

# MD.050 APPLICATION EXTENSIONS FUNCTIONAL DESIGN


ROSE PHARMACY, INC.

## Service Invoice

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Creation Date: July 18, 2024  
Last Updated: August 15, 2024  
Document Ref: MD050\_AR\_Service\_Invoice  
Version: Final 8.15.2024

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iOM PHILIPPINES, INC.


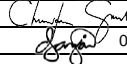

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## Document Control

### Change Record

Date	Author	Version	Change Reference
Aug 1, 2024	Heidi Jalbuena	2.0	1.0 Change on Invoice template
Aug 8, 2024	Heidi Jalbuena	3.0	2.0 RPI comments sent on email
Aug 9, 2024	Heidi Jalbuena	Final	3.0 Reference Number and Item Description/Nature of Service field
Aug 15, 2024	Heidi Jalbuena	Final	Final. Additional Sources and Transaction Types tagging

### Reviewers

Name	Position
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### Distribution

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## Topical Essay

Service Invoice is an accountable document or form that a company needs to send to its customer to request payment for the services rendered. This document provides the customer with the amount owed, VAT amount and description of services rendered.

With the new BIR ruling, businesses should shift from Official Receipt to Service Invoice for documenting service transactions. With the aim of simplifying tax compliance procedures under the Ease of Paying Taxes (EoPT) Act, the Service Invoice will take the place of an Official Receipt as the primary document for the sale of services.

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### Basic Business Needs

The Service Invoice aims to comply with the BIR new ruling on Ease of Paying Taxes (EoPT) Act, which aims to simplify tax compliance procedures.

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### Major Features

1. The form can only be generated in PDF format.
2. The format will create page 1, 2 or 3 in case details under particulars is many and it will require 2<sup>nd</sup> page.
3. Personalization will be configured to override the Transaction number (dummy number) interfaced from the textfile with transaction source 'Other Income'. The Transaction Number (CAS Series Number) will be populated once the user queries the interfaced transaction number on the AR Invoice form and saves the invoice. In the event the user was not able to query and save the invoice, the dummy invoice number will be printed on the Service Invoice form.
4. Another personalization will be configured to assign the CAS Series Number upon saving for manually entered invoices with transaction sources 'Manual' and 'Recurring'.
5. The Service Invoice form will have a prefix 'SRV' printed.
6. Another personalization will be configured to populate the original transaction number on the Transaction Reference Number field.
7. Re-printing of the invoice is allowed but generate only one (1) copy with watermark RE-PRINT, font style is CAMBRIA and size is 144.
8. The program shall stamp a date and time on every printed Service Invoice. This date and time must be maintained in a DFF field "Printed Date" in the Invoice Header.
9. If the Transaction Number selected in the CAS Service Invoice Number parameter has already a value indicated in the "Printed Date" DFF in the Invoice Header, then consider this as a reprinted copy of the Service Invoice.

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### Business Rules

1. The Service Invoice can only be generated for transactions using the following transaction sources:
  - Other Income
  - Manual
  - Recurring
2. Transaction Class is **'Invoice'**

3. A DFF will be setup to tag the applicable Transaction Types
4. Only invoices tagged as '**Complete**' will be printed
5. Invoices need **Not** be posted to AR and GL.
6. '**Other Income**' transactions are only created in the system via the AR Invoice Interface program.
7. '**Manual**' and '**Recurring**' transactions are manually entered in Oracle AR Transactions form

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## User Procedure

User to manually query the interfaced invoice number (dummy number) on the AR Transactions form for the personalization to take effect and override the dummy transaction number. User needs to Save the changes to update the Transaction Number with the CAS Series Number.

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## Assumptions

All pre-requisite setups including the BIR approved series number have been setup. CAS Series Number should be setup on the Document Sequence form.

# Functional Design

## Report Overview

Report Name: **RPI Service Invoice**

Report Title: **RPI Service Invoice**

## Report Parameter

### Description

The report requires the following Parameters:

**1. Print Type [LOV] (Required)**

Valid values are Original or Re-print. Default value is Original.

