

Sisukord

1.3. Automation

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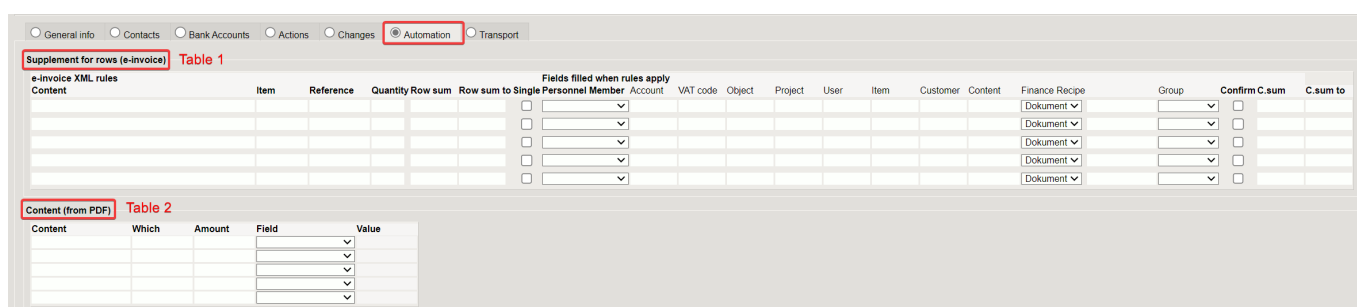
9

1.3. Automation

There are two tables on the suppliers automation page.

- Table 1 named “Supplement for rows (e-invoice)” is meant for **creating automatic posting rules for e-invoices**.
- Table 2 named “Content (from PDF)” is meant for **identifying fields of purchase invoices**

imported as PDFs from attachments.  Directo no longer develops data field identification from PDF invoices because it would never be able to reach even close to the same level of accuracy as an e-invoice. Therefore, we recommend starting to accept e-invoices, where data field identification is 100% accurate due to the standardized solution. Additionally, with e-invoices, it is possible to create automatic posting rules, which cannot be done with PDF invoices.



The screenshot shows the 'Automation' tab selected in the top navigation bar. Below it, there are two tables:

Table 1: Supplement for rows (e-invoice)

This table is used for creating automatic posting rules. It has columns for 'Item', 'Reference', 'Quantity', 'Row sum', and 'Row sum to Single'. Below these columns, there are several rows with dropdown menus for selecting 'Finance Recipe' (e.g., 'Dokument') and 'Group' (e.g., 'Confirm C.sum').

Table 2: Content (from PDF)

This table is used for identifying fields of purchase invoices. It has columns for 'Content', 'Which', 'Amount', 'Field', and 'Value'. Below these columns, there are several rows with dropdown menus for selecting 'Field' (e.g., 'Personnel Member', 'Account', 'VAT code', 'Object', 'Project', 'User', 'Item', 'Customer', 'Content', 'Finance Recipe', 'Group', 'Confirm C.sum', 'C.sum to').

The automation of supplier e-invoices.

After creating a purchase invoice from received **e-invoice**, the purchase invoice **row** supplement functionality i.e. **Supplier's automation** is applied automatically. The purpose of the supplier's automation is to enrich the purchase invoice line information formed from the e-invoice in such a way that the user has as little work as possible in supplementing the invoice information and making the accounting document valid. This functionality also allows significant time savings, especially for multi-line purchase invoices (for example mobile phone invoices, etc.). **Supplier automation** allows to set up rules that look for a certain text segment in the e-invoice line and, upon detection, apply the desired account, objects, project and user to the line. In addition, there is a possibility that, together with a specific text section, some connection with the personnel register must also be valid, in order to identify the person/employee related to the invoice line and, based on this, to ensure that the above-mentioned fields are filled in.

