

**MINISTRY OF SCIENCE AND HIGHER EDUCATION OF THE RUSSIAN FEDERATION**  
 Federal State Autonomous educational institution of higher education  
**"NATIONAL RESEARCH TOMSK POLYTECHNICAL UNIVERSITY"**  
 YURGINSK TECHNOLOGICAL INSTITUTE

Yurga Technological Institute  
 Training direction 38.03.01 "Economics"

**GRADUATE QUALIFICATION WORK**

<b>Work theme</b>
Accounting for settlements with suppliers and contractors

UDC 657.471.7:366.546.2

Student

Group	Full name	Signature	Date
Z-17B60	Timofeev Eduard Nikolaevich		

Leader

Position	Full name	Academic degree, title	Signature	Date
Docent UTI TPU	Politsinskaya E.V.	PhD, Docent		

**CONSULTANTS:**

For the section "Social responsibility"

Position	Full name	Academic degree, title	Signature	Date
Senior Lecturer UTI TPU	Rodionov P.V.	PhD.		

**TO BE ADMITTED TO THE DEFENCE:**

PLO leader	Full name	Academic degree, title	Signature	Date
Docent UTI TPU	Tilepenko E.V.	PhD, Docent		

## EXPECTED LEARNING OUTCOMES

Competency code	Competency name
<b>General cultural competences</b>	
QA(U)-1	The ability to use the basics of philosophical knowledge to form a world outlook
QA(U)-2	The ability to analyse the main stages and regularities of social historical development to form a civic position
QA(U)-3	The ability to use the basics of economic knowledge in various activities
QA(U)-4	The ability to use the basics of legal knowledge in various fields of activity
QA(U)-5	The ability to communicate in oral and written form in Russian and foreign languages to solve problems of interpersonal and intercultural interaction
QA(U)-6	The ability to work in a team with tolerance for social, ethnic, religious and cultural differences
QA(U)-7	The ability to self-organise and self-educate
QA(U)-8	The ability to use the methods and means of physical education to ensure proper social and professional activity
QA(U)-9	The ability to use first aid methods, methods of protection in emergency situations
<b>General professional competences</b>	
BPC(U)-1	Is able to solve standard tasks of professional activity on the basis of information and bibliographic culture with application of information and communication technologies and taking into account basic requirements of information security
BPC(U)-2	Is able to collect, analyse and process data needed to solve professional problems
BPC(U)-3	Is able to choose the tools for economic data processing according to the task at hand, analyse the results of calculations and justify the conclusions drawn
BPC(U)-4	Is able to find organisational and managerial solutions in professional activities and is prepared to take responsibility for them
<b>Professional competences of graduates</b>	
PC(U)-1	Is able to collect and analyse the raw data required to calculate economic and socio-economic indicators that characterise the activities of business entities
PC(U)-2	Is able to calculate economic and socio-economic indicators characterising the activities of business entities on the basis of standard methodologies and the current legal and regulatory framework
PC(U)-3	Is able to carry out the calculations required for the economic parts of the plans, justify them and present the results of the work according to the standards of the organisation
PC(U)-4	Is able to build standard theoretical and econometric models based on the description of economic processes and phenomena, to analyse and interpret the results meaningfully
PC(U)-5	Is able to analyse and interpret financial, accounting and other information contained in the accounts of enterprises of various forms of ownership, organisations, departments, etc. and use the information to make managerial decisions
PC(U)-6	Is able to analyse and interpret domestic and foreign statistics on socio-economic processes and phenomena, identify trends in socio-economic indicators
PC(U)-7	Is able, using domestic and foreign sources of information, to collect the necessary data, to analyse it and to prepare an information review and/or an analytical report
PC(U)-8	Is able to use modern technical tools and information technology to solve analytical and research problems
PC(U)-9	The ability to document business transactions, conduct cash accounting, develop a chart of accounts for an organisation and generate accounting entries based on this chart of accounts
PC(U)-10	The ability to make accounting entries for the sources and results of the organisation's inventory and financial liabilities
PC(U)-11	Ability to draw up payment documents and make accounting entries for the accrual and transfer of taxes and levies to the budgets of different levels, insurance contributions to non-budgetary funds
PC(U)-12	The ability to record the results of economic activities for the reporting period in the accounting records, to prepare accounting and statistical reporting forms, tax declarations
PC(U)-13	The ability to organise and implement the organisation's tax accounting and tax planning

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Yurga Technological Institute  
Training direction 38.03.01 "Economics"

I APPROVE:  
PLO leader

\_\_\_\_\_  
(Signature) (The date) (Tilepenko E.Yu.)

**THE TASK**  
**for the performance of the final qualifying work**  
In the shape of:

Diploma work (thesis project / work)	
Student:	
<b>Group</b>	<b>Full name</b>
Z-17B60	Timofeev Eduard Nikolaevich
Work theme:	
Accounting for settlements with suppliers and contractors	
Approved by order of the director	
The deadline for the student's completed work:	15.05.2021

**TECHNICAL TASK:**

<b>Initial data for work</b>	The subject of the research with suppliers and contractors in "IP Rusanova". The object of the study of accounting and analysis is "IP Rusanova"
<b>List of questions to be researched, designed and developed</b>	In the course of writing a work, it is necessary to solve the following questions: - to reveal the essence and forms of settlements with suppliers and contractors; - get acquainted with the economic characteristics of "IP Rusanova" and its accounting policy; - evaluate the organization of accounting at the enterprise; - to investigate the procedure for documentary registration of accounting transactions calculations; - reflect the features of synthetic and analytical accounting of calculations with suppliers and contractors; - analyze the composition and structure of settlements with suppliers and contractors; - outline ways to improve settlements with suppliers and contractors.
<b>List of graphic material</b>	Goals and objectives Technical and economic indicators of IP Rusanova Analysis of the composition, structure and dynamics of accounts payable by individual entrepreneurs IP Rusanova Analysis of the composition, structure and dynamics of accounts payable with suppliers and contractors Analysis of accounts payable of suppliers Analysis of accounts payable turnover Analysis of receivables and payables The amount of fines from suppliers and contractors Measures to improve settlements with suppliers and contractors in IP Rusanova Conclusion

**Consultants for the sections of the final qualifying work**

(with indication of sections)

<b>Section</b>	<b>Consultant</b>
Social responsibility	Senior Lecturer UTI TPU, Rodionov P.V.

Date of issue of the assignment for the performance of the final qualifying work according to the linear schedule	30.03.2021
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**The task was given by the head:**

<b>Position</b>	<b>Full name</b>	<b>Academic degree, title</b>	<b>Signature</b>	<b>Date</b>
Docent UTI TPU	Politsinskaya E.V.	Candidate of Pedagogical Sciences		

**The student accepted the assignment:**

<b>Group</b>	<b>Full name</b>	<b>Signature</b>	<b>Date</b>
Z-17B60	Timofeev Eduard Nikolaevich		

## TASK FOR SECTION "SOCIAL RESPONSIBILITY"

To the student:

Group	Full name
Z-17B60	Timofeev Eduard Nikolaevich

Institute	UTI TPU		
The level of education	Bachelor	Direction	38.03.01 "Economics"

### Initial data for the section "Social responsibility":

<p><b>1 Description of the workplace (work area, technological process, mechanical equipment) for the occurrence of:</b></p> <ul style="list-style-type: none"> <li>- harmful manifestations of factors of the working environment (meteorological conditions, harmful substances, lighting, noise, vibration, electromagnetic fields, ionizing radiation)</li> <li>- dangerous manifestations of production factors environment (mechanical nature, thermal character, electrical, fire nature)</li> <li>- social emergencies</li> </ul>	<p>The object of the research will be the workplace of the accountant of IP Rusanov. The office is a room with an area of 12 m<sup>2</sup> (3 × 4). Light environment parameters - class 2; the intensity of the labor process - grade 1. The final class of working conditions is class 2.</p> <p>Harmful and hazardous production factors:</p> <ul style="list-style-type: none"> <li>- to increase efficiency, it is necessary to alternate the period of work and rest, according to the type and category of labor activity;</li> <li>- lack of illumination.</li> </ul> <p>Replacement of the existing artificial lighting system is required in accordance with the calculations.</p>
<p><b>2 List of legislative and regulatory documents on the topic</b></p>	<ul style="list-style-type: none"> <li>- Sanitary and Epidemiological Rules and Regulations SanPiN 2.4.6.2553-09 Sanitary and epidemiological requirements for the safety of working conditions for workers under 18 years of age.</li> <li>- SanPiN 2.2.2 / 2.4.1340-03 Hygienic requirements for personal computers and work organization.</li> <li>- Order of the Ministry of Health of the Russian Federation dated January 28, 2021 No. 29n. - Order of the Ministry of Health of the Russian Federation of March 21, 2014 No. 125n.</li> </ul>

