CL: Bank Reconciliation

This document has the objective to show the FEBAN transaction process.

Click "Enter"

Select the document that you want to compensate clicking twice in the numbers,

Domain: Country Accounting

Responsibility area: N/A

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Scope

? Unknown Attachment

ERP

WP1

Frequency

? Unknown Attachment

References

Forms

Attachments

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1. Objective and Scope

1.1. Objective of this Operation

This document has the objective to show the Bank reconciliation process.

1.2. Scope

The procedure is applied to company 7725 and 7722 in WP1.

2. Definitions

See Finance Glossary:

- ...

3. Tasks description

Master Data Accounts.

		7722	7725
51000799	CITIBANK PERU PEN		0-109147-00-1
51000800	CITIBANK PERU USD		0-109147-50-8
51000797	BANCO DE CHILE/CITI CLP	5740002	
51000798	BANCO DE CHILE/CITI USD	5740118	

COMPANY	BANK	ACCOUNT	DESCRIPTION
7722	Citibank PEN	**51000797**	Bank Statement
		50020797	Incoming Checks
		50050797	Incoming Transfer
		50990797	Miscellaneous Bank
		50010797	Outgoing Checks
		50060797	Outgoing Transfer
	Citibank USD	**51000798**	Bank Statement
		50020798	Incoming Checks
		50050798	Incoming Transfer
		50990798	Miscellaneous Bank
		50010798	Outgoing Checks
		50060798	Outgoing Transfer
7725	Citibank PEN	**51000797**	Bank Statement
		50020797	Incoming Checks
		50050797	Incoming Transfer
		50990797	Miscellaneous Bank
		50010797	Outgoing Checks
		50060797	Outgoing Transfer
	Citibank USD	**51000800**	Bank Statement
		50020800	Incoming Checks
		50050800	Incoming Transfer
		50990800	Miscellaneous Bank
		50010800	Outgoing Checks
		50060800	Outgoing Transfer

DETAILS ON HOW TO POST FROM BANK STATEMENTS.

In WP1, the posts from the Bank Statement are made in bank statement accounts (51000***) and transitory accounts (50060*** for payments; 50050*** for income ; 50990*** for others) in SAP.

For some accounts the posting is automatic, but for the accounts which the posting isn't automatic, posts must be made manually.

AUTOMATIC

Citibank	51000797
	51000798
	51000799
	51000800

For automatic posting to be counted, you must go to the FEBAN transaction, and release according to the instructions:

Every movement in the bank statement is posted in the account 51000***, the last three digits correspond to the bank. This account in SAP is a "mirror" of the bank statement and its parameterized not to be cleared.
The movements in the bank statement will always be posted in the account 51000*** and its counterpart in one of the transitory accounts, depending on the nature of the movement (Payment, Income or Others).

When it is a Payment:
(50) Credit 51000*** - Bank Statement
(40) Debit 50060*** - Payments

When it is a Icome:
(40) Debit 51000*** - Bank Statement
(50) Credit 50050*** - Income

Posting when automatic upload does not recognize the parameters of the other two accounts:
(50) Credit 51000*** - Bank Statement When it is a Payment
(40) Debit 50990*** - Others

(40) Debit 51000*** - Bank Statement When it is a Income
(50) Credit 50990*** - Others

Example:

There is a Payment in the bank Citibank, company 7725

Bank Statement information:

09/15/2017	09/15/2017	PAC ENTEL PCS	DEBIT PAC SERVICE	5,317,993-

Document posted in SAP after bank statement upload:

Doc.Type : SK (Cash document) Normal document
Doc. Number 1300000735 Company Code 7725 Fiscal Year 2017
Doc. Date 15.09.2017 Posting Date 15.09.2017 Period 09
Calculate Tax ☐
Ref.Doc. CITI1CITI117258
Doc. Currency CLP
Doc. Hdr Text 0060256100028

Itm	PK	TTy	Account	G/L acct	SG	Profit Ctr	Cost Ctr	Account short text	Purch.Doc.	Order	Tx	Amount in LC	LCur	Amount	Crcy	Text
1	40	F15	50990797	50990797			Cost Center	BK CL/CITI MSC BANK				5.317.993	CLP	5.317.993	CLP	PAC ENTEL PCS /PT/DE/EI/PAC ENTEL PCS 000-OFICINA
2	50	F15	51000797	51000797				BANCO CHILE/CITI CLP				5.317.993-	CLP	5.317.993-	CLP	PAC ENTEL PCS /PT/DE/EI/PAC ENTEL PCS 000-OFICINA
*												0	CLP	0	CLP	

It is the same for every movement in the Bank Statement.

