

# BR: Reinf

## Tasks to be completed when documenting an operation (from creation to publication)

1. Enter the **Title of the operation / page**

2. Add the following Labels:

- Scope of applicability: ww, country\_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk\_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south\_korea, thailand, singapore, new\_zealand, emea\_transversal, apac\_transversal
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
  - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
    - Labels to be used: **ww, financial\_accounting, central\_fin\_proc\_compliance**
  - E.g. 2: France Operation in Financial Accounting:
    - Labels to be used: **country\_accounting, france, financial\_accounting**  
(for country operations, the Domain is always country\_accounting)

3. Fill in all fields as described above

4. Name the title of each section using OPD methodology naming convention - **Infinitive verb without the "to", mainly action verb...something) -" I do something..."**

5. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain:

Responsibility area:

## Table of contents

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- Table of contents
  - 1. Objective and Scope
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    - 1.2. Scope
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## Scope

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**WW**

? Unknown Attachment

## ERP

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**WP1**

## Frequency

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**Month**

? Unknown Attachment

? Unknown Attachment

## References

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## Forms

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## Attachments

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<< BR: Reinf >>

## 1. Objective and Scope

### 1.1. Objective of this Operation

This documentation is intended to show how the REINF process is carried out for companies in Brazil.

### 1.2. Scope

This procedure is applicable for company 7523 in WP1 ERP.

## 2. Definitions

- WP1

## 3. Tasks description

The Digital Tax Bookkeeping of Withholdings and Other Tax Information EFD-Reinf is one of the modules of the Public Digital Bookkeeping System - SPED, to be used by legal entities and individuals, in addition to the Digital Bookkeeping System of Tax, Social Security and Labor Obligations - eSocial.

To do the REINF, we must always check what is released in SAP and what is in Mastersaf.

### 3.1. Responsibility

- Responsible is ACP, with cam validation.

### 3.2. Periodicity

Is schedule to be performed on D+15.

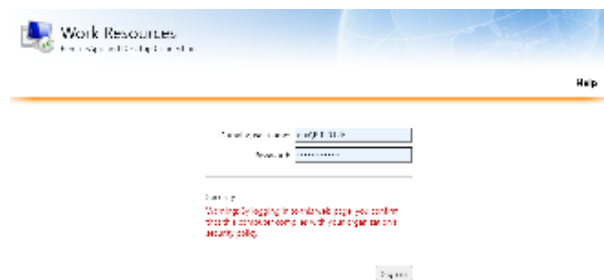
### 3.3. I I Make extraction of Mastersaf

#### 3.3.1 I Make extraction R2010 and R2020

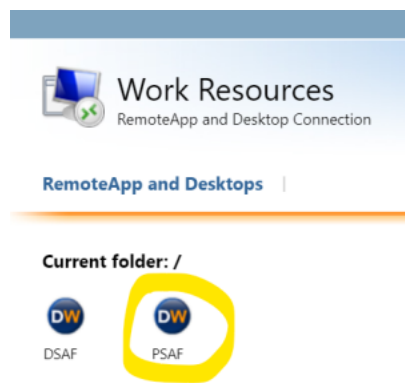
To extract the data in Mastersaf, Go in :

<https://brspaos01.eua.solvay.com/RDWeb/Pages/en-US/login.aspx>

Insert user name and password



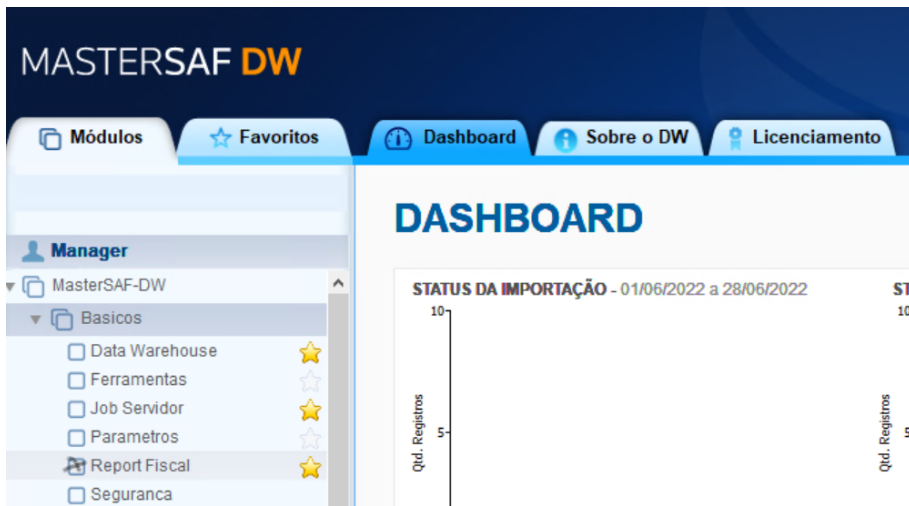
Click in PSAF



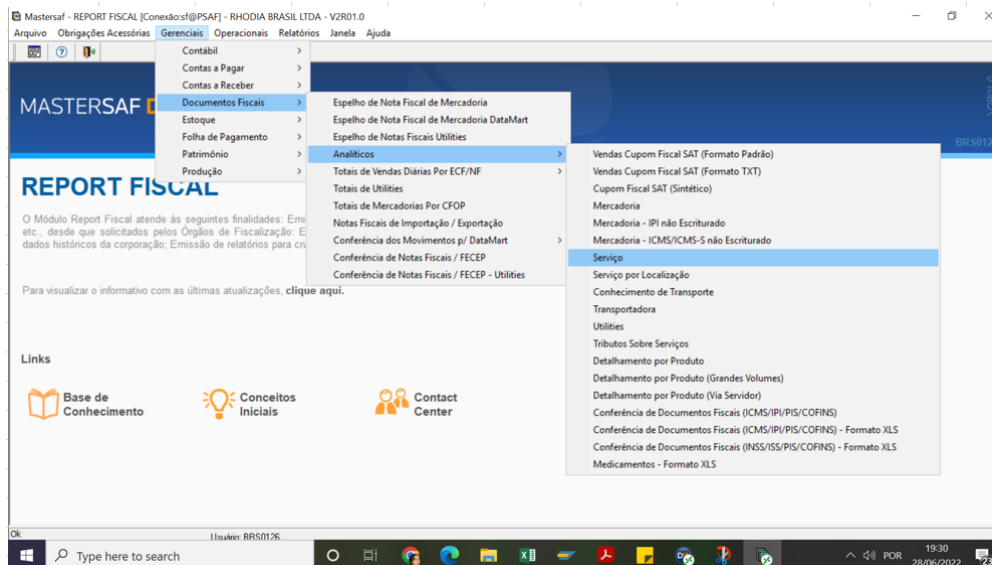
Insert user and password of Mastersaf



Go to, BASICOS>REPORT FISCAL



Go to > Gerencias>Analiticos>Serviço



Insert information.