### List of questions to be researched, designed and developed:

<p><b>1 Analysis of the factors of internal social responsibility:</b></p> <ul style="list-style-type: none"> <li>- the principles of the corporate culture of the studied organization;</li> <li>- labor organization and safety systems;</li> <li>- development of human resources through training programs and training and professional development programs;</li> <li>- Systems of social guarantees of the organization;</li> <li>- provision of assistance to employees in critical situations.</li> </ul>	<ul style="list-style-type: none"> <li>- observance of labor protection rules;</li> <li>- the possibility of personnel development through training and professional development programs; participation in social programs;</li> <li>- organization and procedure for carrying out preventive vaccination measures within the framework of the national calendar of preventive vaccinations;</li> <li>- briefings on safety at the workplace; - briefings on fire safety.</li> </ul>
<p><b>2 Analysis of the factors of external social responsibility:</b></p> <ul style="list-style-type: none"> <li>- promoting environmental protection;</li> <li>- interaction with the local community and local authorities;</li> <li>- Sponsorship and corporate charity;</li> <li>- responsibility to consumers of goods and services (release of quality goods)</li> <li>- readiness to participate in crisis situations, etc.</li> </ul>	<p>Sources and means of protection against hazardous factors existing in the workplace (electrical safety, conditions for high-altitude work, etc.). Fire and explosion safety (reasons, preventive measures, primary fire extinguishing means) - activities that motivate environmental protection; A responsibility. An operational headquarters has been created to prevent the penetration of COVID-2019.</p>
<p><b>3 Legal and organizational issues of ensuring social responsibility:</b></p> <ul style="list-style-type: none"> <li>- Analysis of legal norms of labor legislation;</li> <li>- analysis of special (typical for the investigated field of activity) legal and regulatory legal acts;</li> <li>- analysis of internal regulatory documents and regulations of the organization in the field of the investigated activity</li> </ul>	<p>Examine the following documents: Fire safety instructions, labor protection.</p>

### List of graphic material:

<p><b>If necessary, submit sketch graphic materials for the design assignment (mandatory for specialists and masters)</b></p>	
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<b>Date of issue of the task for the section on a line chart</b>	
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**The assignment was given by the consultant:**

<b>Position</b>	<b>Full name</b>	<b>Academic degree</b>	<b>Signature</b>	<b>Date</b>
Senior Lecturer	Rodionov Pavel Vadimovich	PhD.		04.02.2021

**The student accepted the assignment:**

<b>Group</b>	<b>Full name</b>	<b>Signature</b>	<b>Date</b>
Z-17B60	Timofeev Eduard Nikolaevich		04.02.2021

## Abstract

The final qualifying work contains 56 pages, 9 tables, 34 sources of literature.

Key words: accounting of settlements with suppliers and contractors, revenue, profit, liquidity, accounts payable and receivable, delay in payment.

The subject of the research with suppliers and contractors in "IP Rusanova".

The object of the study of accounting and analysis is "IP Rusanova".

The purpose of writing the final qualifying work is to analyze the current system of settlements with suppliers and contractors and development of recommendations for improving the accounting of settlements with suppliers and contractors.

To solve this goal, it is necessary solve the following tasks:

- to reveal the essence and forms of settlements with suppliers and contractors;
- get acquainted with the economic characteristics of "IP Rusanova" and its accounting policy;
- evaluate the organization of accounting at the enterprise;
- to investigate the procedure for documentary registration of accounting transactions calculations;
- reflect the features of synthetic and analytical accounting of calculations with suppliers and contractors;
- analyze the composition and structure of settlements with suppliers and contractors;
- outline ways to improve settlements with suppliers and contractors.

Analysis of the activities of "IP Rusanova" is performed using such research techniques as observation and comparison.

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## **Introduction**

In modern market conditions, organizations are in the process production, commercial, intermediary and other activities enter into various relationships with a large number legal entities and individuals. The need arises not only to accurately and timely keep records of settlements with all creditors and debtors, but also correctly document settlement transactions, prevent the presence of large accounts receivable and payable, accept measures to prevent non-compliance with debt repayment deadlines, periodically reconcile the calculations.

The organization is not the last place in the accounting process in terms of volume and the importance of accounting procedures is occupied by accounting for settlements with suppliers and contractors for raw materials, materials, goods and other material values. This is due to the fact that the constantly occurring circuit household funds causes continuous renewal various calculations.

Accounts payable management is establishing such contractual relationships with suppliers that put the timing and amount of payments of the enterprise depending on the receipt funds from buyers. If you do not pay enough attention to accounts payable, then this becomes one of the reasons for the crisis provisions, as at the enterprise "IP Rusanova", which is manifested by a lack of cash in circulation, requires attracting additional sources of funding, which also adversely affects the state of the enterprise.

The relevance of the topic of the final qualifying work is determined next. Economic ties are a prerequisite for activity, so how they ensure security of supply, continuity of the process production and timeliness of shipment and sale of products, as well as non-receipt or late receipt of paid in advance material resources violates the rhythm of economic activity, the resulting payables are often often lead to financial losses and the destruction of established partnerships.

The subject of the research with suppliers and contractors in "IP Rusanova".

The object of the study of accounting and analysis is "IP Rusanova".

The purpose of writing the final qualifying work is to analyze the current system of settlements with suppliers and contractors and development of recommendations for improving the accounting of settlements with suppliers and contractors.

To solve this goal, it is necessary solve the following tasks:

- to reveal the essence and forms of settlements with suppliers and contractors;
- get acquainted with the economic characteristics of "IP Rusanova" and its accounting policy;
- evaluate the organization of accounting at the enterprise;
- to investigate the procedure for documentary registration of accounting transactions calculations;
- reflect the features of synthetic and analytical accounting of calculations with suppliers and contractors;
- analyze the composition and structure of settlements with suppliers and contractors;
- outline ways to improve settlements with suppliers and contractors.

Analysis of the activities of "IP Rusanova" is performed using such research techniques as observation and comparison. When writing the final qualifying work, there were used normative and legislative acts, scientific and educational literature, data of current accounting and reporting of closed "IP Rusanova".

## 1 Literature review

### 1.1 The essence of settlements with suppliers and contractors

Accounting is an orderly collection system, registration and generalization of information in monetary terms about property, obligations of the organization and their movement through a continuous, continuous and documentary accounting of all business transactions.

Accounting for settlements with suppliers and contractors is important element in the accounting system. The main tasks of this accounting are:

- formation of complete and reliable information about the state settlements with suppliers and contractors for material values, work performed and services rendered, required by internal users of accounting reporting to managers, founders, participants and property owners of the organization, as well as external investors, lenders and other users of accounting reporting;
- providing information required by internal and external accounting users to control compliance with the legislation of the Russian Federation when the organization of business operations and their expediency, availability and movement of property and obligations, use of material, labor and 9 financial resources in accordance with the approved standards, standards and estimates;
- prevention of negative results of economic activities of the organization and identification of on-farm reserves to ensure its financial stability; • control over the status of accounts receivable and payable debt;
- control over compliance with the payment forms established in contracts with suppliers and buyers;
- timely reconciliation of settlements with debtors and creditors for elimination of overdue debt.

Suppliers include enterprises that supply materials, goods that provide services or work, and to contractors - enterprises, carrying out construction work.

Settlements with them are usually carried out after the shipment of materials, goods, etc., or simultaneously with performing these operations. The form of payment is established in the contract (contract).

Accounting for settlements is carried out on passive account 60 "Settlements with suppliers and contractors". All transactions for settlements for the acquisition of material valuables are made on this account regardless of the time of payment presented invoice. Account 60 "Settlements with suppliers and contractors" is credited to the cost of inventory accepted for accounting valuables, works, services in correspondence with the accounts of these valuables (or account 15 "Procurement and acquisition of material values") or accounting accounts of the corresponding costs. For services for the delivery of material valuables (goods), as well as the processing of materials on the recording side on the credit of account 60 "Settlements with suppliers and contractors" are made<sup>10</sup> in correspondence with accounts for accounting of production stocks, goods, production costs, etc.

Regardless of the assessment of inventory items in analytical accounting account 60 "Settlements with suppliers and contractors" in synthetic accounting is credited according to settlement documents supplier. When the supplier's invoice has been accepted and paid before the receipt of goods, and when accepting the received commodity and material values at the warehouse, their shortage was found in excess of the stipulated in the contract of quantities against the invoiced quantity, as well as if at checking the supplier's or contractor's invoice (after the invoice has been accepted), a discrepancy in prices due to agreement, as well as arithmetic errors, account 60 "Calculations with suppliers and contractors" is credited for the corresponding amount in correspondence with account 76 "Settlements with different debtors and creditors" (sub-account 76.02 "Settlements on claims")

For non-invoiced deliveries, account 60 "Settlements with suppliers and contractors" credited for the value of the received values, determined based on the price and conditions stipulated in the contracts.

Account 60 "Settlements with suppliers and contractors" is debited to amounts of fulfillment of obligations (payment of bills), including advances and prepayment, in correspondence with cash accounts funds, etc. In this case, the amount of advances issued and prepayment accounted for separately. Amounts owed to suppliers and contractors secured by promissory notes issued by the organization are not debited from account 60 "Settlements with suppliers and contractors", and are accounted for separately in analytical accounting.

As an object of accounting, receivables are monetary value of the amount owed by debtors (debtors) to the organization (creditor), formed as a result of economic relations between them. Accounts receivable is a relatively independent category, is a loan received from suppliers and contractors when the buyer organization receives goods and services from counterparties without a requirement for immediate payment. Such a loan cannot be considered free, because the recipient usually loses the right to discounts or receives them on a much smaller scale, is forced to pay interest and penalties for late payment.

An organization that provides goods, works, services on credit, is a creditor, and the organization receiving them is a debtor. In more broadly, a creditor is a party to an obligation who has the right demand from the other party the performance of debt obligations, and the debtor - a debtor in a contract or other obligation. From an accounting perspective, a debtor is a legal entity owing to this enterprise. In this case, it is 12 supplier organization that has not fulfilled the received advance payment for the delivery goods, performance of works, services.