If the e-invoice, received in Directo, is changed to a purchase invoice entry, the purchase invoice fields are filled in as if user would do it manually. For example, if supplier is placed on purchase invoice manually, then the SR account and VAT code from the supplier's card is also placed on the purchase invoice line. The same happens first when Directo creates a purchase invoice from an e-invoice. But it is important that the Content of the purchase invoice line is combined from the corresponding fields of the e-invoice line, i.e. a lot of important information is grouped in the Content, which is in text form. Once this part is done applies **Supplier Automation**. The supplier automation is largely based on searching for what is needed from the information gathered in the Content field of the purchase invoice line and acting accordingly.

1.3.1. Settings

Supplier automation is set up supplier-specific, i.e. separately for each supplier whose e-invoices it is desired (or makes sense) to apply. To describe the rules, it is helpful to open the e-invoice XML sent by a specific supplier to see what information the e-invoice contains. The e-invoice XML can be viewed by opening the **Document transport** window and pressing the **XML** button from there. The setting is done in the Automation tab of the corresponding supplier's card:

Supplement for rows (e-invoice)																		
e-invoice XML rules		Fields filled when rules apply																
Content	Item	Reference	Quantity	Row sum	Row sum to Personnel Member	Account	VAT code	Object	Project	User	Item	Customer	Content	Finance Recipe	Group	Confirm C.sum	C.sum to	
														Dokument				
														Dokument				
														Dokument				
														Dokument				
														Dokument				

- **Content** - text field that is searched from purchase invoice Content line (from the imported e-invoice line).
- **Item** - text field that is searched among the item codes identified in the e-invoice. Looking for content.
- **Reference** - text field that is searched among the reference number identified in the e-invoice. Exact match is searched for the finance recipe, otherwise is searched for content.
- **Quantity** - number that is searched for in the invoice line of the e-invoice. Looking for an exact match. The quantity can also recognize > and < signs i.e. if >5 then applies if the quantity is >5.
- **Row sum** - number that is searched for in the invoice row of the e-invoice. Looking for an exact match.
- **Row sum to** - Enables filtering out invoice sums within a specified range when Row sum is also filled
- **Personnel** - relation of the rule to the personnel register. The relation can be created through the personnel card sub-registers **Documents, Assets and Linked Persons** row types. The drop-down menu shows the row types that are configured in the Settings → Personnel settings → Data types. Use of data types in the context of personnel look in the corresponding manual. For example, if type Phone is created under Assets, then from purchase invoice line Content is searched does it contain a phone number, that is in the line of some person's personnel card tab Assets, that is with type Mobile phone on the Comment field. If it is found, the person is identified by it. Look Operation.
- **Account** - the account corresponding to the result of the rule. In other words, this account is applied to the purchase invoice line corresponding to the rule. This is the first preference of the rule. But it can also remain empty, then a different logic for finding an account is applied. Look Operation.
- **VAT code** - the VAT code corresponding to the result of the rule.
- **Object** - the object corresponding to the result of the rule. This object is applied to the purchase invoice line corresponding to the rule. This is the first preference of the rule. But it can also remain empty, then a different logic of finding the object is applied. Look Operation.
- **Project** - the project corresponding to the result of the rule. This project is applied to the purchase invoice line corresponding to the rule. This is the first preference of the rule. But it can also remain empty, then a different logic of finding the project is applied. Look Operation.
- **User** - the user corresponding to the result of the rule. The use of this field or other alternatives depends on the specific rule. Look Operation.
- **Item** - Directo article code corresponding to the result of the rule.
- **Customer** - customer code corresponding to the result of the rule.
- **Content** - text that corresponds to the result of the rule in the invoice line content cell. If it is filled, the content of the line is overwritten with exactly this text. If it is unfilled, the e-invoice

line content is written to the invoice content.

- **Finance recipe** - the finance recipe corresponding to the result of the rule, which is applied when creating the purchase invoice. Only one finance recipe can be used in one invoice.
- **Group** - Dropdown menu with Document and Row. The Document option groups the entire invoice into one line. The Row option groups the lines corresponding to the filters of a specific automation.
- **Confirm** - When the checkbox is ticked and all invoice rules are fulfilled, invoices are confirmed automatically
- **C. sum and C. sum to** - these fields are viewed when the Confirm checkbox is ticked. They help define when the invoice is set for automatic confirmation. In essence, this is the so-called tolerance range - meaning the invoice will only be confirmed if the sum falls within the specified range. For example, you can group certain invoice lines into one line or specify the sum of a specific line, and the invoice will be confirmed only if all lines with the Confirm checkbox ticked and within the range of C. sum values match.

