



User Guide | CONFIDENTIAL
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SAP User Guide: Family Allowances (ANF)

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1 Introduction

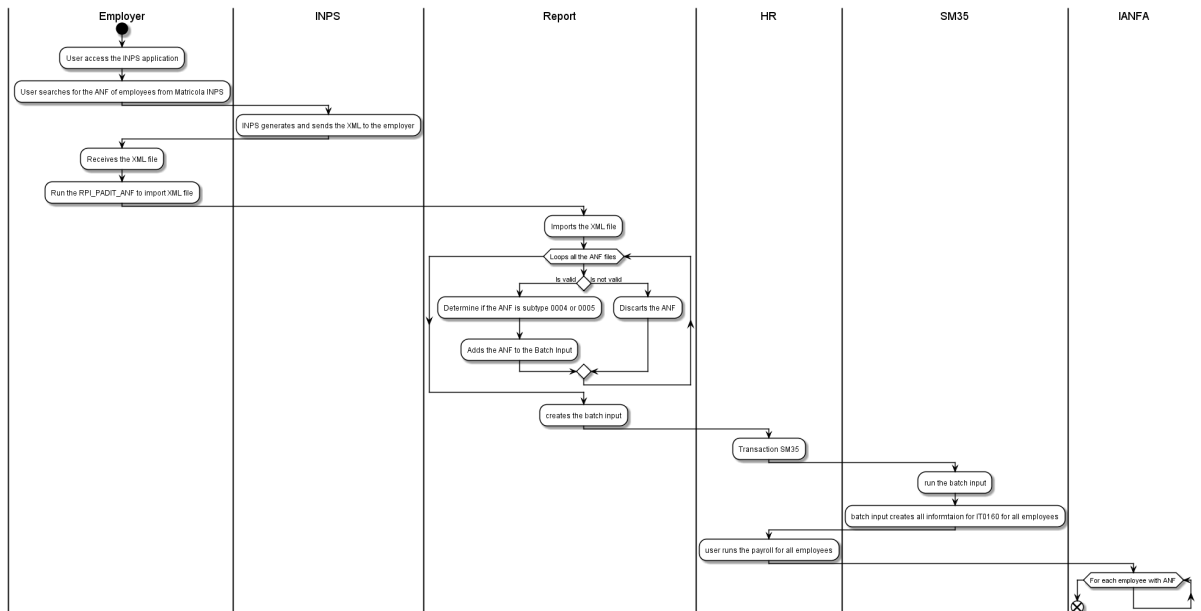
This guide contains information regarding the use of the family allowance and how the process works. You can also find technical information on how to perform the process in the SAP system and customizing activities.

2 How SAP System Integrates with INPS

In this chapter, you can find the whole process to generate the family allowance for the employees.

1. The employer requests the process via Internet.
2. INPS generates the XML containing all information regarding your request.
3. Employer receives the XML from INPS, or you can check the result and fill in the new subtypes manually (Subtypes 0004 and 0005).
4. The HR Administrator runs report `RPI_PADIT_ANF`.
5. By running the report:
 - It imports the XML file.
 - Determines if the ANF is subtype 0004 or 0005.
 - Adds the ANF to the Batch Input.
 - Creates the Batch Input.
6. The HR administrator:
 - Runs the transaction `SM35`.
 - Select the Batch Input, and it generates the information in the Infotype 0160.
7. The Batch Input creates the Infotype 0160 for all employees involved.
8. Runs the payroll for all employees:
 - The function `IANFA` is activated.

Here is a diagram to help you understand:



3 New Objects in the Infotype 0160

There are new objects in the infotype. There are:

- Subtypes:
 - **Valori ANF comunicati da INPS (0004)**: Subtype used to store ANFs sent by the government where the claimer's fiscal code is the same as the employee.
 - **ANF non richiesto dal dipendente (0005)**: Subtype used to store ANFs sent by the government where the claimer's fiscal code is different from the employee.
- Fields in the IT0160
 - Codice Fiscale Richiedente (*CLAIMER_FISCAL_CODE*): In this field, you insert the fiscal code of the user that requires the ANF in the application of the government.
 - Importo Giorno (*DAILY_AMOUNT*): This field comes filled in from the XML sent by INPS.
 - Importo Mese (*MONTHLY_AMOUNT*): This field comes filled in from the XML sent by INPS.
 - Imp.giornaliero magg. DL79 (*DAILY_ADD_AMOUNT*): This field comes filled in from the XML sent by INPS, and contains the daily additional ANF amount paid to families with children, as part of Art. 5 DL 79.
 - Imp.mensile magg. DL79 (*MONTHLY_ADD_AMOUNT*): This field comes filled in from the XML sent by INPS, and contains the monthly additional ANF amount paid to families with children, as part of Art. 5 DL 79.
 - Numero di giorni (*NUMBER_OF_DAYS*): This field doesn't have any reference to the ANF XML structure but allows customers to input the number of ANF days of the employee.
 - Mese di Pagamento (*PAYMENT_MONTH*) and Anno di Pagamento (*PAYMENT_YEAR*): for cases of retroactive calculation where the company doesn't run the retroactive calculation, the IT0160 is created for the period that it refers, the year and the month fields are filled. So the payroll considers the information set in the IT0160 to calculate the ANF paid in the period.
 - Protocollo ANF (*PROTOCOL*): This field comes filled in from the XML sent by INPS.

4 Customizing Activities for ANF

The objects that you have to customize involved in the process are the following:

Function IANFA

This function calculates the family allowances relating to the family for pay period in progress. And it's activated by the family allowance code in the IT0160.

Tipo calcolo assegno nucleo familiare (V_T5ITA1)

You define the ANF codes in the table V_T5ITA1, in the customizing fields:

- *GMесе*: this field is obligatory to fill in.
- *WTGAN*: it's not obligatory to fill in.

Codice Nucleo (V_T5ITAT)

In this table, there are the following fake codes:

INPS Fake Codes

Codes	Subtype	Corresponding Wage Type
Standard ANF		
<i>INPS</i>	0004	This fake INPS code contains the /670 wage type, which is used to calculate the ANF amount of the current period or in scenarios of standard retrocalculation.
<i>INP2</i>	0005	This fake INPS code contains the /671 wage type, which is used to calculate the ANF amount of the current period or in scenarios of standard retrocalculation.
Additional ANF		

Codes	Subtype	Corresponding Wage Type
<i>INPO</i>	0004	This fake INPS code contains the /677 wage type, which is used to calculate the additional ANF amount of the current period or in scenarios of standard retrocalculation.
<i>INPI</i>	0005	This fake INPS code contains the /680 wage type, which is used to calculate the additional ANF amount of the current period or in scenarios of standard retrocalculation.

The codes were created to get what wage types that are generated at the end of processing in the `V_T5ITA1` table, with the total amount of the month.

5 Determining the Number of the ANF Days

1. To get the number of ANF, the payroll reads the Giorni mese per assegni nucleo familiare (*GMесе*) field of **Tipo calcolo assegno nucleo familiare** (*v_T5ITA1*) table view.
2. To get the number of ANF days of the employee the payroll:
 - Reads the Numero di giorni (NUMBER_OF_DAYS) field of **Assegno nucleo familiare (IT)** (0160) Infotype.
 - If the above field is not filled, the payroll reads the number of days based on the wage type customized in the Wage-type giorni per assegno nucleo familiare (*WTGAN*) field of *v_T5ITA1* table view.

6 Calculating the ANF Amounts

Standard ANF Amounts

1. In case the number of ANF days of the employee is lower than the possible ANF days in a month, the payroll generates the wage type set in Wage-type assegno nucleo familiare (*WTGEN*) field of Codice Nucleo (*v_T5ITAT*) table view for INPS fake codes *INPS* and *INP2*, with the following formula:
 - Importo Giorno (*DAILY_AMOUNT*) field of IT0160 multiplied by the number of ANF days of the employee already mentioned.
2. In case the number of ANF days of the employee is the same as the possible ANF days in month, the payroll generates the wage type set in *WTGEN* field of *v_T5ITAT* table with the Importo Mese (*MONTHLY_AMOUNT*) field of IT0160.