Empresas: \*\*.Todos\*\*

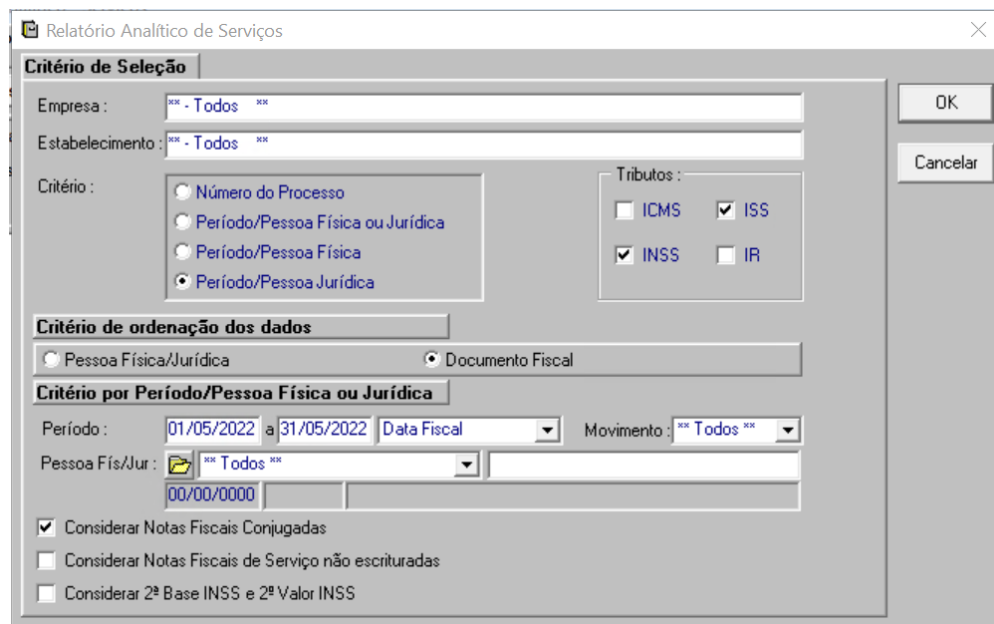
Estabelecimento: **\*\* Todos \*\***

Critério: *Período/Pessoa Jurídica* 

Período (Date): *Insert date, example 01/05/2022 a 31/05/2022.*

Tributos: *sigh INSS and ISS*

Sigh: *Considerar Notas Fiscais Conjugadas.* 

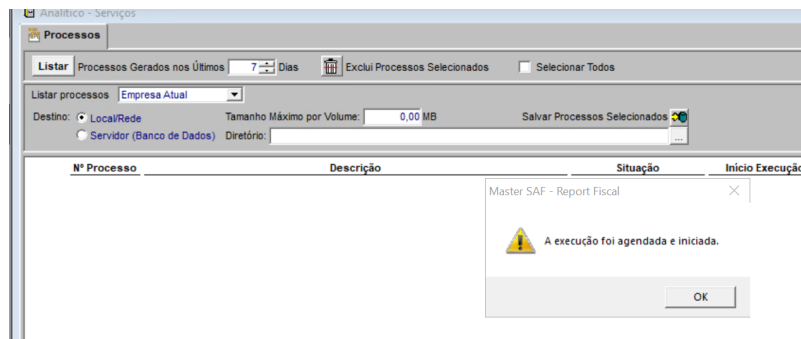


The screenshot shows a dialog box titled "Relatório Analítico de Serviços". It contains several sections for configuration:

- Critério de Seleção:** "Empresa" and "Estabelecimento" are both set to "\*\* Todos \*\*". Under "Critério", "Período/Pessoa Jurídica" is selected. In the "Tributos" section, "INSS" and "ISS" are checked, while "ICMS" and "IR" are unchecked.
- Critério de ordenação dos dados:** "Documento Fiscal" is selected.
- Critério por Período/Pessoa Física ou Jurídica:** "Período" is set to "01/05/2022 a 31/05/2022" with "Data Fiscal" as the date type and "Movimento" set to "\*\* Todos \*\*". "Pessoa Fís/Jur" is set to "\*\* Todos \*\*".
- Checkboxes:** "Considerar Notas Fiscais Conjugadas" is checked. "Considerar Notas Fiscais de Serviço não escrituradas" and "Considerar 2ª Base INSS e 2ª Valor INSS" are unchecked.

Buttons for "OK" and "Cancelar" are visible on the right side.

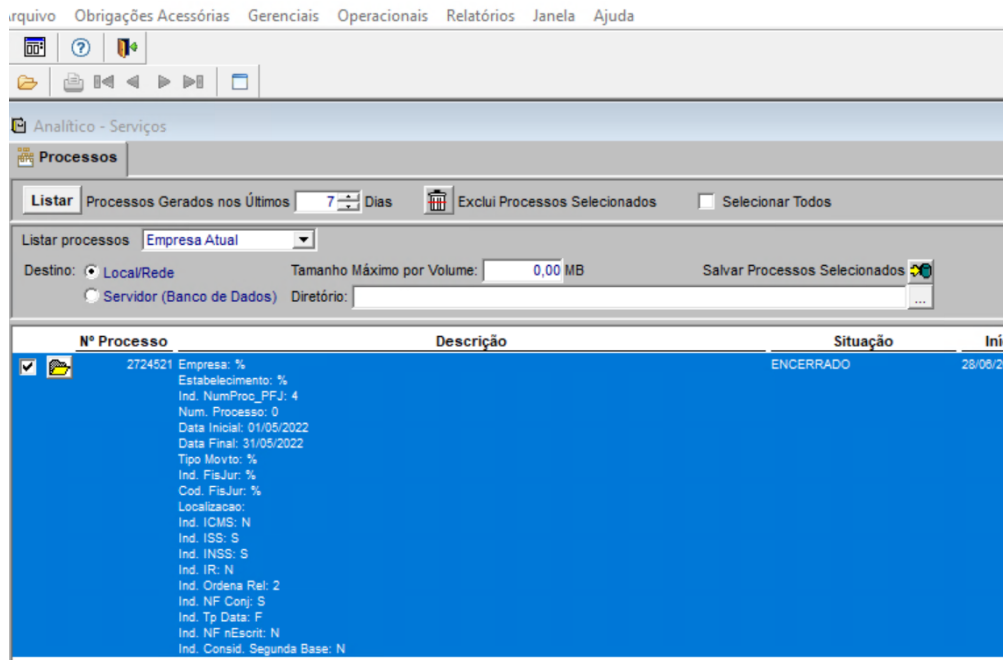
Click in OK, Following message after generating report.



