MD.050 APPLICATION EXTENSIONS FUNCTIONAL DESIGN

ROSE PHARMACY, INCORPORATED

Auto-Email
(BIR 2307, Payment Advice & Netting Report)

Author:	Kimberly Mae G. Murphy
Creation Date:	September 21, 2022
Last Updated:	January 26, 2023
Document Ref:	MD050
Version:	2.0

Approved on by:

(Please sign and print date)

Ms. Rachelle Joy D. Abargos
Rose Pharmacy, Incorporated
Finance Controller

3/10/23

Ms. Leah Theresa Q. Nisperos
Rose Pharmacy, Incorporated
Treasury Manager

03/10/2023

Ms. Mariel Crisostomo
Drugstore Segment
Finance Director

13 Mar 2023

Document Control

Change Record

Date	Author	Version	Change Reference
September 21, 2022	Kimberly Mae Murphy	1.0	No previous document
January 26, 2023	Kimberly Mae Murphy	2.0	MD050 1.0

Dec

Reviewers

Name	Position	Signature
ARNOCO, Ms. EDYLYN CORTEZ	Asst. Treasury Manager	3/8/23
CORESES, Ms. ANGELRITA YTAC	Asst. AP Manager - Nontrade	3/9/23
AVERGONZADO, Ms. JANEAL MITANTE	AR Supervisor	3/10/23
INOT, Ms. DEBIE MAE VERALLO	Treasury Supervisor	3/8/23
CAMILO, Ms. ANGELITA LIPON	AP Supervisor - Nontrade	3/8/23
JOAQUINO, Ms. CRISSA MAE ALICAYA	IT Specialist	3/8/23

Distribution

Copy No.	Name	Location
1	Library Master	Project Library
2		
3		
4		

Note to Holders:

If you receive an <u>electronic copy</u> of this document and print it out, please write your name on the equivalent of the cover page, for document control purposes.

If you receive a <u>hard copy</u> of this document, please write your name on the front cover, for document control purposes.

Contents

Functional Design

The MD050 document describes the functionality required to satisfy a specific business requirement and identifies the individual components that make up the customized report. Additionally, the MD050 document provides the details required to build and implement the required customization.

This document will address the following:

- an overview of the business requirement and underlying business process the customization is intended to support;

- a description of required data entry forms and reports;

- a description of the business function the custom program must support; and

- a description of how the functionality is to be implemented.

Basic Business Needs

This customization will be able to address the auto-email function of the BIR Form 2307, Payment Advice Report and Netting Report created for the day. This will also address the creation of new program to cater the specific requirements of each of the reports (BIR 2307, Payment Advice & Netting Report).

Major Features

1. The report templates are to be generated in "PDF" as the default format. RPI also has an option to generate it as an "Excel" format, refer below minimum LOV available.
   a. All Reports – Excel
   b. Payment Advise – Excel
   c. Netting Report – Excel
   d. Both Payment Advise and Netting Report – Excel

   This will be identified using the DFF **"Auto-Email AP Reports Format"** in Supplier Master.

2. The reports will be auto-generated and auto-email every end of day at 10:00 PM.

3. The system shall auto-generate and auto-email per reports if applicable; BIR Form 2307, Netting Report, Payment advice. These reports must be generated separately per Payment, Prepayment application or Netting, whichever is applicable. There must only be one (1) attachment per email and copy furnish in every email the following email address;
   a. **BIR Form 2307** - AllROSECheckrun@rosepharmacy.com.ph and AllROSENetting@rosepharmacy.com.ph
   b. **Netting Report** - AllROSECheckrun@rosepharmacy.com.ph and AllROSENetting@rosepharmacy.com.ph
   c. **Payment Advice** - AllROSECheckrun@rosepharmacy.com.ph

4. Email Address to be used by RPI in sending the emails will be maintained in the Legal Entity Manager Responsibility > Legal Entities > Select the Entity and Click View Details > Registrations > Update > Descriptive Flexfield (DFF) "**Auto-Email AP Reports**".

5. All successfully auto-emailed reports; BIR Form 2307, Netting Report and/or Payment Advice, must be saved and archived to a specific directory in WINSCP. These files must be accessible to authorized personnel for any possible restoration. Hence, manual extraction is out of scope.

6. The system shall provide a logs per completed programs either successful or with errors or not successful, main program for auto-email and sub-program for auto-generating of reports. For programs with errors or not successful, the system must be able to provide a detailed logs that causes the errors or rejection and specify the payments or invoices that are not successfully generated and auto-emailed.

7. The system shall stamp a date and time on every successfully generated and auto-emailed invoice (either AR Invoice or AP Invoice). Invoices with stamped date and time can no longer be generated and auto-emailed. Hence, the system shall only generate and auto-email a report, BIR Form 2307, Netting Report, or Payment advice, for invoices that do not have a stamped date and time.

Business Rules and Conditions

- Below programs must be running every 10:00PM daily.
  - **RPI Auto-Email of AP Reports –** this program is the main program. This shall send or auto-email reports successfully generated for the day to active email recipients maintained in both/either Supplier and/or Customer Master. Below are the conditions as to when and what to auto-email.

    - Auto-email a BIR Form 2307 when;
      - There's a payment processed and reconciled for the day where AP invoices applied includes withholding tax. Auto-email to all active email address maintained in Supplier Master except those email address where department is Payables.
      - There's a prepayment applied to AP invoices where payment applied to prepayment is reconciled and an invoice applied to prepayment includes withholding tax. Auto-email to all active email address maintained in Supplier Master except those email address where department is Payables.
      - There's an AR/AP netting processed where AP invoices applied includes withholding tax. Auto-email to all active email address maintained in Supplier Master.

    - Auto-email a Payment Advice when;
      - There's a payment processed and reconciled for the day regardless if AP invoices applied includes or excludes withholding tax. Auto-email to all active email address maintained in Supplier Master except those email address where department is Payables and Peso net.
      - There's a prepayment applied to AP invoices where payment applied to prepayment is reconciled regardless if invoices applied to prepayment includes or excludes withholding tax.

Auto-email to all active email address maintained in Supplier Master except those email address where department is Payables and Peso net.

- Auto-email a Netting Report when;
  - There's an AR/AP netting processed regardless if AP invoices applied includes or excludes withholding tax. Auto-email to all active email address maintained in both Supplier and Customer Master.

o **RPI BIR Form 2307** – this program is the sub-program. This shall auto-generate the BIR Form 2307 on a daily basis. Below are the conditions as to when to generate a BIR Form 2307
- Invoices applied to either payment, prepayment or AR/AP netting calculates or includes a withholding tax; and
- Fully Paid Invoice – either Invoices applied to a payment is paid in Full, or invoices applied to prepayment is paid in full, or invoices applied to AR/AP Netting is paid in full; and
- Payment status is Reconciled or Cleared; and
- ATC used is tagged as "2307" under Withholding Tax Code maintenance > DFF > Tax Report Type; and
- An AP Invoice with full payment status is new or not yet sent to any email recipients. Withholding tax to be displayed in the BIR Form 2307 must be the sum total of Fully paid invoices, invoices are new and still subject for auto-email, and ATC is tagged as "2307". Refer logs section on the conditions as to when the invoices are still subject for auto-email or not.

o **RPI Netting Report** – this program is the sub-program. This shall auto-generate the Netting Report on a daily basis. Below are the conditions as to when to generate a Netting Report
- Invoices are paid or applied through AR/AP Netting; and
- Invoices paid regardless of its status, either full or partial payment; and
- Payment status is Cleared; and
- Payment document category is "Netting Payments"; and
- Receipt Method is "AR/AP Netting (1)"

o **RPI Payment Advice** - this program is the sub-program. This shall auto-generate the Payment Advice on a daily basis. Below are the conditions as to when to generate a Payment advice
- Invoices are paid or applied through either Payment or Prepayment; and
- Invoices paid regardless of its status, either full or partial payment; and
- Payment status is Reconciled; and
- Payment Disbursing bank is not HSBC CA 026024406040; and
- Payment document category is not "Netting Payments"

Functional Design

Report Overview

Main Program:

Report Name: **RPI Auto-Email of AP Reports**
Report Title: **RPI Auto-Email of AP Reports**

Sub-Programs:

Report Name:
- **RPI BIR Form 2307**
- **RPI Payment Advice**
- **RPI Netting Report**

Report Title:
- **RPI BIR Form 2307**
- **RPI Payment Advice**
- **RPI Netting Report**

Report Parameter

Description

The program requires the following Parameters:

Main Program:

1. Date **(Required)**

Default to current system date. This will be based on the Payment Date (for Manual Payment and Netting) or Application GL Date (for Prepayments). This is to be scheduled daily.

