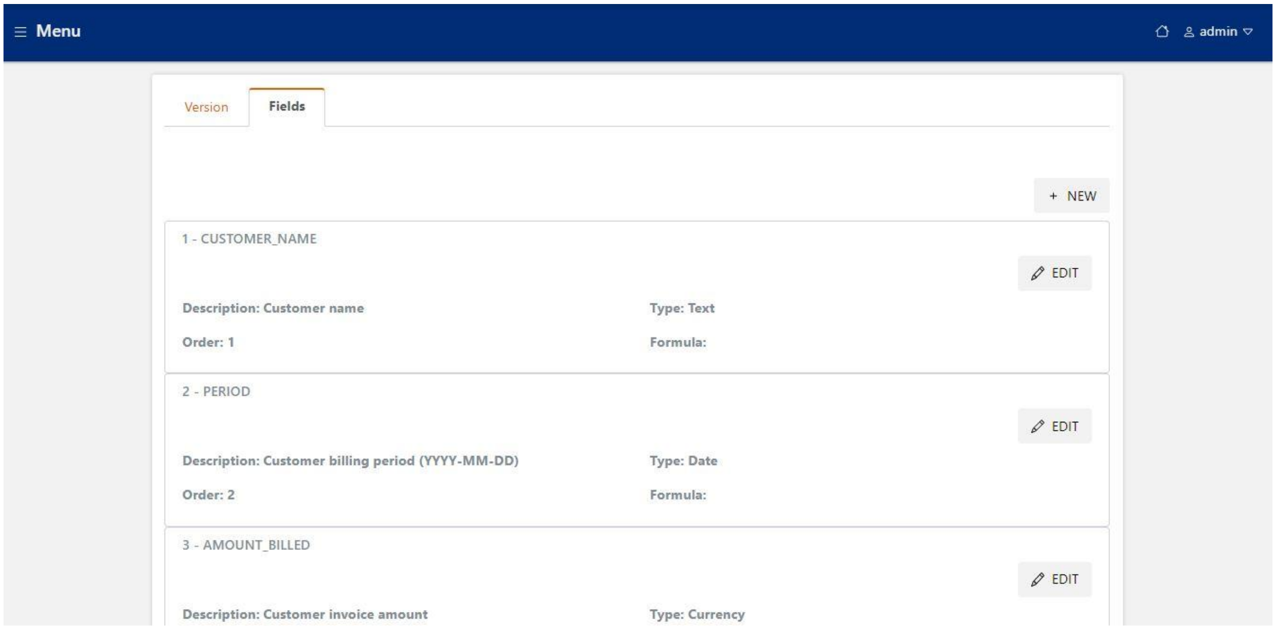
NOTE: To access the versions of a report, you must use the configuration icon (gear) that appears in the list of versions associated with the report or through the button *latest version* to add a new one.



In the tab *Version*, the validity range of the version is set (in case of not setting the end date, the form is considered active).

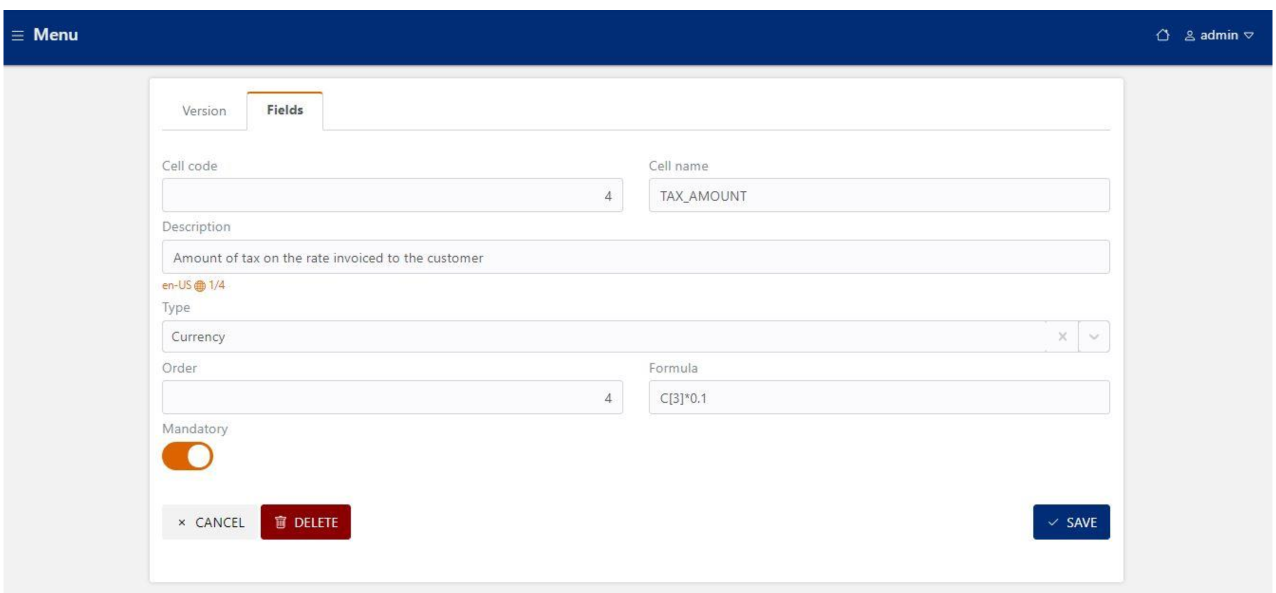
Reports, Version, Fields

In the tab *fields*, we can configure in detail each of the field (or columns) that our report will contain, the fields of the reports are like the columns of a spreadsheet, for which several properties must be set.



Reports, Version, Field detail

When we select edit an existing field or add a new field, we can set the detail associated with the field based on the following detail:



- **Cell Code:** Cell number that identifies the cell within a form. It is useful when making instructions or corrections on a tax return, you can cite the code as a reference.
- **Cell Name**: Name of the cell that indicates the use of the field, allows translation into the multiple languages parameterized in the system.
- **Description**: Cell description, complementary to the name.
- **Type:** You must set the data type of the cell, which can be (Numeric, Currency, Date, List, Text).
- **Formula:** In this field we can set any arithmetic formula for which we can reference other cells (e.g.: *C [3] * 0.1*), in case of setting this property, the formula will be used when

processing the receipt of a report, and the formula will be executed for each record of the report.

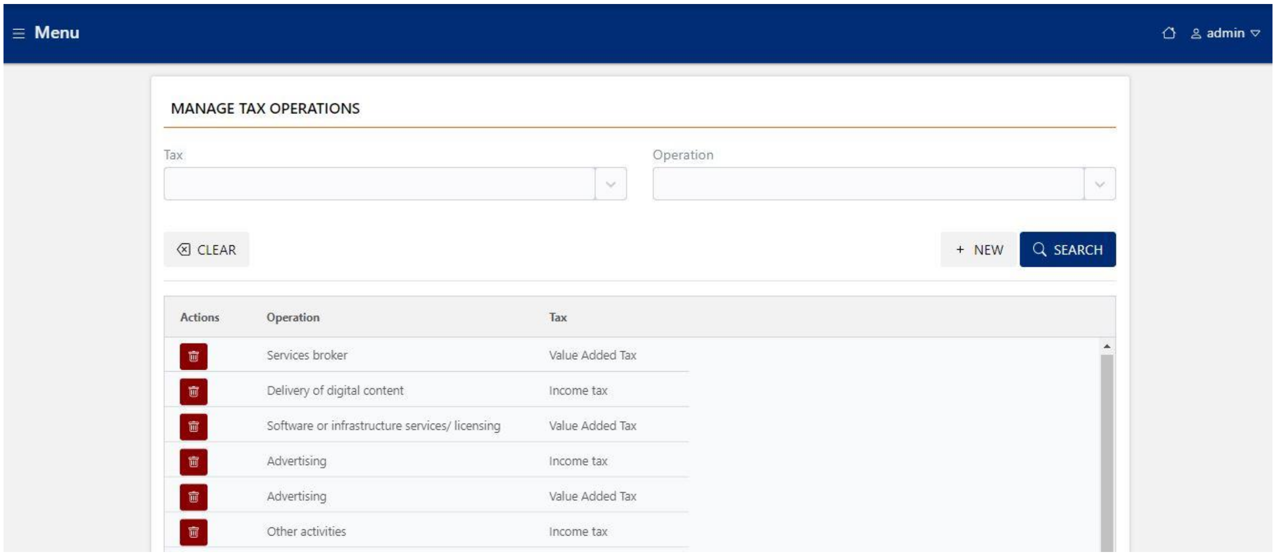
- **Compulsory:** Establishes the mandatory nature of the field when using the form.

NOTE: For fields of the list type, the system displays an additional property where a catalog associated with the field is selected. The catalogs that have been defined in the section of *Configurations / Catalogs* are listed.

Tax - Managing the Tax Operations

Roles with access: *"Form Manager"*

This functionality allows configuring the association between the different operations (economic activities) defined in the system and the taxes parameterized in the system.

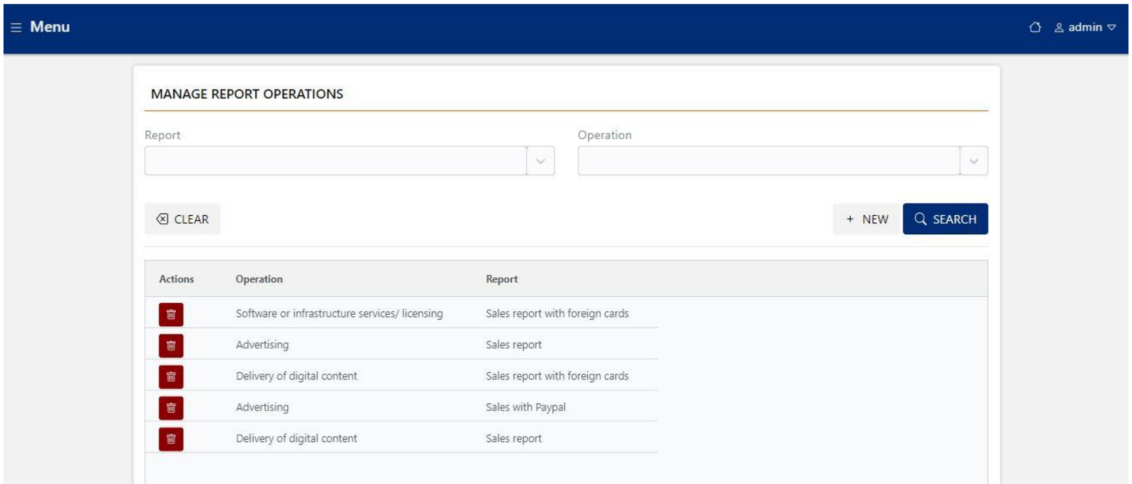


This table of associations between operations and taxes are used at the time of the registration of taxpayers to establish their fiscal vector of obligations, which is established based on the operations that the taxpayer has selected.

Taxes - Managing Operations Reports

Roles with access: *"Form Manager"*

This functionality allows configuring the association between the different operations (economic activities) defined in the system, and the complementary reports.

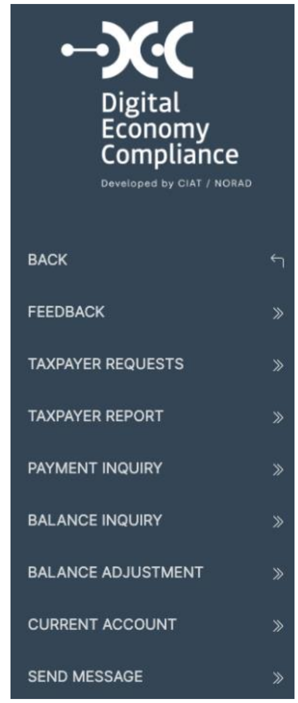


This table of associations between the operations and the complementary reports, are used at the time of the registration of the taxpayers to establish their vector of reports that the taxpayer is obliged to submit based on the operations that the taxpayer has selected.

TAXPAYERS

The following features are grouped in the taxpayer's section:

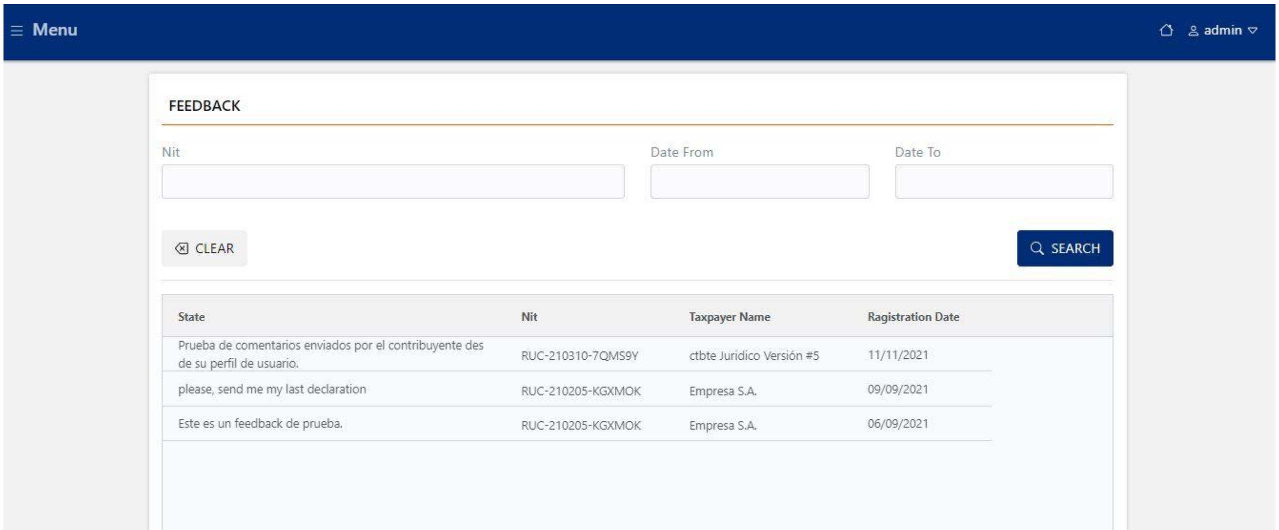
- Feedback
- Taxpayer requests
- Taxpayer report
- Payment inquiry
- Balance inquiry
- Balance adjustment
- Current Account
- Send message



Taxpayers - Feedback

Roles with access: "Taxpayer Administrator"

This functionality allows the official to view the comments and feedback sent by taxpayers from their personal access.

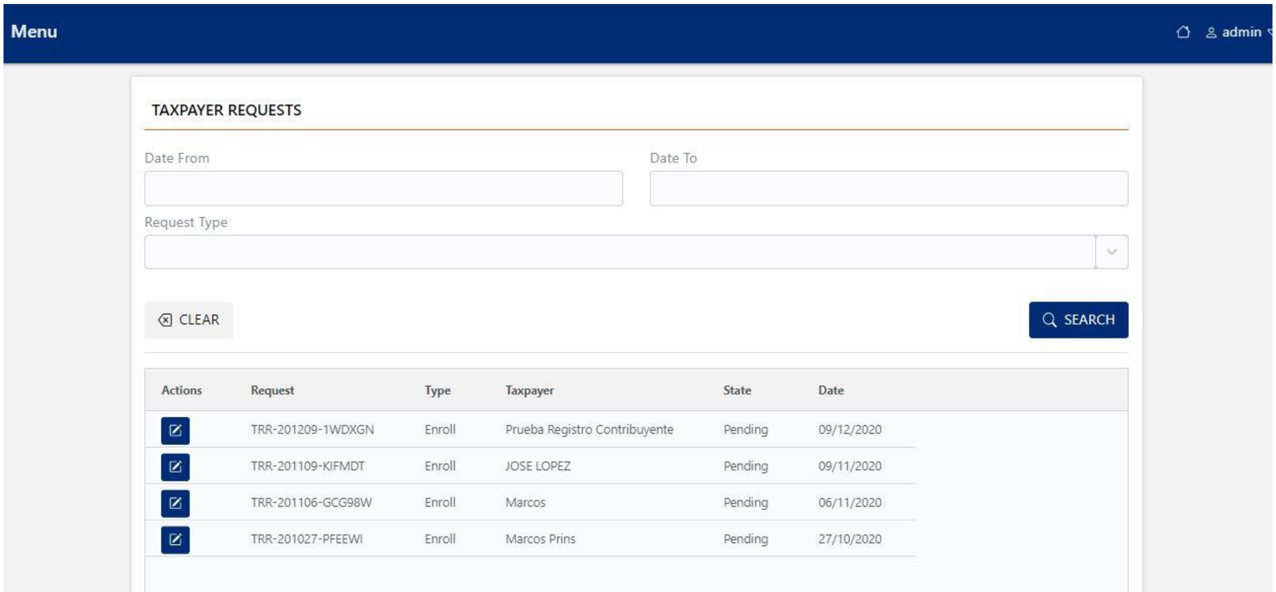


Filters: Filtering by *TIN*, and for a range of dates in which the notification has been entered.

Taxpayers- Taxpayer requests

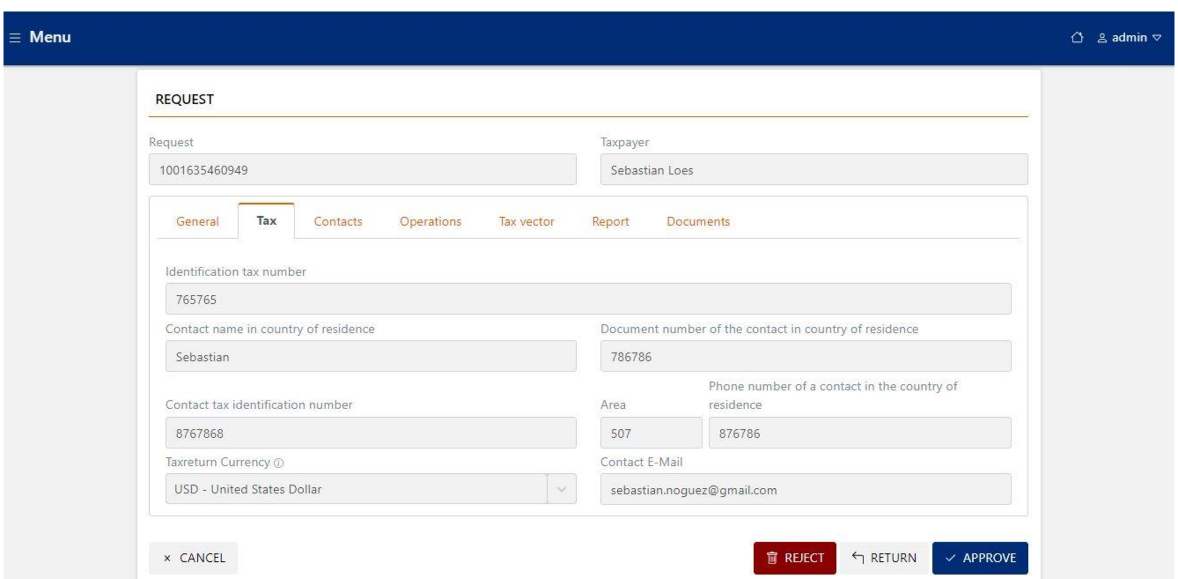
Roles with access: "Taxpayer Approver"

This functionality allows the tax administration officials in charge of reviewing the applications for registration and updating of taxpayer data, reviewing each of the requests and approve, reject or request corrections to each of the requests entered.



Filters: Filtering by ***Type of Request***, and for a range of dates in which the request was entered.

When selecting an application from the list, the system displays all the information tabs of the application, which must be reviewed in detail by the tax administration official.