**2.) CAS Service Invoice Number [LOV] (Required)**

AR Transaction Number

**3.) Mode of Payment [LOV] (Required)**

Valid values are Cash or Charge. Default value is Charge

**4.) Signatory [LOV] (Required)**

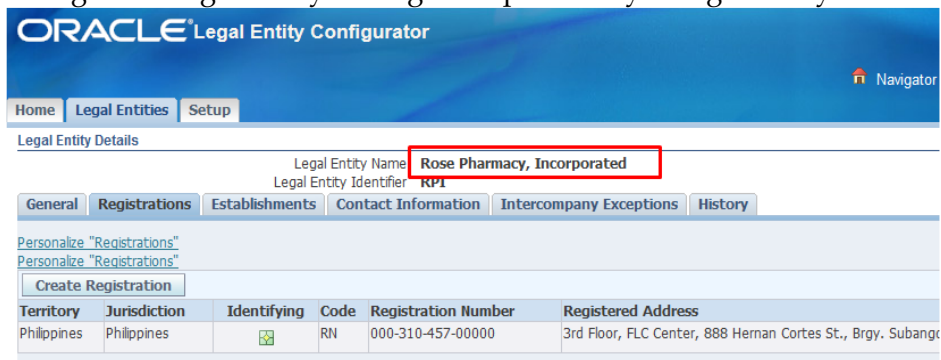

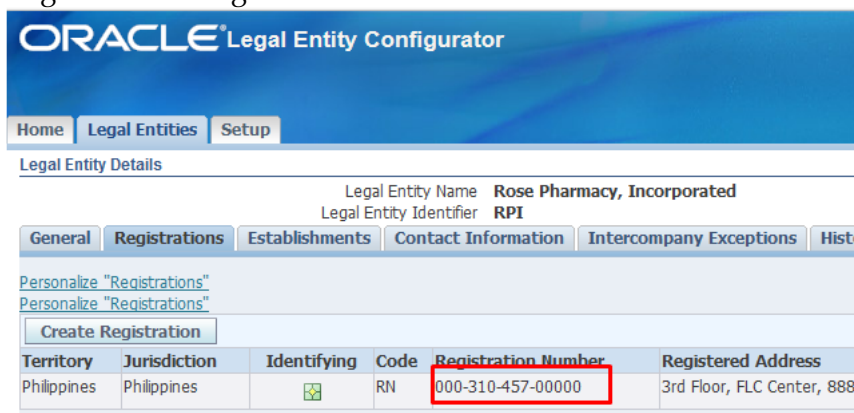
Populated from Employee setup. Default signatory will be tagged from the Employee setup.

The screenshot shows two overlapping windows from a software application. The background window is titled 'Additional Personal Details' and contains the following fields: TIN (401-024-649), Employment Status (REGULAR), Position (FINANANCE SYSTEMS MANAGER), Date Hired (10-JAN-2016), BIR CAS Role, BIR CAS Default, BIR 2307 Signatory?, and Service Invoice Signatory? (highlighted with a red box). The foreground window is titled 'Context Service Invoice Signatory?' and features a search bar with 'Find %'. Below the search bar is a table with two columns: 'Service Invoice Signatory?' and 'Description'. The table contains two rows: 'NO' and 'YES', with the 'YES' row selected and highlighted in blue. At the bottom of the foreground window are buttons for 'Find', 'OK', and 'Cancel'. The background window also has 'Cancel', 'Clear', and 'Help' buttons at the bottom right.

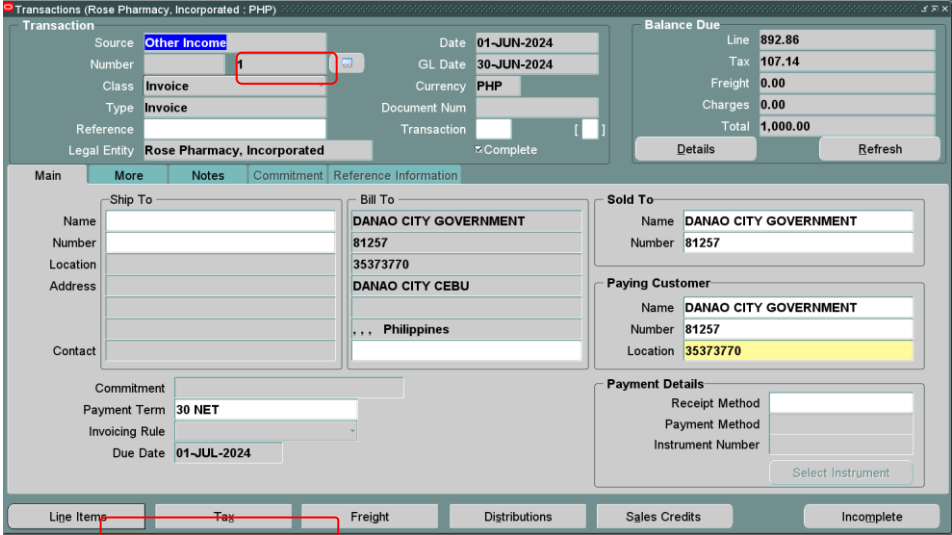
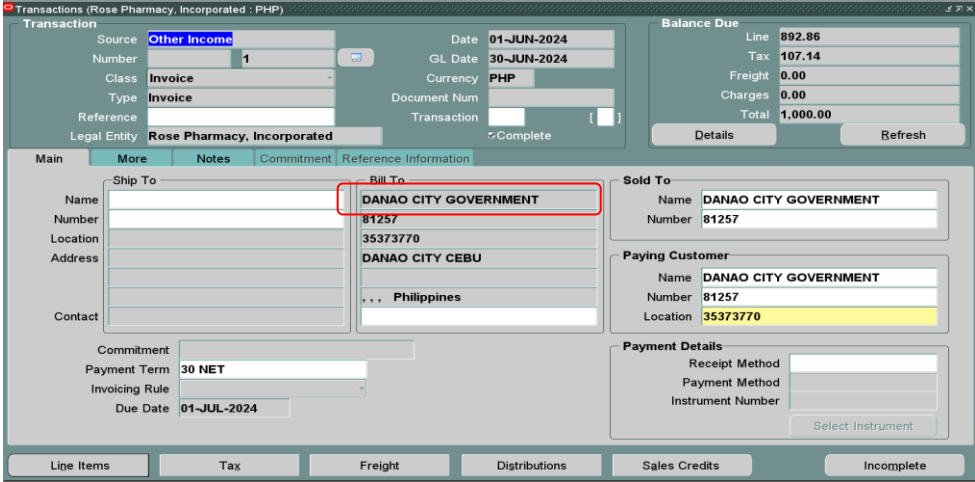
## Report Layout