Rules are established through the fields **Content, Item, Reference, Quantity, Row sum** and **Personnel** and **Account, VAT code, Object, Project, User, Item, Customer, Content, Finance recipe** are fields that are applied if the rule is valid.

1.3.2. Operation

Suppliers automation takes the following steps and in the order described:

1. Firstly are applied these rules that are related to the Personnel sub-register **Documents**.

The purchase invoice lines are reviewed consecutively and checked whether the line:

- **Description** contains the **Content** field description of some **Documents** type rule. The content of the rule can be empty and this is a so-called positive answer and the rule according to this condition matches the purchase invoice line;
- **Description** contains a value corresponding to the **Documents type** of the Personnel sub-register, which is selected from among the valid entries in the Doc No. field (purchase invoice date is between the beginning and the end of the corresponding entry in the Documents register or is equal). More precisely, it identifies the person to whom the purchase invoice line is related.

For example, the **Description** of a purchase invoice created from an e-invoice is as follows: 95 miles; DateTime: 03.01.2018 16:40; Station: Circle K Laagri; Country: EE; Sum: 56.87 Gid:704483382122005476

The rules and personnel card work schematically as follows:

95 miles; DateTime: 03.01.2018 6:40; Station: Circle K Laagri; Country: EE; Summa: 56.87 Gic: 704483382122005476

>>: Hankija 1004 - Microsoft Edge
 https://login.directo.ee/ocra_egon/ylid_hankija.asp?kood=1004&hoiatus=

Sule Uus Koopia Jäta Kustuta Salvesta Meil PRINT SMS F << >>

Hinad (vali tegevus) Uuring Sündmus Varskenda andmed

☐ Üldinfo ☐ Kontaktid ☐ Pangakontod ☐ Tegevused ☐ Muutused ☒ Automaatika ☐ Tran

Ridade täiendamine (e-arvelt)

e-arve XML reeglid	Artikkel	Personal	Väljad, mis täidetakse reeglite sobivusel
Sisaldus		Konto	Objekt Projekt Kasutaja
95 miles		Fuel Card	50671

>>: Personali kaart AGO - Microsoft Edge
 https://login.directo.ee/ocra_egon/per_persoon.asp?kood=AGO&hoiatus=&cdiv=0&lradio=12&clr1=1

Personali kaart

Sule Uus Koopia Jäta Salvesta Meil PRINT Muuda pilt SMS F << >> Olek: Vaata

Uuring Uuringud (3) Sündmus

Kood: AGO
 Nimi: Ago Sarv
 Sünnipäev: 05.02.1972
 Sugu: M
 Grupp: LADU
 Objekt: TLN,AGO

☐ Kasutaja moodul ☐ Töösuhe ☐ Palgamoodul ☐ Haridus ☒ Dokumendid ☐ Seotud isikud ☐ Vahendid

NR	Tüüp	Nimetus	Dok.nr	Väljastaja	Algus kp.	Lõpp kp.	Kommentaar	Suletud
1	ID-Card		R203980	KMA	05.10.2008			K
2	Driving licence		A24379489	ARK	12.04.2016			K
3	Fuel Card		704483382122	Circle K	01.03.2017			K

If a purchase invoice line to which applies both of the previous conditions is found, i.e. the **Description** contains both the **Content** of the rule and some **Doc no** from the Personnel sub-register Documents, which has the same **type** as shown in the given line in the Automation rules, then:

- The purchase invoice line **Account** is replaced to the account shown in the rule. If there is no account in the rule, then the account which was already there, remains in the purchase invoice line.
- The purchase invoice line **Object** is replaced to the object shown in the rule. If there is no object in the rule, then the object is taken from the person (personnel) who was identified based on the rule and hierarchies of this object etc. are added. If the identified person also does not have an object, then the object that was already there remains on the purchase invoice line.
- The purchase invoice line **Project** is replaced to the project shown in the rule. If there is no project in the rule, then the project which was already there, remains in the purchase invoice line.
- Directo code of identified **User** is placed in the purchase invoice line field.

