AR - Exchange Rate update

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:	**Responsibility area**:

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Scope

? Unknown Attachment

ERP

PF1

Frequency

? Unknown Attachment

References

ZRATEMOD

Forms

Attachments

Banco de la Nación Argentina

<< AR - Exchange Rate update >>

1. Objective and Scope

1.1. Objective of this Operation

This document explains the carry out of the update and upload the Foreign Currencies for Argentina Companies using the information available in the "*Banco de la Nación Argentina".*

1.2. Scope

This procedure applies to Argentina Companies in PF1.

2. Definitions

See Finance Glossary:

- PF1

3. Tasks description

For legal reason is necessary to update the system with the rates from "*Banco de la Nación Argentina".*

This procedure describes:

- How to get the exchange rate in the website of *Banco de La Nación Argentina.*
- How to input the data in SAP - transaction: ZRATEMOD.
- How to check if exchange rates are right -transaction : ZRATE
- How to save the report image - transaction: OB08

4. Periodicity

The exchange rate must be updated every working day and holidays at 5 pm. at Curitiba time, using the current business day rate.

For the closing monthly rate, it should be performed every first day of the current month.

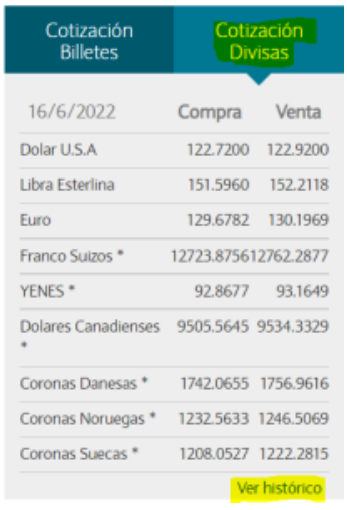
These process is described in detail in the sections below.

5. I UPDATE THE RATE - DAILY

5.1. I retrieve the data - Daily

Access the website: https://www.bna.com.ar/Personas#billetes

Click the *"Cotizacion Divisas"* and click in *"Ver Histórico"* option:



Click in *"Ver histórico principal"*

Cotizaciones de divisas en el Mercado Libre de Cambios "Valor Hoy" al último cierre
Operaciones

Fecha: 16/6/2022

Monedas	Compra	Venta
Dolar U.S.A	122.7200	122.9200
Libra Esterlina	151.5960	152.2118
Euro	129.6782	130.1969
Franco Suizos (*)	12723.8756	12762.2877
YENES (*)	92.8677	93.1649
Dolares Canadienses (*)	9505.5645	9534.3329
Coronas Danesas (*)	1742.0655	1756.9616
Coronas Noruegas (*)	1232.5633	1246.5069
Coronas Suecas (*)	1208.0527	1222.2815

(*) cotización cada 100 unidades.

Cerrar | Ver histórico principal | Imprimir

Save this print below in the worksheet*: "Taxas Diárias 2022"*.

Buscador de cotización Dolar/Euro

Moneda ☑ Dolar U.S.A ☑ Euro **Fecha** 17/06/2022 **Buscar**

La cotizaciones más cercanas a la fecha solicitada son:

Dolar U.S.A

Monedas	Compra	Venta	Fecha
Dolar U.S.A	122.7200	122.9200	16/6/2022

EURO

Monedas	Compra	Venta	Fecha
Euro	129.6782	130.1969	16/6/2022

5.2. I update the exchange rate - Daily

Run the transaction **ZRATEMOD** (system PF1) in order to upload to SAP the Exchange Rate.

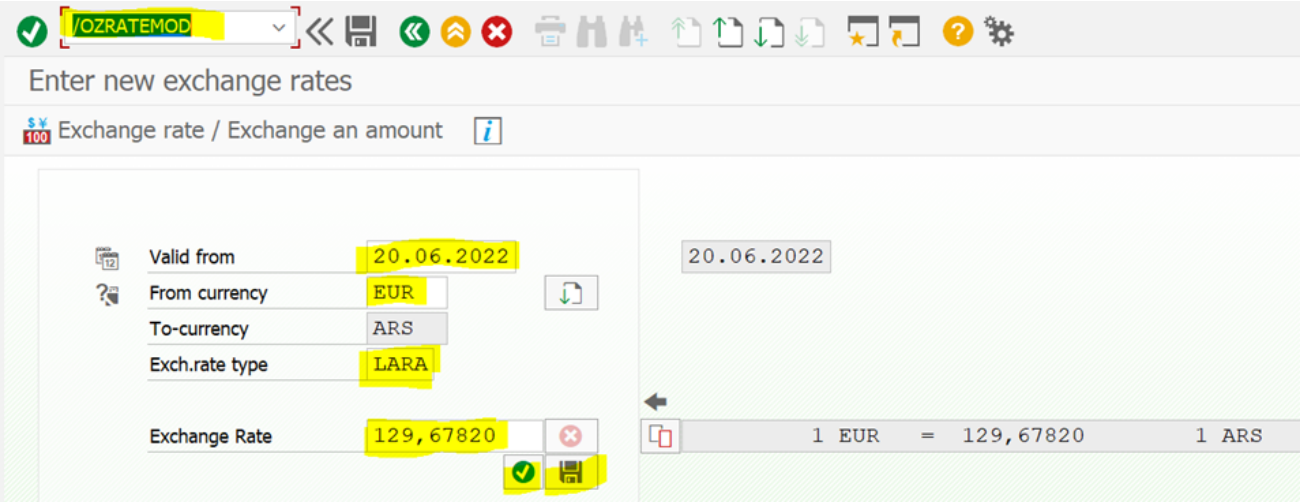
In the transaction insert the following information:

- "Valid From" – Enter the previous day's exchange rate.
- "From Currency" – The rate is updated for the following currencies: "**EUR** and **USD".**
- "Exch. Rate type" – the type of rate to be modified: "**LARA , LARD and LARP"**

For LARA, we should use the "***Compra***" column for checking the update of the Dollar (USD) and Euro (EUR);

For LARD, we should use the "***Venta***" column, for checking the update the Dollar (USD) and Euro (EUR);

For LARP, we should use the "***Venta"*** column, for checking only the update the Dollar (USD) type.



Press enter;
The system will inform the actual rate.

After that is necessary just to press and . The new rate will be assumed by the system:

Do the same process for "EUR and USD".

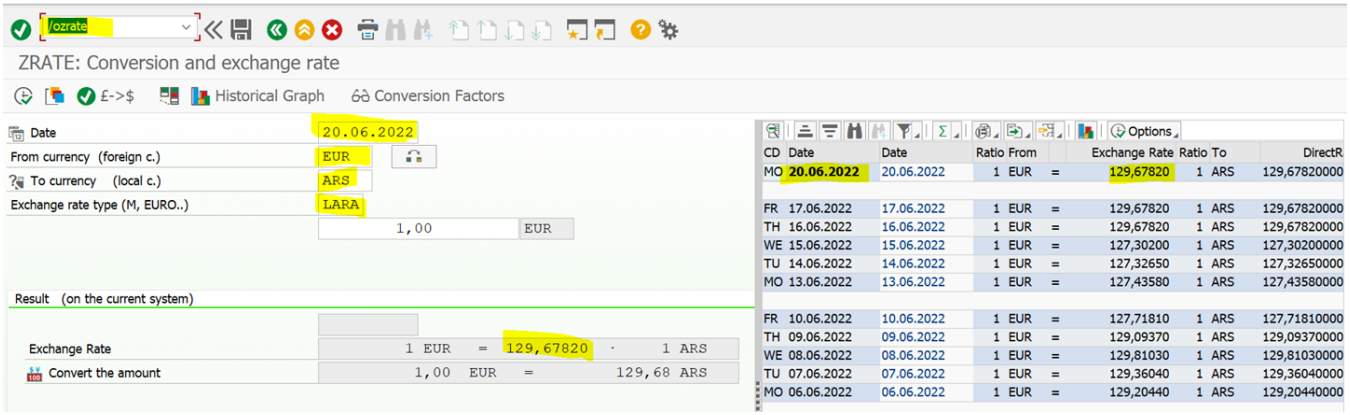
5.3. I check the exchange rate - Daily

Access the transaction: **ZRATE**

In the transaction, insert the following information:

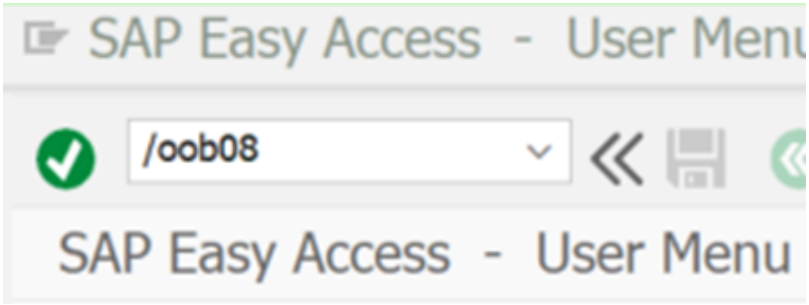
- "DATE" – Enter the previous day's exchange rate.
- "From Currency" – The rate is updated for the following currencies: EUR and USD.
- "To Currency" – The currency for Argentina is "*ARS.".*
- "Exch. Rate type" – the type of rate to be modified: ***"LARA , LARD and LARP"***

And check that the rates are updated correctly.