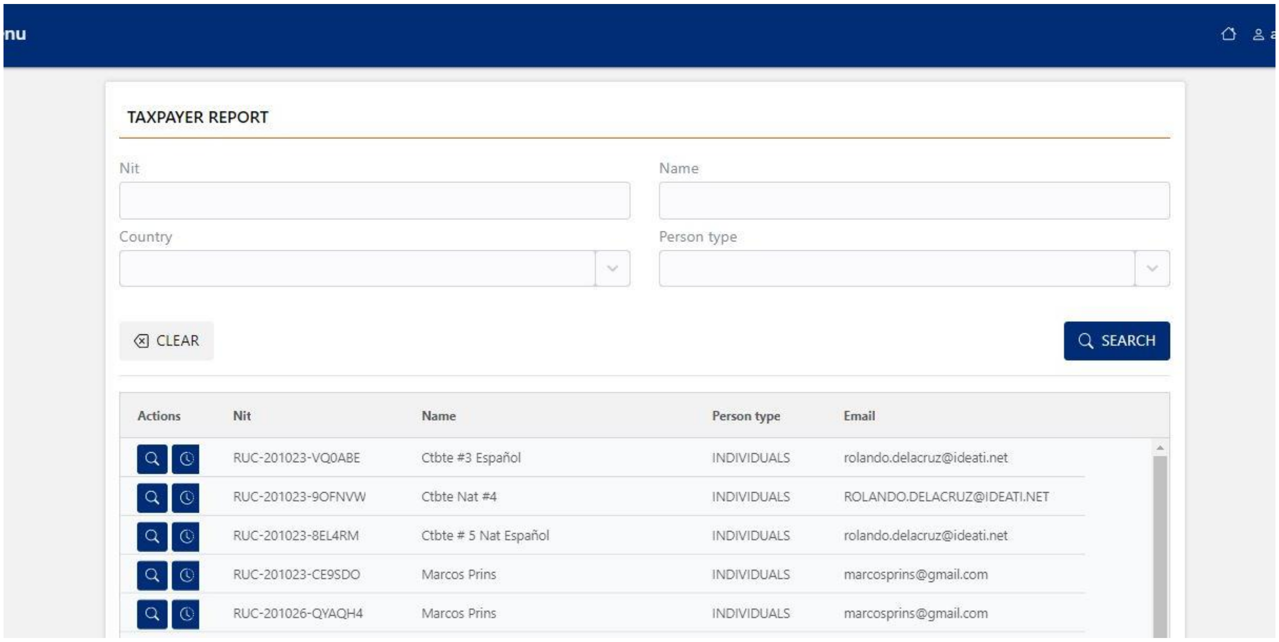


At the bottom of the screen, the various actions that the official can perform are displayed as buttons. Any of the selected actions will communicate to the taxpayer the result of their request through the communication channels of the system that is the taxpayer's email, and the DEC electronic mailbox.

Taxpayers - Taxpayer Report

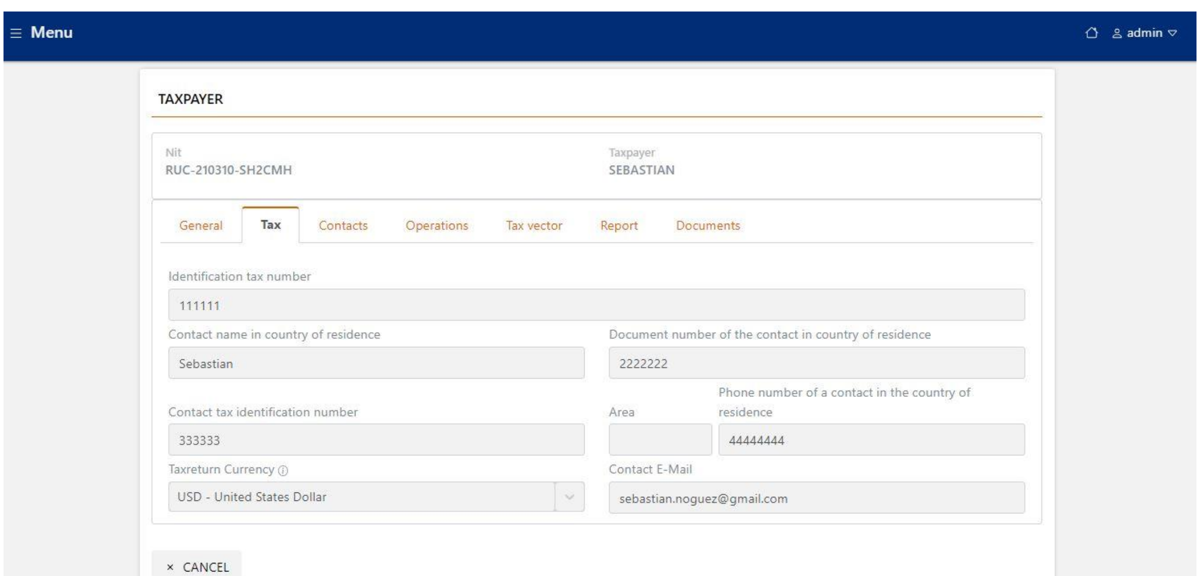
Roles with access: "Taxpayer Inquiries”

This functionality allows consulting the information records of taxpayers registered in the DEC system; this functionality is especially useful for tax administration officials working on the taxpayer assistance platform of the digital economy.



Filter: Filtering by TIN, Name, country and Taxpayer type.

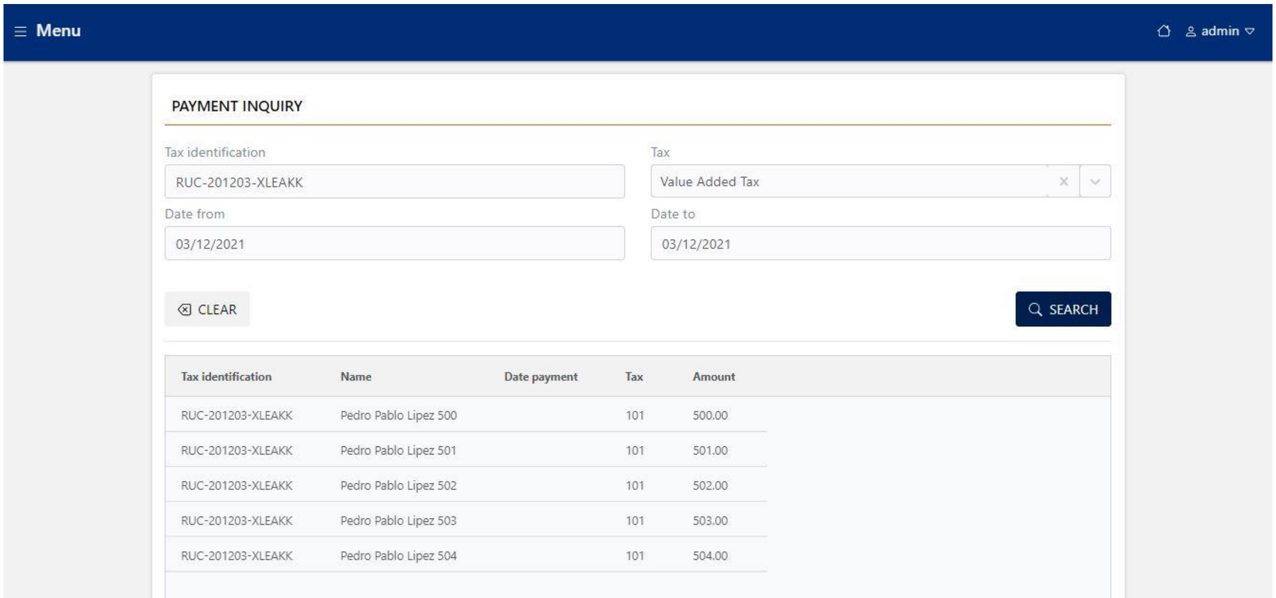
Selecting a taxpayer displays all the taxpayer information tabs.



Taxpayers - Payment Inquiry

Roles with access: *"Account Inquiry"*

This functionality allows tax administration officials working on the taxpayer assistance platform of the digital economy to consult the payments made by taxpayers.



Filters: Filtering by TIN, Tax and Date range.

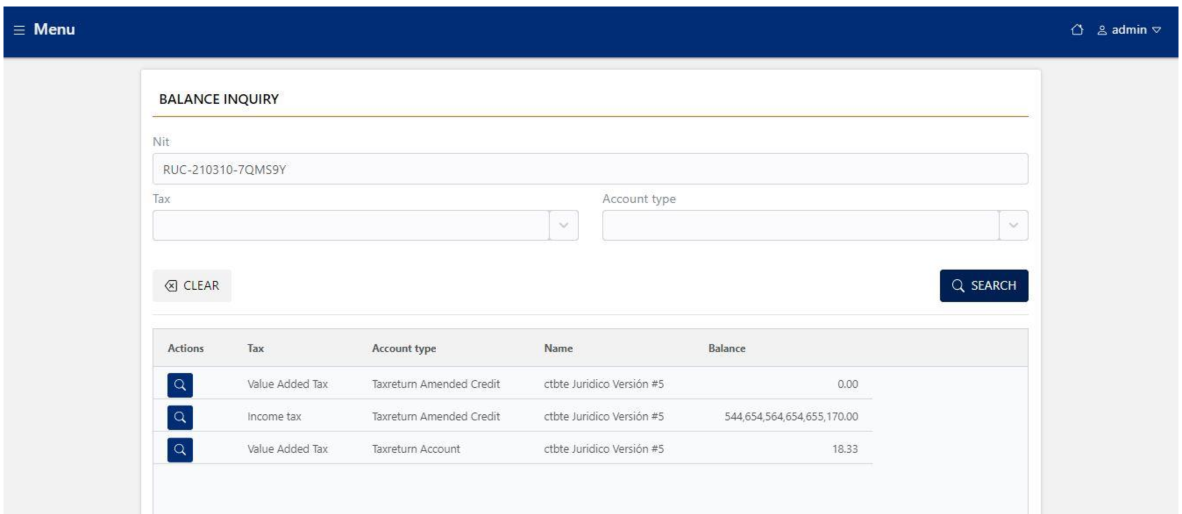
NOTE: The payments that are deployed in this functionality are obtained by consulting the payments registered in the core system of the tax administration through the use of web services.

Taxpayers - Balance Inquiry

Roles with access: *"Account Inquiry"*

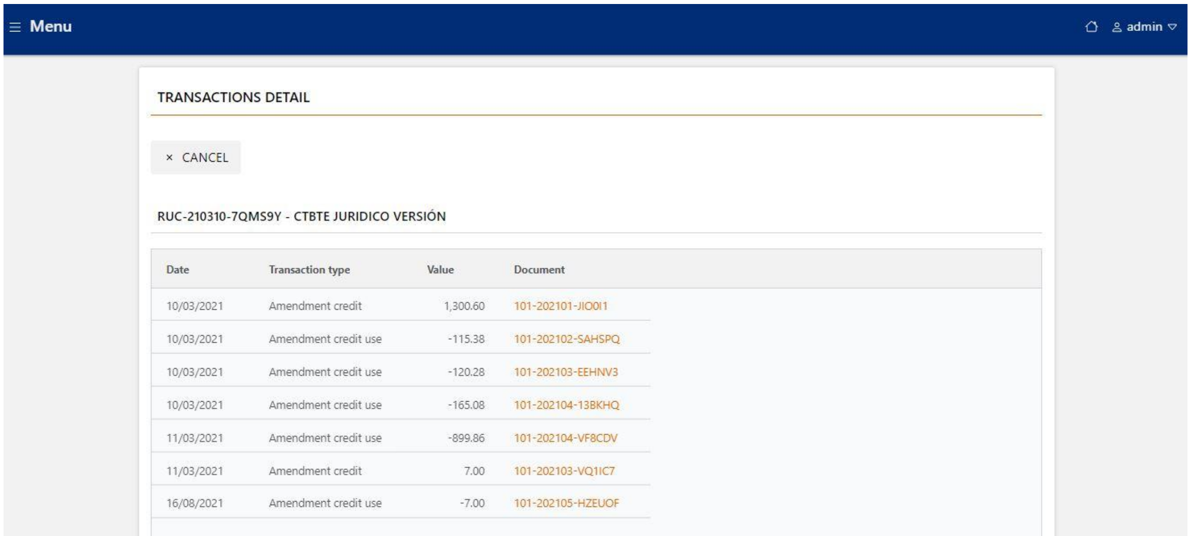
This functionality allows the user to check the taxpayer's accounts balance. The taxpayer may have several types of account, one account for each tax and type of account (Declaration Account and Correction Account).

It can be filtered by tax and type of account, and the system will display the balances of each of the accounts, with a button (magnifying glass) that allows viewing the details of transactions for each account.



Filters: Filtering by TIN, Tax and Account type.

The tax returns account is fed with debit-type transactions for each tax return that is filed and generates a tax on payments by the taxpayer, and with credit-type transactions for each payment that is made by the taxpayer and reconciled in the system.



Date	Transaction type	Value	Document
10/03/2021	Amendment credit	1,300.60	101-202101-JIO0I1
10/03/2021	Amendment credit use	-115.38	101-202102-SAHSPQ
10/03/2021	Amendment credit use	-120.28	101-202103-EEHNV3
10/03/2021	Amendment credit use	-165.08	101-202104-13BKHQ
11/03/2021	Amendment credit use	-899.86	101-202104-VF8CDV
11/03/2021	Amendment credit	7.00	101-202103-VQ1IC7
16/08/2021	Amendment credit use	-7.00	101-202105-HZEUOF

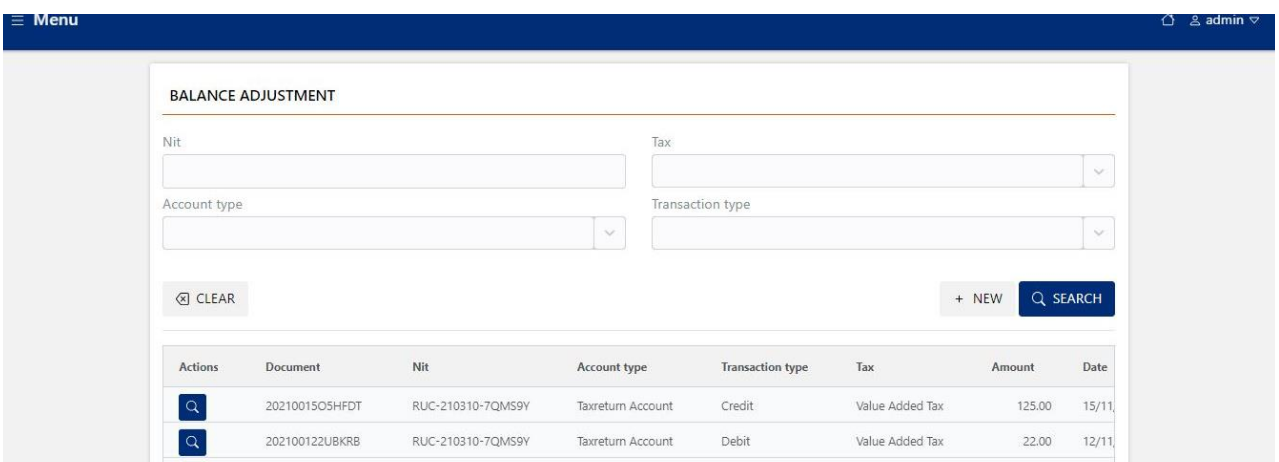
In the transaction detail query, each debit and credit transaction are displayed with the information of the document associated to it, which has a link that allows you to view it completely.

Taxpayers - Balance Adjustment

Roles with access: "Taxpayer Administrator"

This functionality facilitates the adjustment or correction of balances in the taxpayer's accounts, through the creation of adjustment transactions (debit or credit).

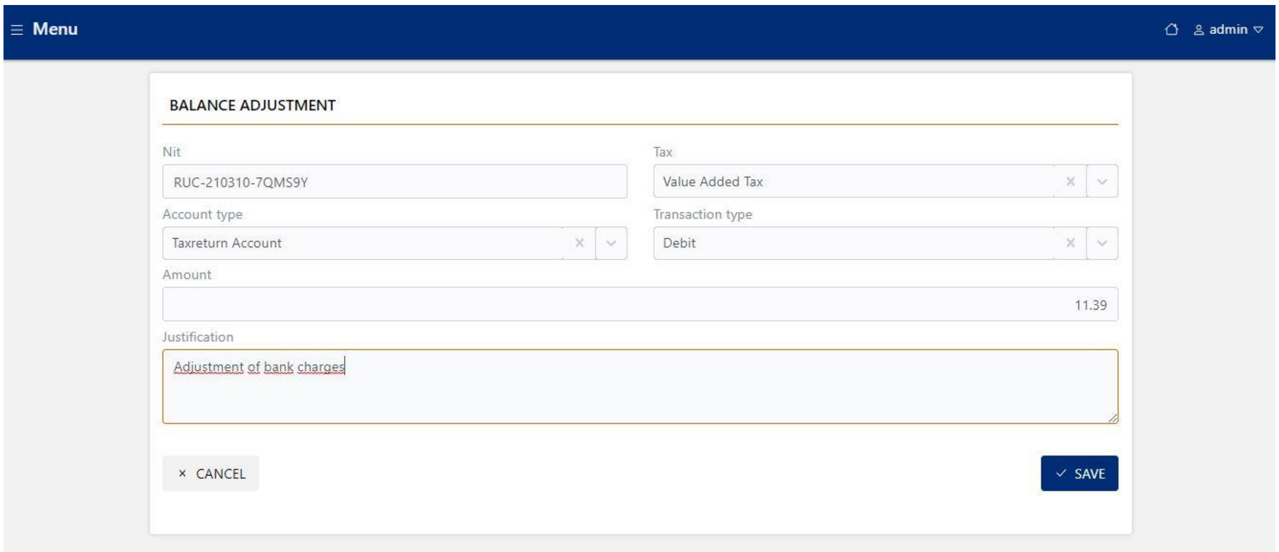
Filters: Filtering by TIN, Tax and Account type and Type of transaction.



Actions	Document	Nit	Account type	Transaction type	Tax	Amount	Date
	20210015O5HFDT	RUC-210310-7QMS9Y	Taxreturn Account	Credit	Value Added Tax	125.00	15/11,
	202100122UBKRB	RUC-210310-7QMS9Y	Taxreturn Account	Debit	Value Added Tax	22.00	12/11,

Pressing the new button allows you to register a new adjustment transaction, where you must specify:

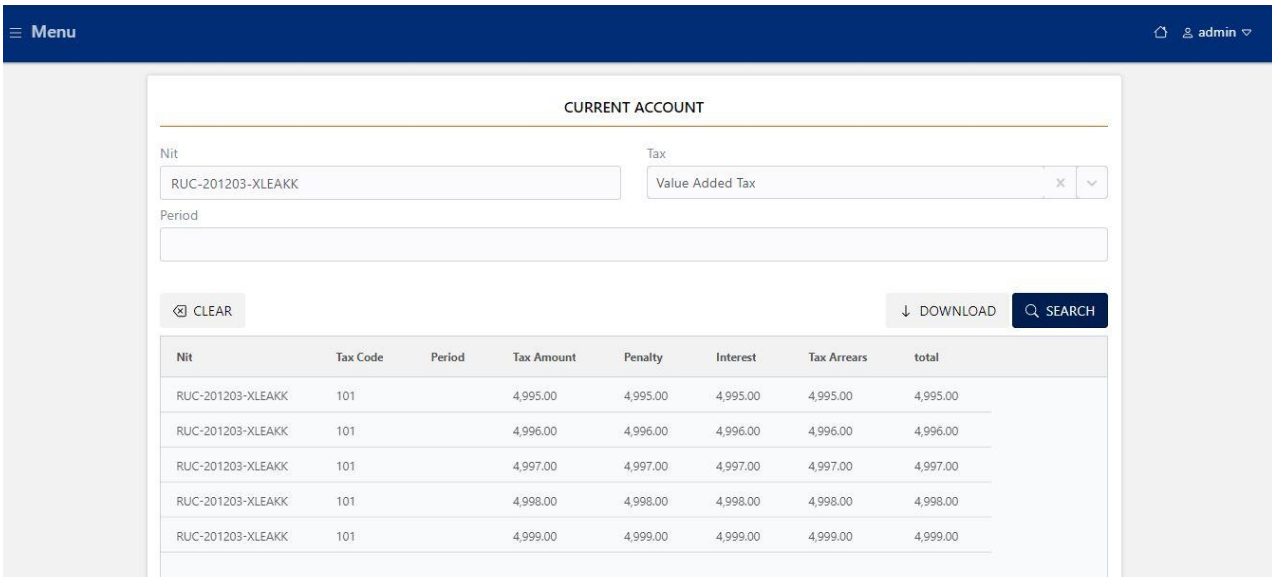
- TIN
- Tax (VAT, or those that have been parameterized in the system)
- Account Type (Declarations, Rectifications)
- Type of Transaction (Credit, Debit)
- Transaction amount
- Justification or reason for the adjustment transaction.



Taxpayers- Current Account

Roles with access: "Current Account Manager"

This functionality allows tax administration officials working on the taxpayer assistance platform of the digital economy, to be able to consult the current account of taxpayers.



NOTE: This functionality is enabled only when the DEC system is installed in an integrated way to the current account tax core.