Report Format and Mapping
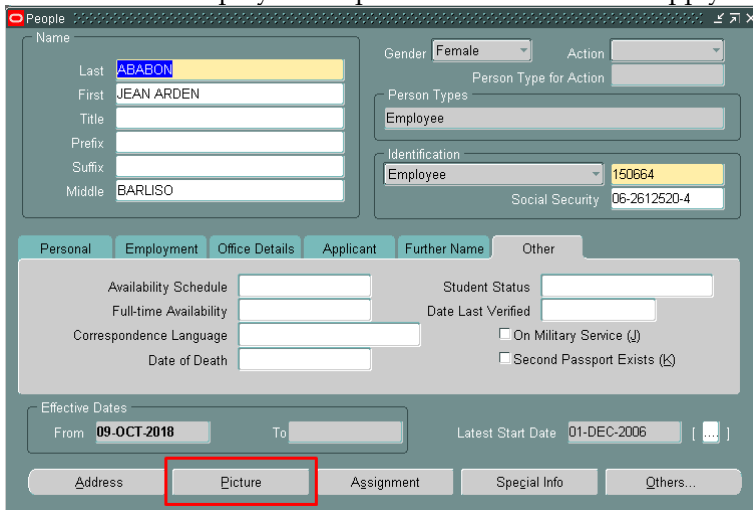
1. BIR Form 2307

To replicate the program used in the "**RPI BIR Form 2307 – New and/or RPI BIR Form 2307 BY Voucher if applicable**".

It to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority t
g of our information as contemplated under the *Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful

RACHELLE JOY DELA TORRE ABARGOS

FINANCE CONTROLLER / 266-383-824-000

Signature over Printed Name of Payor / Payor's Authorized Representative/Tax Agent
(Indicate Title/Designation and TIN)

Additional Request:

No.	Field	Mapping
1.	E-Signature	Picture in Employee Setup. Navigation: Global HR > Employee Setup > Picture > browser > Apply.
2.	Designation	Position. Navigation: Global HR > Employee Setup > Assignment > Position.

3.	TIN	TIN Navigation: Global HR > Employee Setup > Additional Personal Details > TIN DFF.

2. Payment Advice

Payment Advice 1

Rose Pharmacy, Incorporated 2

3rd Floor, FLC Center, 888 Hernan Cortes St., Brgy. Subangdaku, Mandaue City, Cebu, 6014 3

VAT REG TIN: 000-310-457-00000 4

Trading Partner	ZUELLIG PHARMA CORPORATION 5
Supplier Number	307 6
Payee	ZUELLIG PHARMA CORPORATION 7

Payment Reference	1311241 8
Payment Date	11-Aug-22 9
Payment Amount	31,154.23 10

Invoice Number 11	Description 12	Invoice Date 13	Invoice Amount 14	VAT 15	Withholding Tax 16	Amount Paid 17
1510229923	5283890/4666249	24-Jun-22	1,716.70	183.94	(15.33)	1,701.37
1510026688	5142347/4571021	29-Apr-22	18,748.34	1,906.07	(168.42)	18,579.92
1510051854	5153805/4573512	07-May-22	10,970.89	1,175.45	(97.95)	10,872.94