Creditor on account 60 "Settlements with suppliers and contractors" should be considered a legal entity that has carried out the supply of goods, works or services on credit - i.e. with subsequent payment.

Limitation period for receivables and payables is three years old. The limitation period begins to be calculated according to the end of the term for the fulfillment of obligations or from the moment when the creditor there is a right to make a claim for the performance of obligations. Accounts payable upon

expiration of the limitation period is written off to financial results, and accounts receivable is written off to reduce profit or allowance for doubtful debts. Written off receivables are not considered canceled and accounted for on off-balance sheet account 007 "Debt written off at a loss insolvent debtors "for five years.

Account 60 is credited to the supplier invoices presented for payment "Settlements with suppliers and contractors" and debited accounts for accounting values (08 "Investments in non-current assets", 10 "Materials", 15 "Procurement and acquisition of material assets", 41 "Goods", etc.) or accounts for cost accounting (20 "Main production", 23 "Auxiliary production", 25 "General production costs", 26 "General business expenses", 29 "Service production and facilities", 97 "Deferred expenses", etc.).

After the acceptance of the invoice upon acceptance of the received values at the warehouse there may be a shortage in excess of the norms of natural loss; at verification of the accepted invoice of the supplier (contractor) may reveal discrepancies in contract prices and arithmetic errors. IN in these cases, account 60 is credited for the amount of the claim in correspondence with debit of account 76 "Settlements with different debtors and creditors", subaccount 76-2 "Settlement of claims". This transaction charges the receivable claims owed by suppliers.

It should be borne in mind that in the settlement documents suppliers and contractors separate the amount of tax on the added cost calculated at rates of 10 or 18%. For the amount of VAT at the buyer makes a posting on the debit of the active account 19 "Tax on added value for the acquired values "and the credit of account 60 "Settlements with suppliers and contractors."

Accounts payable are paid upon receipt from the bank confirmation of the transfer of funds to suppliers and customers in the form extracts from current and other accounts together with attached bank settlement documents, as well as when offsetting the received advance and mutual requirements.

Payments to suppliers are recorded in debit accounts 60 and credit of accounts for accounting of funds (51 "Settlement accounts", 52 "Currency

accounts", 55 "Special accounts in banks"), bank loans '66 "Settlements for short-term loans and borrowings", 67 "Settlements for long-term credits and loans "). The order of entries for repayment of debt depends on the applied forms of calculation shown in table 1.

Table 1 - Entries on accounting accounts for settlements with suppliers and contractors

Economic operation	A document base	Debit	Credit
Advance paid supplier with checking account	Payment assignment, bank statement	60 "Settlements with suppliers and contractors", subaccount "Advances issued "	51 "Settlement accounts "
Paid in cash acquired commodity values, goods, work performed, services rendered	Consumable cash order, cash book	60 "Settlements with suppliers and contractors "	50 "Cashier"
Paid from the settlement accounts purchased commodity values, goods, work performed, services rendered	Payment assignment, bank statement	60 "Settlements with suppliers and contractors "	51 "Settlement accounts "
Paid from foreign exchange accounts purchased commodity values, goods, work performed, services rendered	Payment assignment, bank statement	60 "Settlements with suppliers and contractors "	52 "Currency accounts "
To reduce the amount debts to written off by the supplier amount of claims, identified during product acceptance	Acceptance certificate materials, claim	60 "Settlements with suppliers and contractors "	76 "Settlements with different debtors and creditors ", sub-account 76-2 "Calculations for debate
Materials received	Prihodny order, invoice supplier	10 "Materials"	60 "Settlements with suppliers and contractors "
Reflected the amount of VAT, paid at acquisition materials	Invoice	19 "VAT on acquired values "	60 "Settlements with suppliers and contractors "
Cost of work outside organizations classified at the cost the main production	Who completed works	20 "General production"	60 "Settlements with suppliers and contractors "
Reflected VAT	Invoice	19 "VAT on acquired	60 "Settlements with

amount on the cost of work		values "	suppliers and contractors "
Goods received	Prihodny order, invoice supplier	41 "Products"	60 "Settlements with suppliers and contractors "
Amount taken into account issued advance in moment of receipt goods	Prihodny order, invoice supplier	60 "Settlements with suppliers and contractors "	60 "Settlements with suppliers and contractors ", subaccount "Advances issued "
Reflected the amount of VAT, paid at purchasing goods	Invoice	19 "VAT on acquired values "	60 "Settlements with suppliers and contractors "

Analytical accounting for account 60 "Settlements with suppliers and contractors "are carried out for each invoice presented, and settlements in the order of planned payments - for each supplier and contractor. Moreover analytical accounting should be organized in such a way that receive information in various aspects: by payment terms (long-term or short-term debt); according to settlement documents, payment term which has not yet arrived; on unpaid settlement documents; on issued unpaid and overdue bills; by unbilled deliveries, etc.

Accounting for settlements with suppliers and contractors within the group interconnected organizations, about the activities of which a consolidated accounting reports, kept on account 60 "Settlements with suppliers and contractors "apart.

## 1.2 The value and objectives of accounting for settlements with suppliers and contractors

Accounting is not a simple statement of fact financial and economic activities of the enterprise, and acts the most important source of information for making management decisions in order to increase the competitiveness and profitability of the enterprise.

Accounting for settlements with suppliers and contractors is important element in the accounting system. Enterprises constantly conduct settlements with



suppliers for fixed assets purchased from them, raw materials, materials and other inventory items and services rendered.

The tasks of accounting for settlements with suppliers and contractors include:

- ensuring control over the correctness of the execution of contracts and other documents governing and regulating the relationship between the enterprise and suppliers;
- correct reflection of transactions in primary documents and registers of synthetic and analytical accounting for settlements with suppliers and contractors;
- formation of complete and reliable information about the state settlements with suppliers and contractors for material values, work performed and services rendered, required by internal users of accounting reporting to managers, founders, participants and property owners of the organization, as well as external investors, lenders and other users of accounting reporting;
- providing information required by internal and external accounting users to control compliance with the legislation of the Russian Federation when the organization of business operations and their expediency, availability and movement of property and obligations, the use of material, labor and financial resources in accordance with the approved standards, standards and estimates;
- prevention of negative results of economic activities of the organization and identification of on-farm reserves to ensure its financial stability; • control over the status of receivables and payables debt;
- control over compliance with the payment forms established in contracts with suppliers and buyers
- timely reconciliation of settlements with debtors and creditors for elimination of overdue debt.

### 1.3 Concept, types and forms of settlements with suppliers and contractors

The activities of each organization are associated with suppliers and contractors, i.e. with individuals or legal entities supplying goods and materials, performing work or providing services. At first glance, these two concepts are very similar to each other, but at the same time they are two different groups of counterparties. There are many views in the scientific literature on determining the meaning of these concepts.

For example, Professor Yu.A. Babaev. notes that "suppliers and contractors are organizations that supply inventory items (raw materials and other materials, goods), provide services (transportation, communications, utilities and other services), perform work (installation of equipment, loading and unloading operations)" [21, p. 84].

According to Professor V.E. Kerimov. "Suppliers are organizations that supply material assets under a contract (order), perform various types of work and provide services. They can also be contractors for the construction and repair of labor instruments "[31, p. 395].

Professor Tumasyan T.R. gives the following definitions "suppliers are organizations that supply the enterprise with production resources and goods. Contractors are organizations that perform certain types of work (services) for an enterprise "[41, p. 222].

Both suppliers and contractors deliver goods for the customer (buyer) (provide services, perform work), settlement relations arise between them. Today there is a wide variety of forms and types of settlements. Each organization has the right to independently decide in what form they carry out settlements with suppliers and contractors.

All settlement transactions are divided into:

- Commodity transactions, which involve payment for the received material values, as well as the work and services performed;

- non-commodity, representing the repayment of obligations of the financial plan (taxes, contributions to social insurance funds), payment of utilities, consulting, banking services, rent.

Settlement transactions with suppliers and contractors can be carried out in two forms: cash and non-cash.

When making cash payments, the organization must be guided by the instructions of the Central Bank of Russia "On the implementation of cash payments" dated 07.10.2013 No. 3073-U, as well as the instructions of the Central Bank of Russia "On the procedure for conducting cash transactions by legal entities and a simplified procedure for conducting cash transactions by individual entrepreneurs and small businesses. "Dated 03/11/2014 No. 3210-U (as amended on 06/19/2017).

These documents reflect the specifics of conducting cash transactions, an example of determining the limit for the amount of cash transactions. The second form of payment is non-cash. At the present stage of economic development, it is more popular than cash payments. Non-cash payments are carried out in accordance with the requirements of the Civil Code of the Russian Federation (Art. 861-885) and federal laws "On the Central Bank of the Russian Federation (Bank of Russia)" No. 86-FZ dated 10.07.2002 (in edition 01.05.2019) and "On banks and banking activities" No395-1 dated 02.12.1990 (as revised on 27.12.2018).

Non-cash settlements between organizations are carried out mainly by transferring funds from the payer's account to the beneficiary's account using various banking operations that replace cash in circulation. In such settlements, a commercial bank acts as an intermediary, where the organization opens its accounts. Cashless payments are carried out using various banking, credit and settlement transactions. The use of non-cash settlements reduces the need for cash, ensures their more reliable safety. Organizations have the right to open the required number of settlement and other types of accounts in any currency. Consider the main types of bank accounts opened in an organization for non-cash payments.