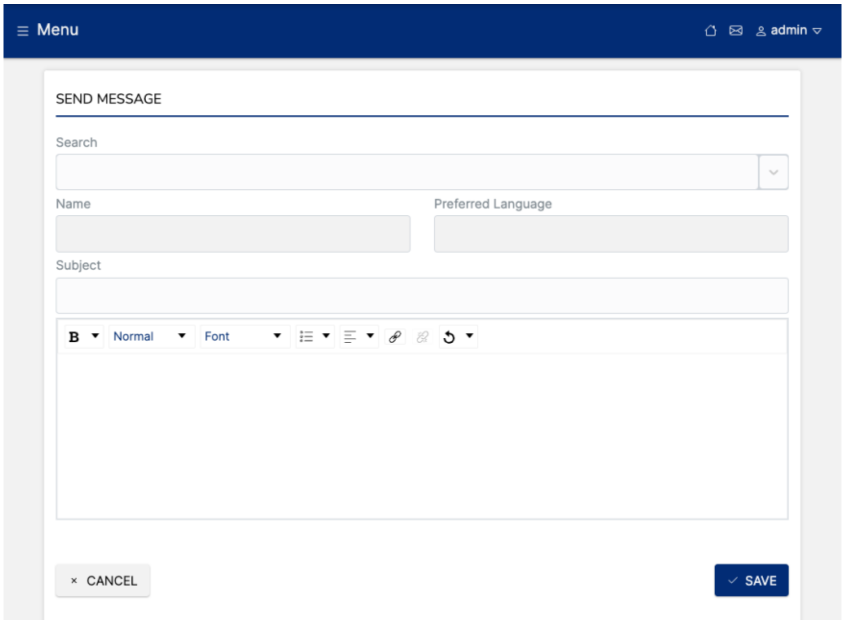
Filters: Filtering by *TIN, Tax* and *Period.*

NOTE: The current account details displayed in this functionality are obtained by consulting the current account transactions registered in the tax administration's core system through the use of web services.

Taxpayers – Send message

Roles with access: "Communications with contributor".

Allows communication with the taxpayer by sending messages to his mailbox. The rich text message must be written so that it can be viewed by the target taxpayer.



A Subject is defined for the message as a title and its content.

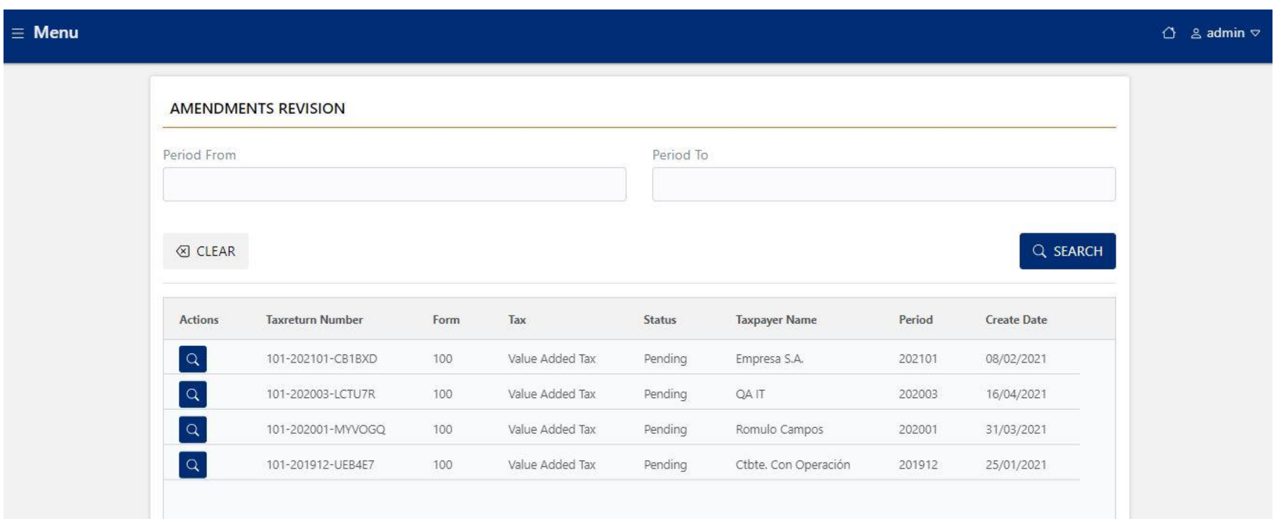
DECLARATIONS

This section includes the functionality to review corrections.

Declarations - Revision of corrections

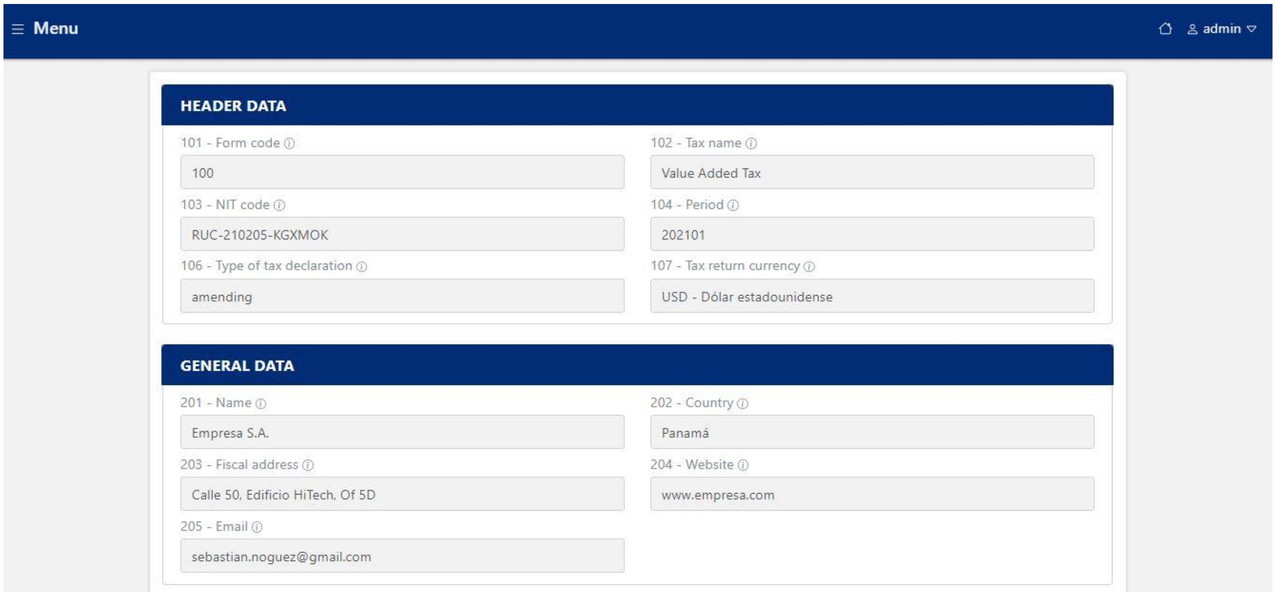
Roles with access: *"Declaration Approver"*

This functionality allows the tax administration officials in charge of reviewing the corrective statements that decrease the tax caused, with the associated tax form having the option of ***Amendments requiring approval***.

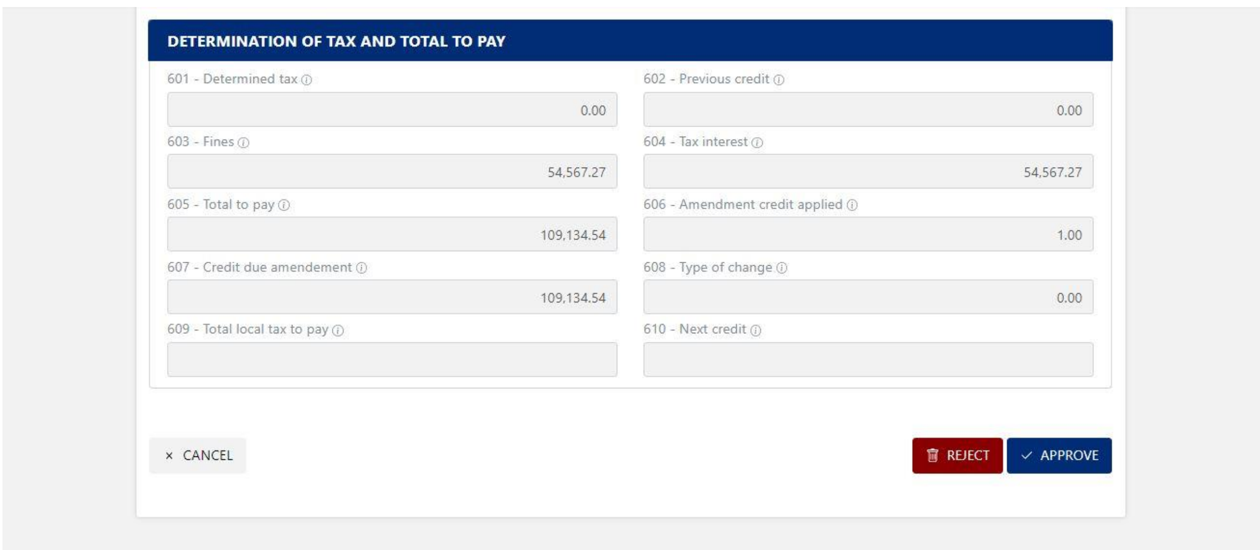


Filters: Filtering by *date range*, in which the amending tax declaration has been submitted.

When you select a corrective tax return from the list, the system displays the detail of the tax return.



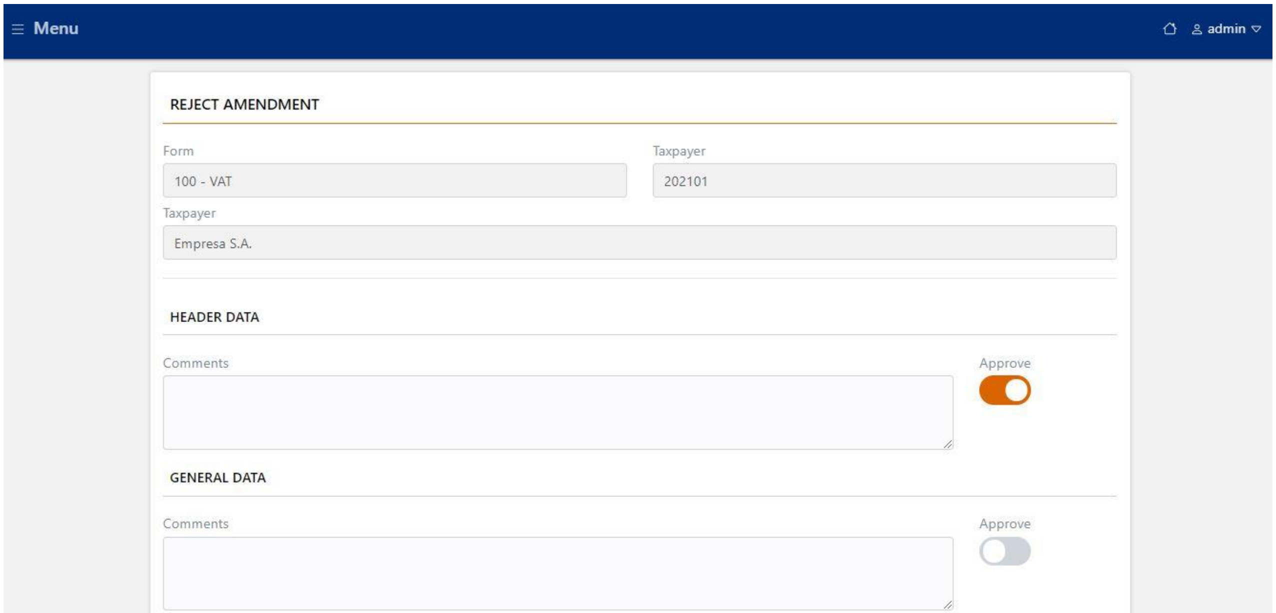
...



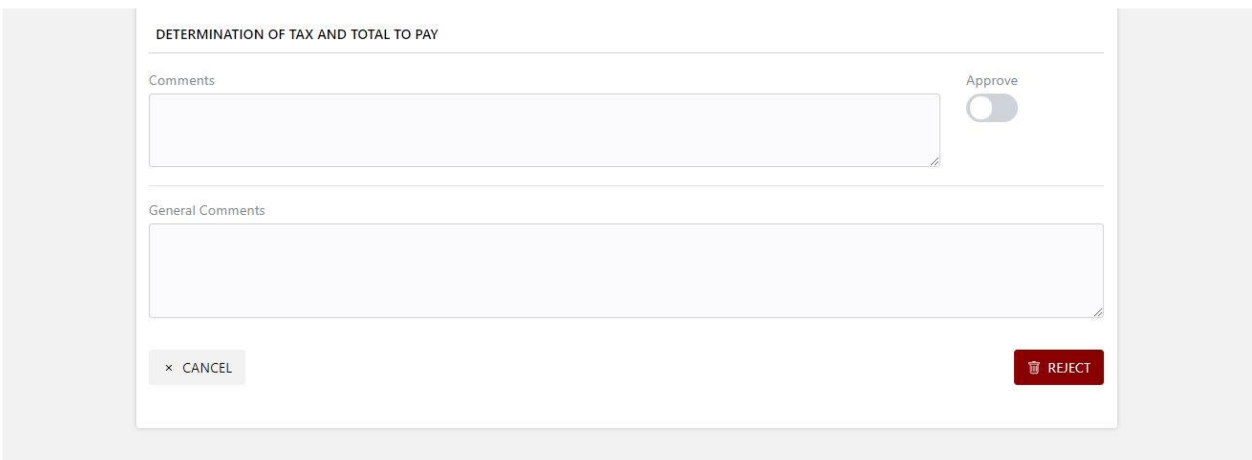
At the bottom of the screen, the two actions that the official can perform, reject or approve, are displayed as buttons.

Declarations - Review of corrective statements, Refusal

When the option to reject a tax correction is selected, the tax administration official must indicate for each of the sections of the declarations, whether the revised data are correct or not, and in case of having to make corrections, the detail of the corrections to be made must be indicated by a text.



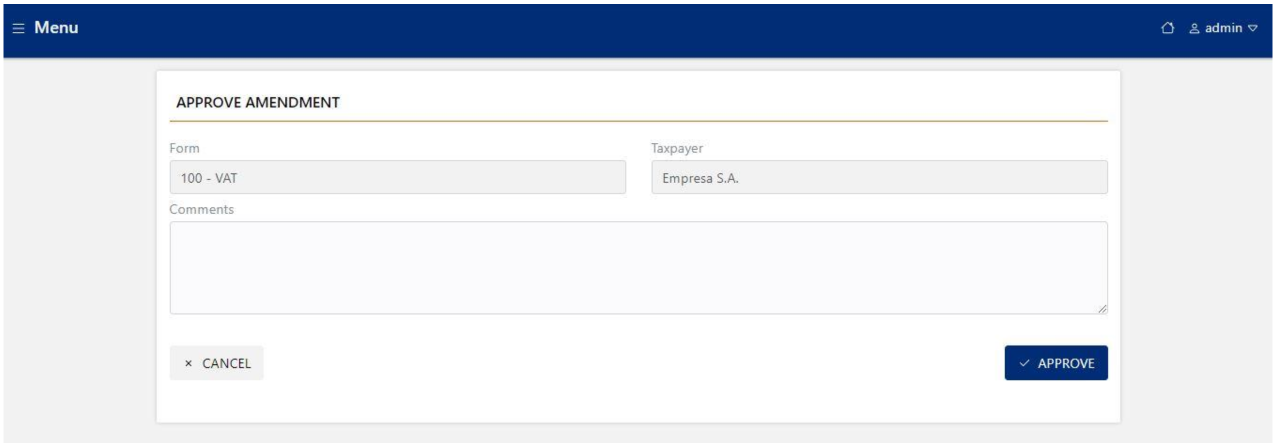
..



Finally, by clicking on the reject button, the taxpayer receives the details of the observations indicated by the officer, both in his e-mail box and in his tax electronic mailbox.

Declarations - Review of corrective statements, Approval

When the option to approve an amending tax return is selected, the tax administration official can record a comment and then press the approve button.

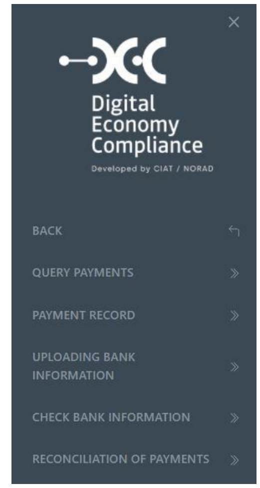


Finally, if the officer clicks on the approve button, the taxpayer receives the approving notification of the rectification declaration both in his e-mail box and in his tax electronic mailbox.

PAYMENTS

The section groups all the functionalities associated with the registration and consolidation of payments:

- Query Payments
- Payment record
- Uploading Banking Information
- Consult Banking Information
- Payment Reconciliation

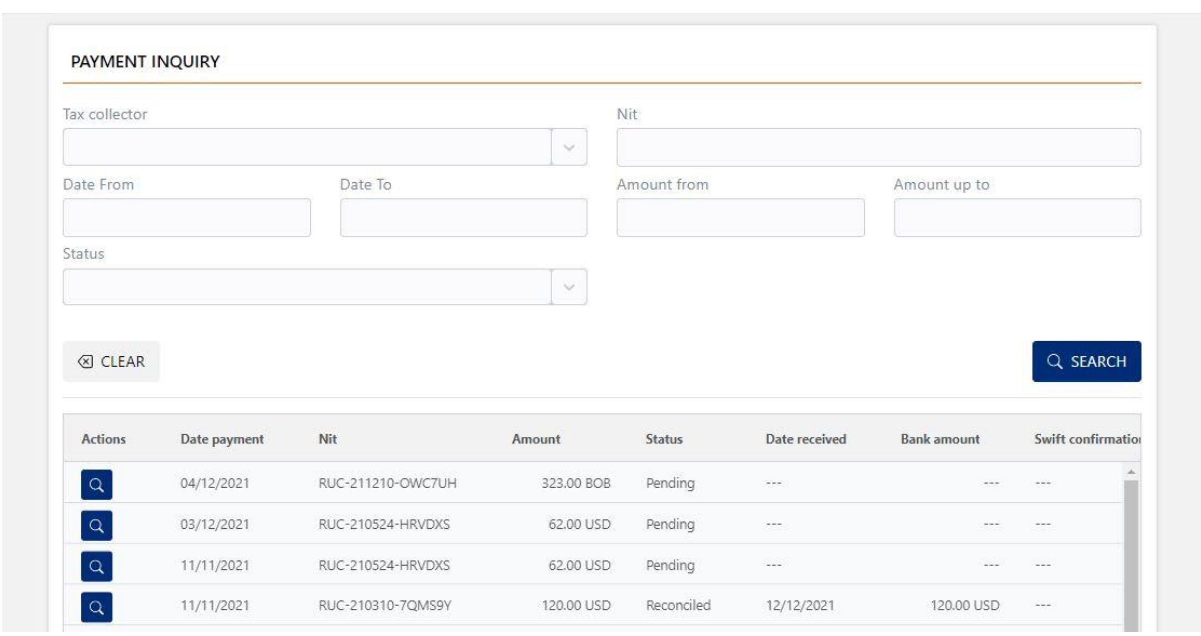


Payments- Consult of Payments

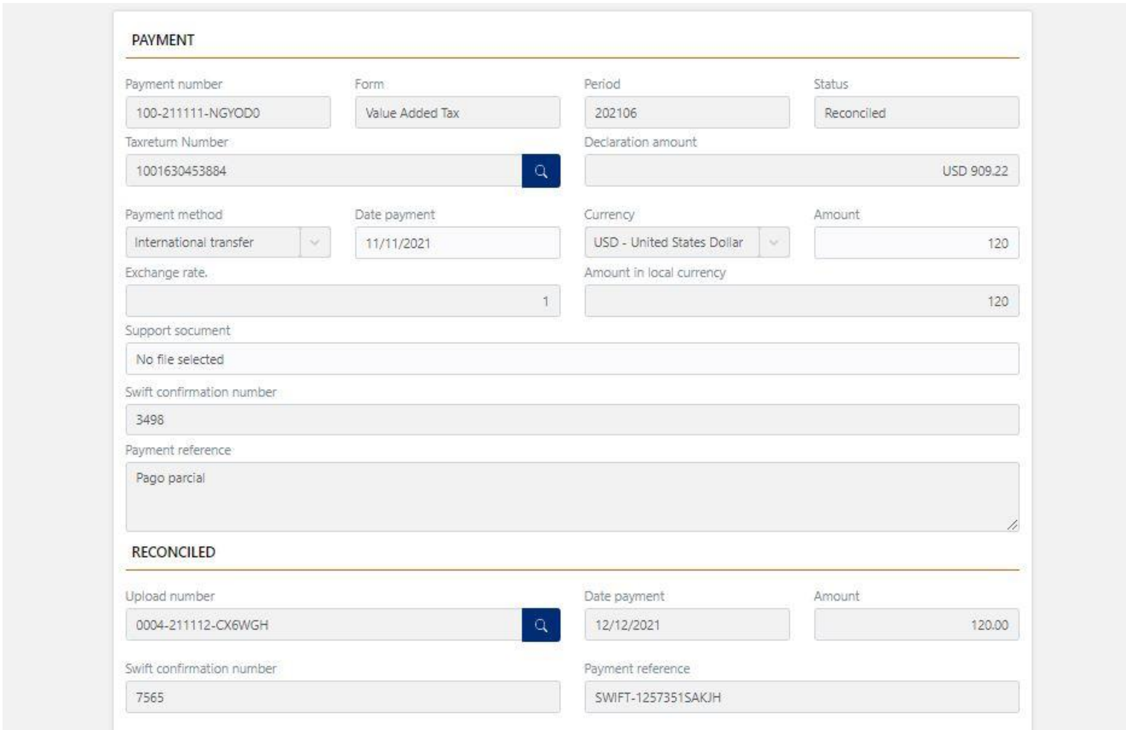
Roles with access: *"Payments Administrator"*

This functionality is used to consult the payment information that has been registered in the system through the Payment Record functionality.