This is a system generated report 18
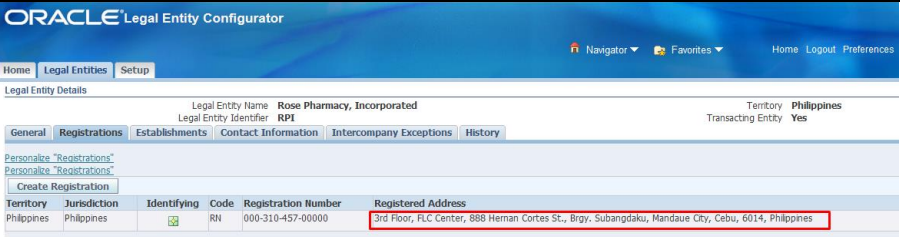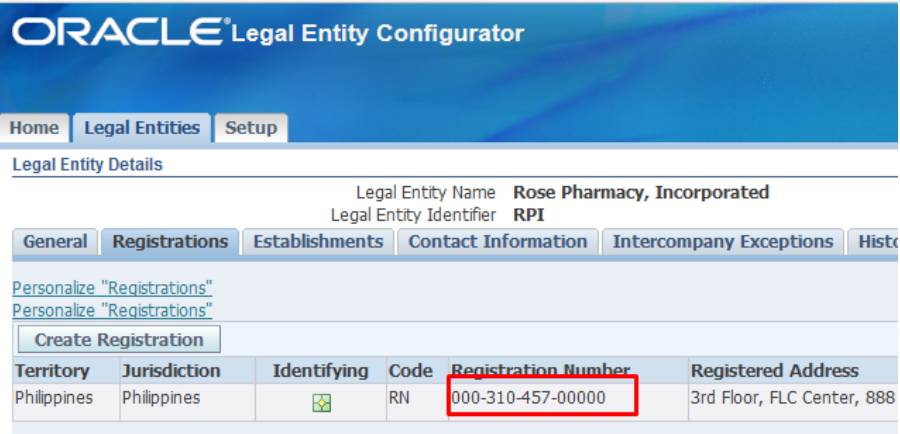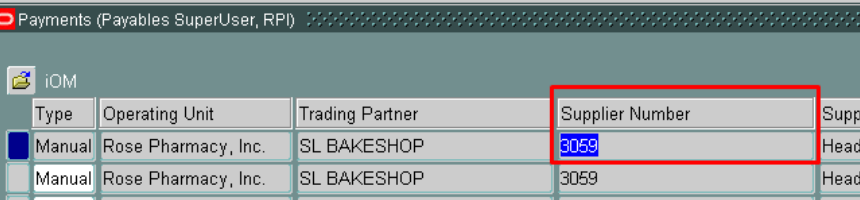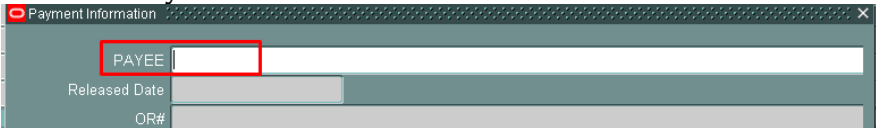
Report tracking Number 200000000 19
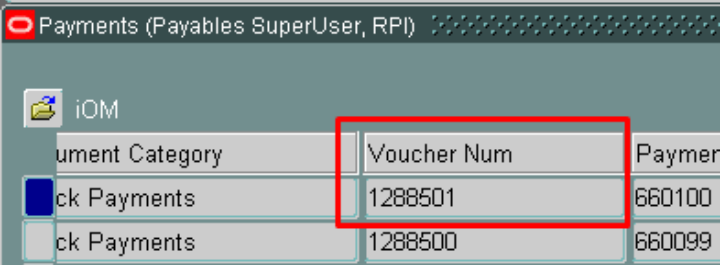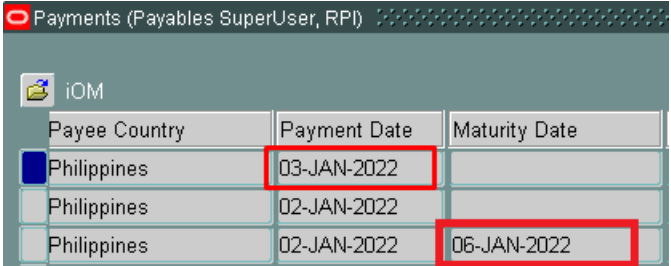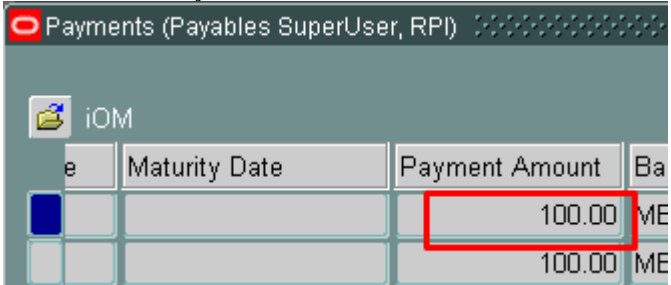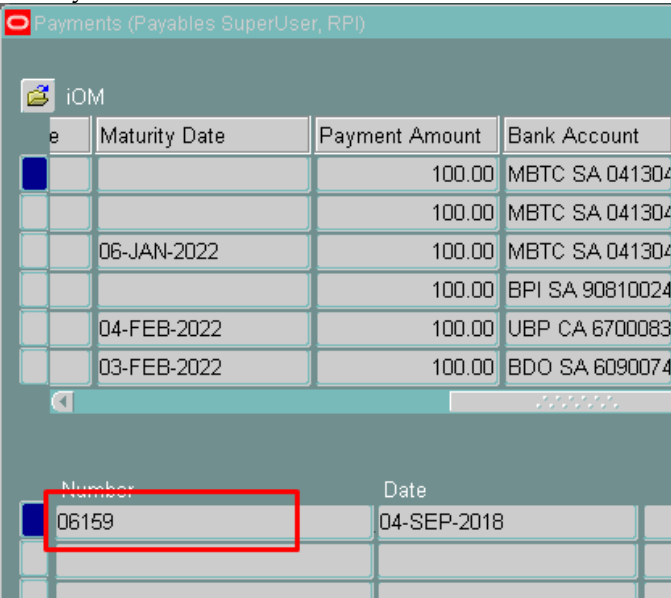
20 ORACLE E-BUSINESS SUITE VERSION 12.2.10 | IOM PHILIPPINES, INC. 21
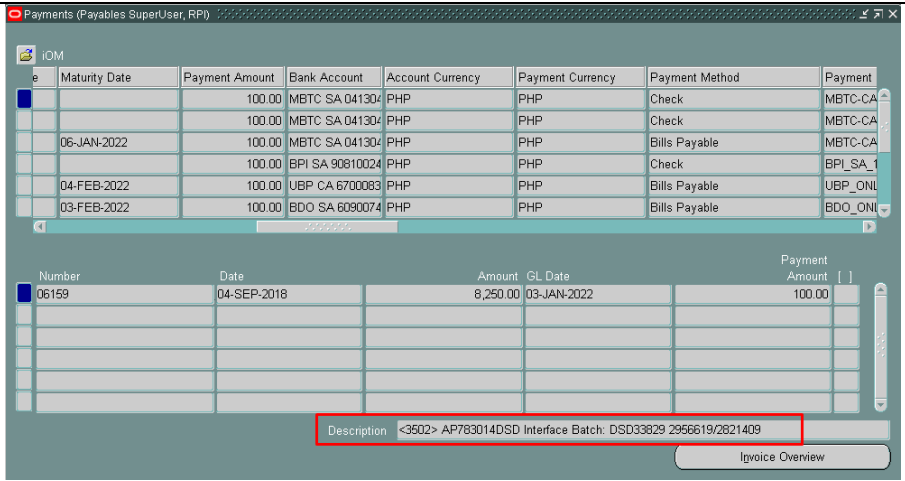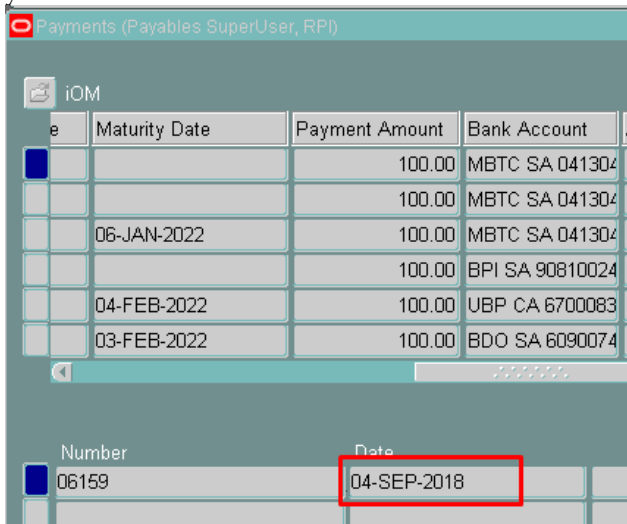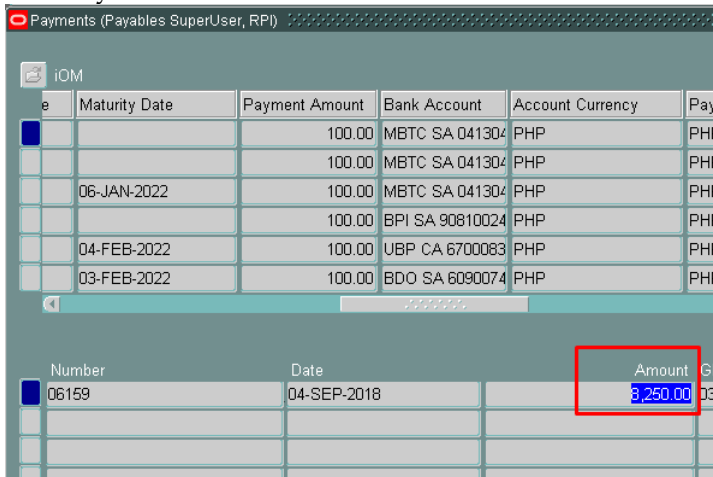
USER ID SMJBOLOTAULO | System Date 6/27/2022 11:48 AM
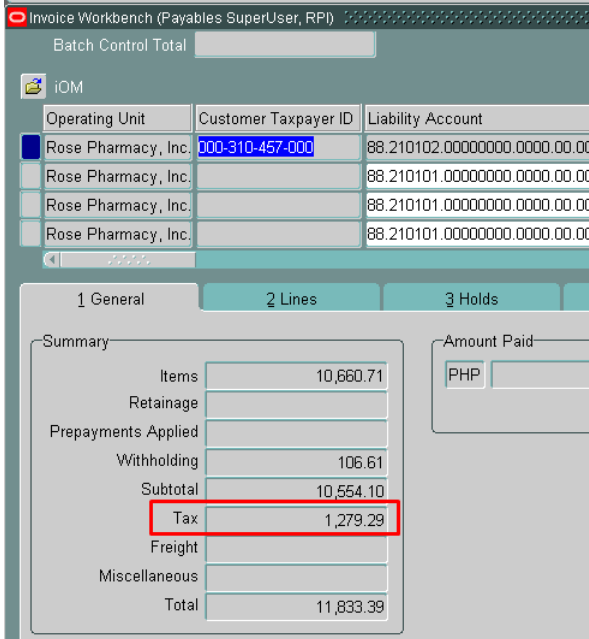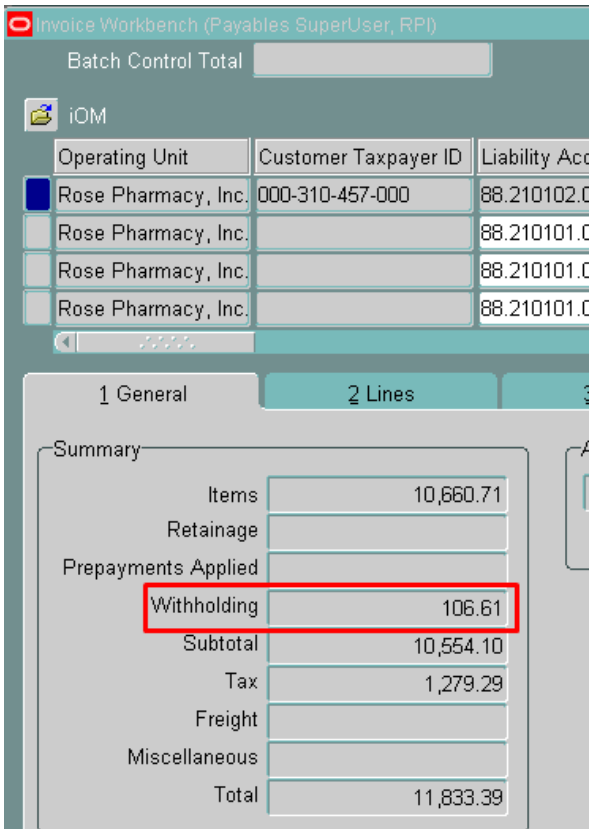
22   23
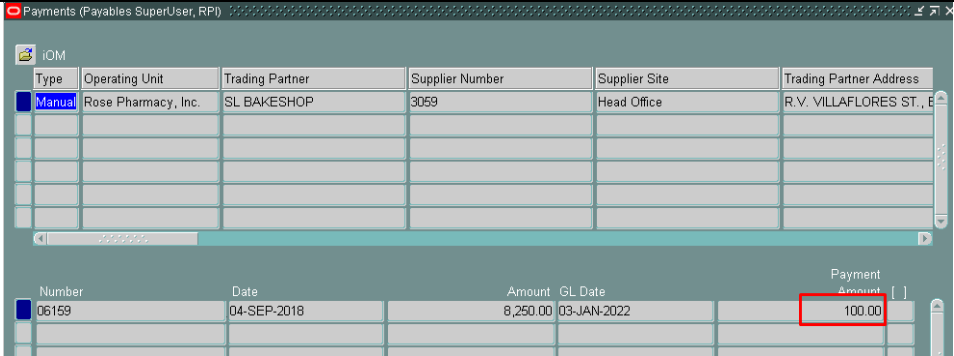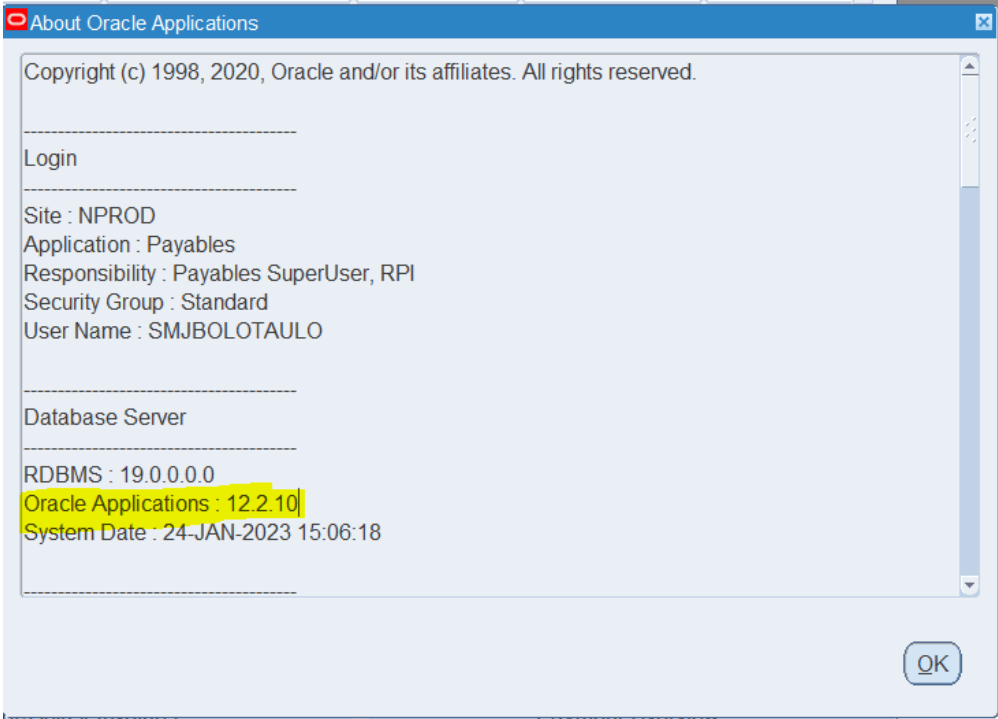
No.	Field	Mapping
1.	Payment Advice	Report title, hardcoded
2.	Rose Pharmacy, Incorporated	**Legal Entity Name** Navigation: Legal Entity Manager Responsibility > Legal Entity
3.	Address	**Registered Address** Navigation: Legal Entity Manager Responsibility > Legal Entity > Registration > Registered Address
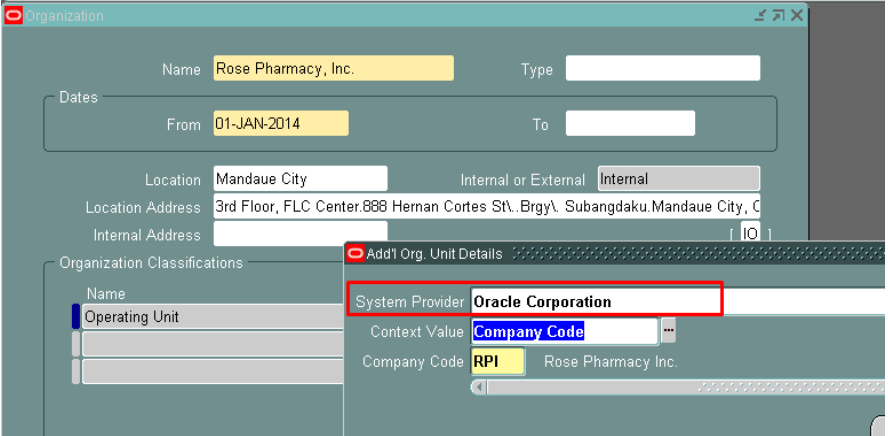
4.	VAT REG TIN:	**VAT REG TIN: (hardcoded)** **TIN: Registration Number** Navigation: Legal Entity Manager Responsibility > Legal Entity > Registration > Registration Number
5.	Trading Partner	**Trading Partner** in Payment Workbench
6.	Supplier Number	**Supplier Number** in Payment Workbench
7.	Payee	**Beneficiary Name under Supplier Setup > Organization > Additional Information. Follow validation, if Payee DFF is BLANK, get the Beneficiary Name maintained in the Trading partner but if Payee DFF is NOT Blank get Beneficiary Name maintained in the Payee. If Beneficiary name of both trading partner and payee is BLANK then get the Trading Partner as the Payee.**
8.	Payment Reference	**Voucher Number** in the Payment Workbench

