



Microsoft Dynamics 365 Business Central Latvian Payroll Advanced



For
Accountants | HR Specialists | Financial Managers | Company Managers

Flexible and broadly extensible functionality for managing personnel processes and precise payroll calculations.

The product complies with Latvian legislation and the requirements of the State Revenue Service.

This solution allows the user to easily access payroll calculations and support for personnel management, easy-to-use reporting, time-saving functions, as well as precise data analysis.

The Payroll calculation and personnel management solution includes:



Latvian Payroll



Latvian Payroll Advanced*



Latvian Personnel**

Functionality	Latvian Payroll	Latvian Payroll Advanced	Latvian Personnel
Extended standard functionality	▲		
Payroll components	▲		
Calendars	▲		
Advance lists/Prepayment list/Salary lists	▲		
Departments	▲		
Positions	▲		
SRS reports and other reports	▲		
Posting payroll data in the ledger	▲		
Creation of a payment journal	▲		
Payment file export for upload to online banking	▲		
Employee health insurance entries in the payroll calculation		▲	
Planned schedule and actual working time (schedules and accountings)		▲	
Organizing vacation periods		▲	
Statistics reports 2-Work and 5-Work		▲	
Importing EDS tax books		▲	
Importing EDS sick lists		▲	
Compulsory health examination			▲
Event messages			▲
Personnel documents			▲
Preparing document templates			▲

* Available for Payroll users

** Available for Payroll Advanced users

Microsoft Dynamics 365 Latvian Payroll Advanced

Provides quick and precise payroll calculation, tax calculation, SRS, and statistics reports, based on work hour registration, overtime, absences, insurance, bonuses, and deductions.



This solution provides:

► Work hour registration

- creating cyclic and periodic calendars
- generating planned/actual work hours based on settings
- inputting work hours (export/import)
- registration of work night hours and holiday hours
- overtime calculation for different overtime periods and use (payment, additional vacation day, holiday)
- work hour registration for different positions
- work hour registration according to different financial dimensions

Employee No.	First Name	Last Name	Work Day	Normal	Monthly	Work Hours	Night Hours	Holiday Hours	Compensated	Scale in	Scale to
D0001	Elzabete	Uzvardis	19	6		152.00				Yes	Yes
D0002	Laura	Uzvardis	23		4.00	188.00				Yes	Yes
D0004	Val	Uzvardis	23			184.00				Yes	Yes
D0005	Sandra	Uzvardis	23			184.00				Yes	Yes
D0006	Anne Marie	Uzvardis	23			184.00				Yes	Yes
D0007	Ramona	Uzvardis	23			184.00				Yes	Yes
D0008	Bergis	Uzvardis	23			184.00				Yes	Yes
D0009	Silva	Uzvardis	23			184.00				Yes	Yes
D0010	Silva	Uzvardis	23			184.00				Yes	Yes
D0011	Lara	Uzvardis	23			184.00				Yes	Yes

► Vacation management

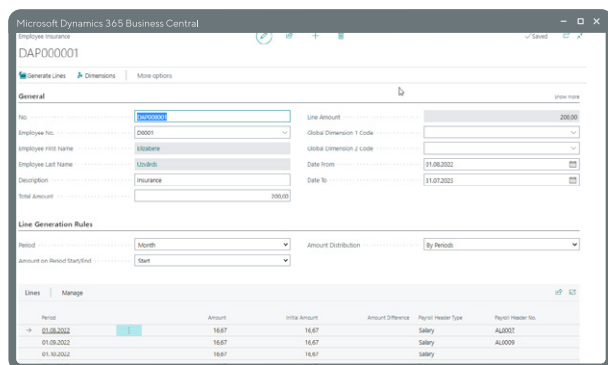
- registration of employee vacation periods (calendar/business days)
- correcting assigned days in case of registering various types of absence (maternity/paternity leave, unjustified absence, unpaid leave)
- registration of additional vacation days (automatically assigning additional days for children and manual assigning of additional days)

Period	Amount	Initial Amount	Amount Difference	Report Header Text
01.08.2022	16.67	16.67		Salary
01.09.2022	16.67	16.67		
01.10.2022	16.67	16.67		

- Registration of insurance policies and insurance recalculation at the end of the year (or at termination date), as well as policy import from Excel, creating rows according to the indicated preferences