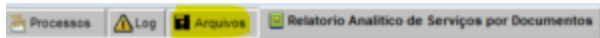
The screenshot shows the "Processos" window with a message dialog box overlaid. The message dialog, titled "Master SAF - Report Fiscal", contains a warning icon and the text "A execução foi agendada e iniciada." with an "OK" button.

The background window shows a table with columns: "Nº Processo", "Descrição", "Situação", and "Início Execução". The table is currently empty.

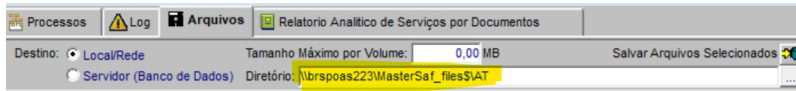
Click in.  



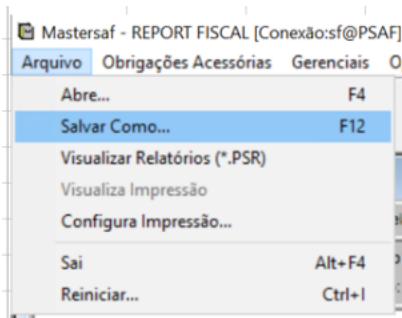
Click in Arquivos,



Insert directory.

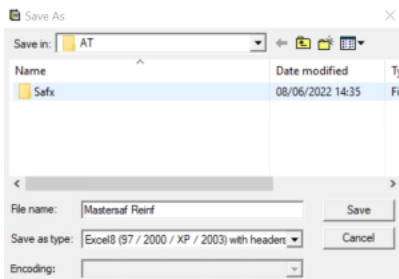


Click in, Arquivo>Salvar Como...



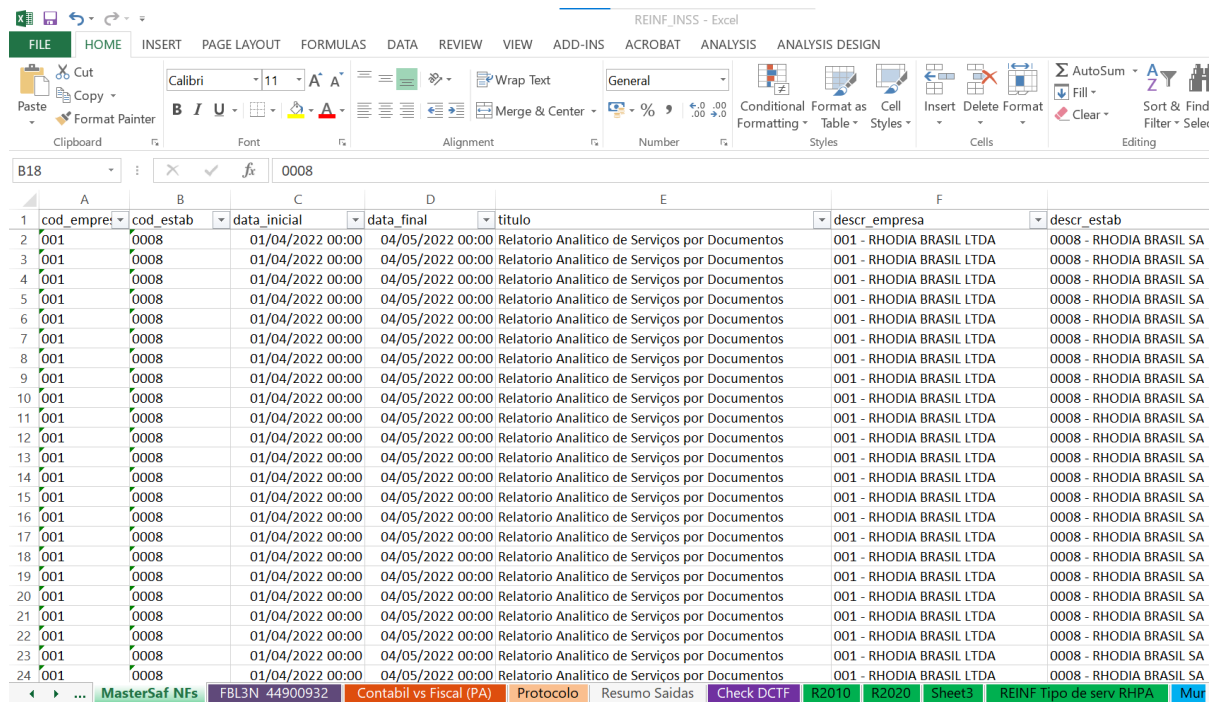
Save as type: Excel with header and





Insert information in:

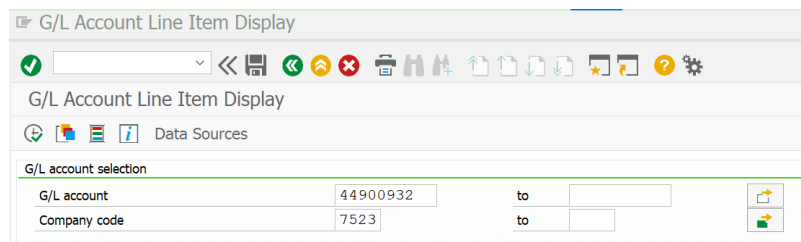
Tab >Mastersaf Nfs.



The file data will be inserted in the excel file to check with the SAP extraction, extracted in the FBL3N transaction.

### 3.3.2 I Make extraction of FBL3N (SAP)

Go to in FBL3N, account 44900932, Open items, use the layout TP.



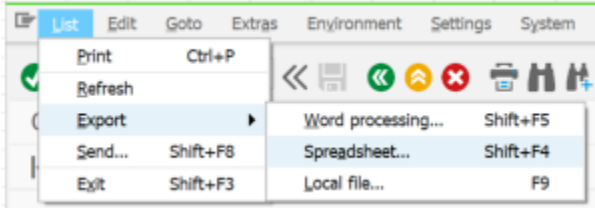
Insert company code 6375 and 7523.