9.	Payment Date	**Follow validation, Payment Date** in the Payment Workbench if Maturity Date is Blank while use Maturity Date as value for payment date if Maturity Date is not BLANK.
10.	Payment Amount	**Payment Amount** in the Payment Workbench Header details
11.	Invoice Number	**Number** in the Payment Workbench Invoice line details.
12.	Description	**Description** in the Payment Workbench.

13.	Invoice Date	**Date** in the Payment Workbench Invoice line details.
14.	Invoice Amount	**Amount** in the Payment Workbench Invoice line details.
15.	VAT	**Tax** amount of the Invoice

16.	Withholding Tax	Withholding amount of the Invoice

17.	Amount Paid	**Payment Amount** in the Payment Workbench Invoice line details

18.	This is a system generated report	Hardcoded
19.	Report tracking Number	Program computation
20.	Oracle E-Business Suite Version	ORACLE E-BUSINESS SUITE VERSION (Hardcoded) 12.2.10 (Help > About Oracle Applications > Oracle Applications.
21.	IOM PHILIPPINES, INC.	**System Provider** Navigation: Global HR > Work Structures > Organization > Description > Add'l Org. Unit Details

22.	USERID	Oracle User ID of the user who will generate the report
23.	System Date and Time	Date and time of generation of the report

3. Netting Report

Netting Report **1**
Rose Pharmacy, Incorporated **2**
3rd Floor, FLC Center, 888 Hernan Cortes St., Brgy. Subangdaku, Mandaue City, Cebu, 6014 **3**
VAT REG TIN: 000-310-457-00000 **4**

Rose Pharmacy Claims **5**

Customer Name **S.Y. MORE PHARMA** **6**   Customer Code **237** **9**   Location **RPI SSC** **11**
Supplier Taxpayer ID **000-000-000-048** **7**
Bill To: **S.Y. MORE PHARMA(ILOILO CITY)CORP.** **8**   Bill To Code **4022** **10**

Transaction Number	Transaction Type	Remarks	Transaction Date	Currency	Transaction Amount	Netted Amount
DA2022050214	RP DIS ALLOWANCE	<RML> <RML> DISTRIBUTION ALLOWANCE MAY 2022	31-May-22	PHP	17 952.63	18 952.63
					952.63	952.63
12	13	14	15	16		42

Vendor Invoices **19**
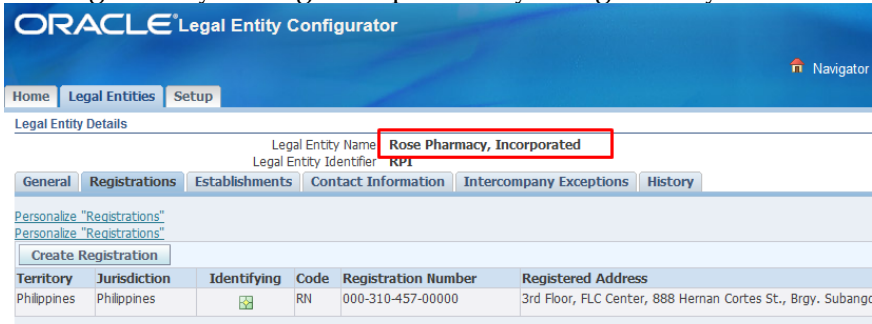
Trading Partner **S.Y. MORE PHARMA(ILOILO CITY)CORP.** **20** Supplier Number **4022** **22**   Site **Head Office** **23**
Supplier Taxpayer ID **005-276-088-000** **21**

