



Cepheo Payment Certificate for Construction

Automate the process on payment of completed work by subcontractors in projects by issuing accurate payment certificates with all details

Payment Certificate

- **Payment certificate is a document that provides evidence of completed work**
- **It is typically used in the construction industry to approve payments to subcontractors for the completed work in projects**
- **The payment certificate must be accurate because it is the approval for the client to make payment to the subcontractor of the verified work**
- **Issuing payment certificates will result in less disputes with the subcontractors, you will be more organized and in better control of the budget and costs in the projects, and you will look more professional in your cooperation with your subcontractors**

Cepheo Payment Certificate for Construction

- **Cepheo Payment certificate for Construction automate the process of issuing accurate payment certificates to subcontractors, you are in full control over the process from the subcontractor posting hours to projects until matched and posted vendor invoice from the subcontractor.**
- **Subcontractors post hours in projects as your workers resulting in full control of the budget and running costs in the projects during project execution. You do not have to wait to receive the costs in the projects until you have made the payments to the subcontractors, the costs are already posted during execution of agreed work.**
- **Cepheo Payment certificate for Construction has an extensive journal framework which collects all subcontractor hours posted in projects for selected periods and create new purchase orders or new release orders from purchase agreements with hours from the selected periods for each subcontractor.**

Cepheo Payment Certificate for Construction

- **Issue payment certificates with Cepheo Payment certificate for Construction when confirming the automatically created purchase orders for the selected periods**
- **The payment certificate contain the completed work for the period with agreed prices and amounts, and all details on the transactions in the projects posted by the subcontractors with who has performed the work, when it has been done and on which projects.**

Setup

Setup per company, or vendor specific setup

Dynamics 365

Finance and Operations

Procurement and sourcing > Setup > Payment certificate parameters

Save

Options

Payment certificate parameters

General

Payment certificate report

Number sequences

Default values and parameters

SETUP

Mandatory purchase agreement

No

Allow manual payment certific...

No

Allow add manual lines to pur...

No

Purchase price

Transaction

Dynamics 365

Finance and Operations

Accounts payable > Vendors > All vendors

USSI

Save

Options

US_SI_000018 : MARGIE'S TRAVEL

Vendor payment certificate setup

Vendor setup

Purchase order

Vendor setup

Yes

SETUP

Mandatory purchase agreement

No

Allow manual payment certific...

Yes

Allow add manual lines to pur...

Yes

Purchase price

Item

Setup – Purchase price

Select to fetch cost price from posted hour transactions or use item prices and trade agreements in creation of purchase orders. The agreement with the Vendor can be setup in standard purchase trade agreements.

Purchase price

Item

Transaction

Item

Purchase order and agreement

Use subcontractor purchase agreements and create release orders, setup in Vendor setup

Finance and Operations

Accounts payable > Vendors > All vendors

SaveOptions

US_SI_000053 : GEEFT

Vendor payment certificate setup

Vendor setup

Purchase order and agreement

+ AddRemove

✓	Start date	End date	Resource	Project contract ID	Project ID	Purchase order	Purchase agreement
	9/1/2020			00000004			000901
	8/1/2020						000177

Create payment certificate journals – all or selected vendors

Create new payment certificate journals for all or selected vendors for a time period, and payment certificate journals will be created per vendor for further processing

Create payment certificate journals

Parameters

Start date

9/1/2020

End date

9/30/2020

Include all vendors

☒ Yes

Project contract

Project

Include subprojects

☐ No

Include excluded

☐ No

Run in the background

Vendors

Filter

✓	Vendor account ↑	Name
	US_SI_000014	Hardware Components
	US_SI_000015	Industrial Supplies
	US_SI_000016	Local Hardware Factory
	US_SI_000017	Local Sales and Rental
	US_SI_000018	Margie's Travel
	US_SI_000019	Parcel Express Delivery Service
	US_SI_000020	Selected Distributors

← Remove selection

→ Add selection

✓	Vendor account ↑	Name
	US_SI_000008	Distant Inn
	US_SI_000009	Exconomics Part Supply