Multiple Selection for Comp

Select Single Values (2)

O... Singl...	
	7523
	6375

And Save, LIST>EXPORT>SPREADSHEET



Insert information in:

Tab >FBL3N 44900932

REINF\_INSS - Excel

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
	Empresa	Loc.negóci	Centro	Centro cus	Conta	Conta do	Conta Incto.con trap.	Referência	Material	Quantidade	Montante em moeda interna	Moeda interna	Mont.moeda doc.	Moeda do documento	Nome do	Nº documento	Item	Chave refe
1																		
2	7523	0046			44900932	44900932	98300207	8465-E		0,000	-144.542,56 BRL		-144.542,56 BRL		BRBC19775	5100058801	5	51145677
3	6375	0022			44900932	44900932	98300207	1171-A		0,000	-71.280,00 BRL		-71.280,00 BRL		BRBC81365	5100000126	26	51149183
4	6375	0022			44900932	44900932	98300207	751-A		0,000	-57.157,72 BRL		-57.157,72 BRL		KRAU4535	5100000200	3	51149715
5	6375	0022			44900932	44900932	98300207	1290-A		0,000	-54.986,80 BRL		-54.986,80 BRL		KRAU4535	5100000191	41	51155690
6	6375	0022			44900932	44900932	98300207	3192-A		0,000	-30.184,00 BRL		-30.184,00 BRL		BRBC81405	5100000152	5	51149431
7	7523	0045			44900932	44900932	98320010	16479-E		0,000	-30.098,40 BRL		-30.098,40 BRL		KRAU4535	5100031373	10	51155710
8	7523	0045			44900932	44900932	98320010	16479-E		0,000	-30.098,40 BRL		-30.098,40 BRL		BRBC81365	5100031764	26	51155733
9	6375	0022			44900932	44900932	98300207	1173-A		0,000	-28.710,00 BRL		-28.710,00 BRL		BRBC81365	5100000124	5	51149178
10	7523	0041			44900932	44900932	98300107	22301-A		0,000	-28.466,73 BRL		-28.466,73 BRL		LIMA9175	5100026979	4	51155462
11	7523	0041			44900932	44900932	98300107	22414-A		0,000	-28.466,73 BRL		-28.466,73 BRL		LIMA9175	5100033936	4	51155888
12	6375	0022			44900932	44900932	98300207	60599-A		0,000	-27.824,28 BRL		-27.824,28 BRL		KRAU4535	5100000237	38	51150179
13	7523	0045			44900932	44900932	98320010	16524-E		0,000	-26.531,02 BRL		-26.531,02 BRL		BRBC81435	5100039712	29	51156235
14	7523	0041			44900932	44900932	75000444	8769-CC		0,000	-25.321,60 BRL		-25.321,60 BRL		BRBC81365	5100000402	2	51000149
15	6375	0022			44900932	44900932	98300207	1255-A		0,000	-23.091,20 BRL		-23.091,20 BRL		KRAU4535	5100000042	20	51154283
16	6375	0022			44900932	44900932	98300207	1263-A		0,000	-23.091,20 BRL		-23.091,20 BRL		KRAU4535	5100000074	20	51154682
17	7523	0041			44900932	44900932	75000444	10416-CC		0,000	-20.064,05 BRL		-20.064,05 BRL		BRBC81365	5100000521	2	51000052
18	7523	0045			44900932	44900932	764721	7906-C		0,000	-19.948,94 BRL		-19.948,94 BRL		BRBC81365	5100000826	2	51000080
19	7523	0041			44900932	44900932	98300207	9981-A		0,000	-16.276,22 BRL		-16.276,22 BRL		BRBC81435	5100030813	5	51155685
20	7523	0041			44900932	44900932	98300160	204-A		0,000	-15.840,00 BRL		-15.840,00 BRL		KRAU4535	5100031058	3	51155690
21	7523	0006			44900932	44900932	98300160	1304-A		0,000	-14.890,70 BRL		-14.890,70 BRL		BRBC08775	5100055282	3	51139388
22	7523	0045			44900932	44900932	98300207	4973-A		0,000	-14.500,45 BRL		-14.500,45 BRL		LIMA9175	5100040060	5	51156241
23	7523	0041			44900932	44900932	98300207	6770-A		0,000	-13.759,29 BRL		-13.759,29 BRL		LIMA9175	5100040028	14	51156241
24	7523	0045			44900932	44900932	98300207	4655-A		0,000	-13.627,00 BRL		-13.627,00 BRL		KRAU4535	5100031175	98	51155701
25	7523	0041			44900932	44900932	98300207	2015-A		0,000	-13.431,22 BRL		-13.431,22 BRL		KRAU4535	5100034325	20	51155911

### 3.3.3 I Check in between SAP vcs Mastersaf

Contabil vs Fiscal (PA)

Go to in tab

In dynamic tables, you have the accounting data on the left side and the tax data on the right side.

The tables must be the same, as shown in the image below.

44900932 PA 04.05.2022

FISCAL MAI 2022

Check	(All)
Ano/Mês Emissão	2022/04
Ano/Mês Lcto	(All)
Código de transaçã	(Multiple Items)

Possui INSS	S
Ano Mês Emissac	2022/4
Ano Mês Lcto	(All)
tipo_movto	E

Empresa	Total	Lcto Contát	Total Geral
7523	- 503.936,68	-	<b>503.936,68</b>
6375	- 57.516,80	-	<b>57.516,80</b>
<b>Grand Total</b>	<b>- 561.453,48</b>	<b>-</b>	<b>561.453,48</b>

Empresa	Cod	Sum of valor_inss	Contabil	Alta de entrega REINF
RSA	001	503.936,68	-	10.078,73
COGER	075	57.516,80	-	1.150,34
<b>Grand Total</b>		<b>561.453,48</b>	<b>-</b>	<b>11.229,07</b>

Empresa	7523
Check	(All)
Ano/Mês Emissão	2022/04
Código de transaçã	(Multiple Items)

cod_empresa	001
Possui INSS	S
Ano Mês Emissac	2022/4
Ano Mês Lcto	(All)
tipo_movto	E

