USER GUIDE

NL G-rekening Tracker

Track G-rekening payments and chain and hirer liability (keten- en inlenersaansprakelijkheid) per subcontractor and staffing agency in Odoo: labour share, required G-account amount, open exposure, risk and period sign-off.

English

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

Contents

1. Overview
2. Features
3. Installation
4. Workflow
5. Roles and rights
6. Questions
7. Support

1. Overview

As a hirer or main contractor you are liable for the wage tax and premiums your staffing agencies and subcontractors do not pay. Register each supplier with its NEN 4400 / SNA status and agreed G percentage, enter their invoices with the labour share and record the payments to the G-account or the direct deposits to the Tax Authority. The app shows the required amount, what is safeguarded and the open exposure per invoice, per supplier and per period. You make the payments through your own bank.

2. Features

- **Supplier register.** Staffing agency, subcontractor or payroll company with NEN 4400 and SNA status, SNA number, wage-tax number, G-account IBAN (modulo 97 checked) and agreed G percentage.
- **Invoice liability.** Gross amount, VAT or VAT reverse charge, labour percentage and G percentage give the labour amount, the required G-account amount, the safeguarded amount and the open exposure.
- **G-account and deposits.** Payments to the G-account and direct deposits to the Tax Authority, linked to an invoice or to the supplier, count once confirmed; Register G-Payment proposes the open amount.
- **Exposure per supplier.** Total labour, required, safeguarded and open exposure with a low, medium or high risk level and a disculpation flag against the safe-harbour percentage.
- **Period snapshot.** A snapshot of every supplier with invoices in the period, totals and coverage percentage, signed off by name and date; a signed period is not recomputed.
- **Exposure worksheet.** Filter by supplier and dates, compute the totals and export the invoice lines as CSV for your accountant or auditor.
- **Configuration per year.** Default G percentages, safe-harbour percentage and NEN 4400 reduction per year; a year without its own record uses the previous one and says so.
- **Stated shortcomings.** Figures without an official source and a missing NEN 4400 percentage are shown as warnings on the suppliers and the snapshot.

3. Installation

Open Apps, search for “NL G-rekening Tracker” (technical name nl_g_rekening_inleners_aansprakelijkheid_tr) and install it. Required modules: base, mail. Available for Odoo 18.0, 19.0 and 20.0, Community and Enterprise. Interface languages: English, Dutch.

4. Workflow

1. Open G-rekening Liability > Configuration > Liability Config and check the default G percentages, the safe-harbour percentage and the NEN-4400 reduction of the year with your adviser. The shipped figures could not be confirmed against an official source; the records say so.

2. Open Suppliers and register each staffing agency, subcontractor or payroll company: type, NEN-4400 and SNA status (with SNA number), wage-tax number, G-account IBAN and agreed G percentage.

3. Open Invoices and enter each supplier invoice: gross amount, VAT amount or the VAT reverse-charge box, labour percentage and G percentage. Click Open.

4. Record the payments: Register G-Payment on an invoice proposes its open exposure; a direct deposit to the Tax Authority can be entered under G-Account Payments without an invoice. Confirm each payment.

5. Follow the open exposure and risk level per supplier; Check Disculpation shows whether the safeguarded amount reaches the safe-harbour percentage.

6. Open Liability Periods, create a period, click Compute Snapshot and, after review, Sign Off. Export Snapshot writes the CSV for your accountant or auditor.

7. Exposure Worksheet computes the totals for a supplier or dates and exports the invoice lines as CSV.

5. Roles and rights

G-rekening users record suppliers, invoices and payments; G-rekening managers also manage the yearly configuration. System administrators have the manager role.

6. Questions

Does the app make the G-account payment?

No. You pay through your own bank; the app records the payment and the exposure it covers.

What does the yellow warning on a supplier mean?

The configuration of the current year is missing or a NEN-4400 percentage is not set; the figures are still computed and the shortcoming is stated.

7. Support

Questions are answered at support@pokutsoft.com.