Filters: You can filter by collecting entity, tax identification number, date from and date to, amount from and amount to, status.



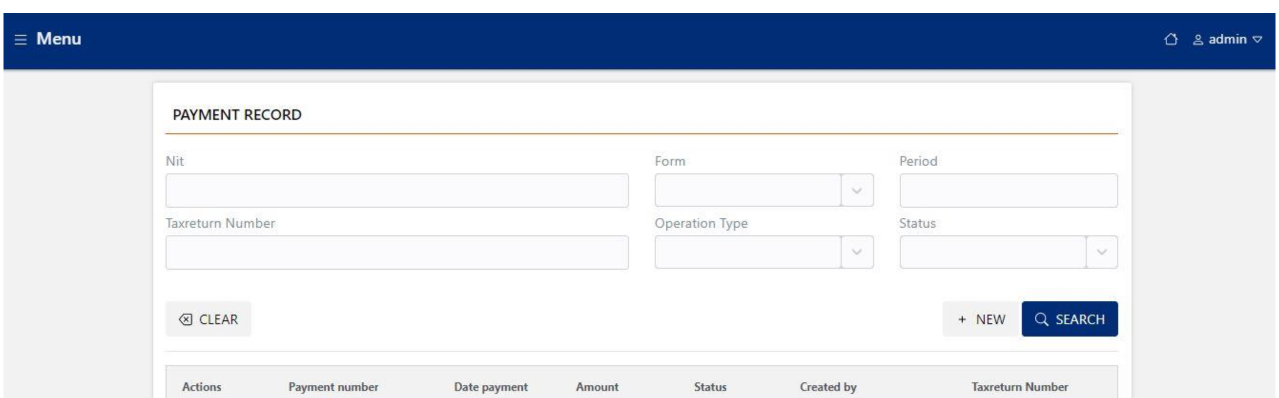
By clicking on the magnifying glass button, you can consult the details of the registered payments, which have been managed through the payment registration functionality.



Payments- Registration of Payments

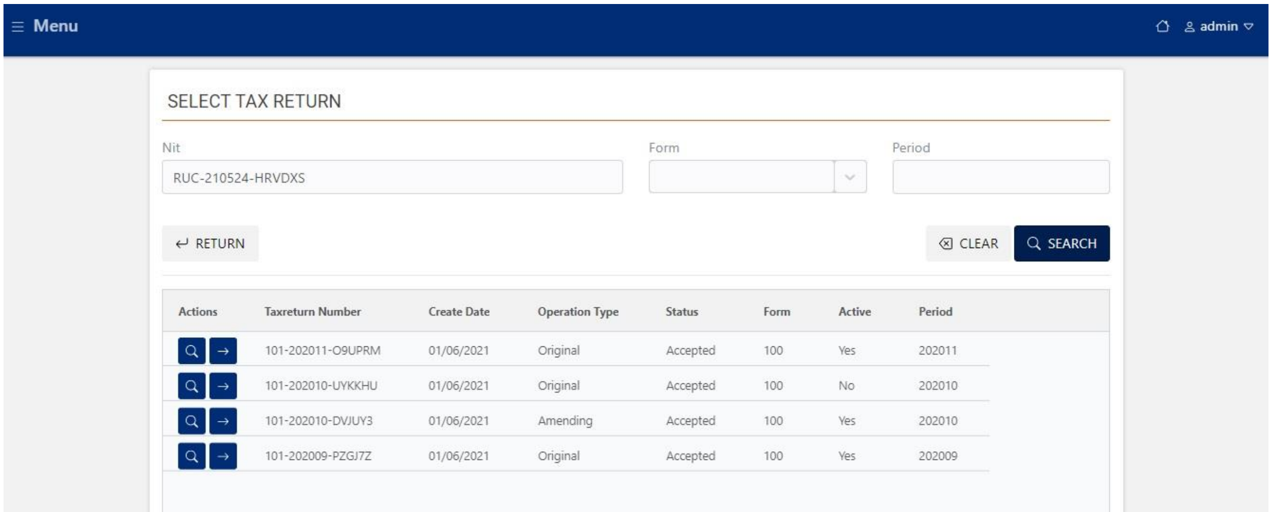
Roles with access: *"Taxpayer Administrator"*

This functionality allows an official to register ex officio, payments that have been made by taxpayers and have not been informed, in order to be able to perform the reconciliation of pending payments reported by the collecting entities.



Pressing the new button will display the interface where we must select the tax declaration on which a payment will be registered. It can be filtered by TIN, form and period to facilitate the search of the tax declaration.

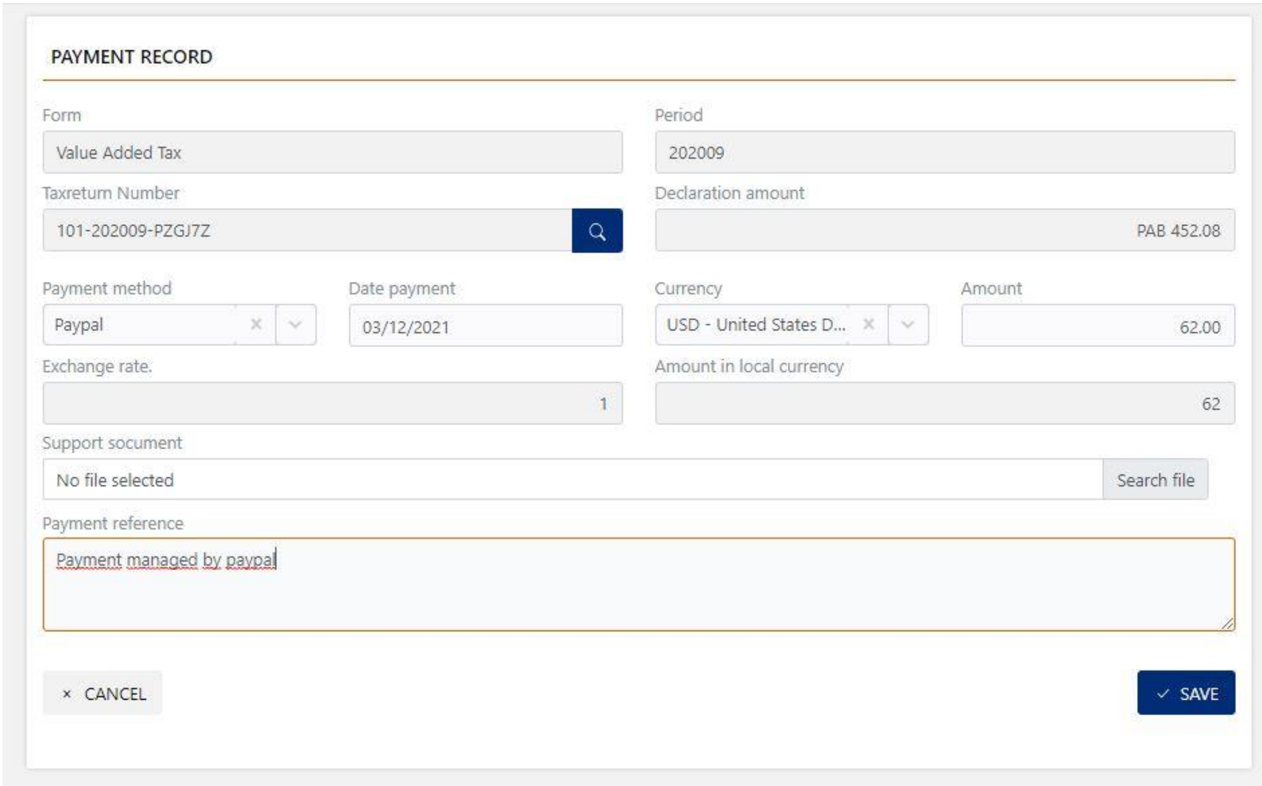
Filters: By TIN, form or period.



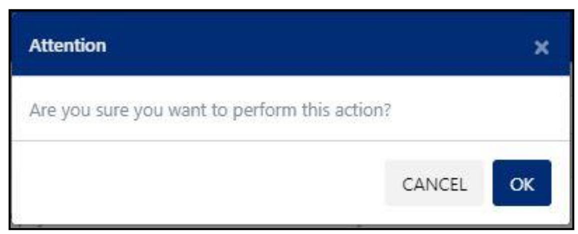
The user must select the tax declaration on which a payment report is to be registered, by pressing the button with the arrow icon on the right

After selecting the tax return for which a payment report is to be recorded, the system displays the payment registration form, which must specify:

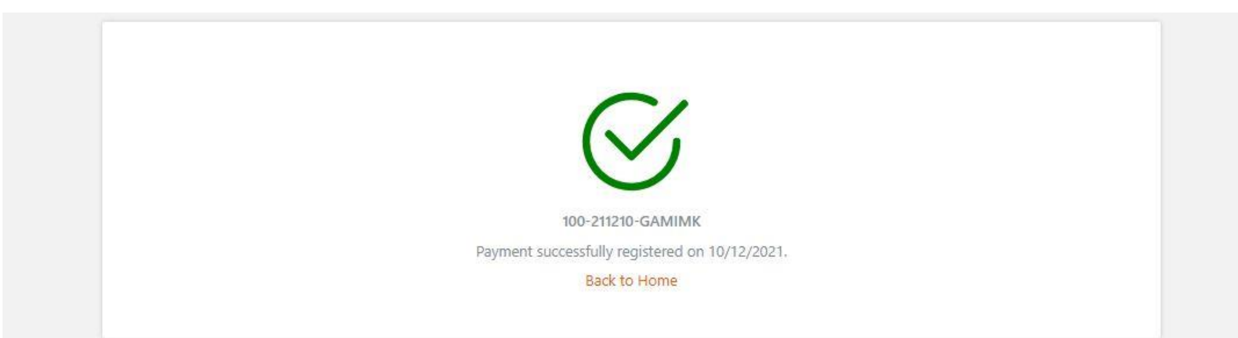
- Payment method
- Payment date
- Currency
- Amount
- Support document
- Payment reference



After completing and verifying all the payment fields, by pressing the save button, the system will ask us to confirm the payment registration.



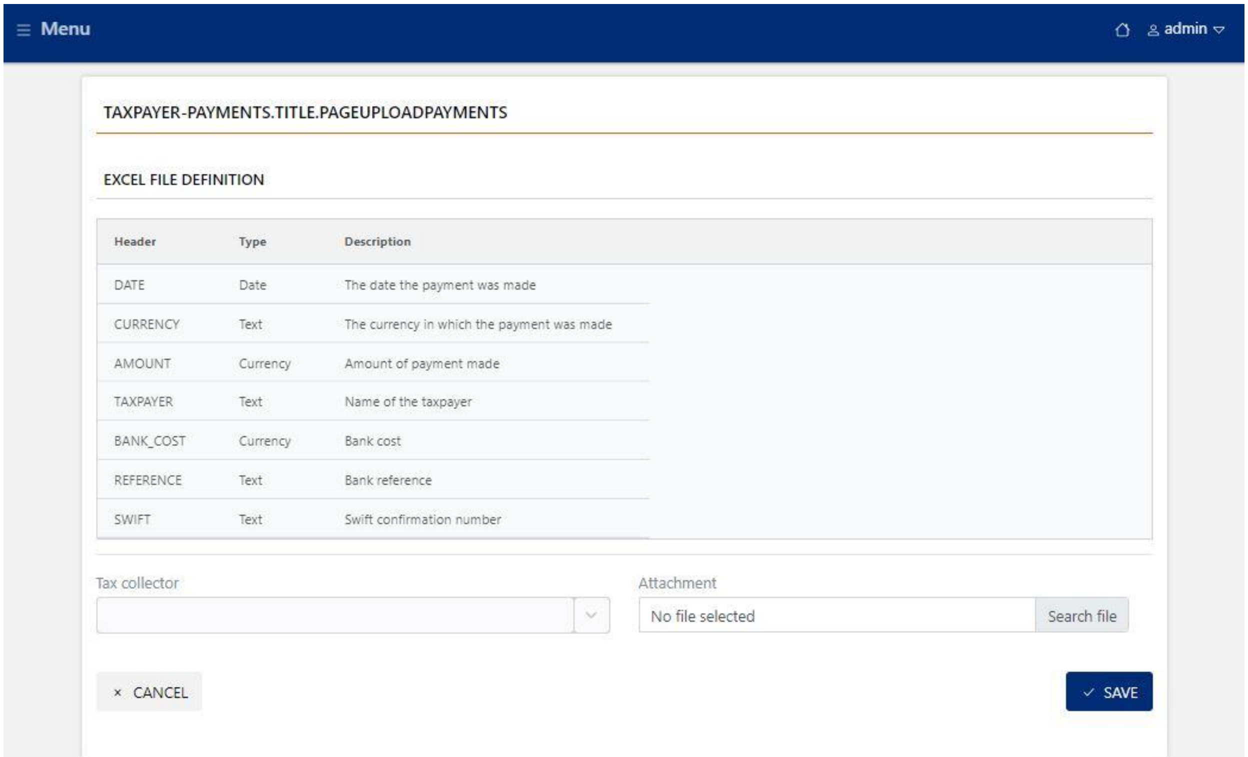
After confirming the registration of the payment, it is stored in the system with pending status, and we receive a confirmation message of receipt with the unique identifier of the payment.



Payments- Upload Bank Information

Roles with access: *"Payment Manager"*

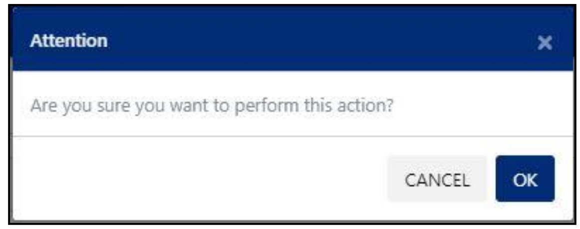
This functionality allows the official to upload to the system the list of payments received by the collecting entities. The screen displays the data structure that the upload file should have.



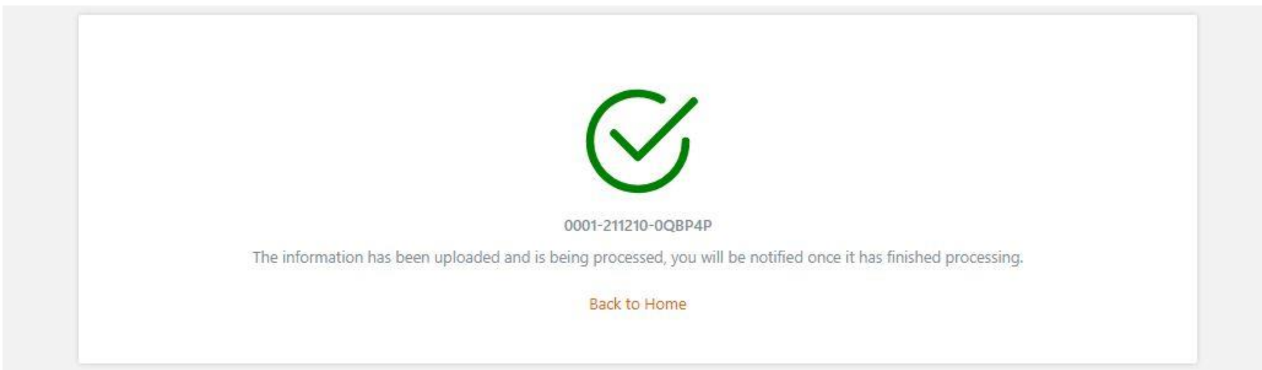
The user must select the bank and press the Upload File button to select the Excel file containing the bank information.

	A	B	C	D	E	F	G
1	DATE	CURRENCY	AMOUNT	TAXPAYER	BANK_COST	REFERENCE	SWIFT
2	10/11/2021	USD	1400	CONTRIB. 001	0	SWIFT-123876HGJ	
3	11/11/2021	USD	700	CONTRIB. 002	0	SWIFT-77aADA87	
4							

After selecting the bank information file, by pressing the save button, the system will ask us to confirm the registry of the information.



After confirming the registry, the records are stored in the system with received status.

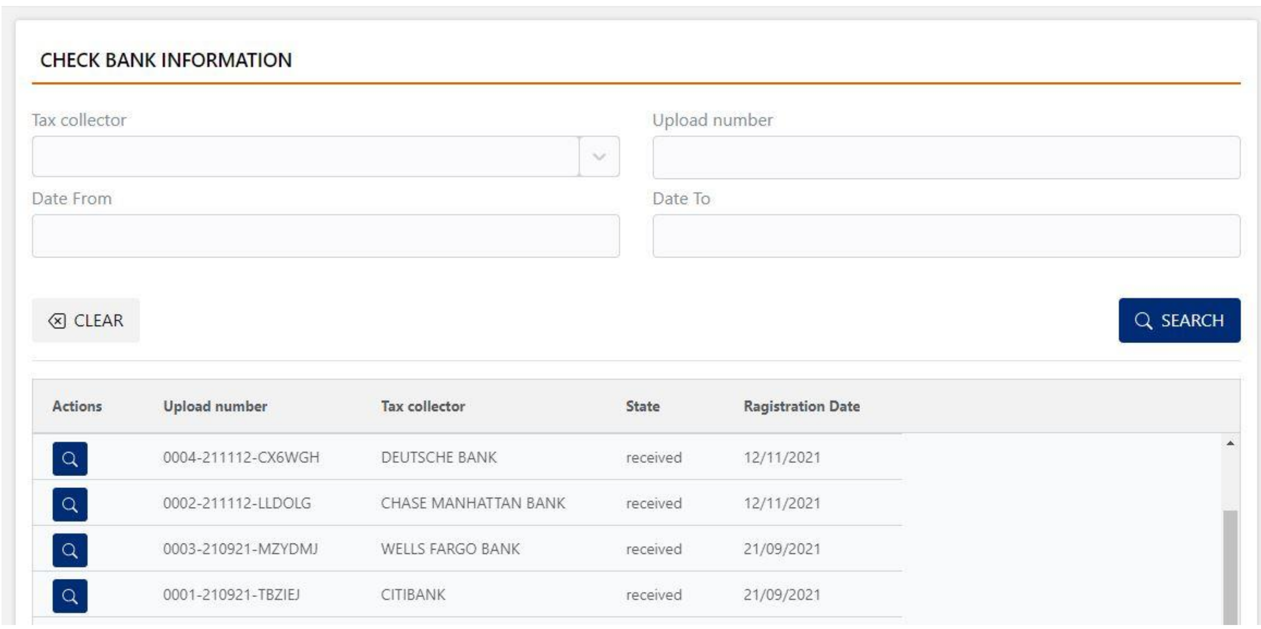


Payments- Consulting Bank Information

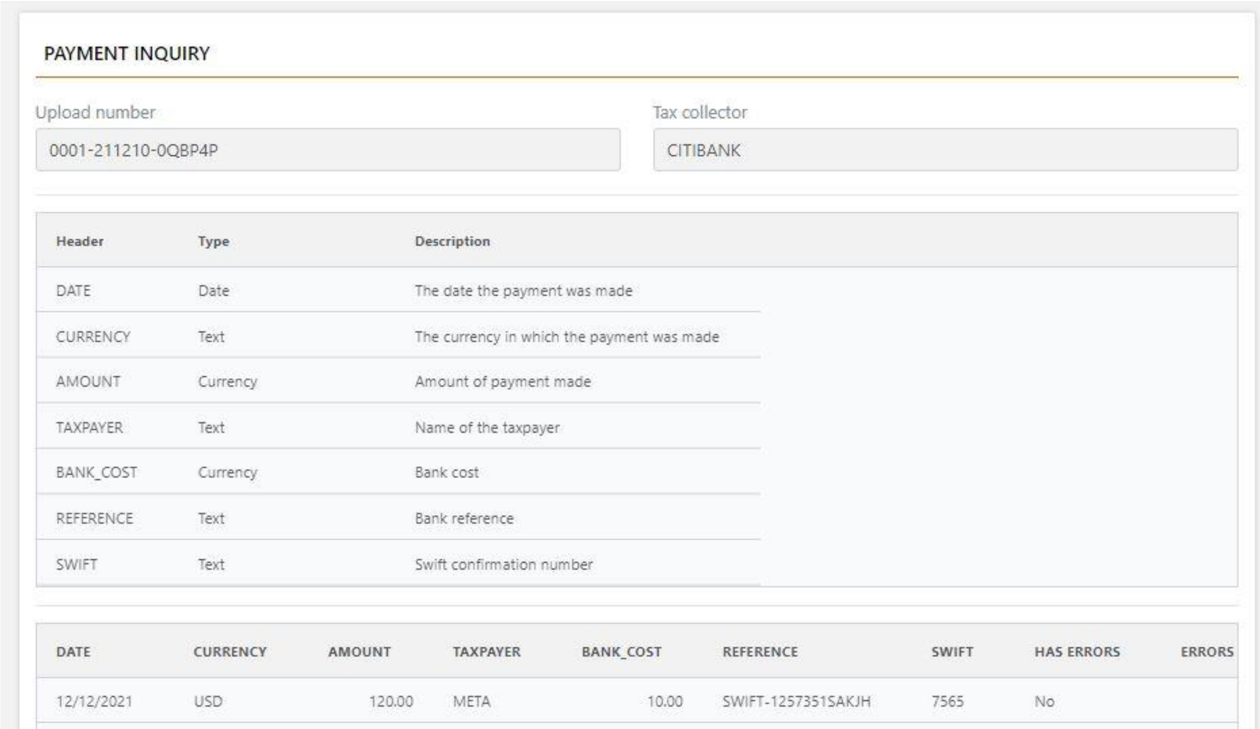
Roles with access: *"Payment Manager"*

This functionality is used to check the bank information that has been registered in the system through the Upload Bank Information functionality.