ANF Additional Amounts

DL 79/2021 introduced additional ANF amounts for families that meet certain criteria. These additional amounts are calculated only if the employee already receives standard ANF allowances, as follows:

1. In case the number of ANF days of the employee is lower than the possible ANF days in a month, the payroll generates the wage type set in Wage-type assegno nucleo familiare (*WTGEN*) field of Codice Nucleo (*v_T5ITAT*) table view for INPS fake codes *INPO* and *INP1*, with the following formula:
 - Imp.giornaliero magg. DL79 (*DAILY_ADD_AMOUNT*) field of IT0160 multiplied by the number of ANF days of the employee already mentioned.
2. In case the number of ANF days of the employee is the same as the possible ANF days in month, the payroll generates the wage type set in *WTGEN* field of *v_T5ITAT* table with the Imp.mensile magg. DL79 (*MONTHLY_ADD_AMOUNT*) field of IT0160.

7 Report RPI_PADIT_ANF

The report is **ANF Input File** (RPI_PADIT_ANF), and you run it to import the XML sent by INPS. After running the report, it creates the batch input for employees.

The batch input creates the Infotype 0160 and two subtypes:

- Valori ANF comunicati da INPS (0004): Subtype used to store ANFs sent by the government where the claimer's fiscal code is the same as the employee.
- ANF non richiesto dal dipendente (0005): Subtype used to store ANFs sent by the government where the claimer's fiscal code is different from the employee.

During the processing of the report, the function *IANFA* is activated by the family allowance code in the IT0160. The function calculates the allowances relating to the family for pay period in progress and implements the report RPI_PADIT_ANF.

Selection Screen

- Input file
 - File logico su App.Server (checkbox): This checkbox enables the field *File logico su App.Server*.
 - File su PC (checkbox): this checkbox enables the field *Nome file su PC*.
 - File logico su App.Server: In case you have saved the XML in the R/3 SAP system, this field allows you to get the XM file directly from there.
 - Nome file su PC: In this field, you insert the XML file sent by INPS, from your machine.
- Opzioni Batch input
 - Test (non crea Batch input): If you don't check this box, the Batch Input is not created.
 - Utente per batch input: Insert the user name to be used for the Batch Input.
 - Nome sessione: You insert the name used in the Batch Input.
- Periodi da non considerare nel file input
 - Periodi da escludere: In this field, you select the value that should not be considered.
- Opzioni di selezione
 - Codice fiscale: fiscal code of the employee.
 - CID: The personnel number is the only feature within a client which is unique to an employee. You enter a personnel number before you can display and maintain an employee's master data and time data.
 - Società: Key that uniquely identifies a company code (BUKRS).
 - Area del Personale: A personnel area is an organizational entity representing an area within an enterprise defined by specific aspects of personnel administration, time management and payroll.
 - Sottoarea Personale: A personnel subarea is an organizational entity which represents part of a personnel area which is distinguished from others by unique features of personnel administration, time management, and payroll accounting.
 - Status dipendente: The employee group is an organizational entity which is governed by specific personnel regulations. An employee group is divided into several employee subgroups

- Tipo dipendente: An employee subgroup is an organizational entity within an employee group which is governed by specific personnel regulations.
- Area calc. retr.: A payroll accounting area (which is often abbreviated to payroll area) is an organizational unit containing all of the employees for whom the payroll runs at the same time.
- Stato cliente, stato occupazione, stato pagamento straordinario: the three status indicators have the following meanings:
 - **Customer defined:** Not used in the standard system. You can use this indicator according to your requirements.
 - **Employment 0:** Employee not with company.
 - Employee with company, but inactive.
 - Employee with company, but as retiree.
 - Employee active in company.
 - Special payment: 0: Special payment: no entitlement.
 - Special payment: standard wage type.
 - Special payment: special wage type.
- Periodo di pagamento richiesto
 - Periodo di pagamento: in this field, you insert the period that the employee is paid.

Output

- Statistica: In this tab, you can see the number of employees refused and imported.
- ANF Messaggi: : In this tab, you can see all error and warning messages regarding the processing of the report.
- ANF Batch Input: In this tab, you can see the list of the employee or employees processed and their details.
- Messaggi generali: In this tab, you find error or warning messages.

8 Previous Period Payment for ANF

SAP recommends to use the standard solution.

SAP has created the payment for previous years, which is intended for those customers that can't generate a retroactive payment using the standard solution.