Invoice Number	Invoice Type	Remarks	Invoice Date	Currency	Invoice Amount	EWT	Amount net of EWT	Unpaid Amount	Netted Amount	Balance Due
041934	Standard	5164093/4588692	24-May-22	PHP	29	30	31	32	33	34
					0.00	0.00	0.00	0.00	0.00	0.00
24	25	26	27	28						43
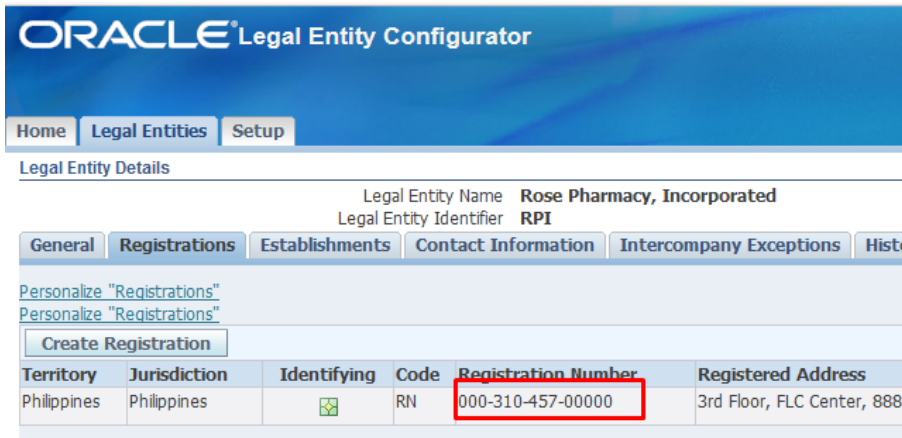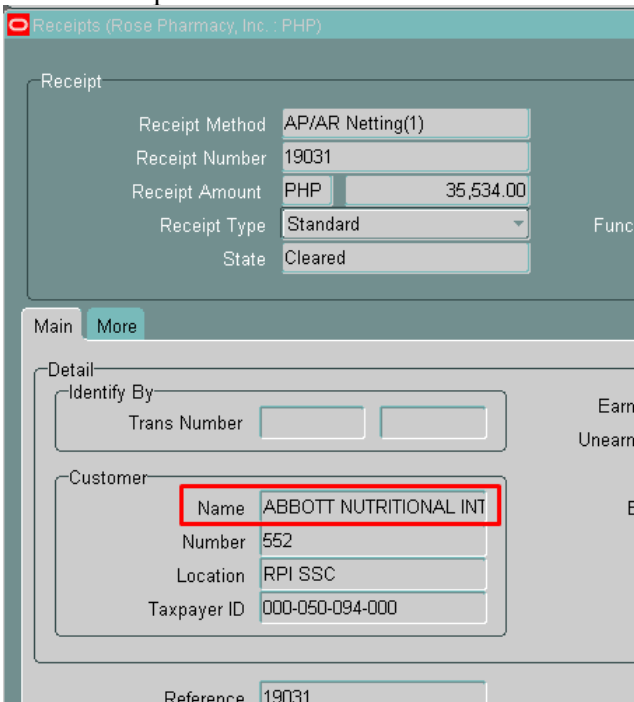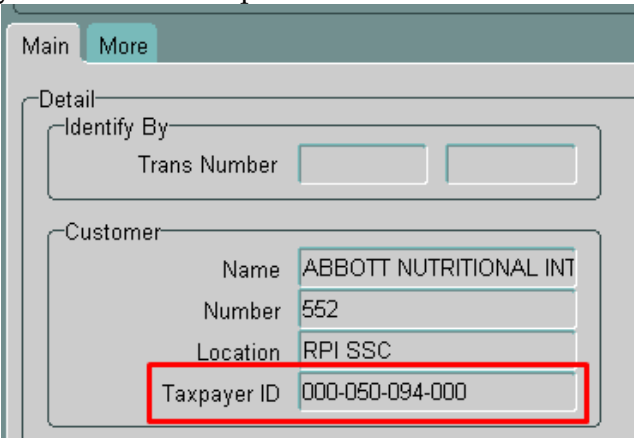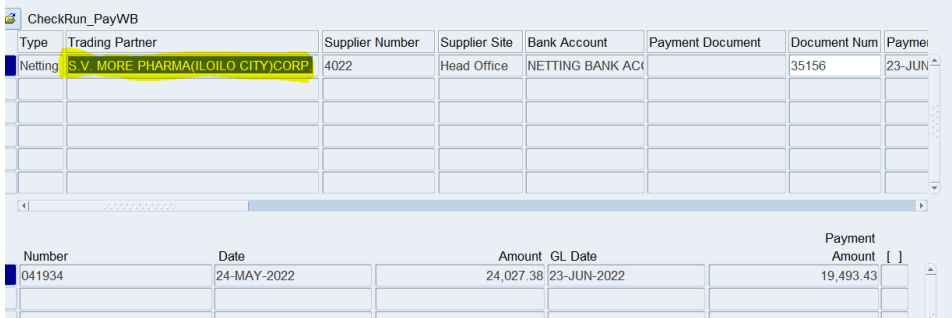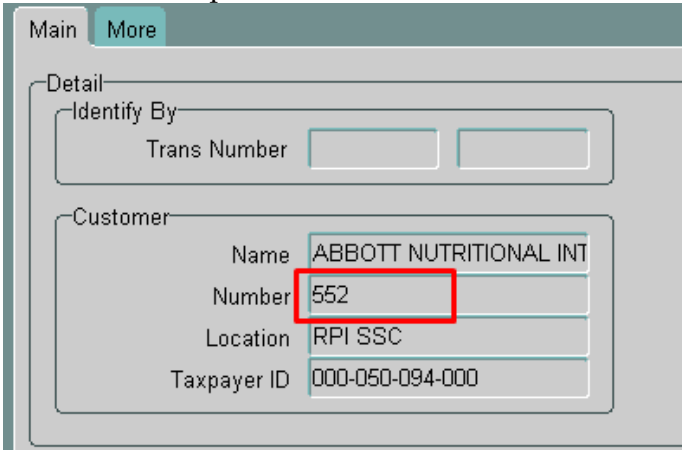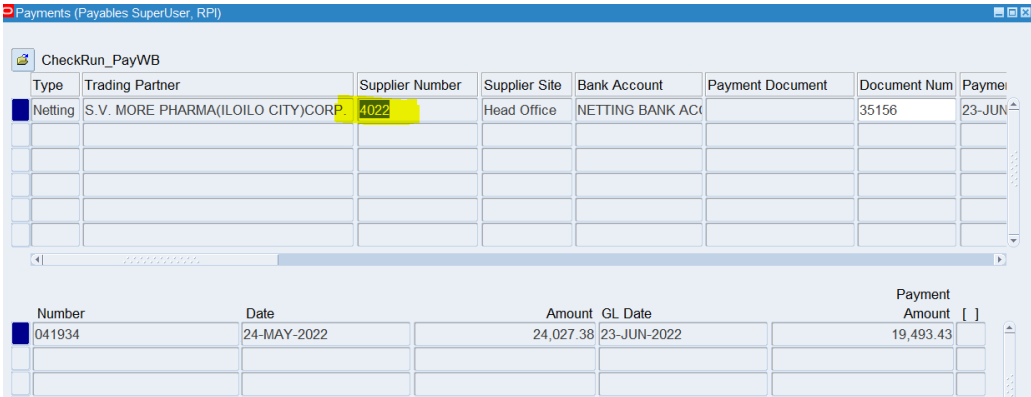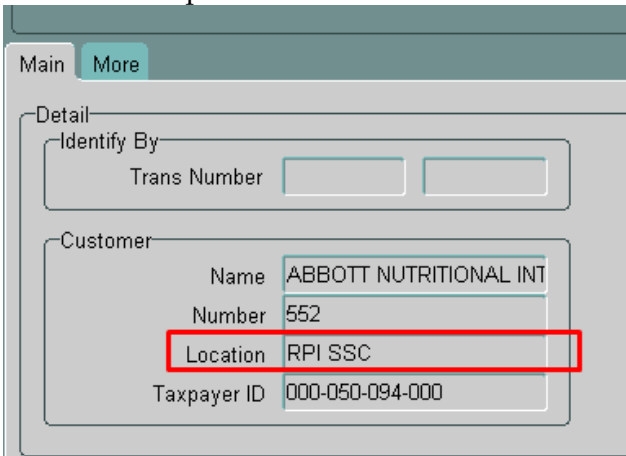
Notes:
1. Rose Pharmacy claims from Principals and Vendors are netted to specific vendor invoices only.
2. BIR Form 2307 for Withholding Tax shall only be issued for invoices with zero (0) Balance Due.   **35**
3. Balance Due shall be paid separately by our Treasury though Check issuance or Online or another form of Netting.
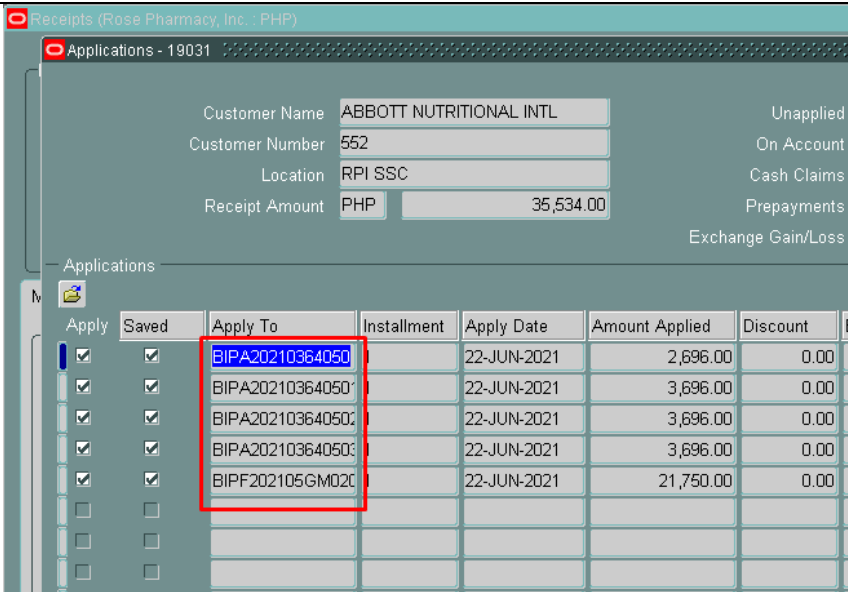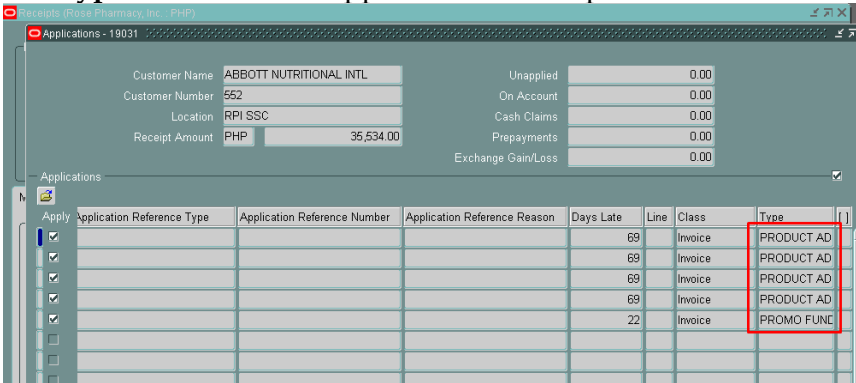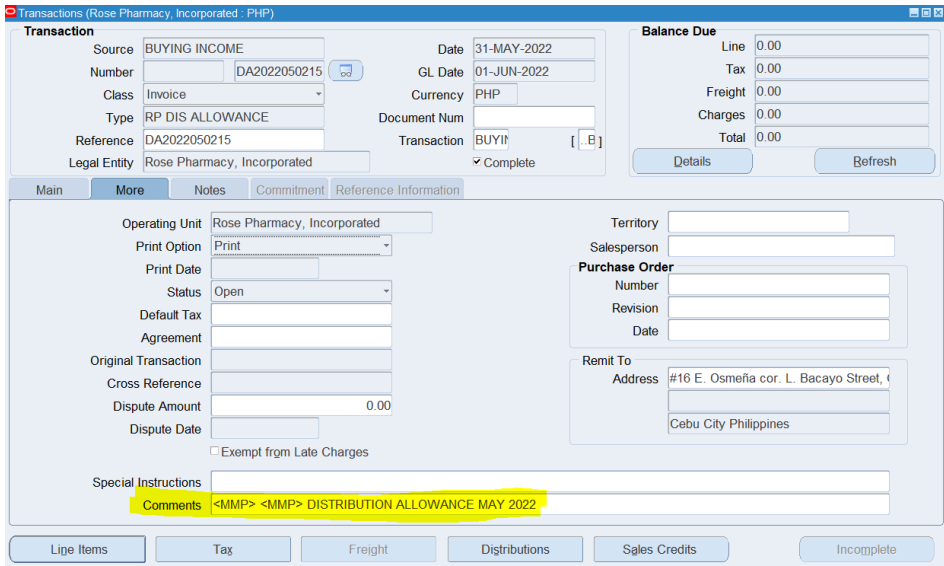
36 This is a system generated report
37 Report tracking Number 100000000

