

I manage threshold 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: I prepare the figures to be reported for the monthly KPI in Qlikview

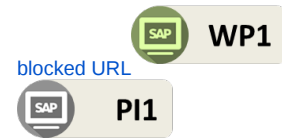
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Scope



ERP



blocked URLblocked URL

To be confirmed!

Frequency

blocked URLblocked URL blocked URL blocked URL

blocked URL blocked URL blocked URL

To be filled!

References

Forms

Attachments

8. Add the link to attachments or external links

*I close the reconciliation accounts <<
I manage threshold accounts >> I
train all end users in the process and
tool*

1. Objective and Scope

1.1 Objective of this Operation

We have defined threshold to close accounts with non-significant balance which should not be reconciliated (KLE=25K€/ NKLE=35K€).

1.2 Scope

Key legal entities

Non Key legal entities

2. Definitions

See Finance Glossary:

- Add if necessary

3. Tasks description

3.1. I prepare the template to identify which accounts attend the treshold

We have 6 templates to be used according reconciliation month

Templates

WP1 KLE

WP1 NON KLE

PF1 KLE

PF1 NON KLE

PI1 KLE

PI1 NON KLE

3.1.1. I update the exchange rate

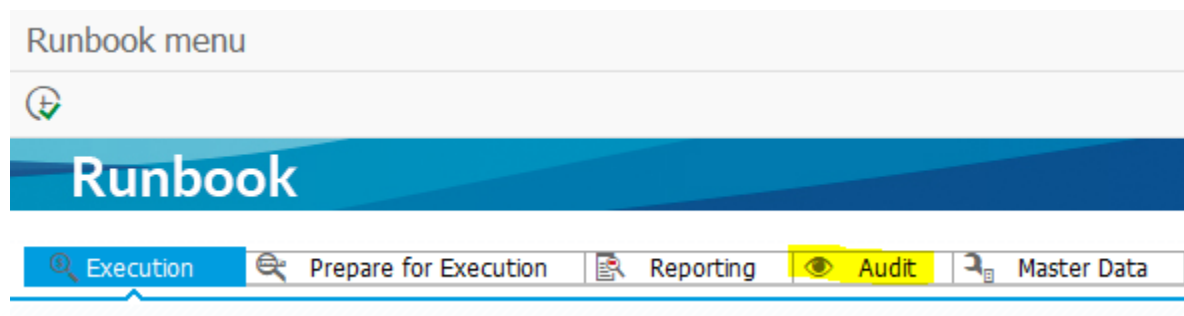
Use the information sent by BFC Admin or the [Adoc file](#)

CURRENCY	DEC 2021		January		February		March		April	
	Average	End of Month	Average	End of Month	Average	End of Month	Average	End of Month	Average	End of Month
1 EUR = x AED	4.34412305	4.16025000	4.15480000	4.09785000	4.16057317	4.11255000	4.12004297	4.07785	4.0853755	3.87305
1 EUR = x ARS	112.39107054	116.30775000	117.49146190	116.95805000	118.96357073	120.30635000	119.5009164	123.104	120.1761042	121.40455
1 EUR = x AUD	1.57483159	1.56280000	1.57661190	1.58195000	1.57948659	1.55025000	1.548975	1.48365	1.52925952	1.47155
1 EUR = x BAM	1.95580000	1.95580000	1.95580000	1.95580000	1.95580000	1.95580000	1.95580000	1.9558	1.9558	1.9558
1 EUR = x BGN	1.95585872	1.95585000	1.95585000	1.95580000	1.95586585	1.95585000	1.95586406	1.95565	1.9558631	1.95585
1 EUR = x BHD	0.44586705	0.42685000	0.42639524	0.42060000	0.42697439	0.42215000	0.42282969	0.4186	0.41927381	0.39755
1 EUR = x BRL	6.37779884	6.30885000	6.26969782	5.99800000	6.08455244	5.76810000	5.87023594	5.32235	5.69298095	5.176
1 EUR = x CAD	1.48256957	1.44010000	1.42803810	1.42195000	1.43502805	1.42535000	1.42084453	1.3901	1.40739643	1.34385
1 EUR = x CHF	2242.65290011	2267.26205000	2267.22220000	2225.72245000	2282.20254200	2227.41755000	2242.034547	2246.20076	2222.266127	2124.71076