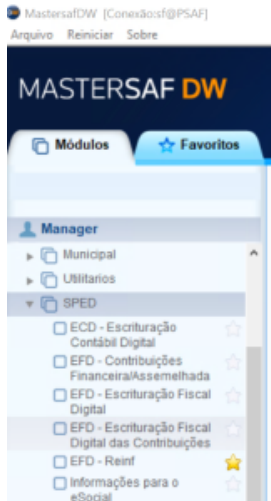
NF	Ano/Mês Lcto	Total	Fiscal	Obs
66	02/2022	- 561,10	-	-
204	02/2022	#####	-	-
1014	02/2022	- 1.703,28	-	-
1029	02/2022	- 240,90	-	-
1030	02/2022	- 623,70	-	-
1044	02/2022	- 833,80	-	-
1069	02/2022	- 1.016,68	-	-
1070	02/2022	- 313,96	-	-
1325	02/2022	- 792,00	-	-
1326	02/2022	-2.596,04	-	-
1327	02/2022	- 525,95	-	-
1328	02/2022	- 451,55	-	-
1491	02/2022	- 290,33	-	-
1492	02/2022	-2.272,67	-	-
1493	02/2022	-2.453,36	-	-
1537	02/2022	-3.298,28	-	-
1539	02/2022	- 7,07	-	-
1642	02/2022	- 74,80	-	-
1643	02/2022	-2.344,98	-	-
1644	02/2022	- 1.316,48	-	-
1645	02/2022	- 2.139,28	-	-
1811	02/2022	- 1.559,25	-	-
1935	02/2022	-5.226,39	-	-
1972	02/2022	- 4.618,06	-	-
2230	02/2022	- 1.678,64	-	-
2295	02/2022	- 5.133,11	-	-

Row Labels	Sum of valor_i	Contabil
66	561,10	-
204	15.840,00	-
1014	1.703,28	-
1029	240,90	-
1030	623,70	-
1044	833,80	-
1069	1.016,68	-
1070	313,96	-
1325	792,00	-
1326	2.596,04	-
1327	525,95	-
1328	451,55	-
1491	290,33	-
1492	2.272,67	-
1493	2.453,36	-
1537	3.298,28	-
1539	7,07	-
1642	74,80	-
1643	2.344,98	-
1644	1.316,48	-
1645	2.139,28	-
1811	1.559,25	-
1935	5.226,39	-
1972	4.618,06	-
2230	1.678,64	-
2295	5.133,11	-

After the check is done, we can proceed to the final check, we will check if the Mastersaf generator data will be reported correctly, to the social security website.

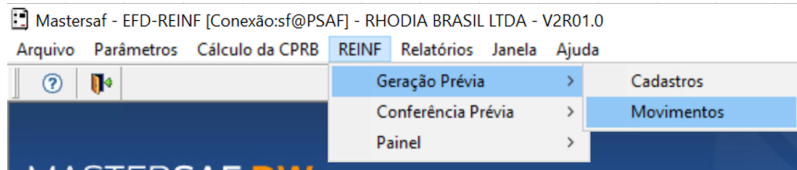
### 3.3.4 | Event generation.

Go to in > Módulos>SPED>EDF-Reinf



Go to in,

REINF>Geração Prévia>Movimentos



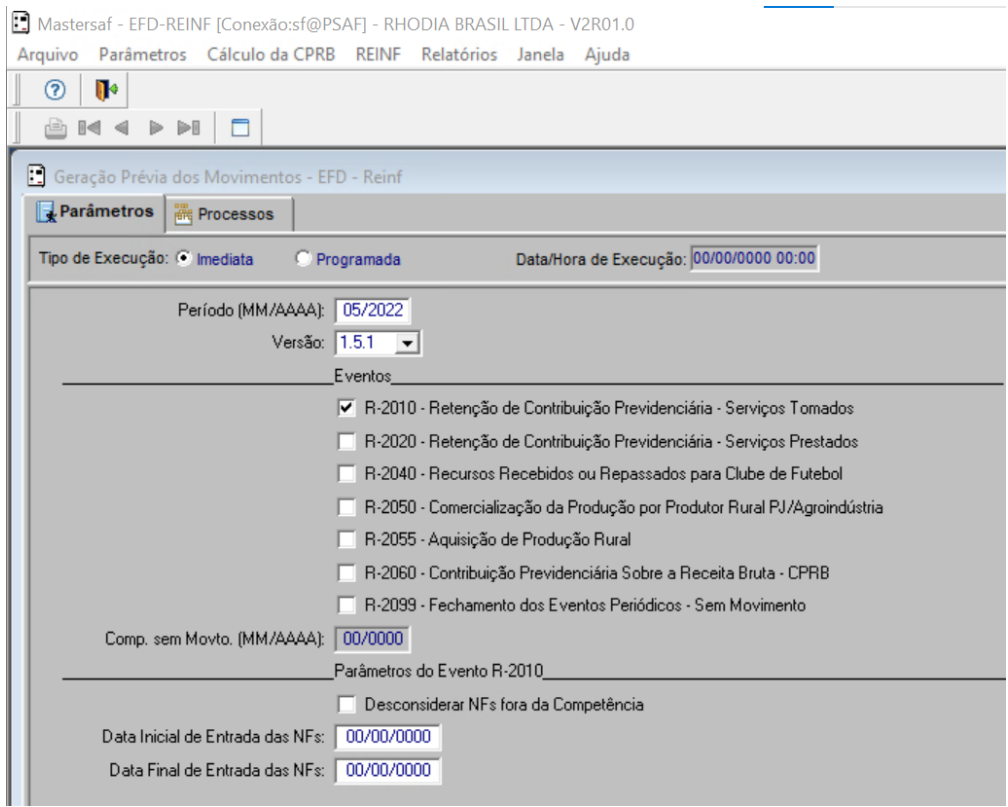
First, make the Eextract event R2010 (Notes tomadas)

Insert period (example 05/2022)

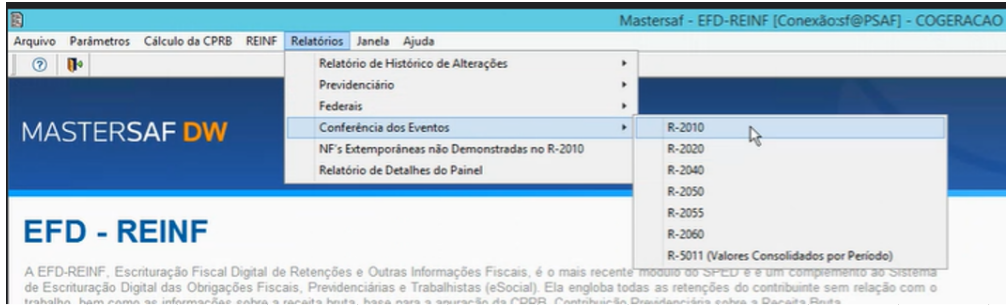
Float  R-2010

Float Company  001 / Centralizador - 0008 - RHODIA BRASIL SA

and run in

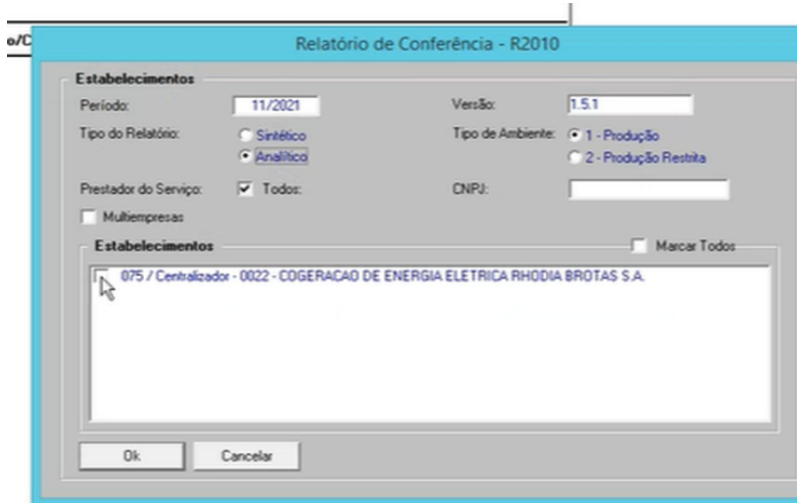


Em seguida, ir em > Relatórios > Conferência de Eventos > R2010 or R2020.