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: left;"> <div style="background-color: #800000; color: white; padding: 5px; font-weight: bold; font-size: 1.2em;">RosePharmacy</div> <div style="font-weight: bold;">ROSE PHARMACY, INCORPORATED</div> <div>3rd Floor FLC Center 888 Hernan Cortes St. Subangdaku Mandaue City Cebu</div> <div>VAT Reg TIN: 000-310-457-00000</div> </div> <div style="text-align: right;"> <div style="border: 1px solid black; padding: 5px; font-weight: bold; font-size: 1.2em;">SERVICE INVOICE</div> <div style="border: 1px solid black; padding: 5px; font-weight: bold;">NO. SRV0000000001</div> </div> </div>																					
<div style="display: flex; justify-content: space-between;"> <div> <b>SOLD TO:</b>  <b>ADDRESS:</b>  <b>TIN:</b>  <b>TRADE NAME:</b>  <b>AMOUNT IN WORDS:</b> </div> <div> <b>DATE:</b>  <div style="text-align: right;"> SC/PWD/NAAC/MOV/SOLO PARENT  ID NO :  SIGNATURE : </div> </div> </div>																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 55%;">Item Description/ Nature of Service</th> <th style="width: 10%;">Quantity</th> <th style="width: 15%;">Unit Price</th> <th style="width: 20%;">Amount</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Item Description/ Nature of Service	Quantity	Unit Price	Amount																
Item Description/ Nature of Service	Quantity	Unit Price	Amount																		
<table style="width: 100%;"> <tr> <td style="width: 50%;"> (V) VATABLE :  (VE) VAT EXEMPT :  (ZV) ZERO RATED :  VAT AMOUNT : </td> <td style="width: 50%; text-align: right;"> Total Sales (VAT Inclusive) 0.00  Less: VAT 0.00  Amount: Net of VAT 0.00  Less: Discounts  SC/PWD/NAAC/MOV/SP 0.00  Add: VAT 0.00  Less: Withholding Tax 0.00 </td> </tr> </table>		(V) VATABLE : (VE) VAT EXEMPT : (ZV) ZERO RATED : VAT AMOUNT :	Total Sales (VAT Inclusive) 0.00 Less: VAT 0.00 Amount: Net of VAT 0.00 Less: Discounts SC/PWD/NAAC/MOV/SP 0.00 Add: VAT 0.00 Less: Withholding Tax 0.00																		
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<div style="display: flex; justify-content: space-between; align-items: center;"> <div> <input type="checkbox"/> CASH    <input type="checkbox"/> CHARGE </div> <div> <b>TOTAL AMOUNT DUE</b> 0.00 </div> </div>																					
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div> Acknowledgement Certificate Number:  Series Ranges  Date of Issue </div> <div> SRV0000000001 - SRV9999999999  <div style="text-align: right;"> Rose Pharmacy, Incorporated  <b>AUTHORIZED SIGNATORY</b>  THIS IS A SYSTEM GENERATED SERVICE INVOICE </div> </div> </div>																					

