

# ONESOURCE GLOBAL TAX FOR SAP ARIBA SOLUTIONS

## CONFIGURATION GUIDE

PRODUCT VERSION 2.0.0.0

Document Version 1



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## DOCUMENT HISTORY

Version Number	Version Date	Summary
v1	May 8, 2020	This version incorporates new functionalities available as part of SAP Ariba Enhanced Tax API as well as ONESOURCE Global Tax solution for Ariba Version 2.0.0.0

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# INTRODUCTION

## WELCOME TO ONESOURCE GLOBAL TAX FOR SAP Ariba SOLUTIONS

Corporations using SAP Ariba Procurement Solutions can improve their tax accuracy by integrating with the ONESOURCE Global Tax for SAP Ariba Solution. This solution enables Buying Organizations to get fast, accurate tax (Sales, Use, GST and VAT like) results on procurement transactions and a complete audit trail from which you can generate both standard and custom reports, as well as information to assist in returns preparations.

The ONESOURCE Global Tax for SAP Ariba Solutions makes the tax calculation process easy by eliminating the need for preparing the complex tax master data like tax codes, rates, jurisdictions and other look ups manually. The very basic and easy tax master data would suffice in addition to web service configuration to get tax rates from globally recognized, robust tax engine backed up by dynamic tax content.

This solution covers Use Tax, GST and VAT like taxes except taxes for Brazil for SAP Ariba Buying (previous product name: Ariba Procure-to-Order), SAP Ariba Buying and Invoicing. (Previous product name: Ariba Procure-to-Pay), SAP Ariba Invoice Management (previous product name: Ariba Invoice Professional) using SOAP based web services.

## WHO SHOULD READ THIS GUIDE?

If you are responsible for overseeing setting up ONESOURCE Global Tax for SAP Ariba Solutions, you will need to coordinate help from the following people:

- SAP Ariba Procurement Solutions Business Systems Analyst
- SAP Ariba Procurement Solution Configuration Consultant

A good understanding of this guide by the project team is required to ensure a successful installation.

## PREREQUISITES

For a seamless and successful deployment of Integration for SAP Ariba Solutions follow all instructions within this guide.

When working on Integration for SAP Ariba you must have a deep knowledge of the SAP Ariba Procurement Solution features and functionality covering all aspects of SAP Tax Code concept, SAP Ariba Tax Master Data, SAP Ariba Master Data maintenance by using Import/Export Tasks, SAP Ariba Integration Task configuration as an expert configurator or consultant in these areas. We recommend that you assemble a team to implement this product because it requires both functional and technical input. Your team should include someone who thoroughly understands business requirements and processes and web service and SOAP integration concepts.

## 2 | Introduction

### System Prerequisites

The following tasks are expected to be completed before ONESOURCE Global Tax for SAP Ariba Solutions is configured in Customer's Ariba instance:

Task	Task Name	Description/Details	Responsible Team
1	SAP Ariba Customer and Thomson Reuters need to sign an agreement on ONESOURCE tax integration service		SAP Ariba Customer Support Team and Thomson Reuters Professional Team
2	Enable Tax API feature toggle in Ariba system		SAP Ariba Professional Team/Customer Support Team
3	Set SAP Ariba site parameters required to be maintained for utilizing third-party tax calculation feature	Parameters that are recommended by SAP Ariba/prescribed in SAP Ariba Tax Configuration Product Document	SAP Ariba Professional Team/Customer Support Team



Please consult SAP Ariba Customer Support for enabling external tax calculation in SAP Ariba Buying Solutions. SAP Ariba will be able to guide on required feature toggles and parameters that need to be enabled.

## SYSTEM PREREQUISITES

The configuration involves creating a Web Service End-point using SOAP communication protocol to request tax calculation service from cloud system to a cloud based system and does not involve any new software components installation.

System	Requirements
SAP Ariba Procurement Solution	14s or Higher
ONESOURCE Indirect Tax Determination	Tax Calculation Service version 2011-09-01
ONESOURCE Global Tax for SAP ARIBA Solutions	ONESOURCE Global Tax for SAP ARIBA Solutions

## SCOPE OF THIS SOLUTION

The ONESOURCE Global Tax for SAP Ariba Solutions makes tax calculation process simple by eliminating the need for manual tax master data preparation as required for a native Ariba tax solution. This integration solution utilizes dynamic tax content and a robust tax engine making it easy for even the most complicated tax scenarios.

The solution has been developed to comply with the following scope

- SAP Ariba Procurement Solutions with version 14s or Higher.
- Tax calculation using this product happens on SAP Ariba Purchase Requisitions (Goods, Services of type catalog or Non-catalog) and Invoice Reconciliation Documents (PO based, Non-PO based and ERS based).
- Use Tax, GST and VAT like taxes are covered at global level except Brazil.

## RESOURCES

Resource	Description
<a href="#"><u>Customer Support</u></a>	Look for answers in the Knowledge Base, or open a support ticket on <a href="https://tax.thomsonreuters.com/support/onesource/indirect-tax">https://tax.thomsonreuters.com/support/onesource/indirect-tax</a>
<a href="#"><u>Configuration Guide</u></a>	This guide instructs how to configure and setup the integration product to enable tax calculations using ONESOURCE Indirect Tax Determination.

## SUPPORT PROTOCOL

The ONESOURCE Global Tax for SAP Ariba Solutions is built, maintained, and owned by Thomson Reuters Tax & Accounting Indirect Tax. The business unit has a dedicated group of employees who have built this product. SAP Ariba built the tax API within SAP Ariba hence they support the process of gathering data within SAP Ariba and making it available to the tax API. Thomson Reuters Integration maps data between SAP Ariba Tax API and Determination. In case of an issue with the ONESOURCE Global Tax for SAP Ariba Solutions, please follow below mentioned simple steps to open a support ticket with Thomson Reuters:

1. Identify the potential issue and gather all necessary facts (log files, scenarios, configurations, screen prints).
2. Provide steps to reproduce the scenario leading to the issue.
3. Provide system environment information such as your SAP Ariba Procurement Solution version, Cloud Integration version, ONESOURCE Indirect Tax Determination version and ONESOURCE Global Tax Integration for SAP Ariba Solutions integration version.
4. Open a support ticket with Indirect Tax at <https://tax.thomsonreuters.com/support/onesource/indirect-tax>

## STYLE CONVENTIONS

Style conventions provide a guide as to how to interpret information.

**Bold** text indicates most user interface elements, such as:

- Data you are expected to enter, such as in a text field
- Pages, buttons, tabs, and field names
- Dialog boxes, drop-down lists, selections within lists, and check box titles
- Windows
- Menu items

*Italic* text indicates the following:

- File and folder names
- Software programming terminology and executable files
- Document titles

CAPITALIZED text indicates keyboard commands, such as ENTER, or database components.

Courier text indicates command-line input/output.

<brackets> indicate user entry. For example, <host> indicates you should replace the text and angle brackets with your server name.

Book titles are shown in italics and sections within a book are in quotation marks, such as “Tips and Tricks” in the *ONESOURCE Indirect Tax User Guide*.



Indicates suggestions or additional, detailed information.



Indicates important text that should be carefully reviewed before proceeding.

# APPLICATION OVERVIEW

This chapter describes:

- The purpose and benefits of the ONESOURCE Global Tax for SAP Ariba Solutions application
- A high-level overview of the business process flow
- A description of the program flow by which the process works

## PURPOSE AND BENEFITS

The ONESOURCE Global Tax for SAP Ariba Solutions application enables an organization using SAP Ariba Procurement Solutions (SAP Ariba Buying, SAP Ariba Buying and Invoicing, SAP Ariba Invoice Management) to accurately and efficiently calculate, accrue, and record tax for SAP Ariba Purchase Requisitions and Invoices.

This product enables Organizations to utilize tax calculation service from a robust tax engine backed up by world class dynamic and most up to date tax content. With very minimal master data maintenance, users can benefit from tax calculation on SAP Ariba approvable like Requisition, Invoice Reconciliation for domestic, foreign and cross-border tax scenarios from simple to complex in nature.

When ONESOURCE Global Tax for SAP Ariba solutions is integrated with SAP Ariba Procurement Solution, time and effort required for manual tax master data maintenance is saved while accessing most up to date content in real-time.

## BUSINESS PROCESS FLOW

The exact procure to pay business process flow may vary by Buyer Organization practice, Buyer Organization's SAP Ariba and ERP system landscape but tax calculation service from ONESOURCE Global Tax for SAP Ariba Solutions is available son SAP Ariba Purchase Requisition and Invoice Reconciliation documents in SAP Ariba Cloud Buying Solution.

The following steps lists the process flow for tax calculation with a general procure to pay business transaction process:

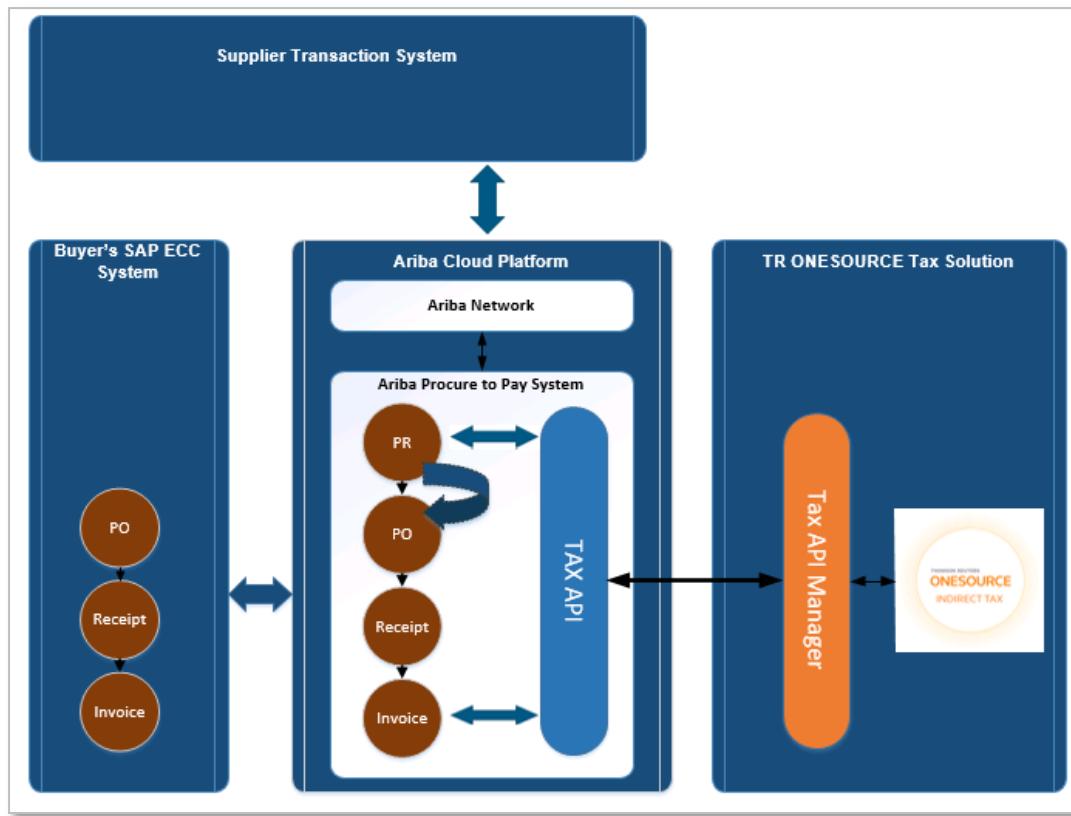
- The SAP Ariba Procurement Solution (SAP Ariba Buying, SAP Ariba Buying and Invoicing) makes tax call on purchase requisition when user submits the document for approval.
- SAP Ariba Procurement Solution sends the data at document level which is relevant for tax using web service/SOAP message channel.
- ONESOURCE Global Tax for SAP Ariba Solutions determines accurate tax data and responds back to SAP Ariba system with tax details (Tax Authorities, rate/amount, SAP Tax Code, SAP Account key and other information). SAP Ariba system captures data from tax call response and updates the details on Purchase Requisition line item.
- If for any reason user would like to change purchase requisition (on allowed requisition and order statuses) tax will re-calculated upon update document submission and during approval process.

- As per SAP Ariba Procurement standard functionality, Purchase Order would be created automatically once Purchase Requisition is approved. In addition to other data, tax data also gets copied to Purchase Order Line items and so there would not be other tax call on Purchase Order. If tax is recalculated on change purchase requisition transaction, updated taxes would be copied over to purchase order line items like other changes.
- As a next step, supplier receives the Purchase Order and may choose to confirm Order and send Advanced Ship Notice. Once Buyer Organization receives the goods or services, user posts the receipts (in case of receipt relevant transactions). Supplier submits Invoice for goods supplied or services rendered.
- During Invoice processing on SAP Ariba Buying and Invoicing or SAP Ariba Invoice Management solution, the system makes tax call on Invoice Reconciliation Document to verify taxes entered by Supplier.
- ONESOURCE Global Tax for SAP Ariba Solution determines and proposes expected taxes. If tax data on Invoice Reconciliation document matches with what ONESOURCE calculated, taxes would be reconciled and if no other variances are found, invoice gets reconciled. This process is repeated when the supplier also submits other non-standard invoice types like Line-item Debit Memo or Line-item Credit Memo.

But if there is any variance between tax information on IR document and tax calculation response from ONESOURCE Global Tax for SAP Ariba Solution, SAP Ariba system issues exceptions. Exception handling is SAP Ariba standard process. IR document has option to recalculate taxes. Buyer Organization's user can trigger tax call by selecting **Recalculate Tax** option on IR document. In case of IR rejection, subsequent Supplier re-submission, tax call would be made automatically when Invoice is re-submitted like Invoice posting process.

- This process flow would be similar irrespective of type of Procurement source like catalog or non-catalog based items, PO based, or Non-PO based Invoices and ERS based invoice.

The following diagram describes the tax request and response process in a typical Ariba Procure to Pay Business Process:



The ONESOURCE Global Tax for SAP Ariba Solutions is built to make Tax calculation process simple and easy supported by robust tax engine and world class research based dynamic tax content. Utilizing the tax calculation service from ONESOURCE Global Tax for SAP Ariba Solutions enable SAP Ariba Customer to save time required to set up tax process in SAP Ariba and tax master data maintenance.

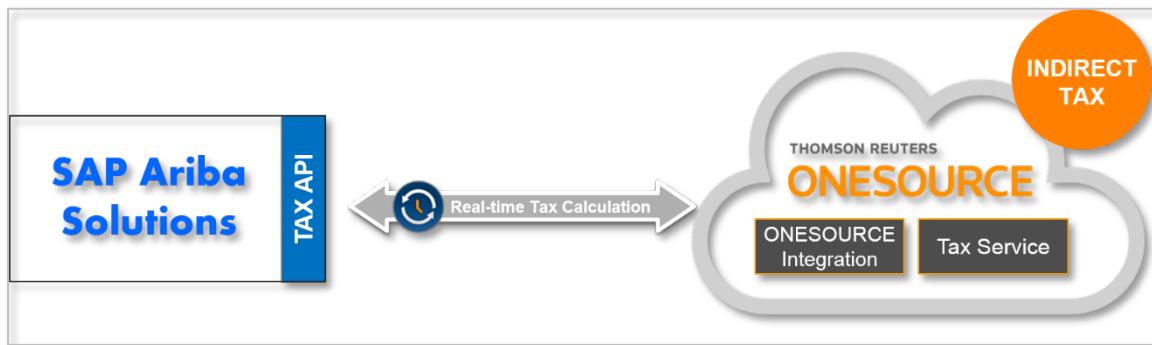
And, being supported by dynamic tax content and robust tax engine, simple to complex and domestic, foreign and cross border tax scenarios can be handled.

# INTEGRATION FRAMEWORK

The ONESOURCE Global Tax for SAP Ariba Solutions integration framework comprises SAP Ariba Tax API communicating with ONESOURCE Tax Solution in real time using Web Services/SOAP protocol.

SAP Ariba Tax API is designed to make a web service call to the external Tax calculation service provider for tax calculation services and receive a response to update transaction documents. SAP Ariba Procurement Solution is configured with Web Service and Endpoint for ONESOURCE Global Tax for SAP Ariba Solutions. During procurement transaction, Tax API is invoked to make the external tax calculation.

ONESOURCE Global Tax for SAP Ariba Solutions receives a tax call where ONESOURCE Global Tax enriches the SAP Ariba application data and hands it over to ONESOURCE Indirect Tax Determination for tax calculation purpose. Once tax is determined, the response is converted per SAP Ariba message format by ONESOURCE Global Tax and sent over to SAP Ariba Tax API. SAP Ariba Tax API receives the response and updates the transaction documents with tax information received from ONESOURCE Global Tax for SAP Ariba Solutions. The tax call and response occur in real time to provide seamless integration between SAP Ariba Procurement Solution and ONESOURCE Global Tax for SAP Ariba Solutions.



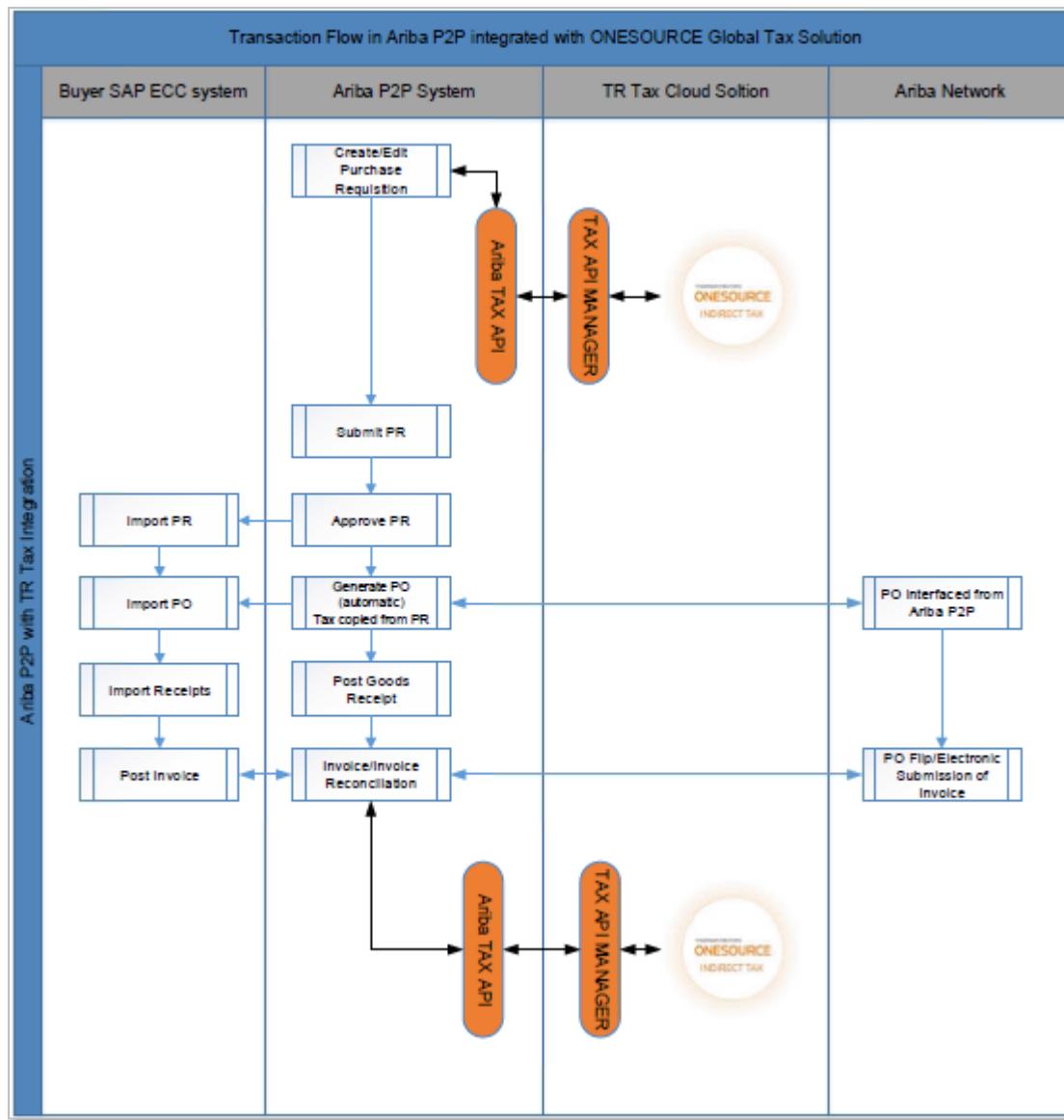
# **TAX CALCULATION USING ONESOURCE GLOBAL TAX FOR SAP ARIBA SOLUTIONS**

## **PROCESS AND TRANSACTION FLOW**

The integration of SAP Ariba Procurement Solution with ONESOURCE Global Tax for SAP Ariba Solutions would provide seamless and real-time tax calculation service. With ONESOURCE integration, Buyer Organization need not to maintain tax rates for each tax authority instead can rely on ONESOURCE Indirect Tax Determination System for complex tax component details, dynamic rate changes. ONESOURCE Indirect Tax Determination makes use of complex algorithms on dynamic and research based global tax content to determine to calculate accurate taxes.

A typical SAP Ariba Procure to Pay transaction with ONESOURCE Global Tax for SAP Ariba Solutions would be as shown in below diagram:

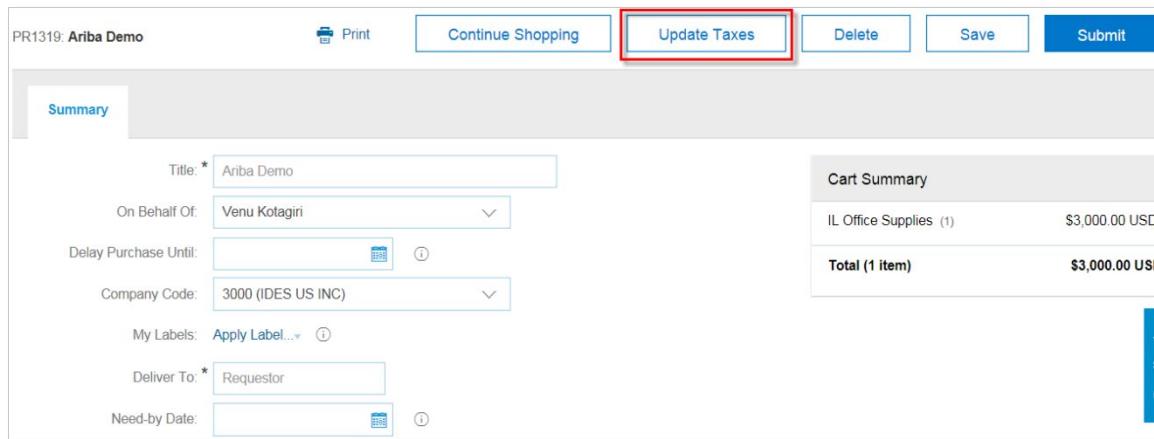
## Integration Framework



The tax calculation takes place on Purchase Requisition and on Invoice Reconciliation Document. The details process flow is as following:

1. Procurement business process normally starts with Purchase Requisition. During requisition processing buyer user can calculate taxes by simply clicking on **Update Taxes** button (newly introduced) available on requisition summary page (on top and bottom of the page).

Update Taxes button present on top and bottom of the page:



PR1319: Ariba Demo

Print Continue Shopping **Update Taxes** Delete Save Submit

**Summary**

Title: \* Ariba Demo

On Behalf Of: Venu Kotagiri

Delay Purchase Until:

Company Code: 3000 (IDES US INC)

My Labels: [Apply Label...](#)

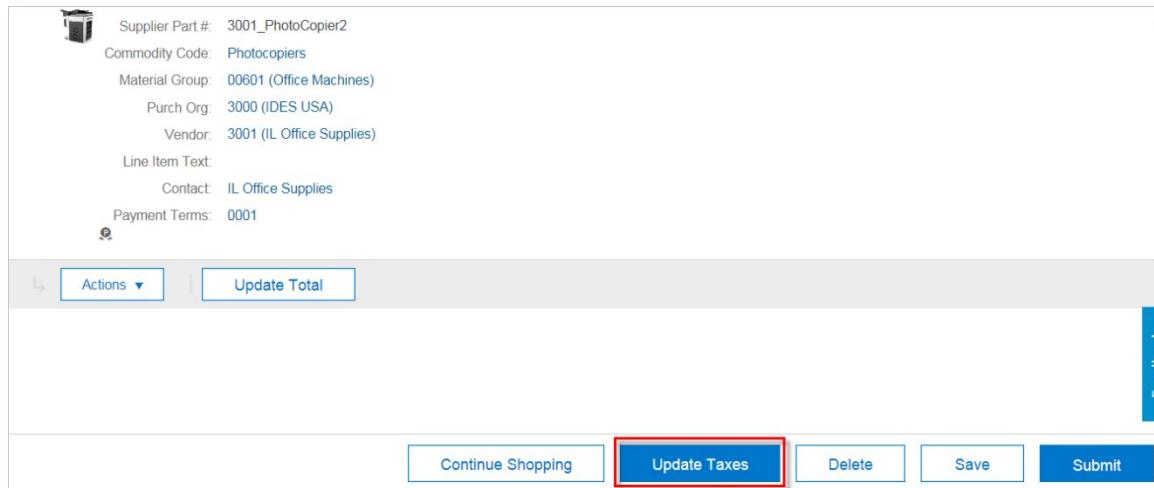
Deliver To: \* Requestor

Need-by Date:

**Cart Summary**

IL Office Supplies (1)	\$3,000.00 USD
<b>Total (1 item)</b>	<b>\$3,000.00 USD</b>

[Feedback](#)

Supplier Part #: 3001\_PhotoCopier2

Commodity Code: Photocopiers

Material Group: 00601 (Office Machines)

Purch Org: 3000 (IDES USA)

Vendor: 3001 (IL Office Supplies)

Line Item Text:

Contact: IL Office Supplies

Payment Terms: 0001

[Actions](#) **Update Total**

Continue Shopping **Update Taxes** Delete Save Submit

[Feedback](#)

2. SAP Ariba Procurement initiates the tax call and transmits document level information available on requisition to ONESOURCE Indirect Tax Determination. Based on transaction information received for requisition and based on corresponding legal entity (ex: SAP Company Code on requisition) tax set up in ONESOURCE Indirect Tax Determination, applicable tax rates are determined, and tax amount is calculated.
3. ONESOURCE Global Tax for SAP Ariba Solutions then sends back to SAP Ariba Procurement Solution detailed tax information including tax authorities, tax types, tax rates and tax amount. SAP Ariba solution would update the tax information on requisition document. The tax call request and response occurs in real time.
4. Ariba user can continue to process the requisition where document can be either saved for future processing or submitted for approval. When requisition is submitted for approval, tax call is made automatically to determine and calculate taxes.

## Integration Framework



Update Taxes button is an optional feature which can be used to simulate tax calculation and check what could be expected tax. Ariba user can either save or submit the requisition without clicking on Update Taxes button. When user submits the requisition for approval, tax call is made automatically and ONESOURCE Global Tax Determination solution provides tax results.



If Buyer SAP Ariba Procurement Solution is enabled for external budget check, when user clicks on Update Taxes button taxes calculated externally will be sent over to backend ERP to check the availability of funds.

- During requisition approval process, approver with appropriate edit authorizations may make changes. SAP Ariba makes tax calculation request to keep the tax amount up-to date based on changed requisition document.
- SAP Ariba received tax result from ONESOURCE Global Tax and updates requisition document. Taxes column at line item level shows the tax amount calculated by external tax engine. The tax amount hyper link and Details buttons will show more details on taxes.

1 Item Total										Hide Details		
	No.	Service Item	Type	Description	Qty	Unit	Price	Discount	Net Amount	Charges	Taxes ↓	Amount
<input checked="" type="checkbox"/>	1			Multi-Purpose Photocopier-3001PCA	1	each	\$3,000.00	USD	\$3,000.00 USD		\$247.50 USD	\$3,247.50 USD
<b>Supplier Part #:</b> 3001_PhotoCopier2												
<b>Commodity Code:</b> Photocopiers												
<b>Material Group:</b> 00601 (Office Machines)												
<b>Purch Org:</b> 3000 (IDES USA)												
<b>Vendor:</b> 3001 (IL Office Supplies)												
<b>Line Item Text:</b>												
Contact: IL Office Supplies												
Payment Terms: 0001												
<b>Actions</b> ▾   <b>Update Total</b>												

Click on Tax Amount hyper link or Details button to check details of tax amount.

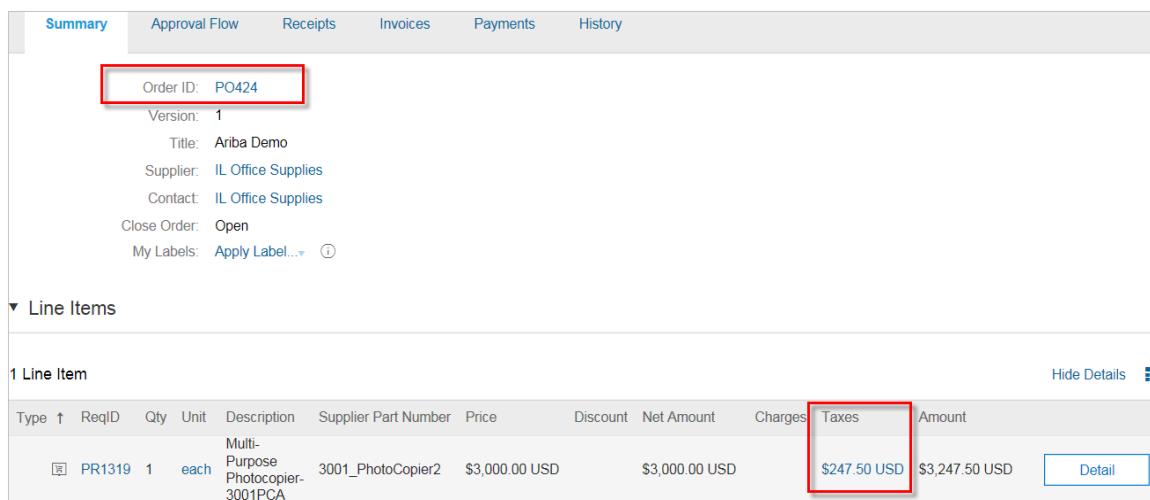
1 Item Total										Hide Details																					
<b>Tax Details for Line Item 1 - Multi-Purpose Photocopier-3001PCA</b>																															
<b>Tax Code A1.</b>																															
<b>Tax Components</b>																															
<table border="1"> <thead> <tr> <th>Name</th> <th>Is Deductible</th> <th>Rate</th> <th>Applied On</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>State Sales/Use</td> <td>No</td> <td>6.25%</td> <td>USSG2: Standard Seller collected use tax applies because of sale from outside jurisdiction.[9980]P</td> <td>\$187.50 USD</td> </tr> <tr> <td>City Sales/Use</td> <td>No</td> <td>1.0%</td> <td>USSG21: Standard Seller collected use tax applies because of sale from outside jurisdiction.[9981]P</td> <td>\$30.00 USD</td> </tr> <tr> <td>District Sales/Use</td> <td>No</td> <td>1.0%</td> <td>USSG21: Standard Seller collected use tax applies because of sale from outside jurisdiction.[9981]P</td> <td>\$30.00 USD</td> </tr> </tbody> </table>												Name	Is Deductible	Rate	Applied On	Amount	State Sales/Use	No	6.25%	USSG2: Standard Seller collected use tax applies because of sale from outside jurisdiction.[9980]P	\$187.50 USD	City Sales/Use	No	1.0%	USSG21: Standard Seller collected use tax applies because of sale from outside jurisdiction.[9981]P	\$30.00 USD	District Sales/Use	No	1.0%	USSG21: Standard Seller collected use tax applies because of sale from outside jurisdiction.[9981]P	\$30.00 USD
Name	Is Deductible	Rate	Applied On	Amount																											
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District Sales/Use	No	1.0%	USSG21: Standard Seller collected use tax applies because of sale from outside jurisdiction.[9981]P	\$30.00 USD																											
Tax Amount: \$247.50 USD																															
<b>OK</b>																															

Here user can see Tax Code A1 coming from ONESOURCE Global Tax for SAP Ariba Solutions. This is the SAP Tax Code configured in ONESOURCE Indirect Tax. In addition to SAP Tax Code, ONESOURCE Global Tax for SAP Ariba Solutions also provides the SAP Account Key as part of tax response.

The SAP Account key is not visible on UI but would be part of purchase order export and payment request export messages. The SAP Tax Code and Account Key (AccountInstruction is new name for this message xml element from Integration version 1.0.2.0/higher).

- When requisition is finally approved, a Purchase Order is created automatically. In addition to other information, Tax information also gets copied over to Purchase Order.

Purchase Order line item shows tax like Purchase Requisition under **Taxes** column.



The screenshot shows the SAP Ariba Purchase Order screen. At the top, there are tabs: Summary, Approval Flow, Receipts, Invoices, Payments, and History. The Summary tab is selected. Below the tabs, there is a summary box containing the following information:

- Order ID: PO424 (highlighted with a red box)
- Version: 1
- Title: Ariba Demo
- Supplier: IL Office Supplies
- Contact: IL Office Supplies
- Close Order: Open
- My Labels: Apply Label... (with a help icon)

Below this summary box, there is a section titled "Line Items" with a sub-section "1 Line Item". The table has the following columns: Type, ReqID, Qty, Unit, Description, Supplier Part Number, Price, Discount, Net Amount, Charges, Taxes, and Amount. The data for the line item is:

Type	ReqID	Qty	Unit	Description	Supplier Part Number	Price	Discount	Net Amount	Charges	Taxes	Amount
PR1319	1	each	Multi-Purpose Photocopier-3001PCA	3001_PhotoCopier2	\$3,000.00 USD	\$3,000.00 USD			\$247.50 USD	\$3,247.50 USD	<a href="#">Detail</a>

- Click on **Tax Amount** hyperlink or **Detail** to check tax amount details.



The screenshot shows the "Tax Details for Line Item 1 - Multi-Purpose Photocopier-3001PCA" dialog box. At the top, it says "Tax Code: A1," and below that is a section titled "Tax Components". The table shows the following components:

Name	Is Deductible	Rate	Applied On	Amount
State Sales/Use	No	6.25%	USSG2: Standard Seller collected use tax applies because of sale from outside jurisdiction. 9980 P	\$187.50 USD
City Sales/Use	No	1.0%	USSG21: Standard Seller collected use tax applies because of sale from outside jurisdiction. 9981 P	\$30.00 USD
District Sales/Use	No	1.0%	USSG21: Standard Seller collected use tax applies because of sale from outside jurisdiction. 9981 P	\$30.00 USD

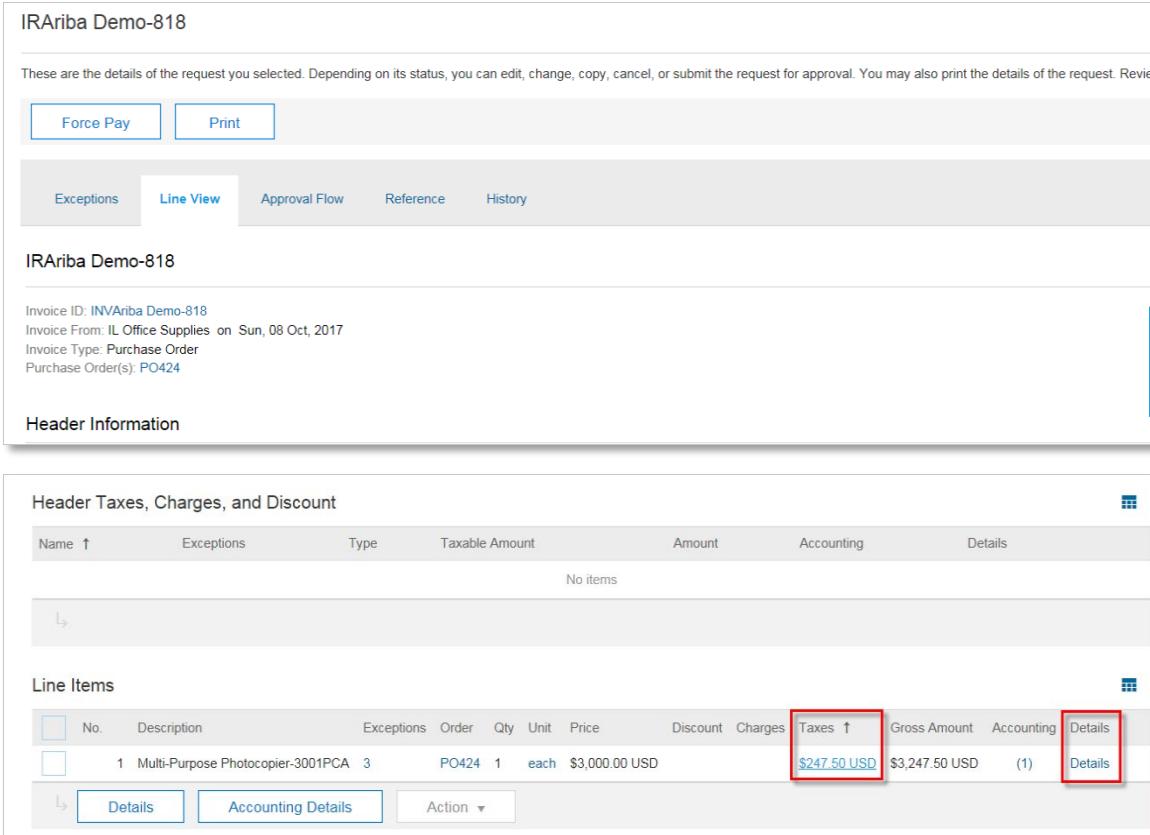
At the bottom of the dialog box, there is a "Tax Amount: \$247.50 USD" button and an "OK" button.

- When Purchase Order is routed to Supplier or either available on Ariba Network, Supplier would ship goods or provide services. Buyer user upon receiving goods/services would create receipts as a general process/as applicable. Supplier can submit Invoice either on Ariba Network or an Invoice

## Integration Framework

agent may enter it in SAP Ariba Procurement Solution if it is a paper Invoice (Ariba allows different mediums and channels for submitting Invoices)

10. During Invoice reconciliation process, SAP Ariba makes a tax call and exports information on Vendor Invoice. ONESOURCE Global Tax for SAP Ariba Solutions would perform tax calculation and responds back with expected tax rate, amount, tax authorities, the tax types and the tax code which is updated on Invoice Reconciliation line items.
11. Navigate to Invoice Reconciliation > Line View > Line Items to view tax response from ONESOURCE Global Tax for SAP Ariba Solutions.



IRAriba Demo-818

These are the details of the request you selected. Depending on its status, you can edit, change, copy, cancel, or submit the request for approval. You may also print the details of the request. Review

Force Pay Print

Exceptions Line View Approval Flow Reference History

IRAriba Demo-818

Invoice ID: INVAriba Demo-818  
Invoice From: IL Office Supplies on Sun, 08 Oct, 2017  
Invoice Type: Purchase Order  
Purchase Order(s): PO424

Header Information

Header Taxes, Charges, and Discount

Name	Exceptions	Type	Taxable Amount	Amount	Accounting	Details
No items						

Line Items

No.	Description	Exceptions	Order	Qty	Unit	Price	Discount	Charges	Taxes	Gross Amount	Accounting	Details
1	Multi-Purpose Photocopier-3001PCA	3	PO424	1	each	\$3,000.00 USD			\$247.50 USD	\$3,247.50 USD	(1)	Details

Details Accounting Details Action ▾

Click on **Tax Amount** hyper link under **Taxes** column on **Line Items** table or **Details** hyperlink to check detailed tax information.

Header Taxes, Charges, and Discount														
Name ↑	Exceptions	Type	Taxable Amount			Amount	Accounting	Details						
No items														
L3														
Line Items														
No.	Description	Exceptions	Order	Qty	Unit	Price	Discount	Charges	Taxes ↑ Details					
1	Multi-Purpose Photocopier-3001PCA	3	PO424	1	each	\$3,000.00 USD			\$247.50 USD Details					
L3														
<a href="#">Details</a>		<a href="#">Accounting Details</a>			<a href="#">Action ▾</a>									

Clicking on **Details** would open the Line item in a new page and shows Taxes details as below (scroll down the page to see tax details).

User can see Tax Code A1, expected tax type, Tax Description, Expected Tax Rate, Tax Amount and other details

Taxes								
Tax Code: A1		Taxes: \$247.50 USD						
Description:								
Tax Type	Tax Description	Accrual	↓	Reference Date	Expected Tax Rate	Taxable Total	Amount	Expected Tax Amount
District sales or use taxes not applied by political boundaries	District Sales/Use			Sun, 08 Oct, 2017	0%	\$3,000.00 USD	\$30.00 USD	\$30.00 USD
Sales or use taxes levied by a city	City Sales/Use			Sun, 08 Oct, 2017	0%	\$3,000.00 USD	\$30.00 USD	\$30.00 USD
Sales or use taxes levied by a state	State Sales/Use			Sun, 08 Oct, 2017	0%	\$3,000.00 USD	\$187.50 USD	\$187.50 USD

12. If no validation errors and variance exceptions occur, Invoice Reconciliation would be successful.
13. Reconciled Invoices generate Payment Export (OK2PAY) and interfaced to backend ERP system for Invoice posting and Financial Accounting update. The tax information provided by ONESOURCE Global Tax is captured on OKP2AY and used during Invoice posting in backend ERP system.

# INVOICE RECONCILIATION - TAX VARIANCE AND EXCEPTION HANDLING

There may be tax variance between taxes charged by Supplier on Invoice with what has been calculated by ONESOURCE Global Tax for SAP Ariba Solutions. ONESOURCE tax calculation logic is complex and utilizes all possible and available information to determine the most accurate and appropriate taxes for a given scenario at any given time.

There are three exceptions that may happen on Invoice Reconciliation document.

## Under Tax Variance Exception

When Vendor Charged Tax, (VCT) amount is less than tax amount calculated by ONESOURCE Global Tax for SAP Ariba Solution, this results in under tax variance.

## Over-Tax Variance Exception

When Vendor Charged Tax (VCT) amount is greater than tax amount calculated by ONESOURCE Global Tax for Ariba solution, this will result in Over-tax variance exception. Under tax and Over tax variances can be accepted or rejected by buyer users.

Taxes are accrued when buyer users accept Tax amounts calculated by ONESOURCE Global Tax for Ariba solution charged Tax instead of Vendor Charged Tax when reconciling invoices with under tax variance exceptions.

Handling the Under-Tax Variance or over tax variance exception is not impacted with the introduction of external tax calculation. Only difference here is instead of SAP Ariba Native tax solution, external tax provider ONESOURCE provides expected tax details. The entire process of exception handling can be carried out as usual.

## Tax Calculation Failed Exception

This exception is generated when there is a mismatch between Supplier provided tax type(s) and the tax calculated by ONESOURCE Global Tax for SAP Ariba Solutions.

This exception cannot be accepted. Exception handlers who were added on Invoice Reconciliation document can verify if tax types selected by Supplier are invalid based on what has been proposed by ONESOURCE Global Tax for SAP Ariba Solutions. Invoice can be rejected with comments to Supplier requesting for replacement of wrong tax types with correct tax type on Ariba.

Supplier can re-submit Invoice with correct tax types which is then handled using regular workflow where Invoice Reconciliation would make a tax call and if Supplier charged tax amount and selected tax types are correct, reconciliation would be successful.

If exception handler finds that problem could be with ONESOURCE Global Tax for SAP Ariba Solutions, then first buyer user needs to contact ONESOURCE Indirect Tax Professional Services for resolving the issue. If problem exists with tax calculation service provider and issue has been fixed, exception handler can click on Recalculate Tax button to retrigger the tax call and get the tax response.

# INTEGRATION VERSION 2.0.0.0 FUNCTIONALITY

SAP Ariba enhanced Tax API or Ariba API2 is an improved integration solution which includes new functionalities and features on both SAP Ariba Buying and Invoicing solution as well as ONESOURCE Global Tax for Ariba solution. This version also contains fixes for some of the existing bugs on earlier versions of the integration solution. The new enhancements on the integrated solutions includes enhancements on Tax Calculations, Invoice Reconciliation and OK2PAY integration with backend ERP. This new version will also support Direct Pay Permit feature as well as eliminate some of the customer pain points on tax type matching and tax type limitation on Ariba Network.

ONESOURCE Global Tax for SAP Ariba Solutions (Ariba Integration) through release 2.0.0.0 offers following new features:

1. Tax Response with both summarized and granular tax data.
2. Tax Response for US Scenario with Authority Types which matches Ariba tax types.
3. Direct Pay Permit functionality.
4. Support Tax Calculation Requests on SAP Ariba Line-Item Debit Memo, Line-item Credit Memo in addition to Purchase Requisitions and Standard Invoice documents.
5. Support Second Tax Calculation Request on SAP Ariba Invoice Reconciliation documents (Standard Invoice, Line-item Credit Memo, Line-item Debit Memo).
6. Audit Second Tax Calculation Request on SAP Ariba Invoice Reconciliation documents (Standard Invoice, Line-item Credit Memo, Line-item Debit Memo) for compliance and reporting purpose.

