

The background of the entire page is a photograph of three business professionals in a meeting. Two men and one woman, all dressed in dark blue business suits, are leaning over a table. One man is writing in a spiral-bound notebook with a pen. The lighting is bright and professional.

N P S

 Microsoft
Solutions Partner
Business Applications

Travel Expenses for Microsoft Dynamics 365 Business Central Short Guide

Easier way to keep records on employees travel expenses

Introduction

In defining our direction for the localization of MS Dynamics NAV/365 BC, we rely on our many years of experience in implementing and maintaining ERP and BI solutions, as well as our long-standing collaboration with our clients. We consciously monitor legal changes and continuously improve ourselves to ensure ongoing compliance with all changes in laws and regulations. Our goal in the field of travel expenses is to provide a simple solution for keeping track of employees' travel expenses, thereby facilitating their administration, and ensuring the timeliness of the entire process.



We are focused on:

- ✚ Incorporating all regulatory changes related to all aspects of travel expenses, including transportation, accommodation, meals, and other costs during travel.
- ✚ Automating processes and facilitating the management of detailed travel expense records.
- ✚ Achieving optimal standardization of the solution while respecting the rules and logic implemented in Microsoft Dynamics NAV/365 BC.



Feature description

FEATURE	VER.	DESCRIPTION
Create Travel Orders	20.0	<ul style="list-style-type: none"> • Entering travel route and expenses per travel order and employee. • Calculating wage and taxes with incurred expenses during official travel.
Post a Prepayment and connect it to a Travel Order	20.0	<ul style="list-style-type: none"> • The ability to enter and apply prepayments to the travel order. On the travel order, where the prepayments have been approved for the employee's trip, there is a field provided to confirm that the employee has received the prepayment. • Prepayments are created directly from the travel order.
Entry and calculation of travel order expenses.		<ul style="list-style-type: none"> • Calculation of travel allowance (wage) with incurred expenses after returning from a business trip. • Costs paid by the company and recorded as part of the business trip. • Costs without refund to the employee, recorded as part of the business trip. (ver. 26.0) • Printout of the travel order calculation and payment/reimbursement.
Calculate Tax in a Travel Order	20.0	<ul style="list-style-type: none"> • Calculate Tax in a Travel Order - individual or group tax calculation. • The calculation itself generates accounts for posting orders. • In the list of posted travel orders, there is a field with the mark for which order the tax has been calculated. • XML file containing calculated travel order tax data is generated from the list of posted travel orders, intended for submission to the Tax Administration portal. (ver. 26.0) • The list of posted travel orders includes a field indicating which travel order the XML file was generated for. (ver. 26.0)
Travel Order Reporting and Review	20.0	<ul style="list-style-type: none"> • Calculation of travel orders in a Report. • Tax calculation review • Travel order review • Travel Order Statistics

Update Travel Expenses on Travel Orders through D365 BC Mobile Application	20.0	<ul style="list-style-type: none">● Adding expenses through a mobile application to travel orders.● Users can take a picture of the expense invoices and attach it to the created travel order.● The responsible person can approve and verify added expenses from the mobile application.
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List of available Apps

FEATURE	AVAILABLE ON APPSOURCE	DESCRIPTION
LOCALIZATION FEATURES (SERBIA)	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> All you need for running company in Serbia on Business Central, detailly described in this document
SERBIAN LANGUAGE	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> Translation of Business Central in Serbian Latin language.
TRAVEL EXPENSES	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> Developed as a separate App for easier way to keep records on employees travel orders.
ADVANCED MANUFACTURING COST CALCULATION	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> Developed as a separate App for easier management of Cost in Manufacturing.
HRM AND PAYROLL (SERBIA)	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> Complete payroll and HR management solution inside your Business central.
E-INVOICING	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> Developed as a separate App to enable compliance with the Law of Electronic Invoicing.
PAYMENT DISCOUNTS	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> This App enables the calculation of payment discounts according to payment terms on sales documents, for which sales credit memos are generated per customer.
SALES PRICE INVENTORY VALUE	<ul style="list-style-type: none"> Yes 	<ul style="list-style-type: none"> This App enables the calculation of the value of goods in retail and provides the accurate selling price of items.



Coming soon...