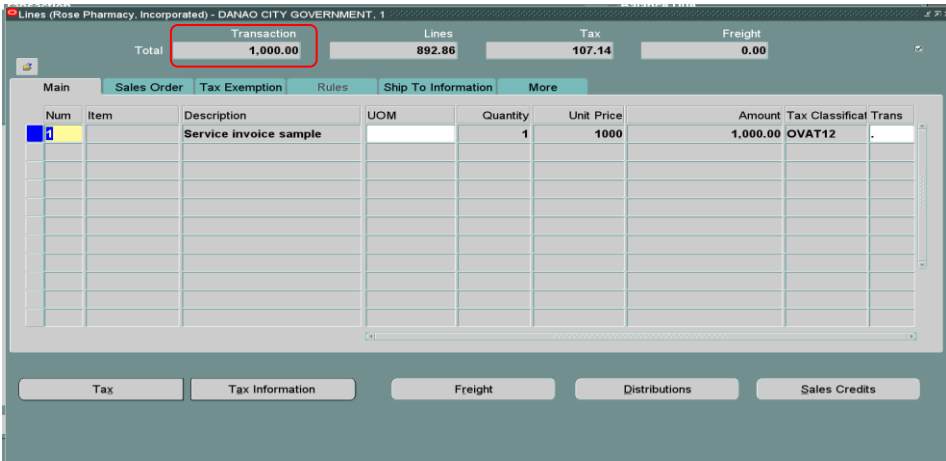
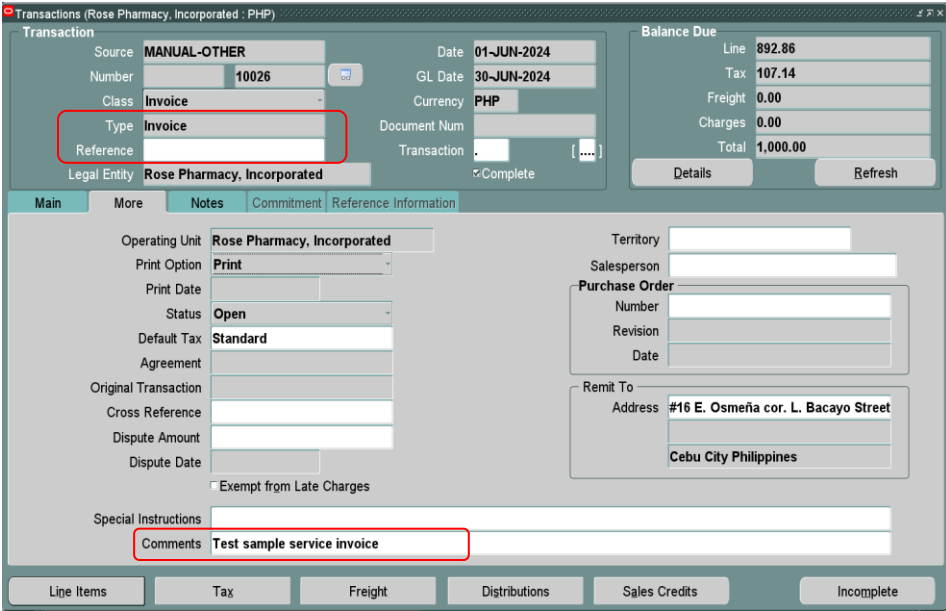
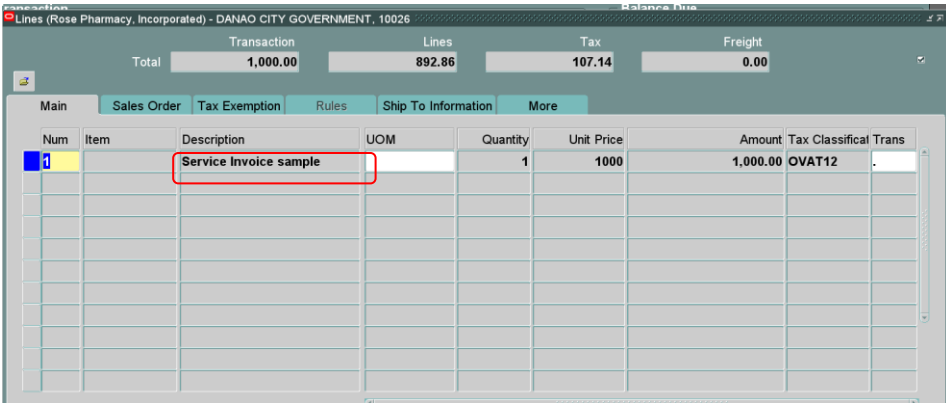
## Report Mapping