## CHANGES TO TAX CALCULATION REQUEST AND Ariba TAX RESPONSE

The SAP Ariba Cloud Buying and Invoicing solution with enhanced Tax API will make tax calculation request on Purchase Requisition, Standard Invoice, Line-item Debit Memo, Line-item Credit Memo documents unlike the previous versions which calculates taxes only on Purchase Requisition and Standard Invoice only.

SAP Ariba also makes two types of tax calculation requests with enhanced Tax API. The xml element RequestType on the tax calculation request is useful to identify type of tax calculation request. Below tables shows the type of Ariba document, type of tax calculation requests and its purpose.

Tax Call Request Type	Ariba Purchase Requisition	Ariba Invoice Reconciliation
TaxCalculation	X	X
ERPPosting	Not Applicable	X

RequestType	Purpose	SAP Ariba Document Type
TaxCalculation	Calculation of tax	<ol style="list-style-type: none"> <li>1. Purchase Requisition</li> <li>2. Standard Invoice</li> <li>3. Line-item Credit Memo</li> <li>4. Line-item Debit Memo</li> </ol>
ERPPosting	posting instructions for OK2PAY	<ol style="list-style-type: none"> <li>1. Standard Invoice</li> <li>2. Line-item Credit Memo</li> <li>3. Line-item Debit Memo</li> </ol>

## PRE-REQUISITE FOR ONESOURCE GLOBAL TAX FOR SAP ARIBA SOLUTIONS 2.0.0.0

Integration Deployment Model	Prerequisite
Cloud	<ol style="list-style-type: none"> <li>1. Enable SAP Ariba Cloud Buying Solution with enhanced Tax API or Tax API2.</li> <li>2. Existing SAP Ariba Cloud Buying Customers accept Data Definition for new XSD part of enhanced Tax API or Tax API2.</li> <li>3. Subscribe to Ariba Integration version ONESOURCE Global Tax for SAP Ariba Solutions 2.0.0.0.</li> <li>4. Update SAP Ariba Cloud Buying Solution with the latest Endpoint for ONESOURCE Global Tax for SAP Ariba Solution 2.0.0.0.</li> <li>5. Refer <i>“ConfigurationGuideONESOURCETaxforSAPAribaSolutions_2000.docx”</i> from Thomson Reuters and <i>“Tax and Charge Configuration Guide”</i> from SAP Ariba for more details.</li> </ol>



The latest version of SAP Ariba Cloud Buying Solution comes with enhanced Ariba Tax API and the Integration User will not be required to accept Data Definition changes to make use of the new features of the enhanced API. However SAP Ariba Customers (Buying Organizations) who upgrade their realm with latest SAP Ariba releases/versions may need to accept the data definition changes to activate the new XSD that is part of the enhanced Tax API/Tax API2.



Please check [APPENDIXIII](#) for steps to accept Data Definition changes in SAP Ariba Cloud Buying Solution. (This is also be available from SAP Ariba Product Documentation help portal). Check section [UPDATE ENDPOINT](#) to update Endpoint Configuration for latest Integration version. For any questions regarding data definition and enhanced Tax API, please reach out to SAP Ariba Customer Support/Customer Engagement Executive.

## TAX RESPONSE WITH SUMMARIZED AND GRANULAR TAX DATA

Ariba Integration will respond to match the tax granularity on calculated taxes from ONESOURCE Determination/Tax engine to the granularity of taxes in the Vendor Charged Tax on Ariba Invoice. In transactions where SAP Ariba Invoice Reconciliation documents are submitted without Vendor Charged Tax, Ariba Integration will provide granular tax data by default from ONESOURCE Determination/tax engine. The tax response for SAP Ariba Purchase Requisition tax calculation requests will always have granular tax date as vendors do not provide any tax on Purchase Requisitions.

When Vendor Charged Tax on Ariba Invoice is in summarized format (ex: SalesTax \$10.00), Integration will provide tax response in Summarized format for Invoice reconciliation purpose in SAP Ariba Cloud

Buying Solutions and in granular format (State Sales/Use \$5.00 and City/Use 5\$.00) for Buyer User's verification purpose (to show what constitutes the SalesTax of \$10.00)

**Illustration:**

**Ariba Tax calculation request:**

SAP Ariba Tax Calculation Request for Invoice Reconciliation Document IR-Test-123

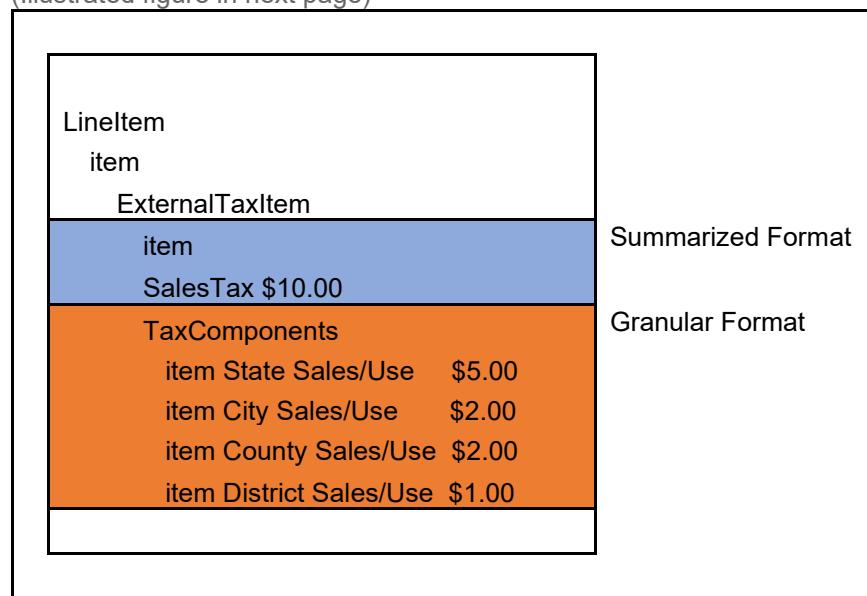
Gross Amount \$100.00

Vendor Tax (Summarized format) SalesTax \$10.00

**Ariba Tax Response:**

Summarized section and Granular section on Ariba tax response.

(Illustrated figure in next page)



The illustrated figure is to help understand message structure with respect to Summarized and Granular tax data on the response. Ariba Tax Response will have more data in different models based on tax calculation request type and business scenario. Please check WSDL to see complete list of elements on request and response.

Vendor can submit Invoice with tax charge in granular format i.e. sales tax of \$10.00 can be entered by tax authority type in like State Sales/Use \$5.00. City Sales/Use \$5.00. When Vendor tax is in granular format, Ariba tax response will be granular.

**Illustration:**

**Ariba Tax calculation request:**

SAP Ariba Tax Calculation Request for Invoice Reconciliation Document IR-Test-123

Gross Amount \$100.00

Vendor Tax (Granular format):

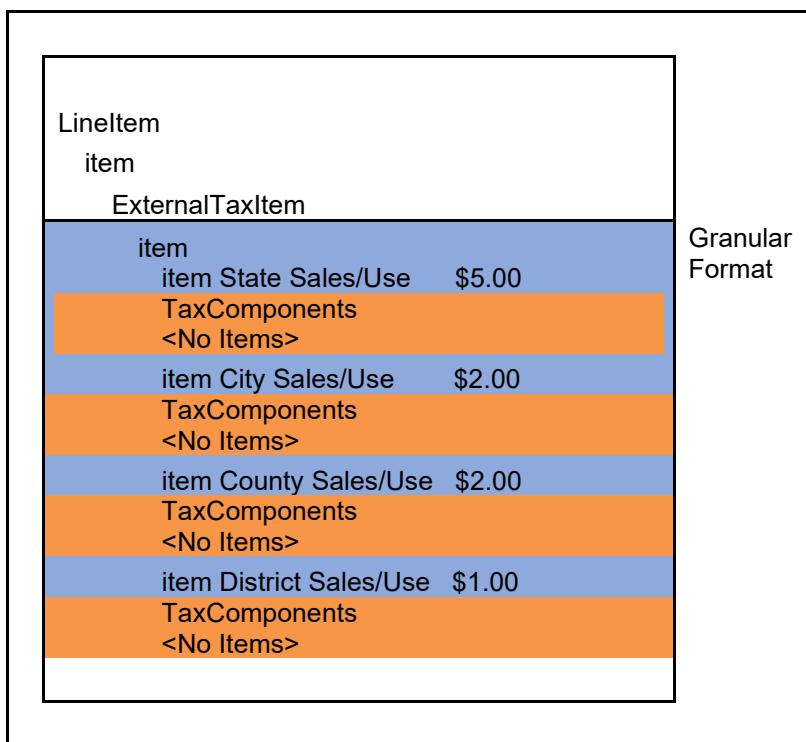
State Sales/Use \$5.00

City Sales/Use \$5.00

**Ariba Tax Response:**

The item under ExternalTaxItem will show tax data in Granular format. SAP Ariba system will use this section for Invoice Reconciliation purpose. TaxComponents will not have any data as tax data under ExternalTaxItem is already in granular format.

(Illustrated figure in next page)



The illustrated figure is just to provide understanding on how granular response will look like. Ariba Tax Response will have more data in different models based on tax calculation request type and business scenario. Please check WSDL to see complete list of elements on request and response.

## TAX RESPONSE WITH ARIBA TAX TYPES

Ariba Integration version 2.0.0.0 (ONESOURCE Global Tax for SAP Ariba Solutions) with enhanced functionality reduces complexity associated with Ariba types vs. Determination tax authority types.

For easy understanding this feature is presented here with some important Use Cases.

### Use Case 1: Ariba out of box tax type “SalesTax”/ “SUTTax” on Ariba tax response

Suppliers/Vendors in U.S. usually choose Ariba out of the box summarized tax type “SalesTax” to charge U.S. Sales and Use Tax instead of granular tax authority types like State Sales/Use and City Sales/Use tax. With Integration version 2.0.0.0, tax response will contain Ariba out of the box tax type “SalesTax”/ “SUTTax” (under ExternalTaxType on response xml) instead of Determination Authority type.

The Ariba tax type may vary based on ERP Variant used in SAP Ariba Cloud Procurement system. For this use case, Integration will contain same Ariba tax type that is seen on Ariba tax calculation request so irrespective of ERP variant and corresponding Ariba tax type, tax response will have matching summarized Ariba out of the box tax type.

**Illustration:**

1. If tax calculation request from SAP Ariba has “SalesTax” (Ariba tax for Vendor tax), response from Integration will have “SalesTax” as ExternalTaxType.
2. If tax calculation request from SAP Ariba has “SUTTax” (Ariba tax type for Vendor tax), response from Integration will have “SUTTax” as ExternalTaxType.

## Use Case 2: Purchase Requisition and Non-U.S. Invoice Reconciliation Documents

SAP Ariba Purchase Requisition would not have Vendor tax and hence Ariba Tax Response for tax calculation requests from Ariba Purchase Requisition documents will have ONESOURCE Determination Authority types as tax types.

The tax response for tax calculation requests on Invoice Reconciliation Documents with non-U.S. taxable countries (ex: VAT, GST) Integration will have Determination tax authority types (VAT, GST, PST, HST) as ExternalTaxType for tax type matching in Ariba.

**Illustration:**

1. ExternalTaxType on the Integration tax response for a tax call on Purchase Requisition:
  - a. U.S. Scenario – State Sales/Use Tax; City Sales/Use Tax
  - b. DE/GB Scenario – VAT
  - c. CA Scenario – GST, PST

## Use Case 3: Ariba out of the box tax type “vat” for Determination Country specific Tax Authority types (TVA, IVA, MWST)

Ariba standard tax type for VAT is “vat” and it is used for most of the VAT or VAT like Countries. But Determination has country specific authority types like MWST for Switzerland, IVA for Mexico, TVA for France. To prevent the tax type mismatch between “vat” on Ariba Invoice vs MWST, TVA, IVA from Determination, Integration provides a workaround using Determination Tax Code Qualifier Configuration where Ariba tax type can be entered on ERP Tax Code which then can be mapped to ExternalTaxType on response. This feature will be continued with release 2.0.0.0.

**Illustration:**

1. For France Domestic transaction, on tax calculation response, Integration will send “TVA” (Determination tax authority) as ExternalTaxType by default.
2. But if User configures out of the box Ariba Tax Types on Determination Tax Code Qualifier (on FR ERP Tax Codes) with Ariba tax type “vat”, Integration will send “vat” as ExternalTaxType.



Ariba tax types configured on ERP Tax Codes in Determination Tax Code Qualifier will take precedence over the standard Determination authority tax types when populating ExternalTaxType (used for tax type matching in Ariba) on response.

Please see [Tax Code Qualifier Based Ariba Tax Type](#) functionality for more details.

## Advantages of Ariba Tax Types in Tax Response

1. Reduce tax type mismatch between Ariba tax types and ONESOURCE Determination Tax Authority types during Invoice Reconciliation process. This will save procurement/AP/Tax users time for more strategic work.

2. This feature will also eliminate the need for maintenance of Ariba tax type files (TaxType.csv and TaxTypeMap.csv) with numerical designators on Ariba Procurement solution. Examples include State Sales.Use\_1, State Sales.Use\_2, State Sales.Use\_3, State Sales.Use\_4 etc.

## DIRECT PAY PERMIT INDICATOR

Some Businesses (usually Manufacturing entities) may obtain Direct Pay Permit from State/Local tax authorities to self-assess, accrue and remit Use tax on Purchases instead of paying Sales tax to Suppliers/Vendors.

SAP Ariba Cloud Buying Solution with enhanced Tax API or Tax API2 offers Direct Pay Permit exception with the help of Ariba Integration (ONESOURCE Global Tax for SAP Ariba Solutions).

## Process

1. Integration user configures Direct Pay Permit using Determination Exemption Certificate feature.
2. Ariba Integration sets “**IsBuyerPayableTax**” flag as “true” on Ariba Tax Response when purchase transaction scenario contains Organization Unit/Company Code and Tax Authority combination which are maintained in Determination Exemption Certificate configuration.
3. SAP Ariba system raises an Invoice exception on line items where Vendor charges sales tax but Integration identifies the location and tax authority as Direct Pay Permit locations and therefore should be vendor tax exempt.
4. SAP Ariba system Buyer user (who is part of exception handling process chain) may dispute Invoice Amount so that zero tax amount is paid to Vendor (Payable to vendor do not contain vendor charged tax).
5. Buyer Organization accrue the consumer use tax and remits the tax to appropriate tax authorities directly.

## Required Configuration

1. Configure Direct Pay Permit location(s) and Tax Authorities in Determination using Exemption Certificate Functionality.

For a specific Determination Company:

- a. Create new Customer with the same name as the Determination Company
- b. Create Customer Number equal to the External Company ID associated with that Company for which Direct Pay Permit is being configured.
- c. Create an exemption certificate for new customer with the following attributes:

Field	Value
Number	Permit Number
Valid From	(Today's Date)
Active	(Checked)
Status	Approved
Exempt Reason	Direct Pay Permit
Applied To	Choose the appropriate State

d. Create exemption reason with the following values:

Field	Value
Long Code	Direct Pay Permit
Short Code	DP
Description	Direct Pay Permit



Do not check the Fully Exempt Box. Determination do not exempt any percentage of amount from calculated tax amount. Certificate functionality is used to identify a transaction with Direct Pay locations. The Determination response (LINE.TAX.EXEMPT\_REASON) will show Direct Pay as exempt reason based on which Integration would flag

IsBuyerPayableTax as true. This will help SAP Ariba Cloud Buying System to raise an exception if Vendor charges tax on an Invoice with Direct Pay location.



Please refer Determination Exemption Certificate help topic for more information.

Enable required SAP Ariba system parameters and configure Invoice exception for Direct Pay Permit exception (link).

- Parameter **Application.InvoicingDisallowAcceptOnExceptionTypes** should be configured for Buyer Payable Tax Invoice exception to disallow using the accept button on IR exceptions. If empty, accept action is allowed. When configured with an exception type, system would not allow accept on that exception type.
- Activate and Configure **Buyer Payable Tax Invoice Exception Type** as suggested in SAP Ariba Product Guide “Tax and Charge Configuration”.



1. SAP Ariba Customer Support may help maintain the required Parameters and provide advice on new Invoice exception type.
2. SAP Ariba User with Customer Administrator Group membership or Invoice Administrator, Invoice Manager Group membership can maintain (activate and configure) Invoice exception types.

## TAX CALCULATION REQUEST ON ARIBA CREDIT MEMO AND DEBIT MEMO DOCUMENTS

SAP Ariba will make tax calculation requests on Line-item Debit Memo, Line-item Credit Memo documents in addition to standard Invoice. The document type for all the documents is Invoice Reconciliation.

With SAP Ariba Tax API2 and Ariba Integration version 1.0.3.x when we say tax calculation request on Invoice Reconciliation document it is assumed that it is being referred to tax calculation request on standard Invoice, Line-item Debit Memo, Line-item Credit Memo.

SAP Ariba tax calculation request and Tax Response xml message model for Line-item Debit Memo and Line-item Credit Memo will be like request and response xml message model for standard Invoice Document.

## SECOND TAX CALCULATION REQUEST

This tax calculation request is referred with different names as it serves different purposes.

- **Second Call:** Ariba makes this call after first tax calculation request and hence the name Second call/Second tax calculation request.
- **ERPPosting Request:** Ariba uses the tax response as source of backend ERP account posting Instructions.
- **Audit Call:** The second tax calculation request or ERP Posting call is audited in ONESOURCE Determination and so it is also referred as Audit Call.

## AUDIT

### PROCESS OVERVIEW

ONESOURCE Global Tax for SAP Ariba Solutions audits Ariba tax transactions in addition to determining and calculating the taxes. This feature will enable users, who are already using tax calculation service to capture all SAP Ariba Invoice Reconciliation transactions to ONESOURCE Indirect Tax Determination audit data base for Reporting and Compliance purposes.

With Ariba's enhanced Tax API and ONESOURCE Global Tax 2.0.0.0 version audit process will be automatic unlike the earlier version. SAP Ariba makes second tax calculation request to ONESOURCE Global Tax on reconciled Invoices which are ready for invoicing in backend ERP system.

ONESOURCE Global Tax audits tax calculation requests on SAP Ariba Invoice Reconciliation (standard Invoice, line level credit memo, line level debit memo) documents. Tax calculation requests on SAP Ariba Purchase Requisition will not be audited.

### PROCESS FLOW

- SAP Ariba Cloud Buying Solution makes tax calculation request on Invoice Reconciliation Documents (request type at message level is **TaxCalculation**) including standard Invoice, Line-item Debit Memo, Line-item Credit Memos.
- ONESOURCE Global Tax provide tax calculation results and SAP Ariba updates tax results on documents and completes the reconciliation process.
- When Invoice gets reconciled, SAP Ariba makes second tax calculation request (at message level request type is **ERPPosting**). This request is also known as Audit call.
- SAP Ariba request includes Vendor tax amount (xml element **OriginalSupplierAmount**) and total tax (xml element **FinalAmount**) on IR document which tells Integration that if any tax is being accrued (during Invoice reconciliation to handle tax variance exception(s)).
- ONESOURCE Global Tax forwards the request to Determination. For this Ariba request, Integration identifies tax accruals if any and makes the call to Determination accordingly to get appropriate tax rate, ERP Posting Key for vendor tax portion and consumer use tax portion of the tax from ONESOURCE Determination.
- ONESOURCE Determination calculates taxes for ERPPosting request, saves the transaction to audit database and concurrently SAP Ariba receives the tax response.

- All tax transactions from SAP Ariba (documents with no tax accrual, partial tax accrual, total tax accrual) will be saved to Determination Audit database.
- In case of Partial Tax Accrual scenario (Buyer accrues the difference between Vendor tax amount on Ariba Invoice and Determination calculated tax amount).
- When Ariba receives a response for Audit calculation request, Invoice Reconciliation Document status changes to **Paying** (Please note that IR document status are configurable in SAP Ariba Cloud Buying Solutions).



ONESOURCE Global Tax version 1.0.3.x allows multiple tax calculation requests on same SAP Ariba document. ONESOURCE Determination audit updates audit database with latest tax transactions so that the most current and unique transaction data is available for reporting.

## MULTIPLE AUDIT TAX CALCULATION REQUESTS

- OK2PAY/Payment Request will have some of the tax calculation information like ERP Posting Key (AccounInstruction), Tax Code, Rate, Amount etc. from ONESOURCE Global Tax tax response for the second call.
- For any reason, if OK2PAY interface to backend ERP system fails, SAP Ariba makes another ERPPosting call to ONESOURCE Global Tax.
- ONESOURCE Global Tax allows multiple tax calculation requests on same SAP Ariba document. Determination will calculate tax, save transaction to audit database and send response to SAP Ariba system.
- ONESOURCE Determination keeps the latest transaction data by cancelling the earlier transaction data for the same SAP Ariba document.
- Tax calculation requests on SAP Ariba line level credit memo documents will also be handled by Determination audit like tax calculation/audit process on standard Invoice/Invoice Reconciliation Document.
- Transaction data saved to ONESOURCE Determination Audit data base can be accessed through standard ONESOURCE Determination Audit Reports (please refer ONESOURCE Determination documentation to learn about standard Audit reports).

## USE TAX ACCRUAL AND AUDIT

- The tax calculation on Invoice Reconciliation Documents (standard, line-item credit memo, line-item debit memo) may result in tax variance. SAP Ariba (when tolerances, parameters and workflow are setup) will raise tax variance exception.
- SAP Ariba Buyer user responsible for Invoice Reconciliation exception handling may accept either the vendor tax amount on Invoice or the external tax engine amount.
- After IR document reconciliation, SAP Ariba makes second call/ERPPosting call and ONESOURCE Global Tax will calculate tax, save tax transaction to audit database and send tax response to SAP Ariba system.
- SAP Ariba Buyer User's decision (exception handling) may result in total tax accrual, partial tax accrual (difference between Vendor tax and Determination calculated tax is accrued), no tax accrual.

- In case of partial tax accrual, ONESOURCE Global Tax Ariba tax response will contain tax blocks for both Vendor tax and User tax accrual with appropriate ERP Posting Key (xml message element is AccountInstructions) and flag to denote if tax is accrued or not (xml message element IsAccrual)
  - IsAccrual will be true for use tax accrual portion and false for Vendor tax portion of the total tax amount
  - ERPPosting key will be selected for Vendor tax portion and Use tax accrual portion from Determination Tax Code Qualifier.
- SAP Ariba will include ERP Posting Key (AccounInstructions) and accrual indicator (Yes/No) on OK2PAY/Payment Export which is used for Invoice posting in backend ERP system.

## ERROR HANDLING

Errors may occur during tax calculation process in ONESOURCE Global Tax for SAP Ariba Solutions for any reasons like missing master data or configuration. In case of multiple errors, ONESOURCE Global Tax will return the error with higher severity to Ariba Solution.

ONESOURCE Global Tax version 1.0.2.0 and higher will provide access to transaction logs using User Interface. Transaction logs (request from SAP Ariba system, request to ONESOURCE Determination, response from ONESOURCE Determination, response to SAP Ariba) in xml format. These xml logs can be utilized as part of troubleshooting process.

To learn about how logs can be configured and accessed, please see refer [Transaction Logging](#) and [XMLs Log enablement](#) sections.

Customers can refer [Support Protocol](#) mentioned in this document for help on troubleshooting and resolution of the errors.

## CONFIGURATION SET UP - ARIBA

### END-POINT CONFIGURATION

SAP ARIBA Procurement Solution uses a web services channel with SOAP protocol to send requests and receive responses from ONESOURCE Global Tax for SAP Ariba Solutions tax calculation service.

SAP ARIBA Procurement Solution's SOAP web services include integration tasks which require End-point to request and receive response through logical communication channels. End-point consists of URL and an authentication process which controls the access to that End-point. End-points can be of type inbound or outbound. Here we need outbound End-points to make tax calls to ONESOURCE Global Tax for SAP Ariba Solutions. SAP Ariba initiates the call using outbound End-point.

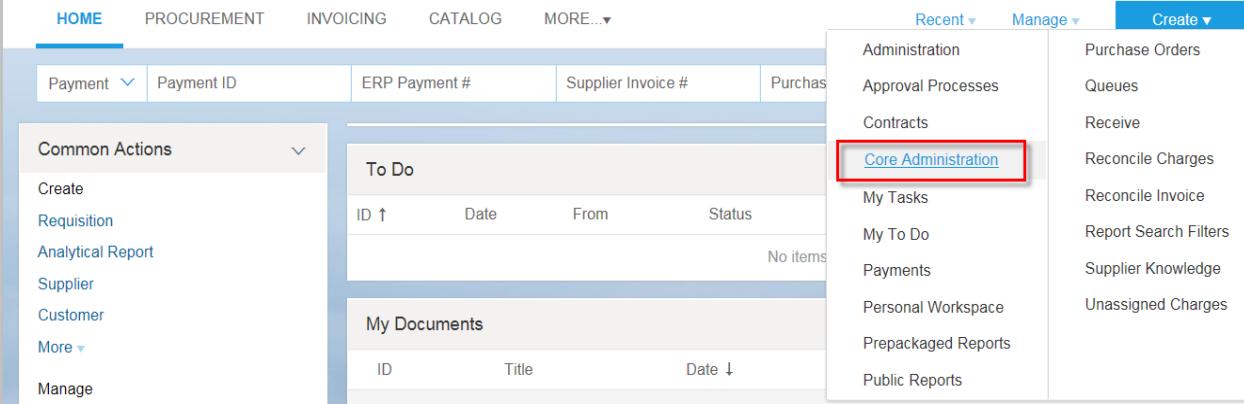


Users with roles/authorization groups Customer Administrator/Integration Administrator can be able to configure End-point.

The following steps with screenshots from SAP Ariba Procurement Solution explain configuration process:

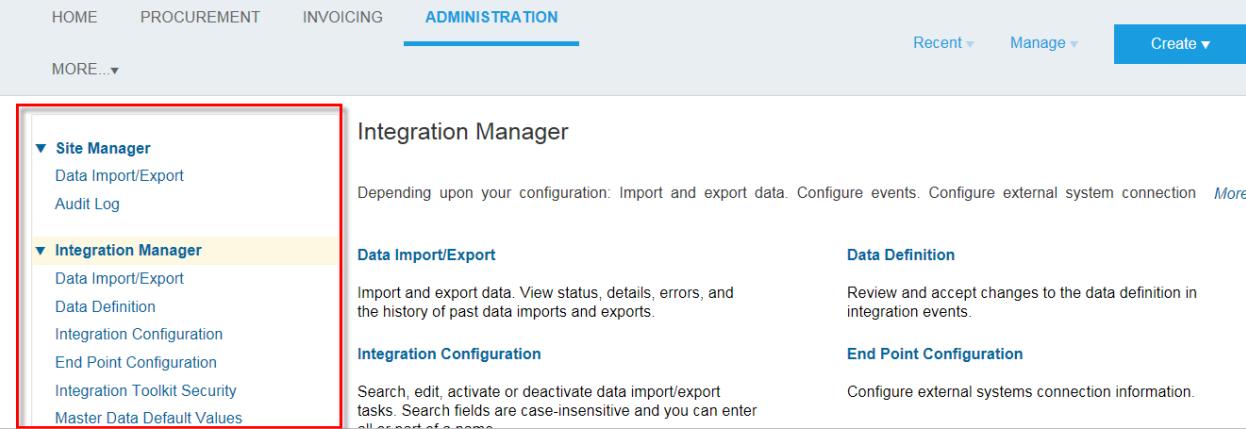
## End-Point Configuration

1. Log in to SAP Ariba Solution (SAP Ariba Buying and Invoicing, SAP Ariba Buying, SAP Ariba Invoice Management)
2. On the SAP Ariba Spend Management dash board navigate to Manage > Core Administration



The screenshot shows the SAP Ariba Spend Management dashboard. At the top, there are navigation tabs: HOME (highlighted in blue), PROCUREMENT, INVOICING, CATALOG, and MORE...▼. Below the tabs, there are search fields for Payment ID, ERP Payment #, Supplier Invoice #, and Purchas. On the left, a sidebar titled 'Common Actions' lists: Create, Requisition, Analytical Report, Supplier, Customer, More ▾, and Manage. The 'Core Administration' menu item is highlighted with a red box. The main content area shows 'To Do' and 'My Documents' sections. On the right, there are 'Recent ▾', 'Manage ▾', and 'Create ▾' buttons, followed by a list of menu items: Administration, Approval Processes, Contracts, Core Administration (highlighted), My Tasks, My To Do, Payments, Personal Workspace, Prepackaged Reports, Public Reports, Purchase Orders, Queues, Receive, Reconcile Charges, Reconcile Invoice, Report Search Filters, Supplier Knowledge, and Unassigned Charges.

3. SAP Ariba system opens a panel on left side of the home screen



HOME PROCUREMENT INVOICING ADMINISTRATION MORE... ▾

**Integration Manager**

Depending upon your configuration: Import and export data. Configure events. Configure external system connection [More](#)

**Data Import/Export**

Import and export data. View status, details, errors, and the history of past data imports and exports.

**Integration Configuration**

Search, edit, activate or deactivate data import/export tasks. Search fields are case-insensitive and you can enter all or part of a name.

**Data Definition**

Review and accept changes to the data definition in integration events.

**End Point Configuration**

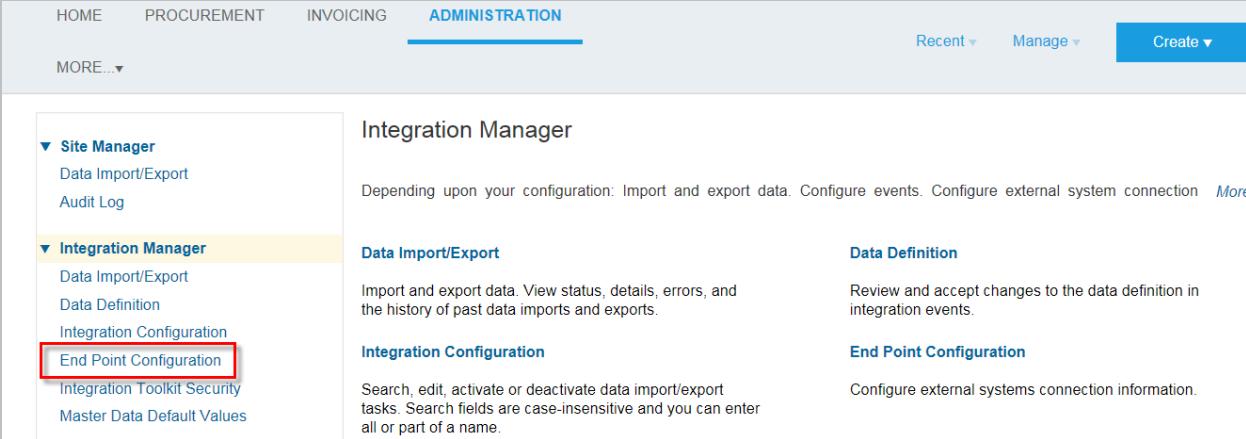
Configure external systems connection information.

**Site Manager**

- Data Import/Export
- Audit Log

**Integration Manager**

- Data Import/Export**
- Data Definition**
- Integration Configuration**
- End Point Configuration**
- Integration Toolkit Security
- Master Data Default Values



HOME PROCUREMENT INVOICING ADMINISTRATION MORE... ▾

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**Site Manager**

- Data Import/Export
- Audit Log

**Integration Manager**

- Data Import/Export**
- Data Definition**
- Integration Configuration**
- End Point Configuration**
- Integration Toolkit Security
- Master Data Default Values

4. Click on End-Point Configuration link found under Integration Manager.

5. Click on **Create New** button to create an End-Point.

## End-Point Configuration

6. The user interface Create End-Point has three sections

- General,
- Web Services Security,
- HTTP Authentication.

SAP Ariba System offers user interface to enter End-point URL, set up authentication method and to enter credentials.

7. Maintain End-Point Name, Type and Address:

Under section General >

- Enter a desired Name for End-point in input field **Name** ex: IndirectTax\_ONESOURCE
- Select **Outbound** radio button for type of End-point

When End-point type Outbound is selected, system will display a URL field >

Enter URL for the End-point on the target system (ONESOURCE Global Tax for SAP Ariba Solutions)



Thomson Reuters ONESOURCE Indirect Tax Professional Services would provide the End-point address (URL) for your test and production System set up during implementation process.

## End Point Configuration

Search for existing end points or create new end points. Search fields are case-insensitive and you can enter all or part of a name.

**Search Filters:**

End Point:

Type:  No Choice  Inbound  Outbound

Add/Remove Search Filters

**Search** **List All**

1. enter name of endpoint created (partial/full name)

2. select Type: Outbound

3. Click on Search to find the endpoint created

4. search would return endpoint that was created

Name	Type
IndirectTax	Outbound

**Edit**

8. Scroll down the page to HTTP section to maintain credentials for HTTP Authentication

**HTTP Authentication**

Specify HTTP authentication credential. Passwords are case-sensitive, and must be between 12 and 16 characters long. They can include any Latin characters and punctuation [More](#)

Login:	<input type="text" value="arabadev"/>	1. enter log in credentials
Password:	<input type="password" value="*****"/>	
Verify Password:	<input type="password" value="*****"/>	2. click save button

**Save** **Cancel**

1. Enter **User ID** in Login field and **Password** in Password and Verify Password fields
2. Click on **Save** button to save the changes and to create the End-point.



The log in credentials that would be required here are same as log in credentials used for accessing ONESOURCE Determination system with “Source System” role.

9. To verify the End-Point created on End-Point Configuration screen:

1. enter name of the End-point created in End-Point input field > select Type as **Outbound** > click on **Search**
2. System would display End-Point created as shown below:

## ENABLE WEB SERVICE INTEGRATION

By enabling integration task, we link End-point to the integration task. Here the Integration Task **Export Document Data to External Tax Calculation** would be linked to the End-Point created in earlier step.

1. Navigate to Manage > Core Administrator > **Integration Manager** > click on **Integration Configuration** option
2. Click on **List All** to list all Integration tasks  
Or,  
Select Format: **Web Service**,  
Select End-Point: (End-point name created in Configure End-Point Step)
3. Choose Status: Disabled > click on Search button.
4. System would display the integration task Export Document Data for External Tax Calculation
5. Click on Actions button > Click on option **Enable**

Tasks	Format	Enabled	Supported Formats
Export Document Data for External Tax Calculation <small>Exports data on approvable documents (such as requisitions and invoice reconciliations) to the external system for calculation of tax.</small>	Web Service	No	[Web Service]

6. Now choose the Status **Enabled** under Search Filters section and click Search to confirm the End-point activated.

Search Filters:

Task Name:

Format: Web Service

End Point: IndirectTax

Status:  Enabled  Disabled

Search List All

Configuration

Tasks ↑	Format	Enabled	Supported Formats
No items			

Search Filters:

Task Name:

Format: Web Service

End Point: IndirectTax

Status:  Enabled  Disabled

Search List All

Configuration

Tasks ↑	Format	Enabled	Supported Formats
Export Document Data for External Tax Calculation <small>Exports data on approvable documents (such as requisitions and invoice reconciliations) to the external system for calculation of tax.</small>	Web Service	Yes	[Web Service]

Now, we have created End-Point, activated it and linked it to Integration task which sends the data to ONESOURCE Global Tax for SAP Ariba Solutions.

## DATA IMPORT/EXPORT TASKS

ONESOURCE Global Tax for SAP Ariba Solutions require following Import tasks to be maintained to calculate taxes accurately. These import tasks enable importing master data utilized during tax calculation.

### EXTERNAL TAX CALCULATION PROVIDER

This task is useful to control the combination of SAP ECC Company Code and SAP Ariba Procurement approvable (Purchase Requisition, Invoice Reconciliation) for which Buyer Organization would like to get the tax calculation function by using 3<sup>rd</sup> party vendor in this case Thomson Reuter's ONESOURCE Global Tax for SAP Ariba Solutions.

The file structure is as follows:

```
UTF-8,,  
COMPANYCODE,TAXSOURCE,APPROVABLENAME  
4300,ThomsonReuters,ariba.invoicing.core.InvoiceReconciliation  
2000,ThomsonReuters,ariba.invoicing.core.InvoiceReconciliation  
1000,ThomsonReuters,ariba.invoicing.core.InvoiceReconciliation  
2200,ThomsonReuters,ariba.invoicing.core.InvoiceReconciliation  
3000,ThomsonReuters,ariba.invoicing.core.InvoiceReconciliation  
4300,ThomsonReuters,ariba.purchasing.core.Requisition  
2000,ThomsonReuters,ariba.purchasing.core.Requisition  
1000,ThomsonReuters,ariba.purchasing.core.Requisition  
2200,ThomsonReuters,ariba.purchasing.core.Requisition  
3000,ThomsonReuters,ariba.purchasing.core.Requisition
```

- Field **COMPANYCODE** is SAP ECC Company Code (organizational unit)
- Field **TAXSOURCE** is always **ThomsonReuters** for utilizing tax calculation service from ONESOURCE Global Tax for SAP Ariba Solutions.
- Field **APPROVABLENAME** can have two values **ariba.purchasing.core.Requisition** which is SAP Ariba Procurement Document type for Purchase Requisition and **ariba.invoicing.core.InvoiceReconciliation** which is Invoice Reconciliation document. This allows enablement of tax calculations either for one process (requisition or invoice) or for both.



Thomson Reuter's ONESOURCE Indirect Tax Professional Services can assist with providing sample CSV import file.

Import data in to SAP Ariba Procurement Solution like other master data imports which is also explained here as follows:

#### Import Procedure:

1. On the SAP Ariba Spend Management Dash board click > **Manage > Core Administration**
2. System would display a panel on left side of the Home Screen with work space option **Integration Manager**



The task Import External Tax Calculation Providers cans also be found > **Site Manager > Data Import/Export**.

3. Click the expansion **arrow for Integration Manager** > Click on **Data Import/Export** option
4. Find the task you want to enable. Select **List All** or enter search criteria and click **Search**

**Data Import/Export**

Exclamation marks (!) indicate tasks that completed with errors or warnings. Refresh the screen to show current status.

[Download Data Dictionary](#)

**Search Filters:**

Task Name:  [Search](#) [List All](#)

1. Enter search term to find an Import Task (not case sensitive)

2. Click Search button

3. System would display relevant Import Tasks here

**Import** [Export](#) [Web Service Status](#) [Refresh Status](#)

Tasks	Integration Toolkit Names	Status	Last Imported
Import Tax Codes <small>(i)</small>		Completed	08/14/2017 05:45:05 PM
Import Company Code Tax Registration Numbers <small>(i)</small>		Completed	08/14/2017 11:21:09 AM
Import Purchase Organization to Supplier			08/14/2017

5. Click on **Import** button to open the user interface for importing the data

**Search Filters:**

Task Name:  [Search](#) [List All](#)

**Import** [Export](#) [Web Service Status](#) [Refresh Status](#)

**Import**

Tasks	Integration Toolkit Names	Status	Last Imported
Import Tax Codes <small>(i)</small>		Completed	08/14/2017 05:45:05 PM
Import Company Code Tax Registration Numbers <small>(i)</small>		Completed	08/14/2017 11:21:09 AM
Import External Tax Calculation Providers <small>(i)</small>		Completed	08/11/2017 05:58:20 PM
Import Supplier Tax Registration Numbers <small>(i)</small>		Completed	07/11/2017 05:12:48 PM
Import Tax Types <small>(i)</small>		Completed	01/25/2017 07:51:09 PM

Click on Import button for the task being imported

6. By default, the import operation type **Load** is selected > Click on **Browse** button to find the **TaxCalculationProviderExport.csv** file on user's computer system > click **Run** to import the file.

## Data Import/Export Tasks

**Data Import for Task "Import External Tax Calculation Providers"**

Choose the operation you want to perform. Browse or specify the file where you want to import the data.

**Select Import Operation:**

- Load**  
Creates and modifies objects in the database using values in the data file. If an object in the data file does not already exist in the database, it is created. If an object in the data file already exists in database, it is modified using the value in the data file.
- Create**  
Creates new objects in the database using values in the data file. If an object in the data file already exists in the database, it is not modified.
- Update Only**  
Modifies existing objects only in the database using values in the data file. If an object in the data file does not already exist in the database, it is not created. If you do not want to modify a particular object, do not include it in the data file. This operation can cause deactivated objects to be reactivated.
- Deactivate**  
Deactivates objects in the database based on objects in the data file. If you do not want to deactivate a particular object, do not include it in the data file.

Enter the location of the TaxCalculationProvider.csv file:

Tax Import Files\IMPORT FILES\TaxCalculationProvider.csv

**Run** **Cancel**

**3. Click on Run button to execute the import operation**

**1. Choose type of import operation ex: for initial load choose Create operation**

**2. locate csv data file on your system**

7. Click OK to confirm the data import.

**Create**  
Creates new objects in the database using values in the data file. If an object in the data file already exists in the database, it is not modified.

**Update Only**  
Modifies existing objects only in the database using values in the data file. If an object in the data file does not already exist in the database, it is not created. If you do not want to modify a particular object, do not include it in the data file. This operation can cause deactivated objects to be reactivated.

**Deactivate**  
Deactivates objects in the database based on objects in the data file. If you do not want to deactivate a particular object, do not include it in the data file.

Enter the location of the TaxCalculationProvider.csv file:

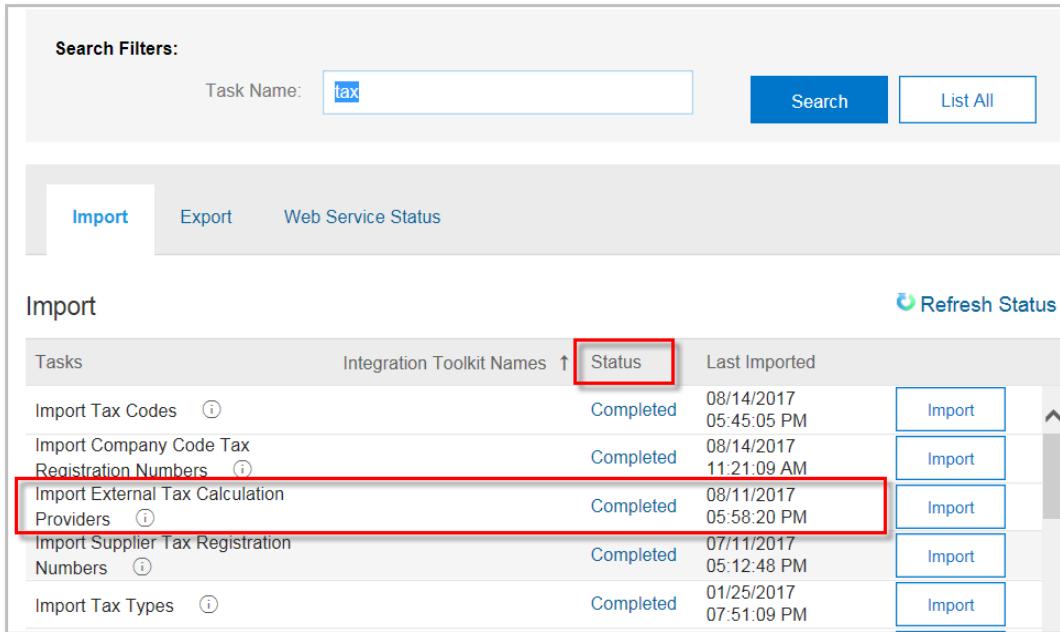
Confirm Data Import

Are you sure you want to run **Import Tax Types**?

**OK** **Cancel**

**Run**

7. System would return to Data Import/Export user interface screen and shows the status > Import > Status as Completed. Please click on Refresh Status if Status showed as Processing until Status becomes Completed.



Search Filters:

Task Name:  Search List All

Import Export Web Service Status

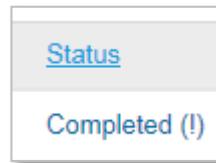
**Import**

Tasks	Integration Toolkit Names	Status	Last Imported	
Import Tax Codes <span>(i)</span>		Completed	08/14/2017 05:45:05 PM	<span>Import</span>
Import Company Code Tax Registration Numbers <span>(i)</span>		Completed	08/14/2017 11:21:09 AM	<span>Import</span>
Import External Tax Calculation Providers <span>(i)</span>		Completed	08/11/2017 05:58:20 PM	<span>Import</span>
Import Supplier Tax Registration Numbers <span>(i)</span>		Completed	07/11/2017 05:12:48 PM	<span>Import</span>
Import Tax Types <span>(i)</span>		Completed	01/25/2017 07:51:09 PM	<span>Import</span>

Refresh Status



In case of errors, Status column under Import table will be shown as below:



8. Click on Completed hyper link to view the error, description and history

## Data Import/Export Tasks

Details of the data import or export, including any errors that occurred, and the history of past data imports and exports are displayed below.