Filters: Filtering by collecting entity, upload number, date from and date to



By pressing the magnifying glass button, you can consult the details of the payments received, which have been informed by loading the bank information.



PAYMENT INQUIRY

Upload number: 0001-211210-0QBP4P

Tax collector: CITIBANK

Header	Type	Description
DATE	Date	The date the payment was made
CURRENCY	Text	The currency in which the payment was made
AMOUNT	Currency	Amount of payment made
TAXPAYER	Text	Name of the taxpayer
BANK_COST	Currency	Bank cost
REFERENCE	Text	Bank reference
SWIFT	Text	Swift confirmation number

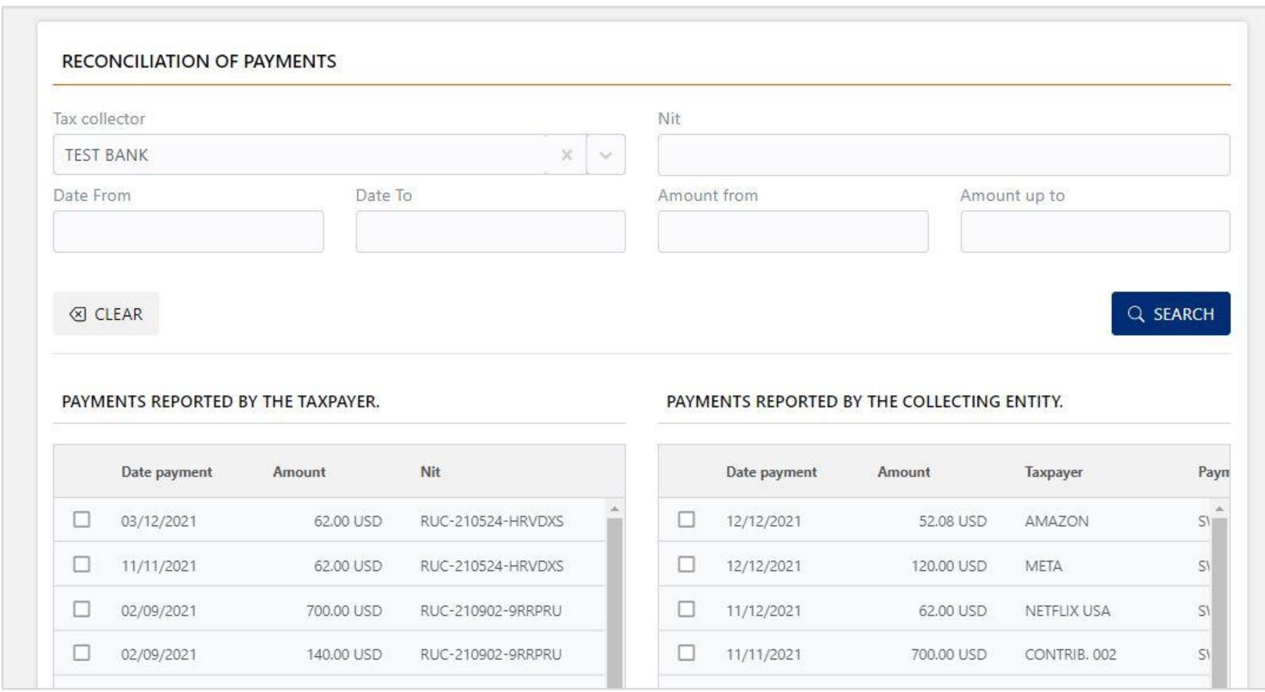
DATE	CURRENCY	AMOUNT	TAXPAYER	BANK_COST	REFERENCE	SWIFT	HAS ERRORS	ERRORS
12/12/2021	USD	120.00	META	10.00	SWIFT-1257351SAKJH	7565	No	

Payments- Payments Reconciliation

Roles with access: *" Payment Manager"*

This functionality is used to perform the reconciliation of payments, which allows to establish a link between the payments reported by the taxpayers and the payments actually received by the collecting entities.

Filters: Filtering by Collecting Entity, TIN, date from, date to, amount from and amount to



The screen has several filters that can be used in combination to limit the number of records displayed in the two boxes at the bottom of the screen.

The table on the left shows the payments that have been reported by taxpayers (or ex officio by an official) that have not yet been reconciled (status pending).

The table on the left shows the payments that have actually been received by the collecting entities and that have not yet been reconciled.

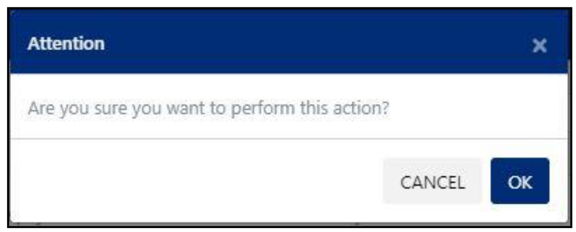
After selecting in the box on the right the payments reported by the taxpayers and selecting in the box on the left the payments received by the collecting entities, the correspondence is established, the system moves the matching records to the box at the bottom of the screen, which is the reconciliation box.

CONCILIATION.

Date payment	Nit	Taxpayer Name	Taxpayer amount.	Bank amount	Swift confirmation number	Payment n
11/11/2021	RUC-210802-ATVFLD	Sebastian Noguez	700.00 USD	700.00 USD	---	100-21080

Once the records to reconcile have been selected, press the Save button

After selecting the Save button, the system will ask for confirmation of the action to be performed.



Reconciled payments are applied to taxpayers ' accounts through credit transaction records.

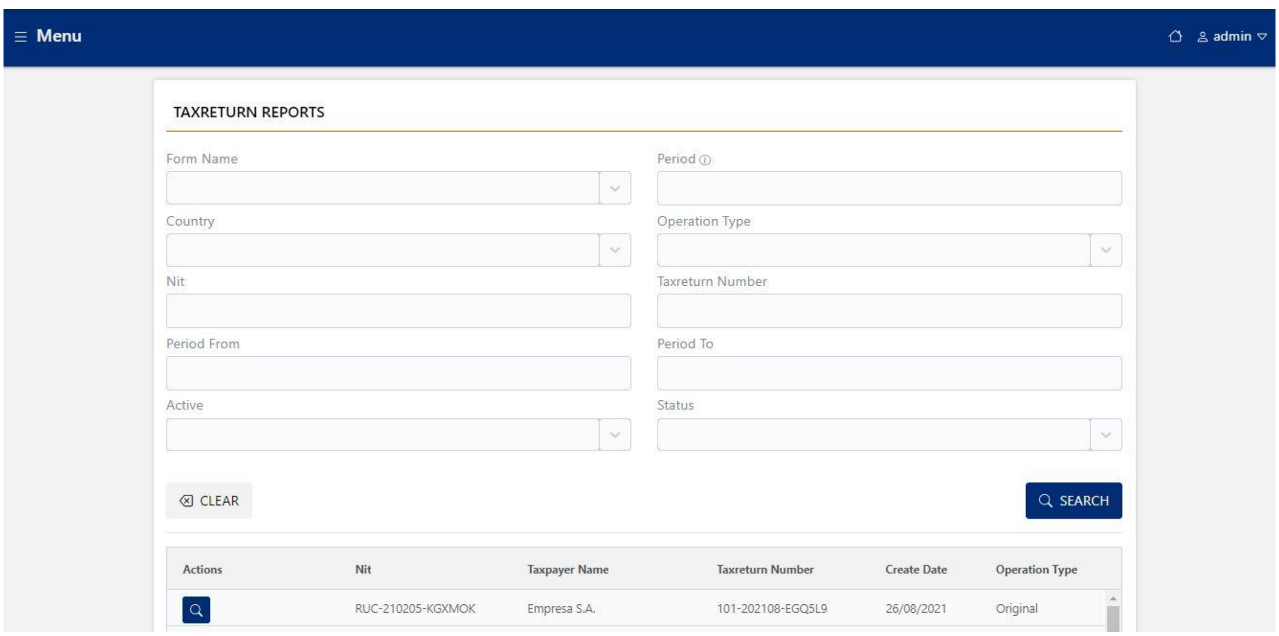
REPORTS

In the section you can consult the tax returns and the supplementary reports or statements.

Reports-Declaration Consultation

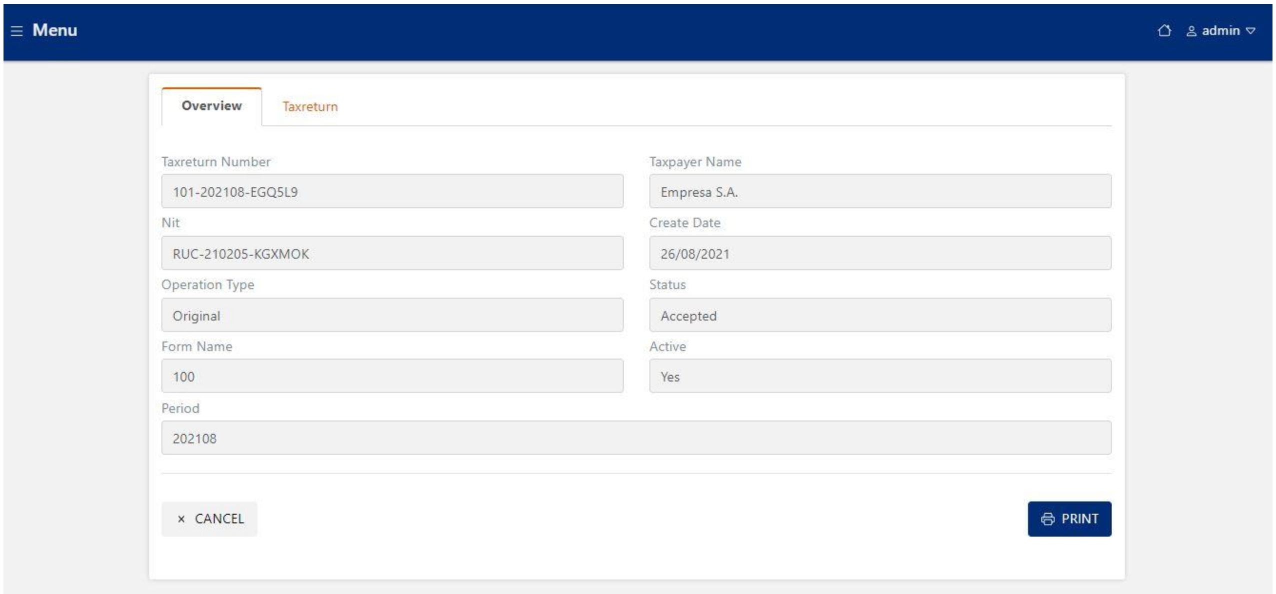
Roles with access: *"Declaration's consultation"*

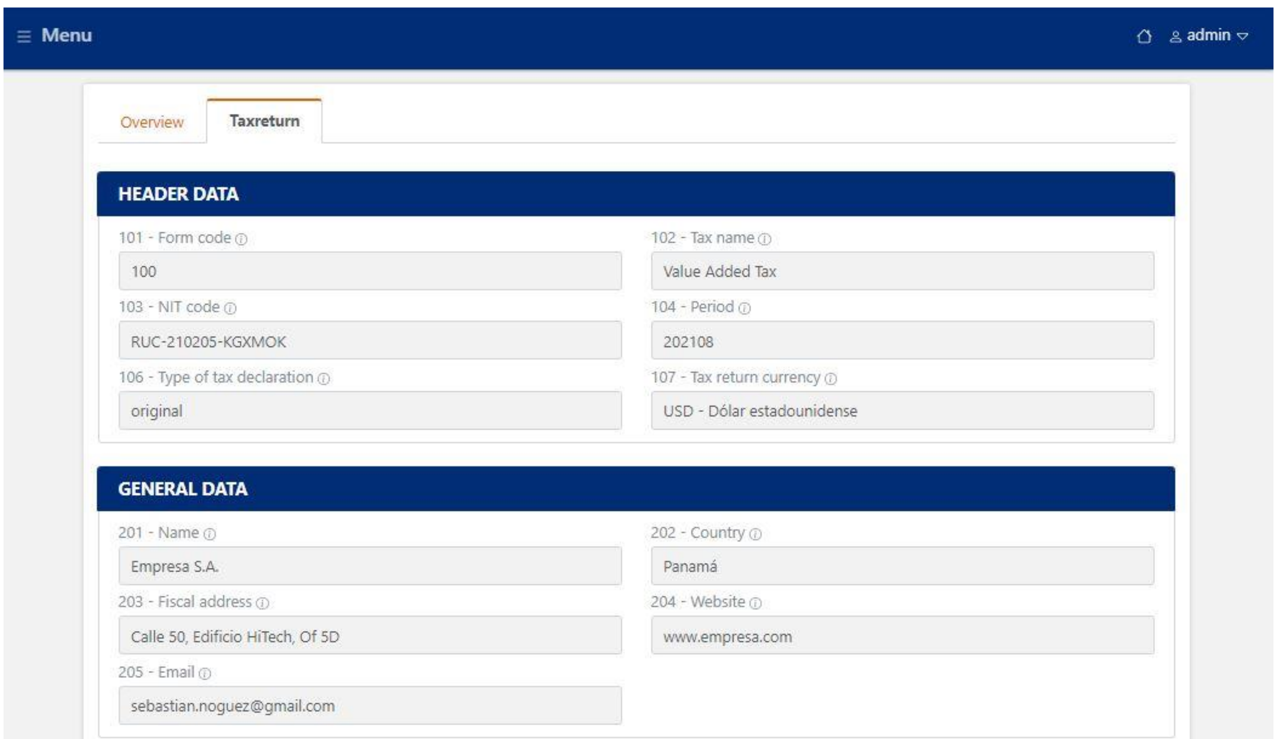
This functionality allows tax administration officials working on the taxpayer assistance platform of the digital economy to consult the tax returns of taxpayers.



Filters: Filtering by *Form, Period, Country, Declaration Type, TIN, Declaration Number, Date Range, Active and State.*

When selecting a tax return from the list, the system displays the detail of the return, displaying two tabs, the ***general tab*** where the declaration's transactional information is displayed, and the ***declaration tab***, where the detail of the declaration boxes is displayed.

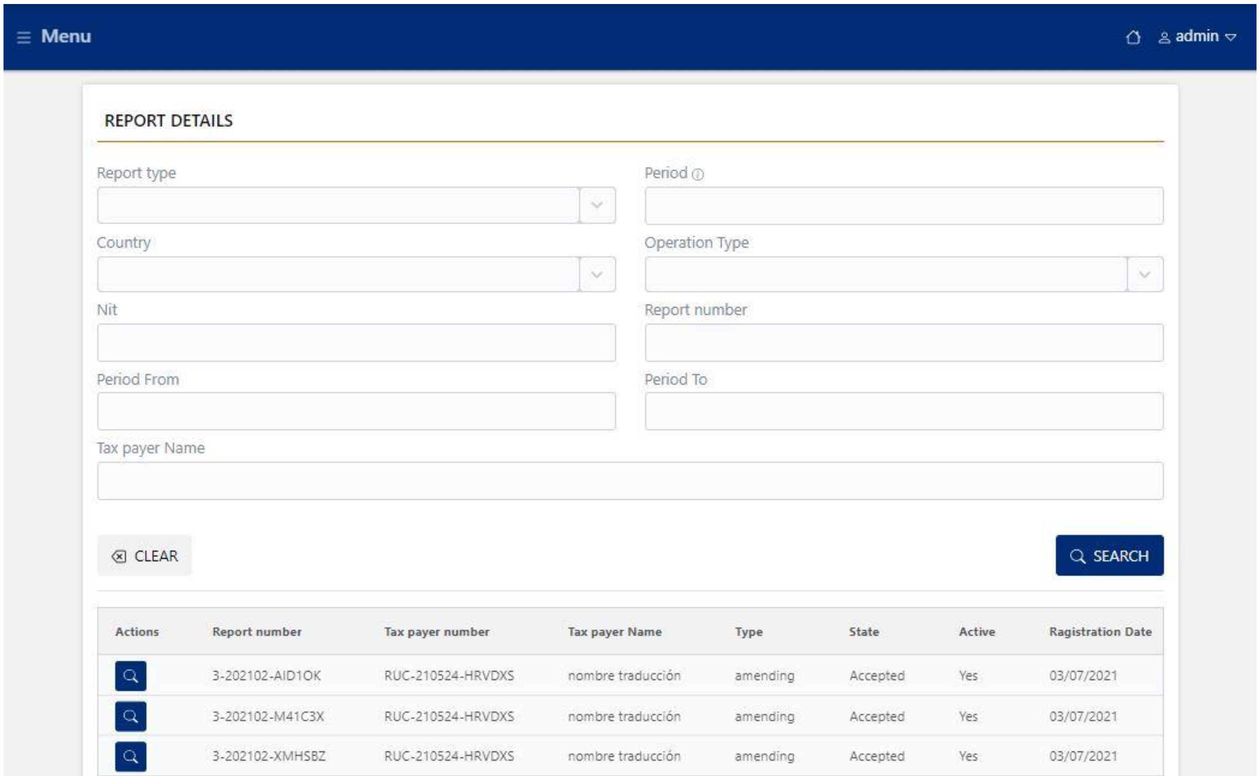

Menu
admin
Overview
Taxreturn
Taxreturn Number
101-202108-EGQ5L9
Taxpayer Name
Empresa S.A.
Nit
RUC-210205-KGXMOK
Create Date
26/08/2021
Operation Type
Original
Status
Accepted
Form Name
100
Active
Yes
Period
202108
× CANCEL
PRINT


Menu
admin
Overview
Taxreturn
HEADER DATA
101 - Form code
100
102 - Tax name
Value Added Tax
103 - NIT code
RUC-210205-KGXMOK
104 - Period
202108
106 - Type of tax declaration
original
107 - Tax return currency
USD - Dólar estadounidense
GENERAL DATA
201 - Name
Empresa S.A.
202 - Country
Panamá
203 - Fiscal address
Calle 50, Edificio HiTech, Of 5D
204 - Website
www.empresa.com
205 - Email
sebastian.noguez@gmail.com

Reports- Consulting Reports

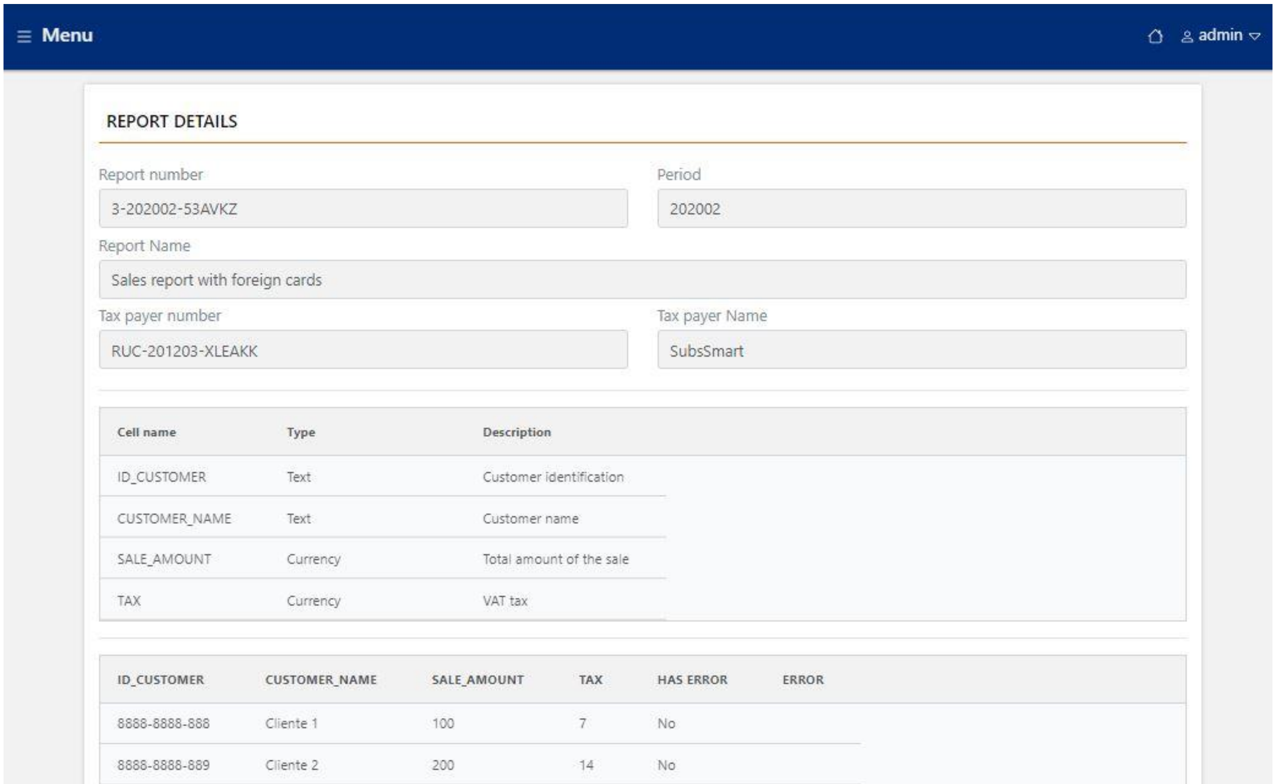
Roles with access: *" Report Detail"*

This functionality allows tax administration officials working on the taxpayer assistance platform of the digital economy to consult the complementary reports of taxpayers.