Create payment certificate journals – per vendor

Create new payment certificate journal for a selected vendor where you can select transactions to include

Create payment certificate journal

SELECT TRANSACTIONS

Vendor account

Resource ID

Project contract

Project

Start date

End date

Include subprojects

Include excluded

Search

Project hour transactions

Select all Clear all

Select	Excluded	Resource	Project date	Project ID	Project name	Description	Category	Hours
☐	☐	000788 GEEFT	1/1/2020	00000253	Test1		PM	10.00
☐	☐	000813 GEEFT2	1/1/2020	00000253	Test1		QA	10.00
☐	☐	000788 GEEFT	3/13/2020	00000253	Test1		PM	10.00
☐	☐	000813 GEEFT2	4/2/2020	00000253	Test1		PM	10.00
☐	☐	000813 GEEFT2	4/2/2020	00000253	Test1		PM	10.00
☐	☐	000813 GEEFT2	4/2/2020	00000253	Test1		PM	10.00
☐	☐	000813 GEEFT2	4/2/2020	00000253	Test1		QA	10.00
☐	☐	000813 GEEFT2	4/2/2020	00000253	Test1		QA	10.00
☐	☐	000788 GEEFT	1/1/2020	00000253-01	Test1-same project contract		PM	10.00
☐	☐	000788 GEEFT	3/13/2020	00000253-01	Test1-same project contract		PM	10.00
☐	☐	000788 GEEFT	1/1/2020	00000253-02			PM	10.00
☐	☐	000788 GEEFT	3/13/2020	00000253-02			PM	10.00

Payment certificate journals

- **Payment certificate journal per vendor, which can be checked before posting**
- **If purchase agreement or purchase order in vendor setup, this will be prefilled in the journal**

Dynamics 365 ▾ **Finance and Operations** | Procurement and sourcing > Payment certificates > Payment certificate journals

Edit + New Delete Lines Post Options 🔍

Payment certificate journals

Show
Not posted ▾

Overview General Blocking History

✓	Payment certificate journal ID ↑	Account number	Hours	Vendor name	Lines	Posted ▾	I...
	USSI-000000009	US_SI_000006	16.00	Capable Sales and Service	2		
	USSI-000000175	US_SI_000006	5,586.00	Capable Sales and Service	54		
	USSI-000000176	US_SI_000007	9,016.50	Co			
	USSI-000000177	US_SI_000018	61.50	Ma			
	USSI-000000178	US_SI_000018	5,120.00	Ma			
	USSI-000000179	US_SI_000018	9.00	Ma			
	USSI-000000193	US_SI_000006	160.00	Ca			
	USSI-000000209	US_SI_000007	11.00	Co			

Save Delete Add Exclude Validate Post Functions ▾ Inquiries ▾ Options 🔍

USSI-000000230 : US_SI_000053

Payment certificate journal lines

Overview Log

✓	Resource	Project date	Project ID	Project name	Category	Description	Hours	Purchase order	Purchase agreement	Log
	000788 GEEFT	1/1/2020	00000253	Test1	PM		10.00		000177	
	000813 GEEFT2	1/1/2020	00000253	Test1	QA		10.00		000177	
✓	000788 GEEFT	3/13/2020	00000253	Test1	PM		10.00		000177 ▾	
	000813 GEEFT2	4/2/2020	00000253	Test1	PM		10.00			
	000813 GEEFT2	4/2/2020	00000253	Test1	PM		10.00			
	000813 GEEFT2	4/2/2020	00000253	Test1	PM		10.00			
	000813 GEEFT2	4/2/2020	00000253	Test1	QA		10.00			
	000813 GEEFT2	4/2/2020	00000253	Test1	QA		10.00			
	000788 GEEFT	1/1/2020	00000253-01	Test1-same project contract	PM		10.00	00000379		
	000788 GEEFT	3/13/2020	00000253-01	Test1-same project contract	PM		10.00	00000379		
	000788 GEEFT	1/1/2020	00000253-02		PM		10.00	00000379		
	000788 GEEFT	3/13/2020	00000253-02		PM		10.00	00000379		

