Recording Disabilities and Tax Benefits

Recording a Disability

- Open the employee in question.
- Open the Employment tab - Disability[1]
- Clicking "Edit" puts the employee record into write mode.
- Create a new entry by clicking "New".
- In the "Disability" field, select the corresponding disability from the selection list.
- Specifying the approved "percent" of the disability is a required field (red asterisk).
- "Legal count" is also a required field and usually has a value # 1, depending on how many jobs this disability counts toward, which can be looked up at: https://www.wko.at/service/arbeitsrecht-sozialrecht/Beguenstigte_Behinderte_Arbeitnehmer.html (WKO website)
- The two date fields "Valid from" and "Valid until" are also required fields.
- The fields "Authority," "Date of recognition," "File number," and "Comment" serve only for more detailed recording and can also remain empty.
- After clicking "Save" you receive a success message along with a note that you can now store documents for the disability, see: Linking a Document to a Disability or Tax Benefit[3]

Recording a Tax Benefit

- Open the Finances tab - Tax benefits[4]
- Clicking "Edit" puts the employee record into write mode.
- Create a new entry by clicking "New".
- A selection list is stored for the "Type" field.
- The two date fields for validity, "Valid from" and "Valid until," are also required fields
- The "Comment" field serves only for more detailed recording and can also remain empty
- After clicking "Save" you receive a success message along with a note that you can now store documents for the tax benefit, see: Linking a Document to a Disability or Tax Benefit[5]

1. /daisy/webdesk-manual-admin/7761-dsy.html?language=4
2. https://www.wko.at/service/arbeitsrecht-sozialrecht/Beguenstigte_Behinderte_Arbeitnehmer.html
3. /daisy/webdesk-manual-admin/7783-dsy.html?language=4
4. /daisy/webdesk-manual-admin/7770-dsy.html?language=4
5. /daisy/webdesk-manual-admin/7783-dsy.html?language=4