38 -BUSINESS SUITE VERSION 12.2.10 | IOM PHILIPPINES, INC. **39**
40 JSER ID SMJBOLOTAULO | System Date 6/27/2022 11:48 AM **41**

No.	Field	Mapping
1.	Netting Report	Report title, hardcoded
2.	Rose Pharmacy, Incorporated	**Legal Entity Name** Navigation: Legal Entity Manager Responsibility > Legal Entity
3.	Address	**Registered Address** Navigation: Legal Entity Manager Responsibility > Legal Entity > Registration > Registered Address
4.	VAT REG TIN:	**VAT REG TIN: (hardcoded)** **TIN: Registration Number** Navigation: Legal Entity Manager Responsibility > Legal Entity > Registration > Registration Number

5.	Rose Pharmacy Claims	**Hardcoded**
6.	Customer Name	**Customer Name** in the Receipts workbench
7.	Customer Taxpayer ID	**Customer Taxpayer ID** in the Receipts workbench
8.	Bill To	**Supplier Name** in the Payment workbench

9.	Customer Code	**Customer Number** in the Receipts workbench
10.	Bill To Code	**Supplier Number** in the Payment workbench
11.	Location	**Customer Location** in the Receipts workbench
12.	Transactions	**Transaction Number** of the Invoices applied in the Receipt
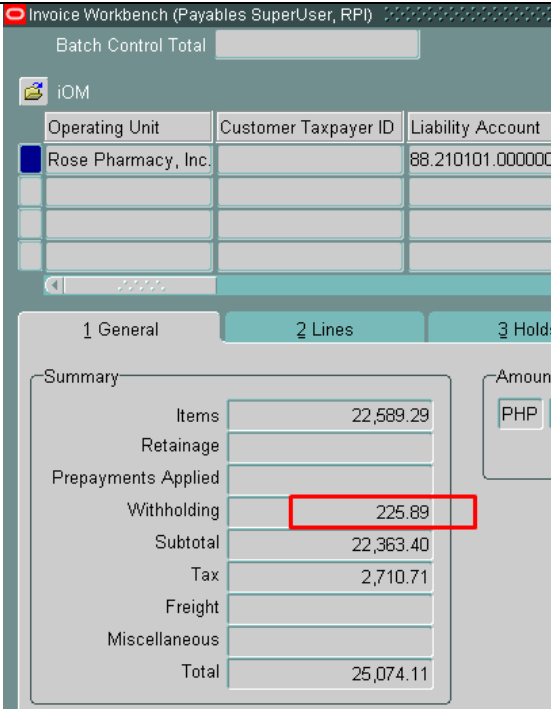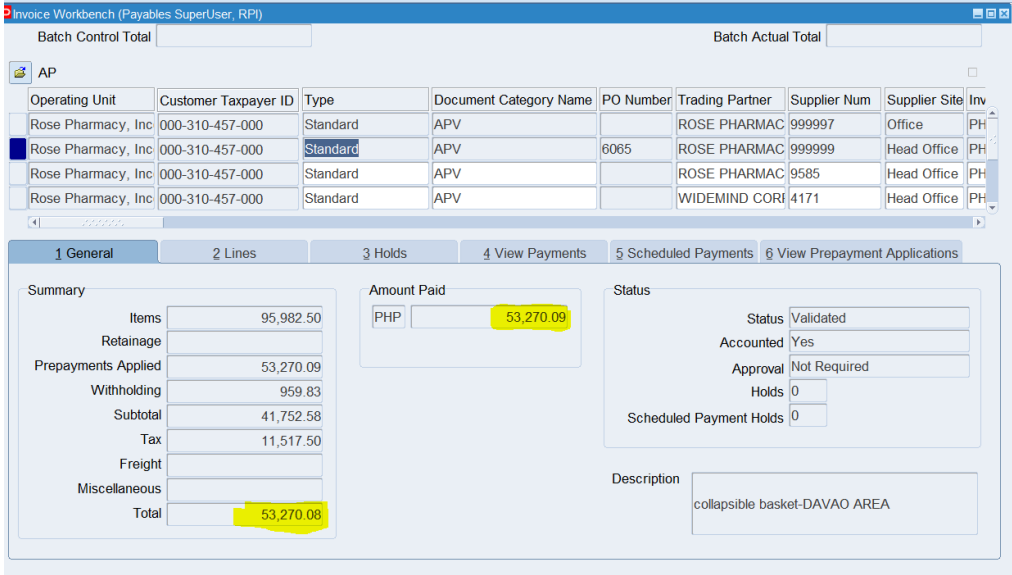
		Number	
13.		Transaction Type	**Transaction Type** of the Invoices applied in the Receipt
14.		Remarks	**Comments in the AR Transactions**
15.		Transaction Date	**Trans Date** in the Receipt workbench applications.

| 16. | Currency | **Trans Currency** in the Receipt workbench applications. |

| 17. | Transaction Amount | **Amount Due Original** in the Receipts workbench applications. |

18.	Netted Amount	**Amount Applied**
19.	Vendor Invoices	**Hardcoded**
20.	Trading Partner	**Trading Partner** in the Payment Workbench
21.	Supplier Taxpayer ID	**Tax Registration number** in the Supplier master
22.	Supplier Number	**Supplier Number** in the Payment Workbench
23.	Site	**Supplier Site**

24.	Invoice Number	**Invoice Number** in the Payment Workbench
25.	Invoice Type	**Invoice Type**
26.	Remarks	**Invoice Description in the payment workbench**
27.	Invoice Date	**Invoice Date in the payment workbench**

28.	Currency	**Invoice Currency**
29.	Invoice Amount	**Invoice Amount**
30.	EWT	

31.	Amount net of EWT	**Formula – Invoice Amount less EWT**
32.	Unpaid Amount	**Invoice balance due > Invoice Total (net of EWT and Prepayment applied) less Amount Paid**
33.	Netted Amount	**Payment Amount**

34.	Balance Due	**Formula:** Item #32 minus Item #33.
35.	Notes	**Hardcoded**
36.	This is a system generated report	**Hardcoded**
37.	Report tracking Number	Program computation
38.	Oracle E-Business Suite Version	ORACLE E-BUSINESS SUITE VERSION (Hardcoded) 12.2.10 (Help > About Oracle Applications > Oracle Applications.
39.	IOM PHILIPPINES, INC.	**System Provider** Navigation: Global HR > Work Structures > Organization > Description > Add'l Org. Unit Details

40.	USERID	Oracle User ID of the user who will generate the report
41.	System Date and Time	Date and time of generation of the report
42.	Totals	Sum of item #s 17 and 18
43.	Totals	Sum if items #s 29 to 34

Email Format

1. **Email Subject and Body for BIR 2307**

   Subject: BIR Form 2307 for "Trading Partner" and "Voucher Number"

   Body:

   Dear Vendor,

   Rose Pharmacy has credited your account for the payment made.
   Please send corresponding OR/CR for this payment and properly indicate the below information

• Corporate/Registered Name:	**Rose Pharmacy, Incorporated**
• Tax Identification Number (TIN):	**000-310-457-00000**
• Registered Address:	**3rd Floor, FLC Center, 888 Hernan Cortes St. Subangdaku, Mandaue City, Cebu**
• Registered Business Style (Trade Name):	**Rose Pharmacy**

   Attached is BIR Form 2307 for your copy.

   For any issues and concerns, kindly email AllRoseCheckrun@rosepharmacy.com.ph
   Should there be no response received within **48hours,** it means that you've acknowledged our payment with no issues or concerns.

