

(IBL Group) Arcadia Travel Project

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History

Date		Comments
01-Aug-2023	Dinesh Maulloo	Initial Assignment
25-Aug-2023	Dinesh Maulloo	All Airfile instructions to push to Invoices
31-Aug-2023	Dinesh Maulloo	Accounts Interface File Assignment

7-Sep-2023	Dinesh Maulloo	Details about separate tax line
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High-Level Project Overview

- Current System
 - All requests (individuals or corporate) handled by agents through email.
 - Amadeus can generate Quotes with flight details.
 - When tickets are issued, an airfile is generated.
 - E-Travel Invoicing software captures the airfile and agent can generate invoice with added services (hotels, insurance, etc)
 - Every day all sales/credit note transactions exported in E-Travel which will be imported in their Accounting system.
 - The travel agency only deal with cash transactions while the accounting team do all follow ups for invoice payments (corporates).
- Target System
 - Request (or Deals) managed in Zoho CRM (Nettobe)
 - CRM to capture airfiles and that info used to generate Invoices. (Helios)
 - CRM to provide interface to export transactions. (Helios)

Document Folders

Airfile specs:

<https://workdrive.zohoexternal.com/external/187965e291dde0fa04c378b6127f25e268a65906d2fa1496aad520a0b69d5ed0>

Accounts Interface file specs:

<https://workdrive.zohoexternal.com/external/da4193560ffa4afe221f0982b9ee4f0b82f1100808362a29d9cc6df4e1ee51e4>

Instance Details


Super admin: majjdtunda@arcadia.mu

Password: N2BArc4d!a

01-Aug-23 - Assignment

1. Mechanism to retrieve airfiles from WorkDrive and insert into Airfile module record
 - a. Currently the airfiles come to folder: D:\PNR\AIR\AIR_SOURCE
 - b. Once processed by E-Travel, they are moved to: D:\PNR\AIR\AIR_BACKUP
 - c. A batch file is scheduled every 5 mins to mirror the AIR_BACKUP folder to the Workdrive folder: Y:\Amadeus
 - d. Note: we can discuss if there is a more efficient way to do this
 - e. CRM should know which file has already been processed.
 - f. There should be a button to manually trigger the airfile processing
 - g. Not all information from the Airfiles need to be retrieve; only info relevant to invoicing:
 - i. Name of passenger
 - ii. Reservation number
 - iii. Airline
 - iv. Flight routing
 - v. Dates of travel
 - vi. Class of booking
 - vii. Fare
 - viii. Taxes (Break down)
 - h. Some fields may have to be populated in subforms (due to non-atomicity)
2. Link Airfiles to Deals
 - a. We are going to define a field ('Booking Reference' or 'Reservation Number' - to be confirmed) which we will also be within the Deals (having been input by the agent). Through this, we will be able to automatically link the airfile records to the Deal
3. Generate Invoice
 - a. We will look into this once step 1 is complete.
 - b. Invoice examples are in the folders
 - c. There are existing products where we will only populate the description from the airfiles

<input type="checkbox"/>	Product Name	All ▼	Product Code
<input type="checkbox"/>	HOTEL		
<input type="checkbox"/>	SERVICE FEE		
<input type="checkbox"/>	AIR TICKET TAX		
<input type="checkbox"/>	AIR TICKET		

S.NO	Product Name	Quantity	List Price (MUR)	Amount (MUR)	Discount (MUR)	Tax (MUR)	Total (MUR)
1	AIR TICKET NAME/FIRST MR ROUTING: MRU/CDG/MRU DEP: 29-AUG-23 AIRLINE Ticket Number	1	30,000.00	30,000.00	0.00	0.00	30,000.00
2	AIR TICKET TAX Ticket Number	1	5,000.00	5,000.00	0.00	0.00	5,000.00
3	SERVICE FEE Ticket Number	1	5,000.00	5,000.00	0.00	0.00	5,000.00
4	HOTEL Hotel: Ritz Plaza Room Name: Terrace View Guest Name: Dinesh Maulloo Rooms: 1 Nights: 2	1	15,000.00	15,000.00	0.00 	0.00	15,000.00

25-Aug-23 - Assignment

1. Requirements for retrieving new AIR files
 - a. Existing system is described above in step 1.a to c.
 - b. Any new AIR File should be retrieved and pushed to CRM once available on Workdrive. Depending on your polling method and logic in place, you may decide to put processed files in a subfolder.
 - c. We should be seeing any new file being pushed to CRM
2. Information to be retrieved from airfile:
 - a. Name of passenger: Single line
 - b. Reservation number: Single line
 - c. Ticket Number: Single Line (Header T)
 - d. Airline: Single Line
 - e. Flight routing: Subform (1 entry for each H line)
 - f. Flight description for Invoice field: (Multi line which will be mapped to Line Item description field:

ANBAZHAGAN/KUMARAVEL MR
ROUTING : MRU/DXB/MAA/DXB/MAA
DEP 11-JUL-23
EMIRATES AIRLINE
176 9727402659

- g. Dates of travel (Date)
 - h. Class of booking (Single Line)
 - i. Fare (Currency)
 - j. Taxes (Composite airfile field to be broken down in subform, tax name + amount)
 - k. Tax Total (Currency)
3. Linking of Air file to Deals:
- a. Please cater for a field (eg Reservation number > Ticket Number) which will be entered on a Deal so that we can automatically link the Air files record to the Deal
 - b. There should be a button within the Deal, so that it will search any airfile with that field value and link it.
 - c. Special cases:
 - i. When there is a single booking for multiple passengers, each passenger has a separate airfile. Samples airfiles in the subfolder: Single Booking Multiple Passengers
(AIR00617_10082023165218.AIR, AIR00618_10082023165218.AIR, AIR00619_10082023165218.AIR)
 - ii. The client can decide to invoice each passenger separately or within single invoice. But all these airfiles should be linked to single deal.
4. Airfile Data to Invoice
- a. Examples of existing invoices from e-travel are already in Sample folder:



ARCADIA TRAVEL LTD - John Kennedy Street - Port Louis - Republic of Mauritius
Tel :+230 2139310 , Fax :+230 2139320
Email :enquiries@arcadia.mu , www.iblgroup.com

Page 1 of 1

Name : EAGLE INSURANCE LTD
Address: IBL HOUSE
CAUDAN
PORT LOUIS
VAT REG NO: - BRN: C06002277

VAT REG. NO. VAT20267200
BUSINESS REGISTRATION NUMBER: C09047549
Inv.Date : 28/06/23
Inv.Ref. : TIN/2301610

Client Code : C100419
Your Ref. : PASCALINE

VAT INVOICE

AMOUNT EXCL VAT	VAT RATE %	VAT AMOUNT	TOTAL AMOUNT
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ANBAZHAGAN/KUMARAVEL MR
ROUTING : MRU/DXB/MAA/DXB/MAA
DEP 11-JUL-23
EMIRATES AIRLINE
176 9727402659

10,973.00 0.00 0.00 10,973.00

TAX

176 9727402659

2,389.00 0.00 0.00 2,389.00

SERVICE FEE

176 9727402659

434.78 15.00 65.22 500.00

- b. There should be a button within the deal which will pull info from linked airfiles to an invoice
- c. Existing products have already been created:
 - i. Air Ticket, Air Ticket Tax, Service Fee
- d. Sample of new Invoice:

Invoiced Items

S.NO	Product Name	Quantity	List Price (MUR)	Amount (MUR)	Discount (MUR)	Tax (MUR)	Total (MUR)
1	AIR TICKET NAME/FIRST MR ROUTING: MRU/CDG /MRU DEP: 31-JUL-23 AIRLINE Ticket Number	1	100,000.00	100,000.00	0.00	0.00	100,000.00
2	AIR TICKET TAX Ticket Number	1	20,000.00	20,000.00	0.00	0.00	20,000.00
3	SERVICE FEE Ticket Number	1	10,000.00	10,000.00	0.00	1,500.00	11,500.00
4	HOTEL Hotel: Room Name: Guest Name: Rooms: Nights:	1	0.00	0.00	0.00	0.00	0.00

- e. The airfile fields should be populated in their respective item descriptions as well as their amounts
- f. There should be an option to push to single invoice or separate invoices.