Cashless payments should be based on the following principles:

1 Current account Designed for storing funds of legal organizations of any form of ownership, making current payments by order of the organization and crediting funds to its address. Legal regime for settlements. Calculations must be carried out in accordance with the requirements of regulatory enactments.

2 Making settlements on bank accounts, i.e. a prerequisite is that the recipient and the payer have bank accounts.

3 Maintaining liquidity at a level that ensures smooth payments. This means that the owners of open accounts need to plan the receipt and withdrawal of funds in order to timely fulfill their debt obligations.

4 Availability of acceptance (consent) of the payer for payment. But the legislation also provides for cases when consent to write off funds is not required, for example, tax debt.

5 The urgency of the payment, i.e. Obligations must be paid within the terms stipulated by the contract.

6 Control of all participants over the correctness of settlements, compliance with the established provisions on the procedure for their implementation.

7 Property liability for non-compliance with contractual conditions. This principle means that any violation of contractual obligations entails receiving losses, payment of a penalty [33, p. 247].

The forms of non-cash payments are listed in the Civil Code of the Russian Federation (Art. 862) and in the regulation of the Central Bank of the Russian Federation "On the rules for transferring funds" No. 383-Pot 19.06.2012 (as amended on 06.01.2019). These include:

1 Payment orders are a settlement document that is issued by the payer and contains an instruction to the bank to transfer a certain amount of money to the beneficiary's account. In simple words, a payment order can be considered a kind of bank transfer. Settlements by payment orders are widespread in settlements on commodity and non-commodity transactions. Most often, they make a prepayment

for goods or services. The number of payment order copies drawn up and submitted to the bank is determined by the number of settlement participants. Most often, 4 copies are issued. In this case, the 1st remains in the bank, the 2nd and 3rd are sent to the payee's bank (the 2nd copy serves as the basis for crediting funds to the beneficiary's account and remains in the documents for this bank, and the 3rd copy is attached to the account statement the recipient as the basis for confirming the bank entry), the 4th is returned to the payer with a note of execution [27, p. 104].

Payment orders are accepted by the bank regardless of the availability of funds in the payer's account, but it is fully executed only if there is a sufficient amount on the client's account. In case of insufficient funds on the account, they are debited in accordance with the sequence specified in Art. 855 of the Civil Code of the Russian Federation [1].

The order is valid for 10 days from the date of discharge. It is considered executed only when the funds are credited to the beneficiary's account specified in the order. In accordance with the Regulation on Cashless Payments, the payment order is executed by the bank within the time period stipulated by the legislation, or within a shorter period if this is established by the bank account agreement. The payment order is registered in the payment order registration journal. In this case, he is assigned a serial number, which is indicated in the corresponding field of the payment order form. The form of the registration journal is not normatively approved, therefore, it can be developed by the organization independently [21, p. 119].

2 The letter of credit is a contingent monetary obligation accepted by the bank on behalf of the applicant. In other words, a letter of credit is a special account opened in the bank, which makes it possible to reserve the amount on it, in case of trade.

A letter of credit is opened when settlements are made with only one supplier for a period of up to 15 days, but if the need arises, the buying company

can extend its validity period. The validity period and the procedure for settlements under the letter of credit are established in the agreement between the payer and the supplier [21, p. 120].

Professor A. N. Troshin. in his textbook distinguishes the following types of letters of credit:

1 A revocable letter of credit can be changed or canceled without prior agreement with the supplier.

2 An irrevocable letter of credit cannot be canceled or amended without the agreement of the supplier; it constitutes a firm commitment by the bank to pay the supplier's invoice, provided that it fulfills all the terms of the letter of credit. This type of letter of credit is the most common.

3 A covered (deposited) letter of credit means that the issuing bank transfers funds at the order of the payer at the time of opening the letter of credit (covering) at the disposal of the executing bank for the entire duration of the letter of credit.

4 An uncovered (guaranteed) letter of credit means that the issuing bank grants the nominated bank the right to write off funds from the correspondent account within the amount of the letter of credit. The procedure for debiting funds is determined by an agreement between banks.

5 A revolving (revolving) letter of credit is a special account with the peculiarity of renewing its original amount. Often this type of letter of credit is used to pay for a number of deliveries.

6 Letter of credit with a "cut clause". In other words, a letter of credit with an advance payment. Its peculiarity lies in the fact that it contains a clause that authorizes the executing bank to make an advance payment to the recipient prior to the submission of documents.

The letter of credit can be executed in one of the following ways:

1) payment to the recipient of funds, made by the bank upon presentation of documents corresponding to the terms of the letter of credit, directly or within the period provided for by the condition of the letter of credit;

2) acceptance (acceptance) of a bill of exchange with payment upon maturity. payment of payment documents is made at the location of the supplier immediately after the shipment of the products. For a letter of credit, the buyer submits an application to the bank serving him [1]

3 A check is a security that contains an unconditional order of the drawer to the bank to make a payment of the amount specified in it to the check holder. The drawer is a legal entity that has funds in the bank and can dispose of them by issuing checks. A special feature is that it is not allowed to revoke a check until its expiration date. This method of settlement is most often used in settlements with transport companies. There are two types of checks: cash (used to pay the holder of the check cash in the bank) and settlement (used for settlements between legal entities). Also, there are personal and bearer checks. Personal checks are written to a specific person, and bearer checks are checks that are paid to the bearer. The absence of at least one of the details in the document deprives it of its validity. Requirements for the form of a check and the procedure for filling it out are determined by the law and established in accordance with the nimibank rules [41, p. 380].

4 Settlements for collection - a banking operation in which the issuing bank, on behalf of and at the expense of the client, on the basis of settlement documents, takes actions to receive the payment from the payer.

Payment of collection orders is carried out in an indisputable manner (without the order of the payer). The issuing bank, which received the client's order, may involve another executing bank for its execution. The procedure for making payments for collection is regulated by law, banking rules. Cash settlements are made on the basis of payment requests (payment can be made on the order of the payer or without him) and collection orders (payment produced in

an indisputable order). In the educational literature, there is a distinction between clean and documentary collection:

1 Net (simple) collection means that the bank undertakes to receive money from a third party on the basis of a payment request, not accompanied by commercial documents.

2 Documentary (commercial) collection, i.e. the bank must present to a third party the documents received from the client company, as a rule, distribution documents, and issue them to him only against payment. [41, p. 384]

Currently, payments by bank cards, electronic money transfers, and clearing are very popular. A plastic card is a personalized payment instrument with which its holders can carry out non-cash payments and receive cash. Payments using plastic bank cards are made on the basis of an agreement concluded between the client and the bank in accordance with the established standards and rules. Depending on who is the owner of the account, personal and corporate bank cards are distinguished. A personal card is issued on the basis of an agreement concluded with a client by an individual or by the power of attorney of an individual, and a corporate card is issued on the basis of an agreement concluded with 20 a legal entity or an individual entrepreneur, while the holder of the card is an individual who carries out transactions using the card [22, p. 343].

Settlements in the form of electronic money transfer. The peculiarity of this form of settlement lies in the fact that the payer provides the operator with funds for conducting transactions, both from his personal bank account or without it, and from the accounts of organizations and entrepreneurs who provide funds in favor of this citizen. There are two types of settlements in the form of electronic money transfer: using bank accounts and without reference to plastic cards (electronic wallets). Organizations and individual entrepreneurs can use only funds from their bank accounts.

Clearing or offset of mutual claims or offset. It is a method of mutually beneficial settlements on a non-cash basis between several participants:



enterprises, countries, banks. In other words, clearing is a procedure for balancing financial turnovers without money.

Today, special clearing companies are being created, which are authorized to ensure such transactions and are obliged to:

1 draw up contracts establishing the terms of settlements between the parties;

2 balancing costs;

3 determine the quantity and type of goods; 4. ensure the security of the transaction [28, p. 145].

Forms of settlements are determined in the agreement concluded between the supplier and the customer. From the above, one can conclude that the organization has a huge choice of types and forms of settlements with counterparties. All settlements in organizations can be divided into two large groups: cash and non-cash, which in turn constitute the form of settlements. All forms of settlement are fixed by law.

#### 1.4 Legal regulation of accounting of settlements with suppliers and contractors

Accounting for settlements with suppliers and contractors should be carried out on the basis of the regulatory framework, i.e. all actions of persons carrying out settlements should be based on codes, laws, orders and other regulations governing this area of accounting. Regulatory documents are documents that determine the methodological framework, procedure for implementation and basic rules of accounting at enterprises in the Russian Federation.

The organization of accounting in the Russian Federation meets the International Accounting and Reporting Standards (IFRS) and is focused on the requirements of a market economy. It assumes a four-level system of documents governing and regulating accounting.

Such a system allows you to organize a proper system of organization of accounting and reporting. The main documents regulating settlements with suppliers and contractors at various levels include: The first level is legislative. It includes legislative acts that directly or indirectly regulate the issues of the organization of accounting.

These include:

1 Civil Code of the Russian Federation (2 parts). This is one of the main regulatory documents governing the accounting of settlements with suppliers and contractors in the Russian Federation. In accordance with the Civil Code of the Russian Federation, all calculations for the purchase of raw materials, materials and other goods and materials, for services or other work performed (major and current repairs) are carried out on the basis of contracts.

The contract must reflect such mandatory elements as the parties to the contract, subject, form, term, price, content of the contract and the essential terms of the contract.