Details	Error Details	History
Process Start Date: 12/08/2016 05:45:31 PM Last Processed: 12/08/2016 05:45:31 PM Status: Completed (!) Records created: 2 Records updated: 0 Records deleted: 0 Records exported: 0 Client Type: Client Version: Client Information:		

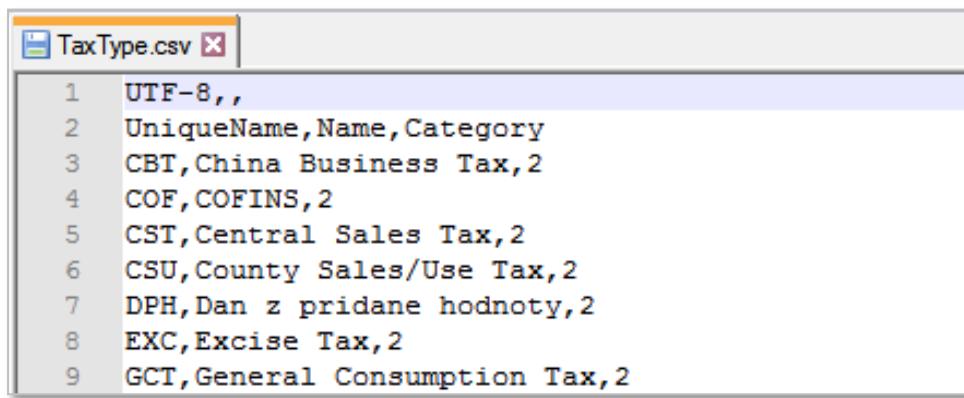
9. Click on **Error Details** to view the detail description of error and where the error has occurred.

Details	Error Details	History												
ErrorId: 61155282 Date: 12/08/2016 05:45:31 PM	Hide Details <span style="float: right;">grid   list</span> <b>Error Items</b> <table border="1"> <thead> <tr> <th>Item ID</th> <th>Severity</th> <th>File Name</th> <th>Line Number</th> <th>Error Message</th> <th>Other Addresses</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Error</td> <td></td> <td>0</td> <td>           Invalid field name SystemCommodityCode. Specify a field name that has been used in the tax code lookup.            Invalid line item type for field name SystemCommodityCode.            Invalid dotted field path for field name SystemCommodityCode. Provide a dotted field path that is valid for the specified line item type.            Error executing trigger IntegrationPostCreate on [ariba tax.core TaxCodeLookupFieldMapping [BaseId 2765676267708 AE+juQuPvJsl8 zaJ88pto.2g9qys0]] with data {            DottedFieldPath = "File \"TaxCodeLookupFieldMap.csv\" (line 13, column 1)            DottedFieldPath: 'Description.CommonCommodityCode'";         </td> <td></td> </tr> </tbody> </table>	Item ID	Severity	File Name	Line Number	Error Message	Other Addresses	1	Error		0	Invalid field name SystemCommodityCode. Specify a field name that has been used in the tax code lookup. Invalid line item type for field name SystemCommodityCode. Invalid dotted field path for field name SystemCommodityCode. Provide a dotted field path that is valid for the specified line item type. Error executing trigger IntegrationPostCreate on [ariba tax.core TaxCodeLookupFieldMapping [BaseId 2765676267708 AE+juQuPvJsl8 zaJ88pto.2g9qys0]] with data { DottedFieldPath = "File \"TaxCodeLookupFieldMap.csv\" (line 13, column 1) DottedFieldPath: 'Description.CommonCommodityCode'";		
Item ID	Severity	File Name	Line Number	Error Message	Other Addresses									
1	Error		0	Invalid field name SystemCommodityCode. Specify a field name that has been used in the tax code lookup. Invalid line item type for field name SystemCommodityCode. Invalid dotted field path for field name SystemCommodityCode. Provide a dotted field path that is valid for the specified line item type. Error executing trigger IntegrationPostCreate on [ariba tax.core TaxCodeLookupFieldMapping [BaseId 2765676267708 AE+juQuPvJsl8 zaJ88pto.2g9qys0]] with data { DottedFieldPath = "File \"TaxCodeLookupFieldMap.csv\" (line 13, column 1) DottedFieldPath: 'Description.CommonCommodityCode'";										

## TAX TYPES

SAP Ariba Procurement Solution offers standard tax types by default but when Buying Organization enables their legal entities/SAP Company Codes to calculate taxes using ONESOURCE Global Tax for SAP Ariba Solutions, they need to maintain a comprehensive list of Tax Types provided by ONESOURCE Indirect Tax Professional Services. The list covers tax types on global level to ensure comprehensive tax regime coverage to provide error free tax results. Buyer Organization can maintain this TaxType.csv in addition to default tax types available in SAP Ariba Procurement Solution.

The sample TaxType.csv file will be as follows:



```

1 UTF-8,,,
2 UniqueName,Name,Category
3 CBT,China Business Tax,2
4 COF,COFINS,2
5 CST,Central Sales Tax,2
6 CSU,County Sales/Use Tax,2
7 DPH,Dan z pridane hodnoty,2
8 EXC,Excise Tax,2
9 GCT,General Consumption Tax,2

```

The CSV file has fields **UniqueName** which is the Tax Type name that can be recognized uniquely. The column **Name** can be same name as UniqueName or a descriptive name. The column **Category** has SAP Ariba standard values like 2 or 64. 2 denote Indirect Tax and 64 denote Withholding Tax. Here 2 is a fixed value that needs to be repeated for all Indirect tax types.

The columns/data description of Tax Type import task is as follows:

Field	Required	Description	Sample Value
Unique Name	Yes	String. References unique Name of Tax Type defined in SAP Ariba Procurement Solution	VAT
Name	Yes	Multilingual String. This is displayed on UI	Value Added Tax
Category	Yes	Integer. The category of the Tax Type 2 is for Indirect Tax and 64 is for Withholding Tax	2

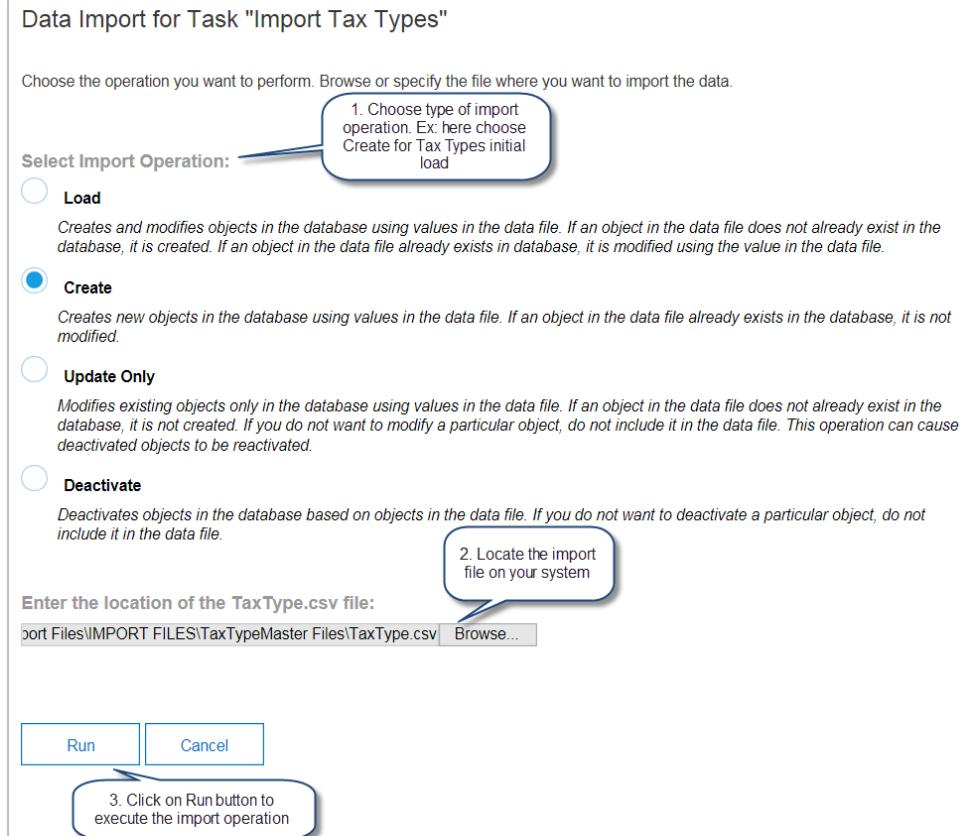
## Data Import/Export Tasks

The import tasks related to Tax are found under **Site Manager** Workspace. The navigation to the Data Import/Export task is as follows:

1. Ariba Spend Management > Manage > Core Administration > Site Manager > Data Import/Export

The screenshot shows the 'Data Import/Export' screen. At the top, a message says 'Exclamation marks (!) indicate tasks that completed with errors or warnings. Refresh the screen to show current status.' Below this is a 'Download Data Dictionary' link. The main area has 'Search Filters:' with a 'Task Name:' input field containing 'tax type' (which is highlighted with a red box). To the right of the input field are 'Search' and 'List All' buttons ('Search' is highlighted with a red box). Below the filters is a navigation bar with 'Import' (which is highlighted with a red box), 'Export', and 'Web Service Status'. The 'Import' tab is selected. The main content area is titled 'Import' and shows a table with one row. The row contains 'Import Tax Type Translations' (with a help icon), 'Last Imported' (06/23/2017 11:27:37 AM), and two 'Import' buttons (the second one is highlighted with a red box). A callout '1. enter search text here' points to the 'tax type' input field. A callout '2. Click Search' points to the 'Search' button. A callout '3. system would display related tasks' points to the table row. A callout '4. Click' points to the second 'Import' button.

2. Select import operation type Create, select the CSV file from the system and click on execute button as shown below



3. System takes user to the Import UI screen and show the status which can be in progress or completed. If the status is in progress, click on Refresh Status to see the latest one. Status column and Task being imported shows the status and time stamp.

## Data Import/Export Tasks

Tasks	Integration Toolkit Names	Status	Last Imported	
Import Tax Codes		Completed	08/14/2017 05:45:05 PM	Import
Import Company Code Tax Registration Numbers		Completed	08/14/2017 11:21:09 AM	Import
Import External Tax Calculation Providers		Completed	08/11/2017 05:58:20 PM	Import
Import Supplier Tax Registration Numbers		Completed	07/11/2017 05:12:48 PM	Import
Import Tax Types		Completed	01/25/2017 07:51:09 PM	Import
Import Tax Type Mappings		Completed	12/19/2016 04:15:31 PM	Import



TaxType.csv file that need to be imported in to SAP Ariba Buying Solutions can be found as an attachment with the KB Article found on Customer Platform Support at:  
<https://tax.thomsonreuters.com/support/onesource/indirect-tax/?search=000039826>

## TAX TYPE MAP

The Tax Type Map import task maintains the mapping between the normal Tax Types entered on Supplier Invoice with Tax Types defined in SAP Ariba Procurement Solution.

The sample TaxTypeMap.csv data file is as follows:

TaxTypeMap.csv	
1	UTF-8,
2	TaxLineType,Name
3	CBT,China Business Tax
4	COF,COFINS
5	CST,Central Sales Tax
6	CSU,County Sales/Use Tax
7	DPH,Dan z pridane hodnoty
8	EXC,Excise Tax
9	GCT,General Consumption Tax

SAP Ariba Procurement Solution by default maintains mapping for standard tax types but when Buyer Organization intend to use Thomson Reuter's ONESOURCE Global Tax for SAP Ariba Solutions for tax calculation service, it is required to maintain a comprehensive list of tax types recommended by Thomson Reuters ONESOURCE Indirect Tax Professional Services.

The CSV data file has fields **TaxLineType** which is tax type defined in SAP Ariba Procurement Solution. Field **Name** represents the normal tax types found on Supplier Invoice.

Field	Required	Description	Sample Value
Unique Name	Yes	String. References unique Name of Tax Type defined in SAP Ariba Procurement Solution	VAT
Name	Yes	Multilingual String. This the tax type found on Invoices	Value Added Tax

Once TaxTypeMapping.csv file is ready, it can be imported in to SAP Ariba Procurement Solution using import task **Import Tax Type Mappings**. Please refer steps under [IMPORT PROCEDURE](#) section of TAX TYPE IMPORT to import the data in to SAP Ariba Solution.



The TaxTypeMap.csv file that need to be imported in to SAP Ariba Buying Solutions can be found as an attachment with the KB Article found on Customer Platform Support at: <https://tax.thomsonreuters.com/support/onesource/indirect-tax/?search=000039826>

## TAXTYPES TRANSLATION



The Tax Type Translations is an optional import and required only when the Tax Types need to be in a language other than the English.

The sample Tax Type Translations file is as follows:

```

TaxType Translations.csv
1  UTF-8,,,
2  UniqueName,Name,Language
3  CBT,China Business Tax,French
4  COF,COFINS,French
5  CST,Central Sales Tax,French
6  CSU,County Sales/Use Tax,French
7  DPH,Dan z pridane hodnoty,French
8  EXC,Excise Tax,French
9  GCT,General Consumption Tax,French

```

The data description of the Tax Type Translations is as follows:

Field	Required	Description	Sample Value
Unique Name	Yes	String. References unique Name of Tax Type defined in SAP Ariba Procurement Solution	VAT
Name	No	Multilingual String. This is displayed on UI	Value Added Tax
Language	Yes	String. The language to which Tax Type is translated	French

The import tasks related to Tax are found under **Site Manager** Workspace. The navigation to the Data Import/Export task is as follows:

Ariba Spend Management > Manage > Core Administration > Site Manager > Data Import/Export

Once TaxTypeTranslation.csv file is ready, it can be imported in to SAP Ariba Procurement Solution using import task **Import Tax Type Translations**. Please refer steps under [IMPORT PROCEDURE](#) section of TAX TYPE IMPORT topic to import the data in to SAP Ariba Solution.

## TAX TYPE MAPPING AND MATCHING

SAP Ariba Buying Solutions use tax type matching as one of the successful data validation criteria during tax reconciliation (part of Invoice Reconciliation).

- SAP Ariba calls it tax types and ONESOURCE refer it as Tax Authority Types.
- Tax Type and Tax Type Map are standard tax data used for both native tax engine and external tax engine.
- Tax Type Map helps map common tax types used on Supplier/Vendor Invoices (ex: AN Invoice) to tax types used in SAP Ariba Buying Solutions.
- Ariba matches tax authority types from ONESOURCE response with Ariba tax types during tax reconciliation between Vendor tax amount and expected tax amount as calculated by ONESOURCE Global Tax.
- ONESOURCE provides Tax Type and Tax Type Map tax data (KB Article 000039826) based on ONESOURCE Determination tax authority types.
- Ariba allows modification of Field/Column Name in Tax Type Map and Tax Type data files as required/per Business needs. But TaxLineType from Tax Type Map should match with UniqueName in Tax Type file for successful tax type should match.
- Any change to field/column “Name” of common tax types and change to mapping between procurement tax type (Ariba Buying Solution) and common tax type used on Ariba Network should be done as per SAP Ariba Cloud Application rules.

## TAX CODES

Tax Codes import task enable maintenance of Tax codes in SAP Ariba Procurement Solution. Like other import tasks in SAP Ariba Procurement Solution, Tax Code import task offers UI to import tax code data.

This import task consists of two import CSV files which are TaxCodeHeader.csv and TaxCodeDetail.csv. Import Tax Code Task UI offers option to import two CSV files in to the system in single step.



For SAP Ariba Procurement Solution's tax integration with ONESOURCE Global Tax for SAP Ariba Solutions, only TaxCodeHeader.csv import file with Tax Code data is required. And TaxCodeDetails.csv would be imported as an empty file for programmatic use.

Sample TaxCodeHeader.csv file:

```

1  UTF-8,,,
2  MWSKZ,Name,TEXT1,LAND1,State
3  A0, IDT Standard Output TAX Exempt,,US,
4  A1, IDT Standard Output TAX,,US,
5  AA,US is-exempt Output tax,,US,
6  AZ, AZ Input Tax,,US,
7  C0, IDT Standard Use TAX Exempt,,US,
8  C1, IDT Standard Use TAX,,US,
9  C5,molex test account,,US,

```

The description of the fields for the TaxCodeHeader.csv is as follows:

Field Name	Required	Description
MWSKZ	Yes	String. The unique name of the tax code. A tax code can be updated or deactivated using this unique name.
Name	No	Multilingual String. User specified name which is displayed on UI
TEXT1	No	Multilingual String. Additional information for the tax code like purpose
LAND1	Yes	String. The unique identifier of the Country for which the tax code is applicable
State	No	String. The unique name of the state for states in the US

## Tax Code Header Import File Preparation

The data required for TaxCodeHeader.csv should match your backend ERP system's company code structure. It is therefore recommended to export the relevant company codes from SAP system.

To prepare the TaxCodeHeader.csv file using Tax Code Data from SAP ECC System follow below steps:

## Data Import/Export Tasks



SAP Users with access to table browsing transaction SE16/SE16N and authorization to Company Code data can extract the Tax Code data using below steps.

User need to find out Tax Procedure assigned to the Country of the SAP Company Codes before extracting tax code data from T007A table.

1. First get the Country of the SAP Company Code for which TaxCodeHeader.csv is prepared for. This information can be found in SAP Table T001.
2. Then find Tax Procedure assigned to Country in SAP table T005.

Country of SAP Company Code:

**General Table Display**

Table	T001	Company Codes
Text table		<input type="checkbox"/> No texts
Layout		<input type="checkbox"/> Maintain entries
Maximum no. of hits	500	

**Selection Criteria**

Fld name	O. Fr.Value	To value	More	Output	Technical name
Client					MANDT
Company Code	2000		<input type="checkbox"/>	<input checked="" type="checkbox"/>	BUKRS
Company Name			<input type="checkbox"/>	<input type="checkbox"/>	BUTXT
City			<input type="checkbox"/>	<input type="checkbox"/>	ORT01
Country			<input type="checkbox"/>	<input checked="" type="checkbox"/>	LAND1

Table to be searched	T001	Company Codes
Number of hits	1	
Runtime	0	Maximum no. of hits <span style="border: 1px solid red; padding: 2px;">500</span>

**Tool Bar:**

**Result Table:**

CoCode	Cty
2000	GB

Tax Procedure for Country:

**General Table Display**

Table	T001	Company Codes
Text table		<input type="checkbox"/> No texts
Layout		<input type="checkbox"/> Maintain entries
Maximum no. of hits	500	

**Selection Criteria**

Fld name	O. Fr.Value	To value	More	Output	Technical name
Client					MANDT
Company Code	3000		<input type="checkbox"/>	<input checked="" type="checkbox"/>	BUKRS
Company Name			<input type="checkbox"/>	<input checked="" type="checkbox"/>	BUTXT
City			<input type="checkbox"/>	<input checked="" type="checkbox"/>	ORT01
Country			<input type="checkbox"/>	<input checked="" type="checkbox"/>	LAND1

**Display of Entries Found**

Table to be searched	T005	Countries
Number of hits	1	
Runtime	0	Maximum no. of hits 500

**Toolbars:**

- Search, Print, Copy, Paste, Filter, Sort, Details, etc.

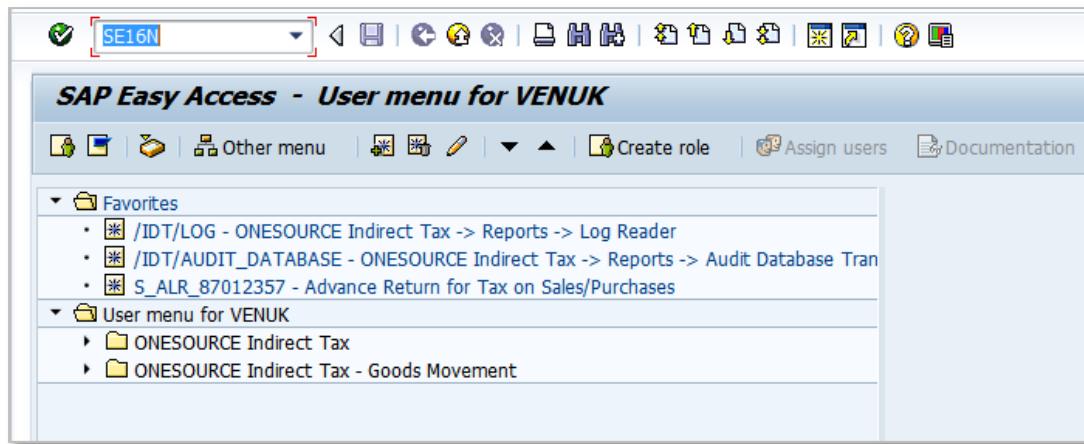
**Buttons:**

- Cty (Country), Procedure, GB (Global), ZTPGB (selected)

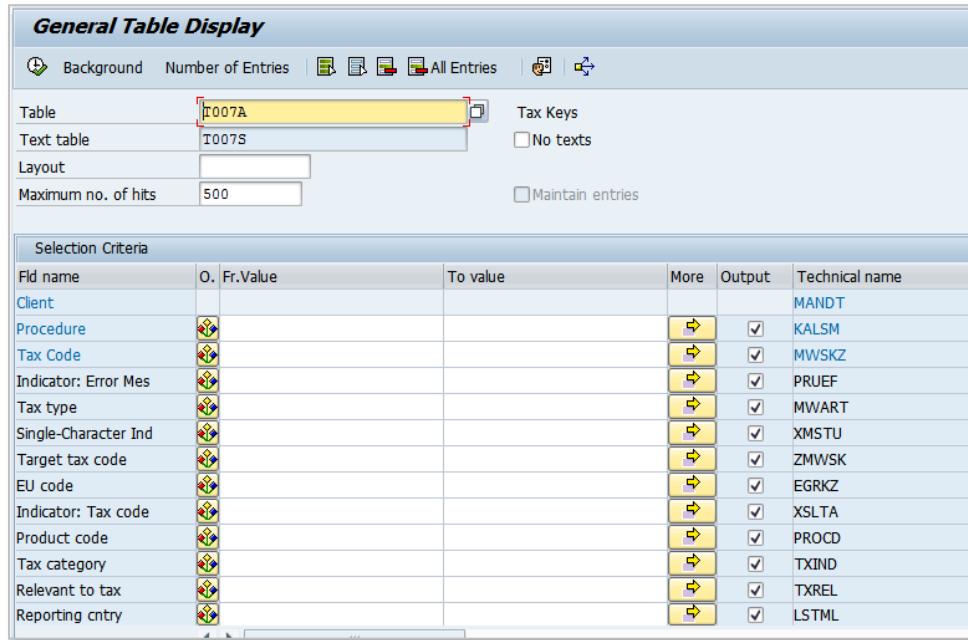
Once the Tax Procedure assigned to SAP Company Code is found, please follow below steps to extract Tax Code data:

1. Log in to SAP ECC system
2. Enter Transaction Code SE16N in Command Field and click on Green check mark 

## Data Import/Export Tasks



3. System would display table browser UI



4. Enter:

- A. Tax Procedure of the SAP Company Code found in earlier steps in to **Procedure** input field

- B. Tax Type = V (input tax)

5. Click on **Deselect All** button as shown in below screenshot and Select Fields **Procedure**, **Tax type** and **Description**



For Demo purpose here, we used sample Tax Procedure ZTPFB. For Ariba Buyer Organization this could be any Tax Procedure configured for corresponding SAP Company Code.



Please note that the tax codes data extracted from SAP ECC system is the same data which is maintained in ONESOURCE Indirect Tax Determination for the purpose of Tax Integration between SAP Ariba Procurement Solution and ONESOURCE Global Tax for SAP Ariba Solutions.

First please list all the SAP Company Codes for which Tax Code Qualifier configuration is maintained in ONESOURCE Indirect Tax Determination for the input tax (tax types for Purchasing) for SAP Ariba Procurement solution tax integration purpose. Then extract Tax Code data for those company codes as explained in following steps.

General Table Display						
Background		Number of Entries		All Entries		
Table	T007A			Tax Keys		
Text table	T007S			<input type="checkbox"/> No texts		
Layout						
Maximum no. of hits	500			<input type="checkbox"/> Maintain entries		
Selection Criteria						
Fld name	O. Fr.Value	To value	More	Output	Technical name	
Client					MANDT	
Procedure	ZTPGB			<input checked="" type="checkbox"/>	KALSM	
Tax Code				<input checked="" type="checkbox"/>	MWSKZ	
Indicator: Error Mes				<input type="checkbox"/>	PRUEF	
Tax type	V			<input type="checkbox"/>	MWART	

6. Scroll down to find and select the field **Description**

Tol.per.rate				<input type="checkbox"/>	TOLERANCE
TgtTaxCde:EUAcq				<input type="checkbox"/>	ZMWSK_ESA
TgtTaxCode:EUAq				<input type="checkbox"/>	ZMWSK_ESE
New Def. TaxCde				<input type="checkbox"/>	NEWDEFTAX
COFINS Law				<input type="checkbox"/>	J_1BTAXLW4
PIS Law				<input type="checkbox"/>	J_1BTAXLW5
Description				<input checked="" type="checkbox"/>	TEXT1

7. Click on **Execute** button to display table contents for selected criteria,

8. System would display Tax Code and Description data per selection criteria as below:

Proc.	Tx	Description
ZTPGB	I1	IDT Standard Input DFLT
ZTPGB	V0	IDT GB Standard Input Tax Exempt
ZTPGB	V1	IDT GB Standard Input Tax
ZTPGB	V2	IDT GB Reduced Rate InputTax
ZTPGB	V3	IDT GB Zero Rate Tax Input
ZTPGB	V4	IDT GB Reverse Charge Input Tax
ZTPGB	V5	IDT GB Deferred Tax Input

9. Use below table to populate the TaxCodeHeader.csv using Tax Code data found in SAP ECC System.

Field Name	Required	Description	SAP Field
MWSKZ	Yes	String. The unique name of the tax code. A tax code can be updated or deactivated using this unique name.	T007A-MWSKZ
Name	No	Multilingual String. User specified name which is displayed on UI	T007A-TEXT1 (Description)
TEXT1	No	Multilingual String. Additional information for the tax code like purpose	Optional
LAND1	Yes	String. The unique identifier of the Country for which the tax code is applicable	T007S-LAND1 or Country found for SAP Company Code in Table T001
State	No	String. The unique name of the state for states in the US	Optional

10. Repeat the steps 1 to 7 under section [TAX CODE HEADER IMPORT FILE PREPARATION](#) for each SAP Company Code for which tax integration is enabled in SAP Ariba Procurement Solution.



A single TaxCodeHeader.csv file can be used for Tax Code data of all Company Codes for which external tax integration is enabled in SAP Ariba Procurement Solution.

## Tax Code Details Import File Preparation

The CSV file with only header data as shown in below sample file is required. It is a shell/empty file required for programmatic use while importing the data in to SAP Ariba Procurement System.

The sample TaxCodeDetails.csv is as follows:

```

TaxCodeDetails.csv
1 UTF-8, , , ,
2 MWSKZ, Sequence, Component, AppliedOn, LAND1

```

Both TaxCodeHeader.csv and TaxCodeDetails.csv files can be imported using Import Tax Code task user interface.

The navigation to the Data Import/Export task is as follows:

Ariba Spend Management > Manage > Core Administration > Site Manager > Data Import/Export

Please refer steps under [IMPORT PROCEDURE](#) section of TAX TYPE IMPORT topic to import the data using **Import Tax Codes** import task.

## TAX CODES TRANSLATION

If Customer would like to maintain description of Tax Codes in language other than English, perform Tax Codes Translation Task.

The data description of the file is as follows:

Field Name	Required	Description
UniqueName	Yes	String. The unique name of the tax code. A tax code can be updated or deactivated using this unique name.
Name	Yes	The translated Name of the Tax Code (Name field in TaxCodeHeader.csv) MultiLingualString. This is displayed on UI
Description	Yes	The translated description (TEXT1 field in TaxCodeHeader.csv) MultiLingualString. This is displayed on UI
Language	Yes	String. The language to which the name and description have been translated

Once the CSV file is prepared, to import tax code translation data file using **Import Tax Code Translations** import task, please refer steps under [IMPORT PROCEDURE](#) section of TAX TYPE IMPORT to import the data in to SAP Ariba Solution.

## INCOTERMS

"Inco terms" are international rules for the interpretation of the commonly used terms in international and domestic contracts of the sale of goods.

Inco terms regulate the division of costs and the transfer of risks.

SAP ERP System provides standard Inco terms through table TINC. The data from SAP ERP table TINC can be used to populate the Incoterms.csv data import file in SAP Ariba Procurement Solution.

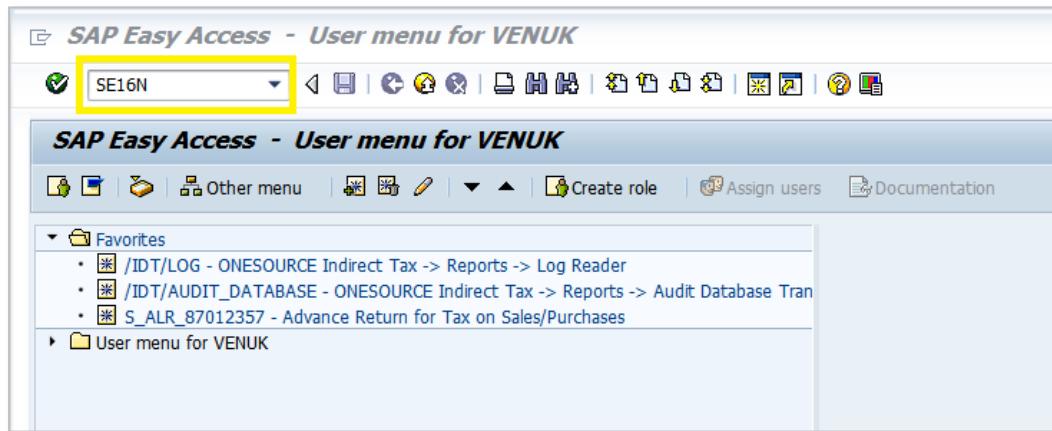
The sample Inco terms import CSV file is as follows:

Incoterms.csv	
1	UTF-8,,
2	INCO1,ORTOB,NAME1
3	FOB,Yes,FOB Boston

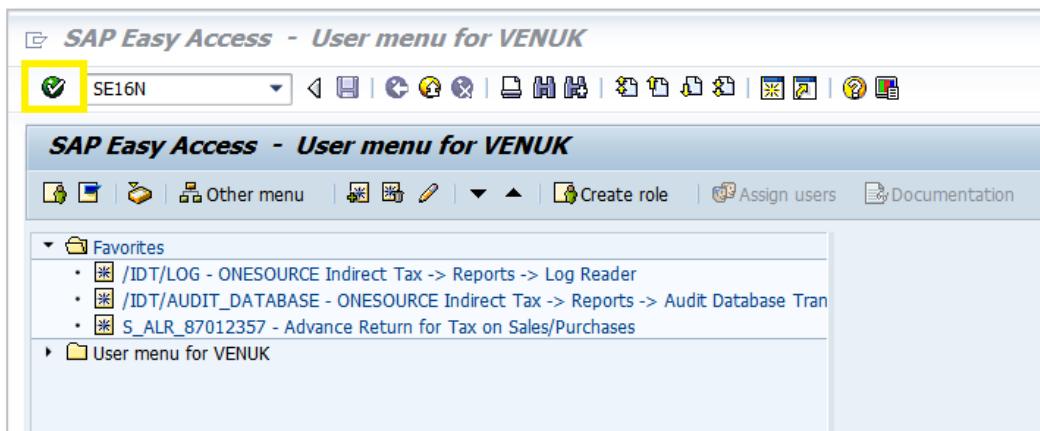
Please follow below steps to extract Inco terms data from SAP ERP and import in to SAP Ariba Procurement Solution:

## Extract Inco terms Data from SAP ERP System

1. Log in to SAP ERP system > enter **SE16N** in Command Field on home screen-SAP Easy Access



2. Click on Green Check mark (enter button) to go to table UI



3. System will display table UI as below

**General Table Display**

Table	<input type="text" value="TINC"/>	<input type="checkbox"/> No texts
Text table	<input type="text" value="TINCI"/>	<input type="checkbox"/> Maintain entries
Layout	<input type="text" value=""/>	
Maximum no. of hits	<input type="text" value="500"/>	

**Selection Criteria**

Fld name	O. Fr.Value	To value	More	Output	Technical name
Client	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input type="checkbox"/>	MANDT
Incoterms	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	INCO1
Location mand.	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	ORTOB
Title tr. loc.	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	OITITLE
GI loading/POD	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	OIG_GLPOD
Description	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	BEZEI

4. Enter Inco terms table **TINC** in input field Table and click Green check mark or **Enter** button on keyboard

**General Table Display**

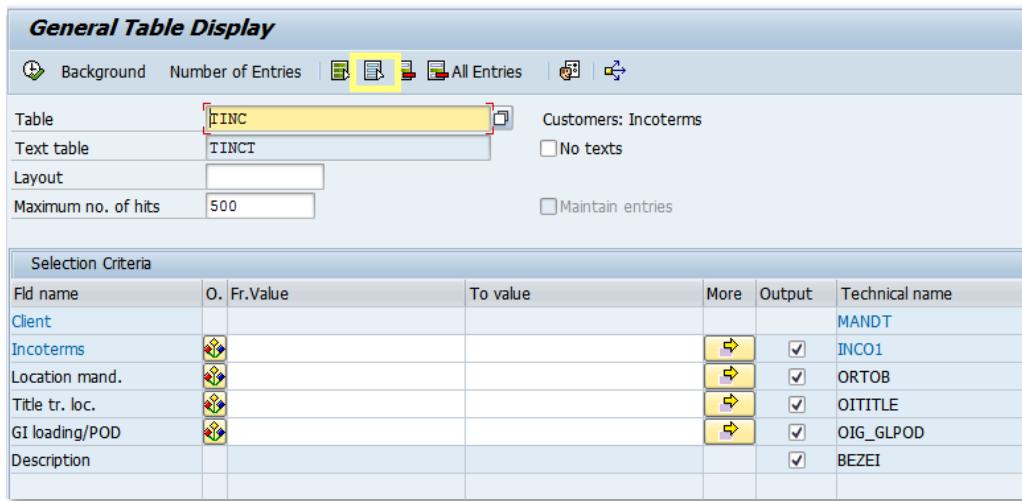
Table	<input type="text" value="TINC"/>	Customers: Incoterms
Text table	<input type="text" value="TINCI"/>	<input type="checkbox"/> No texts
Layout	<input type="text" value=""/>	<input type="checkbox"/> Maintain entries
Maximum no. of hits	<input type="text" value="500"/>	

**Selection Criteria**

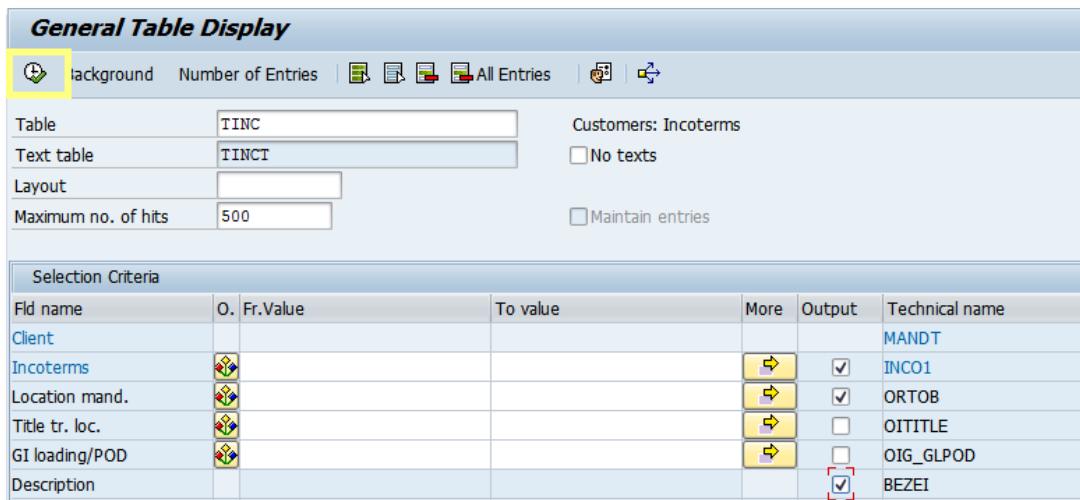
Fld name	O. Fr.Value	To value	More	Output	Technical name
Client	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input type="checkbox"/>	MANDT
Incoterms	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	INCO1
Location mand.	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	ORTOB
Title tr. loc.	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	OITITLE
GI loading/POD	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	OIG_GLPOD
Description	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value=""/>	<input checked="" type="checkbox"/>	BEZEI

5. De-select all fields first and then select the fields which need to be downloaded as shown in below screenshots

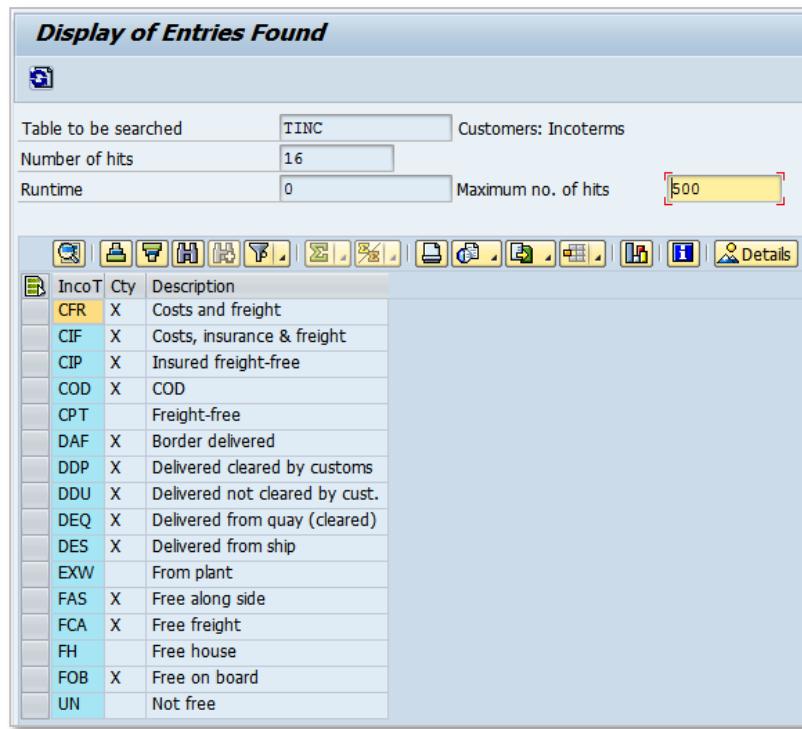
## Data Import/Export Tasks



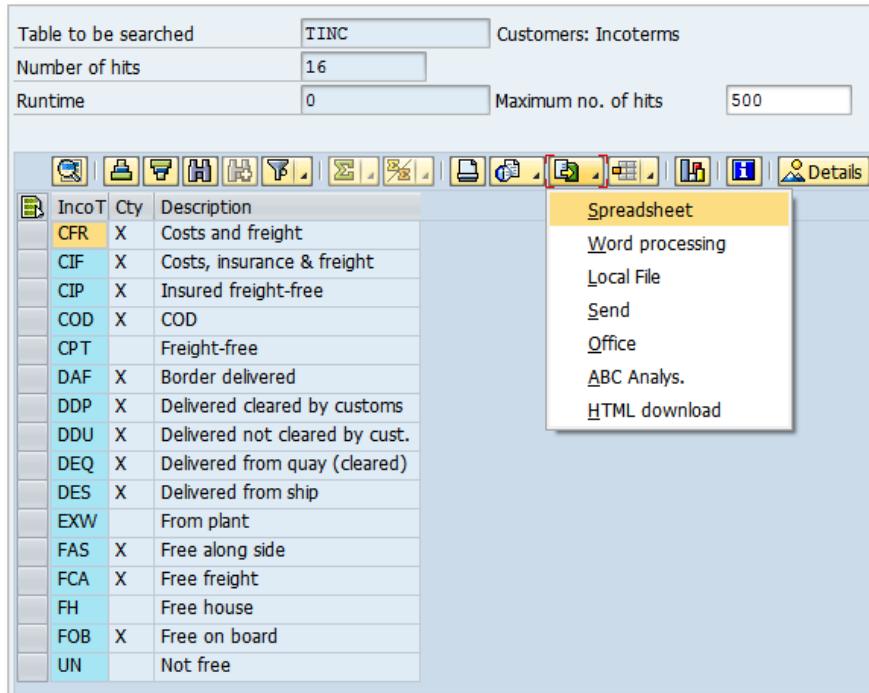
6. Select Fields **INCO1, ORTOB, BEZEI** and then click on Execute button.



7. System will display all entries per selection criteria:



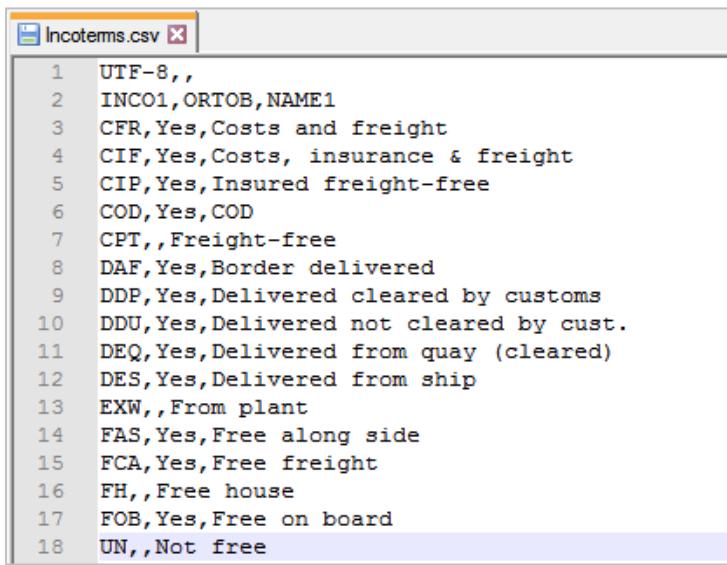
8. Click on download option to download the content to user's computer system.



9. Once data is downloaded, prepare a CSV file like the sample shown here:

## Data Import/Export Tasks

Sample file structure of Inco terms:



```

1  UTF-8,,,
2  INCO1,ORTOB,NAME1
3  CFR,Yes,Costs and freight
4  CIF,Yes,Costs, insurance & freight
5  CIP,Yes,Insured freight-free
6  COD,Yes,COD
7  CPT,,Freight-free
8  DAF,Yes,Border delivered
9  DDP,Yes,Delivered cleared by customs
10 DDU,Yes,Delivered not cleared by cust.
11 DEQ,Yes,Delivered from quay (cleared)
12 DES,Yes,Delivered from ship
13 EXW,,From plant
14 FAS,Yes,Free along side
15 FCA,Yes,Free freight
16 FH,,Free house
17 FOB,Yes,Free on board
18 UN,,Not free

```

File data definition:

Field Name	SAP Field	Required	Type and description	Sample value
INCO1	TINC-INCO1	Yes	String. Refers to the Inco terms code or the unique internal identifier for the Inco terms.	FOB
ORTOB	TINC-ORTOB	No	Boolean. Specifies whether location is applicable for the Inco terms.	Yes
NAME1	TINCT-BEZEI	Yes	String. Description for the Inco terms code.	Free on board



The value "X" for SAP TINC-ORTOB should be specified as "Yes" and the value "Blank" for SAP TINC-ORTOB should be specified as a comma (,) in Incoterms.csv file.

Once the import CSV file is prepared, it needs to be imported in to SAP Ariba Solution.

The import tasks related to Inco terms are found under **Site Manager** Workspace in SAP Ariba Procurement Solution.

The navigation to the Data Import/Export task is as follows:

Ariba Spend Management > Manage > Core Administration > Site Manager > Data Import/Export

Please refer steps under [IMPORT PROCEDURE](#) section of TAX TYPE IMPORT to import the data using **Import Inco terms** import task.

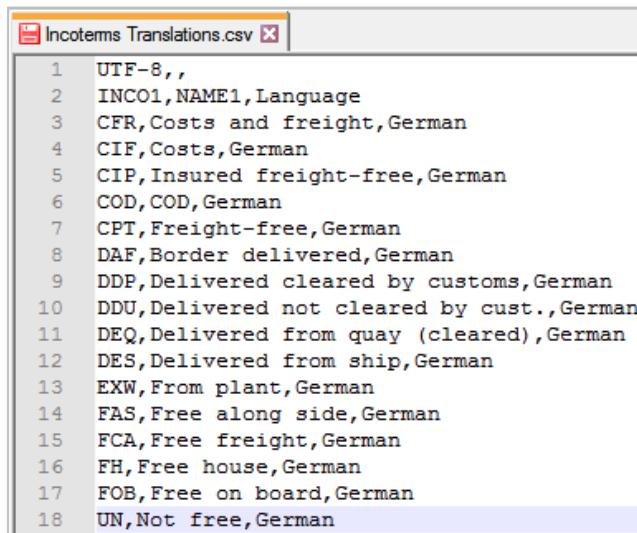
## INCOTERMS TRANSLATION

To maintain translation for Inco terms, the import task, Inco terms translations need to be maintained.