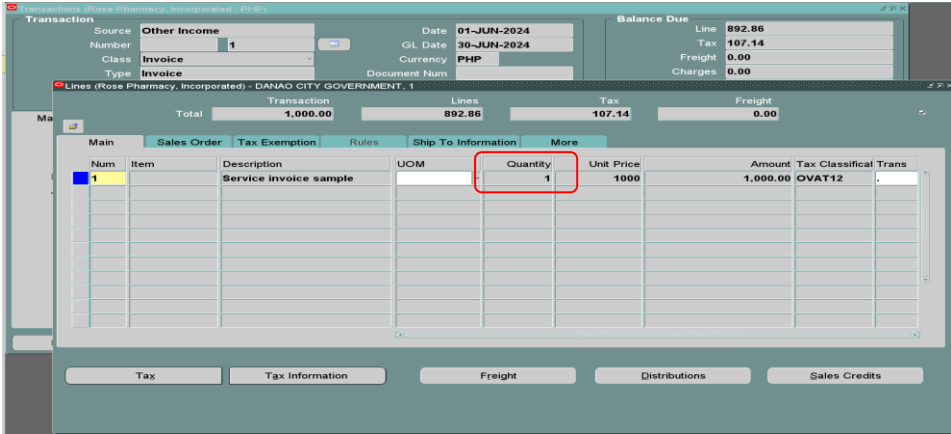
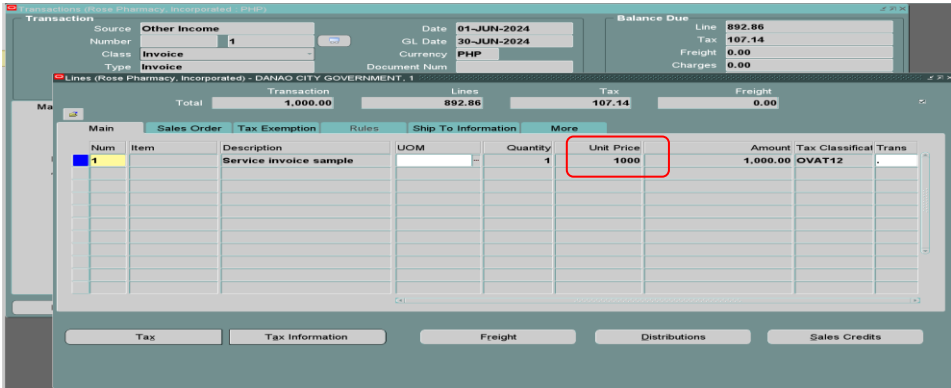
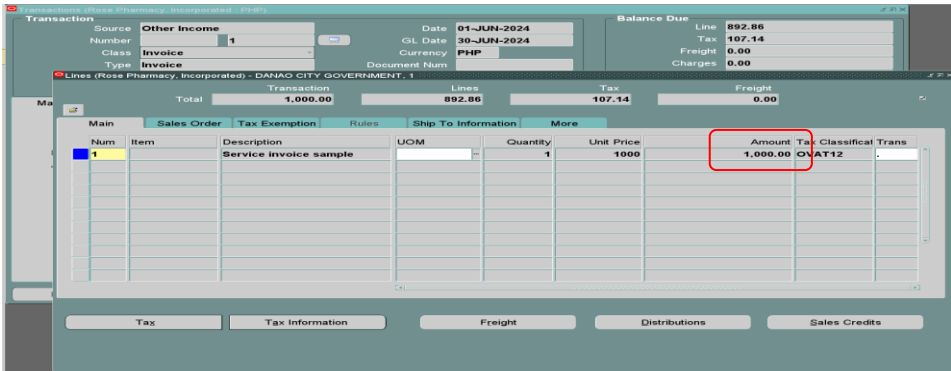
No.	Field	Mapping
1	Rose Pharmacy	Logo
2	Rose Pharmacy, Incorporated	<b>Legal Entity Name</b> Navigation: Legal Entity Manager Responsibility > Legal Entity 
3	Address	<b>Registered Address</b> Navigation: Legal Entity Manager Responsibility > Legal Entity > Registration > Registered Address 
4	VAT REG TIN:	<b>VAT Reg TIN: (hardcoded)</b> <b>TIN: Registration Number</b> Navigation: Legal Entity Manager Responsibility > Legal Entity > Registration > Registration Number 



5	SERVICE INVOICE	<b>Hardcoded</b>
6	Service Invoice Number	<p>No. (Hardcoded) SRV (Hardcoded) Service Invoice Number: Concatenate 'SRV' and Transaction Number</p> 
7	Sold To	<p><b>Sold To (Hardcode) Customer Name</b> Navigation: Receivables SuperUser, RPI &gt;Transactions&gt; Transactions</p> 
8	Date	<b>Date: Printing System Date</b>
9	Address	<p><b>Address (Hardcoded) Primary Bill-To Address</b> Navigation: Receivables SuperUser, RPI &gt; Customers: Standard &gt; Customer</p>