According to the Civil Code of the Russian Federation, there are the following types of contracts concluded with suppliers and contractors:

- Purchase and sale agreement. Drawn up when purchasing goods and materials. Its subject is a product that the seller undertakes to transfer to the buyer. In order for the sales contract to be considered concluded, it is necessary to agree on the name and quantity of the goods to be transferred to the buyer. The contract can be concluded for the sale and purchase of goods available from the seller at the time of the conclusion of the contract, as well as goods that will be created or acquired by the seller in the future (Article 454 of the Civil Code of the Russian Federation).
- Delivery contract. It is a type of purchase and sale agreement and is drawn up when purchasing goods and materials. The main difference between a supply agreement and a sale and purchase agreement is that the seller must have a legal status, and therefore it cannot be concluded by citizens who are not individual

entrepreneurs. Under this agreement, goods can only be purchased for use in business. The supplier cannot sell currency, securities, real estate and goods excluded from circulation. There are no such restrictions in the purchase and sale agreement (Article 506 of the Civil Code of the Russian Federation).

- Barter agreement. Under this agreement, one product is exchanged for another, because each of the parties undertakes to transfer one product to the other party in exchange for the other. The rules of sale and purchase apply to this type of agreement. If the contract does not give an assessment to the goods to be exchanged, then they are considered equivalent, and the costs associated with their transfer and acceptance are borne by the party that bears the corresponding obligations. In the event that, during the assessment, the goods are recognized as unequal, the party obliged to transfer the goods, the price of which is lower than the price of the goods provided in exchange, must pay the difference in prices immediately before or after the fulfillment of its obligation to transfer the goods. (Article 567 of the Civil Code of the Russian Federation)
- Work agreement. This type of contract regulates relations with contractors for the work performed. The subject of the contract is the result of the work performed. It must indicate the start date and the end date of the work, as well as (if necessary) the intermediate period of work, if it is provided for by such an agreement (Article 702 of the Civil Code of the Russian Federation)
- Contract for the provision of services for a fee. The subject of the contract is a service. On its basis, the provision of services is carried out. (Article 779 of the Civil Code of the Russian Federation).
- Lease contract. On the basis of a lease agreement, property is transferred for temporary use for a fee. The subject of lease can be land plots, subsoil plots, other isolated natural objects, enterprises and other property complexes, buildings, structures, equipment, vehicles (Article 606 of the Civil Code of the Russian Federation) [1].

2 Tax Code of the Russian Federation (2 parts), which regulates the tax accounting of settlements with suppliers and contractors. IN 8NK RF determines the payers of such taxes as VAT and excise taxes, as well as the procedure for their payment. The amounts of tax (both VAT and excise tax) presented to the taxpayer and paid by him when purchasing goods (works, services) are subject to deduction from the total amount of tax calculated to be paid. VAT deductible is reflected on account 19 "Value added tax on acquired values". Also, the Tax Code of the Russian Federation reflects that for the purposes of tax accounting, the amount of receivables for which the limitation period has expired are recognized as non-operating expenses [2].

3 Federal Law "On Accounting" No. 402-FZ. This law defines the legal and methodological foundations of accounting, principles and features of the preparation of financial statements. It specifies that all business transactions must be accompanied by appropriate primary accounting documents, as well as the obligation to timely and accurately reflect transactions in the accounting. Corrections in accounting registers, which reflect the data of primary documents are not allowed [3].

4 Federal Law "On the use of cash registers for cash settlements and (or) settlements using payment cards" No. 54-FZ. This document reflects the features and rules for the implementation of settlement operations using cash registers and payment terminals with plastic cards. [4] The second level is normative. Presented here are the Russian accounting standards that govern the accounting for assets, liabilities or business events. The organization of accounting for settlements with suppliers and contractors is reflected in the following PBU.

1 Regulation on accounting and reporting No34n. This provision was developed on the basis of Federal Law No. 402-FZ "On Accounting". It defines the procedure for organizing and maintaining accounting, drawing up and providing accounting 9 reporting in accordance with the legislation of the Russian Federation, methods of assessing property and liabilities, the procedure for taking

an inventory of property and liabilities, as well as the organization's relationship with external users of accounting information. This provision reflects the procedure for writing off receivables and payables with an expired limitation period. To make a decision on writing off debt, it is imperative to take an inventory of obligations, as well as an order (order) of the head of the organization. The written off amounts of receivables and payables with the expired statute of limitations are included in the financial results [9] .

2 PBU 3/2006 "Accounting for assets and liabilities, the value of which is expressed in foreign currency". It reflects the peculiarities of accounting for exchange rate differences arising from the repayment of receivables or payables denominated in foreign currency, if the exchange rate at the date of fulfillment of obligations differed from the rate at the date of acceptance of this debt for accounting. for reflection in accounting and financial statements, they are subject to conversion into rubles, which is carried out at the official rate of this foreign currency to the ruble, established by the Central Bank of the Russian Federation [11] .

3 PBU 5/01 "Accounting for inventories". This regulatory document reflects the specifics of accounting for the costs of purchasing and delivering goods from suppliers to buyers. The regulation establishes methods for assessing the cost of inventories when they are accepted for accounting and when they are released into production or otherwise disposed of. In accordance with this PBU, all organizations must reflect and disclose information about inventories in the financial statements [13] .

4 PBU 9/99 "Income of the organization" discloses the concept of "income". It reflects the criteria under which income is recognized in the accounting. 10 In accordance with PBU 9/99, all income can be subdivided into income from ordinary activities (proceeds from the sale of products and goods, receipts related to the performance of work, provision of services) and other

income (fines, penalties, penalties for violating the terms of contracts, assets received free of charge, including under a donation agreement) [14].

5 PBU 10/99 "Organization costs". PBU 10/99 establishes the rules for the formation in the accounting of information on the costs of organizations (with the exception of credit and insurance organizations), defines the costs and determines the criteria for attributing amounts to the costs of the organization. The expenses of the organization, like income, are divided into two groups: expenses for ordinary activities (associated with the acquisition, manufacture and sale of goods) and other expenses (fines and penalties for violation of the terms of contracts, payment for the temporary use of assets, exchange rate differences) [15]

The third level is methodical. Here are listed the normative acts that are adopted by the executive authorities on the organization and maintenance of accounting in relation to certain accounting objects, types of activities and sectors of the national economy.

These include:

1 Chart of accounts for accounting of financial and economic activities and Instructions for its use. In accordance with the chart of accounts of accounting, to summarize information and reflect transactions on settlements with suppliers and contractors, passive account 60 "Settlements with suppliers and contractors" is used. All transactions are reflected in the accounting regardless of the time of payment. [16].

2 Methodical instructions "On the inventory of property and financial obligations." In accordance with these instructions, an inventory of settlements with suppliers and contractors consists in checking the reality and validity of the amounts reflected in the accounting. To do this, check account 60 "Settlements with suppliers and contractors" for goods, 11 paid, but on the way, and settlements with suppliers for non-invoiced deliveries. Based on the results of the audit, the Inventory Commission must establish the correctness and validity of the amounts

of receivables, payables and accounts payable, including the amounts of receivables and payables for which the limitation period has expired [17].

The fourth level is organizational.

At this level, the working documents of the organization are reflected, namely:

1 The accounting policy is developed by the chief accountant and approved by the order of the head of the organization. It contains the procedure for recognizing income and expenses from the goods (work, services) sold, the timing of the inventory of receivables and payables, as well as the procedure for writing off unclaimed debts.

2 Working chart of accounts, which is an annex to accounting policies. It can be either standard or developed by the organization independently on the basis of a standard chart of accounts.

3 The document flow schedule provides a document regulating the procedure and terms for processing documents, and also establishes a list of persons responsible for processing documents. Primary accounting documents. They can be of a unified form or developed by the organization independently, which should be reflected in the accounting policy of the organization. Self-developed forms should be rendered as annexes to accounting policies. Primary accounting documents contain information about the business transaction carried out with buyers and customers. Thus, at present there is a four-level system for regulating the accounting of settlements with suppliers and contractors. Regulatory documents governing the organization of accounting for settlements with suppliers and contractors make it possible to determine the legality of these operations and the correctness of their reflection in the accounting 12 accounting for assessing the impact on the reliability of financial statements.

## 2 Object and research methods

An individual entrepreneur IP Rusanova actions are based on the registration certificate 24 003291490 issued on September 19, 2016

Inter of the regional inspectorate of the Interdistrict Inspectorate of the Federal Tax Service No. 16 for the Novosibirsk Region order and printing of the established pattern.

The main goal of the activity of an individual entrepreneur is the complete improvement of his goods for the customers, as well as a large and long-term study of the proceeds.

Type of activity: retail.

The main point of the function is:

- the sale of quality goods;
- the growth of the flow of consumers;
- the ability to use monetary resources appropriately.

In the implementation of the Federal Law of the Russian Federation "On Accounting" dated December 6, 2016 No. 402-FZ, the responsibility for the implementation of the accounting in IP Rusanova is carried out by the head and structurally subdivided into accounting. [4]

Accounting is nominated by the chief accountant, in his subordination are 1 accountant, an accountant-operator In the implementation of the Federal Law of the Russian Federation "On Accounting" dated December 6, 2016 No. 402-FZ, the responsibility for the implementation of the accounting in IP Rusanova is carried out by the head and structurally subdivided into accounting. [4] Accounting is nominated by the chief accountant, in his subordination are 1 accountant, an accountant-operator.