FEATURE	DESCRIPTION
CUSTOMS WAREHOUSE	<ul style="list-style-type: none">• App that allows you to set up Location in the system as Customs location and provides additional functionality for managing that location
RETAIL FISCALIZATION FOR SERBIA	<ul style="list-style-type: none">• POS and Store Management



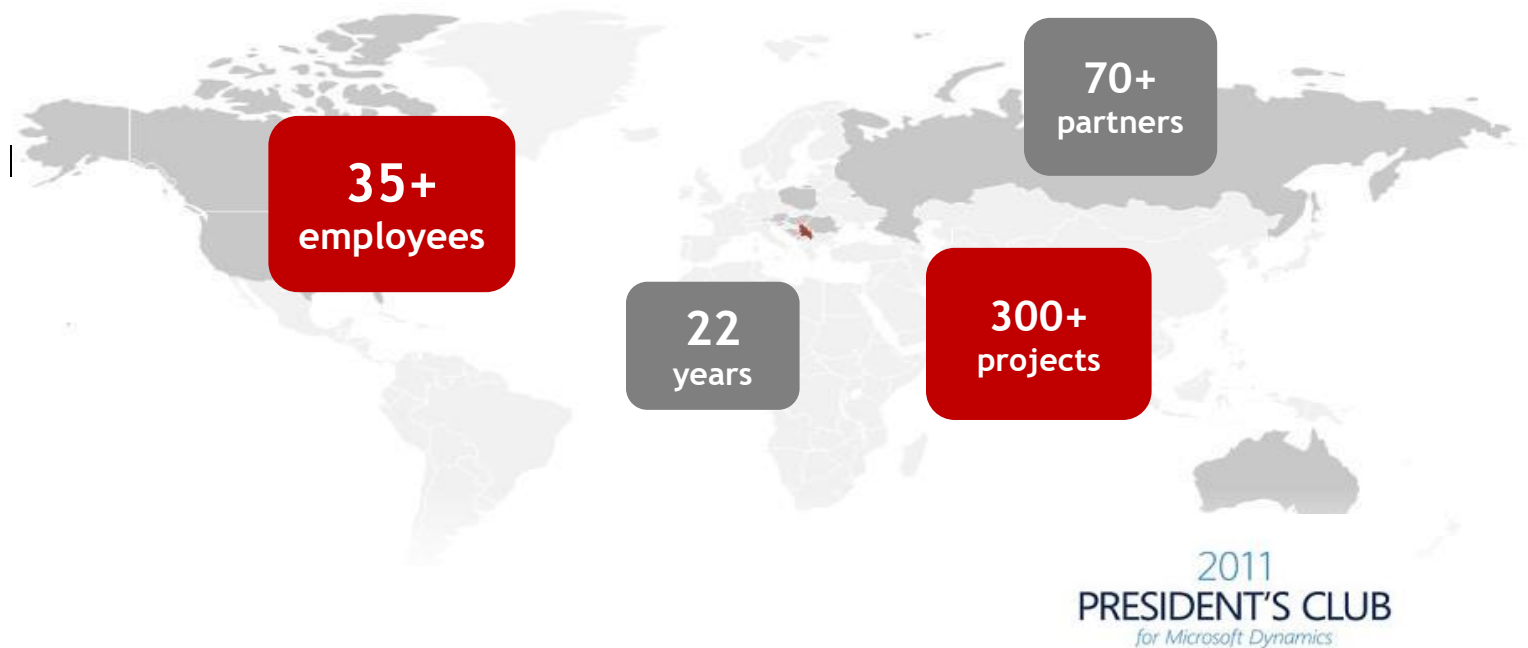
About us

Founded in 2003 in Belgrade, NPS d.o.o. is one of the leading partners for the implementation of Microsoft Dynamics 365 Business Central solutions in Serbia and the region. Our team of experts combines a deep understanding of local needs with international standards, delivering ERP solutions that enhance business processes and support growth.

As of July 2025, NPS d.o.o. Belgrade has become part of M&I Systems Co. (<https://misystemsgroup.com>), a regional leader in business software and digital transformation, operating within the Seyfor Group (<https://www.seyfor.com/sr-latn-rs>). This integration provides us with access to a broad range of expertise and technological solutions, including areas such as artificial intelligence, process automation, and advanced analytics.

Our focus remains on delivering high-quality ERP solutions and services, now enhanced by the added value of being part of the Seyfor Group. We believe in the power of knowledge, partnership, and continuous improvement, with the goal of providing our clients with secure and sustainable digital development.

A strategic partner in the evolution of your processes through the implementation of modern IT solutions and technologies – ERP, SAP, CRM, AI, BPA, and many more.



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2014 Customer Excellence Award

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