The screenshots show the following data:

Personali kaart AGO - Microsoft Edge

URL: https://login.directo.ee/ocra_egon/per_persoon.asp?kood=AGO&hoiatu=8&cdiv=0&lradio=12&clr1=1

Kood: AGO
 Nimi: Ago Sarv
 Sünnipäev: 05.02.1972
 Sugu: M
 Grupp: LADU
 Objekt: TLN.AGO

Ostuarve 200346 - Microsoft Edge

URL: https://login.directo.ee/ocra_egon/or_arve.asp?number=200346&reterev=0&hoiatu=8&m=8&clr1=1

Number: 200346
 Hankija: 1044
 Arve tasub: Circle K Eesti Aktsiaselts
 Hankija arve: 438950238301
 Uuring: Üld

Arve aeg: 31.01.2018
 Tas. ting: 10
 Tas. aeg: 10.02.2018
 Op. aeg: 31.01.2018

Kasutaja: EGON
 Objekt: TLN.AGO
 Kred. konto: 21311
 Projekt: AGO
 Saaja: EE (Eesti)
 Kuup: (vali tüüp)

Viimati muutis: EGON 20.06.2019 17:14:58

NR	Tüüp	Konto	Objekt	Projekt	Kasutaja	Sisu	Summa	KMK	KM	Artikkel	Kogus	Lao
1	LD-Card	50671	TLN.AGO		AGO	95 miles; DateTime: 03.01.2018 16	56.87	1	11.37		0	

2. The rules related to the Personnel card sub-register **Linked Persons** are filled in next.

The purchase invoice lines are reviewed consecutively and checked whether the line:

- **Description** contains the **Content** field description of some **Linked Persons** type rule. The content of the rule can be empty and this is a so-called positive answer and the rule according to this condition matches the purchase invoice line;
- **Description** contains a value corresponding to the **Linked Persons** type of the Personnel sub-register, which is selected from among the valid entries in the **Name** or **Personal code** fields (purchase invoice date is between the beginning and the end of the corresponding entry in the Linked Persons register or is equal). More precisely, it identifies the person to whom the purchase invoice line is related.

If a purchase invoice line to which applies both of the previous conditions is found, i.e. the **Description** contains both the **Content** of the rule and some **Name** or **Personal code** from the Personnel sub-register Linked Persons, which has the same **type** as shown in the given line in the Automation rules, then:

- The purchase invoice line **Account** is replaced to the account shown in the rule. If there is no

account in the rule, then the account which was already there, remains in the purchase invoice line.

- The purchase invoice line **Object** is replaced to the object shown in the rule. If there is no object in the rule, then the object is taken from the person (personnel) who was identified based on the rule and hierarchies of this object etc. are added. If the identified person also does not have an object, then the object that was already there remains on the purchase invoice line.
- The purchase invoice line **Project** is replaced to the project shown in the rule. If there is no project in the rule, then the project which was already there, remains in the purchase invoice line.
- Directo code of identified **User** is placed in the purchase invoice line field.

3. The rules related to the Personnel card sub-register **Assets** are filled in next.

The purchase invoice lines are reviewed consecutively and checked whether the line:

- **Description** contains the **Content** field description of some **Assets** type rule. The content of the rule can be empty and this is a so-called positive answer and the rule according to this condition matches the purchase invoice line.
- **Description** contains a value corresponding to the **Assets** type of the Personnel sub-register, which is selected from among the valid entries in the **Comment** field (purchase invoice date is between the beginning and the end of the corresponding entry in the Assets register or is equal). If the field **Comment** on the corresponding entry is empty, it is checked whether the field **Assets** is filled in this line. If it is, then the asset with the corresponding code is found and checked whether its serial number (**SN**) is found in the purchase invoice line **Description**. More precisely, it identifies the person to whom the purchase invoice line is related.

