

Under this Chart of Accounts, there are 8 sections:

- Section 1: Short-Term Assets
- Section 2: Long-Term Assets
- Section 3: Short-Term Liabilities
- Section 4: Long-Term Liabilities
- Section 5: Capital and Reserves (Equity)
- Section 6: Revenues
- Section 7: Expenses
- Section 8: Accounts of Production

Section number gives the first digit of account's code. Each section contains subsections that form the second digit of the code:

- Section 1: Short-Term Assets
 - Subsection 1000: Money
 - Subsection 1100: Short-Term Financial Assets
 - Subsection 1200: Short-Term Accounts Receivable
 - Subsection 1300: Inventories
 - Subsection 1400: Current Tax Assets
 - Subsection 1500: Long-Term Assets for Sale
 - Subsection 1600: Biological Assets
 - Subsection 1700: Other Short-Term Assets

The third digit of the code represents account's group:

- Section 1: Short-Term Assets
 - Subsection 1000: Money
 - Group 1010: Money in Cash Register
 - Group 1020: Money on a Way
 - Group 1030: Money on Current Bank Accounts
 - Group 1040: Money on Corresponding Accounts
 - Group 1050: Money on Depositary Accounts
 - Group 1060: Money Limited in Use
 - Group 1070: Electronic Money Equivalents
 - Group 1080: Other Money Resources
 - Group 1090: Allowance for Money Impairment Losses

If accountant needs more details for a particular group (e.g. group 2410 representing Fixed Assets), it can be broken down into individual accounts that should appear in the order of decreasing liquidity: 2411 – Vehicles, 2412 – Machines and Equipment, etc.)

Short Methodological Recommendations are included into the Typical Chart of Accounts, as well. They denote meanings of individual groups.

NOTE: This Chart of Accounts does not contain section for off-balance-sheet accounts. It is explained by the fact that according to IFRS companies can introduce new accounts at their wish, complementing existing accounts, and consequently there is no need in off-balance-sheet accounts.

When you start preparing accounting transactions, to avoid mistakes, it's also important to know the following classification of accounts:

Active accounts (groups) show increase on debit, decrease on credit and always have debit balance. Examples of Active Accounts include Money, S-T/L-T Financial Investments, S-T/L-T Receivables, Inventories, Fixed/Intangible Assets, Work/Construction in Progress, Current Tax Assets, Other Assets, Outstanding Capital, Expenses, and Accounts of Production.

Passive accounts (groups) show increase on credit, decrease on debit and always have credit balance. Examples of Passive Accounts include Depreciation/Amortization, S-T/L-T Financial Obligations, Tax/Deferred Tax & Other Obligations, S-T/L-T Payables, Authorized Capital (e.g. Contributions and Shares), Reserves, and Revenues.

Examples of transactions involving Active/Passive Accounts are shown below:

1010 (A) – 1030 (A) – money received into Cash Register from Settlement Account
1030 (A) – 1010 (A) – transferred money from Cash Register to Settlement Account
1250 (A) – 1010 (A) – money given to advance holder

5110 (A) – 5030 (P) – declared authorized capital
1030 (A) – 5110 (A) – received money as contribution to authorized capital

3310 (P) – 1030 (A) – paid to supplier for Fixed Assets
2410 (A) – 3310 (P) – received Fixed Assets

Using accounts vs. using subconto For analytical purposes company may need to add new accounts to existing groups as was discussed above. This approach has limitation to the number of new accounts within a group which may not exceed 9. Alternative way to organize analytical accounting is to use subconto (1C supports up to 3 subconto) that refer to program's directories. As a result, accountant has an option to conduct analytical accounting without limitation to the number of items used. Another possibility is to combine conducting analytical accounting through use of individual accounts created within a group with accounting done with help of one or more subconto.

You may also save some time for you by remembering **frequently used groups of accounts** first:

Money:

1010 – Money in Cash Register (in tenge/in foreign currency)
1020 – Money on a Way
1030 – Money on Current Bank Accounts (Settlement Account/Currency Settlement Account)

Fixed/Intangible Assets & Depreciation/Amortization & Reserves

2410 – Fixed Assets (can be detailed further by opening additional accounts)
2420 – Depreciation of Fixed Assets (can be detailed further)

2730 – Other Intangible Assets – except Goodwill (2710)
2740 – Amortization of other IA – except Goodwill (2720)

5520 – Reserve on re-evaluation of Fixed Assets
5530 – Reserve on re-evaluation of Intangible Assets

Inventories

- 1310 – Raw Materials
- 1320 – Finished Goods
- 1330 – Goods
- 1340 – Production (/Work) in Progress
- 1350 – Other Inventories

Receivables/Payables

- 1210 – Short-Term A/R from buyers (краткоср. дебиторская задолженность покупателей и заказчиков)
- 2110 – Long-Term Receivables (долгосрочная дебиторская задолженность покупателей и заказчиков)

- 1250 – Short-Term A/R from employees (краткосрочная дебиторская задолженность работников)
- 2150 – Long-Term Receivables from employees

- 3310 – Short-Term A/P (краткосрочная кредиторская задолженность)
- 4110 – Long-Term Payables (долгосрочная кредиторская задолженность)

Revenues/Expenses

- 6010 – Income from Realization of Goods, Works, and Services
- 6020 – Return of Goods Sold
- 7010 – Cost of Goods Sold (COGS)

- 7210 – General (and Administrative) expenses
- 7110 – Expenses on Realization of Goods, Works and Services

- 6210 – Income from retirement of assets (can include: Income from retirement of FA)

- 6250 – Gain of favorable exchange rate difference
- 6290 – Other income

- 6130 – Income from financial leasing

- 7430 – Expenses on unfavorable exchange rate difference
- 7480 – Other expenses

Accounts of Production

- 8110 – Main Production (can include: Materials (in production), Remuneration of labor of Production Workers, Deductions, etc.)
- 8410 – Overhead Expenses (can include: Repairing of FA, Depreciation of FA/Amortization of IA, Utility Services, Rent Payments, etc.)

Issued Capital

- 5030 – Contributions and Shares (учитывается в зависимости от формы организации по группам счетов)
- 5110 – Outstanding Capital

Advances Given/Received

- 1710 – Short-Term Advances Given
- 2910 – Long-Term Advances Given

- 3510 – Short-Term Advances Received
- 4410 – Long-Term Advances Received

Loans

3010 – Short-Term Bank Loans
4010 – Long-Term Bank Loans

Rent/Interest

3360 – Short-Term rent obligations
4150 – Long-Term rent obligations

3050 – Short-Term Interest payable
4050 – Long-Term Interest payable

7310 – Interest expense

Obligations on Remuneration of Labor

3350 – Short-Term obligations on remuneration of labor
4160 – Other Long-Term Payables

Taxes (Payable) & Obligations on Other Obligatory/Voluntary Payments

3110 – Corporate Income Tax (payable) (**NOTE:** 7710 – Expenses on Corporate Income Tax)
3120 – Personal Income Tax
3130 – VAT (payable) (**NOTE:** 1420 – VAT (to offset))
3140 – Excise Taxes
3150 – Social Tax
3160 – Land Tax
3170 – Tax on Vehicles
3180 – Property Tax

3210 – Obligations on Social Insurance
3220 – Obligations on Pension Payments
3230 – Other Obligations on Other Obligatory Payments

Retained Earnings/Outstanding Loss

5610 – Income/Loss for the current year
5710 – Net Income/Net Loss