

US - 1430 - Prepare and Validate Intercompany Position

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:

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Scope

? Unknown Attachment

ERP

 **WP1**

Frequency

 **Month**

References

Forms

Attachments

[Chemplex Intercompany AR and AP](#)

[1430 - Chemplex Prepare and Validate Intercompany Position](#)

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1. Objective and Scope

1.1. Objective of this Operation

The purpose of this document is to explain how to prepare and validate the intercompany position for Chemplex 1430 company code.

BOIC team and the Chemplex controller needs to validate the intercompany position for Chemplex, the accounts payable and receivable by partner.

1.2. Scope

This procedure is applicable for 1430 company code monthly.

It is done on D+2 in the morning.

2. Definitions

See [Finance Glossary](#):

- BFC
- BOIC
- CICC
- SAGE
- SAP

3. Tasks description

3.1. I Retrieve the File and Validate the Accounts Payable in Chemplex

3.1.1. I Retrieve the file

There are 2 files that you need to receive.

The first one is the position of accounts receivable from the companies that have AR with Chemplex. This is shared by Intercompany Team through email on D+2 morning.

Normally it is one file for 7424 and other file for 4044, which shows the items already factored in 7424 to CICC.

Check the file and delete any line in headings that begin with L*. Then, it will only let the AR part in the file.

The second file is the AR and AP intercompany control in Chemplex side. This is shared by the Chemplex controller and also through email on D+2 morning and the file is named in Gdrive as "[Chemplex Intercompany AR and AP](#)".

AP position in Chemplex:

01/31/2022			
Solvay USA	Sage	BOIC (4044 & 7424)	Diff to book
Chemplex AP Aging			
	Solvay USA	\$11,039,878.64	
	Herman, Solvay Roanoke	\$91,890.44	
	Cytec industries	\$0.00	
		\$11,131,769.08	\$11,114,869.68
			-\$16,899.40

AR position in Chemplex:

Chemplex AR Aging	
Solvay Mexicana S. DE R.L. DE	\$638.74
Solvay Specialty Chemicals	
Solvay USA Inc	\$342,455.87
Solvay Vostok	
	\$343,094.61

Intercompany Sales in Chemplex:

Interco SALES		
01/31/2022	YTD 2022	
Solvay Mexicana	\$27,212.40	\$27,212.40
Solvay USA	\$228,676.02	\$228,676.02
	\$255,888.42	\$255,888.42

3.1.2. I Validate the Accounts Payable in Chemplex

With both files in your position, sum the total value in the AR files from 4044 and 7424 received from intercompany team and include in the Gdrive file "[Chemplex Intercompany AR and AP](#)" received from the Chemplex Controller. Include it in the AP part in yellow cell, normally C8.

This will show a difference between SAGE and SAP, which the Chemplex controller will book in SAGE to clear the difference. If this difference is too high as \$2M adjustment, check the list of the AR from 4044 and 7424 and try to find what is causing this high difference. It can be one invoice not considered in SAGE or other things. If the difference is around or less than \$500k, than it is ok.

After that, send an email or through the applicable tool to advise the Chemplex controller with the print screen of the adjustment value to be booked in SAGE (Chemplex side).

Include the CAM and the subject can be "Chemplex BOIC Position - MM.YYYY". This email is sent on D+2 as soon as you have the information.

With this, you validated the accounts payable intercompany position.

3.2. I Inform BOIC the Chemplex Intercompany Position

3.2.1. I Inform BOIC the Chemplex Intercompany Position

BOIC team does not have access in SAGE to extract the intercompany data to upload in BFC, so we need to send them a file with this information for AR and AP per partner.

Then, create an excel file to share it with intercompany team.

Include the AR position in the file and you can collect the information per partner from [Chemplex Intercompany AR and AP](#) AR part:

Chemplex AR (shared by Chemplex controller):

Chemplex AR Aging	
Solvay Mexicana S. DE R.L. DE	\$638.74
Solvay Specialty Chemicals	
Solvay USA Inc	\$342,455.87
Solvay Vostok	
	\$343,094.61

Include the AP position in the file and you can collect the information per partner from the files shared by intercompany team for 4044 and 7424.

Also, go to transaction FS10N - 57000400 in 7424, get the account balance and include in the Loan part of the excel file (below the AR Balance) against signal from 7424.

Below you see the excel file as it should be:

AR BALANCES			AP BALANCES		
	USD	Country		USD	Country
TOTAL FOR BOIC			TOTAL FOR BOIC		
SOLVAY VOSTOK	-	Russia	SOLVAY FINANCE AMERICA	11.088.661,67	USA
SOLVAY MEXICANA	638,74	Mexico	SOLVAY USA INC	26.208,01	USA
SOLVAY SPECIALTY CHEMICALS	-	Singapore			
SOLVAY USA INC	342.455,87	USA			
RHODIA OPERATIONS					
	343.094,61		Total	11.114.869,68	
LOAN A54000	205.744.876,38	Should match to the L57000 on 7424 side			

It can be found in Gdrive folder [1430 - Chemplex Prepare and Validate Intercompany Position](#)

After that, send it by email or through the applicable tool to intercompany team, specifically who deal with Chemplex company code and US:

Juliano Neves (intercompany Specialist) - juliano.neves@solvay.com

Luiz Franco (intercompany Specialist) - luiz.franco@solvay.com

Ana Luisa Rafael (intercompany Team Leader) - analuisa.rafael@solvay.com

and the CAM;

the email subject can be "Chemplex 01430 Interco AR and AP for BOIC MM.YYYY"

With this, they can upload the information on the Chemplex package and the other companies packages that have AR and AP balances with Chemplex.

End of document.