The Inco terms Translations data definition is as follows:

Field Name	Required	Type and description	Sample value
INCO1	Yes	String. Refers to the Inco terms code or the unique internal identifier for the Inco terms.	FOB
Language	No	String. Refers to the language for the translation	German
NAME1	Yes	String. Description for the Inco terms code.	Free on board

Prepare the file as shown in below sample CSV file using the Incoterms.csv file. Fields INCO1 and NAME1 from Incoterms.csv with a new field called Language makes up the Inco terms Translations.csv file.



```

1  UTF-8,,,
2  INCO1,NAME1,Language
3  CFR,Costs and freight,German
4  CIF,Costs,German
5  CIP,Insured freight-free,German
6  COD,COD,German
7  CPT,Freight-free,German
8  DAF,Border delivered,German
9  DDP,Delivered cleared by customs,German
10 DDU,Delivered not cleared by cust.,German
11 DEQ,Delivered from quay (cleared),German
12 DES,Delivered from ship,German
13 EXW,From plant,German
14 FAS,Free along side,German
15 FCA,Free freight,German
16 FH,Free house,German
17 FOB,Free on board,German
18 UN,Not free,German

```

Once the CSV file ready using import task **Import Inco terms Translations** import the file in to SAP Ariba Solution.

Please refer steps under [IMPORT PROCEDURE](#) section of TAX TYPE IMPORT topic to import the data in to SAP Ariba Solution.

## TAX REGISTRATION NUMBERS

SAP Ariba has created new data import tasks to import Buyer (Company) and Seller (Supplier) Tax Registration Numbers in SAP Ariba Procurement and Invoice Solutions. Using these import tasks, Customers can import registration numbers.

As part of ONESOURCE Global Tax for SAP Ariba Solutions implementation, Customers need to run these import tasks to maintain registration numbers in SAP Ariba Procurement and Invoicing Solutions. Registration numbers will be used on tax call request to ONESOURCE Indirect Tax Solution for accurate calculation of taxes.

### BUYER TAX REGISTRATION NUMBERS

Sample CSV file:

CompanyCodeTaxRegistration.csv	
1	UTF-8 , ,
2	CompanyCode, Country, TaxRegistrationNumber
3	2000, GB, GB123456788
4	4300, IN, 07ABCHE1234X122
5	4300, IN, 82ABCDE1234X123
6	2000, GB, GB123456789

Details about the import data:

Field	Required	Description	Sample Value
TaxRegistrationNumber	Yes	String (50) A unique internal identifier for the company code.	VAT234432565
CompanyCode	Yes	String (50) The unique internal identifier for country.	3000
Country	Yes	String (50) The tax registration number for the company code and country combination	US

## SUPPLIER TAX REGISTRATION NUMBERS

Sample CSV file:

SupplierTaxRegistration.csv		
1	UTF-8,,	
2	Supplier,Country,TaxRegistrationNumber	
3	2001,GB,GB123456789	
4	9000,IN,28ABCHE1234X123	
5	9000,IN,28ABCDE1234X123	
6	9000,IN,07ABCHE1234X122	
7	2001,GB,GB123456788	

Details about the import data:

Field	Required	Description	Sample Value
TaxRegistrationNumber	Yes	String (50). A unique internal identifier for the company code.	VAT234432565
Supplier	Yes	String (50). A unique internal identifier for the supplier.	0000000001
Country	Yes	String (50). The tax registration number for the company code and country combination	US

Importing these CSV files is like any other Ariba standard data import task. To import this data, follow the navigation as explained below.

1. Go to Manage > Core Administration > Site Manager > Data Import/Export

## Data Import/Export Tasks

**Data Import/Export**

Exclamation marks (!) indicate tasks that completed with errors or warnings. Refresh the screen to show current status.

Download Data Dictionary

Search Filters:

Task Name: **registration**

1. enter search text (not case sensitive)

2. click on Search button

Search List All

Import Export Web Service Status

Import

3. System displays requested import tasks

4. click on Import button to go to Import UI and to import data

Refresh Status

Tasks

Integration Toolkit Names ↑ Status Last Imported

	Integration Toolkit Names	Status	Last Imported	
Import Company Code Tax Registration Numbers	Completed	08/17/2017 01:26:54 PM		<b>Import</b>
Import Supplier Tax Registration Numbers				<b>Import</b>

2. Follow steps as shown on the above screenshot to access import UI page.

**Data Import for Task "Import Company Code Tax Registration Numbers"**

Choose the operation you want to perform. Browse or specify the file where you want to import the data.

Select Import Operation:

1. select Import Type operation

**Create**  
Creates new objects in the database using values in the data file. If an object in the data file already exists in the database, it is not modified.

**Load**  
Creates and modifies objects in the database using values in the data file. If an object in the data file does not already exist in the database, it is created. If an object in the data file already exists in database, it is modified using the value in the data file.

**Update Only**  
Modifies existing objects only in the database using values in the data file. If an object in the data file does not already exist in the database, it is not created. If you do not want to modify a particular object, do not include it in the data file. This operation can cause deactivated objects to be reactivated.

**Deactivate**  
Deactivates objects in the database based on objects in the data file. If you do not want to deactivate a particular object, do not include it in the data file.

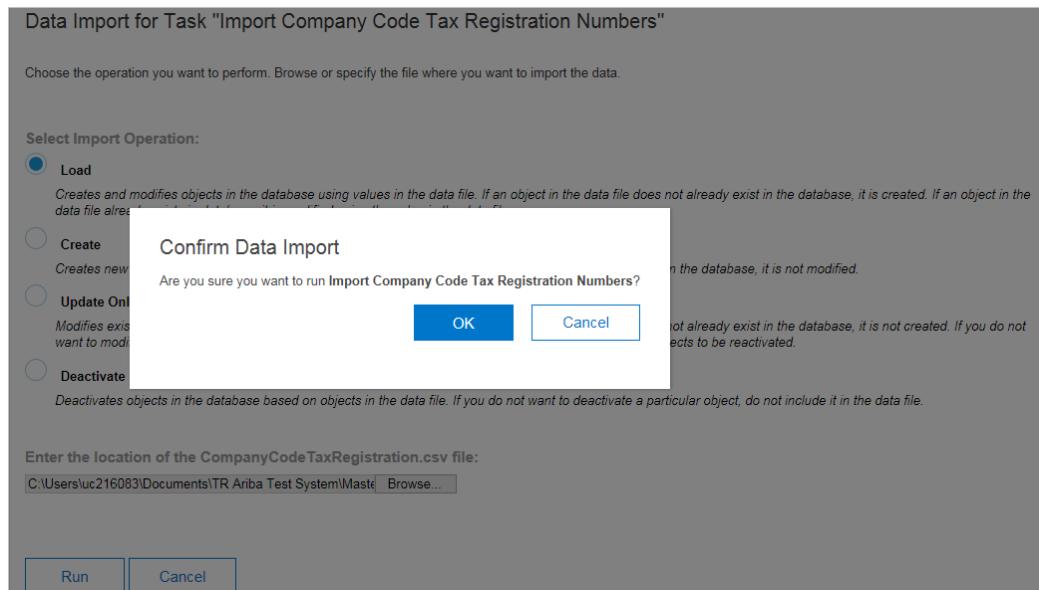
Enter the location of the CompanyCodeTaxRegistration.csv file:

C:\Users\luc216083\Documents\TR Ariba Test System\Master\

2. locate import CSV file on your system

3. click on Run to import the data

Run Cancel



3. Click on OK button to continue

Tasks	Integration Toolkit Names	Status	Last Imported
Import Company Code Tax Registration Numbers <a href="#">(i)</a>		Completed	09/25/2017 11:25:26 AM
Import Supplier Tax Registration Numbers <a href="#">(i)</a>			

4. Once import task is executed, system takes you back to the Import UI page > Import tab. System would show the status and date of completion for the import operation.

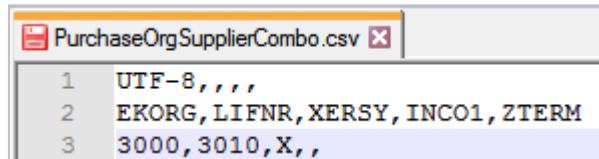
5. Repeat the steps from 1 to 4 to import the Supplier Registration numbers for Import Task Supplier Tax Registration Numbers.

## PURCHASE ORGANIZATION TO SUPPLIER MAPPING

The import task Purchase Organization to Supplier Mapping is an existing task for SAP Variant of SAP Ariba Procurement Solution. But the import file is updated with new field called **INCO1** to refer Inco terms code maintained in **Incoterms.csv** import file.

Inco terms are used by ONESOURCE Indirect Tax Determination. When buyer organization enables a SAP Company Code for tax calculation by Thomson Reuter's ONESOURCE Global Tax for SAP Ariba Solutions, this import task need to be updated.

The sample CSV file for updated import task Purchase Organization to Supplier Mapping is as follows:



```

PurchaseOrgSupplierCombo.csv
1 UTF-8,,,,
2 EKORG,LIFNR,XERSY,INCO1,ZTERM
3 3000,3010,X,,
```

The new column INCO1 is added is seen in the sample file. Please use the values for INCO1 column from Incoterms.csv import task. Once PurchaseOrgSupplierCombo.csv file is prepared use import task **Import Purchase Organization to Supplier Mapping** to import the data in to SAP Ariba Solution.

Navigation: Manage > Core Administration > Site Manager > Data Import/Export

Please refer steps under [IMPORT PROCEDURE](#) section of TAX TYPE IMPORT to import the data in to SAP Ariba Solution.



As this is an update to existing data, please use Update import operation type while importing the data.

## CUSTOM FIELDS

SAP ARIBA Customer can make use of Custom fields in the tax calculation process using ONESOURCE Global Tax for SAP Ariba Solutions.

To accomplish this Customer, need to follow the following steps:

- Customer need to contact SAP ARIBA Customer Support for creating Custom fields.
- SAP ARIBA Customer Support creates the Custom field(s) per Customer specification and marks the fields as tax influencing fields.
- SAP ARIBA Customer then work with Thomson Reuter's ONESOURCE Indirect Tax Professional Services to make Custom fields as part of external tax call.
- Thomson Reuter's Global Tax PS works with internal engineering team to map tax influencing custom fields to User Attribute Elements in Tax Integration and Determination Tax policy.
- Customer and Thomson Reuter's Global Tax PS team test the newly added Custom fields before moving the changes to Production systems (Customer's SAP ARIBA realm and ONESOURCE Global Tax for SAP Ariba Solutions).



Integration version 1.0.2.0 or higher has User Interface which allows users to make configuration with less dependency.

# CONFIGURATION SET UP - ONESOURCE GLOBAL TAX

## INTEGRATION USER INTERFACE

The User Interface offers screens to configure the ONESOURCE Global Tax for SAP Ariba Solutions (Integration). The Cloud and OP users are offered with same UI features. Integration UI will have Application Menu which consist of sub menu items giving access to set up and configuration screens.

APPLICATION MENU	SUB MENU ITEMS/UI SCREENS
Home	
Configuration	Ariba Realm Specific Configurations XMLs Log Enablement Tax Summarization Custom Field Mapping
Ariba Integration Settings	
Logs	

Integration UI does offer Integration Roles for administration, configuration and view only access of UI screens.

INTEGRATION ROLE	DESCRIPTION
Integrations Admin	Allows User to: <ul style="list-style-type: none"> <li>configure Health Check History settings,</li> <li>Tax Block negation table and</li> <li>view configuration and logs</li> </ul>
Integrations Configurator	Allows User to: <ul style="list-style-type: none"> <li>map Ariba Realm to External Company Prepend,</li> <li>enable XMLs Log for transactions,</li> <li>configure Tax Summarization,</li> <li>configure custom field mapping,</li> <li>view Administration settings and logs.</li> </ul>
Integrations User	Allows User to <ul style="list-style-type: none"> <li>view Administration settings,</li> <li>view Configuration parameters and search logs.</li> </ul>

## PREREQUISITES

### SYSTEM AND USER ACCOUNT PREREQUISITES

Integration Deployment Model	Requirements
Multi-Tenant Hosted	<ul style="list-style-type: none"> <li>• Determination User Accounts assigned with required Integration Roles</li> <li>• Access the ONESOURCE Global Tax for SAP Ariba Solutions Integration UI through web browser</li> </ul>
Single-tenant Hosted	
IDT 2018 Cloud	
On-Premise	<ul style="list-style-type: none"> <li>• Install Integration UI as specified in the Install Guide</li> <li>• Determination User Accounts assigned with required Integration Roles</li> <li>• Access the ONESOURCE Global Tax for SAP Ariba Solutions Integration UI through web browser with endpoint set up in your technology stack per OP Installation guide (<i>InstallGuideONESOURCEGlobalTaxSAPArribaSolutions_1.0.2.0</i>)</li> </ul>



Customers who are using Multi-Tenant Hosted, Single-tenant Hosted, IDT 2018 Cloud deployment models of ONESOURCE Global Tax for SAP Ariba Solutions are commonly referred as Cloud Users in this document for simplicity.

### AUTHENTICATION

User Authentication is managed via ONESOURCE Determination, so you will need the log on credentials set up in the ONESOURCE Determination.

Once logged in to ONESOURCE Global Tax for SAP Ariba Solutions Integration UI, user name and tenant will be displayed on the top right-hand corner of each page.

### AUTHORIZATION

User's authorization to configure Integration for their ERP Companies depends on the Companies that are assigned to User account in the ONESOURCE Determination.

Authorization to Integration UI screens depends on the Integration Roles that are assigned to the User in the ONESOURCE Determination.

### INTEGRATION UI ROLE MATRIX

The below matrix shows roles and authorization type that each role would provide for a UI Screen and Configuration options.

		Integration Roles		
		Integrations Admin	Integrations Configurator	Integrations User
Integration Parameters	Ariba Realm Specific Configurations (SAP Ariba Realm, External Company Prepend)	R	CRUD	R
	Ariba Integration Settings (Health Check Entry Values, Tax Block Negation)	CRUD	R	R
	Custom Field Mapping (SAP Ariba Realm, Document Level, Custom Type, Ariba Field Name, Determination User Element ID)	R	CRUD	R
	XMLs Log Enablement (SAP Ariba Realm, Determination Company, Document Type)	R	CRUD	R
	Tax Summarization (US Tax Summarization options, VAT Summarization Options)	R	CRUD	R
	Logs	R	R	R

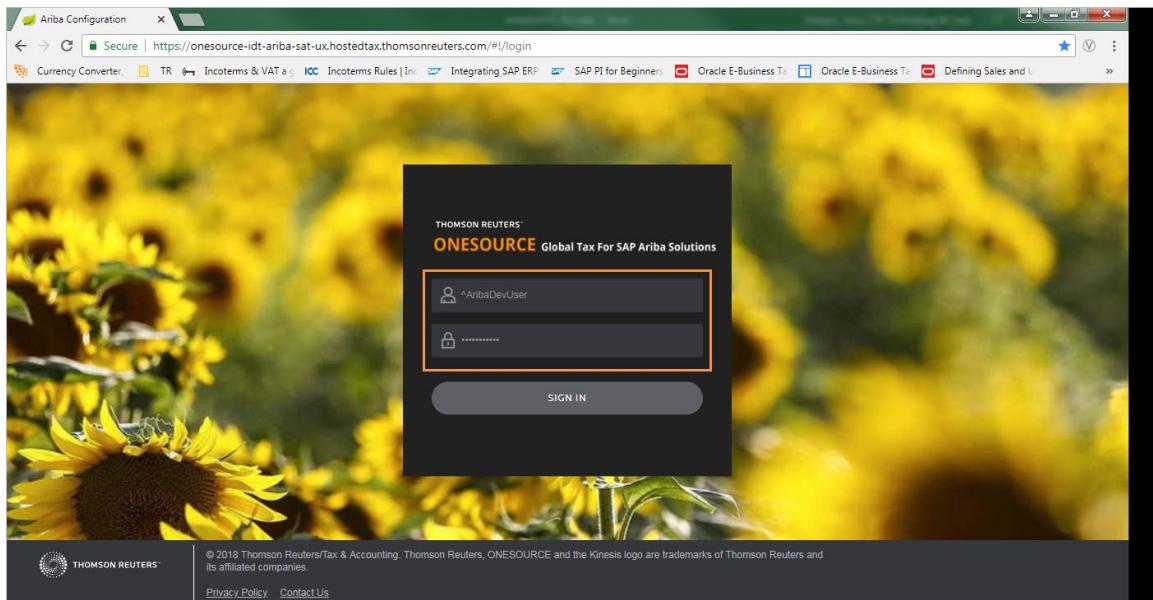
**Key:** C=Create; U=Update; R=Read; D=Delete

## INTEGRATION UI LOG-IN AND BASIC NAVIGATION

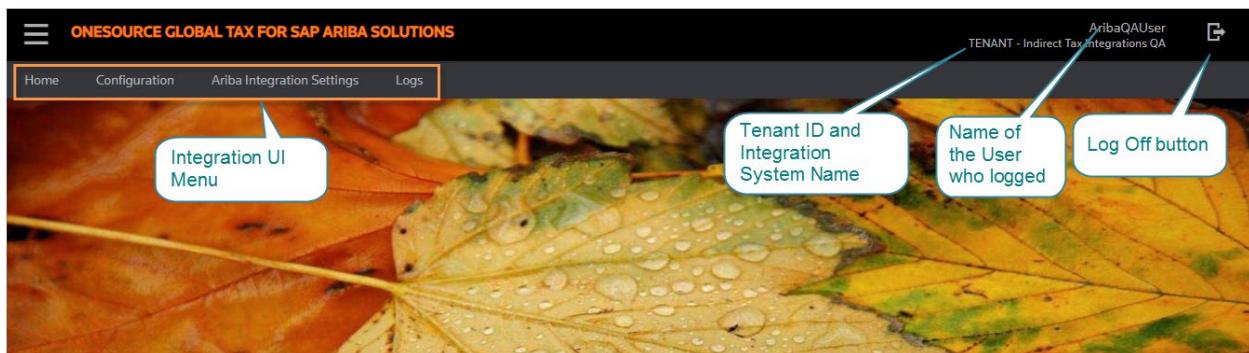
This chapter explains about the log in and general navigation for Integration UI.

1. Open Internet web browser of your choice (supported versions are mentioned under topic [Integration User interface](#)).
2. Enter the Integration UI URL and click enter.
  - OP Users may get the URL from their System Admin/Network teams
  - Cloud users would get this from Thomson Reuters Professional Services
3. You will reach ONESOURCE Global Tax for SAP Ariba Solutions Integration UI log in page. Enter user name and password in the User Name and Password input fields on the log in box in the center of the page respectively and click on SIGN IN button.

## Prerequisites



Here are the important elements you would see on the home screen.



 The application menu is same across all the UI Screens and can be navigated from one UI screen to another UI Screen. The access to UI screens is determined based on your Integration Roles that are assigned to Determination User Account. The companies for which you can configure or set up Integration depends on the companies that you have access to with your Determination User Account.

This section covers the UI Screen fields, navigation steps for configuring the ONESOURCE Global Tax for SAP Ariba Solutions (also mentioned as Integration in this document for easy reference)



The features and most of the steps would be same for both Cloud and OP Users.

# ARIBA REALM SPECIFIC CONFIGURATIONS

Ariba Realm Specific Configurations UI Screen allows you to configure mapping between Ariba Realm and External Company Prepend.

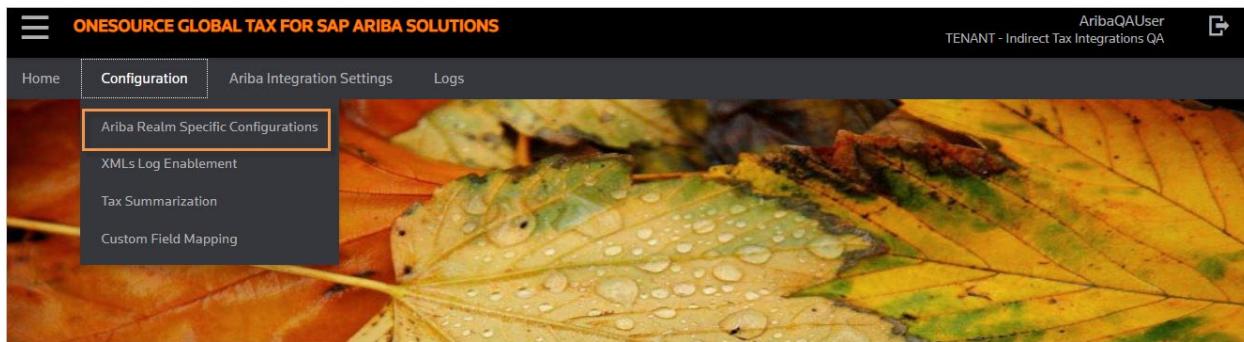
## SAP Ariba Realm:

This is the unique realm ID of Customer's SAP Ariba Buying Solution.

## External Company Prepend (optional in On-Premise):

The prepend allows to make an Ariba business unit (SAP Company Code) unique across multiple systems that might share the same company code structures. ONESOURCE Determination requires that the External Company ID is unique for each business. For example, in the case of an acquisition where the newly acquired business has the same company code, e.g. 1000, but you have already used company code 1000 for a prior business in Determination, you can use the prepend to make the second business company codes unique. The prepend will be added in front of the Ariba provided business unit code. Multiple Ariba Realms can be associated with same Determination External Company Prepend.

The use of a prepend is required for Thomson Reuters managed Cloud deployments, the value will be provided by Thomson Reuters Professional Services. For on-premise deployments the value is optional, if not set the business unit from Ariba will be sent as is. (The realm still must be mapped, just leave the prepend blank).



1. Click on Add Ariba Realm Specific Configuration button to add new entries.

ID	Action	SAP Ariba Realm	External Company Prepend
6		QA_TEST	INTSAPQA_

## Ariba Realm Specific Configurations

2. You will be navigated to Add Ariba Specific Realm Configuration screen. Enter Ariba realm and External Prepend values in the input fields as shown in the screenshot

Home Configuration Ariba Integration Settings Logs

## Add Ariba Specific Realm Configuration

SAP Ariba Realm \*

prealm\_demo

External Company Prepend \*

This value is provided by Thomson Reuters during Customer onboarding

democompany

SAVE CANCEL



For Cloud users SAP Ariba Realm and External Company Prepend are required fields. But for on-premise the prepend is not required.

3. Click on SAVE button to save the configuration. You will be prompted with a pop up box to confirm the action.

Home Configuration Ariba Integration Settings Logs

## Add Ariba Specific Realm Configuration

SAP Ariba Realm \*

prealm\_demo

External Company Prepend \*

This value is provided by Thomson Reuters

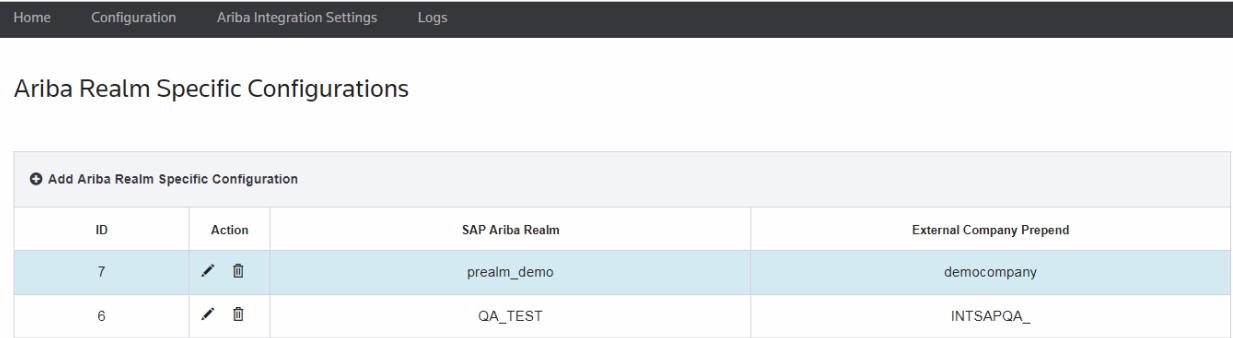
democompany

Are you sure you want to save the changes?

YES NO

SAVE CANCEL

4. Click on YES button if you would like to continue (otherwise click on NO button).
5. When you click on YES, configuration is saved and you would be navigated to Ariba Realm Specific Configurations main screen where display grid shows the new entry

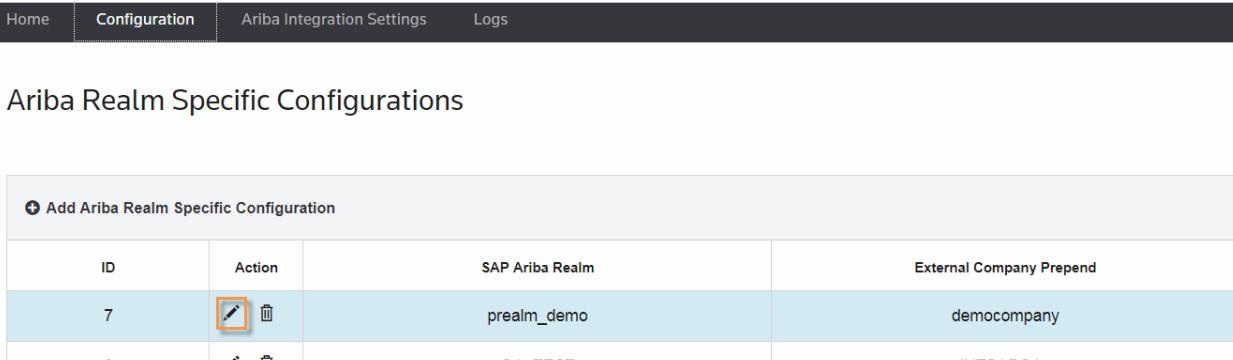


Ariba Realm Specific Configurations				
<span style="border: 1px solid #ccc; padding: 2px 5px;">Add Ariba Realm Specific Configuration</span>				
ID	Action	SAP Ariba Realm	External Company Prepend	
7	 	prealm_demo	democompany	
6	 	QA_TEST	INTSAPQA_	

## EDIT ARIBA REALM SPECIFIC CONFIGURATION

To make changes to an existing configuration, please follow the below steps.

1. On Home Screen, go to Configuration > Ariba Realm Specific Configuration
2. Click on Ariba Realm Specific Configurations option.
3. Select the Pencil icon on the row in the display grid for which you would like to make changes.



Ariba Realm Specific Configurations				
<span style="border: 1px solid #ccc; padding: 2px 5px;">Add Ariba Realm Specific Configuration</span>				
ID	Action	SAP Ariba Realm	External Company Prepend	
7	 	prealm_demo	democompany	
6	 	QA_TEST	INTSAPQA_	

4. You would be navigated to Edit Ariba Specific Realm Configuration screen. Ariba Realm and External Company Prepend fields are shown in the editable mode.

Home Configuration Ariba Integration Settings Logs

## Edit Ariba Specific Realm Configuration

SAP Ariba Realm \*

External Company Prepend \*

This value is provided by Thomson Reuters during Customer onboarding

**SAVE** **CANCEL**

5. You can make changes to SAP Ariba Realm and External Company Prepend.



Please note that by changing SAP Ariba Realm, you will be replacing the existing value with the new one. And so, consider dependencies like Custom field mapping and XMLs log enablement if any.

6. Click on SAVE button to make changes saved to database. Pop up for prompt shows up and click on YES button to continue make changes (otherwise click on NO button).

Home Configuration Ariba Integration Settings Logs

Edit Ariba Specific Realm Configuration

SAP Ariba Realm \*

External Company Prepend \*

This value is provided by Thoms

democompany

Are you sure you want to save the changes?

YES NO

SAVE CANCEL

7. If you click on YES, changes are made and display grid on the Ariba Realm Specific Configuration main screen would show the updated values for selected entries.

Home Configuration Ariba Integration Settings Logs

Ariba Realm Specific Configurations

Add Ariba Realm Specific Configuration

ID	Action	SAP Ariba Realm	External Company Prepend
7		prealm_demo1	democompany
6		QA_TEST	INTSAPQA_

## DELETE ARIBA REALM SPECIFIC CONFIGURATION



When you delete an existing Ariba Realm Specific Configuration, please consider associated dependencies like Custom field mapping, External Company Prepend, XMLs log enablement as deleting an existing realm would leads to deleting all the associated configurations.

To delete an existing Ariba Realm Specific Configuration, please follow the below steps:

1. On Home Screen, go to Configuration > Ariba Realm Specific Configuration.
2. Click on Ariba Realm Specific Configurations option.
3. Click on delete icon on the row in the display grid which you would like to delete.

## Ariba Realm Specific Configurations

ID	Action	SAP Ariba Realm	External Company Prepend
7		prealm_demo1	democompany
6		QA_TEST	INTSAPQA_

4. You would be prompted to confirm the decision through pop up window. To continue click on YES button and otherwise click on NO button.

ID	Action	SAP Ariba Realm	External Company Prepend
7		prealm_demo1	democompany
6		QA_TEST	INTSAPQA_

5. Display grid on the Ariba Realm Specific Configuration would get updated (it would not show the deleted entry).

ID	Action	SAP Ariba Realm	External Company Prepend
6		QA_TEST	INTSAPQA_

# TAX CODE QUALIFIER BASED ARIBA TAX TYPE MAPPING

## FUNCTIONALITY

ONESOURCE Determination uses Authority types (tax authorities which charge tax for a purchase or sales transaction) whereas SAP Ariba uses Tax Types to represent tax authorities. Thomson Reuters ONESOURCE provides Tax Type and Tax Type Map data files based on authority types which are imported in to SAP Ariba Buying Solution.

As part of the tax response, ONESOURCE Global Tax for SAP Ariba Solutions returns Determination Authority Types in the Ariba tax response, and SAP Ariba matches the authority types with the tax types on the Vendor's Invoice. But given the scope of SAP Ariba Buying Solutions (use of various channels that Vendor Invoices are submitted through), current tax type mapping and matching leaves some gaps leading to tax type mismatch and tax calculation failure errors.

The Tax Code qualifier based Ariba Tax Type mapping feature in ONESOURCE Global Tax for SAP Ariba Solutions allows flexible mapping of Ariba Tax Types to ONESOURCE Determination Authority types. This mapping allows the Ariba tax response to have tax types as defined and found in SAP Ariba Buying Solutions.

- Integration users will maintain required SAP Ariba Tax Types on ONESOURCE Determination Tax Code Qualifiers and activate the feature in the ONESOURCE Global Tax for SAP Ariba Solutions.
- During Transaction processing, Integration will map Ariba tax types from Tax Code Qualifiers to Determination Authority types so that the Ariba tax response from ONESOURCE contains tax types as expected in the SAP Ariba Buying Solution.

Ariba Tax types are of summarized i.e. not granular (example: "sales") whereas ONESOURCE Determination Authority Types are granular (State Sales/Use tax, City Sales/Use tax etc.). So, when the Tax Code Qualifier based Ariba Tax Type mapping feature is configured, Integration would summarize Determination result per unique Ariba Tax Type, making the Ariba tax response acceptable in SAP Ariba Buying solution with unique tax types.

- If you are using Ariba Integration and have the ONESOURCE Global Tax for SAP version 6.1 and above, then it is likely that Tax Code Qualifiers are already configured for the SAP Integration in your Determination instance. In that situation you will be adding the Ariba Tax type designation as part of your current TCQ configurations.
- If you do not have the ONESOURCE Global Tax for SAP then you will likely need to create the TCQ configuration a new and populating the results for the ERP\_TAX\_CODE field based solely on the Tax Type designation needed for the Ariba Integration.
- Please refer to the Determination documentation and help guides on Tax Code Qualifiers configuration if you need further assistance setting up the proper TCQ conditions and other steps.



Below example scenarios are based on assumption that TCQ configuration in Determination already maintained.

## SAMPLE SCENARIOS

Customers can map Ariba Tax Types on Determination Tax Code Qualifiers as required to reduce tax type mismatch exceptions and tax code calculation errors in SAP Ariba Buying Solutions.

Here are some of the possible sample scenarios listed for illustration purpose.

For the examples shown in the table below the first 6 characters represent the two-digit tax code, a hyphen, followed by the three-digit account assignment key that is required for the ONESOURCE Global Tax for SAP. The following [ATT] encapsulated designator is the portion required for the Ariba Tax Type mapping. Together they represent the field that will be returned by Determination as the ERP\_TAX\_CODE field in the XML response from Determination. If you do not have the Integration for SAP (Global Next), then the first 7 characters will not be required.

Ariba Tax Type maintained on the Tax Code Qualifier	Determination Authority Type returned during tax calculation	Ariba Tax Response
USCA_S vendor charged to expense acct V1-NVV-[ATT]Sales Tax[ATT]	Document Line1: State Sales/Use Tax City Sales/Use Tax	Summarized tax with Ariba Tax Type "SalesTax"
GB_ReverseCharge_I V4-ESE-[ATT]VATTax[ATT]	Document Line1: VAT_1 VAT_2	Summarized tax with Ariba Tax Type "VATTax"
GB_ReverseCharge_I V4-ESE-[ATT]VAT_1[ATT]	Document Line1: VAT_1	No summarization, Input and Output tax blocks with Ariba tax types "VAT_1" on first tax block and "VAT_2" on second tax block
GB_ReverseCharge_O V4-ESA-[ATT]VAT_2[ATT]	VAT_2	
MX_B_DP_StandardRate V1-VST-[ATT]VATTax[ATT]	IVA_1	No summarization with Ariba tax type "VATTax"
CH_B_StandardVAT V1-VST-[ATT]VATTax[ATT]	MWST	No summarization with Ariba tax type "VATTax"
FR_B_StandardVAT V1-VST-[ATT]VATTax[ATT]	TVA_1	No summarization with Ariba tax type "VATTax"



The Determination TCQ based Ariba Tax Types allows flexible tax type mapping. Please ensure that you are maintaining Ariba tax types on TCQ ERP Tax Codes that are valid and expected on the Ariba tax response from Integration.

## CONFIGURATION

### MAINTAIN ARIBA TAX TYPES USING ONESOURCE DETERMINATION TAX CODE QUALIFIER

The Tax Code in each applicable Tax Code Qualifier needs to be updated with the required and appropriate SAP Ariba Tax Type.



The Ariba Tax Type that is being maintained on Tax Code Qualifier should be a valid tax type in SAP Ariba Buying Solutions.

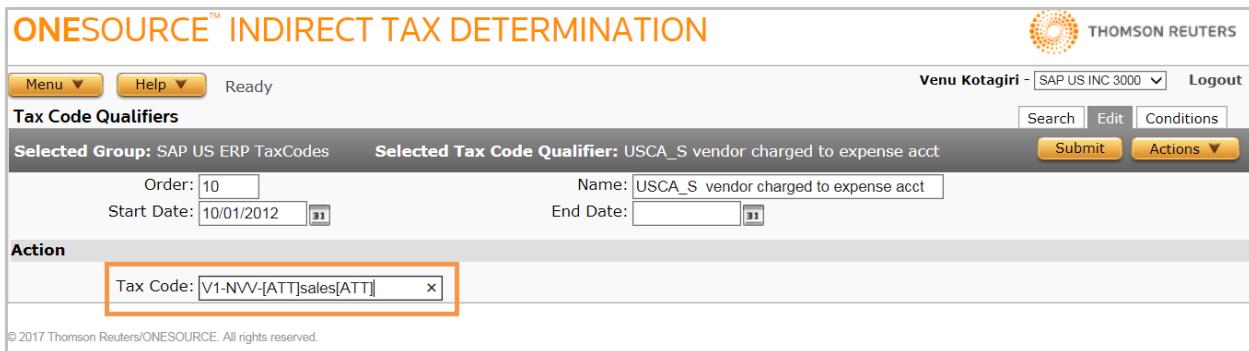
#### Example:

- You have “sales” as Tax Category on SAP Ariba Network and corresponding Tax type (TaxLineType in Tax Type mapping data) is “SalesTax” in SAP Ariba Buying Solution (P2X/Invoice Management).
- When an Invoice from Ariba Network is posted in to SAP Ariba Buying Solution, it picks up “SalesTax” as tax type (per your Tax Type Map data “sales” will be mapped to “SalesTax” in standard mapping).
- When ONESOURCE Determination Tax Code Qualifier is maintained with SAP Ariba Tax types, make sure to use the tax types defined in SAP Ariba P2X/Invoice Management solution.

#### Steps:

1. Update each applicable Tax Code Qualifier with a valid Ariba Tax Type (both input and output tax code qualifiers in a Determination Company).
2. The Ariba tax type segment format on the Tax Code Qualifier should be as below:
  - a) Enclosed within the tagged brackets. ex: [ATT]vat[ATT],
  - b) Added anywhere after the Tax Code and Account Key segment on the Tax Code field of TCQ configuration.
    - XX-YYY-[ATT]vat[ATT] or
    - XX-YYY-ZZZ-[ATT]vat[ATT] (ZZZ=custom segment if there is any)

## Tax Code Qualifier Based Ariba Tax Type Mapping



ONESOURCE™ INDIRECT TAX DETERMINATION

Menu ▾ Help ▾ Ready Venu Kotagiri - SAP US INC 3000 ▾ Logout

**Tax Code Qualifiers**

**Selected Group:** SAP US ERP TaxCodes    **Selected Tax Code Qualifier:** USCA\_S vendor charged to expense acct

Order: 10    Name: USCA\_S vendor charged to expense acct

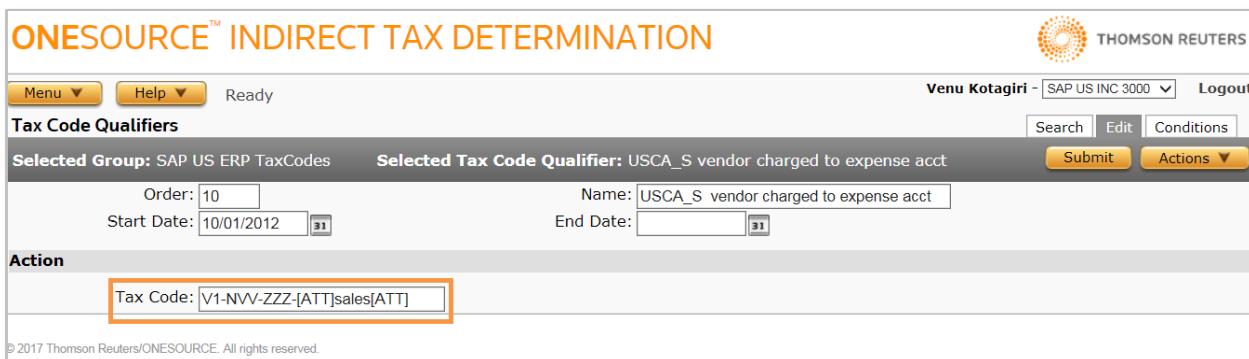
Start Date: 10/01/2012    End Date: 31

**Action**

Tax Code:  [ATT]sales[ATT]

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If you have a custom segment after the Tax Account key, Ariba tax type segment can be added after the custom segment:



ONESOURCE™ INDIRECT TAX DETERMINATION

Menu ▾ Help ▾ Ready Venu Kotagiri - SAP US INC 3000 ▾ Logout

**Tax Code Qualifiers**

**Selected Group:** SAP US ERP TaxCodes    **Selected Tax Code Qualifier:** USCA\_S vendor charged to expense acct

Order: 10    Name: USCA\_S vendor charged to expense acct

Start Date: 10/01/2012    End Date: 31

**Action**

Tax Code:  [ATT]sales[ATT]

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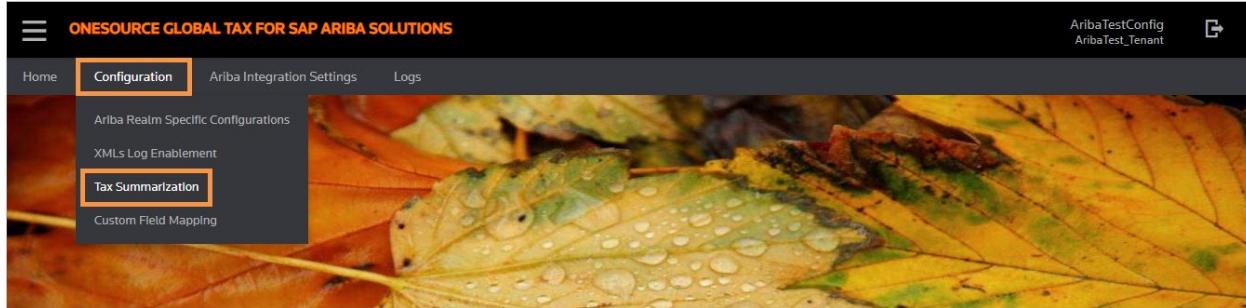
3. Please make sure that all Tax Code Qualifiers currently present, are updated with the right combination of SAP Ariba Tax Type, Country that tax type belongs to, and Determination Company. Here is an illustration of what is valid what is not:

AP Ariba Tax Type	Country that SAP Ariba Tax Type belongs to	Example Determination Company that belongs to Country	Valid?
sales	US	3000	Yes
sales	GB	2000	No
vat	GB	2000	Yes
vat	DE	1000	Yes
vat	US	3000	No
vat or TVA	FR	2200	Yes
vat or MWST	CH	2700	Yes
gst, hst, qst, pst	CA	4000	Yes

## ENABLE TAX CODE QUALIFIER BASED ARIBA TAX TYPE MAPPING FEATURE

Please follow below steps to enable the Tax Code Qualifier based Ariba Tax Type mapping feature

1. Log in to Integration.
2. Once logged in, on Home screen navigate to Configuration > Tax Summarization



3. Go to Tax Type Mapping > Click on drop down menu > Select Tax Code Qualifier based Ariba Tax Type Mapping option.

### Tax Summarization Configuration

#### US Tax Summarization Options

Default tax response is at Tax Authority level detail but optionally user can configure one of two summarization levels.

#### VAT Summarization Options

Default tax response has both Input Tax and Recovery Tax blocks but optionally user can configure summarized response option.

US Tax Summarization Options	VAT Summarization Options
Authority Detail	Input and Output Authorities

### Tax Types Mapping

ONESOURCE Determination Tax Code Qualifier based Ariba Tax Type mapping takes precedence over the Tax Summarization Configuration

Determination Authority Type Based (Default)

### Tax Types Mapping

Determination Authority Type Based (Default) and Ariba Tax Type mapping takes precedence over the Tax Summarization Configuration  
**Tax Code Qualifier based Ariba Tax Type Mapping**  
 Determination Authority Type Based (Default)

4. You will see a pop up window prompting to maintain Ariba Tax Types on Determination Tax Code Qualifier.

## Transaction Logging

**Tax Summarization Configuration**

**US Tax Summarization Options**  
Default tax response is at Tax Authority level detail but optionally user can configure one of two summarization levels.

**VAT Summarization Options**  
Default tax response has both Input Tax and Recovery Tax blocks but optionally user can configure summarized response option.

Please remember to configure desired and valid Ariba Tax Type(s) on Determination Tax Code Qualifier Ex: [ATT]sales[ATT]

**OK**

**Authority Detail** | **Input and Output Authorities**

**Tax Types Mapping**  
ONESOURCE Determination Tax Code Qualifier based Ariba Tax Type mapping takes precedence over the Tax Summarization Configuration

**Tax Code Qualifier based Ariba Tax Type Mapping**

5. Click OK button on pop up window to continue
6. You will see system message that the configuration is saved indicating that feature is active now.

**Tax Summarization Configuration**

**US Tax Summarization Options**  
Default tax response is at Tax Authority level detail but optionally user can configure one of two summarization levels.

**VAT Summarization Options**  
Default tax response has both Input Tax and Recovery Tax blocks but optionally user can configure summarized response option.

**Authority Detail** | **Input and Output Authorities**

**Tax Types Mapping**  
ONESOURCE Determination Tax Code Qualifier based Ariba Tax Type mapping takes precedence over the Tax Summarization Configuration

**Tax Code Qualifier based Ariba Tax Type Mapping**



Tax Code Qualifier based Ariba Tax Type mapping takes precedence over the Tax Summarization Configuration. If you have configured Tax Summarization option (ex: US Four Buckets Summarization), when Tax Code Qualifier based Ariba Tax Type mapping is configured, Ariba tax response would be according to Tax Code Qualifier based Ariba Tax Type mapping feature.

## TRANSACTION LOGGING

ONESOURCE Global Tax for SAP Ariba Solutions enables Integration users to configure logging at desired levels and access the transactions logs via the Integration UI

To get transactions logged, users will need to enable the XMLs log on user interface. Integration allows XMLs logging at SAP Ariba Realm, Determination Company and Document Type (SAP Ariba PR and IR) levels. Users can enable logs at any desired level. Once logging is enabled, users can search, view and download transactions logs from Logs functionality on the UI.

All tax transaction requests from SAP Ariba will be logged that meet the below criteria:

1. SAP Ariba Tax calculation request has valid credentials.
2. SAP Ariba Tax calculation request has valid Realm ID, Company Code / Organization.
3. XMLs Logging is enabled for the Partition (SAP Ariba Realm ID) and/or Company Code / Organization.
4. SAP Ariba Tax calculation request is not null.

