

Financial and Accounting System LEO FK

► Compliance

with the Act on Accounting and flexibility of adjustment to the needs of every company, are the basic characteristics of the system

► Speed

of data input is ensured through its direct transfer from other systems

► Integration

and data exchange with the leasing and the fleet system is already present at the level of database

► Configurability

of modules allows to provide full adjustment of the system to the user's needs

► Automation

of conducted operations considerably shortens the time of data input

LEO FK System is...

a modern financial and accounting system, strictly linked to LEO Leasing Service system and TIGER car fleet management system. Integration is provided already at the level of databases, which not only allows single data entering, but also additionally, access with LEO FK to full information entered into the leasing module and in fleet service module. Transfers between the systems take place automatically and do not require any actions on the part of the operator. Basic elements of the LEO FK System are: ledger, accounting documents directory, turnover and records on accounts, balances and profit and loss account module, VAT registers and settlements with contractors.

Flexibility of LEO FK...

has always been a strong asset of this system. Available mechanisms allow to freely define the chart of accounts, the number of used types of accounting documents, journals of accounting, defined balances and income statements, or the number of VAT registers. The user decides independently on how extensive structure of the chart of accounts should be, or the number of document types he has.

The program allows entry of even up to 5 levels of analytical accounts for each synthetic account. At each level there is a possibility to attach any number of analytical accounts or a directory the elements of which will be visible in the system as normal analytical accounts. In the field of document input, the system makes available 12 types of base accounting documents on the basis of which the user has the possibility to create any number of owned documents. Any number of possible to define VAT registers, both sales and purchase registers, and customizable VAT rates registered in the system make the financial and accounting system easy to adjust to operate in many countries.

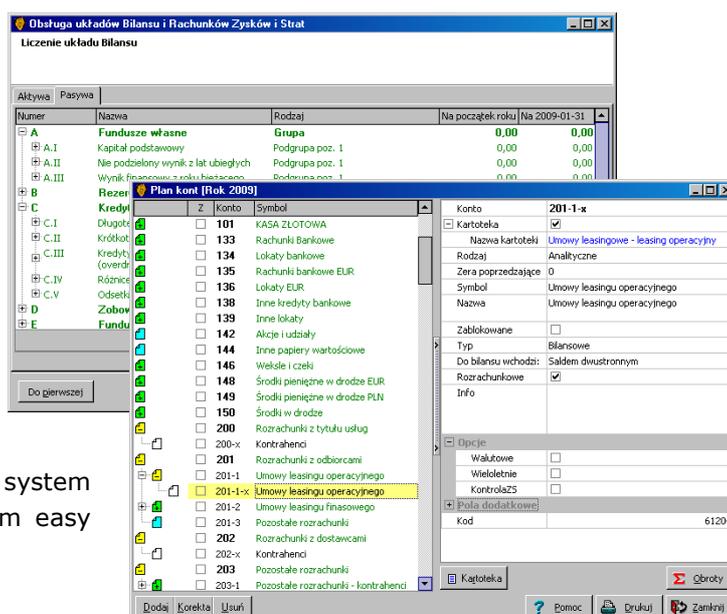


Fig. Layout of the balance sheet and the chart of accounts

The possibility to create one's own file...

being a collection of records defined by the user is another unique feature of LEO FK. One may also define directory as a subset of system's database, creating an adequate inquiry in SQL language. It gives unsurpassed in other systems flexibility of analytical accounts. Because the data of financial and accounting system are together with data of the other systems, it is possible to define directories generated from the data entered in other departments of the company. The directories can be generated, for example on the basis of a list of leasing contracts, contractors, credits, banks, currencies, vehicles, etc. There is no need to enter data to the chart of accounts of particular analytical accounts from such a file, it is enough to connect a directory with given account and all of its elements will be treated like normal analytical accounts. Such a directory will be automatically expanding, during the creation of new contracts and adding new contractors.

Control of input data...

is possible thanks to built-in "buffer", mechanism which allows to conduct full control of the documents before saving. System also automatically fully controls accounting documents before booking. All parameters of the document required by the Act on accounting are controlled. All inconsistencies are reported in the legible manner to the operator who immediately has the opportunity to correct them. According to the Act on accounting recording of journals of accounting is conducted in the system. Documents in journals are recorded automatically at the time when they are booked. Depending on the needs there is a possibility to define any number of journals. The Act on Counteracting Money Laundering imposes on the leasing provider the obligation to record any transactions exceeding statutory amount and the need for regular transferring of data to the General Inspector for the Financial Information (GIIF). A module installed in the system supports these actions, by both automatically choosing data which are subjected to recording as well as preparing ready-made files that can be sent to GIIF.