DEVISES / CURRENCY		MOYEN / AVERAGE		FIN MOIS / END OF MONTH	
1 Eur = x		EUR		1.000000	
1 Eur = x		AED		4.085376	
1 Eur = x		ARS		120.176104	
1 Eur = x		AUD		1.529260	
1 Eur = x		BAM		1.955800	
1 Eur = x		BGN		1.955863	

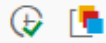
3.1.2. I make the extraction and filters on template

To extract from SAP the data go to /n/bsar/menu and "Audit" tab.



In selection only choose month and year and extract full data.
When data is retrieved change to layout "Threshold"

Account Overview - Audit



Analysis Time Frame

Fiscal Year

Posting Period to



Restriction

Area

to



Account Item

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

Presentation

Layout

Data Analytics

Nr. of Graphs

Copy paste to the calculation file

WP1 threshold calculation KLE .xlsx													
File Edit View Insert Format Data Tools Help													
100% £ % .0 .00 123 Default (Ca... 11 B I A													
1	A	B	C	D	E	F	G	H	I	J	K	L	M
2													
3													
4	Status	Period	Exec	Resp.Grp.Top	RecSoftUsr	Planning	Area	Area Desc Acitm	G/L acct	Rules	GL Description		Unrec.Bal.
5	REC	2020-12		FO_MAC_ GROUPSOLV		PO	BR75233	Rhodia Pc A100-100 Grouped					1,001,834,629.58
6	REV	2020-12		FO_MAC_ GROUPSOLV AUTO-CERTIFY		PO	CN65268	Solvay (Zh A100-100 Grouped					0.00
7	REV	2020-12		FO_MAC_ GROUPSOLV AUTO-CERTIFY		PO	CN78115	Solvay (Zh A100-100 Grouped					0.00
8	REV	2020-12		FO_MAC_ GROUPSOLV AUTO-CERTIFY		PO	FR04274	Rhodia Oj A100-100 Grouped					0.00
9	REV	2020-12		FO_MAC_ GROUPSOLV AUTO-CERTIFY		PO	FR38652	Solvay Eni A100-100 Grouped					0.00
10	REV	2020-12		FO_MAC_ GROUPSOLV AUTO-CERTIFY		PO	GB07771	CYTEC EN A100-100 Grouped					0.00
11	REV	2020-12		FO_MAC_ GROUPSOLV Carla MENDES		PO	NL07794	Cytec Indi A100-100 Grouped					0.00
12	REV	2020-12		FO_MAC_ GROUPSOLV AUTO-CERTIFY		PO	US07008	CYTEC INF A100-100 Grouped					0.00
13	REV	2020-12		FO_MAC_ GROUPSOLV Geovany Hector BRITO		PO	US74249	Solvay US A100-100 Grouped					0.00

On filter exclude on table the option below:

Do not consider for the threshold following accounts:

STATUS CLO + REV

AUTOCERTIFY

GROUPED
BANKS (PR) (WP1 e PF1) to PI1 A500* acc items
HR L600-100/L600-200/L600-300
RULE ENGINE