Post payment certificate journals

- **New purchase orders created, or new lines added to existing purchase orders per vendor**
- **One purchase line created per resource(contractor) for each payment certificate item**
- **Split in multiple lines if different prices (if use of transaction cost prices)**

Purchase order

00000905 : US_SI_000053 - GEEFT

[Lines](#) | [Header](#) | [Open order](#) | [Approved](#)

Purchase order header

DELIVERY Delivery date 4/8/2020 Earliest confirmed delivery 	DISCOUNTS Total discount % 0.00	REPLENISHMENT Service category Location 	CROSS DOCKING DATES Delivery date 4/8/2020 Cross docking date 	Local delivery date Sales date 	PRODUCT/ORDER CREATION Auto created ☒ No Origin Purchase	PAYMENT CERTIFICATE Payment certificate ☒ Yes Payment certificate journal ☒ Yes Start date 4/2/2020 End date 4/2/2020
VENDOR Contact 						

Purchase order lines

+ Add line + Add lines Add products Remove Purchase order line ▾ Financials ▾ Inventory ▾ Product and supply ▾ Update line ▾ Work details

✓ T...	Budget chec...	Line number	Item number	Product name	Procurement category	Variant number	CW quantity	CW unit	Quantity	Unit	Unit price	Adjusted uni...	Discount	Discount per...	Net amount	Adjusted r
		1	QA	Quality Assurance	Training				20.00	hr	100.00	0.00000			2,000.00	
		2	PM	Project Manager					30.00	hr	300.00	0.00000			9,000.00	

Payment certificate

- Payment certificate with front page data from confirmed purchase lines
- Transaction report with detailed information from both purchase lines and origin project hour transactions posted by the contractors.

Contoso Consulting USA
454 1st Street
Suite 99
Redmond, WA 98052
USA

Telephone123456
Fax987456
Giro
Tax registration number1929837344

Payment certificate 00002682-1

Purchase order00002682
Date8/31/2020
Prepayment obligationNo
Delivery terms
Terms of paymentNet 30 days
OrdererGEEFT
Start date8/4/2020
End date8/31/2020

Delivery address
Contoso Consulting USA
454 1st Street
Suite 99
Redmond, WA 98052
USA

Coating Europe

Line number	Item number	Description	Delivery	Quantity	Unit	Unit price	Amount
1	PM	001013 - John Smith	8/31/2020	33.50	hr	100.00	3,350.00
2	AppDev	001016 - William York	8/31/2020	10.00	hr	90.00	900.00
3	PM	001016 - William York	8/31/2020	8.00	hr	100.00	800.00

Currency	Sales subtotal amount	Total discount	Charges	Sales tax	Round-off	Total
EUR	5,050.00	0.00	0.00	0.00	0.00	5,050.00

Payment certificate 00002682-1

Purchase agreement
Date8/31/2020
Start date8/4/2020
End date8/31/2020

Line number	Project ID	Project name	Project date	Item number	Description	Resource	Quantity	Unit	Unit price	Amount
1	00000253-02	Oslo - Bergen	8/11/2020	PM		John Smith	10.00	hr	100.00	1,000.00
1	00000253-01	Sandnes - Stavanger	8/18/2020	PM		John Smith	8.00	hr	100.00	800.00
1	00000253-01	Sandnes - Stavanger	8/30/2020	PM		John Smith	8.00	hr	100.00	800.00
1	00000253	New power lines	8/31/2020	PM		John Smith	7.50	hr	100.00	750.00
Total							33.50			3,350.00
2	00000253	New power lines	8/4/2020	AppDev		William York	5.00	hr	90.00	450.00
2	00000253-02	Oslo - Bergen	8/13/2020	AppDev		William York	5.00	hr	90.00	450.00
Total							10.00			900.00
3	00000253-02	Oslo - Bergen	8/13/2020	PM		William York	8.00	hr	100.00	800.00
Total							8.00			800.00
Total							51.50			5,050.00

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