Filters: Filtering by *Form, Period, Country, Declaration Type, TIN, Declaration Number, Date Range, Active and State*.

When you select a report from the list, the system displays the detail of the selected report.


Menu
admin
REPORT DETAILS
Report number
3-202002-53AVKZ
Period
202002
Report Name
Sales report with foreign cards
Tax payer number
RUC-201203-XLEAKK
Tax payer Name
SubsSmart
Cell name
Type
Description
ID_CUSTOMER
Text
Customer identification
CUSTOMER_NAME
Text
Customer name
SALE_AMOUNT
Currency
Total amount of the sale
TAX
Currency
VAT tax
ID_CUSTOMER
CUSTOMER_NAME
SALE_AMOUNT
TAX
HAS ERROR
ERROR
8888-8888-888
Cliente 1
100
7
No
8888-8888-889
Cliente 2
200
14
No

MANAGEMENT REPORT

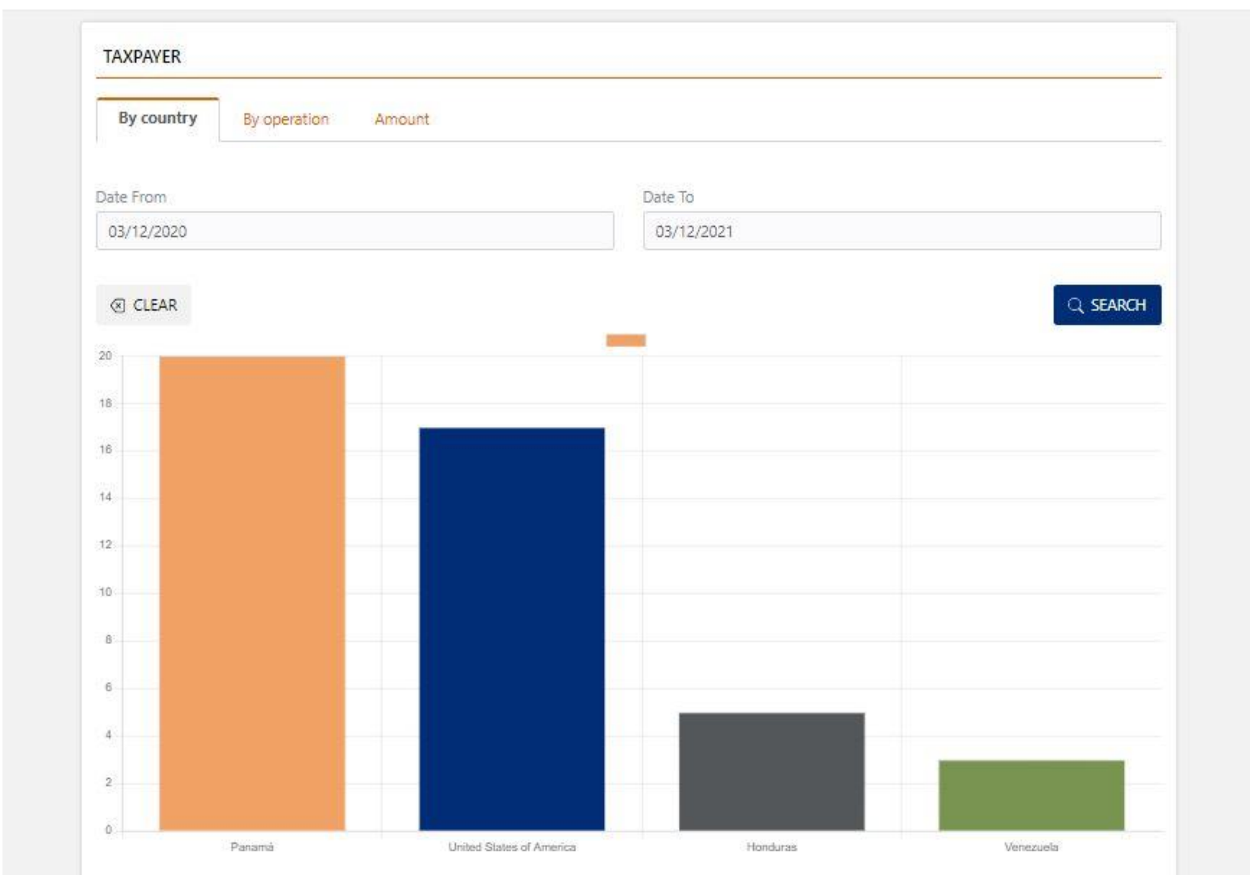
In the section you can consult the consolidated information of taxpayers, declarations and payments.

Management Report - Taxpayers

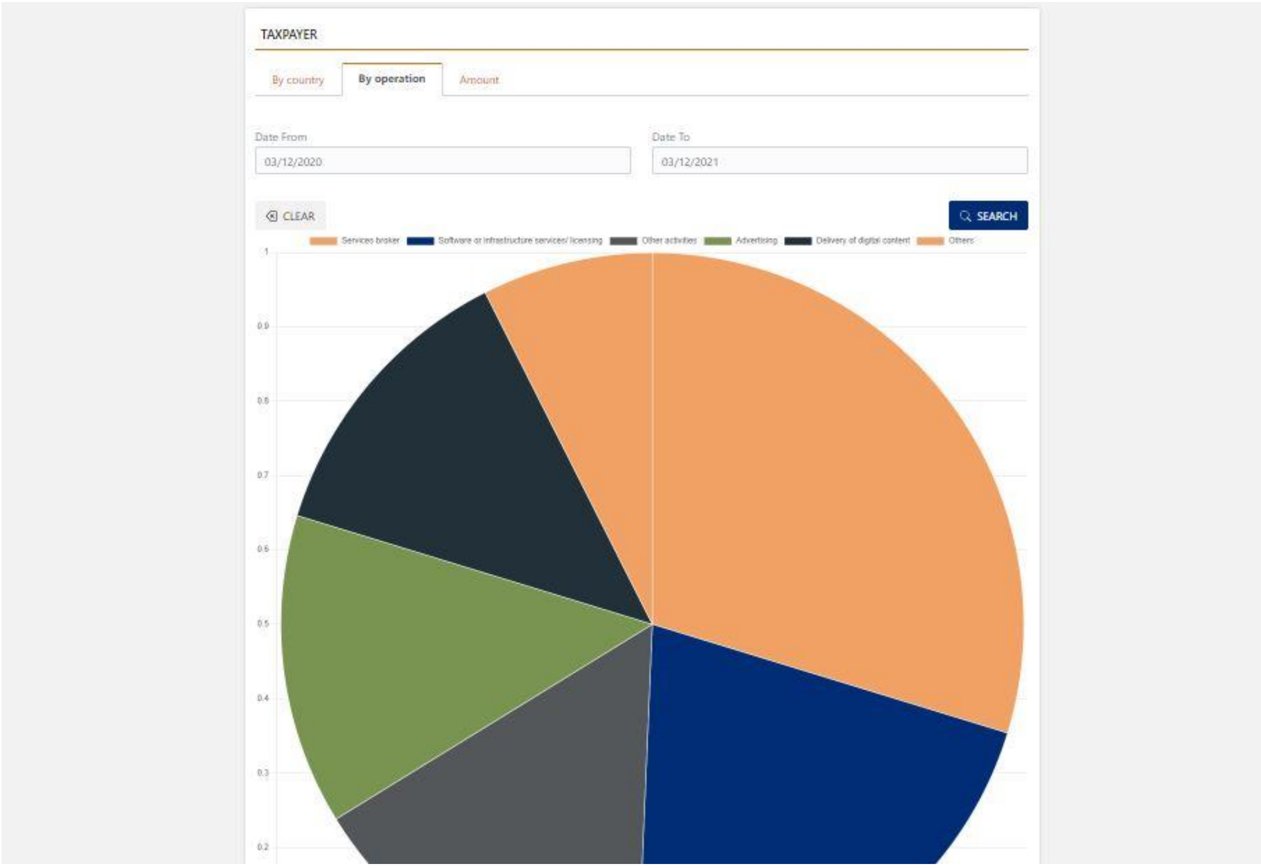
Roles with access: *"Report Manager"*

This functionality allows management officials of the tax administration to consult the information of the payments in a consolidated manner.

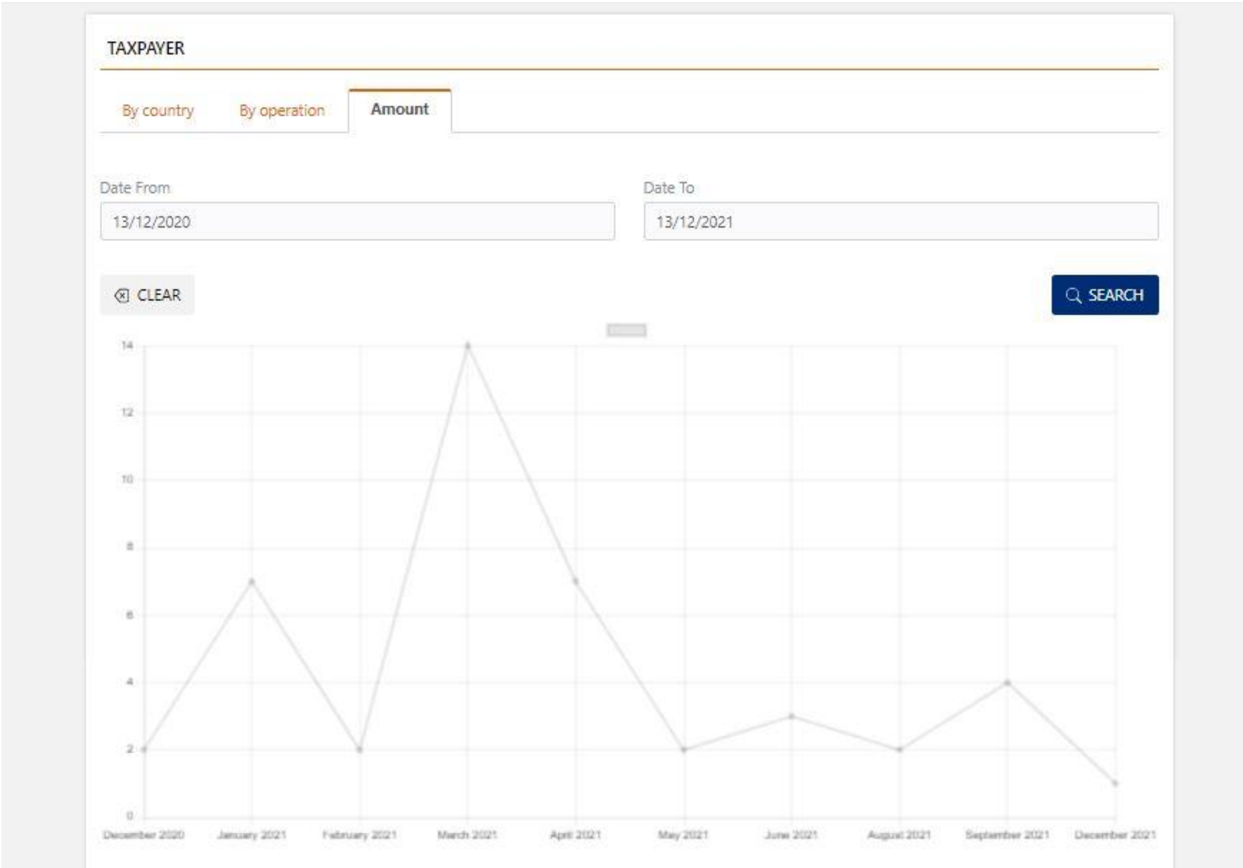
By country



By operation



Amount

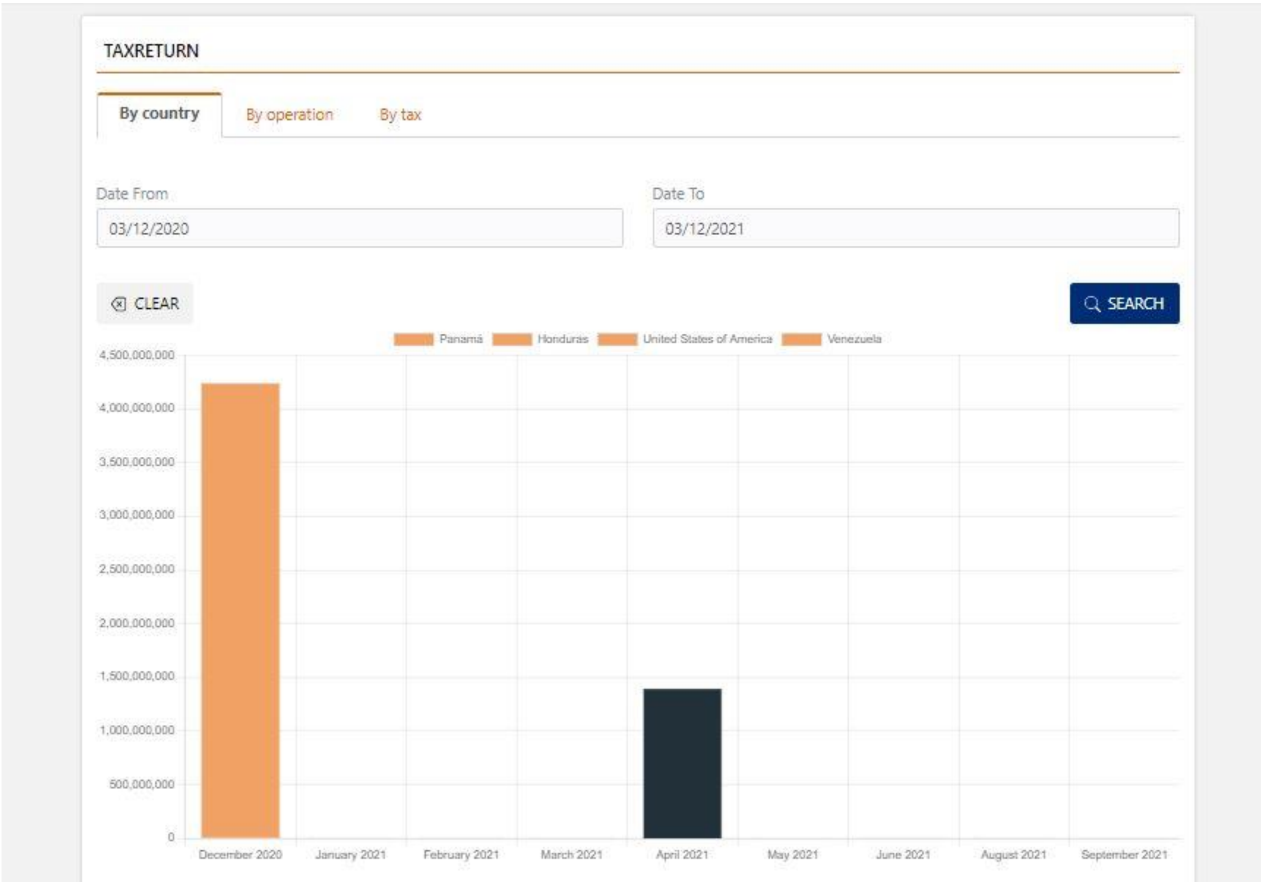

TAXPAYER
By country
By operation
Amount
Date From
13/12/2020
Date To
13/12/2021
CLEAR
SEARCH
14
12
10
8
6
4
2
0
December 2020
January 2021
February 2021
March 2021
April 2021
May 2021
June 2021
August 2021
September 2021
December 2021

Management Report - Declarations

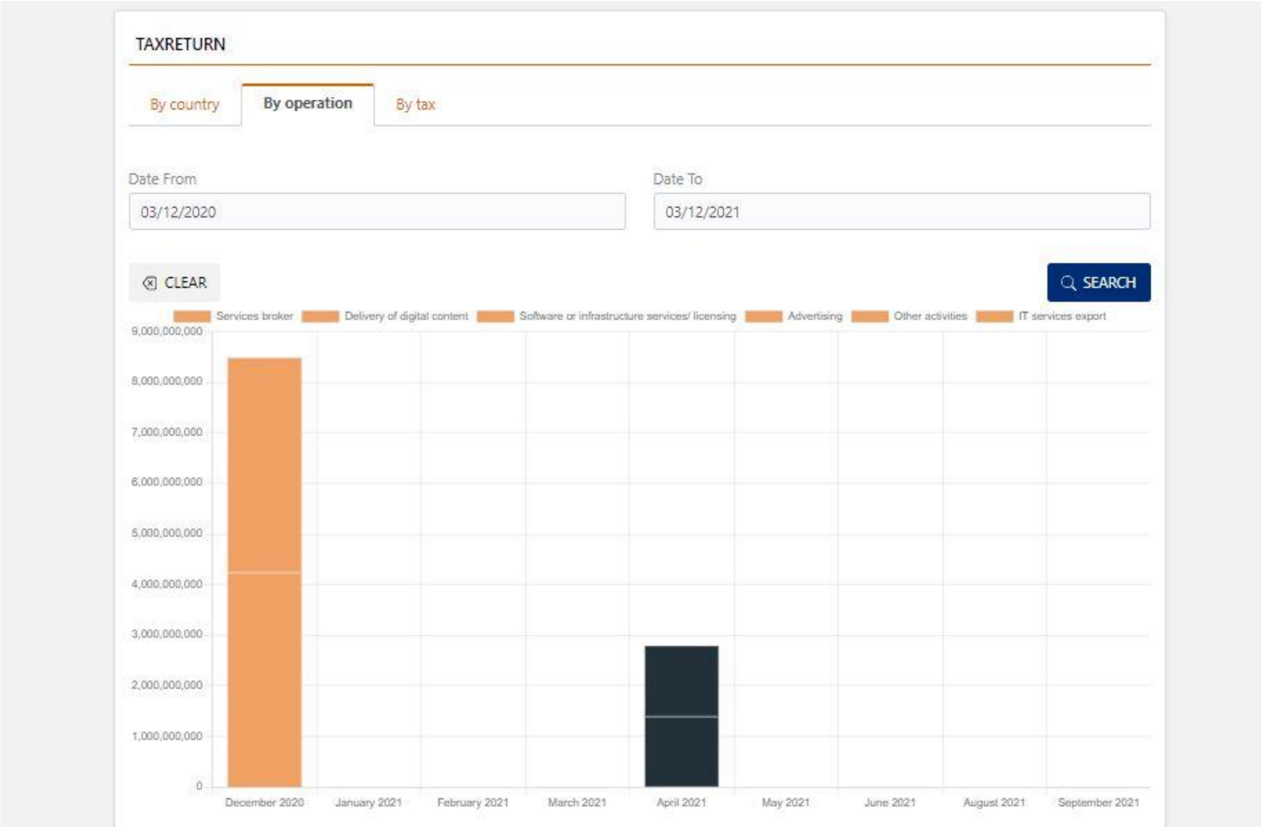
Roles with access: *"Report Manager"*

This functionality allows management officials of the tax administration to consult the information of declarations in a consolidated manner.