If a purchase invoice line to which applies both of the previous conditions is found, i.e. the **Description** contains both the **Content** of the rule and some **Comment** or **Asset** from the Personnel sub-register Assets, which has the same **type** as shown in the given line in the Automation rules, then:

- The purchase invoice line **Account** is replaced to the account shown in the rule. If there is no account in the rule, then the account which was already there, remains in the purchase invoice line.
- The purchase invoice line **Object** is replaced to the object shown in the rule. If there is no object in the rule, then the object is taken from the person (personnel) who was identified based on the rule and hierarchies of this object etc. are added. If the identified person also does not have an object, then the object that was already there remains on the purchase invoice line.
- The purchase invoice line **Project** is replaced to the project shown in the rule. If there is no project in the rule, then the project which was already there, remains in the purchase invoice line.
- Directo code of identified **User** is placed in the purchase invoice line field.

4. Rules related to searching only **text**, **item**, **reference**, **quantity** and **sum** content from the e-invoice line information are filled in. Rules where none of the Personnel and Finance Recipe lines are in use. The purchase invoice lines are reviewed consecutively and checked whether the line description contains the **Content** field description of some previous rule. In this case, the **Content** field of the rule must have some searchable text.

If a purchase invoice line to which applies the condition is found i.e. the Description of the purchase invoice line contains the Content of the rule, then:

- The purchase invoice line **Account** is replaced to the account shown in the rule. If there is no account in the rule, then the account which was already there, remains in the purchase invoice line.
- The purchase invoice line **Object** is replaced to the object shown in the rule. If there is no object in the rule, then the object that was already there remains on the purchase invoice line.
- The purchase invoice line **Project** is replaced to the project shown in the rule. If there is no project in the rule, then the project which was already there, remains in the purchase invoice line.
- Directo code of identified **User** is placed in the purchase invoice line field.



Every following step will NOT overwrite the previous result if the corresponding rule can be applied. Therefore, it is very important to make the rules thoughtfully and avoid controversial rules.



If you create rules that apply to a row at the same moment, then rules are applied based on the order of the table, starting from the one above - if a row is „hit“ by several rules, only the first one is applied.

Example: E-invoice line contains the word „PETROL 95“

We create a rule where the word „PETROL 95“ is the Content in the first line (we set the account to 4444) and in the second line we use the so-called more general rule „PETROL“ (we set the account to 5555). As a result, all rows containing PETROL become account 5555, except when the row contains PETROL 95 - it becomes the account 4444 specified in the first line of the rule.



By using the percent sign % in the Contents column, we can search for „whatever“. It is important to create such so-called general rules at the end of the table, because otherwise they would be applied first, and specific rules „wouldn't have time“ to be applied. In the case of the previous rule example, if you add % as the last line of the description and 3333 as the account, then the rules PETROL and PETROL 95 would be applied first in the purchase invoice to be created and for all the remaining lines (which do not contain PETROL and PETROL 95) account 3333 would be determined.

1.3.3. Examples

1.3.3.1. Always to a specific account and automatic confirmation

The supplier's purchase invoices always go to the agreed account and are automatically confirmed. %-sign in the content field means „everything else“.

Supplement for rows (e-invoice)																		
e-invoice XML rules			Fields filled when rules apply															
Content	Item	Reference	Quantity	Row sum	Row sum to Single	Personnel Member	Account	VAT code	Object	Project	User	Item	Customer	Content	Finance Receipt	Group	Confirm C.sum	C.sum to
%						☐	522104	1	ADMIN						Dokument		☒	
						☐									Dokument		☐	

1.3.3.2. The purchase invoice is confirmed only with a certain sum, otherwise it is not confirmed

A purchase invoice to be received on the basis of a permanent IT service contract, contract sum 150 euros per month. The purchase invoice is confirmed only if the purchase invoice line is exactly 150

euros. If the sum differs, the purchase invoice is created but not confirmed.