A cashier accountant is a material person. Performs entries in the cash books at the same time in the course of the field of studies and disbursements of



funds according to a specific order and other complementary order. The documents for the payment of money must be signed by the rector and the chief accountant. Every day, at the end of the working period, he calculates the totals of the radio for the period, displays the amount of money in the cashier the following number. Supervises the preservation of essential documents on cash transactions.

The procedure for accounting and execution of reports is revealed by the Order on accounting policy, this is the basis for an accounting policy for accounting, the input of which is the chief accountant IP Rusanova keeps accounting in general.

Accounting risky IP Rusanova is carried out in accordance with the stipulated plan of accounts of accounting, indicating organizations for implementation by the Order of the Ministry of Finance of the Russian Federation dated 10/31/2000 No 94n "On the approval of the Plan of accounts and accounting of financial and economic activities of organizations and Instructions for its application." Subaccounts and analytical accounts important to the activity of the operator are swarmed on the basis of a standardized plan of accounts.

For the actual confirmation of the documents of the economic activity of IP Rusanova Unified forms of primary accounting documentation, approved by the State Statistics Committee of the Russian Federation, by definition with the Ministry of Finance of Russia and the Ministry of Economy of Russia, are carried out.

The data in the accounting department falls into the primary documents and reports of supply, production, warehouses and sales departments and records the volume of work performed and the flow of finished products. All management of accounting and reporting is performed by the chief accountant.

The chief accountant is fully responsible for the execution of organizational tasks: accounting, accuracy of reporting, accounting for the dynamics of accounts receivable and payable, financial data and others.

According to the accounting and financial results, we investigate the technical and economic indicators of IP Rusanova.

General scientific and special research methods were used to study the commercial activities:

- observation;
- comparison and analogies;
- economic and mathematical calculations.

### 3 Calculations and analytics

#### 3.1 Technical and economic characteristics of the main indicators of IP Rusanova

Proceeds from the sale of goods, works, services in 2018 compared to 2017 grew by 8.2%. In 2019, the growth in sales revenue was 1.8% compared to 2019. The cost of goods, products, works, services sold by IP Rusanova in 2017 amounted to 76,765 thousand rubles, in 2018 – 77,965 thousand rubles. rubles, in 2019 –78057 thousand. rub.

Table 2 – Technical and economic indicators of IP Rusanova for 2017-2019

Indicators	Year			Rate of change,%)	
	2017	2018	2019	2018	2019
Revenue from product sales, thousand rubles	85981	93003	94685	108,1	101,7
Cost of products sold, thousand rubles	76764	77964	78056	101,5	100,2
Gross profit (profit from sales), thous. rub.	9214	15038	16628	163,1	110,5
Return on sales% (page 3: page 1x100%)	10,7	16,2	17,6	150,9	108,6
Number of employees, people	20	26	26	130,0	100,0
Labor payment fund	7200	10920	12168	151,7	111,4

The gross profit of IP Rusanova for the analyzed period has a clearly important upward trend. Thus, in 2017 it amounted to 9215 thousand. rub., in 2018 -15039 thousand rubles., in 2019 –16629 thousand. rubles, which shows consumer demand. The profitability of sales of IP Rusanova grows for a given period from 10.7% to 17.6%, which positively characterizes the commercial activity of the organization. The number of employees in 2019 increased in comparison with

2017 by 6 people, in 2015 it remained unchanged and became 26 people in IP Rusanova for 2017-2018, there is an increase in wages, which indicates a favorable social policy of the company's leadership. In general, it can be determined that the firm is developing positively. Activity of IE Frolov I. M. for the period 2017–2019 is revealed by an increase in sales proceeds, an increase in profitability of sales. The company is expanding its sales volumes, in future plans to increase the range of work provided and manufactured products.

### 3.2 Analysis of the composition and structure of settlements with suppliers and contractors IP Rusanova

During the course of entrepreneurial activity, enterprises enter into relationships with different persons, during which may occur formation of debt obligations. They indicate the entry into circulation borrowed funds to attract various loans.

Debt obligations between suppliers and contractors - an irreplaceable consequence of the current system of monetary payments between enterprises, during which there is always a period gap payments for products from the moment of transfer of ownership of it, between the receipt of payment documents for payment and the term of their real payment.

The required accounts payable management is an important part of the successful operation of the enterprise. From experience is correct use accounts payable depends on the general parties of his work. In the tasks of assessing the effectiveness of the management of accounts receivable<sup>56</sup> the indebtedness of IP Rusanova included the forms of the annual accounting statements of the firm.

Accounts payable position, size and quality are highly affect the financial stability of the organization. Similar to the current laws of Russia, all calculations between the manufacturer and the consumer are obliged to be fulfilled during three months from the date of actual receipt of the goods. Otherwise, the debt is overdue.

To analyze the composition, structure and dynamics of payables debt, consider a table that defines information about the composition, structure and dynamics of accounts payable (tab. 3).

Table 3 – Analysis of the composition, structure and dynamics of accounts payable by individual entrepreneurs IP Rusanova for 2017-2019

Indicator	Finally 2017		Finally 2018		Finally 2019		Pace growth,%		Absolute deviation, thousand ru	
	thousand rubles	%	thousand rubles	%	thousand rubles	%	2019/2017	2019/2018	2019/2017	2019/2018
Long term creditor indebtedness	37672	78,6	0	0	0	0	-78,6	0	-37672	0
Short term creditor debt, in including:	10282	21,4	16117	100	24531	100	238,4	152,2	14246	8411
-calculations with buyers and customers	331	0,6	226,0	1,3	687	2,81	206,2	302,1	355	462
-calculations with suppliers and contractors	9945	20,7	15623	96,9	23528	95,9	236,5	150,5	13528	7904
-calculations for taxes and fees	0	0	227	1,3	203	0,8	100	88,5	203	-23
-calculations for social insurance and securing	0	0	23	0,2	19,1	0,07	100	86,3	19,1	-3,0
-calculations with accountable by persons	0	0	12,2	0,2	3,1	0,01	100	25,1	3,1	-9,1
-calculations with different debtors and creditors	5,3	0,1	5,3	0,1	87,1	0,4	1741	1741	81,8	81,8
-calculations for wages	0	0	0	0	3,7	0,01	0	0	3,7	3,7

According to table 3, it can be seen that IP Rusanova does not have long-term accounts payable for 2017-2019, in 2018 was the loan of 2017 was repaid in the amount of 37672 thousand rubles. In 2018-2019, all accounts payable for is short-term.

The data in Table 3 show that accounts payable in 2019 increased compared to 2018 by 8411 thousand rubles or by 52.1% and by 14246 thousand

rubles. more than in 2017. Increase in the total amount of accounts payable debt, in particular, was due to an increase in debt by suppliers and contractors by 13,583 thousand rubles in comparison with 2017. In 2019, there is an increase in accounts payable from buyers compared to 2018 - by 461 thousand rubles.

So, in all three reporting periods, a large share in the total the amount of accounts payable is determined by the debt with suppliers and contractors (at the end of 2018, the share of this total debt amounted to 96.9%, at the end of 2019 - 95.9%). Share of accounts payable to buyers in 2019 grew and amounted to 2.8%, the structure of the remaining components of payables debt is negligible.

This means that there is a need to place great emphasis on accounts payable arising from settlements with suppliers and contractors. For this, the composition, structure and dynamics of debt with suppliers and contractors (Table 4).

Таблица 4 – Analysis of the composition, structure and dynamics of accounts payable with suppliers and contractors IP Rusanova

Indicator	Finally 2017		Finally 2018		Finally 2019		Pace growth,%	
	thousand rubles	%	thousand rubles	%	thousand rubles	%	2019/2017	2019/2018
calculations with suppliers and contractors, in including:	9945	20,7	15623	96,9	23528	95,9	236,5	150,5
"KSK"	3829,2	38,5	4780,9	30,6	9788,1	41,6	255,6	204,7
"Segment"	1402,4	14,1	2718,6	17,4	3764,6	16	268,4	138,5
" Vesna "	1372,5	13,8	2390,5	15,3	3247,0	13,8	236,6	135,8
" Istok "	865,3	8,7	1484,3	9,5	1835,3	7,8	212,1	123,6
Other suppliers and contractors	2476,6	24,9	4249,7	27,2	4917,6	20,9	198,6	115,7

In the structure of IP Rusanova counterparties have debt over 7% of the total amount of debt: "KSK", "Segment", "Vesna", "Istok". Indebtedness of others buyers have a lower share in the total amount of debt and combined in the column "Other suppliers and contractors".

The largest share in the total amount of debt suppliers and contractors are liabilities of "KSK", their weight per end of 2019 - 41.6%. The debt of this company, in comparison with 2018 increased by 5007.2 thousand rubles, which to

a greater extent ensured growth accounts payable under the item "suppliers and contractors".

For a more thorough analysis, let's analyze the pivot table, in her accounts payable are classified according to the period of formation (Table 8). The constant compilation of this table has the ability to give a clear picture of the position of settlements with creditors and determine overdue accounts payable.