31 Aug 2023

1. High-level requirements of Accounts Interface File

a. Process Overview

- i. Everyday, the finance team will be extracting all the sales transactions to an interface file which will be imported in their Accounting system
- ii. The user should be able to extract transactions between specific dates. They typically run from the 1st of the month to the current date.
- iii. The file will contain all invoices and credit notes.

b. Technical Aspects Overview

- i. The interface is a fixed-length text file and the specs are in this file: details of interface file.doc
- ii. The file consists of a repeating sequence of header lines and respective of details lines where the header is the invoice/credit note details while the detail lines are individual line items details.
- iii. File "full interface file - column notes.txt" has been created with the column headers at the respective column positions:

HTLAL001	CR23000091	29052023	29052023	5346600000	5313991000	32609000	5346600000	3288000000	3260900012311	Credit Note
Header Row indicator, 1/1	(Position/Length)									
Company Code, 2/2										
Customer Code, 4/20										
Transaction Type, 24/2										
Item Reference, 26/8										
Reason Code, 34/2										
Transaction Date, 36/8										
Document Date, 44/8										
Total Transaction Amt- Base Amount, 52/18										
Goods Amt, Base Amount, 70/18										
Vat Amt, Base Amount, 88/18										
Total Transaction Amt- Prime Amount, 106/18										
Goods Amt, Prime Amount, 124/18										
Vat Amt, Prime Amount, 142/18										
Posting Period, 150/10										
Description, 160/10										
DTLRC23000091	06749538566	25042		NULL	50042	5346600000	5346600000	32609000	5346600000	5346600000
Detail Row Indicator, 1/1										
Company Code, 2/2										
Transaction Type, 4/2										
Item Ref, 6/8										
Line No, 14/4										
Line Description, 18/30										
General Ledger Account Code, 48/20										
GL Analysis Code Level 7, 68/4										
GL Analysis Code Level 8, 72/8										
GL Analysis Code Level 9, 80/8										
Total Line Amount Incl of VAT-Base Amt, 88/18										
Line Amt Excl of VAT - Base Amt, 106/18										
Line VAT Amt - Base Amt, 124/18										
Total Line Amount Incl of VAT-Base Amt, 142/18										
Line Amt Excl of VAT - Base Amt, 160/18										

c. Accounts Interface Reference files are in this folder:

<https://workdrive.zohoexternal.com/external/da4193560ffa4afe221f0982>

b9ee4f0b82f1100808362a29d9cc6df4e1ee51e4

2. Reference codes:

To populate the interface file, it will require reference from related modules:
contacts/company and products

a. Company/Contact

- i. The invoice/credit note can be for a company or contact, so the 'Customer Code' will have to be available in both modules.
- ii. For Company Contacts, we can add validation so that the customer code field is blank on the Contact records, so that it effectively pulls only from the Company module
- iii. Customer file:
<https://workdrive.zohoexternal.com/external/d3f391d5c21c70d700f7dfb7ed1f848cfac59ac560667d5d2f88efa350b245>

b. Products

- i. Each product will have a series of GL codes fields and respective tax codes.
- ii. The products will be updated with the code as per the file:
GL_Codes.xlsx

3. Solution proposal:

- a. There could be several ways to implement this requirement.
- b. Because of start/end date period parameters, I am thinking of a custom module with these fields and button to execute the processing and save the file to Workdrive so they can easily download it.
- c. Or it could be accomplished through widget.
- d. Please provide suggestions which are user-friendly.

4. There has to be a Credit Note custom module similar to the fields in the Invoice Module.

5. Tax code selection:

- a. The current tax code is very tedious and not user friendly; even if a tax code is assigned to a product, on the invoice page, it has to be manually selected. Can it be automatically mapped through workflow or function?

6. There are some clarifications which I will be following up with the client on GL codes but that should not stop you from implementing the core requirements.

7 Sep 2023

1. Sample Invoices

a.

VAT REG NO: - BRN:

ALAM/IRSHAD MR
ROUTING : CCU/DXB/MRU
DEP 03-JUL-23
EMIRATES AIRLINE
176 9727402744

TAX
176 9727402744
SERVICE FEE
176 9727402744

ALAM/MOHAMMAD AFTAB MR
ROUTING : CCU/DXB/MRU/DXB/CCU
DEP 03-JUL-23
EMIRATES AIRLINE
176 9727402745

TAX
176 9727402745
SERVICE FEE
176 9727402745

AMOUNT EXCL VAT	VAT RATE %	VAT AMOUNT	TOTAL AMOUNT
22,815.00	0.00	0.00	22,815.00
9,824.00	0.00	0.00	9,824.00
1,304.35	15.00	195.65	1,500.00
43,840.00	0.00	0.00	43,840.00
21,473.00	0.00	0.00	21,473.00
2,173.91	15.00	326.09	2,500.00
101,430.26		521.74	101,952.00

b. In Mauritius, most retails have only 1 type of tax, the VAT (Value Added Tax) which is at 15%. All other items which are tax exempted need to be classified as Zero-Rated VAT.

c. I have created the same invoice in CRM:

← TIN/2301684 - Do not Delete

Related List

Notes

Attachments

Open Activities

Closed Activities

Emails

Links

Add Link

Overview

Timeline

Billing Code

Shipping Code

Billing Country

Shipping Country

Invoiced Items

S.NO	Product Name	Quantity	List Price (MUR)	Amount (MUR)	Discount (MUR)	Tax (MUR)	Total (MUR)
1	AIR TICKET ALAM/IRSHAD MR ROUTING: CCU/DXB/MRU DEP 03JUL23 EMIRATES 176-9727402744	1	22,815.00	22,815.00	0.00	0.00	22,815.00
2	AIR TICKET TAX 176-9727402744	1	9,824.00	9,824.00	0.00	0.00	9,824.00
3	SERVICE FEE 176-9727402744	1	1,304.35	1,304.35	0.00	195.65	1,500.00
4	AIR TICKET ALAM/MOHAMMAD AFTAB MR ROUTING: CCU/DXB/MRU/DXB /CCU DEP 03JUL23 EMIRATES 176-9727402745	1	43,840.00	43,840.00	0.00	0.00	43,840.00
5	AIR TICKET TAX 176-9727402745	1	21,473.00	21,473.00	0.00	0.00	21,473.00
6	SERVICE FEE 176-9727402745	1	2,173.91	2,173.91	0.00	326.09	2,500.00

AMOUNT EXCL VAT	MUR 101,430.26
VAT AMOUNT	MUR 521.74
TOTAL AMOUNT	MUR 101,952.00

- d. The default aggregate have been made non-visible and new aggregates have been added: Amount excl VAT, VAT Amount and Total Amount. (As highlighted above)

2. Accounts Interface file

- a. The GL codes are stored in each Product record and will be pulled during the Interface File Export.

Accounting Information

General Ledger Account Code 50042

GL Analysis Code Level 7 ATK

GL Analysis Code Level 8 AF

GL Analysis Code Level 9 —

Tax Code ZER

AIR00017_28062023090042 ANBAZHAGAN AIR00091_01072023102729 ALAM moham AIR00090_01072023102228 ALAM Inshad C									
full interface file.TXT									
full interface file - column notes.txt									
HTLAL001	CR23000091	2905202329052023	5346600000	5313991000	32609000	5346600000	3288000000	3260900012311Credit Note	MUR
DTLCR23000091	06749538566	25042	NULL	50042	5346600000	5346600000	32609000	5346600000	32609000STD
DTLCR23000091	06749538566	50042	ATK AF		3288000000	3288000000	0	3288000000	OZER
DTLCR23000091	06749538566	50042	TTX TAX		1808600000	1808600000	0	1808600000	OZER
DTLCR23000091	06749538566	62121	ATK		217391000	217391000	0	217391000	OZER
DTLCR23000091	06749538566	26060092			32609000	32609000	0	32609000	OZER
HTLVIV001	CR23000092	2905202304042023	5200200000	5200200000	0	5200200000	3932500000	012311Credit Note	MUR
DTLCR23000092	01236021945	25042		50042	5200200000	5200200000	0	5200200000	5200200000
DTLCR23000092	01236021945	50042	ATK MK		3932500000	3932500000	0	3932500000	OZER
DTLCR23000092	01236021945	50042	TTX TAX		1417700000	1417700000	0	1417700000	OZER
DTLCR23000092	01236021945	50042			1500000000	1500000000	0	1500000000	OZER
HTLMER003	CR23000093	2905202317042023	3492900000	3492900000	0	3492900000	2697000000	012311Credit Note	MUR
DTLCR23000093	06749538587	25042	NULL	50042	3492900000	3492900000	0	3492900000	3492900000
DTLCR23000093	06749538587	50042	ATK EK		2697000000	2697000000	0	2697000000	OZER
DTLCR23000093	06749538587	50042	TTX TAX		9459000000	9459000000	0	9459000000	OZER
DTLCR23000093	06749538587	50042			1500000000	1500000000	0	1500000000	OZER
HTLIB1011	IN23001308	2905202329052023	1008000000	1008000000	0	1008000000	1008000000	012311Invoice	MUR
DTLIN23001308	00000018189	25042	PHMT	50042	1008000000	1008000000	0	1008000000	1008000000
							0	1008000000	OZER

- b. Each line item in an invoice or credit note will have its line and respective GL in the Interface File

- c. Each line mapped as per the GL file specs:

10	GL Analysis Code Level 9	Char	8	80	87	Any other analysis is dependant on Fiscal Code	
11	Total Line Amount Incl of VAT-Base Amt	Num	18,5	88	105	Base Amt=Amt in Mauritian Rupees	Number format is 18, 5 with no decimal places
12	Line Amt Excl of VAT - Base Amt	Num	18,5	106	123		Number format is 18, 5 with no decimal places
13	Line VAT Amt - Base Amt	Num	18,5	124	141		Number format is 18, 5 with no decimal places
14	Total Line Amount Incl of VAT-Prime Amt	Num	18,5	142	159	Prime Amt=Amt in Foreign Currency	Number format is 18, 5 with no decimal places
15	Line Amt Excl of VAT - Prime Amt	Num	18,5	160	177		Number format is 18, 5 with no decimal places
16	Line VAT Amt - Prime Amt	Num	18,5	178	195		Number format is 18, 5 with no decimal places

d. You will notice that the VAT amount of a line item is on a separate line (Example the Service Fee / GL code: 26060092) and that it is 15%

e. Since we cannot add other Tax fields in CRM:

f. I have added the Tax GL codes for each product (where applicable):

f. I have added the Tax GL codes for each product (where applicable):

Related List

- Notes
- Price Books
- Attachments
- Open Activities
- Closed Activities
- Cases
- Solutions
- Contacts
- Leads
- Deals
- Accounts
- [Add Related List](#)

Links

[Add Link](#)

Overview

Timeline

Modified By Majid Tunda
Thu, 7 Sep 2023 09:22 PM

Tue, 4 Jul 2023 06:46 AM

Price Information

Unit Price — Commission Rate —
Taxable ✓
Tax VAT - 15.0 %

Stock Information

Usage Unit Box Qty Ordered 0
Quantity in Stock -75 Reorder Level 0
Handler Quantity in Demand 0

Accounting Information

General Ledger Account Code 62121
GL Analysis Code Level 7 ATK
GL Analysis Code Level 8 —
GL Analysis Code Level 9 —
Tax Code STD

Tax General Ledger Account Code	26060092
Tax GL Analysis Code Level 7	—
Tax GL Analysis Code Level 8	—
Tax GL Analysis Code Level 9	—

Description Information

Description —

- g. Not all GL Analysis Code Levels are required by the Accounting system, a lot of them will be null and the position and reserved length in the Interface File will be blank.

AIR00017_28062023090042 ANBAZHAGAN														
AIR000091_01072023102729 ALAM moham														
AIR000090_01072023102228 ALAM Irshad C														
full interface file.TXT														
full interface file - column notes.txt														
interface_file_07_to_11_jul_23.TXT														
File	Edit	View												
HTLAL001	CR23000091	2905202329052023	5346600000	5313991000	32609000	5346600000	3288000000	32609000	32609000123111	Credit Note	MUR	1000005TD		
DTLCR23000091	06749538566	25042	NULL	50042	5346600000	5346600000	32609000	5346600000	5346600000	5346600000	326090005TD	1000005TD		
DTLCR23000091	06749538566	50042	ATK AF		3288000000	3288000000	0	3288000000	3288000000	3288000000	0ZER	0ZER		
DTLCR23000091	06749538566	50042	TTX TAX		1808600000	1808600000	0	1808600000	1808600000	1808600000	0ZER	0ZER		
DTLCR23000091	06749538566	62121	ATK		217391000	217391000	0	217391000	217391000	217391000	0STD	0STD		
DTLCR23000091	06749538566	26060092			32609000	32609000	0	32609000	32609000	32609000	0STD	0STD		
HTLVIV001	CR23000092	2905202304042023	5200200000	5200200000	0	5200200000	3932500000	012311	Credit Note	MUR	1000000ZER	1000000ZER		
DTLCR23000092	01236021945	25042		50042	5200200000	5200200000	0	5200200000	5200200000	5200200000	0ZER	0ZER		
DTLCR23000092	01236021945	50042	ATK MK		3932500000	3932500000	0	3932500000	3932500000	3932500000	0ZER	0ZER		
DTLCR23000092	01236021945	50042	TTX TAX		1411700000	1411700000	0	1411700000	1411700000	1411700000	0ZER	0ZER		
DTLCR23000092	01236021945	50042			1500000000	1500000000	0	1500000000	1500000000	1500000000	0ZER	0ZER		

- h. I am confirming some additional details with the Client Finance team but you can cater for this tax line in the interface file. There might only be some calculations values which we may need additional clarification.