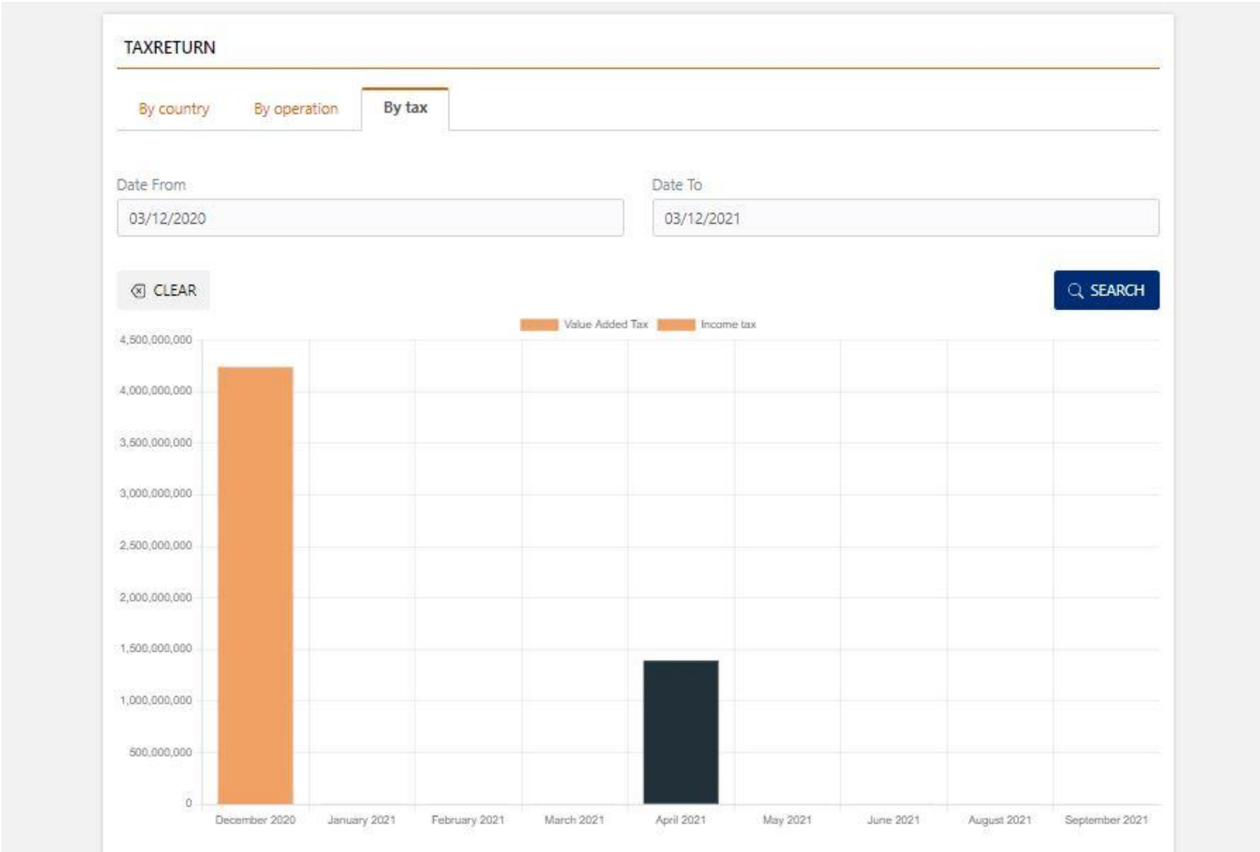
By country



By operation



Tax amount

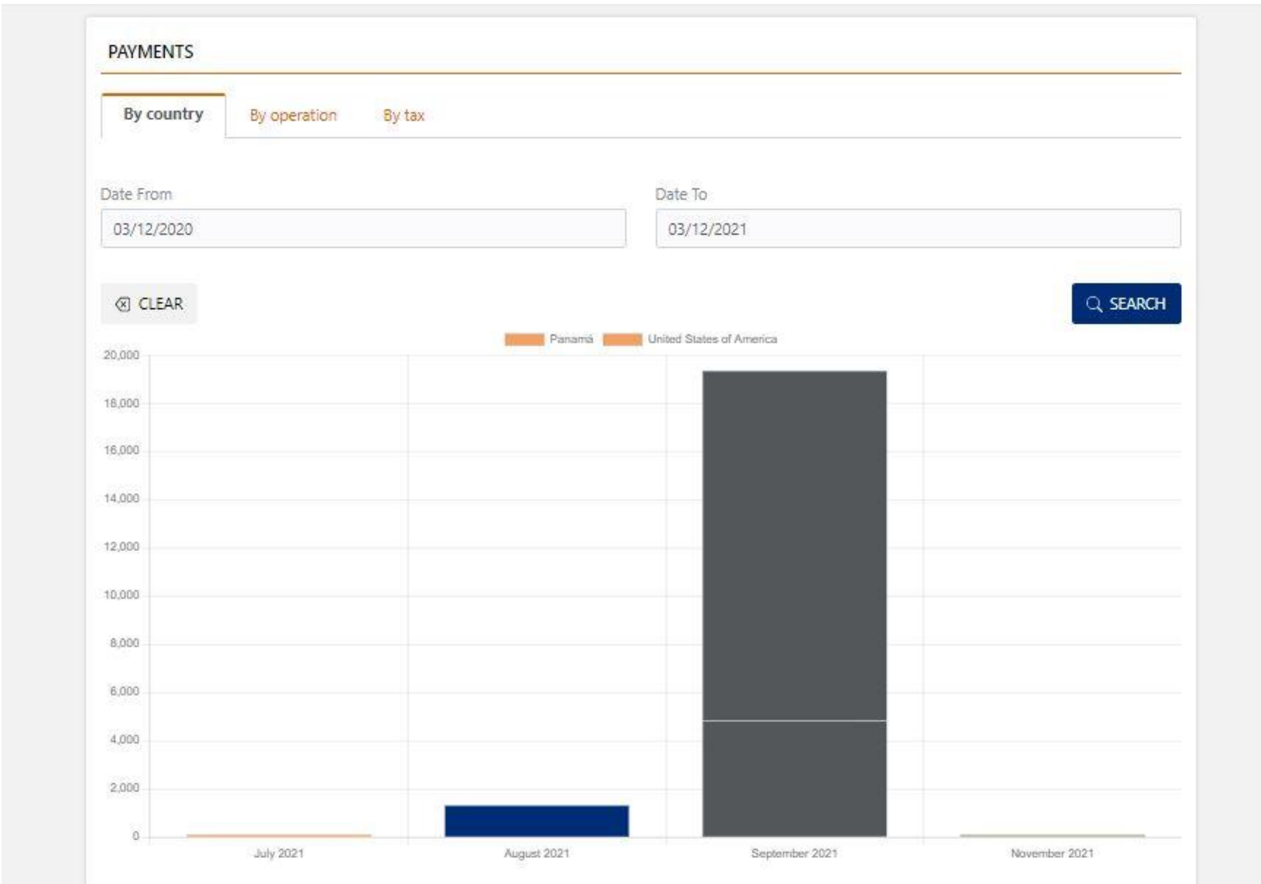

TAXRETURN
By country
By operation
By tax
Date From
03/12/2020
Date To
03/12/2021
CLEAR
SEARCH
Value Added Tax
Income tax
4,500,000,000
4,000,000,000
3,500,000,000
3,000,000,000
2,500,000,000
2,000,000,000
1,500,000,000
1,000,000,000
500,000,000
0
December 2020
January 2021
February 2021
March 2021
April 2021
May 2021
June 2021
August 2021
September 2021

Management Report - Payments

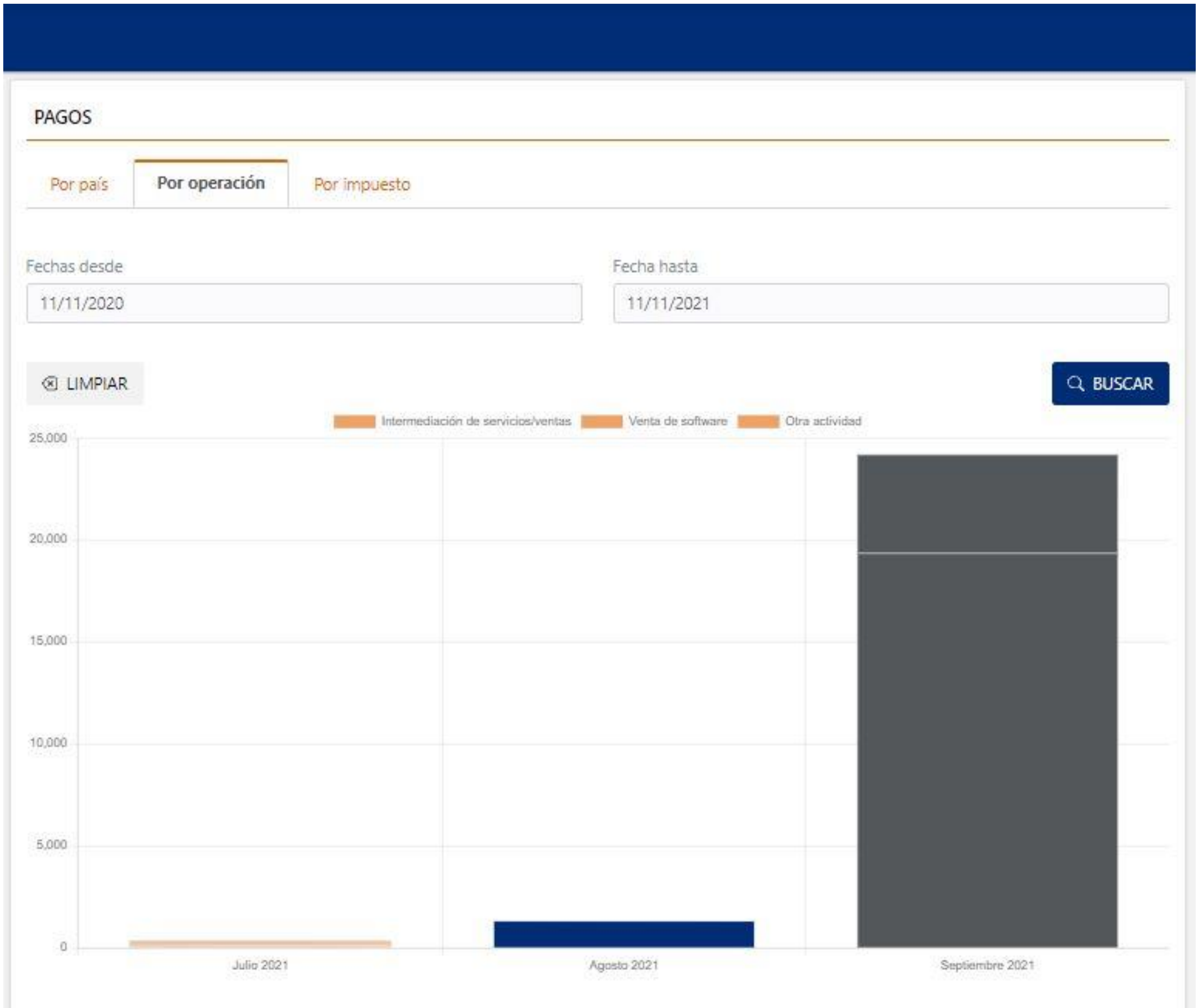
Roles with access: *"Report Manager"*

This functionality allows management officials of the tax administration to consult the information of the payments in a consolidated manner.

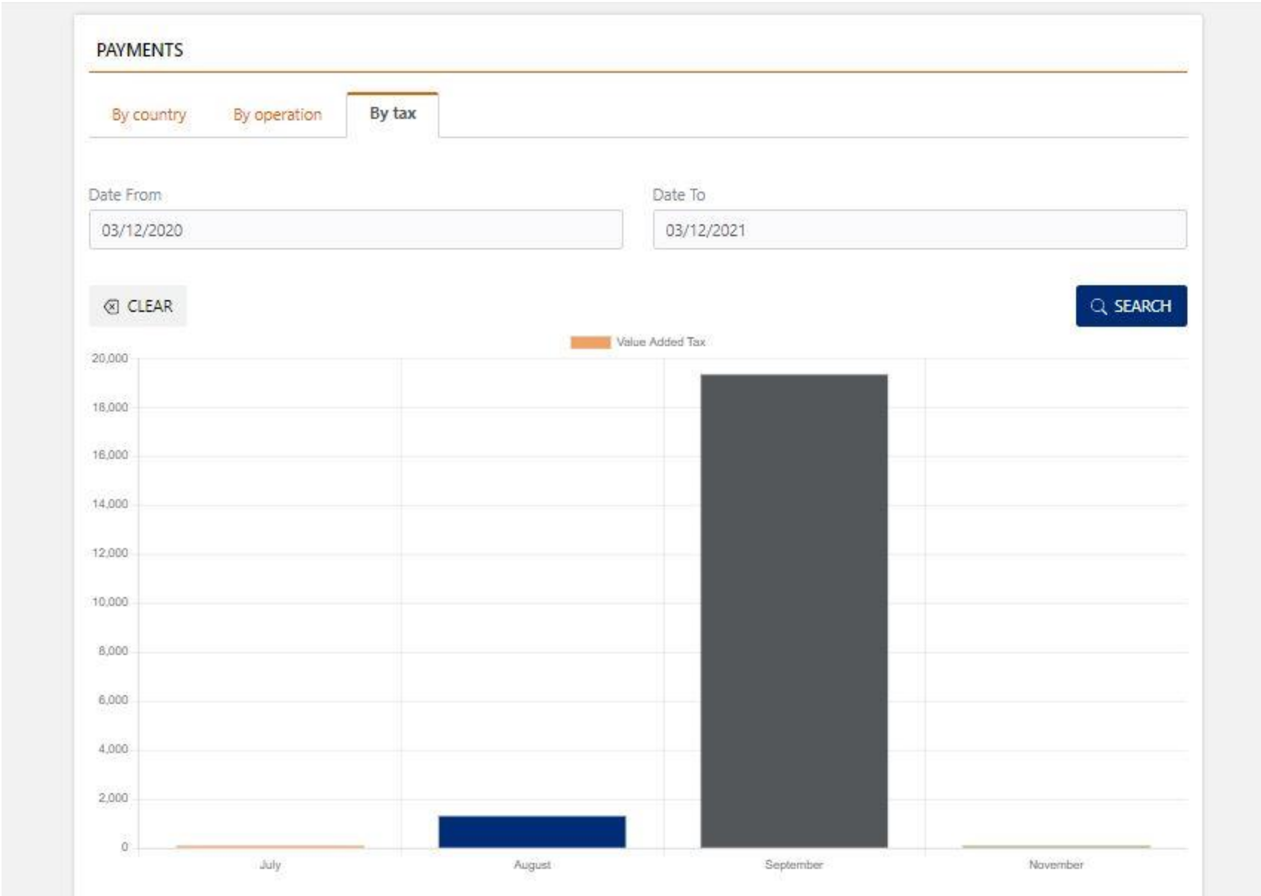
By country



By operation



Tax amount

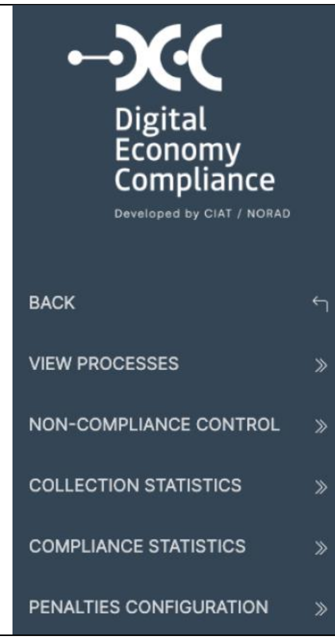

PAYMENTS
By country
By operation
By tax
Date From
03/12/2020
Date To
03/12/2021
CLEAR
SEARCH
Value Added Tax
20,000
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
0
July
August
September
November

COMPLIANCE AND COLLECTION

In this section you will find the options to visualize and manage the follow-up of Compliance Control and Collection operations.

The following functionalities are grouped in the taxpayers section:

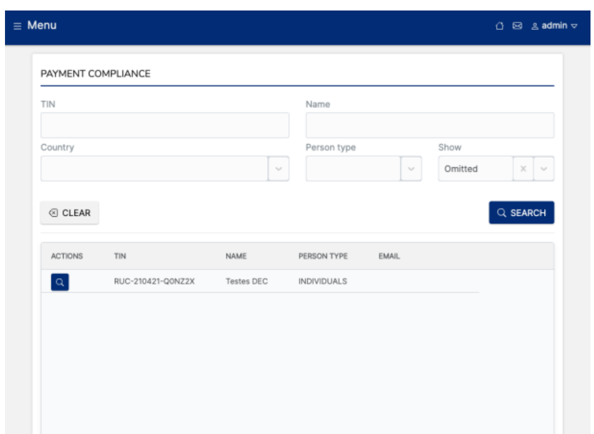
- View processes
- Non-compliance control
- Collection statistics
- Compliance statistics
- Penalties configuration



Compliance and collection – View processes

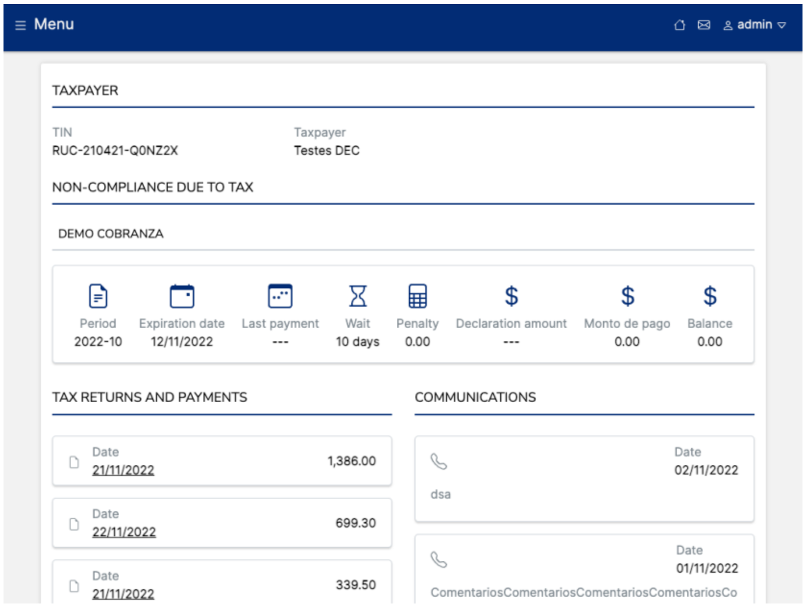
Roles with access: ¨Collection Manager¨

Allows the consultation to analyze the compliance of payments by registered taxpayers. Lists all taxpayers with the option to view the historical detail and current status of their debts with the Administration.



Filters: You can filter by TIN, Country, Type of person and by currently omitted or not.

Once a taxpayer has been selected, we can visualize the history of its payment behavior.



Here we can see a list of all the periods for which a non-payment was recorded and information on its evolution. We can visualize details such as the amount recovered, and the waiting time to recover the payment.