Table 5 - Analysis of accounts payable of suppliers IP Rusanova by the terms of education for 2019

Name counterparty	Finally 2019		including the terms of education, thousand roubles			
	thousand rubles	%	From 0 to 30 days	From 31 up to 60 days	From 61 up to 180 days	Over 181 days
"KSK"	9788,1	41,6	7512,1	1583	693	0
"Segment"	3764,6	16,0	2882	646	215	21,6
" Vesna "	3247,0	13,8	3247,0	0	0	0
" Istok "	1835,3	7,8	3231	1141	285	260,6
Other suppliers and contractors	4917,6	20,9	18706,4	3371	1192	282,1
in all	23528	100	79,4	14,2	5,2	1,2
in% to the total amount	100					

According to table 5, it can be seen that most of the accounts payable indebtedness defines indebtedness in the context of up to 60 days, including the share of debt with a maturity of up to 30 days 79.5%; from 31 to 60 days - 14.3%. The debt of "KSK" deserves a more important consideration, and "Segment" they have respectively 16% and 13.8% of the debt. And, to attribute attention to overdue debt on the line "Other buyers and customers "in the amount of 4845.2 thousand rubles (20.6%), because Availability debts with a term of formation of more than 30 days were not identified by the conditions treaties.

It is important to say that problem debt can be attributed to the amount of 3262.2 thousand rubles or 13.9% of the total amount of debt, since this debt was

not identified by the terms of the agreements (deferred payments are not given by the company), this indicates that the buyers did not fulfill the payment discipline and inattention on the part of the enterprise to the specified actions. During the analysis of accounts payable, they analyze and evaluate accounts payable turnover data, they characterize the number of turnovers of debt during the entire period, and the average the duration of one turnover (Table 6).

Table 6 – Analysis of accounts payable turnover

Indicator	2017	2018	2010	Изменение	
				2019/2017	2019/2018
Accounts payable amount, thousand rubles.	10282,0	16117,0	24531,0	5834,0	8411,0
Average payable indebtedness, thousand rubles	10282,0	13201,5	20323,0	2917,4	7123,4
Number of days in the period, day	360,0	360,0	360,0	0,0	0,0
Revenue for the period, thousand rubles	88653,0	94685,0	93003,0	6031,0	-1681,0
Turnover ratio accounts payable,%	8,61	7,16	4,57	-1,3	-2,5
The duration of the turnover of the payable debt, day	41,8	61,3	95,0	19,5	33,7
Average one-day earnings, thousand rubles.	246,3	263,0	258,3	16,8	-4,7
Release (attraction) of funds, thousand rubles	5135,3	8698,3			

The period of turnover of the accounts payable in the structure increased by years, which speaks of an increase in the period for payment of debt and can be analyzed negatively, since it leads to the emergence of monetary resources in circulation.

So, in 2017 the period of turnover of accounts receivable determined 41.7 days, this means that the debt decreased on average 8.5 times per period of 360 days, in 2016 the duration of the turnover was 61.3 days, in 2019 95days.



Let us compare the growth rate of revenue with the growth rate of payables debt. An increase in accounts payable is justified if refers to the corresponding increase in revenue. So, the growth rate of revenue in 2019 compared to 2018 amounted to 98.2% (tab. 6), the growth rate accounts payable, for the same time amounted to 152.2%.

All overspending of monetary resources due to accounts payable turnover in 2018 amounted to 5135.2 thousand rubles in 2019 - 8698.2 thousand rubles. Consider the ratio of receivables and payables (table 7)

Table 7 – Analysis of receivables and payables

Indicator	Finally 2017	Finally 2018	Finally 2019
1. Accounts receivable, short-term, total, thousand roubles.	11115	10605	4114
2. Accounts payable short-term, total, thousand rubles	10282	16117	24531
3. Difference in indicators, thousand rubles (p. 1 - p. 2)	832	-5513	-20416
4. The ratio of accounts receivable and accounts payable (page 1 / page 2)	1,1	0,7	0,2

Ratio of receivables and payables debts in IE Frolova I.M. no more than 1 in 2018-2019 those accounts receivable do not cover accounts payable. Short term accounts payable is completely closed by short-term accounts receivable, only in 2017.

The coefficients of 2018, 2019 are less than 1, this characterizes about not company capabilities without attracting additional resources financing to pay off all creditors.

#### 4 Results of the study

After analyzing the accounting of settlements with suppliers and contractors in individual entrepreneurs IP Rusanova and after conducting a study of this accounting area, we identified the following conclusions:

1 IP Rusanova it is important to pay full attention to the creditor's debts arising from settlements with suppliers and contractors.

2 The chief accountant of IP Rusanova, who is entrusted with the duty to control documents coming from suppliers and contractors, it is important to conscientiously fulfill all official obligations.

3 Synthetic and analytical accounting of settlements with suppliers and contractors in IP Rusanova is conducted according to the chart of accounts accounting and the legislation of the Russian Federation, for omission of actions to record claims.

4 Accounts payable of IP Rusanova to suppliers and contractors in 2016 increased by 2 times compared to 2017.

5 The decline in the turnover ratio from 8.61% in 2017 to 4.57% in 2019 speaks of a slowdown in the payment of current obligations of IP Rusanova to suppliers and contractors;

6 Ratio of receivables and payables debt, did not achieve during the analyzed period the regulatory values (equal to 1), means the financial instability of the individual entrepreneur IP Rusanova, this may further affect the solvency of the firm.

Thus, the head of the IP Rusanova must:

-first, create a workflow schedule, including a schedule repayment of accounts payable by maturity;

- secondly, the accountant needs to identify claims in the accounting, data suppliers and contractors, in accordance with the legislation of the Russian Federation on accounting;

- thirdly, it is important to strengthen the IP Rusanova control of incoming suppliers and contractors of documents regarding filling out required details. The effect of maximizing admission control from suppliers and contractors of data (contracts, acts of execution works and the provision of services, invoices, consignment notes) refers the saved amount of telephone conversations, which IP Rusanova it is important to carry out so that counterparties send the corrected correctly executed copies of documents. Big mistakes when forming documents include the absence of basic details (date, signature, 64 print) and indication of the actual address of the individual entrepreneur IP Rusanova instead of legal address in consignment notes and invoices;

- fourthly, the accountant IP Rusanova must be kept in program "1C: Enterprise" directory "Contracts" and refer to program another report "Schedule of payments" for monitoring accounts receivable and payable. In the directory "Contracts" stores data on invoices for payment issued to the counterparty, invoices on payment, data from the counterparty and contracts for a long period with counterparty. Data of the reference book "Date of occurrence of obligations" and "Date of maturity of the obligation" can be used by IP Rusanova for directing debts to long-term, short-term and overdue. Directory "Contracts" is the basis for the execution of the report "Schedule of payments". This report is important for monitoring timely payment of IP Rusanova, exposed by suppliers and contractors accounts. This report defines the schedule of payments and receipts cash resources from counterparties. In the "Payment Schedule" report, you can have data on what debts for payments the buyers have and customers before IP Rusanova and, conversely, what debts do individual entrepreneurs have IP Rusanova in front of suppliers and contractors. Payment periods arrears are determined based on the term specified in the document payment. The payment period can be defined for any period. Everything debts in the document are grouped according to the dates of their payment. The main clause in the document always records information about unpaid debts of the counterparties of the company and those payments, they should

be used by the company in mainly to its suppliers and contractors. With the help of a certain settings "Available funds" it is possible to determine the amount of available funds the company has sums of money for the period of formation of the document. Report, taking into account the initial amount, calculate the amount of the firm's financial resources with taking into account all important payments and receipts in the future. Result from implementation of the directory "Contracts" and implementation of the report "Schedule of payments" 65 in the program "1C: Enterprise" is the amount of a certain overdue debt of buyers and customers for 2014-2016, which the individual entrepreneur IP Rusanova could send to the purchase of goods and materials, provision of services and performance of work by other enterprises, as well as the amount singing from suppliers and contractors for failure to meet payment deadlines, which could be minimized.

Table 8 – The amount of fines from suppliers and contractors IP Rusanova

Provider (contractor)	Debt, rub.	number days delays	Penalty for one day, %	Amount forfeit, %
"KSK"	17836,49	63	0,1	1123,7
"Segment"	110089,64	92	0,2	20256,49
" Vesna "	4490	299	0,1	1342,51
" Istok "	24145,93	244	0,2	11783,21
"Emma"	2843,8	1	0,1	2,84
IP Kozlov	6200	31	0,1	192,2
Bcero:	34700,96			

According to table 8, the entire amount of the penalty to suppliers and contractors will be  $34700.96 / 1.19 = 29408,58$  rubles.

So, if an accountant IP Rusanova kept the directory "Contracts" and kept a report every day " The payment schedule" the firm would not have to pay interest to suppliers and contractors in the amount of RUB 29407.59 and not the time frame to identify, claim and to put into circulation the unpaid debts of buyers and

customers in the amount of 212936.78 rubles. Fifth, it is important to plan the repayment of IP Rusanova accounts payable in the first-second quarter of 2021.

All these activities and the result of their action in the IP Frolov we transform into table. 9.

Table 9 – Measures to improve settlements with suppliers and contractors in IP Rusanova

Event	Effect
Maintaining a workflow schedule	This will save working time, streamline work generally
Strengthening the verification of incoming suppliers and contractors documents	Savings on telephone calls
Corrective accounting entries claims	Elimination of distortion of the line "Fines, penalties and penalties recognized or for which received decisions of the court (arbitration court) on their recovery "
Maintaining the directory "Contracts" and input to the program "1C: Enterprise "of the report" Schedule payments "	Elimination of the amount of lost profits and cost savings.
Repayment planning accounts payable	The increase in the ratio of accounts receivable and payables

The execution of all these activities will enable IP Rusanova exclude delays in payment terms to suppliers and contractors and topics the most not to omit the counterparties with whom good business relationships in the course of the organization's work.

