

I close the reconciliation accounts

Tasks to be completed when documenting an operation (from creation to publication)

1. Enter the **Title of the operation / page**

2. Add the following Labels:

- Scope of applicability: ww, country_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
 - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
 - Labels to be used: **ww, financial_accounting, central_fin_proc_compliance**
 - E.g. 2: France Operation in Financial Accounting:
 - Labels to be used: **country_accounting, france, financial_accounting**
(for country operations, the Domain is always country_accounting)

3. Fill in all fields as described above

4. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain: Central Finance Processes & Compliance

Responsibility area: Coordinate Accounts Reconciliation and Analysis

Table of contents

- [Tasks to be completed when documenting an operation \(from creation to publication\)](#)
- [1. Enter the Title of the operation / page](#)
- [2. Add the following Labels:](#)
- [Scope of applicability: ww, country_accounting](#)
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- [Table of contents](#)
- [1. Objective and Scope](#)
 - [1.1 Objective of this Operation](#)
 - [1.2 Scope](#)
- [2. Definitions](#)
- [3. Tasks description](#)
- [3.1. I open accounts reconciled](#)
 - [3.1.1.](#)
 - [3.1.2.](#)

Scope



ERP



Frequency



References

Forms

Attachments

8. Add the link to attachments or external links

[I maintain master data](#) << I close the reconciliation accounts >> [I manage threshold accounts](#)

1. Objective and Scope

1.1 Objective of this Operation

Understand how you can change accounts status

1.2 Scope

All companies released according [ARA Timetable](#)

2. Definitions

See Finance Glossary:

- Add if necessary.

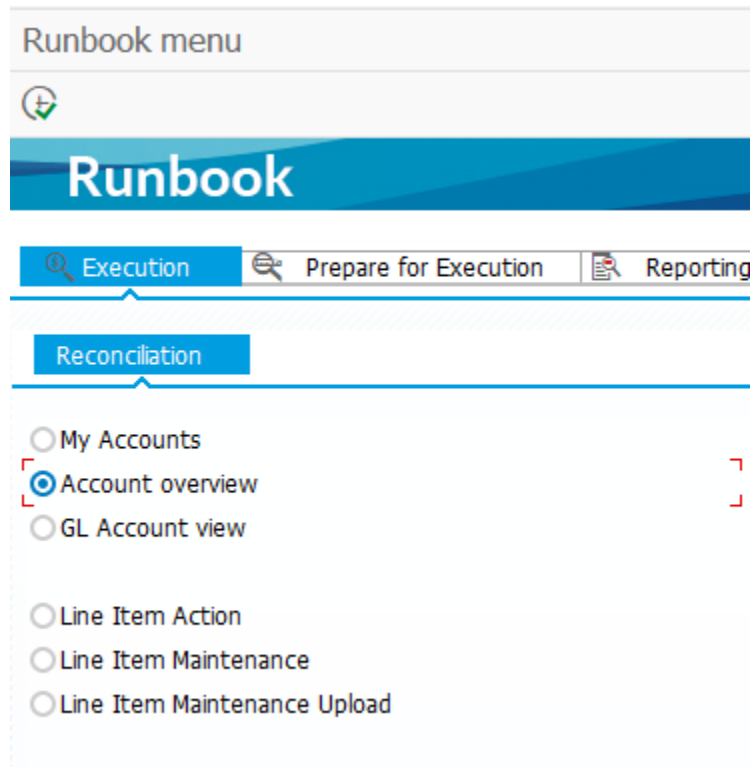
3. Tasks description

How to change the accounts status from Reviewer to Closed after reconciliations finished

3.1. I open accounts reconciled

3.1.1.

I go to /n/bsar/menu on tab prepare for execution and select Account overview



I select the reconciliation period and process status reviewer:

Account Overview



Analysis Time Frame

Fiscal Year
Posting period to

Restriction

Area to
Account Item to
G/L Acct. - Single Reconc. to

Hide additional fields

Additional fields

Get Area via Company Code to

Account Hierarchy to
Account Hierarchy - sublevel to

Responsibility Group to
User Type to

Type of Account Item to
Planning
Frequency to
Risk Level to
Reconciliation Level to
Manual Reconciliation to
Balance Categorization to
Special G/L postings to
Rule Set to
Formula ID to
BBU Active to
 Show custom fields

Process status to

I run the transaction.

3.1.2.

After the transaction run, I select all accounts and click on Bulk certify.

Account Overview








Period	Exec Resp.Grp.	Hierarchy	Area	Area Description	Acc Item	Account item Description	G/L A
2022-04	COUNTRYACT	GROUPSOLV	KR03383	Solvay Specialty Polymers Korea Co Ltd, Seoul	X200-100	Income Taxes	45100
2022-04	COUNTRYACT	GROUPSOLV	KR03383	Solvay Specialty Polymers Korea Co Ltd, Seoul	X200-901	Other Taxes	24122
2022-04	COUNTRYACT	GROUPSOLV	LU06044	Solvay Hortensia SA, Luxembourg	L100-100	Equity	30300
2022-04	COUNTRYACT	GROUPSOLV	LU06044	Solvay Hortensia SA, Luxembourg	X200-100	Income Taxes	45500
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	A410-100	Insurance	23220
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	A410-100	Insurance	27000
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	L100-220	IAS 19 Revised	30312
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	L500-200	GL IAS 19 Provision	Group
2022-04	SU_FA_GL	GROUPSOLV	MX06300	Solvay Fluor Mexico SA de C.V., Ciudad Juarez	L100-220	IAS 19 Revised	30312
2022-04	SU_FA_GL	GROUPSOLV	MX06300	Solvay Fluor Mexico SA de C.V., Ciudad Juarez	L500-200	GL IAS 19 Provision	Group
2022-04	COUNTRYACT	GROUPSOLV	MX06300	Solvay Fluor Mexico SA de C.V., Ciudad Juarez	X200-100	Income Taxes	45100
2022-04	SU_FA_GL	GROUPSOLV	NL00294	Solvay Chemie BV, Linne-Herten	L500-200	GL IAS 19 Provision	Group
2022-04	COUNTRYACT	GROUPSOLV	NL00294	Solvay Chemie BV, Linne-Herten	X200-100	Income Taxes	45500

I click on OK for next boxes, and the accounts will closed:

End of document.

Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

Sept 11, 2024	Actor	Type	Activity	Version
Published	 Eusébio, Daniela	Edit	updated the page at 4:12 pm Other contributors: 	
		State	changed state to Published at 2:12 pm	v8
Draft	 Eusébio, Daniela	State	gave <i>Approvers</i> approval at 2:12 pm	
		State	changed state to Draft at 2:12 pm	v8
May 30, 2022				
Published	 Barbier, Delphine	State	changed state to Published at 7:17 am	v7
		State	gave <i>Approvers</i> approval at 7:17 am	
Draft	 Barbier, Delphine	State	gave <i>Approvers</i> approval at 7:17 am	
		State	gave <i>Approvers</i> approval at 7:17 am	
May 26, 2022				
	 Ramos, Fernanda	Edit	updated the page at 7:47 pm	
		State	assigned approval <i>Approvers</i> to  Barbier, Delphine at 5:49 pm	