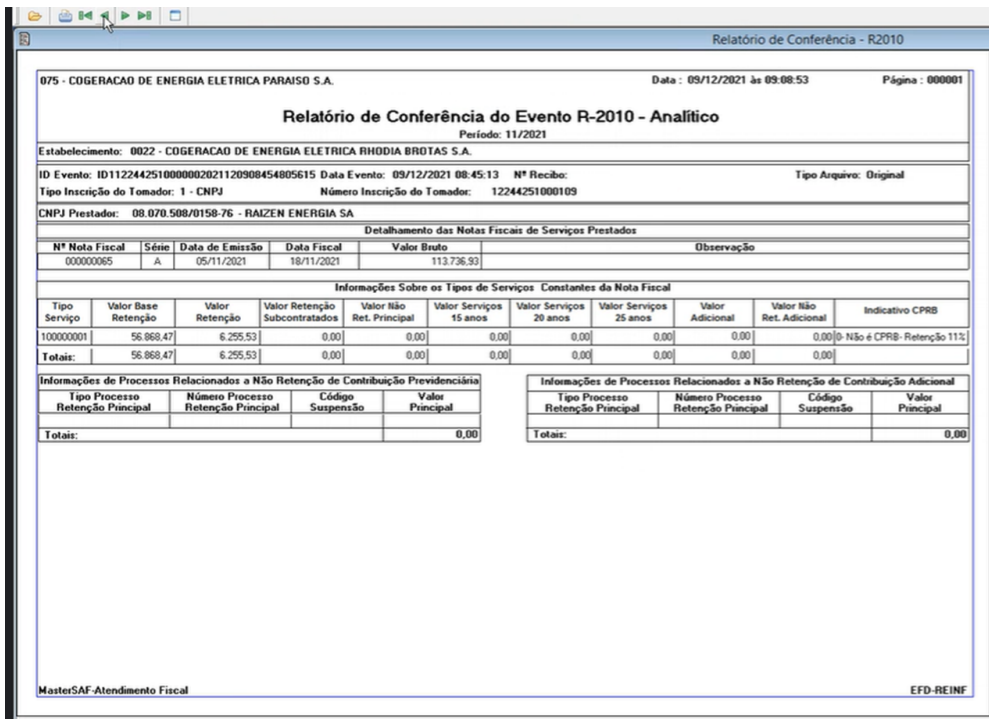


Insert Information as:

Período> Análítico> Produção and float company.



The file will be generated,

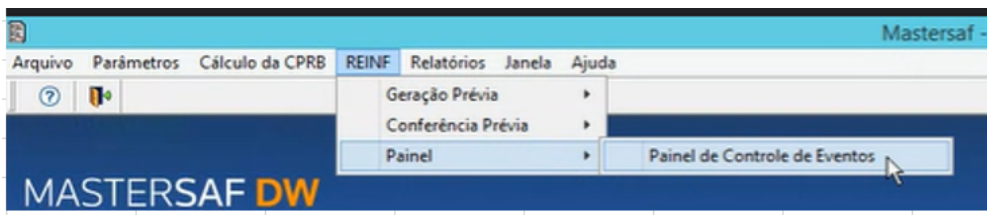


Save file by directory, then generate events to send.

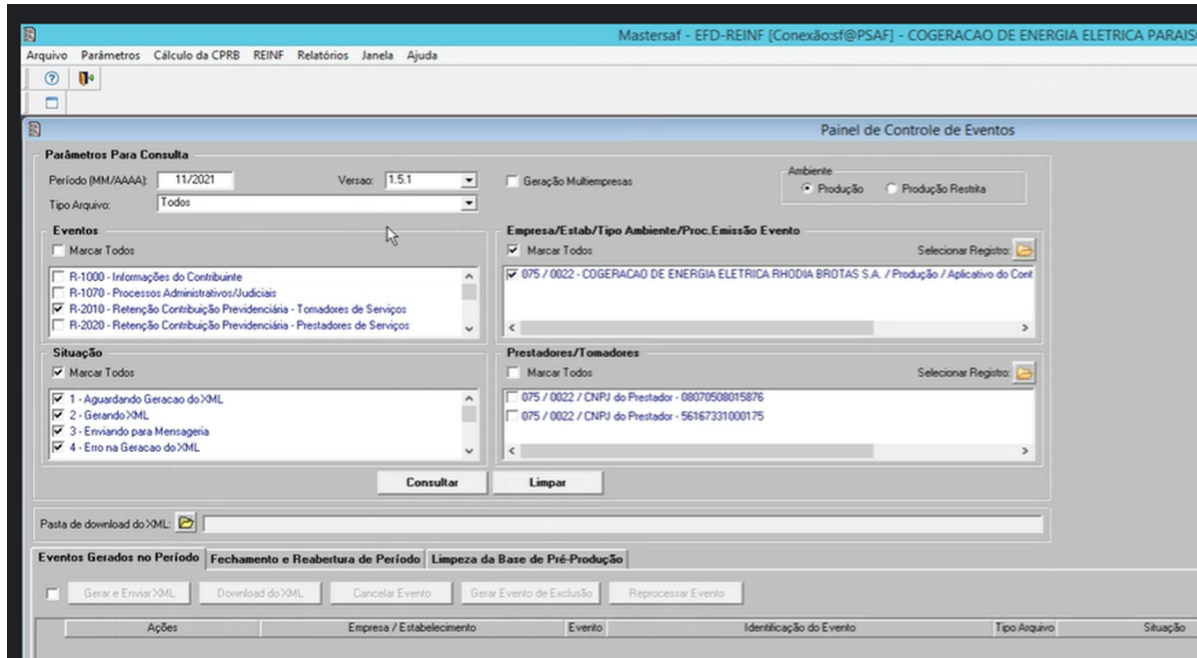
### 3.3.5 | Event to send

Next step would be to generate the events for sending the files to the messaging system.


