

US - ARA Bank 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, new_zealand, emea_transversal, apac_transversal
- 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. Name the title of each section using OPD methodology naming convention - **Infinitive verb without the "to", mainly action verb...something) - " I do something..."**

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

Domain: Country Accounting

Responsibility area: N/A

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Scope

? Unknown Attachment

ERP



? Unknown Attachment

Frequency

? Unknown Attachment

References

FBL3N

/BSAR/MENU

Forms

[AAAA.DD Factoring Analysis BASE](#)

Attachments

[FreshDesk](#)

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1. Objective and Scope

1.1. Objective of this Operation

The objective of the operation is to describe how to update the dashboard file that reconcile the US [PF1](#) Bank accounts.

1.2. Scope

This procedure applies to company all US [ERP PF1](#) companies:

- [SSP](#) - 5844, 5782
- [SCI](#) - 4290, 4291, 5650, 6028
- [SF](#) - 3384
- [SNA](#) - 4045, 5718

2. Definitions

See Finance Glossary:

- [ERP](#)
- [PF1](#)
- [SSP](#)
- [SCI](#)
- [SF](#)
- [SNA](#)

3. Tasks description

Monthly all the US [ERP PF1](#) companies Bank accounts need to reconcile in the Analyze and Reconcile Accounts (ARA) to ensure the accuracy of the financial statements and allow the group to publish the reports with confidence. The objective is to have a quality analysis and reconciliation of Balance sheet.

In order to facilitate this task, a dashboard was created and it needs to be updated every month with the P11 information.

3.1. I update the needed information

3.1.1. I extract the information

Go to [ERP](#) P11 system and access the transaction FBL3N, click in "get variant" and select the variant "ARA_US_BANK".

The screenshot shows the SAP 'G/L Account Line Item Display' interface. A 'Find Variant' dialog box is open, allowing the user to search for a specific variant. The 'Variant' field is populated with 'ARA_US_BANK'. Other fields include 'Environment', 'Created by', 'Changed by', and 'Original Language'. A 'Search' button is visible at the bottom of the dialog.

Field	Value
Variant	ARA_US_BANK
Environment	
Created by	
Changed by	
Original Language	

Confirm the populated information:

- G/L Account: all companies accounts of 591USD, 591CAD and 591EUR.
- Company code: all US [ERP PF1](#) companies.
- All Items: from the first to last day of the previous month.
- Layout: "ARA_US_BANK"

G/L Account Line Item Display



Data Sources

G/L account selection

G/L account	591USD5782	to		
Company code	0231	to		

Selection using search help

Search help ID	
Search string	
Search help	

Line item selection

Status

<input type="radio"/> Open items				
Open at key date				
<input type="radio"/> Cleared items				
Clearing date		to		
Open at key date				
<input checked="" type="radio"/> All items				
Posting date	01.08.2019	to	31.08.2019	

Type

- Normal items
- Noted items
- Parked items

List Output

Layout	ARA_US_BANK
Maximum number of items	

And then press Execute (F8) . When the report is displayed, certify that all lines that are "type" "SX" are excluded.

G/L Account Line Item Display

G/L Account 591USD5782 C/Cp SOLVAY ADVANCE POLYMERS (US)-USD
 Company Code *

Account	DocumentNo	Type	Doc. Date
591USD5782	8620455996	U3	29.07.201
591USD5782	5001020457	F6	30.07.201
591USD5782	5001020458	F6	31.07.201
591USD5782	5001020459	F6	31.07.201
591USD5782	5001020828	F5	01.08.201
591USD5782	5001020829	F6	31.07.201

Filter criteria

Select.

Document Type = SX

Extract the report to excel file, press List - Export - Local File - Spreadsheet and save in a folder of your preference.

3.1.2. I updated the data base file

Open the file with the information extracted from ERP PI1 and:

- Remove the blank lines above the headings - select the to lines be deleted press "Ctrl"+"-".
- Exclude column "E", that is blank; select the to column be deleted press "Ctrl"+"-".
- Segmented the "text" column by "-". Select column "text" press DATA - Text to Columns - Delimited - Next - Other - type in the box "-" - Finish.

Data Review View Developer Interactive Guide Acrobat

Filter

Convert Text to Columns Wizard - Step 2 of 3

This screen lets you set the delimiters your data contains. You can see how your text is affected in the preview below.

Delimiters

Tab Treat consecutive delimiters as one

Semicolon

Comma

Space

Other: -

Text qualifier: "

Data preview

42992
43175
43304
43531
0200000090488/CHGE

Cancel < Back Next > Finish

N	O	P	Q	R
gment	Offst.acct	Text		
!/HR00/HR11	S 591USD4044		42992	
!/HR00/HR11	S 591USD4044		43175	
!/HR00/HR11				
!/HR00/HR11				
!/CHGE				
!/2003434878				
!/2003434879				
!/2003434880				
!/2003435935				
!/2003435936				
!/2003435937				
!/2003435938				
!/2003438496				
!/2003440101				
!/2003440102				
!/2003440122				
!/2003441378				
!/2003441379				
!/2003441380				
!/2003441381				
!/2003441382				
!/2003441962	S 5080033000	0231-100-2003441962-57826111159065	-0000312989	

Open the file AAAA.DD Factoring Analysis BASE and in tab "database" e the information from the extracted file starting from cell I3, it must be add as values.