## XMLS LOG ENABLEMENT

This feature allows you to enable the XMLs log settings. When XMLs are enabled, ONESOURCE Global Tax for SAP Ariba Solutions will store transaction logs. Transaction logs are useful for troubleshooting and verification purposes.

Integration offers three levels at which the logs can be enabled:

1. SAP Ariba Realm
2. Determination Company
3. Document Type



This is an optional configuration. By default, XMLs are not enabled. If you would like to see transaction logs in xml format, configure XMLs log enablement at desired level

The transaction logs available under Logs UI screen are dependent on these settings. XMLs can be enabled at any desired level.

Here are some possible options you may find:

- Enabling XMLs log at SAP Ariba Realm level:  
When XMLs are enabled at SAP Ariba Realm, and Determination Company and Document Type are not selected, XML logs will be enabled for all Determination Companies under that SAP Ariba Realm and two document types (Purchase Requisition and Invoice Reconciliation).



SAP Ariba Realm is an optional selection. You can skip selecting SAP Ariba Realm but choose to enable XML at Determination Company and Document Type level. If you do not select any SAP Ariba Realms, XML Logs will be enabled for all your valid SAP Ariba Realms in the Integration.

- Enabling XMLs log at Determination Company level:  
When one or more entries from Determination Company list are selected, logs will be enabled for those Determination companies under all SAP Ariba Realms Customer may have.

## Transaction Logging

- Enabling XMLs log at Document Type level:  
When only Document type(s) are selected, XMLs log would be enabled for Determination Companies and SAP Ariba Realm(s) Customer have on Determination (across SAP Ariba Realms(s) and Determination Companies).
- Enabling XMLs log at SAP Ariba Realm/Determination Company level:  
XMLs logs will be enabled for selected SAP Ariba Realm and Determination Company combination.
- Enabling XMLs log at SAP Ariba Realm/Determination Company/Document Type combination level:  
This setting would enable XMLs at selected SAP Ariba Realm, Determination Company and Document Type levels. This is most optimized level where logs will be enabled and transaction logs will be generated at levels which are truly required.

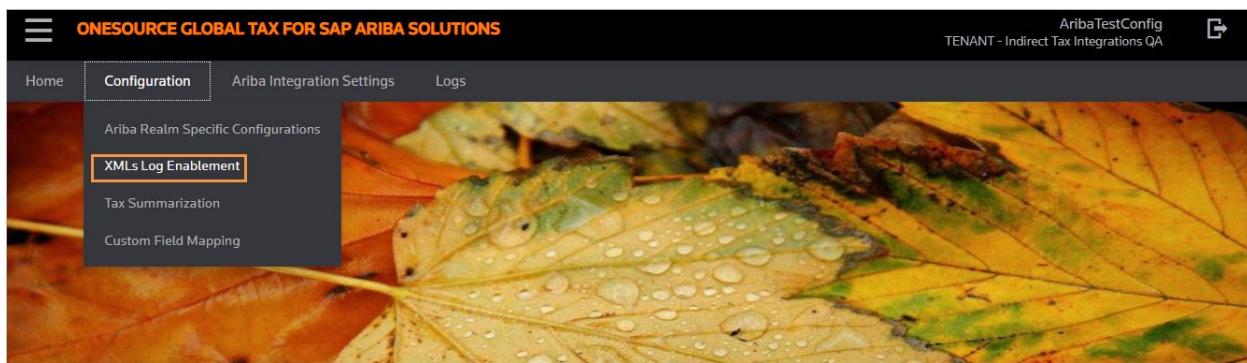


Please make sure that External ID is maintained for Determination Company in ONESOURCE Determination system. Even one of the Determination Companies under a Tenant ID without External ID will lead to error "Cannot save these settings. Please review." while saving XMLs log enablement (Enable XMLs log Add/Edit configuration).

## CONFIGURATION

To enable XMLs log, please follow below steps:

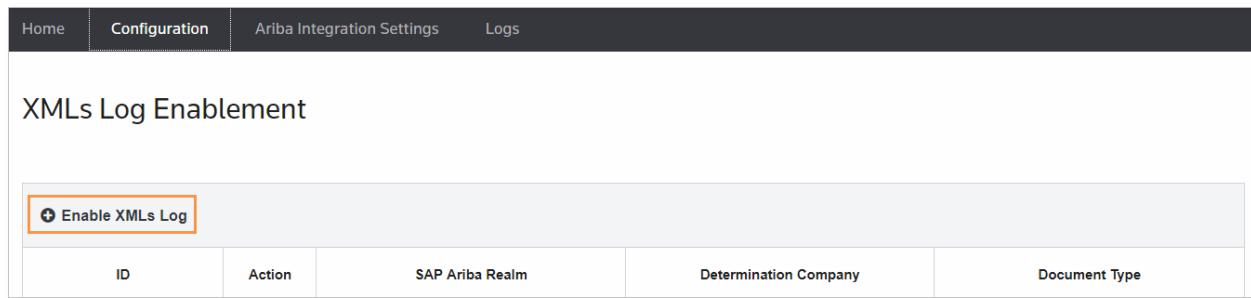
- On Home screen, go Configuration > XMLs Log Enablement.
- Click on XMLs Log Enablement option.



- You will be navigated to XMLs Log Enablement screen.

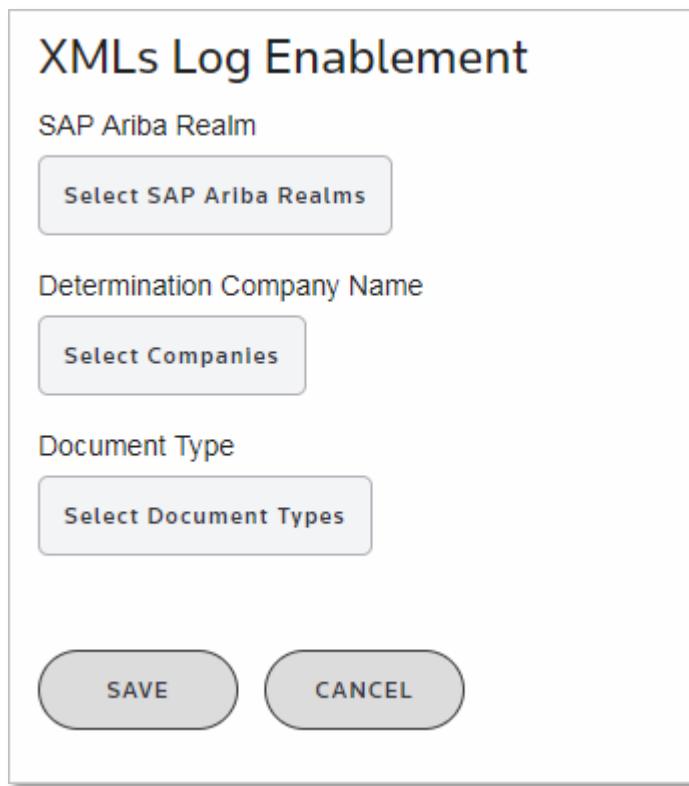
This UI screen will show Enable XMLs log add button and a display grid. Enable XMLs log button enable user to add new logging. And the display grid will show log settings when added.

By default, XML logs will not be enabled. You may not see any existing configuration when you are setting up Integration for the first time.



<b>Enable XMLs Log</b>				
ID	Action	SAP Ariba Realm	Determination Company	Document Type

4. Click on Enable XMLs Log button to enable XMLs.



**XMLs Log Enablement**

SAP Ariba Realm

Select SAP Ariba Realms

Determination Company Name

Select Companies

Document Type

Select Document Types

SAVE CANCEL

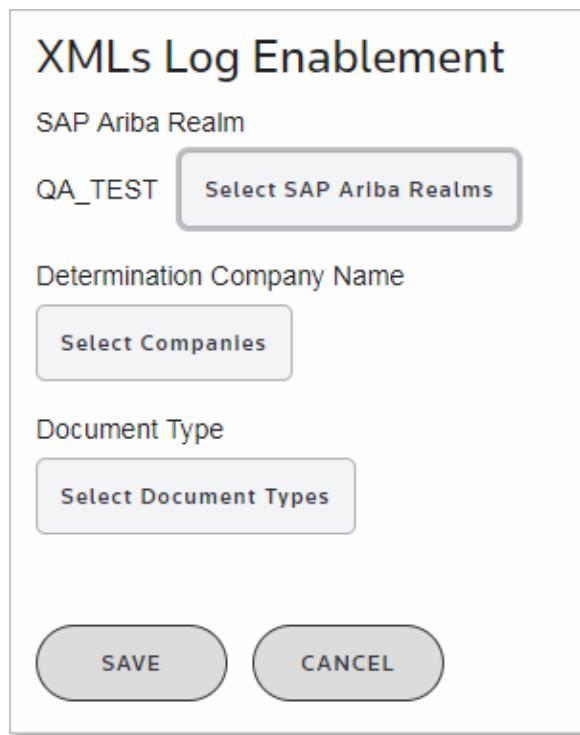


SAP Ariba Realm is an optional selection. You can skip selecting SAP Ariba Realm but choose to enable XML at Determination Company and Document Type level. If you do not select any SAP Ariba Realms, XML Logs will be enabled for all your valid SAP Ariba Realms in the Integration.

5. On this UI screen make selection at which you would like to enable XMLs.
  - a. Click on SAP Ariba Realm button (Clickable) to select the SAP Ariba Realm for which you would like enable XML Logs. You will see a window opening and showing list of SAP Ariba Realms.

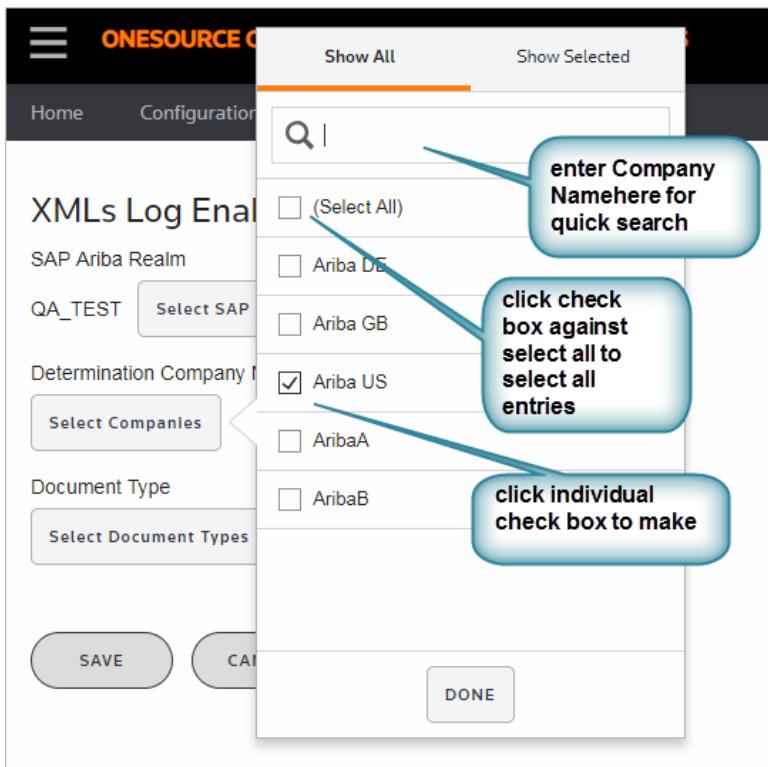


- b. Select SAP Ariba Realm ID from the list as shown in screenshot based on your requirement. (The values are pre-populated based on User's Tenant ID).
- c. Click on DONE button once you are done with selecting SAP Ariba Realm(s). The selection window disappears and the selections made are shown on XML Log Enablement main screen under SAP Ariba Realm field.



d. Select Determination Companies by clicking on SELECT COMPANIES button. UI would present you a pop up window to make selections as shown in the below screenshot.

## Transaction Logging



e. To find companies:

- search by name in the Search box or,
- click on Show all (to see the complete list) or,
- click on Show selected if you have already made some selections.

f. Select one or more companies from the list (if list is big, scroll bar helps to find the desired selection) and click on DONE button. Selected company/companies' will be shown on UI under Determination Company Name UI field.

## XMLs Log Enablement

SAP Ariba Realm

QA\_TEST [Select SAP Ariba Realms](#)

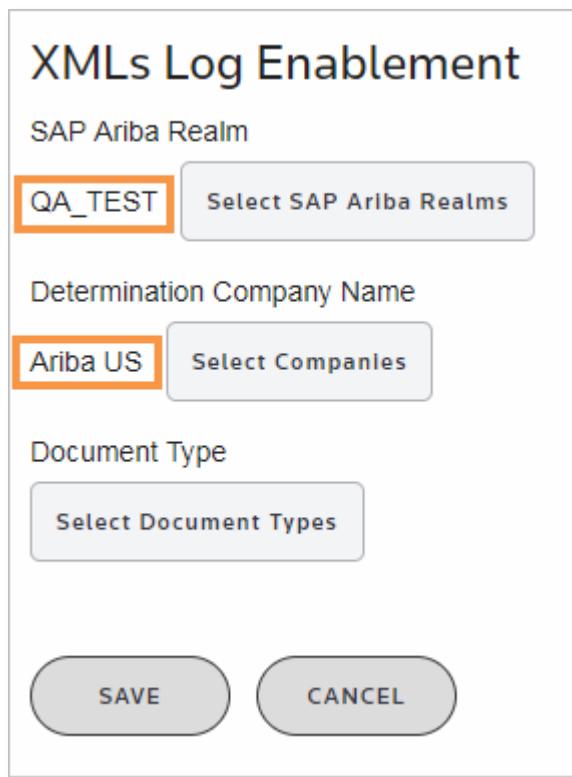
Determination Company Name

Ariba US [Select Companies](#)

Document Type

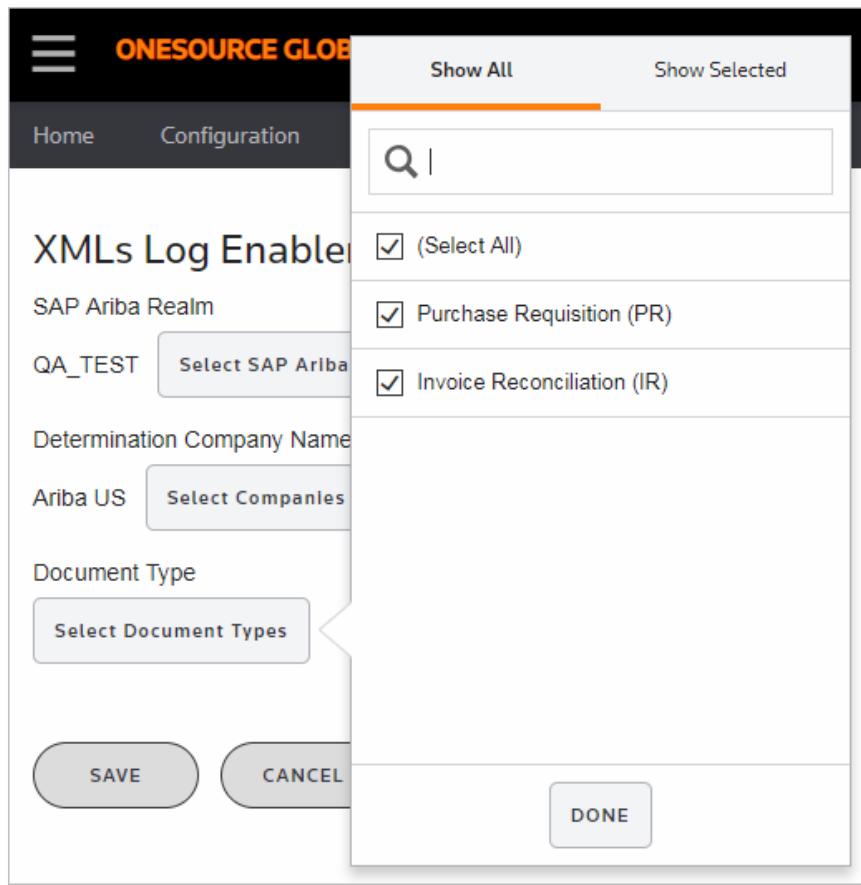
[Select Document Types](#)

[SAVE](#) [CANCEL](#)



- g. Click on SELECT DOCUMENT TYPES button to select SAP Ariba document type(s).
- h. Integration UI would present a pop up showing two document types (PR and IR).

## Transaction Logging



- i. Select desired document type like how SAP Ariba Realm and Determination Company entries are selected and click on DONE button when you are done with making selections based your requirement.
- j. Your selection will be shown under Document Type UI field label.

## XMLs Log Enablement

SAP Ariba Realm

QA\_TEST [Select SAP Ariba Realms](#)

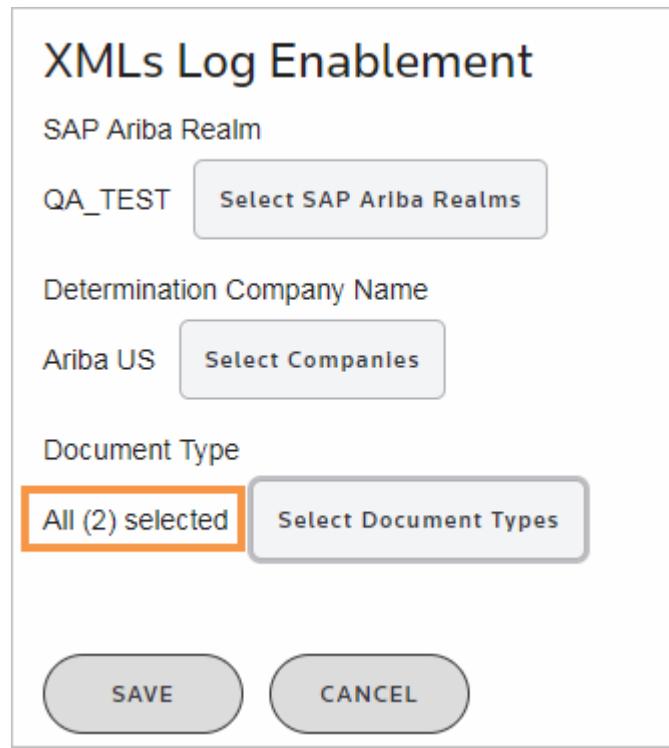
Determination Company Name

Ariba US [Select Companies](#)

Document Type

All (2) selected [Select Document Types](#)

[SAVE](#) [CANCEL](#)



6. Click on SAVE button to save the changes and continue.
7. A confirmation message is promoted and if you would like to continue, click on YES button. (otherwise click on NO and you will be back on XMLs log enablement screen where you can make changes and continue or cancel the action to go to main XMLs Log enablement UI screen)

## XMLs Log Enablement

SAP Ariba Realm

QA\_TEST [Select SAP Ariba Realms](#)

Determination Company Name

Ariba US [Select Companies](#)

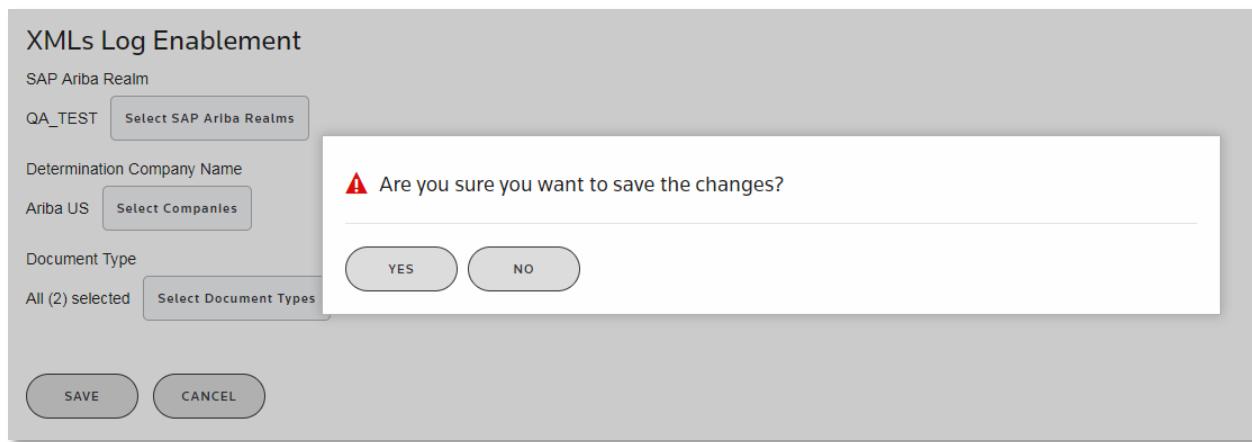
Document Type

All (2) selected [Select Document Types](#)

**⚠ Are you sure you want to save the changes?**

[YES](#) [NO](#)

[SAVE](#) [CANCEL](#)



8. You will be navigated to XMLs Log Enablement main UI screen where you can see the display grid reflecting the changes made.

## Transaction Logging

XMLs Log Enablement					
<input checked="" type="checkbox"/> Enable XMLs Log					
ID	Action	SAP Ariba Realm	Determination Company	Document Type	
4		QA_TEST			

9. Display grid shows a clickable button with text showing number of entries for columns SAP Ariba Realm, Determination Company and Document Type when there is more than one entry for that selection parameter.

XMLs Log Enablement					
<input checked="" type="checkbox"/> Enable XMLs Log					
ID	Action	SAP Ariba Realm	Determination Company	Document Type	
6		QA_TEST	Ariba US		
9		QA_TEST			
3		QA_TEST			

10. Click on any button showing number of entries to see the details of selections for that parameter.

XMLs Log Enablement					
<input checked="" type="checkbox"/> Enable XMLs Log					
ID	Action	SAP Ariba Realm	Determination Company	Document Type	
6		QA_TEST			
9		QA_TEST			
3		QA_TEST			

Document Type List:

Purchase Requisition (PR)  
Invoice Reconciliation (IR)

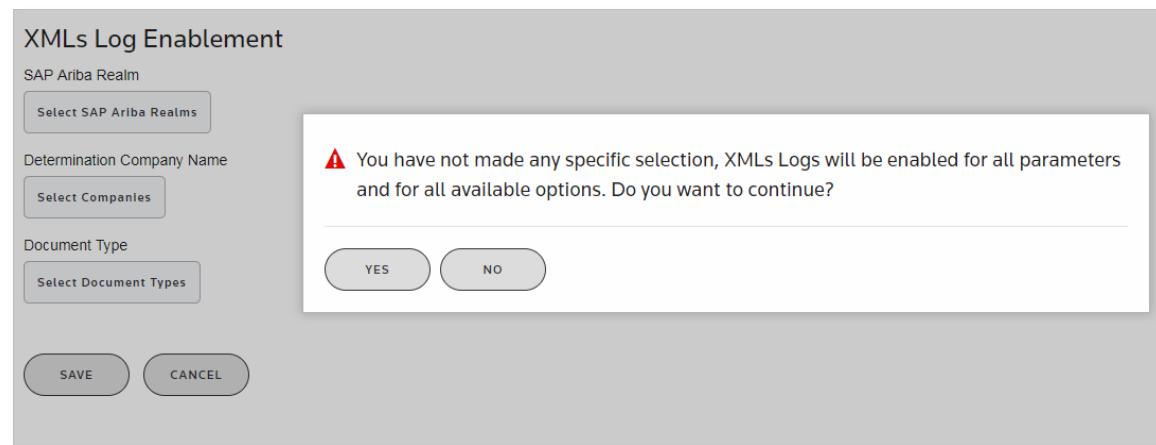
XMLs Log Enablement					
<input checked="" type="checkbox"/> Enable XMLs Log					
ID	Action	SAP Ariba Realm	Determination Company	Document Type	
6		SAP QA GB 2000 ECC-Ariba			
9		SAP QA CA 4000 ECC-Ariba			
3		SAP QA DE 1000 ECC-Ariba			
		SAP QA US 3000 ECC-ARIBA			

Determination Company List:

SAP QA GB 2000 ECC-Ariba  
SAP QA CA 4000 ECC-Ariba  
SAP QA DE 1000 ECC-Ariba  
SAP QA US 3000 ECC-ARIBA



Note on SAVING XMLS Log Enablement without making any selection.



If no selection made but you have clicked on SAVE button, XMLs will be enabled for all your configured SAP Ariba Realms, Determination Companies and two Document Types.

Display Grid showing SAP Ariba Realm and all Determination Companies and two Document Types selected automatically when you just SAVE without making any specific selections.

XMLs Log Enablement				
<input checked="" type="checkbox"/> Enable XMLs Log				
ID	Action	SAP Ariba Realm	Determination Company	Document Type
3		QA_TEST	16 Companies	2 Document Types
10		QA_TEST	5 Companies	2 Document Types
4		QA_TEST	2 Companies	2 Document Types

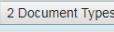
If you do not want to enable XMLs at any level, click on NO button and you will stay on the XML Log Enablement page.

## EDIT XMLS LOG ENABLEMENT

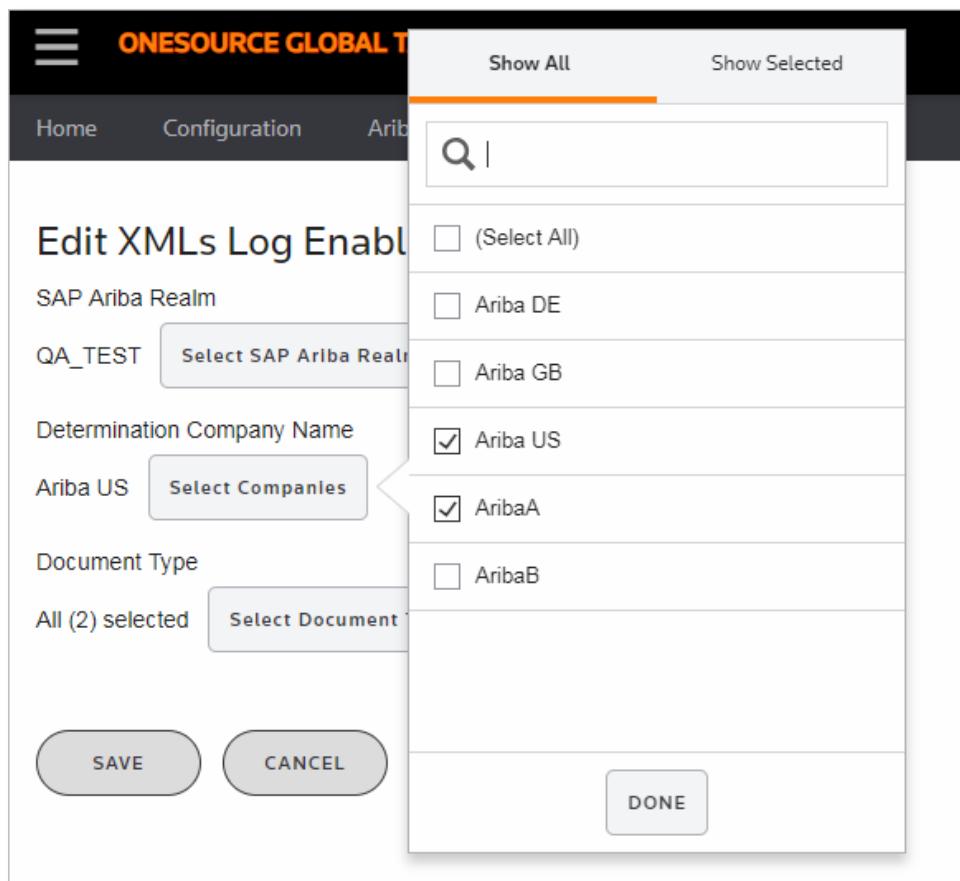
To edit the XMLs logging settings, please follow below steps:

1. Click on edit (pencil icon) on the row in the display grid for which XMLs enablement logging you would like to make change.

## Transaction Logging

XMLs Log Enablement				
<input checked="" type="checkbox"/> Enable XMLs Log				
ID	Action	SAP Ariba Realm	Determination Company	Document Type
4	<input checked="" type="checkbox"/> 	QA_TEST	Ariba US	

- Integration would navigate you to the Edit XML Log Enablement screen
- Please make changes as desired. (you may refer [steps 5 a to f under Configure XMLs Enablement](#) to make changes to SAP Ariba Realm, Determination Company Name and Document Type selections.



**Edit XMLs Log Enablement**

SAP Ariba Realm

QA\_TEST [Select SAP Ariba Realms](#)

Determination Company Name

2 selected [Select Companies](#)

Document Type

All (2) selected [Select Document Types](#)

**SAVE** **CANCEL**

4. Once changes are made, click on SAVE button on Edit XMLs Log Enablement screen. You would be prompted for confirmation.

**Edit XMLs Log Enablement**

SAP Ariba Realm

QA\_TEST [Select SAP Ariba Realms](#)

Determination Company Name

2 selected [Select Companies](#)

Document Type

All (2) selected [Select Document Types](#)

**⚠ Are you sure you want to save the changes?**

**YES** **NO**

**SAVE** **CANCEL**

5. Click on YES button to confirm the action. Integration saves the changes and you would be navigated to XMLs Log Enablement main UI screen where display grid shows (click on drop-down list) the updates made.

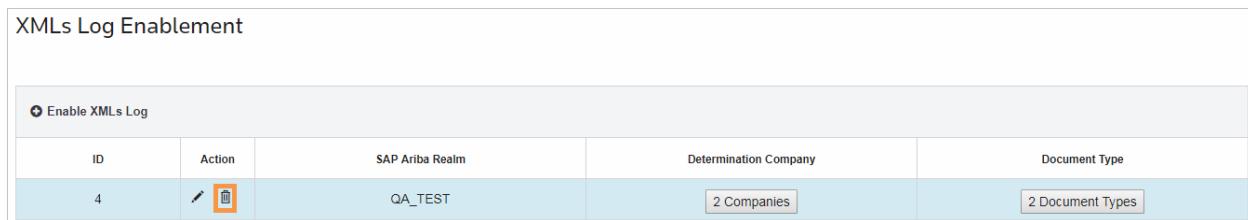
**XMLs Log Enablement**

<input checked="" type="checkbox"/> <b>Enable XMLs Log</b>					
ID	Action	SAP Ariba Realm	Determination Company	Document Type	
4	<a href="#"></a> <a href="#"></a>	QA_TEST	2 Companies	2 Document Types	

## DELETE XMLS LOG ENABLEMENT

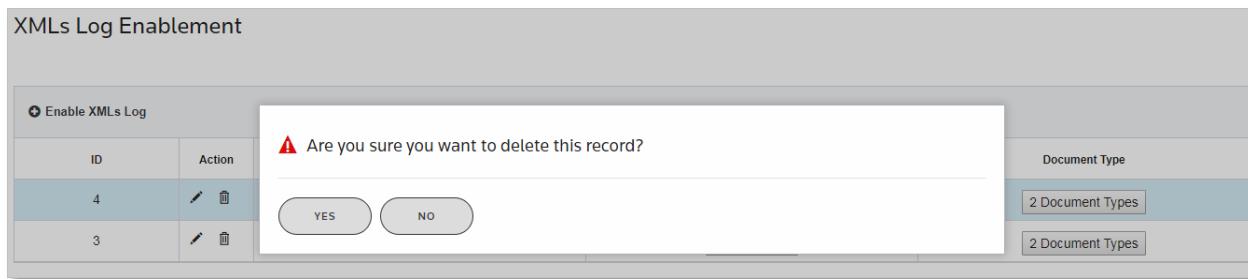
To delete XMLs logging settings, please follow the below steps.

1. Click on the trash can icon in the display grid Action column for the row you would like to delete.



XMLs Log Enablement				
Enable XMLs Log				
ID	Action	SAP Ariba Realm	Determination Company	Document Type
4	 	QA_TEST	2 Companies	2 Document Types

2. You will be prompted to confirm the decision.



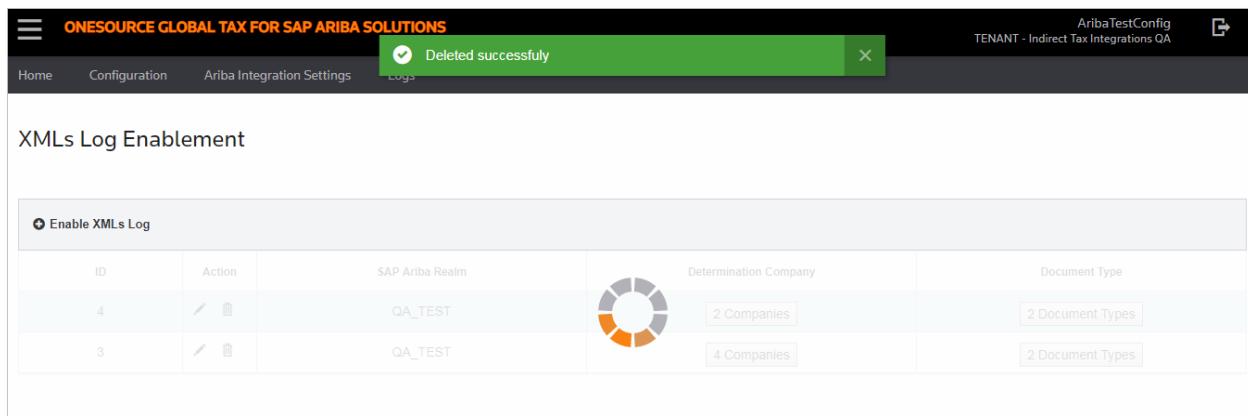
XMLs Log Enablement				
Enable XMLs Log				
ID	Action	SAP Ariba Realm	Determination Company	Document Type
4	 	QA_TEST	2 Companies	2 Document Types
3	 	QA_TEST	2 Document Types	2 Document Types

 Are you sure you want to delete this record?

YES

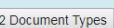
NO

3. Click on YES button to confirm the delete action. You can see a system message as shown in below screenshot about the status of the action.



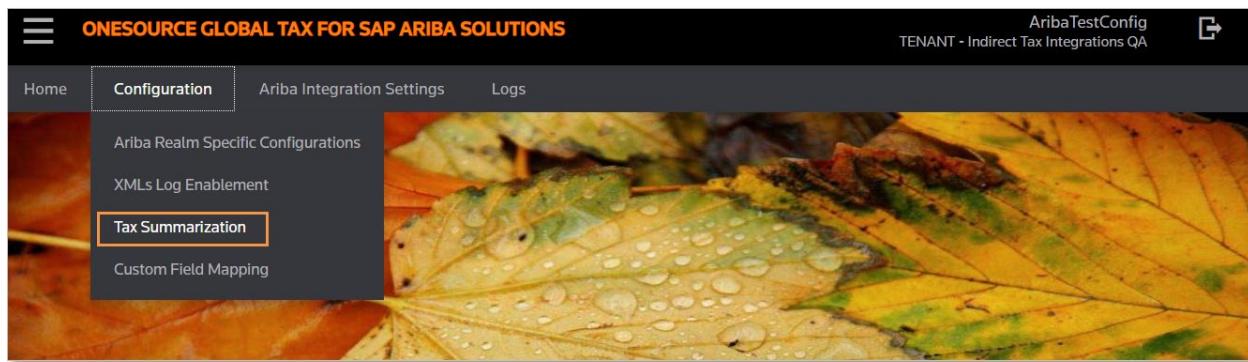
ONESOURCE GLOBAL TAX FOR SAP ARIBA SOLUTIONS				
Logs				
XMLs Log Enablement				
Enable XMLs Log				
ID	Action	SAP Ariba Realm	Determination Company	Document Type
4	 	QA_TEST	2 Companies	2 Document Types
3	 	QA_TEST	4 Companies	2 Document Types

4. The display grid reflects the change made, deleting the selected entry.

XMLs Log Enablement					
Enable XMLs Log					
ID	Action	SAP Ariba Realm	Determination Company	Document Type	
3	 	QA_TEST			

## TAX SUMMARIZATION

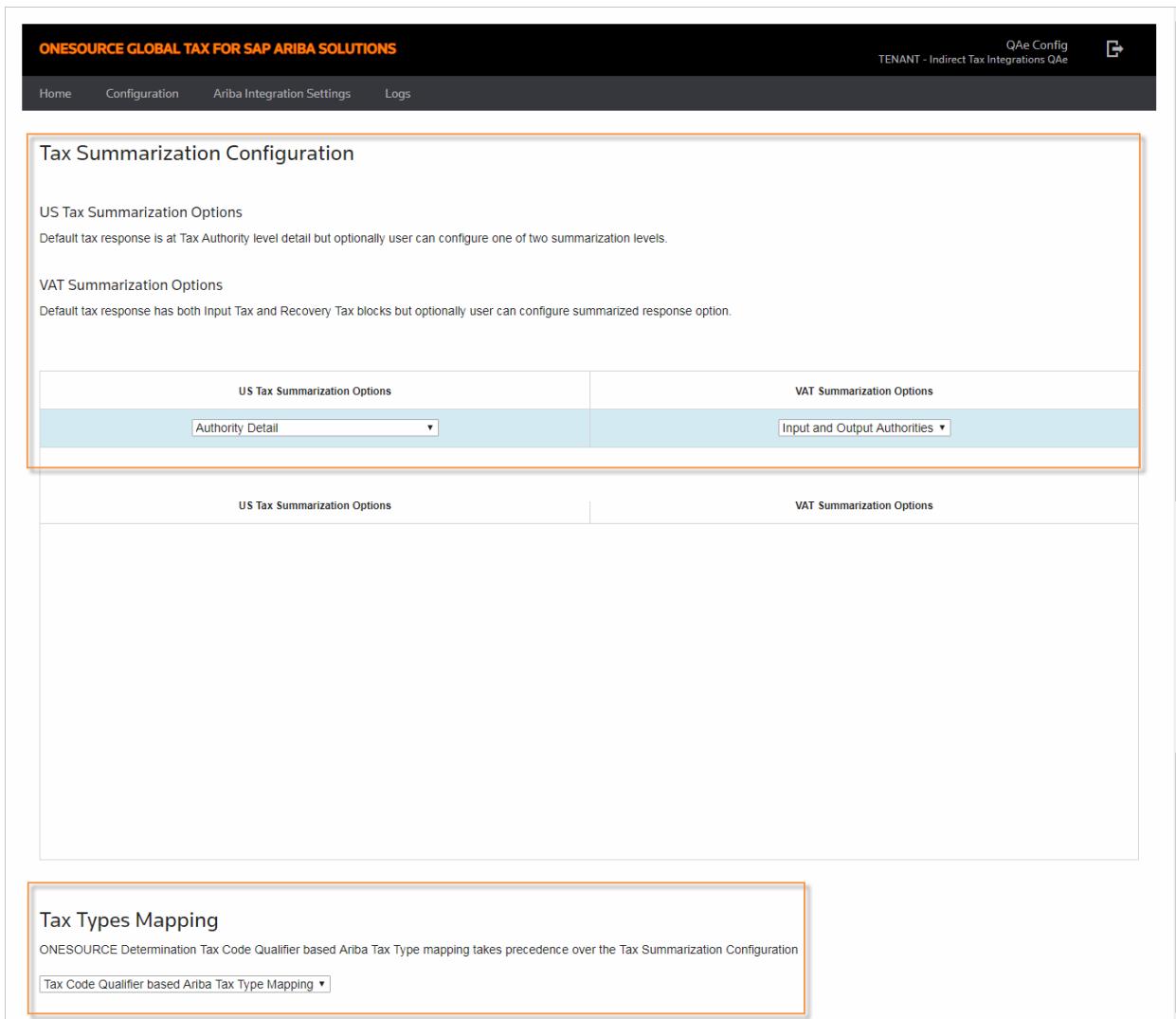
Tax Summarization feature is an optional configuration available on Integration User interface.



The Tax Summarization (Configuration > Tax Summarization) screen contain two sections.

1. Tax Summarization Configuration
2. Tax Types Mapping

## Tax Summarization



**Tax Summarization Configuration**

**US Tax Summarization Options**  
Default tax response is at Tax Authority level detail but optionally user can configure one of two summarization levels.

**VAT Summarization Options**  
Default tax response has both Input Tax and Recovery Tax blocks but optionally user can configure summarized response option.

US Tax Summarization Options	VAT Summarization Options
Authority Detail	Input and Output Authorities

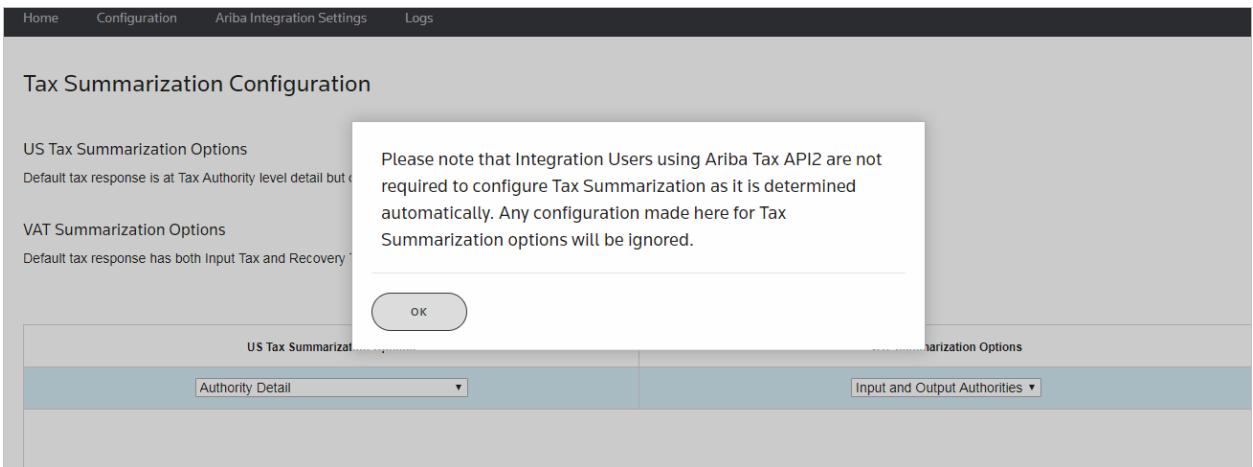
**Tax Types Mapping**  
ONESOURCE Determination Tax Code Qualifier based Ariba Tax Type mapping takes precedence over the Tax Summarization Configuration

Tax Code Qualifier based Ariba Tax Type Mapping

The section **Tax Summarization Configuration** section contain US Tax Summarization Options and VAT Summarization Options which is NOT required for Integration version 1.0.3.x.

Even if any configuration is made on this section by mistake, it will be ignored by Integration software with version 1.0.3.x.

Integration UI also shows a pop window as shown below to guide 1.0.3.x users that this feature configuration is not at all required.



The other section **Tax Types Mapping** is also an optional configuration but this can be used with Integration version 1.0.3.x

To know more about Tax Types Mapping feature please check [Tax Code Qualifier Based Ariba Tax Type Mapping](#) section in this document. And check [Configuration](#) for enabling this feature.



Tax Summarization optional configuration available on Integration UI allows users to set up the granularity of tax information sent to SAP Ariba system.

ONESOURCE Global Tax for SAP Ariba Solutions 1.0.3.x which supports SAP Ariba enhanced Tax API by default offers tax summarization and hence 1.0.3.x users need NOT to configure this functionality.

## CUSTOM FIELD MAPPING

Ariba allows Custom fields to cover functionality not available through out of the box standard fields. ONESOURCE Determination also enables Customers to use custom fields known as Determination User Elements for tax calculation and audit purposes.

The Custom Field Mapping functionality on Ariba Integration allows you to map Ariba Custom fields to ONESOURCE Determination User Elements.

ONESOURCE allows Determination User Elements from 1 to 40 only. Ariba Integration has validation in place to check this reservation.



Customers need to work with SAP Ariba Customer Support to have Custom fields created in their SAP Ariba Buying Solution.

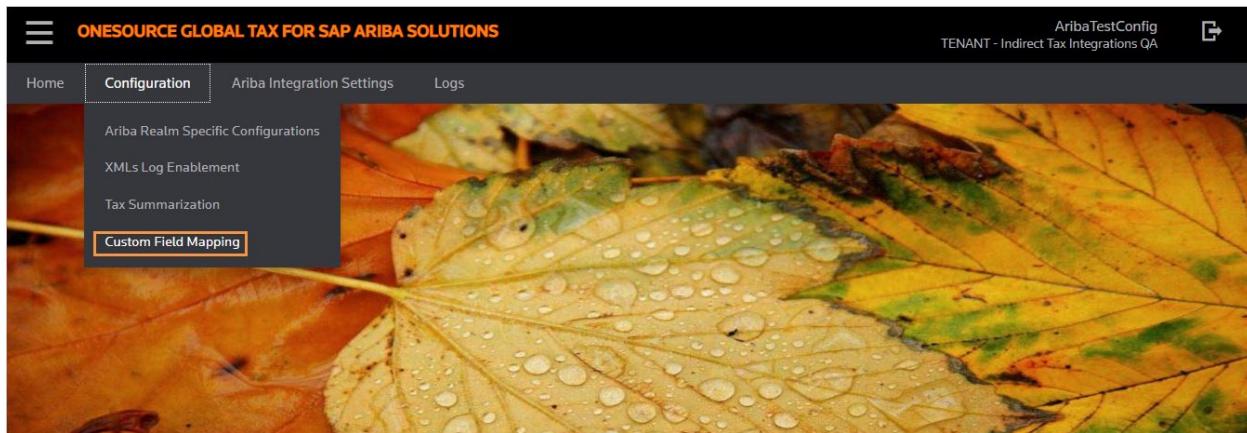
To have Custom fields work on ONESOURCE tax calculation and or audit, it should be first defined in Ariba Buying Solution and those custom fields should be mapped to Determination User Elements.