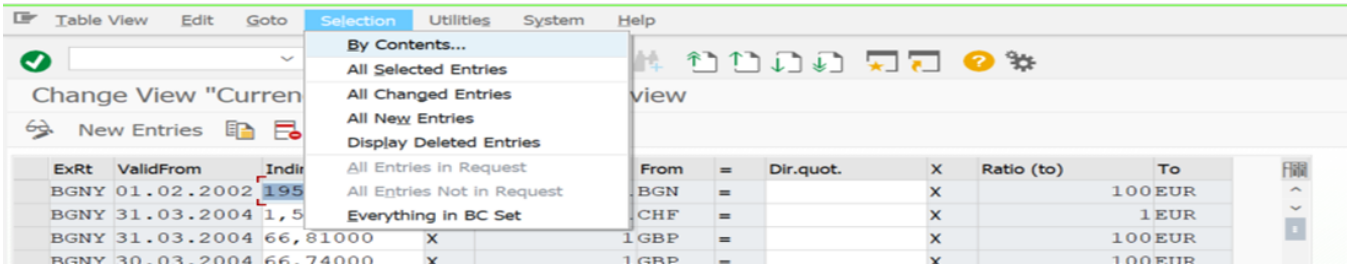


After verifying that the exchange rates are correct, access transaction **OB08**, save the report image and paste it into the *"Taxas diárias 2022"* workshe et.

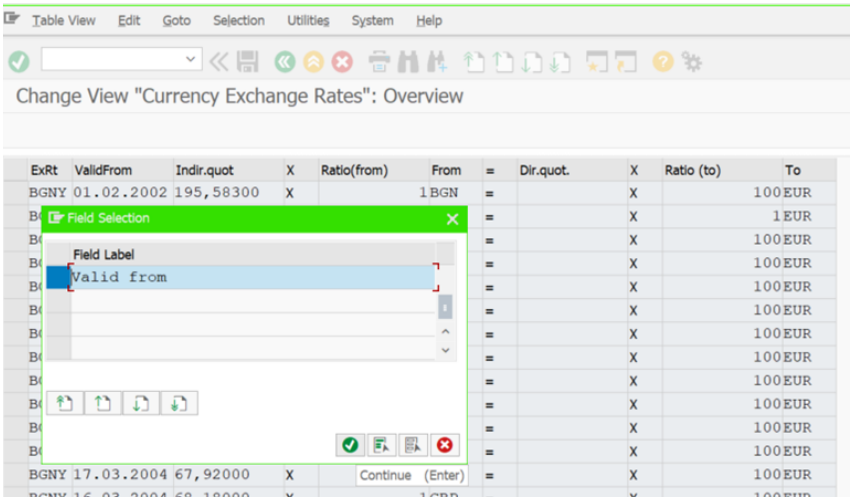
Access transaction **OB08**



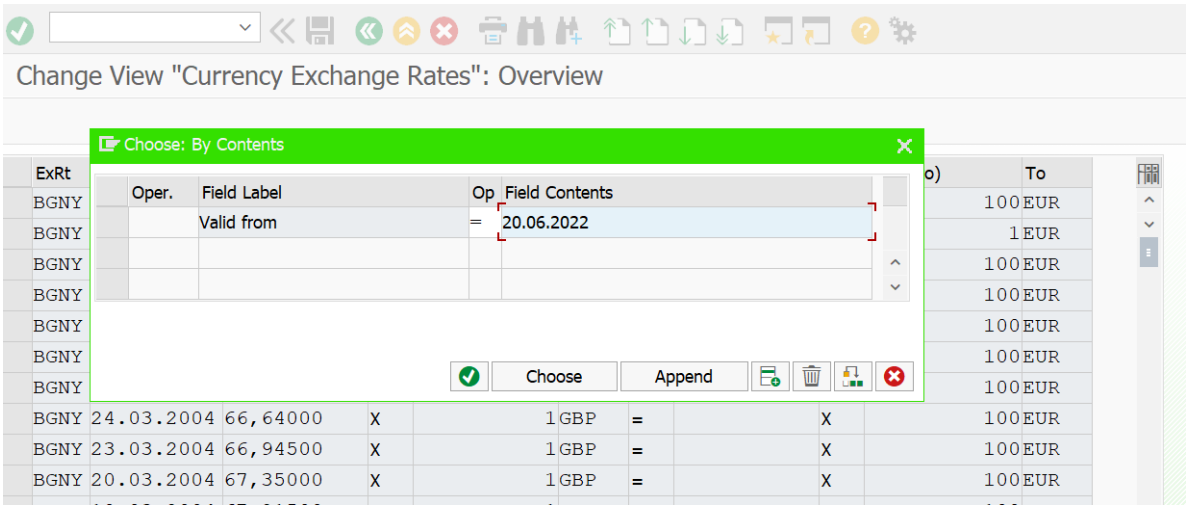
Click in SELECTION, BY CONTENTS:



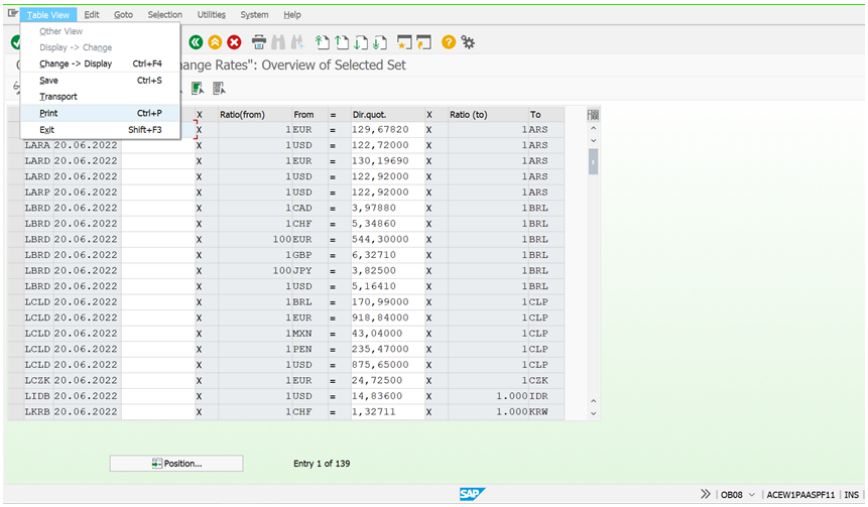
Select VALID FROM:



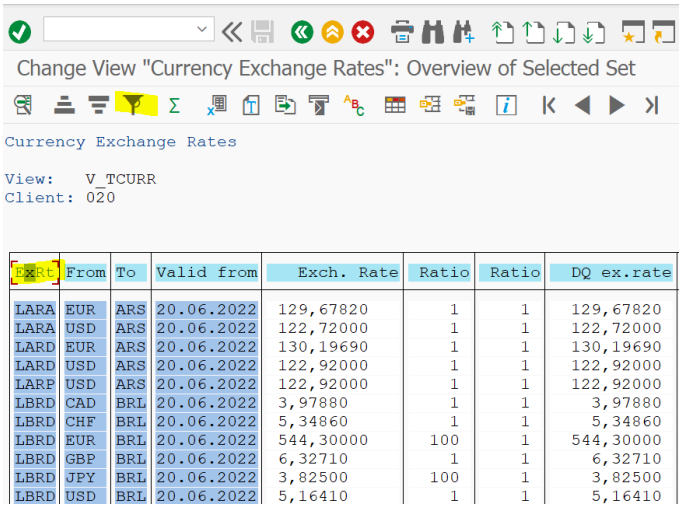
Insert the current day:



When the report appears, check if the rates are correct based on the print of the rates extracted from the link mentioned above. If everything is ok, give a PRINT.

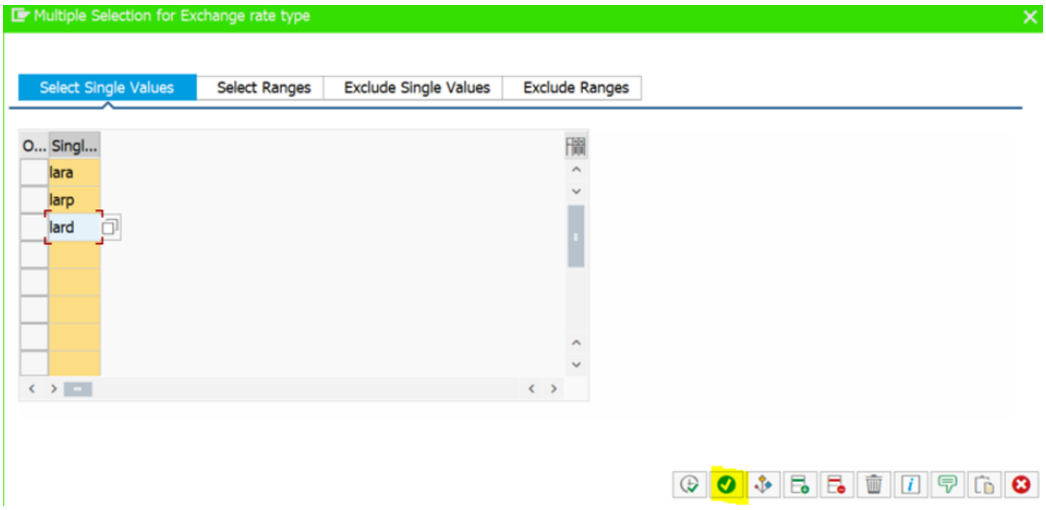


Click on ExRt + From + To + Valid from (CTRL+) column and click on filter:



ExRt	From	To	Valid from	Exch. Rate	Ratio	Ratio	DQ ex.rate
LARA	EUR	ARS	20.06.2022	129,67820	1	1	129,67820
LARA	USD	ARS	20.06.2022	122,72000	1	1	122,72000
LARD	EUR	ARS	20.06.2022	130,19690	1	1	130,19690
LARD	USD	ARS	20.06.2022	122,92000	1	1	122,92000
LARP	USD	ARS	20.06.2022	122,92000	1	1	122,92000
LBRD	CAD	BRL	20.06.2022	3,97880	1	1	3,97880
LBRD	CHF	BRL	20.06.2022	5,34860	1	1	5,34860
LBRD	EUR	BRL	20.06.2022	544,30000	100	1	544,30000
LBRD	GBP	BRL	20.06.2022	6,32710	1	1	6,32710
LBRD	JPY	BRL	20.06.2022	3,82500	100	1	3,82500
LBRD	USD	BRL	20.06.2022	5,16410	1	1	5,16410

For Argentina, we use three different types: "*LARA, LARD and LARP*"



ExRt	From	To	Valid from	Exch. Rate	R
LARA	EUR	ARS	20.06.2022	129,67820	
LARA	USD	ARS	20.06.2022	122,72000	
LARD	EUR	ARS	20.06.2022	130,19690	
LARD	USD	ARS	20.06.2022	122,92000	
LARP	USD	ARS	20.06.2022	122,92000	

After checking the rates, save the report image, and paste it into the "Taxas diárias 2022"worksheet.

Observation

Exchange rate data for AR (Argentina) is fed daily into the spreadsheet: *"Taxas Diarias 2022"*. Below is a link to access a conference if necessary: https://docs.google.com/spreadsheets/d/1u5lr_oJBYo_uaAwSQl-2nqS2dwV3pjrQ/edit#gid=1210826692

6. I UPDATE THE RATE - MONTHLY

6.1. I retrieve the data - Monthly

Go to the *Banco de La Nación Argentina*.

Click the *"Cotizacion Divisas"* option and *"Cotizacion Billetes"* for *"BRL"* currency*;*

Save this print below in the worksheet: *AR - EXCHANGE RATE UPDATE MONTHLY 2022.*

Cotización Billetes	Cotización Divisas	
31/5/2022	Compra	Venta
Dolar U.S.A	120.0000	120.2000
Libra Esterlina	151.3680	151.9809
Euro	128.7240	129.2390
Franco Suizos *	12526.3116	564.5615
YENES *	93.2523	93.5523
Dolares Canadienses *	9491.2709	9520.1652
Coronas Danesas *	1728.9519	743.6529
Coronas Noruegas *	1278.0234	291.9301
Coronas Suecas *	1226.2522	240.3753

Ver histórico

(*) cotización cada 100 unidades.

Cotización Billetes	Cotización Divisas	
1/6/2022	Compra	Venta
Dolar U.S.A	119,2500	125,2500
Euro	123,0000	130,0000
Real *	2270,0000	2670,0000

Ver histórico

Hora Actualización: 09:50

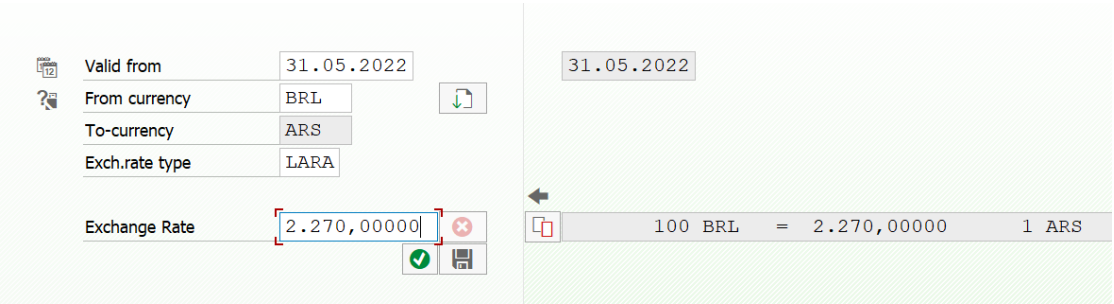
(*) cotización cada 100 unidades.

