USER GUIDE

FSD
FRANCE
FR

FR Solde de Tout Compte

Enter the departure of an employee: contract, dates, reason and pay references.

English

Odoo 18 · 19 · 20 · support@pokutsoft.com · pokutsoft.com

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1. Overview

Enter the departure of an employee: contract, dates, reason and pay references. The module computes the seniority, the reference salary (best of the last 12 or 3 months), the legal minimum severance, a negotiated rupture conventionnelle indemnity checked against it, the notice indemnity when the notice is not worked, the paid-leave indemnity, the 10 % précarité bonus at the end of a CDD and the total solde de tout compte. The severance is split into its income-tax and social-charge exempt parts from the PASS of the year, and the documents owed are listed and exported.

2. Features

- **Seniority and reference salary.** Seniority in complete months between hire and departure; the reference salary is entered or computed as the higher of 1/12 of the last 12 months and 1/3 of the last 3 months (bonus pro-rated).
- **Legal minimum severance.** From eight months of seniority: 1/4 of a month per year up to ten years and 1/3 beyond, for dismissal and rupture conventionnelle, removed by serious misconduct.
- **Rupture conventionnelle and notice.** The negotiated indemnity is paid and flagged when it falls below the legal floor; the notice indemnity (1 or 2 months by seniority) is added when the notice is not worked.
- **Paid leave and précarité.** Leave days due from months worked, days taken and carry-over at the maintien-de-salaire daily rate; 10 % of the CDD gross at the end of a fixed-term contract.
- **Exemption split.** Income-tax exempt and taxable parts of the severance, social-charge exempt part and base, CSG/CRDS base and amount, from the PASS of the departure year (2022 to 2026).
- **Documents and export.** Certificat de travail, attestation France Travail, reçu pour solde de tout compte and portability notice: the pack is issued with date and author and exported as CSV.

3. Installation

Open Apps, search for “FR Solde de Tout Compte” (technical name fr_soltout_compte_documents_sortie) and install it. Required modules: hr. Available for Odoo 18.0, 19.0 and 20.0.

4. Workflow

1. Under Solde de Tout Compte > Departures create a departure and choose the employee; hire date and job are taken from the employee.

2. Enter the contract type, departure date and reason, misconduct or negotiated indemnity when relevant.

3. Choose how the reference salary is set (manual or 12 / 3 months averages) and enter the gross amounts; enter the leave balance the same way.

4. Add the extra pay lines (salary of the month, bonuses, expenses, deductions) and the prior-year gross for the exemption.

5. Click Compute and check the Amounts and Exemption tabs; choose the documents on the Documents tab.

6. Click Issue Documents, then Export to produce the CSV of the pack.

5. Roles and access rights

FR Solde de Tout Compte: User prepares departures; Manager also resets issued ones.

6. Frequently asked questions

Does the module run the final payslip?

No. It computes the amounts and the exemption split of the departure; the payslip is made in your payroll.

Which PASS is used?

The PASS of the departure year, 2022 to 2026; documents of a year without a PASS are refused until it is added.

7. Support

Questions are answered at support@pokutsoft.com.