## Custom Field Mapping

## CREATE CUSTOM FIELD MAPPING

To configure the Custom Field Mapping, please follow below navigation steps:

1. Log in to ONESOURCE Global Tax for SAP Ariba Solutions.
2. On Home screen, go to Configuration > Custom Field Mapping



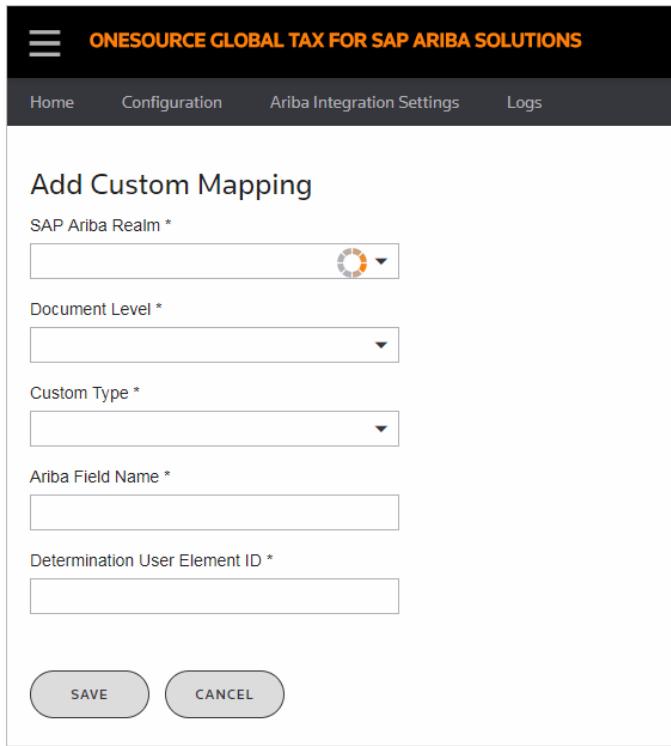
3. Click on Custom Field Mapping option. You will be navigated to Custom Field Mapping screen where you would see Add Custom Fields button and a “Display Grid”. Display Grid will show Custom Field Mappings that are configured through this UI page.
4. Click on Add Custom Fields button located on top of the display grid to create mapping.

**Custom Field Mapping**

This Custom Field Mapping page is to view and configure Custom Field Mappings for your SAP Ariba Realm.  
If you do not see your Custom Field Mapping on this page, select the “Add Custom Fields” link to create a new Custom Field Mapping.

Add Custom Fields						
ID	Action	SAP Ariba Realm	Document Level	Custom Type	Ariba Field Name	Determination User Element ID
11		QA_TEST	LINE	CUSTOM_STRING	Testing	1
17		QA_TEST	LINE	CUSTOM_INTEGER	Integer	4
15		QA_TEST	LINE	CUSTOM_DATE	Date	3
10		QA_TEST	INVOICE	CUSTOM_DATE	Date	3

5. You will be navigated to Add Custom Mapping screen where you can create mapping.



The screenshot shows the 'Add Custom Mapping' page. The top navigation bar includes 'Home', 'Configuration', 'Ariba Integration Settings', and 'Logs'. The main title 'Add Custom Mapping' is displayed. Below it are five required fields: 'SAP Ariba Realm \*' (a dropdown menu), 'Document Level \*' (a dropdown menu), 'Custom Type \*' (a dropdown menu), 'Ariba Field Name \*' (a text input field), and 'Determination User Element ID \*' (a text input field). At the bottom are 'SAVE' and 'CANCEL' buttons.

This screen has below fields to configure the mapping.

**a. SAP Ariba Realm:**

- a) This is a required field. The input type is drop-down list where you can select the values from the pre-populated list. The list is pre-populated based on SAP Ariba Realms set up under User'

It is required to create SAP Ariba Realms first under [SAP Ariba Realm Specific Configurations section](#) if it is not done already.

**b. Document Level:**

- a) This is also a required field and input type is drop-down list
- b) Integration has two pre-populate values that are **Invoice** and **Line**
- c) The Invoice level also means Document level or Header level where a field at this level applicable to the whole document.

**c. Custom Type:**

- a) This is a required entry presented as drop-down list.
- b) The available values are:
  - 1. CUSTOM\_BOOLEAN
  - 2. CUSTOM\_DATE
  - 3. CUSTOM\_INTEGER
  - 4. CUSTOM\_STRING
- c) Select the value here, based on the type of Ariba Custom field.

**d. Ariba Field Name:**

- a) This is a required text field. Enter the name of the Ariba Field here, that is defined and maintained in the SAP Ariba Buying Solution.

Integration cannot validate the Ariba Custom field that is maintained in the SAP Ariba Buying Solution so please make sure to enter correct name of the Ariba field here.

**e. Determination User Element ID:**

- a. This is a required text field. Please choose Determination User Element IDs from 1 to 40 only.
- b. Integration checks the range (1-40) and shows error if the value is not in between the range.

6. Select SAP Ariba Realm, Document Level, Custom Type and enter Ariba Field Name and Determination User Element ID which you would like map.

ONESOURCE GLOBAL TAX FOR SAP ARIBA SOLUTIONS

Home Configuration Ariba Integration Settings Logs

### Add Custom Mapping

SAP Ariba Realm \*

QA\_TEST

Document Level \*

INVOICE

Custom Type \*

CUSTOM\_STRING

Ariba Field Name \*

CostCenter

Determination User Element ID \*

12

SAVE CANCEL

7. Click on SAVE button to create the mapping. You would be prompted to confirm the changes.

Are you sure you want to save the changes?

YES NO

8. Click on YES to continue. When clicked on YES button, you would be navigated back to Custom Field Mapping main UI Screen where you can see the display grid showing the mapping that has been created.

## Custom Field Mapping

Custom Field Mapping						
This Custom Field Mapping page is to view and configure Custom Field Mappings for your SAP Ariba Realm. If you do not see your Custom Field Mapping on this page, select the "Add Custom Fields" link to create a new Custom Field Mapping.						
Add Custom Fields						
ID	Action	SAP Ariba Realm	Document Level	Custom Type	Ariba Field Name	Determination User Element ID
11	 	QA_TEST	LINE	CUSTOM_STRING	Testing	1
17	 	QA_TEST	LINE	CUSTOM_INTEGER	Integer	4
15	 	QA_TEST	LINE	CUSTOM_DATE	Date	3
10	 	QA_TEST	INVOICE	CUSTOM_DATE	Date	3
12	 	QA_TEST	LINE	CUSTOM_BOOLEAN	Boolean	2
13	 	QA_TEST	INVOICE	CUSTOM_BOOLEAN	Boolean	2
14	 	QA_TEST	INVOICE	CUSTOM_STRING	Testing	1
16	 	QA_TEST	INVOICE	CUSTOM_INTEGER	Integer	4
19	 	QA_TEST	INVOICE	CUSTOM_STRING	CostCenter	12

Repeat steps from 1-8 to create more mappings as desired.



If clicked on NO button in step 8, pop up would disappear and you would be on Add Custom Field Mapping screen.

1. Here you may make changes and click on SAVE button to create the mapping. OR
2. To cancel the created mapping, click on CANCEL button so that you would be navigated back to Custom Field Mapping main UI Screen. Display grid would not be updated as user's action is cancelled.



Validation rule does not allow mapping the same Determination User Element ID to any other Ariba Field at the same Document level and Custom Type under the same SAP Ariba Realm

## EDIT CUSTOM FIELD MAPPING

To edit an existing mapping follow below steps:

1. Click on the Edit (pencil) icon on the row in the display grid for which you would like to make changes.

Add Custom Fields						
ID	Action	SAP Ariba Realm	Document Level	Custom Type	Ariba Field Name	Determination User Element ID
11		QA_TEST	LINE	CUSTOM_STRING	Testing	1
17		QA_TEST	LINE	CUSTOM_INTEGER	Integer	4
15		QA_TEST	LINE	CUSTOM_DATE	Date	3
10		QA_TEST	INVOICE	CUSTOM_DATE	Date	3
12		QA_TEST	LINE	CUSTOM_BOOLEAN	Boolean	2
13		QA_TEST	INVOICE	CUSTOM_BOOLEAN	Boolean	2
14		QA_TEST	INVOICE	CUSTOM_STRING	Testing	1
16		QA_TEST	INVOICE	CUSTOM_INTEGER	Integer	4
19		QA_TEST	INVOICE	CUSTOM_STRING	CostCenter	12

2. Integration allows changes to Ariba Filed Name and Determination User Element ID. Here you can make changes as desired and click on SAVE

### Edit Custom Mapping

SAP Ariba Realm \*

QA\_TEST

Document Level \*

INVOICE

Custom Type \*

CUSTOM\_STRING

Ariba Field Name \*

CostCenter

Determination User Element ID \*

12

**SAVE** **CANCEL**

## Custom Field Mapping

3. You will be prompted to confirm the change

**Edit Custom Mapping**

SAP Ariba Realm \*  
QA\_TEST

Document Level \*  
INVOICE

Custom Type \*  
CUSTOM\_STRING

Ariba Field Name \*  
CostCenter-2

Determination User Element ID \*  
12

**⚠ Are you sure you want to save the changes?**

**YES** **NO**

**SAVE** **CANCEL**

4. If you select YES, system will take you to Custom Field Mapping main screen where display grid shows changes made.

**Custom Field Mapping**

This Custom Field Mapping page is to view and configure Custom Field Mappings for your SAP Ariba Realm.  
If you do not see your Custom Field Mapping on this page, select the "Add Custom Fields" link to create a new Custom Field Mapping.

**Add Custom Fields**

ID	Action	SAP Ariba Realm	Document Level	Custom Type	Ariba Field Name	Determination User Element ID
11		QA_TEST	LINE	CUSTOM_STRING	resing	1
17		QA_TEST	LINE	CUSTOM_INTEGER	Integer	4
15		QA_TEST	LINE	CUSTOM_DATE	Date	3
10		QA_TEST	INVOICE	CUSTOM_DATE	Date	3
12		QA_TEST	LINE	CUSTOM_BOOLEAN	Boolean	2
13		QA_TEST	INVOICE	CUSTOM_BOOLEAN	Boolean	2
14		QA_TEST	INVOICE	CUSTOM_STRING	Testing	1
16		QA_TEST	INVOICE	CUSTOM_INTEGER	Integer	4
19		QA_TEST	INVOICE	CUSTOM_STRING	CostCenter-2	12



Edit and Add Custom field mapping configuration have same validation logic.

## DELETE CUSTOM FIELD MAPPING

To delete custom field mapping, please follow below steps:

1. Click on delete icon on the row in the display grid which you would like to get deleted.

## Custom Field Mapping

This Custom Field Mapping page is to view and configure Custom Field Mappings for your SAP Ariba Realm. If you do not see your Custom Field Mapping on this page, select the "Add Custom Fields" link to create a new Custom Field Mapping.

Add Custom Fields						
ID	Action	SAP Ariba Realm	Document Level	Custom Type	Ariba Field Name	Determination User Element ID
11		QA_TEST	LINE	CUSTOM_STRING	resury	1
17		QA_TEST	LINE	CUSTOM_INTEGER	Integer	4
15		QA_TEST	LINE	CUSTOM_DATE	Date	3
10		QA_TEST	INVOICE	CUSTOM_DATE	Date	3
12		QA_TEST	LINE	CUSTOM_BOOLEAN	Boolean	2
13		QA_TEST	INVOICE	CUSTOM_BOOLEAN	Boolean	2
14		QA_TEST	INVOICE	CUSTOM_STRING	Testing	1
16		QA_TEST	INVOICE	CUSTOM_INTEGER	Integer	4
19		QA_TEST	INVOICE	CUSTOM_STRING	CostCenter-2	12

2. You will be prompted to confirm the action.

Add Custom Fields						
ID	Action	SAP Ariba Realm	Document Level	Custom Type	Ariba Field Name	Determination User Element ID
11		QA_TEST	LINE	CUSTOM_STRING	resury	1
17		QA_TEST	LINE	CUSTOM_INTEGER	Integer	4
15		QA_TEST	LINE	CUSTOM_DATE	Date	3
10		QA_TEST	INVOICE	CUSTOM_DATE	Date	3
12		QA_TEST	LINE	CUSTOM_BOOLEAN	Boolean	2
13		QA_TEST	INVOICE	CUSTOM_BOOLEAN	Boolean	2
14		QA_TEST	INVOICE	CUSTOM_STRING	Testing	1
16		QA_TEST	INVOICE	CUSTOM_INTEGER	Integer	4
19		QA_TEST	INVOICE	CUSTOM_STRING	CostCenter-2	12

Are you sure you want to delete this record?

3. Click on YES button to continue to delete the mapping. You would see the message confirming the deletion and display grid would not show the entry that has been deleted.

## Ariba Integration Settings

Custom Field Mapping						
This Custom Field Mapping page is to view and configure Custom Field Mappings for your SAP Ariba Realm. If you do not see your Custom Field Mapping on this page, select the 'Add Custom Fields' link to create a new Custom Field Mapping.						
Add Custom Fields						
ID	Action	SAP Ariba Realm	Document Level	Custom Type	Ariba Field Name	Determination User Element ID
11		QA_TEST	LINE	CUSTOM_STRING	Testing	1
17		QA_TEST	LINE	CUSTOM_INTEGER	Integer	4
15		QA_TEST	LINE	CUSTOM_DATE	Date	3
10		QA_TEST	INVOICE	CUSTOM_DATE	Date	3
12		QA_TEST	LINE	CUSTOM_BOOLEAN	Boolean	2
13		QA_TEST	INVOICE	CUSTOM_BOOLEAN	Boolean	2
14		QA_TEST	INVOICE	CUSTOM_STRING	Testing	1
16		QA_TEST	INVOICE	CUSTOM_INTEGER	Integer	4

## ARIBA INTEGRATION SETTINGS

Ariba Integration Settings gives provision to maintain Health Check Entries settings and Tax Block Negation table. These settings are managed by Thomson Reuters for Cloud customers, and by your system administrator in on-premise. Do not change them unless advised.

### HEALTH CHECK ENTRIES

Two input fields are offered to enter maximum number of health check history entries and health check entries duration.

To configure health check entries and tax block negation table, please follow below steps:

1. Log in to ONESOURCE Global Tax for SAP Ariba Solutions Integration UI.
2. On Home screen, click on Ariba Integration Settings.

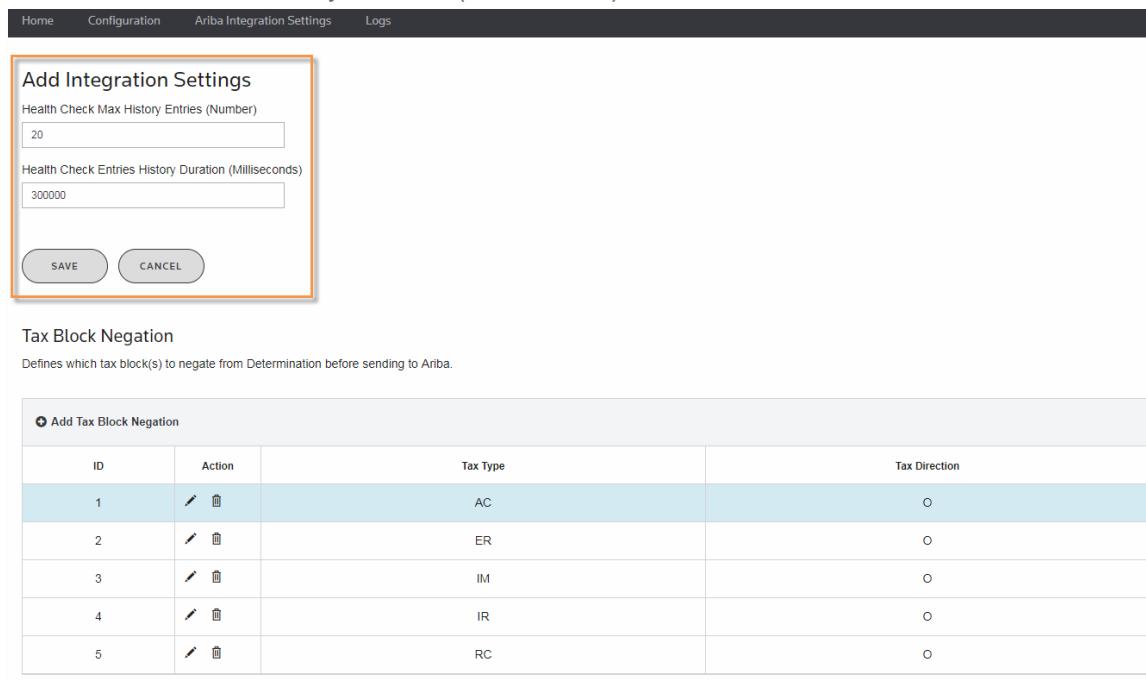


3. You will be navigated to Add Integration Settings screen. This UI screen has sections for Health check entries set up and Tax block negation table. The highlighted in below screenshot shows the health check entries section.

The default values you would see in the configuration are:

Health Check Max History Entries (Number)=20

Health Check Entries History Duration (Milliseconds)=300000



**Add Integration Settings**

Health Check Max History Entries (Number)  
20

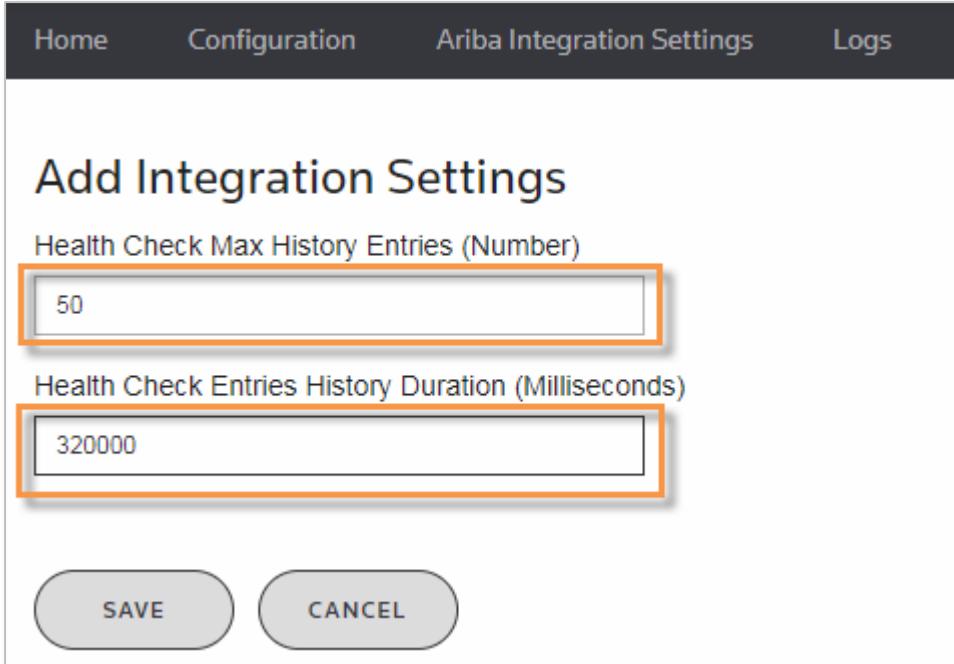
Health Check Entries History Duration (Milliseconds)  
300000

**Tax Block Negation**  
Defines which tax block(s) to negate from Determination before sending to Ariba.

ID	Action	Tax Type	Tax Direction
1	edit	AC	O
2	edit	ER	O
3	edit	IM	O
4	edit	IR	O
5	edit	RC	O

4. To update the default values, enter desired number (only whole number accepted) in both the Health Check Max History Entries (Number) and Health Check Entries History Duration (Milliseconds).

## Ariba Integration Settings



Add Integration Settings

Health Check Max History Entries (Number)

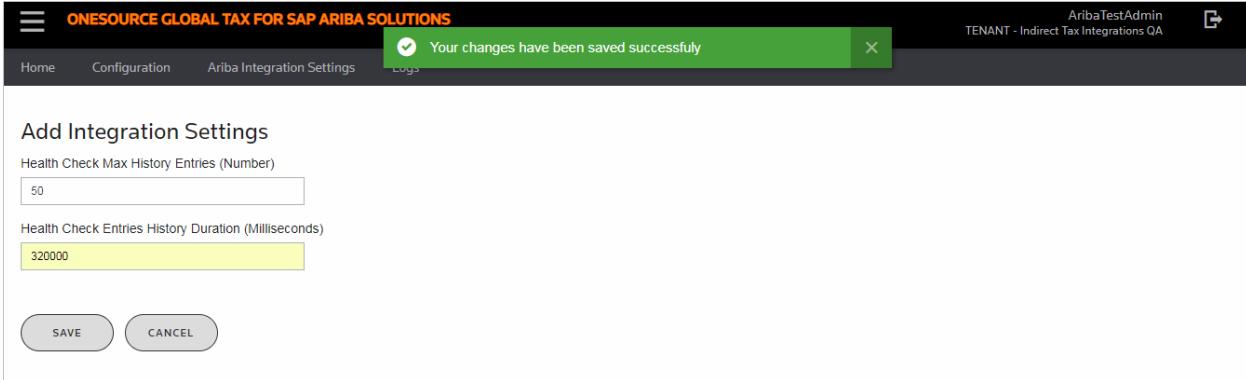
50

Health Check Entries History Duration (Milliseconds)

320000

SAVE CANCEL

- Click on SAVE button to make the changes. UI would show banner message that the entries are saved successful.



ONESOURCE GLOBAL TAX FOR SAP ARIBA SOLUTIONS

AribaTestAdmin  
TENANT - Indirect Tax Integrations QA

Add Integration Settings

Health Check Max History Entries (Number)

50

Health Check Entries History Duration (Milliseconds)

320000

SAVE CANCEL

## TAX BLOCK NEGATION

Tax block negation table allows Integration users to set up negation logic based on ONESOURCE IDT Determination Tax Type and Tax Direction. Determination returns the tax type and tax direction for each tax block in its response. And Integration (ONESOURCE Global Tax for SAP Ariba Solutions) negates the tax amount in a tax block based on the configuration found in this table for a tax type. Integration negates the tax amount when the Tax direction is O (output).

The Integration UI is delivered with below tax block negation table:

TAX TYPE	DIRECTION
AC	O
ER	O
IM	O
IR	O
RC	O



ONESOURCE Global Tax for SAP Ariba Solutions OP Users, may contact Thomson Reuters ONESOURCE [Customer Support](#) for any questions on modifying (update, edit, delete) the entries in the table.

For OP Customers, DBA/System Admin users should have Integrations Admin role to perform changes to SAP Ariba Integration Settings

## UPDATE TAX BLOCK NEGATION

To modify the tax block negation table, please follow below steps:

1. Log in to ONESOURCE Global Tax for SAP Ariba Solutions Integration UI.
2. On Home screen, click on Ariba Integration Settings.
3. You will be navigated to Add Integration Settings screen where you can see Tax Block negation table with default values.

## Ariba Integration Settings

Home Configuration Ariba Integration Settings Logs

**Add Integration Settings**

Health Check Max History Entries (Number)  
50

Health Check Entries History Duration (Milliseconds)  
320000

**Tax Block Negation**  
Defines which tax block(s) to negate from Determination before sending to Ariba.

ID	Action	Tax Type	Tax Direction
1		AC	O
2		ER	O
3		IM	O
4		IR	O
5		RC	O

**ADD NEW ENTRIES**

1. To add new entries, click on Add Tax Block Negation button

**Tax Block Negation**  
Defines which tax block(s) to negate from Determination before sending to Ariba.

**Add Tax Block Negation**

ID	Action	Tax Type	Tax Direction
1		AC	O
2		ER	O
3		IM	O
4		IR	O
5		RC	O

You will be navigated to Add Tax Block Negation screen.

- a. Enter Tax Type to be added (these should be standard tax types defined in ONESOURCE Determination).
- b. And click on triangle button on Tax Direction drop-down list

Home Configuration Ariba Integration Settings Logs

## Add Tax Block Negation

Defines which tax block(s) to negate from Determination before sending to Ariba.  
Do not change these settings unless instructed by Thomson Reuters.

Tax Type \*

RC

Tax Direction \*

- c. Tax Direction drop-down shows two default values (I and O) where I is input and O is output.

## Ariba Integration Settings

Add Tax Block Negation

Defines which tax block(s) to negate from Determination before sending to Ariba.  
Do not change these settings unless instructed by Thomson Reuters.

Tax Type \*

RC

Tax Direction \*

I

O

SAVE CANCEL

- d. Select the direction (in this example)

- Click on SAVE button. You will be navigated to Ariba Integrations Settings UI screen where the display grid under Tax Block Negation shows the entry that is added

Tax Block Negation				
Defines which tax block(s) to negate from Determination before sending to Ariba.				
<span style="font-size: 1.2em;">✚</span> Add Tax Block Negation				
ID	Action	Tax Type	Tax Direction	
1	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	AC	O	
2	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	ER	O	
3	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	IM	O	
4	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	IR	O	
5	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	RC	O	

## EDIT EXISTING ENTRIES

Let's say you have an entry with AC and Direction O. If you would like to make it correct where it is supposed to be AC and I follow below steps to edit the entry.

- Click on Edit (pencil icon) on the row in the Tax Block Negation table for which you would like to make an edit.

Tax Block Negation				
Defines which tax block(s) to negate from Determination before sending to Ariba.				
<span style="font-size: 1.2em;">✚</span> Add Tax Block Negation				
ID	Action	Tax Type	Tax Direction	
1	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	AC	O	
2	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	ER	O	
3	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	IM	O	
4	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	IR	O	
5	<span style="font-size: 1.2em;">✎</span> <span style="font-size: 1.2em;">trash</span>	RC	O	

## Ariba Integration Settings

2. You will be navigated to Edit Tax Block Negation screen

Home Configuration Ariba Integration Settings Logs

## Edit Tax Block Negation

Defines which tax block(s) to negate from Determination before sending to Ariba.  
Do not change these settings unless instructed by Thomson Reuters.

Tax Type \*

Tax Direction \*

I

SAVE CANCEL

3. Click triangle button on drop-down and select the direction (in this case it should be O)

Home Configuration Ariba Integration Settings Logs

## Edit Tax Block Negation

Defines which tax block(s) to negate from Determination before sending to Ariba.  
Do not change these settings unless instructed by Thomson Reuters.

Tax Type \*

Tax Direction \*

I

O

SAVE CANCEL

4. Click on SAVE button make changes saved. You will be navigated to Add Integration Settings UI screen where display grid shows the updated value for tax type AC.

Tax Block Negation				
Defines which tax block(s) to negate from Determination before sending to Ariba.				
ID	Action	Tax Type	Tax Direction	
1	 	AC		O
2	 	ER		O
3	 	IM		O
4	 	IR		O
5	 	RC		O

## DELETE EXISTING ENTRIES

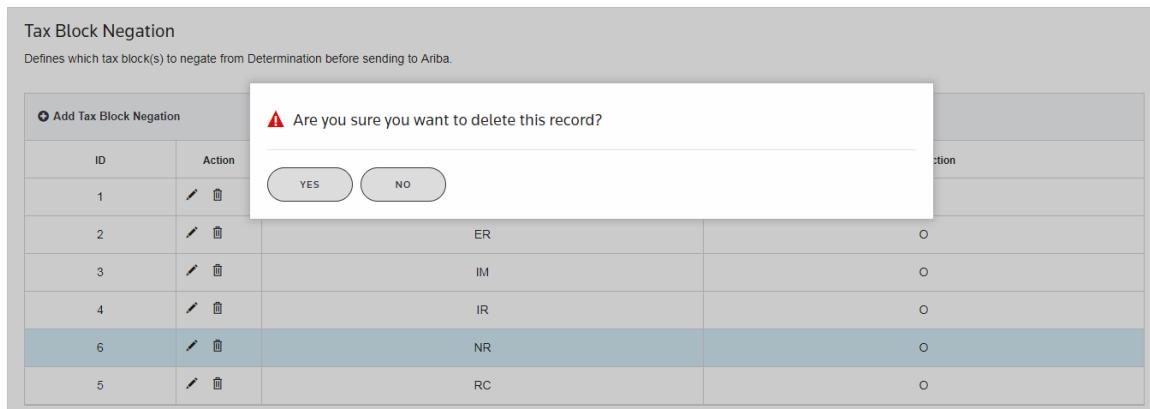
To delete any entry from Tax Block Negation table, follow these below steps.

1. Click on the Delete icon as shown in the below screenshot.

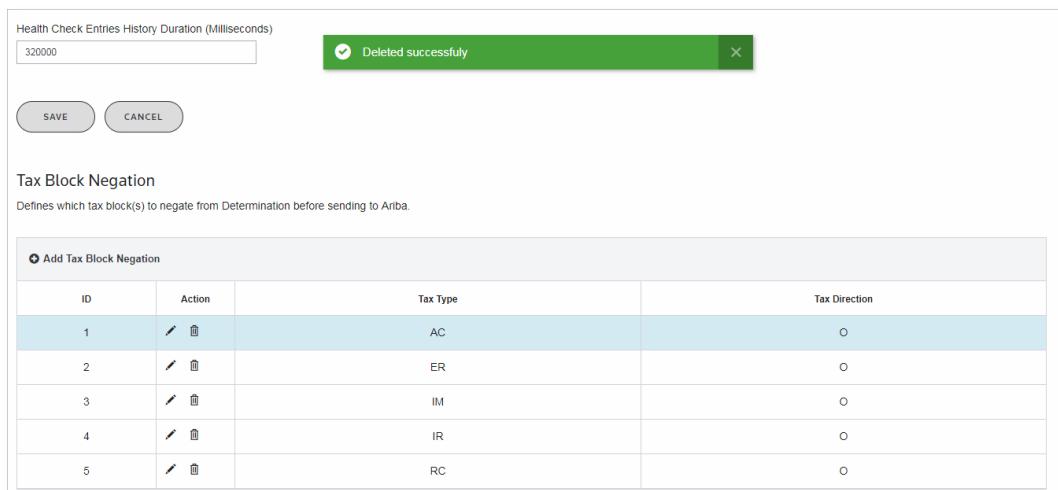
Tax Block Negation				
Defines which tax block(s) to negate from Determination before sending to Ariba.				
ID	Action	Tax Type	Tax Direction	
1	 	AC		O
2	 	ER		O
3	 	IM		O
4	 	IR		O
6	 	NR		O
5	 	RC		O

## Ariba Integration Settings

2. You will be promoted to confirm the action.



3. Click on YES button to continue. You will see system message that the entry has been deleted successfully. And display grid also gets updated.



## ARIBA SUMMARIZED TAX TYPES

Ariba Summarized Tax Types is an Integration Database Table. This table helps Integration (ONESOURCE Global Tax) identify the summarized vs granular tax on the source system tax calculation request.

This table contains Ariba out of the box summarized tax types like **SalesTax** and **SUTTax** by default. The contents of the table can be seen on ONESOURCE Global Tax Integration User Interface screen **Ariba Summarized Tax Types Configuration** (Home > Ariba Summarized Tax Types > Ariba Integration Settings).



There is no additional set up/configuration required by Integration users and please do not edit/delete the default contents of this table.



If for any reason like new taxable country being supported by ONESOURCE Global Tax or new Ariba tax type introduced in SAP Ariba Buying Solution and that tax types are required on this table, then it can be extended by using add/edit options on the Ariba Summarized Tax Types Configuration UI screen.

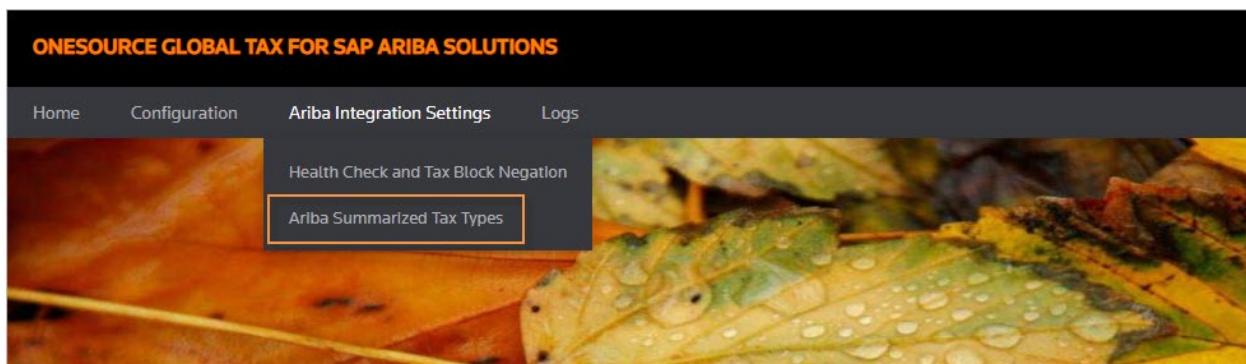


ONESOURCE Global Tax Integration Cloud version users need to request Thomson Reuters Professional Team or Customer Support for changes (adding new entry) to this table. On Premise users with role **Integrations Admin** will have authorization make changes to this table.

Please follow below steps to make changes to the table (add/edit/delete).

### ADD NEW ENTRIES

1. Log on to ONESOURCE Global Tax Integration User Interface.
2. Navigate to click on Home > Ariba Integration Settings > Ariba Summarized Tax Types



3. Click on Ariba Summarized Tax Types button

## Ariba Integration Settings

Ariba Summarized Tax Types Configuration

Note1: Please create Ariba Summarized Tax Type exactly as it is defined (case sensitive) in Ariba Buying Solutions.

Note2: While you perform Edit, or Delete actions on an existing entry, please consider impact on Ariba Tax Response to Ariba Buying Solution.

Ariba Summarized Tax Types		
ID	Action	Ariba Summarized Tax Type
1		SalesTax
2		SUTTax

4. Enter Ariba Tax Type name in the input field.

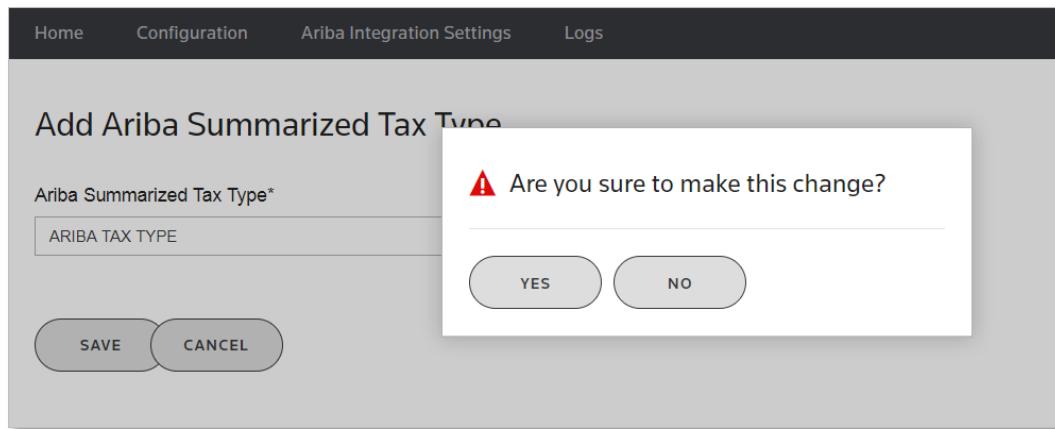
Add Ariba Summarized Tax Type

Ariba Summarized Tax Type\*

**ARIBA TAX TYPE**

**SAVE** **CANCEL**

5. Click on SAVE button to continue to add the entry (CANCEL button aborts the change and take you to main screen).
6. A pop up shows up for confirmation. Click on YES button to confirm the change.



7. The newly added entry will be shown in the grid on the main screen

Ariba Summarized Tax Types Configuration		
<small>Note1: Please create Ariba Summarized Tax Type exactly as it is defined (case sensitive) in Ariba Buying Solutions.</small> <small>Note2: While you perform Edit, or Delete actions on an existing entry, please consider impact on Ariba Tax Response to Ariba Buying Solution.</small>		
<b>⊕ Ariba Summarized Tax Types</b>		
ID	Action	Ariba Summarized Tax Type
4		ARIBA TAX TYPE
1		SalesTax
2		SUTTax

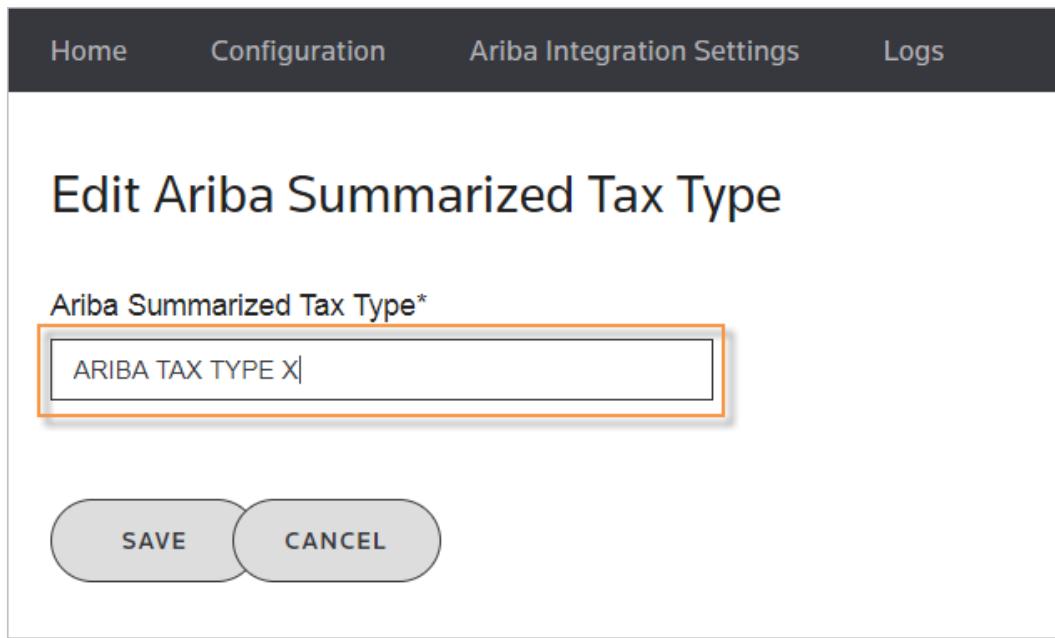
## EDIT EXISTING ENTRIES

1. Click on Edit button on the grid entry (Ariba Summarized Tax Types Configuration UI Screen) as shown below

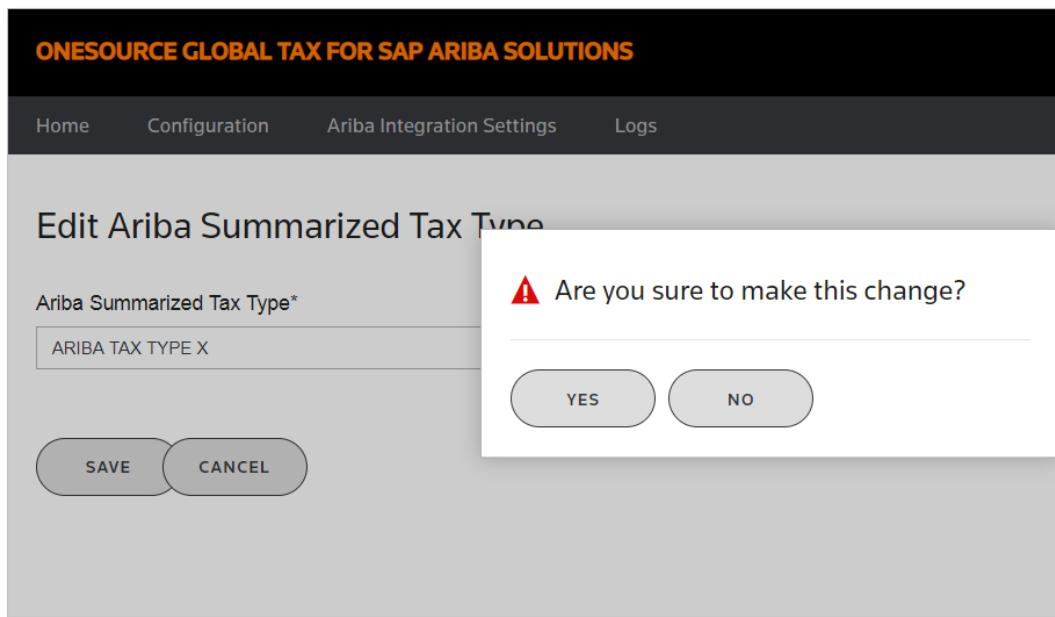
<b>⊕ Ariba Summarized Tax Types</b>		
ID	Action	Ariba Summarized Tax Type
4		ARIBA TAX TYPE
1		SalesTax
2		SUTTax

2. Update name of the Ariba tax type in the input field

## Ariba Integration Settings



3. Click on SAVE button (CANCEL button will abort the change and takes you back to main screen).
4. A pop up shows up prompting for confirmation. Click on YES to continue (NO button will take you back to Edit screen).



5. Change will be reflected on the main screen in the screen grid.

## Ariba Summarized Tax Types Configuration

Note1: Please create Ariba Summarized Tax Type exactly as it is defined (case sensitive) in Ariba Buying Solutions.

Note2: While you perform Edit, or Delete actions on an existing entry, please consider impact on Ariba Tax Response to Ariba Buying Solution.

Ariba Summarized Tax Types		
ID	Action	Ariba Summarized Tax Type
4	 	ARIBA TAX TYPE X
1	 	SalesTax
2	 	SUTTax

## DELETE ENTRIES

1. To delete an entry, click on delete icon as shown below.

## Ariba Summarized Tax Types Configuration

Note1: Please create Ariba Summarized Tax Type exactly as it is defined (case sensitive) in Ariba Buying Solutions.

Note2: While you perform Edit, or Delete actions on an existing entry, please consider impact on Ariba Tax Response to Ariba Buying Solution.

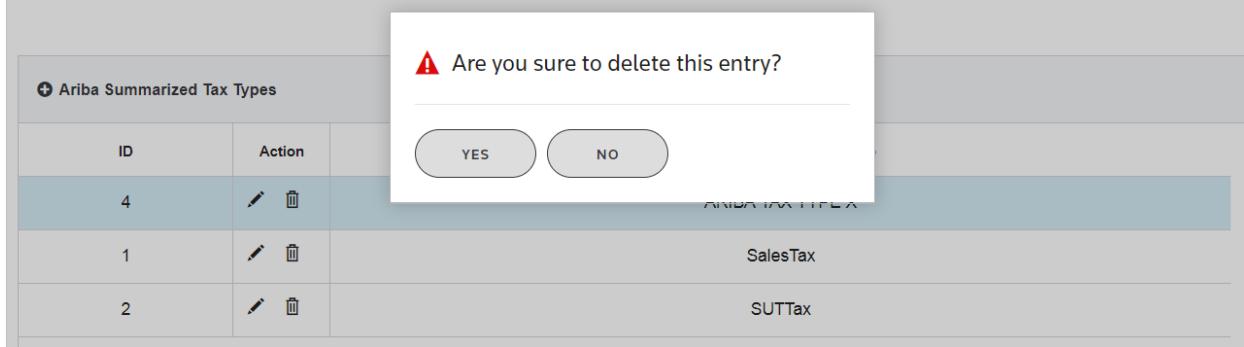
Ariba Summarized Tax Types		
ID	Action	Ariba Summarized Tax Type
4	 	ARIBA TAX TYPE X
1	 	SalesTax
2	 	SUTTax

2. A pop up appears for confirmation of action. Click on YES button to continue (NO button will abort the change)

## Ariba Summarized Tax Types Configuration

Note1: Please create Ariba Summarized Tax Type exactly as it is defined (case sensitive) in Ariba Buying Solutions.

Note2: While you perform Edit, or Delete actions on an existing entry, please consider impact on Ariba Tax Response to Ariba Buying Solution.



The screenshot shows a table with three rows. The first row has a header: 'Ariba Summarized Tax Types' with a 'New' button, 'ID', 'Action', and 'Ariba Summarized Tax Type'. The second row contains data: ID 4, Action edit/ delete, and Ariba Summarized Tax Type SalesTax. The third row contains data: ID 1, Action edit/ delete, and Ariba Summarized Tax Type SUTTax. A modal dialog box is overlaid on the table, containing a red warning icon, the text 'Are you sure to delete this entry?', and two buttons: 'YES' and 'NO'.