Go in, > REINF>Painel> Painel de Controle de Eventos.



Click according to the print below.



Click in, 

Click in the generated events and 

Ações	Empresa / Estabelecimento	Evento	Identificação do Evento	Tipo Arquivo	Situação	Ambiente	ID Evento	Atualização Mensagem
<input checked="" type="checkbox"/>	075 / 0022 - COGERAÇÃO DE ENERGIA ELÉTRICA RHODIA B	R-2010 Num Insc Tom Sev - 12244251000109 - CNPJ do Prestador: 08070508015876	Original	Em Processamento (Mensagem)	Produção	ID1122442510000002021120908454905615	09/12/2021 08:47:01	
<input checked="" type="checkbox"/>	075 / 0022 - COGERAÇÃO DE ENERGIA ELÉTRICA RHODIA B	R-2010 Num Insc Tom Sev - 12244251000109 - CNPJ do Prestador: 56167331000175	Original	Em Processamento (Mensagem)	Produção	ID1122442510000002021120908454905616	09/12/2021 08:47:01	

Total de Eventos Demonstrados: 2

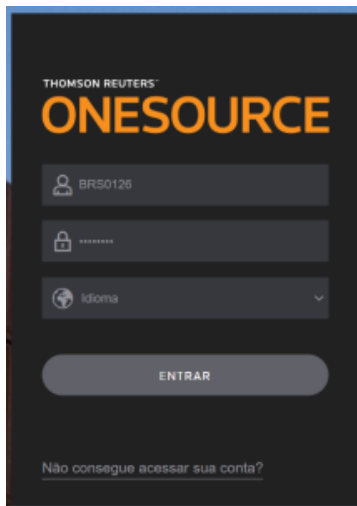
After sending the events to the message, follow the next one on the page of ONESOURCE.

### 3.3.6 | Shipping ONESOURCE

Go in,

<http://172.16.80.2:8080/taxbr-solution-web/pages/login.jsf>

Insert user name and password.



Click in > Mensageria REINF



Go in > Painéis>Eventos



Search by CNPJ and date.

Mensageria REINF

Eventos

Painel de Eventos

Pesquisa

CNPJ do Contribuinte: 12.244.251

Período Inicial: 01/05/2022

Período Final: 31/05/2022

Pesquisar

Click in > Contribuição Previdenciária.

Enviar para o Governo Remover Downloads Exportar Consultar Status do Período Desmarcar Todos Atualizar Painel

Contribuinte Processos Contribuição Previdenciária Associação Desportiva Comercialização e Aquisição da Produção Fechamento e Reabertura Espetáculo Desportivo

	STATUS DO EVENTO	CÓD. DO EVENTO	TIPO DO EVENTO	IDENT. DO EVENTO	CNPJ DO CONTRIBUINTE
	<Todos>	<Todos>	<Todos>		
<input checked="" type="checkbox"/>	Pendente de Envio	R-2010	Original	ID112244251000000202112...	12.244.251
<input checked="" type="checkbox"/>	Pendente de Envio	R-2010	Original	ID112244251000000202112...	12.244.251

Click on the events and send to the Government, in:

Enviar para o Governo

After updating the status to: Retornado do Governo com sucesso.

	STATUS DO EVENTO	CÓD. DO EVENTO	TIPO DO EVENTO	IDENT. DO EVE...	CNPJ DO CONT...	CNPJ/CNO DO ...	NÚM. DE INSC...	PERÍODO DE A...
	<Todos>	<Todos>	<Todos>					
<input type="checkbox"/>	Retornado do Governo co...	R-2010	Original	ID1122442510...	12.244.251	12.244.251/00...	56.167.331/00...	05/2022

Registros: 1

« « Página 1 de 1 » » 500

After the above message, return to Mastersaf to end the period.

### 3.3.7 Close Mastersaf period.

In mastersaf the message on the SITUAÇÃO tab, too must be as, "Evento Recebido pelo Fisco com Sucesso" only then can we close the period.

SOLVAY WEB Collaboration Tool - Pereira, Adriano (21527) Mastersaf - EFD-REINF [Conexões@PSAF] - COGERACAO DE ENERGIA ELETRICA PARAISO

Arquivo Parâmetros Cálculo da CPRB REINF Relatórios Janela Ajuda

### Painel de Controle de Eventos

**Parâmetros Para Consulta**

Período (MM/AAAA): 11/2021 Versão: 1.5.1

Tipo Arquivo: Todos

**Eventos**

Marcar Todos

- R-1000 - Informações do Contribuinte
- R-1070 - Processos Administrativos/Judiciais
- R-2010 - Retenção Contribuição Previdenciária - Tomadores de Serviços
- R-2020 - Retenção Contribuição Previdenciária - Prestadores de Serviços

**Situação**

Marcar Todos

- 1 - Aguardando Geracao do XML
- 2 - Gerando XML
- 3 - Enviando para Mensageria
- 4 - Erro na Geracao do XML

**Empresa/Estab/Tipo Ambiente/Proc.Emissão Evento**

Marcar Todos Selecionar Registro: [Ícone]

- 075 / 0022 - COGERACAO DE ENERGIA ELETRICA RHODIA BROTAS S.A. / Produção / Aplicativo do Cont

**Prestadores/Tomadores**

Marcar Todos Selecionar Registro: [Ícone]

- 075 / 0022 / CNPJ do Prestador - 08070508015876
- 075 / 0022 / CNPJ do Prestador - 56167331000175

Pasta de download do XML: [Ícone]

**Eventos Gerados no Período** **Fechamento e Reabertura de Período** **Limpeza da Base de Pré-Produção**

Gerar e Enviar XML

Ações	Empresa / Estabelecimento	Evento	Identificação do Evento	Tipo Arquivo	Situação
[Ícone] Mais	075 / 0022 - COGERACAO DE ENERGIA ELETRICA RHODIA B	R-2010	Num.Insc Tom Serv - 12244251000109 - CNPJ do Prestador: 08070508015876	Original	Evento Recebido pelo Fisco com Sucesso
[Ícone] Mais	075 / 0022 - COGERACAO DE ENERGIA ELETRICA RHODIA B	R-2010	Num.Insc Tom Serv - 12244251000109 - CNPJ do Prestador: 56167331000175	Original	Evento Recebido pelo Fisco com Sucesso

Total de Eventos Demonstrados: 2

Then change flag from R2010 to R2099

**Parâmetros Para Consulta**

Período (MM/AAAA): 11/2021 Versão: 1.5.1

Tipo Arquivo: Todos

**Eventos**

Marcar Todos

- R-2060 - Contribuição Previdenciária Sobre a Receita Bruta - CPRB
- R-2098 - Reabertura de Período
- R-2099 - Fechamento de Período
- R-9000 - Evento de Exclusão

**Situação**

Marcar Todos

Go in> Fechamento e Reabertura do Período.