Supplement for rows (e-invoice)														
e-invoice XML rules		Fields filled when rules apply												
Content		Item	Reference	Quantity	Row sum	Row sum to	Single Personnel Member	Account	VAT code	Object	Project	User	Item	Customer
IT service							☐	522104	1	ADMIN				recurring IT
							☐							Dokument

1.3.3.3. The purchase invoice is confirmed if the sum falls within the specified range, otherwise it is not confirmed

The purchase invoice received under the IT contract, the contract sum varies slightly from month to month. The purchase invoice is confirmed only if the sum of the purchase invoice is between 150 - 160 euros. If the sum differs, the purchase invoice is created but not confirmed.

Supplement for rows (e-invoice)														
e-invoice XML rules		Fields filled when rules apply												
Content		Item	Reference	Quantity	Row sum	Row sum to	Single Personnel Member	Account	VAT code	Object	Project	User	Item	Customer
IT service							☐	522104	1	ADMIN				recurring IT
							☐							Dokument

1.3.3.4. The purchase invoice has multiple lines and contains various permanent services. The invoice is confirmed if they remain within certain sums, otherwise it is not confirmed

„IT service“ has to be exactly 200 euros and „Internet“ 300 euros, otherwise the invoice will not be confirmed.

Supplement for rows (e-invoice)														
e-invoice XML rules		Fields filled when rules apply												
Content		Item	Reference	Quantity	Row sum	Row sum to	Single Personnel Member	Account	VAT code	Object	Project	User	Item	Customer
IT service							☐	522104						permanent
Internet							☐	522104						Dokument

1.3.3.5. The purchase invoice has multiple lines and contains various permanent services. The invoice is confirmed if they fall within the range of specified sums, otherwise it is not confirmed

The sum of „IT service“ can be between 200 - 250 euros and „Internet“ between 300 - 350 euros, otherwise the invoice will not be confirmed.

Supplement for rows (e-invoice)														
e-invoice XML rules		Fields filled when rules apply												
Content		Item	Reference	Quantity	Row sum	Row sum to	Single Personnel Member	Account	VAT code	Object	Project	User	Item	Customer
IT service							☐	522104						permanent
Internet							☐	522104						Dokument

If the invoice sums exceed the established rules, the invoice will not be approved, and in the Int comment column you will see a comment on the lines that caused the invoice not to be approved, which can be read in full using a speech bubble.

No	Account	Object	Project	User	Description	Total	VAT code	VAT	Customer	Invoice No	From resc.	Contract	Int comment
1	525202	ADMIN	P001		Internet	6.00	1	1.20					INTERNET Kin
2	525202	SALES	P002		Internet, sales	360.00	1	72.00					INTERNET Kin
3	525202	TURUNDUS	P003		Internet	15.00	1	3.00					INTERNET

1.3.3.6. Purchase invoice automatically confirmed under certain conditions

Directo's permanent service invoices need to be automatically confirmed, while additional service invoices need to be checked before confirmation. Add all permanent service articles on the purchase invoice to the automation. Instead of additional service articles, write '%' and do not tickle Confirm

checkbox. By specifying the sum next to the item, the permanent service purchase invoice is confirmed only when the sum matches exactly with the specified content

Supplement for rows (e-invoice)														
e-invoice XML rules	Item	Reference	Quantity	Row sum	Row sum to	Fields filled when rules apply	Account	VAT code	Object	Project	User	Item	Customer	Content
pear_ee	OLF3					☐	522104	1	DEV					Dokument
strawberry_ee	OLF3					☐	522104	1	ADMIN					Dokument
pear_ee	OLU1					☐	522104	1	SALES					Dokument
%						☐								Dokument

1.3.3.7. The purchase invoice has many lines, wish to receive a single-line purchase invoice

Only one purchase invoice line instead of all the Directo permanent services purchase invoice lines. Select „Document“ from the Group filter. Additional service invoices should be added as extra lines.



In this example one line has a different object. It should be taken into account that when „Group“ is marked, the object of the first line is written on the document, i.e. a two-line purchase invoice is not made.