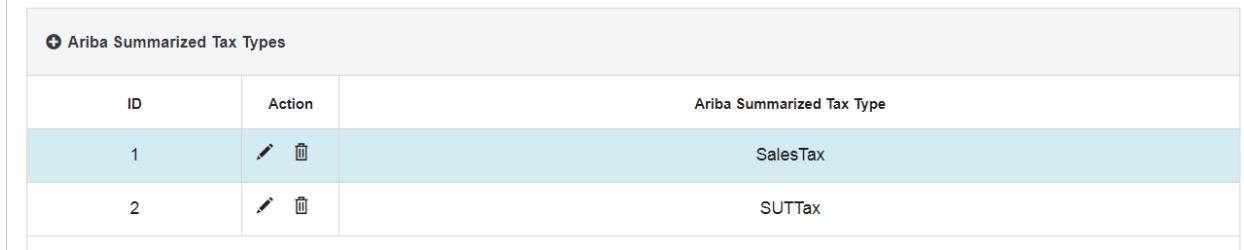
Ariba Summarized Tax Types		
ID	Action	Ariba Summarized Tax Type
4	 	SalesTax
1	 	SUTTax

3. System message will be shown to confirm that the changes are saved.
4. Display grid on main screen will reflects the changes. After deletion, the entry will be deleted from the database and will not be shown on display grid.

## Ariba Summarized Tax Types Configuration

Note1: Please create Ariba Summarized Tax Type exactly as it is defined (case sensitive) in Ariba Buying Solutions.

Note2: While you perform Edit, or Delete actions on an existing entry, please consider impact on Ariba Tax Response to Ariba Buying Solution.



The screenshot shows a table with three rows. The first row has a header: 'Ariba Summarized Tax Types' with a 'New' button, 'ID', 'Action', and 'Ariba Summarized Tax Type'. The second row contains data: ID 1, Action edit/ delete, and Ariba Summarized Tax Type SalesTax. The third row contains data: ID 2, Action edit/ delete, and Ariba Summarized Tax Type SUTTax.

Ariba Summarized Tax Types		
ID	Action	Ariba Summarized Tax Type
1	 	SalesTax
2	 	SUTTax

# TRANSACTION LOGS

ONESOURCE Global tax for SAP Ariba Solutions offers transaction logging capability Once XMLs are enabled ([XMLs Log Enablement](#)) at desired level, Integration will generate logs for transactions processed. Users can search for transaction logs, view results on UI and download in a zip format in to their local system.

Integration UI screen for Logs offers different search criteria.

- Company Name: Pre-populated based on what Integration User has access for in Determination
- External Company ID: This is the external company ID and pre-populated based on companies associated with User account in Determination



Company Name or External Company ID are required fields. Select either Company Name or External Company ID. Selecting one populates the other automatically. All other fields are optional but for faster results, enter more search criteria.

- Log Date and Time (From/Through): Dates can be entered manually or Calendar tool can be used. Input fields Start time and End time are available.
- Search string: User can enter anything relevant to transactions.
- SAP Ariba Document Number (SAP Ariba ID of the Purchase Requisition/Invoice Reconciliation Document)
- Document Type: These are the document types in SAP Ariba Buying Solution from which tax calculation requests are originated.



Users with Integrations Admin, Integrations Configurator and Integrations User can have access to logs. The companies for which a User can search against is determined by the User's permissions in the Determination.



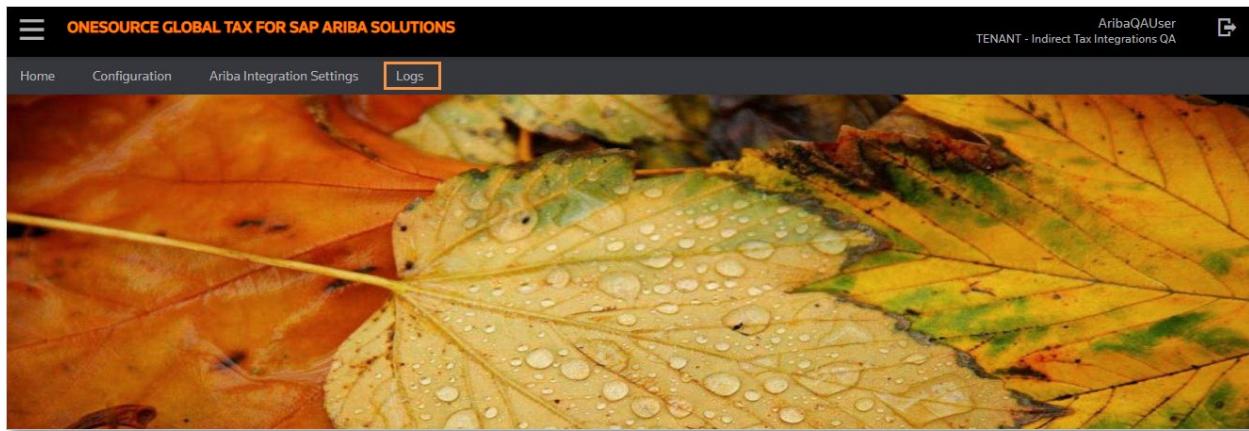
Please make sure that External ID is maintained for Determination Company in ONESOURCE Determination system. Even one of the Determination Companies under a Tenant ID without External ID will cause issues as listed below on Integration UI:

1. You would not be able to see all Determination Company values (under Company Name drop down on Search Logs Screen).
2. Integration would not be able to load values for External Company ID drop down (system may keep searching for results for unknown time).

## Display Transaction Logs

## DISPLAY TRANSACTION LOGS

1. Log in to ONESOURCE Global Tax for SAP Ariba Solutions.
2. On Home screen, click on Logs



3. You will be navigated to Search Logs UI Screen

4. Select Company Name or External Company ID (required fields). You may search for company on the search bar on drop-down list or scroll through to find desired company (option a or b as shown below).

a) Using search bar to find a company:

**Search Logs**

Company Name \*



Ariba DE

Ariba DE

b) Using drop-down/scroll bar list to find company:

**Search Logs**

Company Name \*

Select Company Name Here



Ariba DE
Ariba GB
Ariba US
AribaA
AribaB

## Display Transaction Logs

4.1 Click on the company you wish you search logs for once you find the entry. External Company ID will be populated automatically.

**Search Logs**

Company Name \*

SAP DEV US 3000 ECC-ARIBA

External Company ID \*

INTSAPDEV\_3000



If you would like to select External Company ID, follow steps 4 and 5. Company Name will be populated based on your selection of external company ID.

4.2 Enter Date and Time. Enter Log Date from and Through Date or select the dates from the calendar tool. To use calendar tool, click on the calendar icon and select the dates. To enter time use, Start Time input fields and enter time manually. End time will be populated automatically when you enter Date Through

4.3 Search string for example Ariba Realm ID “DEV\_TEST”.

4.4 Enter Document number if you would like to see log for a transaction.

4.5 Select the Document type to restrict the search to a document type.

Home Configuration Ariba Integration Settings Logs

### Search Logs

Company Name \*

SAP DEV US 3000 ECC-ARIBA

External Company ID \*

INTSAPDEV\_3000

Log Date From

07/22/2018

Start Time

00:00:00

Through Log Date

07/23/2018

End Time

23:59:59

Search String

DEV\_TEST

SAP Ariba Document Number

(Please Enter Complete Document Number for accurate and faster results. Ex: PR 1375, IRTTestInvoice-700)

Document Type

Invoice Reconciliation (IR)

SEARCH

- Click on SEARCH button to get the results.
- System would fetch results per search criteria.

**Display Transaction Logs**

Home Configuration Ariba Integration Settings Logs

Search Results

Company Name	External Company ID	Search String	SAP Ariba Document Number	SAP Ariba Document Type	Log Date And Time	Zip	Ariba Request XML (Tax Service Export Request Message)	Determination Request XML (INDATA)	Determination Response XML (OUTDATA)	Ariba Response XML (Tax Service Export Reply Message)	Timings
SAP DEV US 30	INTSAPDEV_30	DEV_TEST	IRAuditSc12	Invoice Reconcile	2018-07-23 18:00:00						

[BACK TO SEARCH LOGS](#)

Please see what search results display grid means here:

Home Configuration Ariba Integration Settings Logs

Search Results

Company Name	External Company ID	Search String	SAP Ariba Document Number	SAP Ariba Document Type	Log Date And Time	Zip	Ariba Request XML (Tax Service Export Request Message)	Determination Request XML (INDATA)	Determination Response XML (OUTDATA)	Ariba Response XML (Tax Service Export Reply Message)	Timings
SAP DEV US 30	INTSAPDEV_30	DEV_TEST	TotalAccr1	Invoice Reconcile	2018-07-23 18:00:00						
SAP DEV US 30	INTSAPDEV_30	DEV_TEST	PartialAccr1	Invoice Reconcile	2018-07-23 18:00:00						
SAP DEV US 30	INTSAPDEV_30	DEV_TEST	Sc12	Invoice Reconcile	2018-07-23 18:00:00						
SAP DEV US 30	INTSAPDEV_30	DEV_TEST	Sc11	Invoice Reconcile	2018-07-23 18:00:00						
SAP DEV US 30	INTSAPDEV_30	DEV_TEST	DEddIdR1	Invoice Reconcile	2018-07-23 16:00:00						
SAP DEV US 30	INTSAPDEV_30	DEV_TEST	DEddIdR1	Invoice Reconcile	2018-07-23 16:00:00						

search criteria

click to download zip file with four xml data files

logs in xml format

click to open window with xml data

Search results include four xml data files.

- Ariba Request XML: request from SAP Ariba Buying Solution
- Determination Request XML: request to Determination from ONESOURCE Global Tax for SAP Ariba Solutions (Integration)
- Determination Response XML: response from Determination to ONESOURCE Global Tax for SAP Ariba Solutions (Integration)
- Ariba Response XML: Response from Integration SAP Ariba Buying Solution.

7. To view xml data:

- Click on document icon to see data in a pop up window within the same browser.

## Display Transaction Logs

Company Name	External Company ID	Search String	SAP Ariba Document Number
SAP QA US 3000 E	INTSAPQAE_3000	IRarbaplinv5-45	
SAP QA US 3000 E	INTSAPQAE_3000	IRarbaplinv4-45	
SAP QA US 3000 E	INTSAPQAE_3000	IRarbaplinv3-45	
SAP QA US 3000 E	INTSAPQAE_3000	IRarbaplinv2-45	
SAP QA US 3000 E	INTSAPQAE_3000	IRbapi-nopo1-452	
SAP QA US 3000 E	INTSAPQAE_3000	PR732-V2	
SAP QA US 3000 E	INTSAPQAE_3000	PR732-V2	
SAP QA US 3000 E	INTSAPQAE_3000	PR732	
SAP QA US 3000 E	INTSAPQAE_3000	PR732	
SAP QA US 3000 E	INTSAPQAE_3000	IR1126inv-451	

b. click on download link icon  to download all 4 types of xml data files in a zip file to your local computer system.

8. To check time took to get the transaction log, please click on icon  under Timings column

ID	Description	Milliseconds	Synchronization Timestamp
b7c3a3b4-3db4-47fd-a2da-c818227fe988	Sending tax to Determination.	1534968024472	2018-08-22 20:00:30
3916d230-2cb9-4548-b2d0-a792830f838e	Receiving response from Determination.	1534968030515	2018-08-22 20:00:30
f48b9f62-b67e-4424-a599-6d3a045dd933	Preparing to save log.	1534968030571	2018-08-22 20:00:30

9. Click on BACK TO SEARCH XML button to go back to search results UI screen.

10. Click on BACK TO SEARCH LOGS button on Search Results UI screen to go back to Search Logs UI screen search for other transactions.

## Ariba Request Fields Mapping

Home	Configuration	Ariba Integration Settings	Logs								
Search Results											
Company Name	External Company ID	Search String	SAP Ariba Document Number	SAP Ariba Document Type	Log Date And Time	Zip	Ariba Request XML (Tax Service Export Request Message)	Determination Request XML (INDATA)	Determination Response XML (OUTDATA)	Ariba Response XML (Tax Service Export Reply Message)	Timings
SAP QA US 3000	INTSAPQAE_300		PR732-V2	Purchase Requisi	2018-11-26 20:38	5	5	5	5	5	5
SAP QA US 3000	INTSAPQAE_300		PR732-V2	Purchase Requisi	2018-11-26 20:38	5	5	5	5	5	5
SAP QA US 3000	INTSAPQAE_300		PR732	Purchase Requisi	2018-11-26 20:27	5	5	5	5	5	5
SAP QA US 3000	INTSAPQAE_300		PR732	Purchase Requisi	2018-11-26 20:27	5	5	5	5	5	5
SAP QA US 3000	INTSAPQAE_300		PR730	Purchase Requisi	2018-11-26 20:03	5	5	5	5	5	5

click on this button to go back  
to Seach Logs main screen

# APPENDIX I

## ARIBA REQUEST FIELDS MAPPING

Ariba Request	TR Mapping	Comments
Header	<Collection>	
variant	Batch.Calling_System_Number	
partition	Batch.Host_System	
item	<Collection>	
partition	N/A	Set at batch level
variant	N/A	Set at batch level
TaxServiceExportReply	<Collection>	
item	<Collection>	
CompanyCode	<Collection>	
UniqueName	Invoice.External_Company_ID	
DocumentDate	Invoice.Invoice_Date	
LineItems	<Collection>	
item	Line.LineID	
BillingAddress	Line.Bill_To	Line1, Line2, Line3 are not mapped to Determination Address structure. If desired, Custom Attributes be used.
BuyerTaxRegistrationNumber	Line.Registrations.Buyer_Role	Multiple values allowed
ChargeDetail	<Collection>	not use by SAP Ariba (unsupported)
ChargeAmount	Line.Document_Amount.Gross_Amount	not use by SAP Ariba (unsupported)

Ariba Request	TR Mapping	Comments
Currency	<Collection>	not use by SAP Ariba (unsupported)
UniqueName	Invoice.Currency_Code	not use by SAP Ariba (unsupported)
ChargeType	<Collection>	not use by SAP Ariba (unsupported)
UniqueName	Line.Product_Code	not use by SAP Ariba (unsupported)
CommodityCode	<Collection>	
UniqueName	Line.Product_Code	
Description	Line.Description	
CommonCommodityCode	<Collection>	
UniqueName	Line.Commodity_Code	
Domain	Line.User_Element.Attribute47	
UnitOfMeasure	<Collection>	
UniqueName	Line.Qunatities.Qunatity.Uom	
IncoTermsCode	<Collection>	
UniqueName	Line.Delivery_Terms	
IncoTermsDetail	Line.Title_Transfer_Location	
LineType	<Collection>	
UniqueName	Invoice.User_Element.Attribute41	Used from first line
Category	N/A	
NetAmount	<Collection>	
Amount	Line.Document_Amount.Gross_Amount	
Currency	<Collection>	
UniqueName	Invoice.Currency_Code	Used from first line
NumberInCollection	Line.Line_Number	
ParentLineNumber	Line.Related_Line_Number	
Quantity	Line.Qunatities.Qunatity.Amount	
SellerTaxRegistrationNumber	Line.Registrations.Seller_Role	Multiple values allowed
ShipTo	Line.Ship_To	Line1, Line2, Line3 are not mapped to any Determination elements. If desired, Customer Attributes can be used.
SupplierLocation	Line.Ship_From	Line1, Line2, Line3 are not mapped to any Determination elements. If desired, Customer Attributes can be used.
TaxExclusion	Line.Is_No_Tax.All	If TRUE set to Is_No_Tax for Determination, Ariba

## Ariba Request Fields Mapping

Ariba Request	TR Mapping	Comments
		response will have an empty line structure with only the NumberInCollection reference
ShipFromAddress	Line.Ship_From	Line1, Line2, Line3 are not mapped to any Determination elements. If desired, Customer Attributes can be used.
Parent	<Collection>	
NumberInCollection	N/A	
OriginalSupplierAmount	<Collection>	
Currency	<Collection>	
UniqueName	N/A	
Amount	N/A	
Taxes	<Collection>	
FinalAmount	<Collection>	
Currency	<Collection>	
UniqueName	N/A	
Amount	N/A	
TaxType	<Collection>	
UniqueName	N/A	
OriginalSupplierAmount	<Collection>	
Currency	<Collection>	
UniqueName	N/A	
Amount	N/A	
IsBuyerPayableTax	N/A	
SAPPlant	<Collection>	Ariba will not have ERP Plant ID in this field
UniqueName	N/A	
SupplierID	Invoice.Vendor_Number	
OrganizationName		
OrganizationUnit	Invoice.External_Company_ID	
Type	Invoice.Document_Type	
UniqueName	Invoice.Invoice_Number	
RelatedDocument	Invoice.Original_Invoice.Number	
DocumentSubType	Invoice.User_Element.Value, Attribute42	
IsRetry	N/A	
custom	<Collection>	

Ariba Request	TR Mapping	Comments
CustomBoolean	Line.User_Element.Value	Value # mapped in integration layer
CustomInteger	Line.User_Element.Value	Value # mapped in integration layer
CustomMoney	<Collection>	
Amount	Line.User_Element.Attribute42	
AmountInReportingCurrency	Line.User_Element.Attribute43	
ApproxAmountInBaseCurrency	Line.User_Element.Attribute44	
ConversionDate	Line.User_Element.Attribute45	
Currency	<Collection>	
UniqueName	Line.User_Element.Attribute46	
CustomString	Line.User_Element.Value	
Type	Invoice.Document_Type	
OrganizationName	Invoice.External_Company_ID	
OrganizationUnit	N/A	Only OrganizationName used to capture ERP Company Code
UniqueName	Invoice.Invoice_Number	
custom	<Collection>	
CustomBoolean	Line.User_Element.Attribute	Value # mapped in integration layer
CustomInteger	Line.User_Element.Attribute	Value # mapped in integration layer
CustomMoney	<Collection>	
Amount	Invoice.User_Element.Attribute42	
AmountInReportingCurrency	Invoice.User_Element.Attribute43	
ApproxAmountInBaseCurrency	Invoice.User_Element.Attribute44	
ConversionDate	Invoice.User_Element.Attribute45	
Currency	<Collection>	
UniqueName	Invoice.User_Element.Attribute46	
CustomString	Invoice.User_Element.Attribute	Value # mapped in integration layer

## ARIBA RESPONSE FIELD MAPPING

Ariba Response	TR Mapping	Comments
ExternalTaxResponseStatus	<Collection>	
Description	Invoice.Request_Status.Error.Description	
ErrorCode	Invoice.Request_Status.Error.Code	
ErrorLocationPath	Invoice.Request_Status.Error.Error_Location_Path	
Success	Invoice.Request_Status.Is_Success	
LineItems	<Collection>	
item	<Collection>	
ExternalTaxItem	<Collection>	
item	<Collection>	
AbatementPercent	Tax.Basis_Percent	If provided (times 100), if NIL set it to 100% default.
BuyerTaxRegistrationNumber	Line.Tax.Buyer_Registration	single value
Category	Tax.Tax_Type	
Description	Tax.Authority_Type	
ExternalTaxType	<Collection>	
UniqueName	Tax.Authority_Type	
FormulaString	Tax.Jurisdiction_Text   Tax.Rule_Order   Tax.Nature_of_Tax	Concatenate the three fields with a pipe separator
InvoiceCitation	Tax.Invoice_Description Tax.Jurisdiction_Text	Jurisdiction text for tax types NL, RC, TR, ZE, ZC, else invoice description
IsDeductible	Tax.Tax_Type, = NR, set to "true", else to "false"	
PerUnit	Tax.Fee.Amount	
Percent	Tax.Tax_Rate	Only first fee will be returned
SellerTaxRegistrationNumber	Line.Tax.Seller_Registration	single value
TaxAmount	<Collection>	
Amount	Tax.Tax_Amount.Document_Amount	
Currency	<Collection>	
UniqueName	Invoice.Currency_Code	
TaxableAmount	<Collection>	
Amount	Tax.Document_Amount.Taxable_Basis.Amount	

Ariba Response	TR Mapping	Comments
Currency	<Collection>	
UniqueName	Invoice.Currency_Code	
AccountInstruction	Tax.Erp_Tax_Code	
TaxAuthority	Tax.Authority_Name	
TaxComponents	<Collection>	
item	<Collection>	
TaxAmount	<Collection>	
Currency	<Collection>	
UniqueName	Invoice.Currency_Code	
Amount	Tax.Tax_Amount.Document_Amount	
ExternalTaxType	<Collection>	
UniqueName	Tax.Authority_Type	
TaxableAmount	<Collection>	
Currency	<Collection>	
UniqueName	Invoice.Currency_Code	
Amount	Tax.Document_Amount.Taxable_Basis.Amount	
Description	Tax.Authority_Type	
FormulaString	Tax.Jurisdiction_Text   Tax.Rule_Order   Tax.Nature_of_Tax	
Percent	Tax.Tax_Rate	
PostinngComponents	<Collection>	
item	<Collection>	
TaxAmount	<Collection>	
Currency	<Collection>	
UniqueName	Invoice.Currency_Code	
Amount	Tax.Tax_Amount.Document_Amount	
TaxableAmount	<Collection>	
Currency	<Collection>	
UniqueName	Invoice.Currency_Code	
Amount	Tax.Document_Amount.Taxable_Basis.Amount	
ExternalTaxType	<Collection>	
UniueName	Tax.Authority_Type	
PostingInstructions	<Collection>	
item	<Collection>	
Value	Tax.Erp_Tax_Code	
Name	AccountInstruction	
item	<Collection>	
Value	Values based on accrual logic	true/false

## Ariba Response Field Mapping

Ariba Response	TR Mapping	Comments
Name	IsAccrual	
Description	Tax.Authority_Type	
Percent	Tax.Tax_Rate	
IsDeductible	Tax.Tax_Type, = NR, set to "true", else to "false"	
InvoiceCitation	Tax.Invoice_Description Tax.Jurisdiction_Text	
IsBuyerPayableTax	N/A	
NumberInCollection	Line.Line_Number	
TaxCode	<Collection>	
Country	<Collection>	
UniqueName	Tax.Taxable_Country	
UniqueName	Tax.Erp_Tax_Code	
custom	<Collection>	
CustomBoolean	Line.User_Element.Value	
CustomInteger	Line.User_Element.Value	
CustomMoney	<Collection>	
Amount	Line.User_Element.Attribute42	
AmountInReportingCurrency	Line.User_Element.Attribute43	
ApproxAmountInBaseCurrency	Line.User_Element.Attribute44	
ConversionDate	Line.User_Element.Attribute45	
Currency	<Collection>	
UniqueName	Line.User_Element.Attribute46	

## APPENDIX II

### SAP ARIBA REPORTS WITH TAX DATA

SAP Procurement Solution offers reporting functionality to analyze the transaction data. The two options “Pre-packaged reports” and “Analytical report” provide users opportunity to extract the transaction data for different analysis purpose.

User can use prepackaged reports and modify them for desired reporting data or may use Analytical Reports option to create completely customized reports. Here we show sample prepackaged reports with a little modification (Invoice Report modified) to show tax calculated by ONESOURCE Global Tax for SAP Ariba Solutions.

Tax Data generated on approvable documents during procurement transactions can also be seen on standard reports. And reports can be customized by adding report fields required from available report field inventory or deleting fields which are not necessary per user's requirement.

### REQUISITION REPORT WITH TAX DATA

Tax data generated during Requisition transaction processing can be seen on report “Requisition Spend with Charges and Taxes” available in Pre-packaged reports.

Navigation for accessing the Requisition Spend with Charges and Taxes report:

1. Log in SAP ARIBA Procurement Solution
2. On Home screen navigate to > Manage > Prepackaged Reports
3. System would display list of available Prepackaged Reports. Under the Name Column > Click on Requisition Reports > Click on Open on pull down menu
4. System would display all reports related to Requisition reporting
5. Click on Requisition Spend with Charges and Taxes > Click on Open on the pull-down menu
6. System would display the report as shown in below screenshot

## Requisition Report With Tax Data

User can use standard edit and export and other functionalities to modify the report. Reporting feature description is beyond the scope of this document. Please refer SAP Ariba product documentation to learn more about working with Reports.

Reporting
Requisition Spend with Charges and Taxes
Edit
Save...
Export
Actions ▾

Field Browser
Pivot table
Chart
Dashboard

Applied Filters
Display Options [Edit](#)
Min/Max rows: 3/8

Total
2,319.64
639.25
-723.75
504.00

Requisition ID
Requisition Date
Requisition Line Number
ERP Supplier
Part Name
Description
Commodity
Line Type
Unit of Measure
Requisition Quantity
Requisition Unit Price (USD)
Discount Amount (USD)
Charge Amount (USD)
Tax (USD)

PR170
1/13/2017
1
IL Office Supplies
(3001\_IT Consultation 3001) State Sales/Use
Consultation
Cafeteria services
Catalog Item
hour
1,000.00
15.00
0.00
0.00

PR52
12/14/2016
1
IL Office Supplies
(3001\_IT Consultation 3001) State Sales/Use
Consultation
Organizational structure consultation
Catalog Item
hour
160.00
100.00
0.00
0.00

PR172
1/13/2017
1
IL Office Supplies
Unclassified
Service Req3
Cafeteria services
Non-Catalog Item
each
100.00
15.00
0.00
0.00

ERP Supplier
Part Name
Description
Commodity
Line Type
Unit of Measure
Requisition Quantity
Requisition Unit Price (USD)
Discount Amount (USD)
Charge Amount (USD)
Tax Amount (USD)
Gross Amount (USD)

IL Office Supplies
(3001\_IT Consultation 3001) State Sales/Use
Consultation
Cafeteria services
Catalog Item
hour
1,000.00
15.00
0.00
0.00
1,275.00
16,275.00

IL Office Supplies
(3001\_IT Consultation 3001) State Sales/Use
Consultation
Organizational structure consultation
Catalog Item
hour
160.00
100.00
0.00
0.00
0.00
16,000.00

IL Office Supplies
Unclassified
Service Req3
Cafeteria services
Non-Catalog Item
each
100.00
15.00
0.00
0.00
127.50
1,627.50

IL Office Supplies
Unclassified
Tax Test
Printer and facsimile and photocopier supplies
Non-Catalog Item
each
100.00
10.00
0.00
0.00
0.00
1,000.00

IL Office Supplies
Unclassified
Tax Test
Printer and facsimile and photocopier supplies
Non-Catalog Item
each
100.00
10.00
0.00
0.00
0.00
1,000.00

IL Office Supplies
(3001\_PrintSupplies 3001 State Sales/Use
Print Supplies
Printer and facsimile and photocopier supplies
Catalog Item
each
100.00
100.00
0.00
0.00
825.00
10,825.00

IL Office Supplies
(3001\_PhotoCopier2 3001 Multi-Purpose Photocopier-2001DCA
Photo Copier2
Photocopiers
Catalog Item
each
90.00
3,000.00
0.00
0.00
22,275.00
292,275.00

## Requisition Report With Tax Data

To display tax data at authority level: Click on Report Column Line Type > Select Line Type (all) option on the pull-down menu.

Requisition Number	ERP Supplier	Part Name	Description	Commodity	Line Type 	Unit of Measure	Requisition Quantity	Requisition Unit Price (USD)	Discount Amount (USD)	Charge Amount (USD)	Tax Amount (USD)	Gross Amount (USD)
							2,319.64	639.25	-723.75	504.00	152,191.15	1,635,241.21
IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	Consultation	Cafeteria services	Catalog Item	hour	1,000.00	15.00	0.00	0.00	1,275.00		16,275.00
IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	Consultation	Organizational structure consultation	Catalog Item	hour	160.00	100.00	0.00	0.00	0.00		16,000.00
IL Office Supplies	Unclassified	Service Req3	Cafeteria services	Non-Catalog Item	each	100.00	15.00	0.00	0.00	127.50		1,627.50
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Non-Catalog Item	each	100.00	10.00	0.00	0.00	0.00		1,000.00
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Non-Catalog Item	each	100.00	10.00	0.00	0.00	0.00		1,000.00

					Expand Next Level	Detail View ▾					
Requisition Number	ERP Supplier	Part Name	Description	Commodity	At lowest level		Requisition Unit Price (USD)	Discount Amount (USD)	Charge Amount (USD)	Tax Amount (USD)	Gross Amount (USD)
					Select Level, Values:		639.25	-723.75	504.00	152,191.15	1,635,241.21
					<a href="#">Line Type (all)</a>						
IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	Consultation	Cafeteria services	Catalog Item	Catalog Item		15.00	0.00	0.00	1,275.00	16,275.00
IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	Consultation	Organizational structure consultation	Non-Catalog Item	Non-Catalog Item		100.00	0.00	0.00	0.00	16,000.00
IL Office Supplies	Unclassified	Service Req3	Cafeteria services	Select Others...	Select Others...		15.00	0.00	0.00	127.50	1,627.50
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Select Search Filter...	Select Search Filter...		10.00	0.00	0.00	0.00	1,000.00
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Move Field	Move Field		10.00	0.00	0.00	0.00	1,000.00
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Left	Left		10.00	0.00	0.00	0.00	1,000.00
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Right	Right		10.00	0.00	0.00	0.00	1,000.00
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Show Field On	Show Field On		10.00	0.00	0.00	0.00	1,000.00
IL Office Supplies	Unclassified	Tax Test	Printer and facsimile and photocopier supplies	Down	Down						

## Requisition Report With Tax Data

Requisition Number	ERP Supplier	Part Name	Description	Commodity	Line Type	Unit of Measure	Requisition Quantity ↓	Requisition Unit Price (USD)	Discount Amount (USD)	Charge Amount (USD)	Tax Amount (USD)	Gross Amount (USD)
							2,319.64	639.25	-723.75	504.00	303,807.55	1,938,325.01
001	IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	Consultation	Cafeteria services	Catalog Item	hour	1,000.00	15.00	0.00	0.00	1,275.00	16,275.00
001	IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	State Sales/Use	Cafeteria services	Tax	hour	0.00		0.00	0.00	900.00	1,800.00
002	IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	District Sales/Use	Cafeteria services	Tax	hour	0.00		0.00	0.00	187.50	375.00
003	IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	City Sales/Use	Cafeteria services	Tax	hour	0.00		0.00	0.00	187.50	375.00
	IL Office Supplies	(3001_IT Consultation 3001) State Sales/Use	Consultation	Organizational structure consultation	Catalog Item	hour	160.00	100.00	0.00	0.00	0.00	16,000.00
	IL Office Supplies	Unclassified	Service Req3	Cafeteria services	Non-Catalog Item	each	100.00	15.00	0.00	0.00	127.50	1,627.50
001	IL Office Supplies	Unclassified	State Sales/Use	Cafeteria services	Tax	each	0.00		0.00	0.00	90.00	180.00
002	IL Office Supplies	Unclassified	District Sales/Use	Cafeteria services	Tax	each	0.00		0.00	0.00	18.75	37.50

Report can be exported to user's system. SAP ARIBA solution exports the data in pivot table.

1. Click on Export button
2. System would process export in 6 automatic steps as shown in below screenshot. Once completed, an Excel file will be opened on User's computer system with report data

Exporting to Excel template

Your data is being exported. If you are asked to enable ActiveX, respond Yes. Otherwise, your data cannot be exported to Excel.

1. Contacting Excel  
2. Downloading template  
3. Waiting for query  
4. Downloading data  
5. Configuring layout  
6. Done

Return to Report

Return to Report

A	B	C	D	E	F
1	Re Total				
2	<b>This Worksheet Will Contain Data Populated From Ariba Spend Management.</b>				
3	Requisition Quantity	Requisition Unit Price	Discount Amount (USD)	Charge Amount (USD)	Tax Amount (USD)
4	To <b>Query Parameters: Range "Ariba_Data_Params"</b>				
5	<b>Source Data</b>	Requisition			
	<b>Fixed Columns</b>	FALSE			
6					
7	<b>Query Filters</b>				
8	<b>Field Mappings</b>				
9	<b>Raw Field Names</b>	RequisitionId,RequisitionDate,Day,RequisitionLineNumber,Supplier,SupplierName,Part,PartName,Description,Commodity,Comments			
10	<b>Sort Fields</b>				
11					
12	<b>Data Table: Range "Ariba_Data"</b>				
13					
14	<b>Requisition ID</b>	<b>Requisitioning Date</b>	<b>Requisition Line Number</b>	<b>Supplier - ERP Supplier</b>	<b>Part - Part Name</b>
15	PR713	5/12/2017	100002	Office Products GB	(2001_9X-Propane 2001) VAT
16	PR720	5/14/2017	1	Office Products GB	(2001_9X-Propane 2001) VAT
17	PR743	5/18/2017	1	Office Products GB	(2001_9X-Propane 2001) VAT
18	PR728	5/16/2017	1	Office Products GB	(2001_9X-Propane 2001) VAT
19	PR747	5/18/2017	1	Office Products GB	(2001_9X-Propane 2001) VAT
20	PR696	5/9/2017	1	Office Products GB	Unclassified
21	PR713	5/12/2017	1	Office Products GB	(2001_9X-Propane 2001) VAT
22	PR745	5/18/2017	1	Office Products GB	(2001_9X-Propane 2001) VAT
23	PR753	5/18/2017	1	Office Products GB	(2001_9X-Propane 2001) VAT
24	PR697	5/10/2017	1	Office Products GB	(2001_Propane 2001) VAT
25	PR800	5/31/2017	1	Office Products GB	(UK2001LMS-LANMaintenance Support 2001)
26	PR710	5/12/2017	2	IL Office Supplies	(3001_InfCartridge 3001) State Sales/Use
27	PR712	5/12/2017	2	IL Office Supplies	(3001_InfCartridge 3001) State Sales/Use

## PURCHASE ORDER REPORT WITH TAX DATA

In SAP Ariba Procurement Solution, once PR is approved, Purchase Order is generated. The tax calculated on PR will be copied over to Purchase Order document. The tax amount, tax authority data received from ONE SOURCE Global Tax for SAP Ariba Solutions would be similar to the data found on Purchase Requisition. But the report Purchase Order Spend with Charges and Taxes would show tax on Purchase Order.

Navigation for accessing the Purchase Order Spend with Charges and Taxes:

1. Log in SAP Ariba Procurement Solution.
2. On Home screen navigate to > Manage > Prepackaged Reports.
3. System would display list of available Prepackaged Reports. Under the Name Column > Click on Purchase Order Reports > Click on Open on pull down menu.
4. System would display all reports related to Purchase Order reporting.
5. Click on Purchase Order Spend with Charges and Taxes > Click on Open on the pull-down menu.

Purchase Order Reports		Actions	Show Detailed View
Name	Owner	Actions	
PCard Order Details	aribasystem		
Purchase Order Activity	aribasystem		
<b>Purchase Order Spend with Charges and Taxes</b>	aribasystem		
Purchase Order Spend with Charges and Taxes Detail	aribasystem		
Purchase Price Variance by Commodity	aribasystem		
Received Not Invoiced Report	aribasystem		
Requisition Total by Supplier	aribasystem		
Spend Concentration Analysis by Commodity	aribasystem		
Spend Penetration by Commodity	aribasystem		
Top items ordered by Punchout vs. Contained	aribasystem		
Total number of items ordered	aribasystem		

6. System would display the report as shown in below screenshot.

Purchase Order Spend with Charges and Taxes												
<span style="float: right;">Edit</span> <span style="float: right;">Save...</span> <span style="float: right;">Export</span> <span style="float: right;">Actions ▾</span>												
<span style="float: left;">Field Browser</span> <span style="float: right;">Pivot table</span> <span style="float: right;">Chart</span> <span style="float: right;">Dashboard</span>												
<span style="float: left;">Page</span> <span style="float: right;">Display Options</span>											Edit	
<span style="float: left;">Others</span> <span style="float: right;">Min/Max rows:</span>											3/8	
<span style="float: left;">Applied Filters</span>												
<span style="float: left;">■ 2,078.82    Ordered Date    Spanning: most recent 2 Year(s)</span> <span style="float: right;">Display Options</span>											Edit	
<span style="float: left;">Line Type    * Exclude * Charge, Tax, Discount</span> <span style="float: right;">Min/Max rows:</span>											3/8	
<span style="float: right;">Detail View ▾</span>												
Requester	Order Id	Ordered Date	PO Line Number	Line Type	Description	ERP Supplier	Unit of Measure	PO Quantity	PO Unit Price (USD)	PO Spend (USD)	Discount Amount (USD)	Charge Amount (USD)
<span style="float: left;">Total</span> <span style="float: right;">2,078.82- 569.7593- 1,184,643.75- -713.75- 234.81-</span>												
Venu Kotagiri	PO68	1/13/2017	1	Catalog Item	Consultation	IL Office Supplies	hour	1,000.00	15.0000	15,000.00	0.00	0.00
	PO22	12/14/2016	1	Catalog Item	Consultation	IL Office Supplies	hour	160.00	100.0000	16,000.00	0.00	0.00
	PO16	12/9/2016	1	Non-Catalog Item	Test Tax	IL Office Supplies	each	100.00	10.0000	1,000.00	0.00	0.00
	PO31	12/18/2016	1	Catalog Item	Print Supplies	IL Office Supplies	each	100.00	100.0000	10,000.00	0.00	0.00

7. To display tax data at authority level > Click on Report Column Line Type > Select Line Type (all) option on the pull-down menu

Detail View ▾												
Requester	Order Id	Ordered Date	PO Line Number	Line Type ✓	Description	ERP Supplier	Unit of Measure	PO Quantity ↓	PO Unit Price (USD)	PO Spend (USD)	Discount Amount (USD)	Charge Amount (USD)
Total								2,078.82	569,759.3	1,184,643.75	-713.75	234.81
Venu Kotagiri	PO68	1/13/2017	1	Catalog Item ▼	Consultation	IL Office Supplies	hour	1,000.00	15.0000	15,000.00	0.00	0.00
	PO22	12/14/2016	1	Catalog Item ▼	Consultation	IL Office Supplies	hour	160.00	100.0000	16,000.00	0.00	0.00
	PO16	12/9/2016	1	Non-Catalog Item ▼	Tax Test	IL Office Supplies	each	100.00	10.0000	1,000.00	0.00	0.00
	PO31	12/18/2016	1	Catalog Item ▼	Print Supplies	IL Office Supplies	each	100.00	100.0000	10,000.00	0.00	0.00
	PO36	12/19/2016	1	Catalog Item ▼	Photo Copier2	IL Office Supplies	each	90.00	3,000.0000	270,000.00	0.00	0.00

Pivot table	Chart	Dashboard	Expand Next Level								
			At lowest level								
			Select Level, Values:								
▼	Applied Filters										
■ 2,078.82	Ordered Date	Spanning: most recent	Line Type	* Exclude * Charge	<a href="#">Line Type (all)</a>	<a href="#">Catalog Item</a>	<a href="#">Non-Catalog Item</a>	<a href="#">Select Others...</a>	<a href="#">Select Search Filter...</a>	<a href="#">Move Field</a>	
										<a href="#">Detail View ▾</a>	
Requester	Order Id	Ordered Date	PO Line Number	L	ERP Supplier	Unit of Measure	PO Quantity ↓	PO Unit Price (USD)	PO Spend (USD)	Discount Amount (USD)	Charge Amount (USD)
Total											
Venu Kotagiri	PO68	1/13/2017	1	C	IL Office Supplies	hour	1,000.00	15.0000	15,000.00	0.00	0.00
	PO22	12/14/2016	1	C	IL Office Supplies	hour	160.00	100.0000	16,000.00	0.00	0.00
				M	Show Field Options						

## Purchase Order Report With Tax Data

Line Type with Description column showing tax data by tax authority level

Line Type	Description	ERP Supplier	Unit of Measure	PO Quantity ↓	PO Unit Price (USD)	PO Spend (USD)	Discount Amount (USD)	Charge Amount (USD)	Tax Amount (USD)	Gross Amount (USD)	Number Accepted	A A (1)
				2,078.82	569.7593	1,294,869.92	-713.75	234.81	222,454.58	1,516,845.56	650.00	9
Catalog Item	Consultation	IL Office Supplies	hour	1,000.00	15.0000	15,000.00	0.00	0.00	1,275.00	16,275.00	0.00	
Tax	State Sales/Use	IL Office Supplies	hour	0.00		900.00	0.00	0.00	900.00	1,800.00	0.00	
Tax	District Sales/Use	IL Office Supplies	hour	0.00		187.50	0.00	0.00	187.50	375.00	0.00	
Tax	City Sales/Use	IL Office Supplies	hour	0.00		187.50	0.00	0.00	187.50	375.00	0.00	
Catalog Item	Consultation	IL Office Supplies	hour	160.00	100.0000	16,000.00	0.00	0.00	0.00	16,000.00	160.00	
Non-Catalog Item	Tax Test	IL Office Supplies	each	100.00	10.0000	1,000.00	0.00	0.00	0.00	1,000.00	50.00	
Catalog Item	Print Supplies	IL Office Supplies	each	100.00	100.0000	10,000.00	0.00	0.00	825.00	10,825.00	1.00	
Tax	State Sales/Use	IL Office Supplies	each	0.00		625.00	0.00	0.00	625.00	1,250.00	0.00	
Tax	City Sales/Use	IL Office Supplies	each	0.00		100.00	0.00	0.00	100.00	200.00	0.00	
Tax	District Sales/Use	IL Office Supplies	each	0.00		100.00	0.00	0.00	100.00	200.00	0.00	
Catalog Item	Photo Copier2	IL Office Supplies	each	90.00	3,000.0000	270,000.00	0.00	0.00	22,275.00	292,275.00	13.00	

Report can be exported to user's system. SAP ARIBA solution exports the data in pivot table (export file type can be configured. The option to do so is available under **> Actions > Configure Export**).

1. Click on Export button
2. System would process export in 6 automatic steps as shown in below screenshot. Once completed, an Excel file will be opened on User's computer system with report data

Exporting to Excel template

Return to Report

Your data is being exported. If you are asked to enable ActiveX, respond Yes. Otherwise, your data cannot be exported to Excel.

1. Contacting Excel  
 2. Downloading template  
 3. Waiting for query  
 4. Downloading data  
 5. Configuring layout  
 6. Done

Return to Report

## Purchase Order Report With Tax Data

A	B	C	D	E	F	G					
1 PC Total											
2 This Worksheet Will Contain Data Populated From Ariba Spend Management.											
3 PO Quantity	PO Unit Prc	PO Spend (USD)	Discount Amount (USD)	Charge Amount (USD)	Tax Amount (USD)	Gross Amount (USD)					
4 To (Query Parameters: Range "Ariba_Data_Params")											
5 <b>Source Data</b>		Purchase Order (Procurement & Invoicing)									
6 <b>Fixed Columns</b>	FALSE										
7 <b>Query Filters</b>											
8 <b>Field Mappings</b>											
9 <b>Raw Field Names</b>	Requester	UserName	OrderID	OrderedDate	Day	POLineNumber	LineType	Description	Supplier	SupplierName	UnitOfMeasure
10 <b>Sort Fields</b>											
11											
12 <i>Data Table: Range "Ariba_Data"</i>											
13											
14 Requester	Order Id	Ordered Date	PO Line Number	Line Type	Description	Supplier - I					
15 Rob Montanez	PO243	5/23/2017 1	Catalog Item	OfficeProDesktopComputer	Office Prod						
16 George Compton	PO259	6/8/2017 1	Catalog Item	Photocopier-3001PCS	IL Office Sup						
17 Venu Kotagiri	PO108	3/15/2017 2	Catalog Item	IT EquipmentService	IL Office Sup						
18 Venu Kotagiri	PO51	1/10/2017 1	Catalog Item	Photo Copier2	IL Office Sup						
19 Venu Kotagiri	PO30	12/18/2016 1	Non-Catalog Item	IR failure test 12/18	IL Office Sup						
20 Venu Kotagiri	PO38	12/22/2016 1	Catalog Item	Photo Copier2	IL Office Sup						
21 Venu Kotagiri	PO134	3/23/2017 1	Catalog Item	Multi-Purpose Photocopier-3001PCA	IL Office Sup						
22 Venu Kotagiri	PO104	3/9/2017 1	Catalog Item	Photocopier-3001PCS	IL Office Sup						
23 Venu Kotagiri	PO24	12/15/2016 1	Catalog Item	Photo Copier2	IL Office Sup						
24 Venu Kotagiri	PO172	4/18/2017 1	Catalog Item	3001PCAnkCartridge	IL Office Sup						
25 Venu Kotagiri	PO165	4/18/2017 1	Non-Catalog Item	demo non catalog	Office Prod						
26 Venu Kotagiri	PO18	12/13/2016 1	Catalog Item	Photo Copier2	IL Office Sup						

# INVOICE REPORT WITH TAX DATA

Tax data is captured on Invoice approvable during transaction processing. SAP Ariba Procurement solution provides reports on Invoice spend with tax data.