The rate is updated for the following currencies: *"BRL; CHF; DKK; EUR; GBP; JPY; USD;"*

6.2. I upload the exchange rate - Monthly

Run the transaction **ZRATEMOD** (system PF1) in order to upload to SAP the Exchange Rate.
In the transaction insert the following information:

- "Valid from" – Insert the monthly exchange rate on the last working day of the current month.
- "From Currency" – The rate is updated for the following currencies: *"BRL; CHF; DKK; EUR; GBP; JPY; USD;"*
- "Exch. Rate type" – the type of the rate to be modified: for the closing type rate, we use only *"LARA and LARD"*. (For *LARA*, we should use the *"Compra"* column, and for *LARD* we should use the *"Venta" column).*



Press enter;
The system will inform the actual rate.

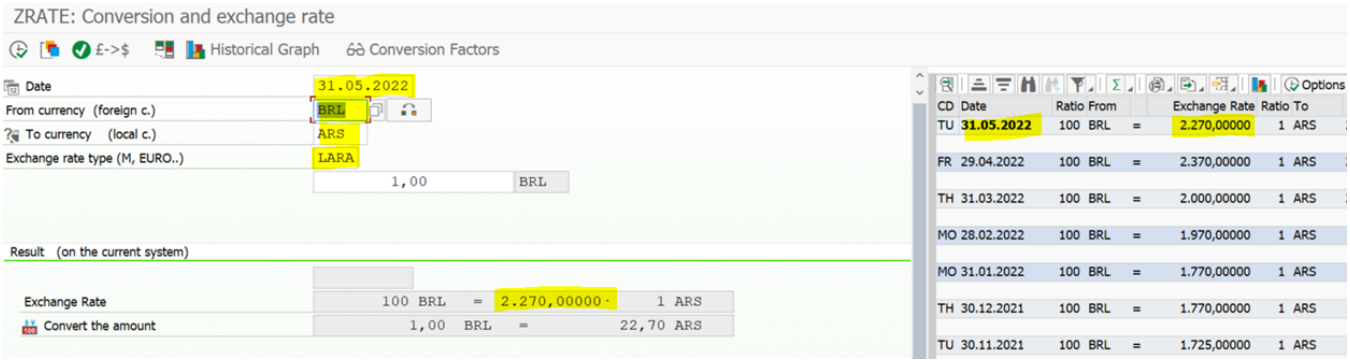
After that is necessary just to press and . The new rate will be assumed by the system:

Do the same process for *"BRL; CHF; DKK; EUR; GBP; JPY; USD"*, for *LARA* and also for *LARD*.

6.3. I check the exchange rate - Monthly

Access the transaction: **ZRATE,** and insert the following information, and check that the rates are updated correctly.

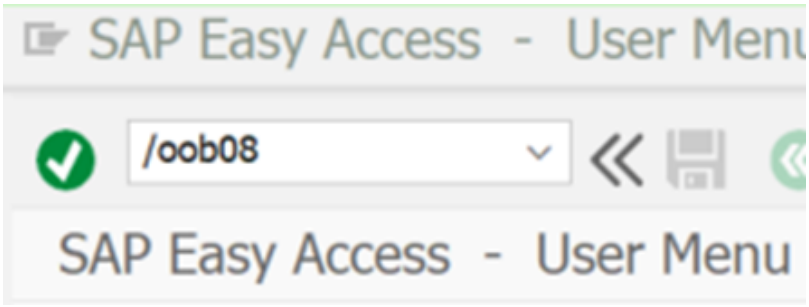
- "DATE" –Enter the date of the last day of the current month
- "From Currency" – The rate is updated for the following currencies: *"BRL; CHF; DKK; EUR; GBP; JPY; USD."*
- "To Currency" – The currency for Argentina is *ARS*.
- "Exch. Rate type" – the type of rate to be modified: *LARA* and *LARD*.