ARA Reconciliation

Factoring Banking Accounts

Select G/L Account	Year	2019
591USD6028	Month	8

Certify that fields of amounts in the reconciliation month and actual balance are equal to the ones in ERP PF1. Also that the link in "Analytical Database" is updated with the new FreshDesk ticket created.



ARA Reconciliation

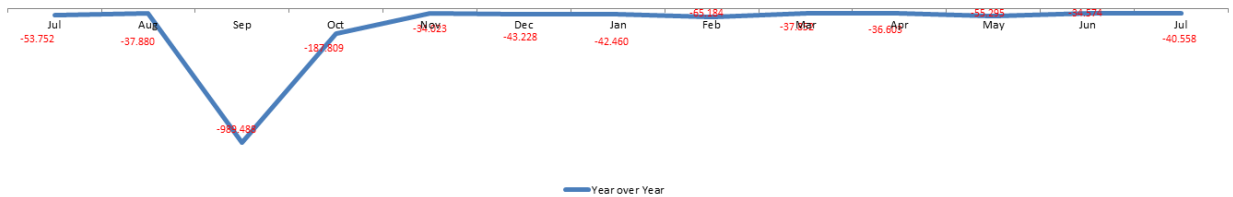
Factoring Banking Accounts



Select G/L Account
591USD6028

[Analytical Database](#)

	2018			2018			2019			2019			2019		Year Balance
Resume	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	
Check	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commission	-2	-1	-4	-2	0	-2	-1	-1	-1	0	-2	0	-1	0	-15
Customer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Interests	-28.501	-32.710	-30.737	-27.993	-33.166	-36.941	-41.657	-36.775	-31.686	-35.801	-32.852	-33.771	-34.613	0	-375.972
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TE & HTR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vendor	-25.249	-5.169	-958.747	-159.814	-857	-6.285	-302	-28.408	-6.165	-802	-22.461	-803	-5.944	0	-1.191.089
Total	-53.752	-37.880	-989.488	-187.809	-34.023	-43.228	-42.460	-65.184	-37.852	-36.603	-55.295	-34.574	-40.558	-40.558	-1.567.076



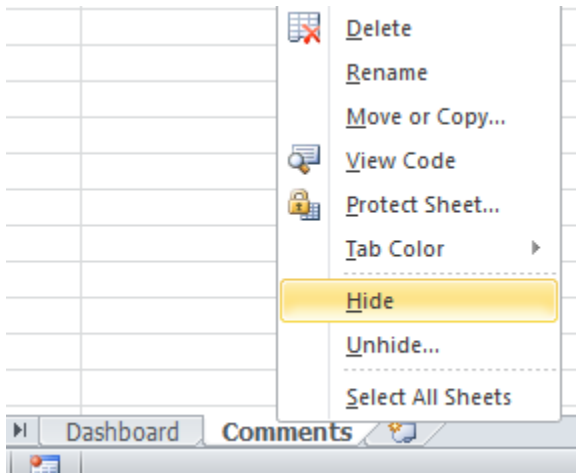
Year over Year Analysis	Amount
7 2018 Initial Balance	-12.186.309
Check	0
Commission	-18
Customer	0
Interests	-437.183
Other	0
TE & HTR	0
Vendor	-1.321.508
7 2019 Balance	-13.845.018

Comments over Balance Variance

Banking accounts are managed by two factoring companies: 4044 (NAFTA - USA), and 0231 (Europe). Banking documents are managed and processed in P11 (Banking System), where companies 4044 and 0231 are allocated. Afterwards, the information is posted in system PF1.

The entries in the banking accounts are classified as: Customer, Vendors, Commissions, Check's, Interests, T&E and HTR, and Other. Analytical entries available into the hiperlink above.

Except tab "Dashboard", all others must be hide again.



Save the file and add them in the ticket created for it.



3.2. I reconcile the accounts and upload the file

Enter in transaction /BSAR/MENU in ERP PF1, flag "my account", execute(F8) .


The accounts that need to be reconcile will be

- Fiscal year and posting period in accordance to the analysed month;
- Area: US*
- Account Item: A500-400
- Flag Display Sign-off Info




My Account Overview


 

Analysis Time Frame

Fiscal Year	2019				
Posting Period	7	to	7		

Restriction

Area	[X] US*				
Account Item	A500-400		to		
G/L Acct. - Single Reconc.			to		

 Show additional fields

Options

- Display Sign-off info
- Display Resp.Group Users
- Display all currencies
- Sort by Account Hierarchy

The file need to be upload for all the open accounts and the comment field of the accounts need to be filed with the file comment.

End of document.