		<div>Information &gt; Accounts &gt; Primary Bill-To Address</div> <div>Customers &gt; Customer: DANAOCITY GOVERNMENT</div> <div>Customer Type Organization</div> <div>Customer Information</div> <div>Organization Name DANAOCITY GOVERNMENT Registry ID 428025 Show Additional Basic Information Context Value</div> <div>Alias DANAOCITY GOVERNMENT Name Pronunciation</div> <div>Accounts Profile Communication Party Relationships Tax Profile</div> <div>Accounts</div> <div>Status Active Go</div> <div>Create Account   +</div> <div>Select Account Number Account Description Profile Class Primary Bill-To Address Status Details Record History</div> <div>81257 DANAOCITY GOVERNMENT PRIVATE DANAOCITY CEBU, PHILIPPINES Active</div>
10	TIN	<div>TIN: Hardcoded</div> <div>Navigation: Receivables SuperUser, RPI &gt; Customers&gt;Customers &gt;Profile</div> <div>Customer: DANAOCITY GOVERNMENT</div> <div>Customer Type Organization</div> <div>Customer Information</div> <div>Organization Name DANAOCITY GOVERNMENT Registry ID 428025 Show Additional Basic Information Context Value</div> <div>Alias DANAOCITY GOVERNMENT Name Pronunciation</div> <div>Accounts Profile Communication Party Relationships Tax Profile</div> <div>Organization Information</div> <div>D-U-N-S Number Year Established Mission Statement</div> <div>Customer Category</div> <div>Total Employees</div> <div>Organization Total Organization Total Type Corporate Total Corporate Total Type</div> <div>Industrial Classifications</div> <div>Add   Go   +</div> <div>Type Classification Meaning Update Remove</div> <div>No results found.</div> <div>Tax and Financial Information</div> <div>Taxpayer ID 000-653-177-000 Tax Registration Number Analysis Year Currency Preference</div>
11	Trade Name	<div>Trade Name (Hardcoded)</div> <div>Navigation: Receivables SuperUser, RPI &gt; Customers&gt;Customers</div> <div>Customers</div> <div>Customers &gt; Customer: DANAOCITY GOVERNMENT</div> <div>Customer Type Organization</div> <div>Customer Information</div> <div>Organization Name DANAOCITY GOVERNMENT Registry ID 428025 Show Additional Basic Information Context Value</div> <div>Alias DANAOCITY GOVERNMENT Name Pronunciation</div> <div>Accounts Profile Communication Party Relationships Tax Profile</div> <div>Accounts</div> <div>Status Active Go</div> <div>Create Account   +</div> <div>Select Account Number Account Description Profile Class Primary Bill-To Address Status Details Record History</div> <div>81257 DANAOCITY GOVERNMENT PRIVATE DANAOCITY CEBU, PHILIPPINES Active</div>
12	SC/PWD/NAAC/MOV/SOLO PARENT Id No:  Signature:	Hard coded. Plain text.
13	Amount in Words	Amount in Words (Hardcoded) Line Transaction amount converted in words

		
14	Item Description/Nature of Service	<p>Consists of Transaction Reference Number, Transaction Type, Comments and Line Description separated by a space.</p>  

15	Quantity	<p>Navigation: Receivables SuperUser, RPI &gt;Transactions&gt; Transactions&gt;Line Items</p> 
16	Unit Price	<p>Navigation: Receivables SuperUser, RPI &gt;Transactions&gt; Transactions&gt;Line Items</p> 
17	Amount	<p>Navigation: Receivables SuperUser, RPI &gt;Transactions&gt; Transactions&gt;Line Items</p> 
18	VAT Amounts	<p><b>Line amount field</b>  <b>(V) VATABLE</b> = If Tax Class in Line Items is OVAT (ex. OVAT12-D, OVAT12)  <b>VE (VAT Exempt)</b> = If Tax Class in Line Items is Exempt (ex. OVAT Exempt)  <b>ZV (Zero Rated)</b> = If Tax Class in Line Items is Zero-rated (ex. OVAT Zero)</p>

VAT Amount = Tax amount field

Transactions (Rose Pharmacy, Incorporated - PHP)

Transaction

Source: **MANUAL-OTHER** Date: **01-JUN-2024** Balance Due: Line **892.86**  
Number: **10026** GL Date: **30-JUN-2024** Tax **107.14**  
Class: **Invoice** Currency: **PHP** Freight **0.00**  
Type: **Invoice** Document Num: Charges **0.00**  
Reference: Total **1,000.00**  
Legal Entity: **Rose Pharmacy, Incorporated** Transaction: <Complete [ ... ] Details Refresh