Navigation for accessing Invoice report with tax data:

1. Log in to SAP Ariba Procurement Solution
2. Navigate to Manage > Prepackaged Reports > Buyer Settlement Reports > Click on Open on the pull-down menu
3. System would display all reports related to Invoice
4. Click on report Invoice spend with charges and taxes details > Click on Open on the pull-down menu
5. System would display Invoice spend with charges and taxes details report

Invoice Spend with Charges and Taxes											
<span style="float: right;">Edit</span> <span style="float: right;">Save...</span> <span style="float: right;">Export</span> <span style="float: right;">Actions ▾</span>											
<span style="float: left;">Field Browser</span> <span style="float: right;">Pivot table</span> <span style="float: right;">Chart</span> <span style="float: right;">Dashboard</span>											
<span style="float: left;">Applied Filters</span> <span style="float: right;">Display Options <a href="#">Edit</a></span>											
<span style="float: left;">#728.02 Accounting Date Spanning: most recent 2 Year(s)</span> <span style="float: right;">Min/Max rows: 3/8</span>											
<span style="float: right;">Detail View ▾</span>											
ERP Supplier	Invoice ID	Accounting Date	Invoice Line Number	Line Type	Part Name	Description	Commodity	Unit of Measure	Tax Code Name	Tax Id	
<b>Total</b>											
IL Office Supplies	IRservice test PO22/RC25-29	12/14/2016	1	Catalog Item (3001_IT Consultation 3001) State Sales/Use	Consultation	Organizational structure consultation	hour	Unclassified	Unclassified		
						Printer and facsimile and photocopier supplies	each	IDT Fallback	ZZ		
	IRIRFailureTest2_12/18/47	12/18/2016	1	Catalog Item (3001_PrintSupplies 3001) State Sales/Use	Print Supplies	Information technology		Self Accrual			
	IR/zero_exemption test-152	2/11/2017		Catalog (3001_IT				Input Tax			

The standard report shows tax relevant reporting fields like Tax Code ID, Tax Code Description, Tax Amount and Tax Authority (Line Type) but to analyze tax exceptions and tax accrual data, user can add more required fields by following below steps:

## Invoice Report With Tax Data

1. Click on Edit button (top, right side of the page)

ERP Supplier	Invoice ID	Accounting Date	Invoice Line Number	Line Type	Part Name	Description	Commodity	Unit of Measure	Tax Code Name	Tax Co Id
IL Office Supplies	IRservice test PO22/RC25-29	12/14/2016	1	Catalog Item	(3001_IT Consultation (3001) State Sales/Use	Consultation	Organizational structure consultation	hour	Unclassified	Uncl.

2. User would be presented with Edit UI > Click on Source Data

3. Source Data UI presented with options to edit source data

Invoice Spend with Charges and Taxes

Title: \* Invoice Spend with Charges and Taxes

Description: Invoice Spend with Charges and Taxes

Report Currency: User Preference

Main Fact: \* Invoice

Second Fact: (None selected)

Third Fact: (None selected)

**Available Measures**

- Pre-defined
  - Measures in Original Currency
  - Standard Calculations
- Age (Days) ▾
- Amount Accepted (USD) ▾
- Amount Disputed (USD) ▾
- Amount Invoiced (USD) ▾

Create User-defined Field

**Page Fields**

**Column Fields**

**Data**

- Invoice Quantity
- Invoice Unit Price (USD)
- Invoice Spend (USD)
- Discount Amount (USD)
- Charge Amount (USD)
- Tax Amount (USD)

**Row Fields**

- ERP Supplier
- Invoice ID
- Accounting Date
- Invoice Line Number
- Line Type

**Detail Fields**

- Part Name
- Description
- Commodity
- Unit of Measure
- Tax Code Name
- Tax Code Id
- Tax Code Description

#### 4. Available Measures section gets updated with Purchase Order related fields

Available Measures

Line Count ▾

Paid Amount (USD) ▾

Split Count ▾

Sum of Paid Payment ▾

Tax Accrual Amount (USD) ▾

**Purchase Order**

User-defined

Create User-defined Field

**Page Fields**

**Column Fields**

**Data**

- [INV] Invoice Quantity
- [INV] Invoice Unit Price (USD)
- [INV] Invoice Spend (USD)
- [INV] Discount Amount (USD)

**Row Fields**

- ERP Supplier
- Invoice ID
- Accounting Date
- Invoice Line Number
- Line Type

## Invoice Report With Tax Data

5. Click on Purchase Order pull down menu > Select Tax Amount > Click on Add to Report

Available Measures

Measure	Action
Price Variance Cost (USD) ▾	
Serviced Amount Approved (USD) ▾	
Serviced Amount in Approval (USD) ▾	
Split Count ▾	
<b>Tax Amount (USD)</b>	<b>Action</b>
Tax Amount Invoiced	<a href="#">Add to Report</a>
User-defined	

Create User-defined Field

Page Fields

Column Fields

Row Fields

- ERP Supplier
- Invoice ID
- Accounting Date
- Invoice Line Number
- Line Type

**Data**

- [INV] Invoice Quantity
- [INV] Invoice Unit Price (USD)
- [INV] Invoice Spend (USD)
- [INV] Discount Amount (USD)
- [INV] Charge Amount (USD)
- [INV] Tax Amount (USD)

**Detail Fields**

- Part Name
- Description
- Commodity
- Unit of Measure
- Tax Code Name
- Excluded

6. Select next field Tax Amount Invoiced > Click Add to Report

Available Measures

Measure	Action
Price Variance Cost (USD) ▾	
Serviced Amount Approved (USD) ▾	
Serviced Amount in Approval (USD) ▾	
Split Count ▾	
<b>Tax Amount (USD)</b>	<b>Action</b>
Tax Amount Invoiced	<a href="#">Add to Report</a>
User-defined	

Create User-defined Field

Page Fields

Column Fields

Row Fields

- ERP Supplier
- Invoice ID
- Accounting Date
- Invoice Line Number
- Line Type

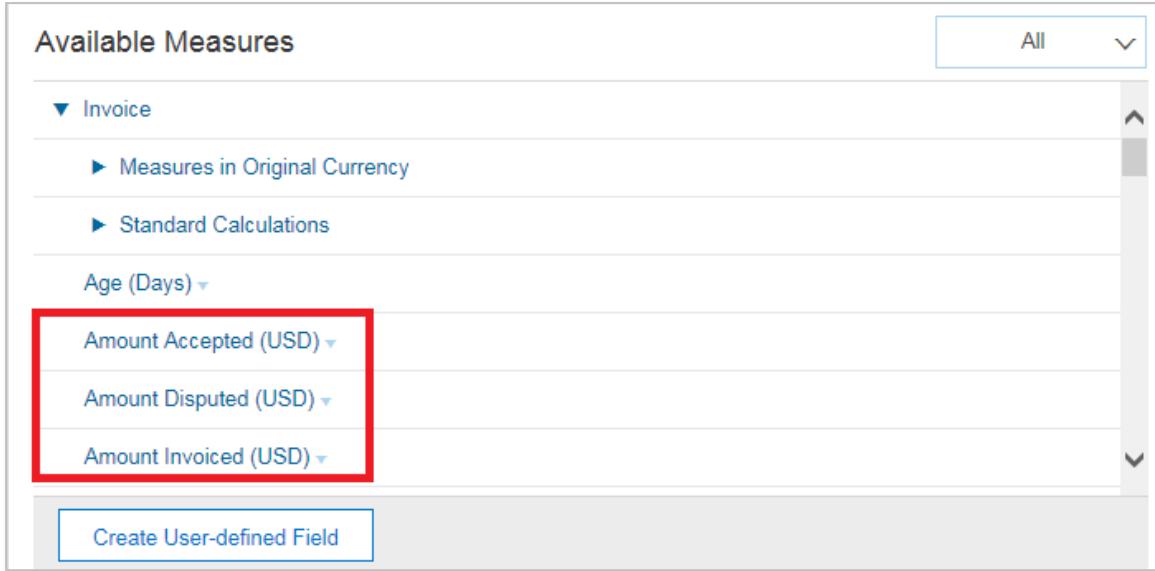
**Data**

- [INV] Invoice Quantity
- [INV] Invoice Unit Price (USD)
- [INV] Invoice Spend (USD)
- [INV] Discount Amount (USD)
- [INV] Charge Amount (USD)
- [INV] Tax Amount (USD)

**Detail Fields**

- Part Name
- Description
- Commodity
- Unit of Measure
- Tax Code Name
- Excluded

7. Scroll up > Click on **Invoice** pull down option > Select Amount Accepted, Amount Disputed, and Amount Invoiced fields (click on field, then click on Add to Report; repeat for each field).



**Available Measures**

▼ **Invoice**

- ▶ Measures in Original Currency
- ▶ Standard Calculations

Age (Days) ▾

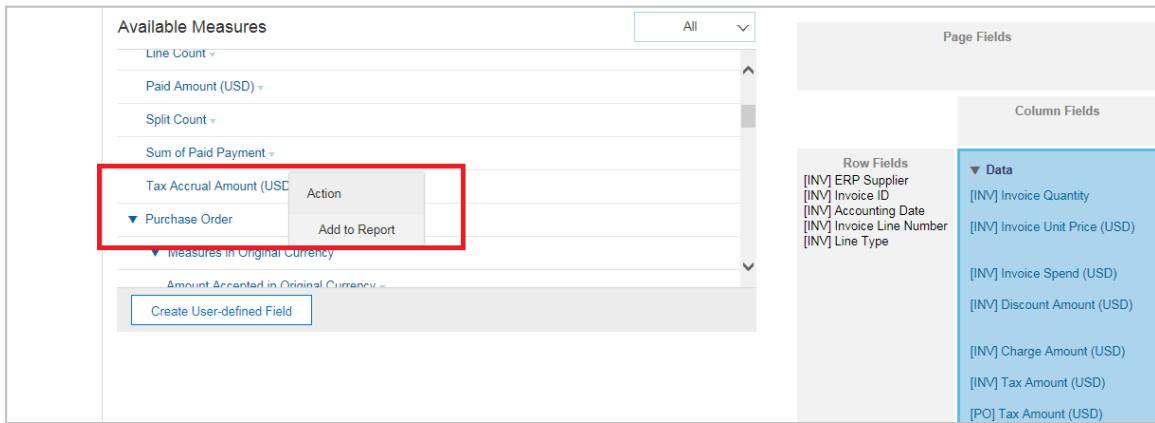
Amount Accepted (USD) ▾

Amount Disputed (USD) ▾

Amount Invoiced (USD) ▾

**Create User-defined Field**

8. Add **Tax Accrual Amount** field (Click on the field > click on Add to Report option on pull down menu).



**Available Measures**

Line Count ▾

Paid Amount (USD) ▾

Split Count ▾

Sum of Paid Payment ▾

Tax Accrual Amount (USD) ▾

Action

▼ Purchase Order

Add to Report

▼ Measures in Original Currency

Amount Accepted in Original Currency ▾

**Create User-defined Field**

**Page Fields**

**Column Fields**

**Row Fields**

- [INV] ERP Supplier
- [INV] Invoice ID
- [INV] Accounting Date
- [INV] Invoice Line Number
- [INV] Line Type

**Data**

- [INV] Invoice Quantity
- [INV] Invoice Unit Price (USD)
- [INV] Invoice Spend (USD)
- [INV] Discount Amount (USD)
- [INV] Charge Amount (USD)
- [INV] Tax Amount (USD)
- [PO] Tax Amount (USD)

## Invoice Report With Tax Data

9. The fields user selected all are added to report structure.

Measures in Original Currency

Standard Calculations

Age (Days) ▾

Expected Tax Amount (USD) ▾

Invoice Count ▾

Line Count ▾

Create User-defined Field

Row Fields

- [INV] ERP Supplier
- [INV] Invoice ID
- [INV] Accounting Date
- [INV] Invoice Line Number
- [INV] Line Type

Column Fields

▼ Data

- [INV] Invoice Quantity
- [INV] Invoice Unit Price (USD)
- [INV] Invoice Spend (USD)
- [INV] Discount Amount (USD)
- [INV] Charge Amount (USD)
- [INV] Tax Amount (USD)
- [PO] Tax Amount (USD)
- [PO] Tax Amount Invoiced (USD)
- [INV] Amount Invoiced (USD)
- [INV] Amount Accepted (USD)
- [INV] Amount Disputed (USD)

10. To change the positioning of the fields on report display, click on the field pull down arrow > select either move up and move down option to create desired order of the fields

[INV] Tax Amount (USD)

[PO] Tax Amount (USD)

[PO] Tax Amount Invoiced (USD)

[INV] Amount Invoiced (USD)

[INV] Amount Accepted (USD)

Action

Remove

Move Up

Move Down

Edit ...

[INV] Tax Code Name

[INV] Tax Code Id

[INV] Tax Code Description

11. Once desired editing is completed, click on Done button.

Edit Analysis **Invoice Spend with Charges and Taxes**

Enter a title for your report, select a data source to investigate from the Main Fact pull-down menu, and add at least one data field to the Data area of the pivot layout. To create a multi- [More](#)

**1 Source Data**

Title: \*

Description:

Report Currency:

**2 Pivot Layout**

**3 Refine Data**

**Data Sources**

**Next** **Done**

12. System would display the report.

Reporting **Invoice Spend with Charges and Taxes**

**Pivot table** **Chart** **Dashboard**

**Applied Filters**

Accounting Date: Spanning: 4/1/2017 -- 6/30/2017  
[INV] Line Type: Catalog Item

**Detail View**

[INV] ERP Supplier	[INV] Invoice ID	[INV] Accounting Date	[INV] Invoice Line Number	[INV] Line Type	[INV] Part Name	[INV] Description	[INV] Commodity	[INV] Unit of Measure	[INV] Tax Code Name	[INV] Tax Code Id	[INV] Cc De
<b>Total</b>											
DE Spare Parts	IRRRecal.Tax-365	4/19/2017	1	Catalog Item	(3013_PhotoCopier 3013)	Photo Copier	Photocopiers	each	IDT Standard Output TAX	A1	
ERS vendor	IRInv-CR10-394	4/21/2017	1	Catalog Item	(3010 3010) TestCR1	TestCR1	Ink cartridges	each	IDT fallback output tax	XX	

## Invoice Report With Tax Data

13. Click on Line Type > Select Line Type (All) option. (This can be also done on Source Data UI Page > Line Type pull down menu).

Invoice Spend with Charges and Taxes

Invoice Spend with Charges and Taxes										Actions																										
										Edit	Save...	Export																								
Pivot table      Chart      Dashboard ▼ Applied Filters ■ ... Accounting Date Spanning: 4/1/2017 – 6/30/2017 [INV] Line Type Catalog Item Display Options Edit Min/Max rows: 3/8																																				
<table border="1"> <thead> <tr> <th>[INV] ERP Supplier</th> <th>[INV] Invoice ID</th> <th>[INV] Accounting Date</th> <th>[INV] Invoice Line Number</th> <th>[INV] Line Type <span style="border: 1px solid red; padding: 2px;">✓</span></th> <th>[INV] Part Name</th> <th>[INV] Description</th> <th>[INV] Commodity</th> <th>[INV] Unit of Measure</th> <th>[INV] Tax Code Name</th> <th>[INV] Tax Code Id</th> <th>[IN Cc De]</th> </tr> </thead> <tbody> <tr> <td>Total</td> <td>DE Spare Parts</td> <td>IRRRecal.Tax-365</td> <td>4/19/2017</td> <td>1</td> <td>Catalog Item</td> <td>(3013_PhotoCopier 3013) Photo Copier</td> <td>Photo Copier</td> <td>Photocopiers</td> <td>each</td> <td>IDT Standard Output TAX</td> <td>A1</td> </tr> </tbody> </table>										[INV] ERP Supplier	[INV] Invoice ID	[INV] Accounting Date	[INV] Invoice Line Number	[INV] Line Type <span style="border: 1px solid red; padding: 2px;">✓</span>	[INV] Part Name	[INV] Description	[INV] Commodity	[INV] Unit of Measure	[INV] Tax Code Name	[INV] Tax Code Id	[IN Cc De]	Total	DE Spare Parts	IRRRecal.Tax-365	4/19/2017	1	Catalog Item	(3013_PhotoCopier 3013) Photo Copier	Photo Copier	Photocopiers	each	IDT Standard Output TAX	A1	Detail View ▾		
[INV] ERP Supplier	[INV] Invoice ID	[INV] Accounting Date	[INV] Invoice Line Number	[INV] Line Type <span style="border: 1px solid red; padding: 2px;">✓</span>	[INV] Part Name	[INV] Description	[INV] Commodity	[INV] Unit of Measure	[INV] Tax Code Name	[INV] Tax Code Id	[IN Cc De]																									
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Invoice Spend with Charges and Taxes

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[INV] ERP Supplier	[INV] Invoice ID	[INV] Accounting Date	[INV] Invoice Line Number	Select Level, Values:																												
Total	DE Spare Parts	IRRRecal.Tax-365	4/19/2017	[INV] Line Type (all) <span style="border: 1px solid red; padding: 2px;">✓</span>																												
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[INV] ERP Supplier	[INV] Invoice ID	[INV] Accounting Date	[INV] Invoice Line Number	Move Field																												
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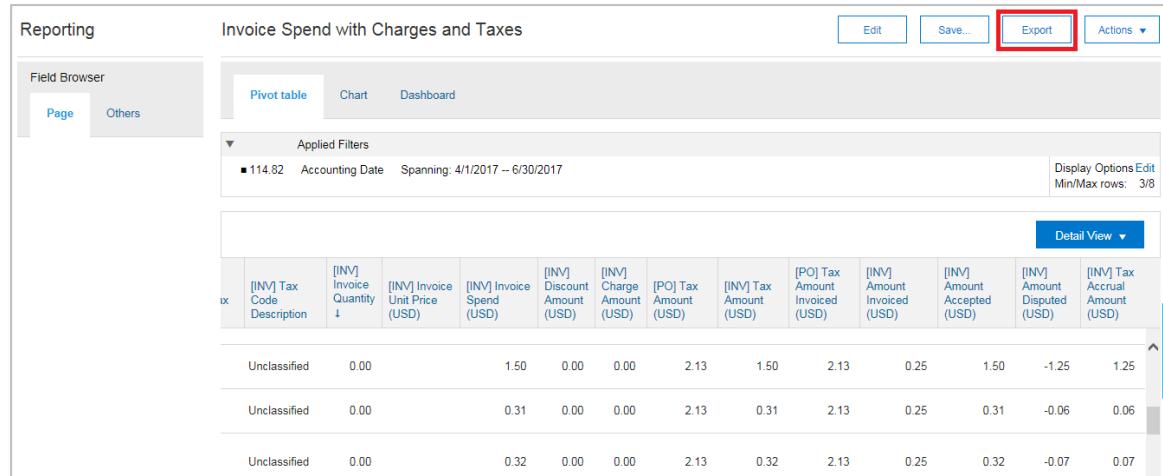
14. Move columns left or right, scroll left or right to check the data. Line Type and Description fields show the authority level tax information. Scroll right to check relevant Tax amounts.

[INV] Invoice Line Number	[INV] Line Type	[INV] Description	[INV] Part Name	[INV] Commodity	[INV] Unit of Measure	[INV] Tax Code Name	[INV] Tax Code Id	[INV] Tax Code Description	[INV] Invoice Quantity ↓	[INV] Invoice Unit Price (USD)	[INV] Tax Accrual Amount (USD)
3 ▾	State Sales/Use	Sales or use taxes levied by a state (auto-generated) ▾	Unclassified	Ink cartridges	Unclassified	IDT fallback output tax	XX	Unclassified	0.00		
4 ▾	County Sales/Use	Sales or use taxes levied by a county (auto-generated) ▾	Unclassified	Ink cartridges	Unclassified	IDT fallback output tax	XX	Unclassified	0.00		
1 ▾	Catalog Item ▾	MilestoneTest ▾	(UEL_C_3010 3010) State Sales/Use	Information technology consultation services	hour	IDT Standard Output TAX Exempt	A0	Unclassified	1.00	100.0000	
2 ▾	State Sales/Use	Sales or use taxes levied by a state (auto-generated) ▾	Unclassified	Information technology consultation services	Unclassified	IDT Standard Output TAX Exempt	A0	Unclassified	0.00		
3 ▾	County Sales/Use	Sales or use taxes levied by a county (auto-generated) ▾	Unclassified	Information technology consultation services	Unclassified	IDT Standard Output TAX Exempt	A0	Unclassified	0.00		
1 ▾	Catalog Item ▾	TestCR1 ▾	(3010 3010) TestCR1	Ink cartridges	each	IDT Standard Output TAX	A1	Unclassified	1.00	25.0000	
2 ▾	State Sales/Use	Sales or use taxes levied by a state - line level ▾	Unclassified	Ink cartridges	each	IDT Standard Output TAX	A1	Unclassified	0.00		
3 ▾	City Sales/Use	Sales or use taxes levied by a city - line level ▾	Unclassified	Ink cartridges	each	IDT Standard Output TAX	A1	Unclassified	0.00		

[INV] Tax Code Description	[INV] Invoice Quantity ↓	[INV] Invoice Unit Price (USD)	[INV] Invoice Spend (USD)	[INV] Discount Amount (USD)	[INV] Charge Amount (USD)	[PO] Tax Amount (USD)	[INV] Tax Amount (USD)	[PO] Tax Amount Invoiced (USD)	[INV] Amount Invoiced (USD)	[INV] Amount Accepted (USD)	[INV] Amount Disputed (USD)	[INV] Tax Accrual Amount (USD)
Unclassified	0.00		1.50	0.00	0.00	2.13	1.50	2.13	0.25	1.50	-1.25	1.25
Unclassified	0.00		0.31	0.00	0.00	2.13	0.31	2.13	0.25	0.31	-0.06	0.06
Unclassified	0.00		0.32	0.00	0.00	2.13	0.32	2.13	0.25	0.32	-0.07	0.07
Unclassified	1.00	25.0000	25.00	0.00	0.00	2.13	2.13	2.13	25.00	25.00	0.00	0.00
Unclassified	0.00		0.50	0.00	0.00	0.32	0.00	0.00	0.50	0.50	0.00	0.00
Unclassified	0.00		1.50	0.00	0.00	2.13	1.50	2.13	0.00	1.50	0.00	0.00
Unclassified	0.00		0.32	0.00	0.00	2.13	0.32	2.13	0.00	0.32	0.00	0.00
Unclassified	0.00		0.31	0.00	0.00	2.13	0.31	2.13	0.00	0.31	0.00	0.00

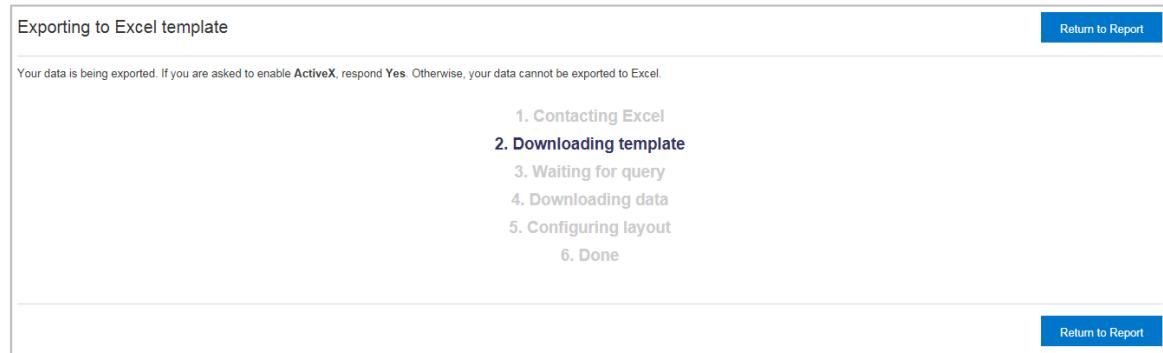
## Invoice Report With Tax Data

15. To work on this data in an excel file > Click on Export (Export function has options to choose file type and other download and display options which is beyond the scope of this document



The screenshot shows a reporting interface for 'Invoice Spend with Charges and Taxes'. The top navigation bar includes 'Edit', 'Save...', 'Export' (which is highlighted with a red box), and 'Actions'. Below the navigation is a 'Field Browser' section with 'Page' and 'Others' tabs. The main content area is titled 'Invoice Spend with Charges and Taxes' and contains a 'Pivot table' tab. Under 'Applied Filters', it shows a single filter: '114.82 Accounting Date Spanning: 4/1/2017 -- 6/30/2017'. The data table has columns for various financial metrics, including [INV] Tax Code Description, [INV] Invoice Quantity, [INV] Invoice Unit Price (USD), [INV] Invoice Spend (USD), [INV] Discount Amount (USD), [INV] Charge Amount (USD), [PO] Tax Amount (USD), [INV] Tax Amount (USD), [PO] Tax Amount Invoiced (USD), [INV] Amount Invoiced (USD), [INV] Amount Accepted (USD), [INV] Amount Disputed (USD), and [INV] Tax Accrual Amount (USD). The data table shows three rows of data: 'Unclassified' with values 0.00, 1.50, 0.00, 0.00, 2.13, 1.50, 2.13, 0.25, 1.50, -1.25, 1.25; 'Unclassified' with values 0.00, 0.31, 0.00, 0.00, 2.13, 0.31, 2.13, 0.25, 0.31, -0.06, 0.06; and 'Unclassified' with values 0.00, 0.32, 0.00, 0.00, 2.13, 0.32, 2.13, 0.25, 0.32, -0.07, 0.07.

16. System would perform 6 steps to prepare and download data in to excel file.



The screenshot shows a dialog box titled 'Exporting to Excel template'. It contains a message: 'Your data is being exported. If you are asked to enable ActiveX, respond Yes. Otherwise, your data cannot be exported to Excel.' Below the message is a list of 6 steps: 1. Contacting Excel, 2. Downloading template, 3. Waiting for query, 4. Downloading data, 5. Configuring layout, and 6. Done. At the bottom of the dialog are two 'Return to Report' buttons, one on the left and one on the right.

17. When all steps are completed, excel file will be opened.

The screenshot shows a Microsoft Excel spreadsheet titled '(Pivot\_Area\_Pie).xls[sessionid=BE9D1A52FC19498A3E89DF254E8BA71.Node19app212smv [Read-Only] [Compatibility Mode] - Microsoft Excel'.

The Pivot Table is titled 'Catalog Item' and has the following structure:

- Rows:** [INV] Total, [INV] Invoice Quantity, [INV] Invoice Unit Price (USD), [INV] Invoice Spend (USD), [INV] Discount Amount (USD), [INV] Charge Amount.
- Columns:** [INV] Supplier (ERP Supplier), [INV] Invoice ID, [INV] Accounting Date (Date), [INV] Line Type, [INV] Line Number.
- Data:** The data includes rows for various invoices with their respective details and line types like Catalog Item, District Sales/Use, City Sales/Use, etc.

This file can be manipulated further to display data as desired by user. Pivot table can be updated or formulas can be added to analyze the data further. Below sample file downloaded from customized report showing tax authorities, PO tax Amount vs. Tax amount on Invoice and Tax Accrual data which can be further manipulated based on requirement.

The screenshot shows a Microsoft Excel spreadsheet titled '(Pivot\_Area\_Pie).xls[sessionid=BE9D1A52FC19498A3E89DF254E8BA71.Node19app212smv [Read-Only] [Compatibility Mode] - Microsoft Excel'.

The Pivot Table is titled 'Catalog Item' and has the following structure:

- Rows:** [INV] Total, [INV] Invoice Quantity, [INV] Invoice Unit Price (USD), [INV] Charge Amount, [INV] Amount Accepted (USD), [INV] Amount Disputed (USD).
- Columns:** [INV] Supplier (ERP Supplier), [INV] Invoice ID, [INV] Line Type, [INV] Tax Code (Tax Code Name), [INV] Tax Code (Tax Code Id), sum(Tax Amount Invoiced), sum(Amount Invoiced), sum(Amount Accepted), sum(Amount Disputed), sum(Tax Accrual Amount).
- Data:** The data includes rows for various invoices with their respective tax codes and amounts.

# APPENDIX III

## XSD CHANGES TO EXTERNAL WEB SERVICES

When SAP Ariba makes changes to Import/Export Files or Web Services format, Customers need to review, accept the changes and publish all changes accepted to apply the changes introduced. This is SAP Ariba standard process and applies to external tax calculation web service task “Export Document Data for External Tax Calculation”.

Please follow below steps to review, accept and publish changes made to task Export Document Data for External Tax Calculation.



1. It is recommended to consult SAP Ariba Customer Support and Thomson Reuters Professional Services before making decision to accept XSD changes. And remember that upgrade cannot be reverted to SAP Ariba Platform limitation on for this feature so careful consideration is required before upgrading to new XSD.
2. New SAP Ariba Buying solutions Customers with solution having Service pack SSP.2017.Rel-9535/Release Number SSP.2017.09 would have Tax API with new XSD as default so can ignore this section.

### NEW WSDL ELEMENTS ON API2

#### **Request Type:**

This is a new element that has been added at Document header level. This element has two unique status values: Tax Calculation or ERP Posting Call

TaxCalculation call - seen on tax calculation request

ERPPosting call – This is a second call on SAP Ariba Invoice Reconciliation document after successful Invoice reconciliation and before OK2PAY is sent to Buyer's backend ERP system.

#### **Line1,Line2,Line3 address elements:**

Line1, Line2 and Line3 elements is now added to Bill to, Ship to, SupplierLocation,ShipFrom address collections.

#### **LineType:**

This is a number (type:Integer) in SAP Ariba Buying Solution which indicates type of a document line. Tax calculation request would have this new element indicating what is type of document line (ex: Tax, Material, etc). SAP Ariba would provide list;

#### **OriginalSupplierAmount:**

This collection is added at two places.

1. Under LineItem->Item→OriginalSupplierAmount. This would show total tax amount charged by Vendor
2. Under LineItem→Item→Taxes (block gets repeated for each tax type if Vendor entered taxes at granular level on Invoice)→item→OriginalSupplierAmount. This would show the tax amount charged by Vendor by tax type (if Vendor submitted Invoice with granular taxes).

#### **Taxes:**

This block is seen on ERPPostingCall (RequestType=ERPPosting) This section would have TaxType, OriginalSupplierAmount collection (elements: Amount, Currency), FinalAmount collection (elements: Amount, Currency) This block should get repeated for each tax type (if Vendor entered taxes at granular level on Invoice).

#### **ShipFrom:**

This is new address element (collection) added to show the ShipFrom address from where goods are shipped. This would have PostalAddress collection (elements city,country,Line1,Line2,Line3, PostalCode,State).In previous version the SupplierLocation which may not be actual ship from location.

#### **PostingComponent:**

The posting component is similar to ExternalTaxItem in previous versions and will be populated on Ariba Tax response for posting call. PostingInstruction would have <Name> and <Value> element pair which would be populated with TaxAccountKey/AccountInstruction and corresponding value respectively.

#### **DocumentSubType:**

This new element is introduced on tax calculation request to classify invoice types including Standard invoice, Line-item Credit memo and Line-item Debit Memo.

#### **RelatedDocument:**

This is the unique SAP Ariba IR number for which Line-item Credit or Debit memo is created. This reference number is provided on tax calculation request for either Line-item Credit or Debit memo.

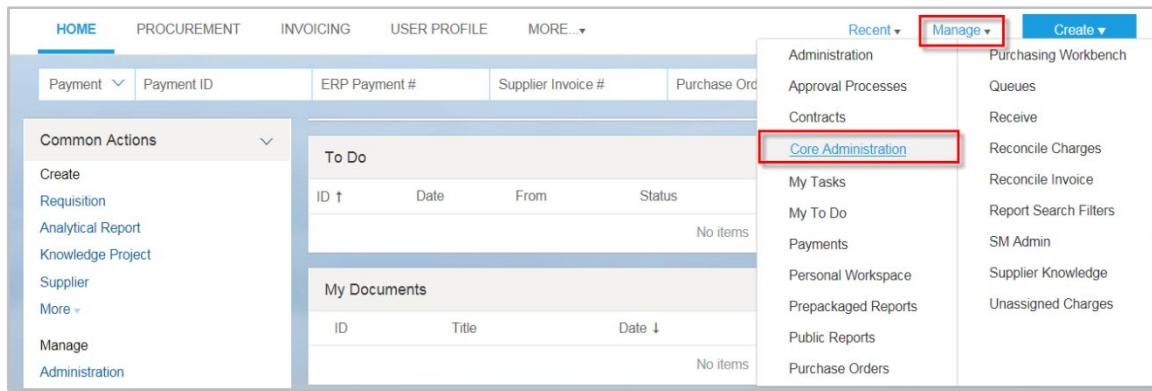
#### **RelatedDocumentDate**

This new field captures the posting date of the related document.

## REVIEWING AND ACCEPTING CHANGES

Navigation:

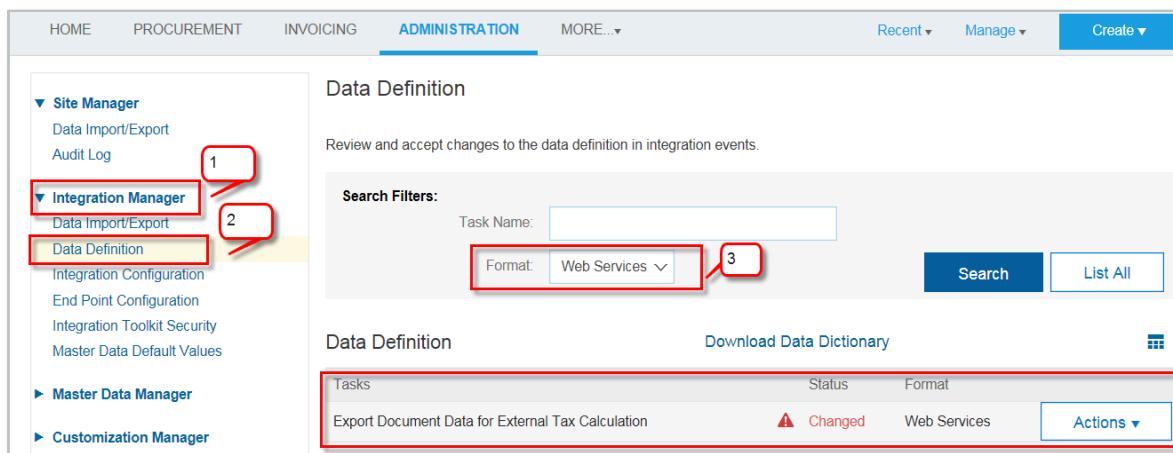
1. Log in to SAP Ariba Buying Solution
2. On Home screen navigate to Manage > Core Administrator



3. Go to > Integration Manager > Data Definition > Select Web Services from Format drop-down menu and click on Search button

Note: if there are more than one web services configured, user can search for specific task by entering **Export Document Data for External Tax Calculation** in Task Name input field

Result: System would display integration task with status Changed as shown in below screen shot



5. Click on **Action** button and select option **Review** as shown in the screenshot

## Data Definition

Review and accept changes to the data definition in integration events.

Search Filters:

Task Name:

Format:

Data Definition

Download Data Dictionary

Tasks	Status	Format	Actions ▾
Export Document Data for External Tax Calculation	<span style="color: red;">⚠ Changed</span>	Web Services	<span style="color: blue;">Actions ▾</span> <a href="#">Review</a>

System would show the list of groups under 'Export Document Data for External Tax Calculation' integration event.

There would be two groups like **ProcureLineItemCollection\_TaxServiceAPIRequest** and **ProcureLineItemCollection\_TaxServiceAPIResponse** which would show the Status as **Needs Review** Publish All Changes in active

Export Document Data for External Tax Calculation

Review and accept the changes for each group of fields that needs review, then publish all changes. You must accept all the changes before publishing.

Groups for 'Export Document Data for External Tax Calculation'

Group Names	Status
Money_Reference	No Change
ProcureLineItemCollection_TaxServiceAPIRequest	⚠ Needs Review
ProcureLineItemCollection_TaxServiceAPIResponse	⚠ Needs Review

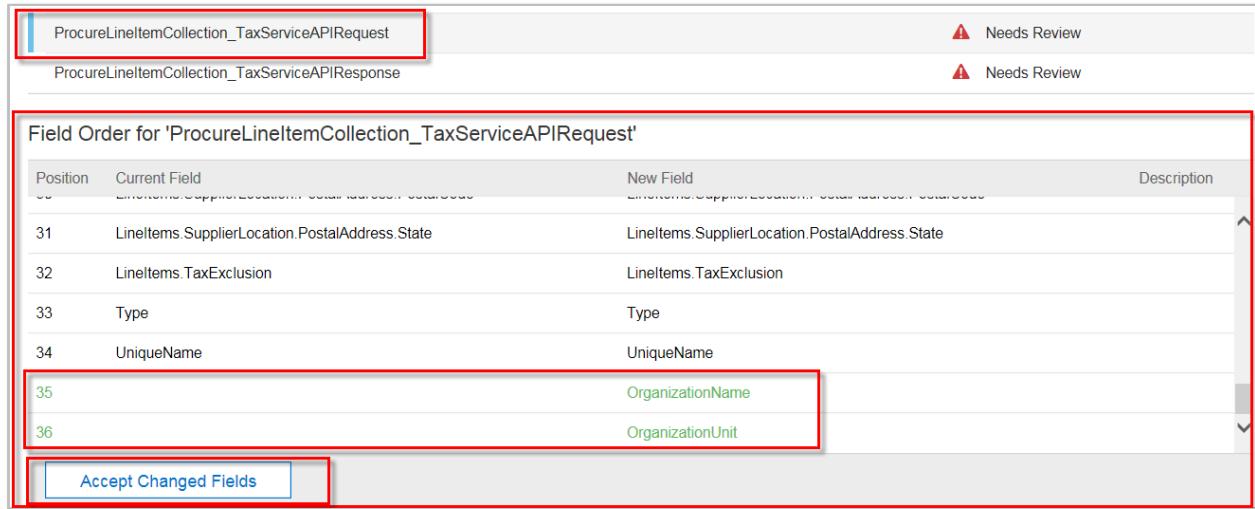
Field Order for 'Money\_Reference'

Position	Current Field	New Field	Description
1	Amount	Amount	
2	AmountInReportingCurrency	AmountInReportingCurrency	

6. Click on group **ProcureLineItemCollection\_TaxServiceAPIRequest**. The section '**Field Order for ProcureLineItemCollection\_TaxServiceAPIRequest**' would show the fields under this group.

Scroll down to find the fields marked in red which has been newly added. Here, **Organization Unit** and **Organization Name** are new fields. Click on **Accept Changed Fields** button to accept the changes.

## XSD Changes To External Web Services



ProcureLineItemCollection\_TaxServiceAPIRequest

ProcureLineItemCollection\_TaxServiceAPIResponse

Needs Review

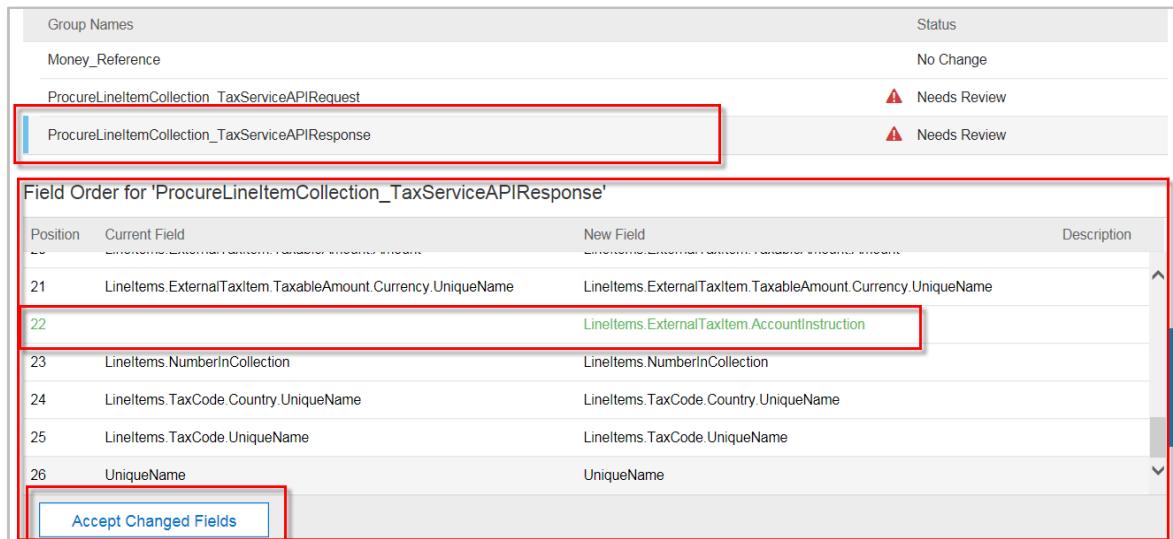
Needs Review

Field Order for 'ProcureLineItemCollection\_TaxServiceAPIRequest'

Position	Current Field	New Field	Description
30	LineItems.SupplierLocation.PostalAddress.State	LineItems.SupplierLocation.PostalAddress.State	
31	LineItems.TaxExclusion	LineItems.TaxExclusion	
32	Type	Type	
33	UniqueName	UniqueName	
34		OrganizationName	
35		OrganizationUnit	
36			
<input type="button" value="Accept Changed Fields"/>			

7. Now click on another group 'ProcureLineItemCollection\_TaxServiceAPIResponse'. System would show the fields under this group. Scroll down to find the fields added newly in green color.

**LineItems.ExternalTaxItem.AccountInstruction** is a new field. Click on **Accept Changed Fields** button to accept the changes.



Group Names Status

Money\_Reference No Change

ProcureLineItemCollection\_TaxServiceAPIRequest Needs Review

ProcureLineItemCollection\_TaxServiceAPIResponse Needs Review

Field Order for 'ProcureLineItemCollection\_TaxServiceAPIResponse'

Position	Current Field	New Field	Description
20	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	
21	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	
22		LineItems.ExternalTaxItem.AccountInstruction	
23	LineItems.NumberInCollection	LineItems.NumberInCollection	
24	LineItems.TaxCode.Country.UniqueName	LineItems.TaxCode.Country.UniqueName	
25	LineItems.TaxCode.UniqueName	LineItems.TaxCode.UniqueName	
26	UniqueName	UniqueName	
<input type="button" value="Accept Changed Fields"/>			

8. As a final step, to make changes effective, click on **Publish All Changes** button on top (below Application Menu bar) as shown in the below screenshot.



## XSD Changes To External Web Services

9. Once the changes are accepted and published, new fields turn in to red representing that fields were added. And field groups show the status as **Changes Accepted**

Group Names	Status
ProcureLineItemCollection_TaxServiceAPIRequest	Changes Accepted
ProcureLineItemCollection_TaxServiceAPIResponse	Changes Accepted

Field Order for 'ProcureLineItemCollection\_TaxServiceAPIRequest'

Position	Current Field	New Field	Description
30	LineItems.SupplierLocation.PostalAddress.StateCode	LineItems.SupplierLocation.PostalAddress.StateCode	
31	LineItems.SupplierLocation.PostalAddress.State	LineItems.SupplierLocation.PostalAddress.State	
32	LineItems.TaxExclusion	LineItems.TaxExclusion	
33	Type	Type	
34	UniqueName	UniqueName	
35	OrganizationName		
36	OrganizationUnit		

Group Names	Status
ProcureLineItemCollection_TaxServiceAPIRequest	Changes Accepted
ProcureLineItemCollection_TaxServiceAPIResponse	Changes Accepted

Field Order for 'ProcureLineItemCollection\_TaxServiceAPIResponse'

Position	Current Field	New Field	Description
20	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	
21	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	LineItems.ExternalTaxItem.TaxableAmount.Currency.UniqueName	
22	LineItems.ExternalTaxItem.AccountInstruction		
23	LineItems.NumberInCollection	LineItems.NumberInCollection	
24	LineItems.TaxCode.Country.UniqueName	LineItems.TaxCode.Country.UniqueName	
25	LineItems.TaxCode.UniqueName	LineItems.TaxCode.UniqueName	
26	UniqueName	UniqueName	

Finally, the data definition main UI page will show you web service task status as unchanged telling you that changes available are accepted and no more changes exists.

### Data Definition

Review and accept changes to the data definition in integration events.

**Search Filters:**

Task Name:

Format:

Tasks	Status	Format	Actions ▾
Export Document Data for External Tax Calculation	Unchanged	Web Services	<input type="button" value="Actions ▾"/>

## UPDATING ENDPOINT

In addition to upgrading to new XSD, Customers also need to update the End point URL for ONESOURCE Tax Web Service.

Users must be a member of Customer Administrator or Integration Admin to perform this activity.

To update endpoint URL, please follow below steps:

1. Log in to SAP Ariba Solution
2. Manage > Core Administrator > Integration Manager > End Point Configuration

The image consists of two screenshots of the SAP Ariba interface. The top screenshot shows the 'Core Administration' menu, which is a sub-menu of 'Administration'. The 'Core Administration' option is highlighted with a red box. The bottom screenshot shows the 'Integration Manager' page, which is under the 'ADMINISTRATION' tab. The 'Integration Manager' section in the left sidebar is highlighted with a red box, and the 'End Point Configuration' option is also highlighted with a red box.

3. Find endpoint to be updated and click search as shown in below screenshot

4. When user clicks on Edit, system would offer endpoint UI in edit mode.

5. Once Endpoint URL is updated click Save to complete the update.



Please check with Thomson Reuters Professional Service for updated End point URL

Updating endpoint also updates endpoint URL for integration event Export Document Data for External Tax Calculation

## XSD Changes To External Web Services

6. Verify if endpoint URL updated in Integration Task by following below steps

Manage > Core Administration > Integration Admin > Integration Configuration

Under Search Filters section, select ONESOURCE Endpoint from drop down menu and choose Status

**Enabled** as shown in below screenshot.

3. Click on the task Export Document Data for External Tax Calculation hyper link shown under the Configuration section to check the updated endpoint URL.