In addition, IP Rusanova necessary:

- monitor bad debts in order to the formation of an important reserve;
- track the ratio of receivables and payables debt;
- carry out regular analysis of the financial statements of clients in comparison with data from previous years;
- conduct events, including with the involvement of authorities to collect overdue receivables.

## 5 Social responsibility

### 5.1 Description of the workplace

The accounting office was chosen as the object of the study.

Characteristics of this office:

length - 5.7 m,

width - 3.7 m,

ceiling height is 3.5 m, office area  $S = 21.09 \text{ m}^2$ .

The walls of the office are covered with light blue wallpaper, the ceiling is painted gray. The floor is covered with light brown linoleum.

Artificial lighting. The light sources are 2 universal lamps equipped with 5 incandescent lamps of 100 W each, which are arranged in a row. There is 1 window with light shutters.

The microclimate parameters of the office are as follows [27]:

- work category

- light 1a;

- air temperature: in the cold period (with artificial heating) is  $22 - 24 \text{ }^\circ\text{C}$ , in the warm period -  $24 - 25 \text{ }^\circ\text{C}$ ; -

relative air humidity: in the cold period is  $45 - 55\%$ , in the warm period -  $41 - 52\%$ ;

- dust emission in the investigated room is minimal. The parameters were measured by the labor protection commission of the branch of the Federal State Institution "Center for Hygiene and Epidemiology in the Novosibirsk Region in Novosibirsk" and recorded in the protocol for instrumental control of the microclimate of industrial premises.

According to SanPiN 2.2.4.548-96 "Hygienic requirements for the microclimate of industrial premises", the requirements for microclimate parameters are as follows:

For the category of work - light 1a, the air temperature: in the cold period (with artificial heating) is: optimal 22-24 ° C, permissible 18-24 ° C, in the cold period is: optimal 23-25 ° C, permissible 18-28 ° C.

Relative air humidity: during the cold period it is 45 - 30%, permissible no more than 60%, in the warm period - 60–30%, permissible no more than 65%. Thus, all parameters of the microclimate comply with the standards.

There are two workplaces in the office, the working day lasts from 09:00 to 18:00 with a lunch break from 13:00 to 14:00. At the workplace of each employee there is a complete computer with a 17-inch LG Flatron L1951SQ monitor that meets the international TCO'99 standard, an HP LaserJet 1200 series printer and a XEROX WorkCentre 5222 Copier copier.

The office is carried out daily wet cleaning. The room is ventilated naturally. The parameters of the labor activity of accounting employees [27]:

- type of labor activity - group A and B - work on reading with a preliminary request and entering information from the monitor screen;

- categories of severity and intensity of work with a PC - II group (the total number of read or input characters for a work shift is not more than 40,000 characters);

- object dimensions - 0.15 - 0.3 mm; - category of visual work - II; - subclass of visual work - G;

- the contrast of the object with the background is large; - background characteristics - light;

- the noise level does not exceed 50 dB. The parameters were measured by the Occupational Safety Commission of the FGUZ “Center for Hygiene and Epidemiology in the Novosibirsk Region in Novosibirsk” and recorded in the protocol for instrumental noise control.

The normative and technical documentation, in accordance with which the measurements were carried out and the conclusion was given CH №2.2.4 / 2.1.8.562-96.

Sanitary standards. Noise at workplaces, in residential and public buildings and in residential and public buildings; GOST 12.1.036-81. Noise. Acceptable levels in residential and public buildings.

The parameters correspond to the sanitary standards CH 2.2.4 / 2.1.8.562-96. The office is equipped with a manual fire extinguisher OU-3 (designed to extinguish fires of various types, widespread in office premises with office equipment). For the implementation of the necessary measures related to safety at the workplace, fire safety measures, etc., a life safety department has been created in the technical school.

## 5.2 List of laws and regulations

When describing the workplace of a technical school accountant, its characteristics, the following regulatory documents were considered:

1 Card from 03/20/2018 No. 54-101 / 1 / 18-3 for a special assessment of working conditions.

2 The list of heavy work and work with harmful or hazardous working conditions, during the performance of which the employment of women is prohibited (approved by the Government of the Russian Federation of February 25, 2000 N 162).

3 Sanitary and Epidemiological Rules and Regulations SanPiN 2.4.6.2553-09 Sanitary and epidemiological requirements for the safety of working conditions for workers under the age of 18, clause 2.2.

4 SanPiN 2.2.2 / 2.4.1340-03 Hygienic requirements for personal computers and work organization. 5 Order of the Ministry of Health and Social Development of the Russian Federation of April 12, 2011 No. 302n, Appendix 2, Clause 20.



### 5.3 Analysis of factors of internal social responsibility

This paragraph of this final qualifying work is devoted to the analysis of the factors of the internal environment of the organization's social responsibility. Our analysis showed that the organization in question has all the necessary optimal working conditions for employees.

The conclusions of the analysis are based on the following aspects:

- the remuneration of employees is of a permanent stable nature - salaries are paid to personnel on time, on time, without delays, and the size of the salary corresponds to the size of the average salary in the region;

- Provides an annual medical examination at the expense of the organization for all employees; - according to the established schedule of advanced training, the staff is given the opportunity to undergo the necessary training;

- when hiring, each new employee is required to undergo briefings on occupational safety, fire safety, etc., note that training on actions in the event of an emergency is conducted with personnel and students regularly, in accordance with the established deadlines - works to ensure favorable relationships within the team;

- support is provided to employees in a difficult financial situation, payments are provided to support young parents at the birth of a child, and a small financial support is provided to employees who have lost their loved ones.

### 5.4 Analysis of external social responsibility factors

This paragraph of this final qualifying work is devoted to the analysis of the factors of the external environment of the organization's social responsibility. Our analysis showed that the organization is trying to maintain this indicator at the optimal level. IE Frolova contributes to environmental protection - organizes subbotniks for cleaning the territory of the enterprise and nearby territories with the involvement of personnel.

Management works to involve its employees in a healthy lifestyle, exercise and proper nutrition.

### 5.5 Legal and organizational issues of ensuring social responsibility

When analyzing the legal norms of labor legislation, it can be argued that the institution bears full responsibility as an employer to its employees.

All activities of the technical school are carried out in accordance with the norms of:

- the Labor Code of the Russian Federation;
- the tax code of the Russian Federation;
- the civil code of the Russian Federation; constitution of the Russian Federation [27].

When hiring employees on the basis of an application, an employment contract is concluded, according to which the guarantees of each of the parties are preserved. Before an employee begins to perform his job duties, he must familiarize himself with the job description, where his rights and obligations are spelled out.

### 5.6 Section Conclusion

The object of the study was the accountant's office and his workplace. As part of our study of this final qualifying work, it was established [27]:

- type of labor activity - group A and B - work on reading with a preliminary request and entering information from the monitor screen;
- categories of severity and intensity of work with a PC - II group (the total number of read or input characters for a work shift is not more than 40,000 characters);

- object dimensions - 0.15 - 0.3 mm; - category of visual work - II; - subclass of visual work - G; - the contrast of the object with the background is large;

- background characteristics - light; - the noise level does not exceed 50 dB. An analysis of the factors of internal and external social responsibility showed that the company under consideration pays no small attention to organizing optimal working conditions for personnel, provides support to employees who find themselves in difficult life situations, and protects their health.

## Conclusion

Non-compliance with contractual obligations and late payment goods to suppliers lead to a decline in the organization's business reputation and, as a result, to insolvency and illiquidity. Means every firm for improving the financial situation, it is important to monitor the ratio accounts receivable and payable, identify methods and ways, allowing to reduce the amount of debts at the enterprise. Therefore, to at the enterprise IP Rusanova did not increase unreasonable accounts payable, it is obliged to competently control accounts payable.

In the course of writing the final qualifying work, we were these tasks were solved:

1 The accounting and analysis of settlements with suppliers and contractors, the problem of accounting for intracorporate settlements with affiliated suppliers and contractors, and lack of methods conducting a study of settlements with suppliers and contractors in activities of economists.

2 Analyzed the economic data of IP Rusanova determining the growth of such important balance sheet items as accounts payable indebtedness (an increase of 2.4 times).

3 The analysis of accounting of settlements with suppliers and contractors in IP is made IP Rusanova he revealed the cancellation of the use of fuel cards, the absence main requisites for incoming from suppliers and contractors documents, analysis in the accounting of complaints not in accordance with the laws on accounting.

4 Analyzed the accounting of settlements with suppliers and contractors in IP Rusanova, he revealed:

68 - accounts payable to suppliers and contractors increased from 10281 thousand rubles in 2017 up to 24532 thousand rubles in 2019, that is, in 2.2 times;  
- decline in the turnover ratio from 8.60% in 2016 to 4.56% in 2019 means a

reduction in the repayment of current obligations of IP Rusanova to suppliers and contractors;

- in the course of non-payment by buyers and customers, data the obligations of the individual entrepreneur IP Rusanova may not be covered by monetary resources and calculations for already sold goods;

- the position of the ratio of accounts receivable and payable arrears during 2017-2019 did not achieve the normative that speaks about the poor financial situation of individual entrepreneur IP Rusanova.

5 We have recommended measures to improve accounting settlements with suppliers and contractors in IP Rusanova and state calculations in the course of the study of this accounting area. The task the recommendations proposed in the work were minimization of IP Rusanova delays in payments to suppliers and contractors with whom good business relations have been formed, and money is saved when making payments to suppliers and contractors.

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