Okres	Data wpr.	Numer	Numer dokumentu	Treść	Wartość
VII 2008	2008-08-05	PK 309	wycena kapitału z umów	wycena kapitału z umów	4 184 315,69
VII 2008	2008-08-05	PK 310	księgowanie rezerw	księgowanie rezerw	7 148 235,79
VII 2008	2008-08-05	PK 311	podatek dochodowy	fiskalny i odroczony	4 557 348,11
VII 2008	2008-08-06	PK 312	korekta PDOP	korekta PDOP	-346,00
VII 2008	2008-08-06	PK 313	przeksięgowanie VAT	przeksięgowanie VAT	86 131 309,17
VII 2008	2008-08-06	PK 314	przeksięgowanie akcyzy	przeksięgowanie akcyzy	27 811,52
VII 2008	2008-08-06	PK 315	korekta bilansowa przychodów o	korekta bilansowa przychodów od T	2 135 646,81
VIII 2008	2008-08-07	PK 316	odpis na ZFŚS za 2008	odpis na ZFŚS za 2008	27 422,59
VIII 2008	2008-08-08	PK 317	korekta FVZST 2200	korekta FVZST 2200	-75 243,74
VIII 2008	2008-08-08	PK 318	Korekta umorzenia L112925	Korekta umorzenia L112925	0,00
VIII 2008	2008-08-08	PK 319	zwrot składek	zwrot składek	140 603,96
VIII 2008	2008-08-25	PK 320	korekta PKI 420	korekta PKI 420-skł. zdrowotna od	482,91
VIII 2008	2008-08-25	PK 321	zwrot składek	zwrot składek	175 436,49
VIII 2008	2008-08-19	PK 322	15/ALLIANZ/2008	Księgowanie kosztów polis	809 839,00
VIII 2008	2008-08-20	PK 323	15/PZU/2008	Księgowanie kosztów polis	544 547,00
VIII 2008	2008-08-27	PK 324	dopłata z KFW-um. zak. przedte	dopłata z KFW-um. zak. przedtermi	127 466,50

Fig. List of documents

Effectiveness...

is another important feature of the LEO FK system. Apart from standard, manual data input in accounting documents, it is possible to use built-in wizards (e.g.: reversing of documents, conversion of accounts data, incoming payments reading), which significantly accelerates inputting of accounting documents. Accounting documents, generated by the leasing module, are automatically introduced to the financial and accounting system without operator's interference. In the system there are advanced mechanisms of searching and data filtering, e.g.: accounting documents or settlements with customers. Available criteria include e.g.: dates, descriptions, documents types, etc., This allows you to quickly find data for edition or printout.

Additional modules...

such as Purchases Journal, Incoming and outgoing payments or Direct debit, are other assets of the LEO FK System. Thanks to Purchases Journal module it is possible to quickly and flawlessly input purchasing documents coming to the company. The operator inputs only necessary data such as invoice number, amounts, he selects a contractor and determines the accounting pattern. On the basis of the input data accounting document is created automatically in the buffer. A Module Incoming payments is a unique system of inputting bank statements of account which eliminates laborious input of documents that may contain multiple thousands of items. System not only inputs data, but also using the information included in payments' descriptions, settles them automatically with existing contractors' settlements in the system. On the other hand, the Outgoing payments module exports indicated liabilities towards contractors to the home banking system, eliminating the need for manual generation of bank transfers. Additionally, it creates automatic bank statements from payments created in this way, and automatically settles bills.

Definable patterns of accounting...

are the most important element distinguishing LEO FK among other financial and accounting systems, because it enables automatic entry of accounting documents generated in the LEO leasing system or the TIGER fleet system. Using a mechanism of transferring values, through variables, one can specify the shape of accountings in the document which is going to be created in LEO and LEO FK for every generated system document. All invoices, notes, accounting commands, etc. that are created, whilst making various operation in the leasing or the fleet system, are at the time when they are generated automatically made as accounting documents in the buffer of LEO FK with the use of accounting patterns related to given operation. Thus, there is no need to input manually such a huge number of documents being generated every month by the LEO or the TIGER system to the financial and accounting system.