   On the other hand, Rose Pharmacy will move ALL their payments ONLINE.
   If you are not yet enrolled to ONLINE payment, kindly request the requirements for enrollment from our Asst. Treasury Manager or Treasury Supervisor.

Asst. Treasury Manager	Edylyn.Arnoco@rosepharmacy.com.ph
Treasury Supervisor	DebieMae.Inot@rosepharmacy.com.ph

   Note: Rose Pharmacy shall only issue a BIR Form 2307 to fully paid invoices.

   This is a system-generated email, do not reply to this email.

   Conditions:

   For the Email subject:

   1. Hardcode – BIR Form 2307

   2. Trading Partner – refers to Supplier Name used in the payment

   3. Voucher reference number – refers to voucher number used in the payment

2. Email Subject and Body for Payment Advice

Subject: Payment Advice for "Trading Partner" and "Voucher Number"

Body:

Dear Vendor,

Rose Pharmacy has credited your account for the payment made.
Please send corresponding OR/CR for this payment and properly indicate the below information

• Corporate/Registered Name:	**Rose Pharmacy, Incorporated**
• Tax Identification Number (TIN):	**000-310-457-00000**
• Registered Address:	**3rd Floor, FLC Center, 888 Hernan Cortes St. Subangdaku, Mandaue City, Cebu**
• Registered Business Style (Trade Name):	**Rose Pharmacy**

Attached is the Payment Advise for your copy.

For any issues and concerns, kindly email AllRoseCheckrun@rosepharmacy.com.ph
Should there be no response received within **48hours,** it means that you've acknowledged our payment with no issues or concerns.

On the other hand, Rose Pharmacy will move ALL their payments ONLINE.
If you are not yet enrolled to ONLINE payment, kindly request the requirements for enrollment from our Asst. Treasury Manager or Treasury Supervisor.

Asst. Treasury Manager	Edylyn.Arnoco@rosepharmacy.com.ph
Treasury Supervisor	DebieMae.Inot@rosepharmacy.com.ph

Note: Rose Pharmacy shall only issue a BIR Form 2307 to fully paid invoices.

This is a system-generated email, do not reply to this email.

Conditions:

For the Email subject:

1. Hardcode – Payment Advice

2. Trading Partner – refers to Supplier Name used in the payment

3. Voucher reference number – refers to voucher number used in the payment

3. Email Subject and Body for Netting Report for Supplier

Subject: Netting Report for "Supplier" and "Netting Reference"

Body:

Dear Supplier,

Rose Pharmacy has applied the payment thru AR Netting.
Please send corresponding OR/CR for this payment and properly indicate the below information

• Corporate/Registered Name:	**Rose Pharmacy, Incorporated**
• Tax Identification Number (TIN):	**000-310-457-00000**
• Registered Address:	**3rd Floor, FLC Center, 888 Hernan Cortes St. Subangdaku, Mandaue City, Cebu**
• Registered Business Style (Trade Name):	**Rose Pharmacy**

Attached is the Netting Report for your copy.

For any issues and concerns, kindly email AllROSENetting@rosepharmacy.com.ph
Should there be no response received within **48hours,** it means that you've acknowledged our payment with no issues or concerns.

Notes:
1. Rose Pharmacy shall only issue a BIR Form 2307 for Fully paid invoices
2. Outstanding balance after Netting shall be paid separately through check issuance or online transfer by our Treasury or in another form of Netting

This is a system-generated email, do not reply to this email.

Conditions:

For the Email subject:

1. Hardcode – Netting Report

2. Principal – refers to Customer Name used in the Netting

3. Netting Reference – refers to Netting number used in the Netting

4. **Email Subject and Body for Netting Report for Customer**

Subject: Netting Report for "Principal" and "Netting Reference"

Body:

Dear Principal,

Rose Pharmacy has applied the payment thru AR Netting.

Attached is the Netting Report for your copy.

For any issues and concerns, kindly email AllROSENetting@rosepharmacy.com.ph
Should there be no response received within **48hours,** it means that you've acknowledged our payment with no issues or concerns.

Notes:
1. Rose Pharmacy shall only issue a BIR Form 2307 for Fully paid invoices
2. Outstanding balance after Netting shall be paid separately through check issuance or online transfer by our Treasury or in another form of Netting

This is a system-generated email, do not reply to this email.

Conditions:

For the Email subject:

1. Hardcode – Netting Report

2. Vendor – refers to Supplier Name or Trading Partner used in Netting

3. Netting Reference – refers to Netting number used in Netting

Open and Closed Issues for this Deliverable

Open Issues

ID	Issue	Resolution	Responsibility	Target Date	Impact Date

Closed Issues

ID	Issue	Resolution	Responsibility	Target Date	Impact Date

ADDENDUM

ROSE PHARMACY, INCORPORATED

Auto-Email of 2307, Payment Advice and Netting Report

Created by: Kathleen Tracy S. Dela Pena
Creation Date: March 24, 2023
Last Updated: July 06, 2023
Document Ref: MD050 V2.0 Auto-email of BIR 2307, Payment Advice & Netting
                   Report
Version: FINAL

Approved on by:

(Please sign and print date)

Mr. Nicolo M. Chavez
Drugstore Segment
Finance Director

Introduction

The purpose of this addendum is to ensure a clear comprehension of any modifications or additions made to the initial signed MD050 document and to avoid any potential future misunderstandings.

All the provisions and configurations outlined in this addendum must be adhered to and will take precedence over the previously signed MD050 V2.0 of Auto-Email of 2307, Payment Advice, and Netting Report.

SUMMARY OF CHANGES & UPDATES

A. With reference to MAJOR FEATURE section:

A.1. Updates on Major Feature #3

Email Address for copy furnish will be maintained in the Legal Entity Setup.
Navigation: General Ledger Responsibility> Setup > Financials > Accounting Setups
Go to Legal Entities Tab
Query the Legal Entity and Click View Details
Go to Registrations Tab
Click Update
The following Descriptive Flexfield (DFF) will be displayed on the page:

Report	DFF Name	Initial Value
BIR Form 2307	BIR Form 2307 Email (CC) 1	AllROSECheckrun@rosepharmacy.com.ph
BIR Form 2307	BIR Form 2307 Email (CC) 2	AllROSENetting@rosepharmacy.com.ph
Netting Report	Netting Report Email (CC) 1	AllROSECheckrun@rosepharmacy.com.ph
Netting Report	Netting Report Email (CC) 2	AllROSENetting@rosepharmacy.com.ph
Payment Advice	Payment Advice Email (CC) 1	AllROSECheckrun@rosepharmacy.com.ph
Payment Advice	Payment Advice Email (CC) 2	AllROSEAccountsPayableTrade@rosepharmacy.com.ph

A.2. Updates on Major Feature #7.

The system will generate and automatically email a report, either BIR 2307, Netting Report, and/or Payment Advice, only for transactions that do not have a recorded date and time stamp in the assigned Descriptive Flexfield (**DFF**) per report.

The stamped date and time will be recorded as follows:

DFF Name	DFF Segment
BIR 2307 Form Date and Time	Invoice Header
Netting Report Date and Time	Receipt Information
Netting Report Date and Time	Payment Information
Payment Advice Date and Time	Invoice Header
Payment Advice Date and Time	Payment Information

B. With reference to BUSINESS RULES AND CONDITIONS section:

B.1. To summarize, a BIR 2307 Form is generated for every fully paid Invoice. It will be automatically generated and sent via email on a daily basis if the following conditions are met:

BIR 2307 - if payment is made thru Netting
- There is no date and time stamp in the Invoice Header DFF.
- The invoice has Withholding Tax.
- The invoice must be Fully Paid.
- The Payment status should be 'Reconciled'. However, if the Document Category is Netting Payment, the Payment Status should be 'Cleared'.
- The ATC Code is tagged as '2307'.
- At least one (1) email address is active in the contact directory

BIR 2307 - if payment is made thru Payment or Prepayment Application
- There is no date and time stamp in the Invoice Header DFF.
- The invoice has Withholding Tax.
- The invoice must be Fully Paid.
- The Payment status should be 'Reconciled'. However, if the Document Category is Netting Payment, the Payment Status should be 'Cleared'.
- The ATC Code is tagged as '2307'.
- At least one (1) email address is active in the contact directory
- The Department field in the Contact Directory of the Supplier is not Payables.

B.2. A Payment Advice is generated for every Payment or Fully applied Prepayment. It will be automatically generated and sent via email on a daily basis if the following conditions are met:

- There is no date and time stamp in the Invoice Header or Payment Information DFF.
- It will be generated for each Payment transaction, regardless of whether it is a partial or full payment.
- The Payment Status should be 'Reconciled'.
- The Payment Disbursing Bank is not HSBC CA 026024406040.
- The Payment Document Category is not 'Netting Payment'.
- The Prepayment transaction has been accounted for or posted to GL.
- At least one (1) email address is active in the Supplier's contact directory
- The Department field in the Contact Directory of the Supplier is not Payables.

B.3. The Netting Report is generated for every Netting Transaction. It will be automatically generated and sent via email on a daily basis if the following conditions are met:

- There is no date and time stamp in the DFF.
- For Payment transaction, the Payment Document Category should be 'Netting Payment'.
- For Receipt transaction, the Receipt Method should be 'AR/AP Netting (1)'.
- Receipt and Payment Status should be Cleared.
- At least one (1) email address is active in the contact directory – both Customer and Supplier setup.