Employee No.	First Name	Last Name	Period Start	Period End	Granted Days	Used Days	Available Days	Add. Granted Days	Add. Used Days	Available Add. Days	Total Available Days
D0001	AV000...	Elzabete	02.09.2014	01.09.2015	28	28	0	0	0	0	0
D0001	AV000...	Elzabete	02.09.2015	01.09.2016	28	28	0	0	0	0	0
D0001	AV000...	Elzabete	02.09.2016	01.09.2017	28	28	0	0	0	0	0
D0001	AV000...	Elzabete	02.09.2017	01.09.2018	28	28	0	0	0	0	0
D0001	AV000...	Elzabete	02.09.2018	01.09.2019	28	28	0	0	0	0	0
D0001	AV000...	Elzabete	02.09.2019	01.09.2020	28	28	0	0	0	0	0
D0001	AV000...	Elzabete	02.09.2020	01.09.2021	28	28	0	0	0	0	0
D0001	AV000...	Elzabete	02.09.2021	01.09.2022	28	16.67	17.33	1	0	1	18.33
D0001	AV000...	Elzabete	02.09.2022	01.09.2023	28	0	28	3	0	3	31
D0001	AV000...	Elzabete	02.09.2023	01.09.2024	28	0	28	3	0	3	31
D0001	AV000...	Elzabete	02.09.2024	01.09.2025	28	0	28	3	0	3	31
D0001	AV000...	Elzabete	02.09.2025	01.09.2026	28	0	28	3	0	3	31
D0012	AV000...	Maria	01.09.2022	31.08.2023	28	0	28	0	0	0	28

- **Preparing statistics reports 2-Work and 5-Work** (the user can define individual settings)
- **Importing data from tax books, both for valid entries and for changes** (it is possible to verify the implemented changes prior to confirmation or prior to implementing the changes in employee cards)



Microsoft Dynamics 365 Business Central
Employee Card: DAP000001

General

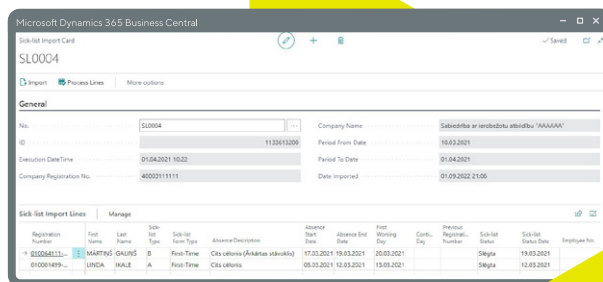
No.: DAP000001
Employee No.: 00001
Employee First Name: J. J. J.
Employee Last Name: J. J. J.
Description: Insurance
Total Amount: 388.00

Line Generation Rules

Period: Month
Amount Distribution: By Periods

Period	Amount	Initial Amount	Amount Difference	Payroll Header Type	Payroll Header No.
01.08.2022	16.67	16.67		Salary	AL0001
01.09.2022	16.67	16.67		Salary	AL0001
01.10.2022	16.67	16.67		Salary	AL0001

- **Importing sick lists**



Microsoft Dynamics 365 Business Central
Sick List Import Card: SL00004

General

No.: SL00004
Company Name: Sabiedrība ar ierobežotu atbildību "AAAAA"
Period From Date: 18.03.2021
Period To Date: 01.04.2021
Execution Date Time: 01.04.2021 10:22
Date Imported: 01.09.2022 21:06
Company Registration No.: 4002211111

Sick List Import Lines

Registration Number	Sick List No.	Last Name	First Name	Sick List Type	Sick List Description	Absence Start Date	Absence End Date	First Working Day	Certif. Day	Previous Registration Number	Sick List Status	Sick List Start Date	Employee No.
0100010001	0100010001	MARTINS	GALENS	B	First-Time	17.03.2021	18.03.2021	20.03.2021			Single	18.03.2021	00001
0100010002	0100010002	JANIS	MALE	A	First-Time	08.03.2021	10.03.2021	11.03.2021			Single	12.03.2021	00001



Data security

Confidential data on the amount of employee salaries, their positions and other information is stored in the employee card.

The system allows defining access rights depending on user status, ensuring easy and safe storage of confidential data and protection of personal data.



Compliance with current legislation

The solution ensures implementation of changes according to current legislation in relation to payroll calculation and personnel management.

The functionality includes sending reports required by the State Revenue Service (SRS) to the Electronic Declaration System (EDS).