Printouts required by the Act on Accounting...

such as profit and loss statement, balance, browsing and printout of detailed lists of records (account credit or debit records) on accounts are available in LEO FK. The system lets you prepare many additional lists, useful in reporting. All sets can be reviewed with no need of their printout, one can also export them to a dozen or so formats of external data. Built-in directories of banks, employees, offices and first of all contractors, allow input of any number of entries that subsequently may be used as analytical accounts in the accounts plan A directory of contractors available in the financial and accounting system is common for all ADS systems and includes all contractors also visible in the leasing LEO system and the fleet TIGER system. LEO FK enables defining of successive years and accounting periods. Apart from standard

Dane konta	BO		Obroty		Obroty narastająco		Saldo	
	Wn	Ma	Wn	Ma	Wn	Ma	Wn	Ma
212-072729	0,00	0,00	0,00	0,00	1 026 319,33	0,00	1 026 319,33	0,00
212-072968	0,00	0,00	0,00	0,00	5 615,31	0,00	5 615,31	0,00
212-072969	0,00	0,00	0,00	0,00	7 653,76	0,00	7 653,76	0,00
	0,00	0,00	0,00	0,00	2 592 147,20	0,00	2 592 147,20	0,00
Syntetyka : 217								
Syntetyka : 221								
Syntetyka : 224								
Syntetyka : 252								
Syntetyka : 334								
Syntetyka : 474								
Syntetyka : 702								
702-110	0,00	0,00	0,00	0,00	0,00	3 415,50	0,00	3 415,50
702-610-L116762	0,00	0,00	0,00	0,00	0,00	-3 415,50	3 415,50	0,00
	0,00	0,00	0,00	0,00	0,00	0,00	3 415,50	3 415,50
	0,00	0,00	0,00	0,00	4 604 477,19	4 625 987,42	4 607 986,05	4 629 496,28

Fig. List of account turnovers

periods, there is a possibility to create additional accounting periods, for example for the purposes of audit. Records of closed and open periods and accounting years is also conducted. Accountings may be input only to open accounting periods.

Settlements with clients...

is built in LEO FK. For accounts marked in the chart of accounts as settlement accounts, the system keeps records of settlements. This enables full control over lessees' receivables and obligations towards suppliers. Apart from a list allowing to review settlements according to the number of criteria, such as account, contractor, overdue, condition of settlement, etc., there is a number of lists allowing to review condition of settlements with contractors in the system. The data recorded by the settlements module are used to generate calls for payment, interest notes balance confirmations and foreign exchange differences for currency settlements. We have the possibility of generating a call for payment or an interest note from unpaid receivables or receivables paid after the deadline and related interest for a contractor. We have the possibility of defining several degrees of calls in the system, and during generation, the system automatically adjusts overdue payment of a contractor to the respective degree. There is a possibility of booking of interest from not fully paid receivable.

Dane podstawowe						Kwoty PLN		Zostało PLN		Id	Symb
Tr	Data pl.	Konto	Data zapl.	S	Wak.	PLN Wn	PLN Ma	PLN Wn	PLN Ma		
P	2003-02-28	201-1-21825			PLN	722,24		0,00		26812	IWO
R		201-1-21825	2003-03-03		PLN		722,24		0,00	26812	IWO
R		201-1-21825	2003-03-12		PLN		3 627,51		0,00	26812	IWO
P	2003-03-17	201-1-21825			PLN	3 627,51		0,00		26812	IWO
P	2003-04-15	201-1-21825			PLN	3 817,04		0,00		26812	IWO
R		201-1-21825	2003-04-15		PLN		3 817,04		0,00	26812	IWO
P	2003-05-16	201-1-21825		P	PLN	3 668,27		3 668,27		26812	IWO
R		201-1-21825	2003-05-19		PLN		3 668,27		3 668,27	26812	IWO
R		201-1-21825	2003-06-12		PLN		3 787,59		3 787,59	26812	IWO
P	2003-06-16	201-1-21825		P	PLN	3 787,59		3 787,59		26812	IWO
P	2003-07-15	201-1-21825			PLN	3 851,08		0,00		26812	IWO
R		201-1-21825	2003-07-23		PLN		3 851,08		0,00	26812	IWO
R		201-1-21825	2003-08-14		PLN		3 755,76		0,00	26812	IWO
P	2003-08-15	201-1-21825			PLN	3 755,76		0,00		26812	IWO
						185 668,08	185 776,52	7 455,86	7 564,30		

Fig. List of settlements

Implementation of LEO FK...

in typical conditions takes approximately a month. During the implementation ADS consultant along with the Chief Accountant or the substantive user prepare the chart of accounts, the balance layout and the Income Statement. After configuring the layout of printouts and basic training of users, the system is ready for work.

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