Pasta de download do XML: [Ícone]

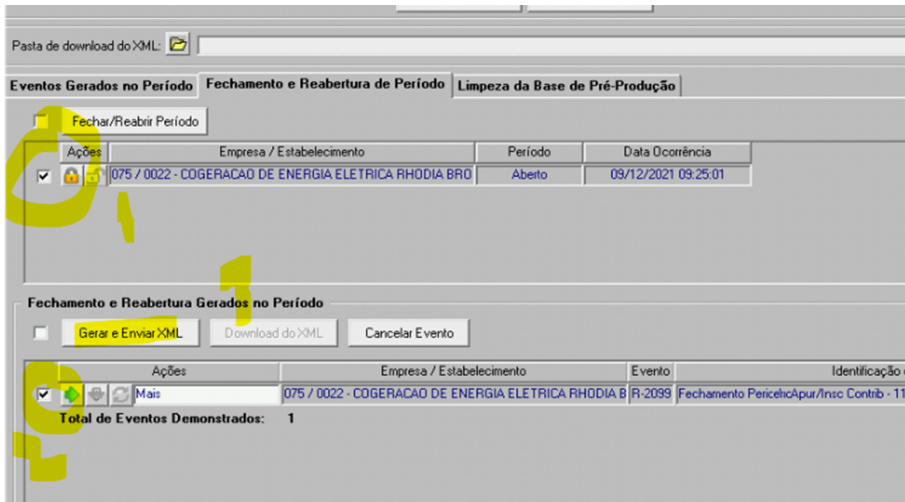
**Eventos Gerados no Período** **Fechamento e Reabertura de Período** **Limpeza da Base de Pré-Produção**

Ações	Empresa / Estabelecimento	Período	Data Ocorrência
[Ícone]	075 / 0022 - COGERACAO DE ENERGIA ELETRICA RHODIA BRO	Aberto	

Click in,



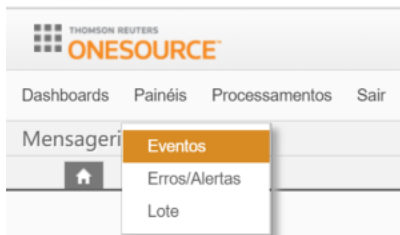
Click in, to generate the file and send it to the messenger.



Then end the process in ONESOURCE.

### 3.3.8 Close ONESOURCE period.

Go in > Painéis>Eventos



Search by CNPJ and date.



Click in > Fechamento e Reabertura.

	STATUS DO EVENTO	CÓD. DO EVENTO	TIPO DO EVENTO	IDENT. DO EVENTO	CNPJ DO CONTRIBUINTE	CNPJ/CNO DO ESTABELECI...	NÚM. DE INSCRIÇÃO
	<Todos>	<Todos>	<Todos>				
<input type="checkbox"/>	Retornado do Governo com Sucesso	R-2010	Original	ID112244251000000202112...	12.244.251	12.244.251/0001-09	56.167.331/000

Fleg in,

Registros: 1

Enviar para o Governo

After receiving this data from the government, save all files in :

### 3.3.9 | Save Downloads ONESOURCE.

Receipts of all events must be saved in Drive folders, for fiscal security, internal and external audit reasons.

Registros: 1

« « Página

Fleg "Ambos" and click in "Download de Todos os Eventos Filtrados"

## Download

X

Nenhum evento foi selecionado no painel. Você fará o download de todos os eventos filtrados na pesquisa.

### Tipos de XML

- Ambos
- Assinados
- Retorno do Governo

<input checked="" type="checkbox"/>	EVENTOS PARA DOWNLOAD	QUANTIDADE
<input checked="" type="checkbox"/>	R2010	2
<input checked="" type="checkbox"/>	R2099	2

Registros: 2      << < Página 1 de 1 > >>

Download de Todos os Eventos Filtrados

Cancelar

Click in > "Clique aqui" to download all files.

## Download

Dados exportados com sucesso!

Clique aqui para baixar.

Save all files on the drive, and send the email informing everyone involved in the process, tax time and HR.

BR: REINF - Out/22 - INSS Solvay x



Trevisani, Andrea <andrea.trevisani@solvay.com>

para Silvana, Rosane, Adriano, Andre, Maria, Luana, Bruna, Caroline, Dayane ▾

Boa tarde,

[@Silvana Ramos / @Rosane Rodrigues](#)

REINF transmitido para a RFB para a empresa RSA, COGERAÇÃO esse mês está com saldo 0,00, conforme tabela abaixo.

Empresa	Total	Lcto Contábil	Total Geral
7523	-784.802,52	-	784.802,52
6375	-	-	-
<b>Grand Total</b>	<b>-784.802,52</b>	<b>-</b>	<b>784.802,52</b>

Relação dos tomadores da RSA:

INSS NF	CNPJ / NF	Total
198	2056816 - 000000198	11.052,44
199	2056816 - 000000199	2.080,46
200	2056816 - 000000200	7.666,73
202	2056816 - 000000202	7.334,66
854	79690 - 000000854	14.180,84
855	2078245 - 000000855	354,25
856	90717 - 000000856	4.991,30
872	80719 - 000000872	3.690,63
<b>Grand Total</b>		<b>51.351,31</b>

Efetuada o check com a DCTF - Declaração de Débitos e Créditos Tributários Federais no portal ECAC.







Segue o link do arquivo no Drive:

[REINF 10\\_2022](#)

## End of document.

### Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

Nov 17, 2022	Actor	Type	Activity	Version
Published	 Andreaia Trevisani	Edit	updated the page at 1:58 pm	
	 Pablo Alejandro de La Pena	State	changed state to <b>Published</b> at 1:42 pm	v11
Draft	 Pablo Alejandro de La Pena	State	gave <i>Approvers</i> approval at 1:42 pm	
	 Andreaia Trevisani	State	assigned approval <i>Approvers</i> to  Pablo Alejandro de La Pena at 12:58 pm  <i>Lop, revisado!</i>	
		State	unassigned  Pablo Alejandro de La Pena from approval <i>Approvers</i> at 12:58 pm	
Jun 29, 2022				
	 Andreaia Trevisani	Edit	updated the page at 5:22 pm	