How can be done the bank conciliation

In WP1 conciliation, the compensations of bank reconciliation are done only in transitory accounts.
*E.G.: 51000797 is a statement account of Itaú and 50020797, 50050797, 50990797, 50010797 and 50060797 are transitory accounts of this statement account (Citibank)

G/L Account 51000797 BANCO DE CHILE/CITI CLP - BK CITICLRS
1.01.01.00BANCO CHILE/CITI CLP
Company Code 772518.09.2017

	St	Assignment	DocumentNo	BusA	Type	Doc. Date	PK	Amount in local cur.	LCurr
☐	✔	0059411700001	1300000002		SK	03.07.2017	40	8.046.287	CLP
☐	✔	0059411700002	1300000003		SK	03.07.2017	50	11.236-	CLP
☐	✔	0059411700003	1300000004		SK	03.07.2017	50	17.455.392-	CLP

*

When the account has a check mark in the left side in SAP, this means that the account can't be compensated.

The day in compensation is always the day before the currently day,(yesterday or Friday if is Monday).
E.G.: today is Monday 18/09/20xx, I will do the compensation of the Friday 15/09/20xx. This happens because the bank movimentation is uploaded to SAP only in the end of the day, so the information about today will be uploaded in SAP just tomorrow or next working day.
In the transitory accounts we have the bank posting (document type SK) and the accounting posting (ZP, DG, DZ, ZC, SB, G1,H1,... Etc.)
To compensate the transitory accounts, we always compensate a bank document (SK) with other type of document. Never SK with SK.
To see all the open items in the transitory accounts use the transaction FBL3N:

In FBL3N.

Select the variant '7725_CONC_CLP' which will fill the G/L account, company code, and posting period information.

Run

G/L Account Line Item Display

Data Sources

G/L account selection

G/L account		to	
Company code	7725	to	

Selection using search help

Search help ID	
Search string	

Search help

Line item selection

Status

- (•) Open items

Open at key date	18.09.2017

- ( ) Cleared items

Clearing date		to	
Open at key date			

- ( ) All items

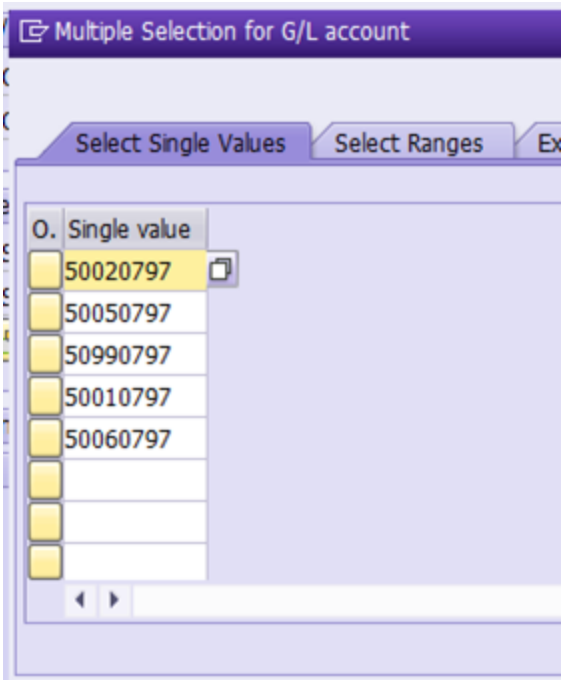
Posting date		to	

Type

- [x] Normal items
- [ ] Noted items
- [ ] Parked items

List Output

Layout	/CONCILIAÇÃO
Maximum number of items	



Posts that can be compensated.