C. Refer to the following test scenarios:

Scenario1.1: One (1) AP Invoice is paid thru Payment application - Full payment

Invoice Number	Invoice Date	Payment Date	Reconciled Date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time		
										BIR Form 2307	Netting Report	Payment Advise
SI00001	2-Jun-23	20-Jun-23	30-Jun-23	10,000.00	10,000.00	Check Payment	123450001	Yes	Yes	06/30/2023 00:00		06/30/2023 00:00

Scenario1.2: One (1) AP Invoice is paid thru Payment application - Partial payment (another scenario)

Invoice Number	Invoice Date	Payment Date	Reconciled Date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time		
										BIR Form 2307	Netting Report	Payment Advise
SI00001	2-Jun-23	20-Jun-23	30-Jun-23	10,000.00	5,000.00	Check Payment	123450001	Yes	Yes			06/30/2023 00:00

Scenario3: One (1) AP Invoice is paid thru Prepayment application - Full application

Invoice Number	Invoice Date	Prepayment Application GL date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time		
									BIR Form 2307	Netting Report	Payment Advise
SI00003	20-Jun-23	26-Jun-23	55,000.00	55,000.00	Prepayment application	Prep1234	Yes	Yes	06/26/2023 00:00		06/26/2023 00:00

Scenario4.1: One (1) AP Invoice is paid thru Prepayment application - Partial application

Invoice Number	Invoice Date	Payment Date	Reconciled Date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time		
										BIR Form 2307	Netting Report	Payment Advise
SI00004	28-Jun-23	30-Jun-23	30-Jun-23	80,000.00	20,000.00	AR/AP Netting	123450004	Yes	Yes		06/30/2023 00:00	

Scenario4.2: One (1) AP Invoice is paid thru Prepayment application - Full application

Invoice Number	Invoice Date	Prepayment Application GL date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time BIR Form 2307	Netting Report	Payment Advise
SI00004	28-Jun-23	5-Jul-23	80,000.00	60,000.00	Prepayment application	Prep1235	Yes	Yes	07/05/2023 00:00		07/05/2023 00:00

Scenario5: Five (5) AP Invoices are paid thru Payment application - Full payment

Invoice Number	Invoice Date	Payment Date	Reconciled Date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time BIR Form 2307	Netting Report	Payment Advise
SI000012	1-Jan-23			5,000.00				Yes	Yes			
SI000013	22-Dec-22			18,000.00				Yes	Yes			
SI000014	5-Feb-23	5-Jun-23	8-Jun-23	26,000.00	109,100.00	Check Payment	567890001	Yes	Yes	06/05/2023 00:00		06/05/2023 00:00
SI000015	6-May-23			9,500.00				Yes	Yes			
SI000016	31-May-23			50,600.00				Yes	Yes			

Scenario6: Five (5) AP Invoices are paid thru Payment application - Partial payment

Invoice Number	Invoice Date	Payment Date	Reconciled Date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time BIR Form 2307	Netting Report	Payment Advise
SI000012	1-Jan-23			5,000.00	5,000.00			Yes	Yes	06/05/2023 00:00		
SI000013	22-Dec-22			18,000.00	18,000.00			Yes	Yes	06/05/2023 00:00		
SI000014	5-Feb-23	5-Jun-23	8-Jun-23	26,000.00	10,000.00	Check Payment	567890002					06/05/2023 00:00
SI000015	6-May-23			9,500.00	9,500.00			Yes	Yes	06/05/2023 00:00		
SI000016	31-May-23			50,600.00	45,000.00							

Scenario7: Five (5) AP Invoices (new/addt'l invoices) are paid thru Payment application - Full payment

Invoice Number	Invoice Date	Payment Date	Reconciled Date	Invoice Amount	Applied/ Payment Amount	Payment Type	Payment Number	Generate Report?	Auto-email?	Stamped Date and Time BIR Form 2307	Netting Report	Payment Advise
SI000017	1-Jan-23			23,500.00	23,500.00			Yes	Yes			
SI000018	22-Dec-22			61,900.00	61,900.00			Yes	Yes			
SI000014	5-Feb-23	5-Jun-23	8-Jun-23	26,000.00	16,000.00	Check Payment	567890003	Yes	Yes	06/05/2023 00:00		06/05/2023 00:00
SI000019	6-May-23			6,600.00	6,600.00			Yes	Yes			
SI000016	31-May-23			50,600.00	5,600.00			Yes	Yes			

MD70 APPLICATION EXTENSIONS TECHNICAL DESIGN

Rose Pharmacy, Incorporated

Auto Email Customized Program update
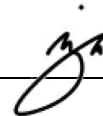
Author: Musthaq Mohomed
                  Francis Ivan Andrade
Creation Date: September 09 2024
Last Updated: September 11 2024
Document Ref: MD.70
Version: 1.0

Approvals:

Jocelyn Fernandez
IT Head Drugstore Segment

Rachelle Joy Abargos
Finance Head

Rama Paolo Velasco
Finance Director

Michael G. So
General Manager

Francis Ivan Andrade
Lead Technical Consultant

Mohamed Mustaq
DBA/Technical Consultant

Copy Number   _____
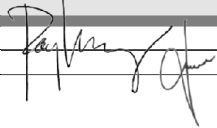
1. Document Control

1.1 Change Record

Date	Author	Version	Change Reference
September 09 2024	Musthaq Mohamed and Francis Ivan Andrade	1.0	Initial Document

1.2 Reviewers

Name	Position	
Roy Christian Hernandez	Sr. IT Manager	
Rey G. Castro	IT Manager	

Contents

2. Topical Essay

RPI has implemented Oracle Applications R12.1.3

This document describes the technical components required to update the existing Auto emails programs on Prod instance. This update will cover all the auto email Programs to change the email provided from 0365 to SendGrid for sending emails to Customers. Due to the bulk emails from the for all the concurrent program it reaches the limitations for 0365 that causes error on sending email.

2.1 Major Features

Update the email server from 0365 to SendGrid.

2.2 User Procedures

User will schedule / run the Concurrent program.

User must perform the following steps:

For BIR 2307

- Run the concurrent program 'RPI BIR 2307 - Main.'

For Payment Advice

- Run the concurrent program 'RPI Payment Advice Main.'

For Netting Report

- Run the concurrent program 'RPI Netting Report Main.'

For Billing Statement

- Run the concurrent program 'RPI Customer Billing Statement Scheduler.'

2.3 Report design

Customize Auto email programs will automatically get triggered automatically for all the applicable Customer / Vendor.

3.   TECHNICAL OVERVIEW

3.1 Pre Requisite

- Valid Send Grid email credentials

3.2 Assumptions

- Emails sent to sendGrid email servers will be delivered to Customers/Vendors & SendGrid can handle bulk emails generated from Oracle.

3.3 Building Blocks – Preferred Name Automation process

The following objects will be updates on this activity

1.2.2   Application Objects

- **Concurrent Program -** RPI BIR 2307

Concurrent Program Name	RPI BIR 2307 - Main
Concurrent Program Short Name	XXMAIL_EXEC
Executable Name	XXAUTOMAIL_PKG.XXMAIL_MAIN

Parameter Name	Value Set Name
DATE	FND_STANDARD_DATE

- **Concurrent Program -** RPI Payment Advice

Concurrent Program Name	RPI Payment Advice Main
Concurrent Program Short Name	XXAP_AEMAIL_PKG
Executable Name	apps.xxap_aemail_pkg.ap_call_report_all

Parameter Name	Value Set Name
Payment Date	FND_STANDARD_DATE

- **Concurrent Program -** RPI Netting Report

Concurrent Program Name	RPI Netting Report Main
Concurrent Program Short Name	XXAP_NP_EMAIL_PKG
Executable Name	apps.xxap_aemail_net_pkg.ap_call_report_all

Parameter Name	Value Set Name
Payment Date	FND_STANDARD_DATE

- **Concurrent Program -** RPI Customer Billing Statement Scheduler

Concurrent Program Name	RPI Customer Billing Statement Scheduler
Concurrent Program Short Name	RPI_CUST_BILL_SCHEDULER
Executable Name	rpi_get_customer_balance_pkg.cust_stat_scheduler

1.2.3   Database Objects

Type	Object Name	Description
Package	XXAUTOMAIL_PKG.XXMAIL_MAIN	BIR 2307 Main Program
Package	apps.xxap_aemail_pkg.ap_call_report_all	Payment Advise Main Program
Package	apps.xxap_aemail_net_pkg.ap_call_report_all	Netting Report Main Program
Package	apps.rpi_get_customer_balance_pkg.cust_stat_scheduler	RPI Customer Billing Statement Scheduler

1.2.4   Tools used in Developing the Integration

Component	Tool	Programming Language
Auto Email Program	SQL Developer	SQL

1.2.5   Oracle EBS Seeded API's used

Package	Version
UTL_SMTP	N/A

4   Open & Closed Issues

4.1 Open Issues

ID	Issue	Resolution	Consequence	Responsibility	Target Date/ Impact Date

4.2 Closed Issues

ID	Issue	Resolution	Consequence	Responsibility	Target Date/ Impact Date