Supplement for rows (e-invoice)														
e-invoice XML rules	Item	Reference	Quantity	Row sum	Row sum to	Fields filled when rules apply	Account	VAT code	Object	Project	User	Item	Customer	Content
pear_ee	OLF3					☐	522104	1	DEV					Dokument
strawberry_ee	OLF3					☐	522104	1	ADMIN					Dokument
pear_ee	OLU1					☐	522104	1	SALES					Dokument
%						☐								Dokument

1.3.3.8. Purchase invoice line grouping under certain conditions

For example, a purchase invoice from car service company, where are always 10-15 lines and all the actions are clearly described. Will need a one-line invoice with the explanation „car repair“. To the content field should be written „car repair“. Select „Document“ from the Group filter and tickle Confirm checkbox.

Supplement for rows (e-invoice)														
e-invoice XML rules	Item	Reference	Quantity	Row sum	Row sum to	Fields filled when rules apply	Account	VAT code	Object	Project	User	Item	Customer	Content
%						☐	522104	1	ADMIN					Car repair

1.3.3.9. Multi-line invoice where some lines are filtered by sums

A multi-line invoice, where fixed services (full IT service and Internet) are posted in separate lines, but the lines of smaller sums (marked with %), if they fall between 1-20 euros, are grouped to the account with the content „Small services“ and the invoice is confirmed. If the invoice also has sums that go beyond these rules, the invoice will not be confirmed.

Supplier automation:

Supplement for rows (e-invoice)														
e-invoice XML rules	Item	Reference	Quantity	Row sum	Row sum to	Fields filled when rules apply	Account	VAT code	Object	Project	User	Item	Customer	Content
full IT service						☐	522104							Dokument
Internet						☐	522104							Dokument
%				1.00	20.00	☐	562901							Small service

filter out sums within this range

Sample invoice lines:

Item	Description	Qty	Unit	Price	Amount	VAT%
123421	full IT service	1		100.00	100.00	20
123421	Internet	1		200.00	200.00	20
123421	Service no. 2	1		20.00	20.00	20
123421	CO 273	1		15.00	15.00	20
123421	Additional service	1		300.00	300.00	20

The transaction is like this, but the invoice is not confirmed, because the „Additional service“ in the sum of 300 euros on the last row exceeds the limits established by the rules.

No	Account	Object	Project	User	Description	Total	VAT code	VAT	Item	Qty	StockID	SN	PID
1	522104				full IT service	100.00	1	20.00		1			
2	522104				Internet	200.00	1	40.00		1			
3	562901				Small services	35.00	1	7.00		2			
4					Additional service	300.00	1	60.00		1			
5					This row exceeds the limits established by the rules								
6													
7													

1.3.3.10. How can I add leasing invoices to automation?

The leasing company sends e-invoices where each customer has the same reference number and line explanation on the invoices. Vehicles could be identified with automation if using the contract number field.

1. Write „Interest“ and „Installment“ to the field Content in the different lines and fill in the Fields, which are filled in if the rules match on all leasing contract purchase invoices.
2. Write a leasing contract number to the field Content in a separate line and fill in the line fields, which are filled in differently depending on the match of the rules.

Supplement for rows (e-Invoice)													
e-invoice XML rules		Fields filled when rules apply											
Content	Item	Reference	Quantity	Row sum	Personnel	Account	VAT code	Object	Project	User	Item	Customer	Finance Recipe
Interest						651400	23					car repair	
Installment						211301	1						
202199999/00								ADMIN					
202126890/00								LADU					
202126913/00								MYK					

1.3.3.11. An invoice where some rows need to be grouped and parts need to be shown row by row and confirm

A multi-row invoice that requires **more complex automation** for correct posting and automatic confirmation:

- some rows need to be grouped and posted according to a finance recipe
- some rows need to be posted row to row
- some rows need to be linked to personnel documents (e.g., fuel cards)
- some rows need to be linked to personnel assets (e.g., leased cars)
- some rows need to be grouped based on sums or sum range
- to confirm the purchase invoice, the range of the allowed sum is required (ie, the so-called tolerance)

Sample invoice:

Customer: Directo OÜ

Mõisa tn 4

13522 Haabersti linnaosa, Tallinn, Harju maakond

VAT no: EE100615311

Customer rep.:

Invoice100676

Date: 22.05.2024

Payment terms: 7 days net

Due date: 29.05.2024

Interest: 0%

Delivery address: Directo OÜ

Mõisa tn 4

13522 Haabersti linnaosa, Tallinn, Harju maakond

Delivery date:

Remarks: FOR TESTING

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Item	Description	Qty	Unit	Price	Amount	VAT%
123421	Internet_Jüri street	1		10.00	10.00	20
123421	Internet_Türi street	1		20.00	20.00	20
123421	Mobile_Kati Karu	1		30.00	30.00	20
123421	Mobile_Jänku Juta	1		50.00	50.00	20
123421	Cloud server 1	1		60.00	60.00	20
123421	Cloud server 2	1		70.00	70.00	20
PÜKSID	95 miles; DateTime: 03.01.2018 16:40; Station: Circle K Laagri; Country: EE; Summa: 56.87 Gid:704483382122005476	1		85.60	85.60	20
PÜKSID	95 miles; DateTime: 03.01.2018 16:40; Station: Circle K Laagri; Country: EE; Summa: 56.87 Gid:704483382122008549	1		57.00	57.00	20
TEENUS_TAVAL	Call-out no 72	1		5.00	5.00	20
TEENUS_TAVAL	Service 12/1	1		25.00	25.00	20
123421	Contract 2023999	1		125.00	125.00	20
123421	Installment, contract 2023420/01	1		250.00	250.00	20
123421	Installment, contract 2023420/02	1		450.00	450.00	20
KLA	Interest	1		150.00	150.00	0

How to describe supplier automation for posting such an invoice:

Supplement for rows (e-invoice)

e-invoice XML rules	Content	Item	Reference	Quantity	Row sum	Row sum to	Fields filled when rules apply	Personnel Member	Account	VAT code	Object	Project	User	Item	Customer	Content	Finance Recipe	Group	Confirm	C.sum	C.sum to
Internet							☐		522104								Rida	INTERNET	☒	10	20
Cloud server 1							☐		522104		LADU	P002				Server_1S	Dokument		☒	50	70
Cloud server 2							☐		522104		MÜÜK	P003				Server_2S	Dokument		☒	70	80
Mobile							☐		522104		TOITLUST	P002				Mobile_S	Dokument		☒	80	120
Interest							☐		651400	23							Dokument	Rida	☒		
Installment							☐	Auto	211301								Dokument		☒	250	450
Installment							☐	Auto	211301								Dokument		☒	250	450
95 miles							☐	Fuel Card	523103								Dokument		☒		
Contract							☐	Arvuti	211301								Dokument		☒	125	125
%				1	30		☐		562901							Additional s	Dokument	Rida	☒	1	40

Transaction:

In the internal comment column, on the rows that caused the invoice not to be confirmed, you will see a comment that can be read in its entirety using a speech bubble.

CloseNewCopyConfirmSaveMailPrintDeleteF<>>

StatusViewLOGOUT

EventStock ReceiptData from e-invoice

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No	Account	Object	Project	User	Description	Total	VAT code	VAT	Item	Qty	StockID	SN	PID
1	522104	ADMIN			Water-19	7.60	43	1.67		4			
2	522104	ADMIN			BOTTLE-19	0.00	43	0.00		-4			
3	522104	ADMIN			Rent CT	21.90	43	4.82		1			
4	522104	DEV			Water-19	7.60	43	1.67		4			
5	522104	DEV			BOTTLE-19	0.00	43	0.00		-4			
6	522104	DEV			Rent carbo	12.12	43	2.67		1			
7	522104	SALES			Water-19	5.70	43	1.25		3			
8	522104	SALES			BOTTLE-19	0.00	43	0.00		-3			
9	522104	SALES			Water-19	1.90	43	0.42		1			
10	522104	SALES			BOTTLE-19	0.00	43	0.00		-1			
11	522104	SALES			Rent extra	1.90	43	0.42		1			

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Last update:

2026/10/28 10:55