So, to generate a retrocalculation:

1. In the Infotype 0160, for the payment period fill in the fields **month** (*PAYMENT_MONTH*) and **year** (*PAYMENT_YEAR*).
 - You insert the date you want to **pay** the ANF in the IT0160 for each month that corresponds for a retrocalculation.

❖ Example

If you have 3 months to pay (January, February, and March) that are paid in July, you create 3 IT0160, one per each month. And indicates in each of them that the payment month is July.

2. Run the payroll.
3. The payment is done through the following wage types (for more information, see [Customization for Retrocalculation \[page 13\]](#)):
 - For standard ANF:
 - For subtype 0004: /672 and /673.
 - For subtype 0005: /674 and /675.
 - For additional ANF:
 - For subtype 0004: /678 and /679.
 - For subtype 0005: /681 and /682.

❖ Example

So, in the fields in the IT0160 you insert the period you want to make the payment.

ANF Period	ANF Payment Period	ANF Payment Date
January 2019	July	July

The **HR IT: calcolo degli assegni familiar** (*IANFA*) payroll function was changed to calculate the ANF payment for previous periods.

This payroll function behaves as follows:

- In case the employee being ran has an IT0160, with 0004 or 0005 subtype, with *PAYMENT_MONTH* and *PAYMENT_YEAR* fields within the period of the payroll run, the *IANFA* payroll function calculates the ANF payment by:
 - Generating the wage type stored in the following fake INPS codes:
 - For standard ANF: INP3 (for 0004 subtype) or INP5 (for 0005 subtype)
 - For additional ANF: INP7 (for 0004 subtype) or INP9 (for 0005 subtype)

- Filling with value 'A' the Tipo di attribuzione variabile (*VOTYP*) field, and Numero di attribuzione variabile (*VOZNR*) field with a counter of ANF from previous periods.
- Generating the wage types stored in the following cumulation fake INPS codes:
 - For standard ANF: INP4 and INP6 with cumulations from the fake INPS codes INP3 and INP5, respectively.
 - For additional ANF: INP8 and INPA with cumulations from the fake INPS codes INP7 and INP9, respectively.
- Filling the **Attribuzione variabile** (VO) payroll table with each combination of *VOTYP* and *VOZNR* fields. The Info attribuzione variabile (*VINFO*) field is filled with the Inizio validità (BEGDA) field of the respective IT0160.

8.1 Customization for Retrocalculation

In this chapter, you find customizing objects related to retrocalculation for ANF.

You use the following wage types to pay the employee that is subject of retro payment:

Wage Types	Description
Standard ANF	
/ 672	This wage type contains the ANF amount (for 0004 subtype) from previous periods split by period.
/ 673	This wage type contains the total ANF amount (for 0004 subtype) from previous periods. It shouldn't be considered in the employee's net payment.
/ 674	This wage type contains the ANF amount (for 0005 subtype) from previous periods split by period. It shouldn't be considered in the employee's net payment.
/ 675	This wage type contains the total ANF amount (for 0005 subtype) from previous periods. It shouldn't be considered in the employee's net payment.
Additional ANF	
/ 678	This wage type contains the ANF additional amount (for 0004 subtype) from previous periods split by period.
/ 679	This wage type contains the total ANF additional amount (for 0004 subtype) from previous periods. It shouldn't be considered in the employee's net payment.

Wage Types	Description
/681	This wage type contains the ANF additional amount (for 0005 subtype) from previous periods split by period. It shouldn't be considered in the employee's net payment.
/682	This wage type contains the total ANF additional amount (for 0005 subtype) from previous periods. It shouldn't be considered in the employee's net payment.

Fake INPS Codes

SAP created the fake INPS codes in the table `V_T5ITAT`, which make flexible for those customers that want to create their own wage types.

The fake codes and the corresponding wage types are:



Fake INPS Code	Subtype	Corresponding Wage Type
Regular ANF		
INP3	0004	This fake INPS code contains the /672 wage type.
INP4	0004	This fake INPS code contains the /673 wage type.
INP5	0005	This fake INPS code contains the /674 wage type.
INP6	0005	This fake INPS code contains the /675 wage type.
Additional ANF		
INP7	0004	This fake INPS code contains the /678 wage type.
INP8	0004	This fake INPS code contains the /679 wage type.
INP9	0005	This fake INPS code contains the /681 wage type.
INPA	0005	This fake INPS code contains the /682 wage type.

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