Status	Period	Exec	Resp.Grp. Top	ResOffUsr	Planning	Area	Area Desi Acttm	G/L Acct	Rules	GL Description	Unrec.Bal.	Cumulative	Crcy	Rate	Cumulative €	Absolute Amount
REC	2020-12		FO_MAC, GROUPSOLV		PO	BR63795	CGCENAC A100-100 Grouped				89,147,957.28	89,147,957.28	BRL	5.176000	17,223,156.35	17,223,156.35
REC	2020-12		FO_MAC, GROUPSOLV		PO	CN77281	Solvay CI A100-100 Grouped				240,406,173.95	240,406,173.95	CNY	6.945650	34,612,480.32	34,612,480.32
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	CN65773	Zhuhai So A100-100 Grouped				0.00	121,109,959.42	CNY	6.945650	17,436,807.13	17,436,807.13
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	CN68114	Liyang So A100-100 Grouped				0.00	150,360,381.83	CNY	6.945650	21,648,136.87	21,648,136.87
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	CN68596	Solvay SF A100-100 Grouped				0.00	1,287,553.16	CNY	6.945650	185,375.47	185,375.47
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	CN77971	Solvay Fir A100-100 Grouped				0.00	142,528,647.98	CNY	6.945650	20,520,562.94	20,520,562.94
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	FR39442	Rhodia Er A100-100 Grouped				0.00	0.00	EUR	1.000000	0.00	0.00
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	FR55862	Rhodia Cl A100-100 Grouped				0.00	2,017,626.70	EUR	1.000000	2,017,626.70	2,017,626.70
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	FR57230	SOLVAY FI A100-100 Grouped				0.00	1,013,587.03	EUR	1.000000	1,013,587.03	1,013,587.03
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	IT80902	Solvay So A100-100 Grouped				0.00	34,962,129.41	EUR	1.000000	34,962,129.41	34,962,129.41
REV	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	KR67460	Solvay Sili A100-100 Grouped				0.00	91,430,215,626.00	KRW	1324.389	69,035,760.50	69,035,760.50
CLO	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	BR65113	Rhodia Pci A100-100 Grouped				0.00	0.00	BRL	5.176000	0.00	0.00
CLO	2020-12		FO_MAC, GROUPSOLV AUTO-CERTIFY		PO	CN68782	Solvay (Bt A100-100 Grouped				0.00	0.00	CNY	6.945650	0.00	0.00

On filter Absolute Amounts make the filter according to the value:

Rate

Cumulative €

Absolute Amount

A Z Sort Smallest to Largest

Z A Sort Largest to Smallest

Sort by Color

Clear Filter From "Absolute Amount"

Filter by Color

☒ Number Filters

Search

☐ (Select All)
☐ 23.904,05
☐ 25.019,97
☐ 25.347,77
☐ 27.343,93
☐ 27.592,81
☐ 29.063,38
☐ 29.413,60
☐ 29.700,00
☐ 29.764,91

OK Cancel

Equals...

Does Not Equal...

Greater Than...

Greater Than Or Equal To...

Less Than...

☒ Less Than Or Equal To...

Between...

Top 10...

Above Average

Below Average

Custom Filter...

Custom AutoFilter

Show rows where:

Absolute Amount

is less than or equal to

☐ And ☒ Or

Use ? to represent any single character
Use * to represent any series of characters

OK

4.1. I prepare the macro to close the accounts automatically.

We have a macro file to enter on SAP insert a comment and close the accounts automatically.

[Macro file link](#)

Based in the previous template you will copy and past the following information on Macro file

A	B	C	D	E	F	G	H	I	J	K	L
Year	Period	Area	Acctm	G/L acct	unreconciled	Comment	Account Has Rule?	Status			
2022	4	US07237	A400-101	49100200	-1.065,37	25k€ Threshold applied					
2022	4	US07237	A400-300	41100120	0	25k€ Threshold applied					
2022	4	US07237	A500-300	26900100	5.883,00	25k€ Threshold applied					
2022	4	US07237	L100-100	10100100	-500	25k€ Threshold applied					
2022	4	US07237	L400-101	40100342	0	25k€ Threshold applied					
2022	4	US07237	L400-101	40100343	0	25k€ Threshold applied					
2022	4	US07237	L400-600	47200200	0	25k€ Threshold applied					
2022	4	US07237	L400-620	47200100	0	25k€ Threshold applied					
2022	4	US07237	L400-820	47800100	0	25k€ Threshold applied					
2022	4	US07237	L400-840	40100330	0	25k€ Threshold applied					

Update ARA

After update every column as above I click on box Update ARA.

**** This process should be run to WP1, PF1 and PI1.**

End of document.