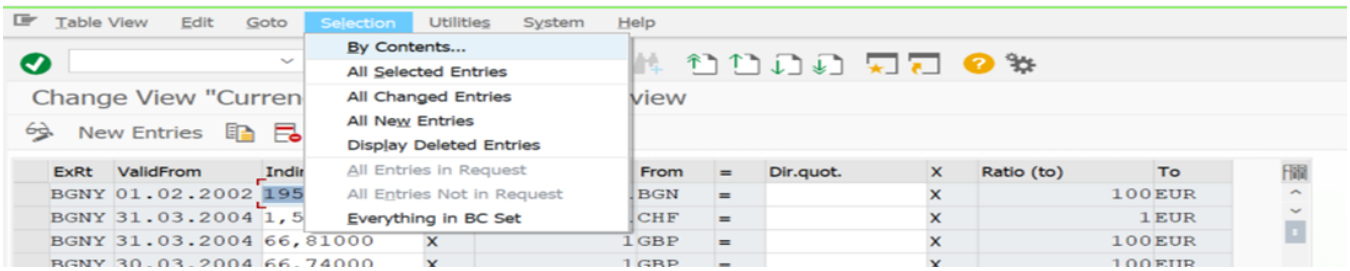
Do the same process for *"BRL; CHF; DKK; EUR; GBP; JPY; USD"*, for *LARA* and also for *LARD*.

After verifying that the exchange rates are correct, access transaction OB08, enter the necessary information and save the report image and paste it into the AR - EXCHANGE RATE UPDATE MONTHLY 2022 worksheet.

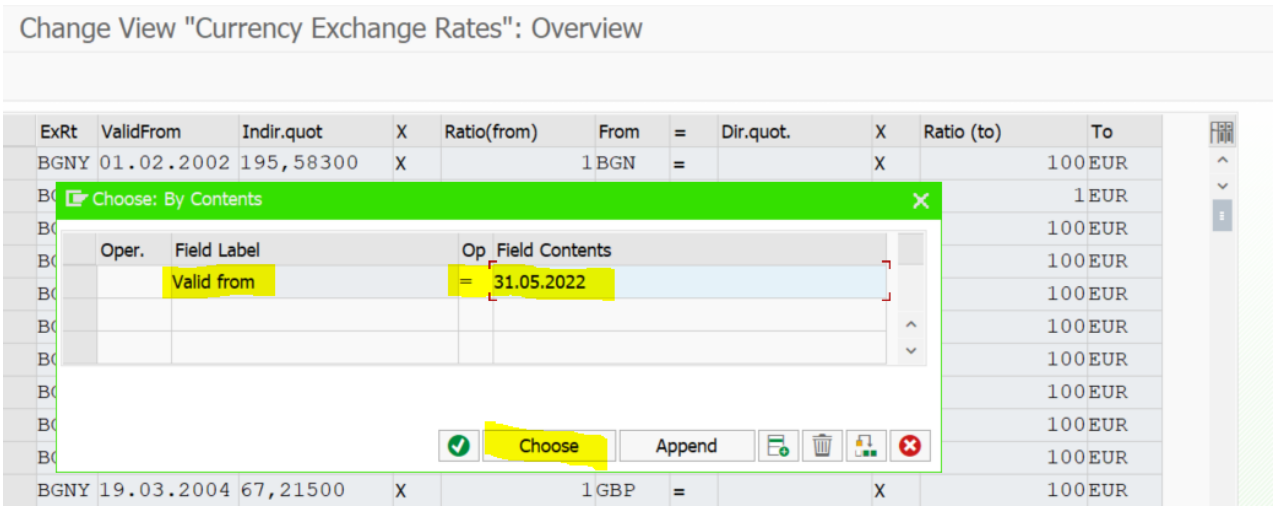
Access transaction OB08



Click in SELECTION, BY CONTENTS:



Select VALID FROM:



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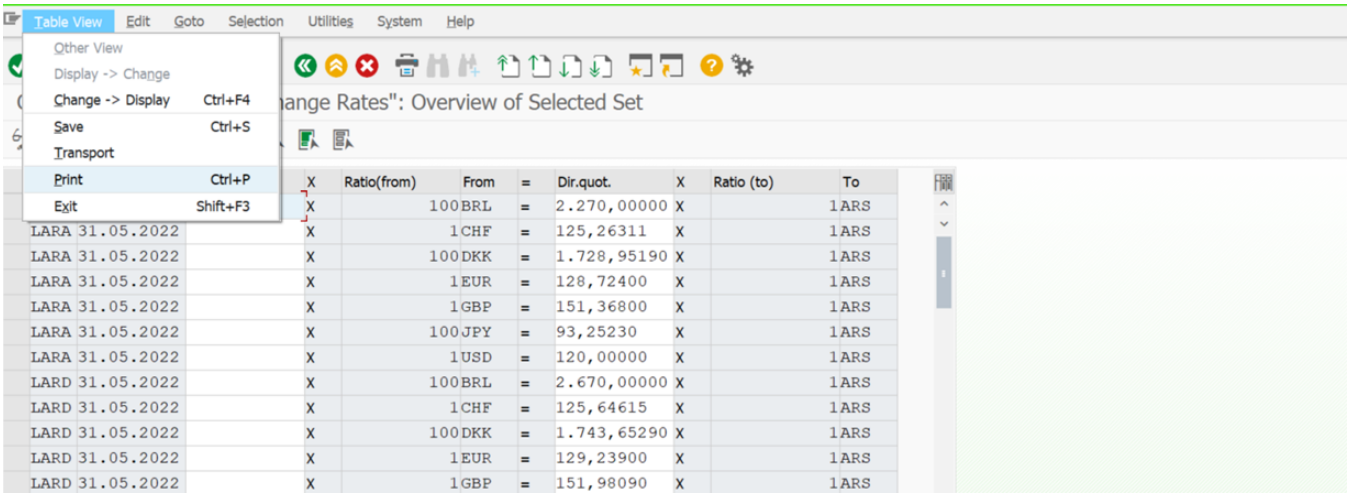
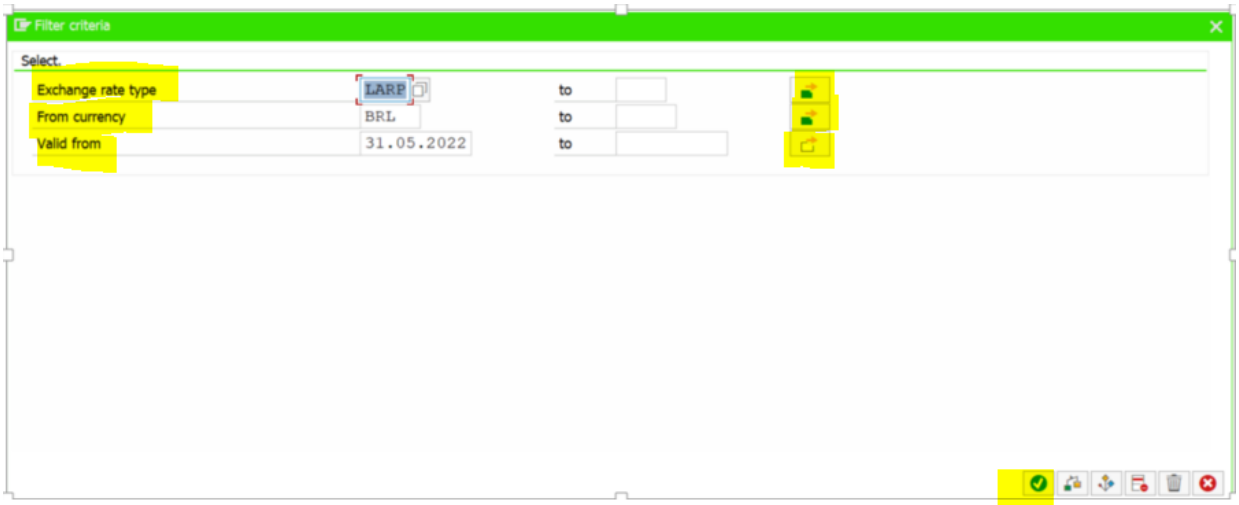


Enter the information the: exchange rate type: LARD and LARP, fron currency: "*BRL; CHF; DKK; EUR; GBP; JPY; USD,"* and valid from: last day of the current month.



ExRt	From	To	Valid from	Exch. Rate
LARA	BRL	ARS	31.05.2022	2.270,00000
LARA	CHF	ARS	31.05.2022	125,26311
LARA	DKK	ARS	31.05.2022	1.728,95190
LARA	EUR	ARS	31.05.2022	128,72400
LARA	GBP	ARS	31.05.2022	151,36800
LARA	JPY	ARS	31.05.2022	93,25230
LARA	USD	ARS	31.05.2022	120,00000
LARD	BRL	ARS	31.05.2022	2.670,00000
LARD	CHF	ARS	31.05.2022	125,64615
LARD	DKK	ARS	31.05.2022	1.743,65290
LARD	EUR	ARS	31.05.2022	129,23900
LARD	GBP	ARS	31.05.2022	151,98090
LARD	JPY	ARS	31.05.2022	93,55230
LARD	USD	ARS	31.05.2022	120,20000
LARP	USD	ARS	31.05.2022	120,20000

After checking the rates, save the report image, and paste it into the **AR - EXCHANGE RATE UPDATE MONTHLY 2022** worksheet.

The monthly exchange rate data for AR (Argentina) is entered monthly in the spreadsheet: AR - EXCHANGE RATE UPDATE MONTHLY 2022. Below is a link to access a conference if needed:

https://docs.google.com/spreadsheets/d/10mx5SasXAgrWqplL7TrqfltxAgzpcDTa/edit#gid=1122532321

End of document.