E.g. 01: Payroll. Account 50060797

St	CoCode	Assignment	DocumentNo	PK	Account	Type	Doc. Date	Pstng Date	LC amnt	Text	User name	Document Header Text
	7725	15.09	1500000081	50	50060797	KZ	15.09.2017	15.09.2017	5.317.993-		BRS0045	
	7725	15.09	1300000735	40	50990797	SK	15.09.2017	15.09.2017	5.317.993	PAC ENTEL PCS /PT/DE/EI/PAC ENTEL PCS 000-OFICINA	BRS0126	0060256100028
*							15.09.2017		0			
**									0			

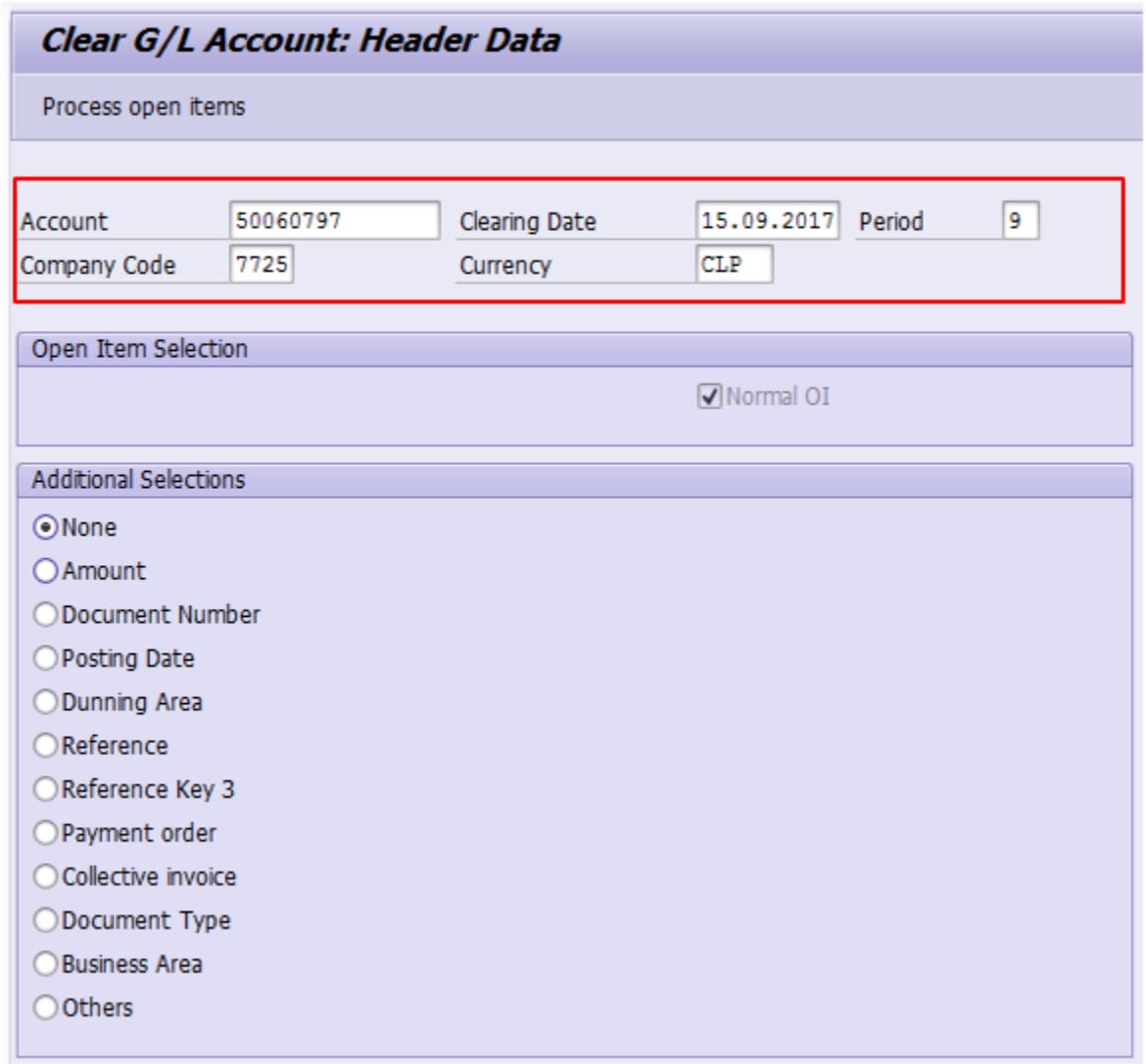
Posting SK (bank movimentation)