Main More Notes Commitment Reference Information

Operating Unit: **Rose Pharmacy, Incorporated** Territory:  
Print Option: **Print** Salesperson:  
Print Date: Status: **Open** Purchase Order Number:  
Default Tax: **Standard** Revision:  
Agreement: Date:  
Original Transaction: Remit To:  
Cross Reference: Address: **#16 E. Osmeña cor. L. Bacayo Street**  
Dispute Amount: Cebu City Philippines  
Dispute Date: Exempt from Late Charges:  
Special Instructions: Test sample service invoice  
Comments:

Line Items Tax Freight Distributions Sales Credits Incomplete

Applications Adjust Credit Copy To Incomplete  
Installments Overview New Open

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Total Sales (VAT Inclusive)  
Less: VAT  
Amount : Net of VAT  
Less: Discounts  
SC/PWD/NAAC/MOV/SP  
Add: VAT  
Less: Withholding Tax  
**TOTAL AMOUNT DUE**

Total Sales (VAT Inclusive)

Navigation: Receivables SuperUser, RPI >Transactions> Transactions>Line Items

Transactions (Rose Pharmacy, Incorporated - PHP)

Transaction

Source: **Other Income** Date: **01-JUN-2024** Balance Due: Line **892.86**  
Number: **1** GL Date: **30-JUN-2024** Tax **107.14**  
Class: **Invoice** Currency: **PHP** Freight **0.00**  
Type: **Invoice** Document Num: Charges **0.00**  
Reference: Total **1,000.00** Transaction: [ ... ] Details Refresh

Lines (Rose Pharmacy, Incorporated) - DANAO CITY GOVERNMENT, 1

Total Transaction **1,000.00** Lines **892.86** Tax **107.14** Freight **0.00**

Main Sales Order Tax Exemption Rules Ship To Information More

Num	Item	Description	UOM	Quantity	Unit Price	Amount	Tax	Classical	Trans
1		Service invoice sample		1	1000	1,000.00	OVAT12		

Tax Tax Information Freight Distributions Sales Credits

Less: VAT

Transactions (Rose Pharmacy, Incorporated - PHP)

Transaction

Source: **Other Income** Date: **01-JUN-2024** Balance Due: Line **892.86**  
Number: **1** GL Date: **30-JUN-2024** Tax **107.14**  
Class: **Invoice** Currency: **PHP** Freight **0.00**  
Type: **Invoice** Document Num: Charges **0.00**  
Reference: Total **1,000.00** Transaction: [ ... ] Details Refresh

Lines (Rose Pharmacy, Incorporated) - DANAO CITY GOVERNMENT, 1

Total Transaction **1,000.00** Lines **892.86** Tax **107.14** Freight **0.00**

Main Sales Order Tax Exemption Rules Ship To Information More

Num	Item	Description	UOM	Quantity	Unit Price	Amount	Tax	Classical	Trans
1		Service invoice sample		1	1000	1,000.00	OVAT12		

Tax Tax Information Freight Distributions Sales Credits

Amount: Net of VAT

Transactions (Rose Pharmacy, Incorporated - PHP)

Transaction Source: Other Income, Number: 1, Class: Invoice, Type: Invoice, Date: 01-JUN-2024, GL Date: 30-JUN-2024, Currency: PHP, Document Num: , Transaction: , Balance Due: Line 892.86, Tax 107.14, Freight 0.00, Charges 0.00, Total 1,000.00

Lines (Rose Pharmacy, Incorporated) - DANAO CITY GOVERNMENT, 1

Num	Item	Description	UOM	Quantity	Unit Price	Amount	Tax	Classical	Trans
1		Service invoice sample		1	1000	1,000.00		OVAT12	

Total Transaction: 1,000.00, Lines: 892.86, Tax: 107.14, Freight: 0.00

Main | Sales Order | Tax Exemption | Rules | Ship To Information | More

Tax | Tax Information | Freight | Distributions | Sales Credits

Less: Discounts (blank)  
SC/PWD/NAAC/MOV/SP: Zero amount  
Add: VAT

Transactions (Rose Pharmacy, Incorporated - PHP)

Transaction Source: Other Income, Number: 1, Class: Invoice, Type: Invoice, Date: 01-JUN-2024, GL Date: 30-JUN-2024, Currency: PHP, Document Num: , Transaction: , Balance Due: Line 892.86, Tax 107.14, Freight 0.00, Charges 0.00, Total 1,000.00