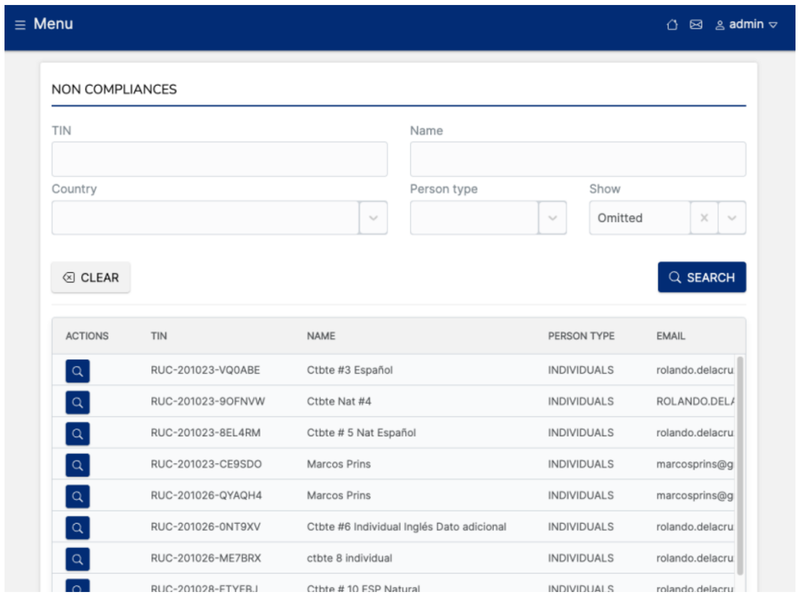
At the bottom we have the visualization of the last operations of the taxpayer, such as filing of returns and payment.

Finally, it allows you to record communications between the Administration and the taxpayer and enter a descriptive text of the conversation.

Compliance and collection – Non-compliance control

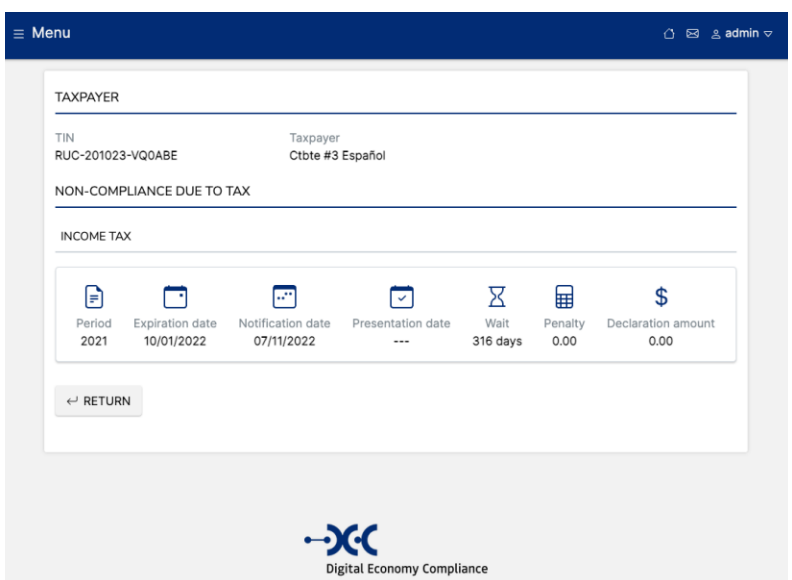
Roles with access: ¨Compliance Manager¨.

Allows the consultation to analyze the lack of filing of returns by registered taxpayers. Lists all taxpayers with the option to view the historical detail and current status of their obligations to file.



Filters: You can filter by TIN, Country, Type of person and by currently omitted or not.

Once a taxpayer has been selected, we can visualize the history of its filing behavior.

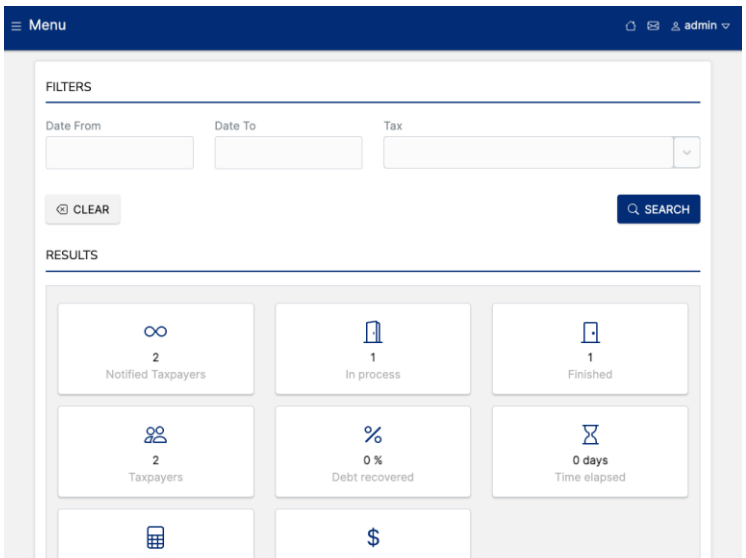


Here we can see the information of omissions by period and their current status.

Compliance and collection – Collection statistics

Roles with access: ¨Collection Statistics¨.

It allows to visualize the status of compliance control processes based on the notifications that have been sent to taxpayers and their results.

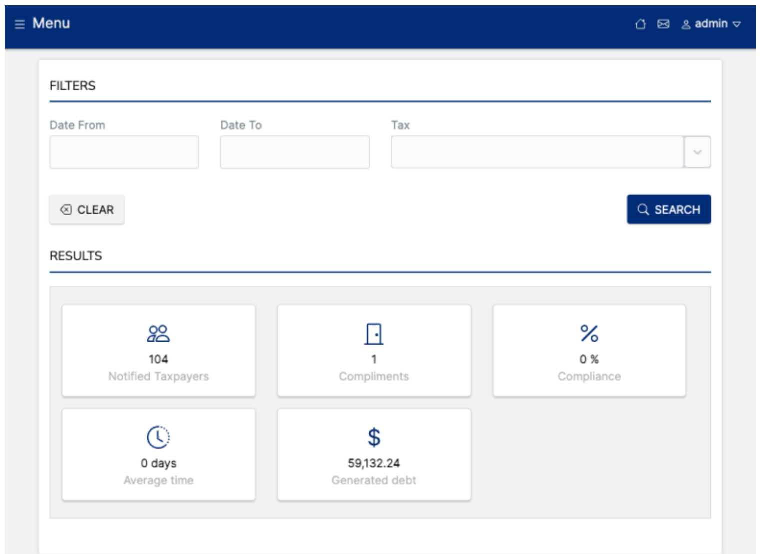


Filters: You can filter by Date From, Date To and Tax.

Compliance and collection – Compliance statistics

Roles with access: ¨Compliance statistics¨.

It allows to visualize the status of compliance control processes based on the notifications that have been sent to taxpayers and their results.

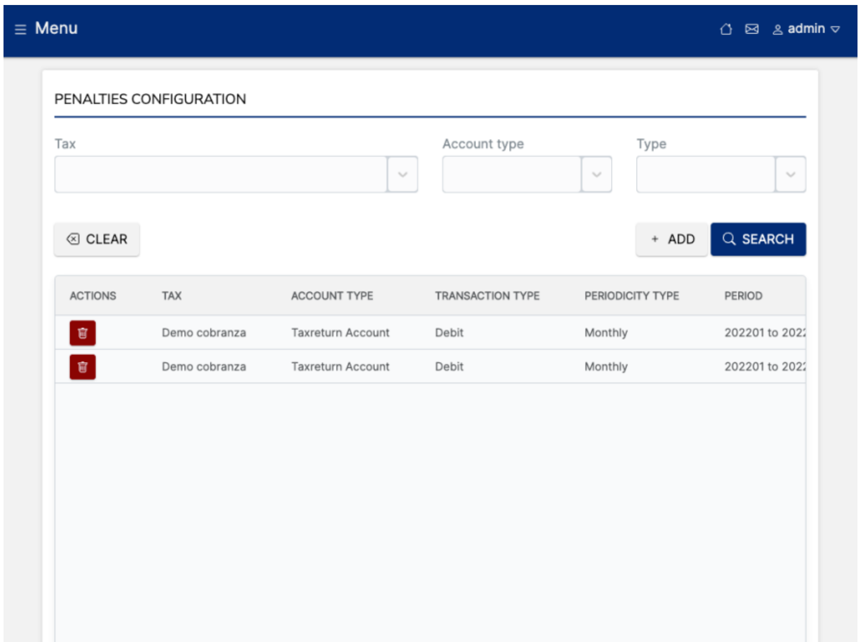


Filters: You can filter by Date From, Date To and Tax.

Compliance and collection – Penalties configuration

Roles with access: ¨Penalty administrator¨.

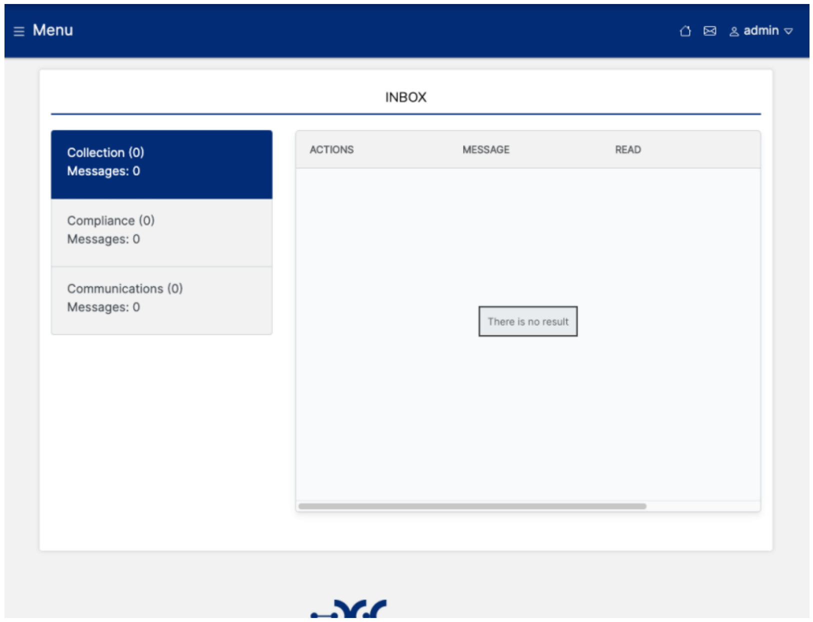
Tool to configure the amounts associated with penalties for non-compliance or failure to pay on time by taxpayers.



Filters: Can be filtered by Tax, Type of account, Type of penalty, Type of penalty.

Compliance and collection – Message box

The officer will have access to a message box where he/she will receive all notifications related to the collection and compliance control processes open in the system.



ANNEX I: EVENT LOG

SECURITY ACTIONS LOG

Log type	Event:
Security actions log	ChangePassword
	CreateUser
	CreateUserTaxpayer
	DisableTwoFactor
	DisableTwoFactorToUser
	EnableAuthenticator
	ForgetTwoFactorBrowser
	RecoverPassword
	RecoverPasswordRequest
	ResetAuthenticator
	UpdateProfile
	UpdateUser
	UpdateUserTaxpayer
	ReadInboxRequest
	CreateNotificationTemplate
	UpdateNotificationTemplate
	Createenvariable
	UpdateEnvironmentVariable
	CreateDocument
	DeleteDocument

SECURITY EVENT LOG

Log type	Event:
Security event log	AuthenticatorEnabled
	ExternalWsLogged
	PasswordChanged
	PasswordRecovered
	ProfileUpdated
	RecoverPasswordRequested
	TwoFactorBrowserForgotten
	TwoFactorDisabled
	UserCreated
	UserUpdated
	AuthenticatorReseted
	DomainEvent`
	NotificationTemplateCreated
	NotificationTemplateUpdated
	EnvironmentVariableCreated
	EnvironmentVariableUpdated
	DocumentCreated
	DocumentDeleted

SECURITY QUERY LOG

Log type	Event:
Security Query log	GetAuthenticationContext
	GetChangePasswordUrl
	GetProfile
	GetRecoveryCodes
	GetSharedKeyAndQrCodeUri
	GetTwoFactorAuthenticationContext
	GetUserByTaxpayerId
	Type:
	Login
	LoginExternalWs
	LoginUserName
	LoginWithfa
	LoginWithRecoveryCode
	Logout
	UserQueryPaginated
	NotificationTemplateQueryPaginated

	CountInbox
	CountNoReadInbox
	GetInbox
	GetInboxPaginated
	EnvironmentVariableList
	GetCommandLog
	GetDomainEventLog
	GetHttpLog
	GetQueryLog
	GetDocument

APPLICATION ACTIONS LOG

Log type	Event:
Application Actions log	ReadInboxRequest
	CreateNotificationTemplate
	UpdateNotificationTemplate
	CreateHomeTemplate
	CreateCatalog
	CreateCatalogType
	UpdateCatalog
	UpdateCatalogType
	ApproveEnrollmentRequest
	ApproveUpdateTaxpayerRequest
	CreateEnrollmentRequest
	CreateUpdateTaxpayerRequest
	RejectEnrollmentRequest
	RejectUpdateTaxpayerRequest
	RequestAdditionalInfoEnrollmentRequest
	UpdateEnrollmentRequest
	DisableFieldRegistration
	EnableFieldRegistration
	ApproveTaxReturn
	CalculateTaxes
	CreateCurrentAccountTransactionRule
	CreateTaxReturn
	CreateTaxReturnAmend
	DeleteCurrentAccountTransactionRule
	RejectTaxReturn
	AddTaxPeriodicity
	AddTaxRate

	Createx
	CreateTaxVector
	DeleteTax
	DeleteTaxPeriodicity
	DeleteTaxRate
	DeleteTaxVector
	UpdateTax
	UpdateTaxPeriodicity
	UpdateTaxRate
	Createreport
	DeleteReportVersion
	UpdateReportVersion
	Addreport
	CreateReport
	CreateReportVector
	CreateTaxReport
	DeleteReport
	DeleteReportPeriodicity
	DeleteReportVector
	TaxReportAmended
	UpdateReport
	UpdateReportPeriodicity
	CreateReportCell
	DeleteReportCell
	UpdateReportCell
	CreateOperation
	DeleteOperation
	UpdateOperation
	CreateFormVersion
	DeleteFormVersion
	UpdateFormVersion
	CreateFormStatement
	DeleteFormStatement
	UpdateFormStatement
	CreateFormSection
	DeleteFormSection
	UpdateFormSection
	CreateFormCell
	DeleteFormCell
	UpdateFormCell

	Createenvariable
	UpdateEnvironmentVariable
	CreateDocument
	DeleteDocument

APPLICATION EVENT LOG

Log type	Event:
Application Event Log	InboxCreated
	InboxRead
	NotificationTemplateCreated
	NotificationTemplateUpdated
	DomainEvent`
	HomeTemplateCreated
	CatalogCreated
	CatalogTypeCreated
	CatalogEdpeUpdated
	CatalogUpdated
	TaxpayerCreated
	TaxpayerOperationAdded
	TaxpayerOperationDeleted
	Taxreportadded
	TaxpayerReportDeleted
	TaxpayerTaxAdded
	TaxpayerTaxDeleted
	TaxpayerUpdated
	AdditionalInformationRequested
	EnrollmentRequestApproved
	EnrollmentRequestCreated
	EnrollmentRequestNumberAsigned
	EnrollmentRequestRejected
	EnrollmentRequestUpdated
	UpdateRequestCreated
	UpdateTaxpayerRequestApproved
	UpdateTaxpayerRequestRejected
	FieldRegistrationDisabled
	FieldRegistrationEnabled
	CurrentAccountTransactionRuleCreated
	Currentaccountcreated
	CurrenteAccountTransactionCreated
	Currentaccountupdated

	TaxReturnAmendCreated
	TaxReturnApproved
	TaxReturnCreated
	TaxReturnInactivated
	TaxReturnRejected
	TaxCreated
	TaxDeleted
	TaxPeriodicityAdded
	Taxperiodicyremoved
	Taxperiodicyupdated
	TaxRateAdded
	TaxRateDeleted
	TaxRateUpdated
	TaxUpdated
	TaxVectorAdded
	ReportVersionCreated
	Reportviewdeleted
	ReportVersionUpdated
	ReportCreated
	ReportPeriodicityAdded
	ReportPeriodicityRemoved
	Reporting Periodicityupdated
	Reporting
	ReportVectorAdded
	TaxReportAmendedCreated
	TaxReportCreated
	TaxReportProcessedWithError
	TaxReportSubmitted
	TaxReportSuccessfullyProcessed
	ReportCellCreated
	Reportdeleted
	ReportCellUpdated
	OperationCreated
	OperationDeleted
	OperationUpdated
	FormVersionCreated
	FormVersionDeleted
	FormVersionUpdated
	FormStatementCreated
	FormStatementDeleted

	FormStatementUpdated
	FormSectionCreated
	FormSectionDeleted
	FormSectionUpdated
	FormCellCreated
	FormCellDeleted
	FormCellUpdated
	EnvironmentVariableCreated
	EnvironmentVariableUpdated
	DocumentCreated
	DocumentDeleted

APPLICATION QUERY LOG

Log type	Event:
Application Query Log	NotificationTemplateQueryPaginated
	CountInbox
	CountNoReadInbox
	GetInbox
	GetInboxPaginated
	GetHomeTemplate
	CatalogTypePaginatedQuery
	GetAllCatalogTypes
	GetCatalogByCode
	GetCatalogs
	GetCatalogsByFather
	GetCatalogsPaginated
	GetCatalogTypeById
	Getcatalogtypebyn
	Getformversions
	GetFormVersion
	TaxReturnExist
	CurrentAccountTransactionPaginated
	GetAmendingCreditPaginated
	GetTaxpayer
	GetTaxpayerCurrentAccount
	GetTaxpayerCurrentAccountReport
	GetTaxpayerPaginated
	GetTaxpayerPayments
	GetTaxpayerReport
	GetTaxpayerTax

	GetTaxpayerRequest
	GetTaxpayerRequestByTaxPayer
	GetTaxpayerRequestPaginated
	GetUpdateTaxPayerInfo
	GetAllFieldRegistration
	GetCurrentAccountTransactionRulePaginated
	GetTaxReturnForAmendment
	GetTaxReturnsPaginated
	GetAllTaxPeriodicities
	GetPeriodicityByCode
	Getperiodicytypebycode
	GetPriorities
	Gettaxspaginated
	GetTaxPeriodicityPaginated
	GetTaxRatesPaginated
	GetTaxVectorPaginated
	GetAllReportVersions
	GetLastReportVersion
	GetReportVersion
	GetAllReportPeriodicities
	GetReport
	GetReportsPaginated
	GetReportVectorPaginated
	GetTaxpayerTaxReportDocument
	GetTaxReport
	GetTaxReportDetailsPaginated
	GetTaxReportPaginated
	GetReportCell
	GetAllOperatios
	GetOperationPaginated
	GetAmountTaxByCountry
	GetAmountTaxByOperation
	GetAmountTaxByTax
	GetTaxpayerAmountByLastDays
	GetTaxpayerByCountry
	GetTaxpayerByOperation
	GetFormVersionByVersion
	GetFormVersionForTaxReturn
	GetLastFormVersion
	GetFormSectionByFormVersion

	GetFormSectionPaginated
	GetFormDefinitionByVersion
	GetFormStatementsPaginated
	GetTaxFormFromByCode
	GetFormCell
	EnvironmentVariableList
	GetCommandLog
	GetDomainEventLog
	GetHttpLog
	GetQueryLog
	GetDocument

ANNEX II: PRIMITIVES FOR CELL FORMULAS

Primitive	Description
TAXPAYER.CURRENCY	Returns the description of the default currency associated with the taxpayer.
TAXPAYER.CURRENCYCODE	Returns the default currency code associated with the taxpayer.
TAXPAYER.TIN	Returns the taxpayer's TIN.
TAXPAYER.TYPE	Returns the type of taxpayer (Legal, Natural)
TAXPAYER.NAME	Return the taxpayer's name.
TAXPAYER.COUNTRY	Returns the country associated to the taxpayer.
TAXPAYER.EMAIL	Returns the email associated to the taxpayer.
TAXPAYER.WEBSITE	Returns the website associated to the taxpayer.
TAXPAYER.ADDRESS	Return the taxpayer's address.
TAXPAYER.ID	Returns the taxpayer's internal ID.
TAXRETURN.TAXCODE	Returns the tax code associated with the form.
TAXRETURN.PERIOD	Returns the period associated with the declaration.
TAXRETURN.PERIODICITY	Returns the periodicity associated with the declaration.
TAXRETURN.FORMCODE	Returns the form code.
TAXRETURN.TYPE	Returns the declaration type (Original, Corrective).
TAXRETURN.ENABLE.NUMBER	Returns the active period declaration number.
TAXRETURN.ENABLE.TAXVALUE	Returns the total tax on the active return.
CREDIT.AVAILABLE (param: string Account type)	Returns the value available in the correction current account.
CREDIT.APPLY (param: number, param: string Counttype)	Returns the maximum between the value passed by parameter and the value available in the rectifications current account.
TAXRETURN.PREVIOUS.C [param: number]	Returns the value of a box in the active declaration of the previous period.