

How to organize bookkeeping

A company maintains its accounting according to an industry-specific chart of accounts. The standard for Switzerland is the "Swiss SMB (small and medium businesses) accounting framework".

In accounting, all accounting rules for a company are defined in a chart of accounts. He ensures a good organization of the financial structure. Basically, each account is assigned a number. This facilitates the sorting of bookings and enables comparison between companies.

Some industries, such as banks, insurance companies and public administration, must comply to certain statutory accounting standards. Others, such as catering, must meet industry-specific requirements. The details of a chart of accounts are adjusted to the individual needs of the company.

In Switzerland, the "SME Accounts Framework" is the standard work for the creation of chart of accounts for small and medium-sized enterprises. It was completely revised on 1 January 2013 following the entry into force of the new accounting law. Previously it was issued by the Swiss Trade Association (SGV), now this is the responsibility of the Association veb.ch. The authors are Herbert Matle, Markus Helbling and Walter Sterchi, three qualified experts for accounting and controlling who have rich experience treasure from practice.

Reference: Swiss Chart of Accounts SME, Walter Sterchi, Herbert Mattle, Markus Helbling, Publisher SKV Zurich, 2013 (ISBN 978-3-286-51075-3).