Posting KZ - Down payment

Always compensate a document SK with a document of different type - ZC, G1, DZ, DG, SB, G1, H1... Etc

The transaction used to compensate the documents is F-03.

Fill the account, date, period, company code and currency.



Click "Enter"

Select the document that you want to compensate clicking twice in the numbers.

Clear G/L Account Process open items

Distribute Difference Charge off diff. Editing options

Standard | Partial Pmt | Res.items | Withhldg tax

Account items 50010797 BANCO DE CHILE/CITI CLP -OUTGOING CHECKS (More)

Assignment	Document...	D..	P..	Posting ...	Docum...	CLP Gross
100	1300000530	SK	40	01.09.2_	01.09.2_	529.788
100	1300000542	SK	40	01.09.2_	01.09.2_	7.402.012
100	1300000737	SK	50	12.09.2_	12.09.2_	2.058.411-
100	1500000082	KZ	50	01.09.2_	01.09.2_	529.788-
100	1500000083	KZ	50	01.09.2_	01.09.2_	3.802.025-
100	1500000084	KZ	50	01.09.2_	01.09.2_	7.402.012-
100	1500000077	KZ	50	07.09.2_	07.09.2_	11.078-
100	1500000078	KZ	50	07.09.2_	07.09.2_	5.797-
100	1500000079	KZ	50	08.09.2_	08.09.2_	221.859-
100	1500000080	KZ	50	15.09.2_	15.09.2_	1.959.773-
100	1500000081	KZ	50	15.09.2_	15.09.2_	5.317.993-
100	1300000557	SK	40	01.09.2_	01.09.2_	3.802.025
100	1300000593	SK	40	07.09.2_	07.09.2_	11.078
100	1300000579	SK	40	08.09.2_	08.09.2_	5.797
100	1300000580	SK	40	08.09.2_	08.09.2_	221.859
100	1300000676	SK	40	11.09.2_	11.09.2_	2.058.411
100	1300000708	SK	40	15.09.2_	15.09.2_	1.959.773
100	1300000735	SK	40	15.09.2_	15.09.2_	5.317.993

Amo... | Gross<... | Currency | Items | Items | Disc. | Disc.

Processing Status

Number of items	18	Amount entered	0
Display from item	1	Assigned	0
Display in clearing currency		Not assigned	0

*If the field "Not Assigned" is 0,00, then you can compensate the documents,

To compensate, click in the icon

Fill the field "Reference" with BO-Conciliation check if the value is 0,00 (zero),

Clear G/L Account Display Overview

Process open items | Choose open items | Display Currency | Acct model | Taxes

Document Date	15.09.2017	Type	AB	Company Code	7725
Posting Date	15.09.2017	Period	9	Currency	CLP
Document Number	INTERNAL	Fiscal Year	2017	Translatn Date	15.09.2017
Reference	BO-CONCILIATION			Cross-CC no.	
Doc.Header Text				Trading Part.BA	

Items in document currency

PK	BusA	Acct	CLP	Amount	Tax amnt

D 0 C 0 0 * 0 Line items

Other line item

PstKy | Account | SGL Ind | TType | New co.code

Save

End of Document.

3.1. I do something...

3.1.1. Step 1 of Task 1 (I do something...)

3.1.2. Step 2 of Task 1 (I do something...)

...

3.2. I do something...

3.2.1. Step 1 of Task 2 (I do something...)

3.2.2. Step 2 of Task 2 (I do something...)

...

End of document.