Lines (Rose Pharmacy, Incorporated) - DANAO CITY GOVERNMENT, 1

Num	Item	Description	UOM	Quantity	Unit Price	Amount	Tax	Classical	Trans
1		Service invoice sample		1	1000	1,000.00		OVAT12	

Total Transaction: 1,000.00, Lines: 892.86, Tax: 107.14, Freight: 0.00

Main | Sales Order | Tax Exemption | Rules | Ship To Information | More

Tax | Tax Information | Freight | Distributions | Sales Credits

Less: Withholding Tax: Zero amount

**TOTAL AMOUNT DUE**

Transactions (Rose Pharmacy, Incorporated - PHP)

Transaction Source: Other Income, Number: 1, Class: Invoice, Type: Invoice, Date: 01-JUN-2024, GL Date: 30-JUN-2024, Currency: PHP, Document Num: , Transaction: , Balance Due: Line 892.86, Tax 107.14, Freight 0.00, Charges 0.00, Total 1,000.00

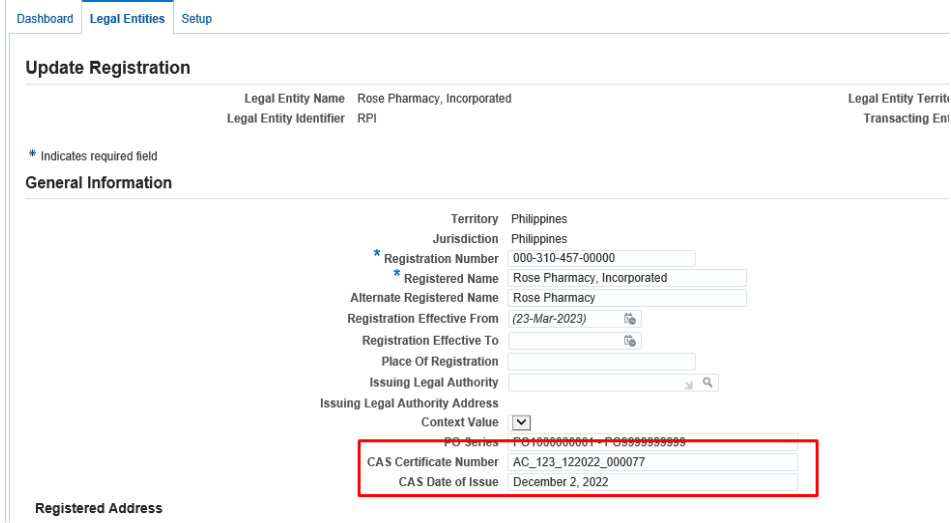
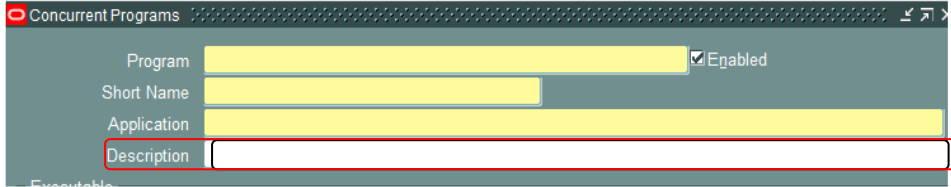
Lines (Rose Pharmacy, Incorporated) - DANAO CITY GOVERNMENT, 1

Num	Item	Description	UOM	Quantity	Unit Price	Amount	Tax	Classical	Trans
1		Service invoice sample		1	1000	1,000.00		OVAT12	

Total Transaction: 1,000.00, Lines: 892.86, Tax: 107.14, Freight: 0.00

Main | Sales Order | Tax Exemption | Rules | Ship To Information | More

Tax | Tax Information | Freight | Distributions | Sales Credits

20	Mode of Payment	Check box on Cash or Charge populated from report parameter
21	CAS Approved Details	<p><b>Acknowledgment Certificate Number</b> and <b>Date of Issue</b>– maintained in the Legal Entity Manager Responsibility &gt; Legal Entity &gt; Registration &gt; CAS Certificate Number and CAS Date of Issue.</p>  <p><b>Series Ranges</b> – maintained in the System Admin responsibility &gt; Concurrent &gt; Program &gt; Define &gt; Description.</p> 
22	Authorized Signatory	<p><b>Legal Entity Name</b> Navigation: Legal Entity Manager Responsibility &gt; Legal Entity</p> <p>Populated from report parameter</p>
23	Text	<b>THIS IS A SYSTEM GENERATED SERVICE INVOICE (Hardcoded)</b>

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## Open and Closed Issues for this Deliverable

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### Open Issues

ID	Issue	Resolution	Responsibility	Target Date	Impact Date

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### Closed Issues

ID	Issue	Resolution	Responsibility	Target Date	Impact Date