

# CL - 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:** Country Accounting

**Responsibility area:** N/A

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## Scope

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 Unknown Attachment

## ERP

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WP1

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 Unknown Attachment

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OB08

## Forms

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## Attachments

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[Banco Central de Chile website](#)

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# 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 Chile Companies using the information available in the Banco Central de Chile.

## 1.2. Scope

This procedure applies to Chile Companies in WP1.

# 2. Definitions

See Finance Glossary:

- WP1

### 3. Tasks description

For legal reason is necessary to update the system with the rates from Banco de Chile.

This procedure describes:

- How to get the exchange rate in the website of Banco de Chile;
- 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 LCLD exchange rate must be updated every business day at 10:00 am Curitiba time, using the rate from the previous business day.

For monthly exchange rates, LCLS, must be updated on the first business day of each month, using the rate of the previous business day.

These processes are described in detail in the sections below.



#### Observation

If the exchange rate and/or the site is unavailable please, contact Pilar Galarza from (e-mail: [Galarza@solway.com](mailto:Galarza@solway.com) ), in order to request the support and/or informing that the exchange rate will be update as soon as possible.

## 5. I UPDATE THE RATE - DAILY

### 5.1. I retrieve the data.

Access the website: <https://si3.bcentral.cl/Indicadoressiete/secure/Indicadoresdiarios.aspx>

In this screen the rates verified are for Dollar (USD), euros (EUR).

| Seleccione fecha                      | 05 Jul 2022 |                           |
|---------------------------------------|-------------|---------------------------|
| Unidad de Reajustabilidad             |             |                           |
| Unidad de fomento (UF)                | 33.152,68   | <a href="#">Ver serie</a> |
| Indice de valor promedio (IVP)        | 33.618,99   | <a href="#">Ver serie</a> |
| Tipos de cambio                       |             |                           |
| Dólar observado                       | 927,53      | <a href="#">Ver serie</a> |
| Euro                                  | 966,88      | <a href="#">Ver serie</a> |
| Índice de Tipo de Cambio Multilateral | 128,15      | <a href="#">Ver serie</a> |
| Otros tipos de cambio nominal         |             | <a href="#">Ver lista</a> |

On this screen, select the option "Ver lista" (otros tipos de cambio nominal). The rates to be checked are: Nuevo Sol Peruano, Peso Mexicano and Real Brasileño.

|                   |        |
|-------------------|--------|
| Nuevo sol peruano | 242,56 |
| Peso mexicano     | 45,70  |
| Real brasileño    | 174,41 |

Save these prints in the TAXAS DIARIAS spreadsheet

## 5.2. I upload the exchange rate - Daily

Run the transaction **ZRATEMOD** (system **WF1**) in order to upload to SAP the Exchange Rate.

In the transaction insert the following information:

- "Valid From" – Enter the current day date.
- "From Currency" – The rate is updated for the following currencies: **BRL, EUR, MXN, PEN and USD**.
- "Exch. Rate type" – The type of rate to be modified: **LCLD**.

### Enter new exchange rates

Exchange rate / Exchange an amount

|                |            |                         |
|----------------|------------|-------------------------|
| Valid from     | 05.07.2022 | 05.07.2022              |
| From currency  | BRL        |                         |
| To-currency    | CLP        |                         |
| Exch.rate type | LCLD       |                         |
| Exchange Rate  | 174,41000  | 1 BRL = 174,41000 1 CLP |

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, EUR, MXN, PEN 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: **BRL, EUR, MXN, PEN and USD**.
- "To Currency" – The currency for Chile is **CLP**
- "Exch. Rate type" – The type of rate to be modified: **LCLD**.

And check that the rates are updated correctly.

ZRATE: Conversion and exchange rate

Historical Graph Conversion Factors

|                                |            |
|--------------------------------|------------|
| Date                           | 05.07.2022 |
| From currency (foreign c.)     | BRL        |
| To currency (local c.)         | CLP        |
| Exchange rate type (M, EURO..) | LCLD       |
|                                | 1,00 BRL   |

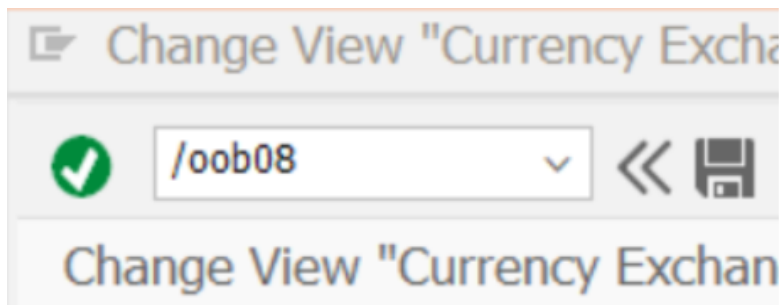
Result (on the current system)

|                    |                         |
|--------------------|-------------------------|
| Exchange Rate      | 1 BRL = 174,41000 1 CLP |
| Convert the amount | 1,00 BRL = 174 CLP      |

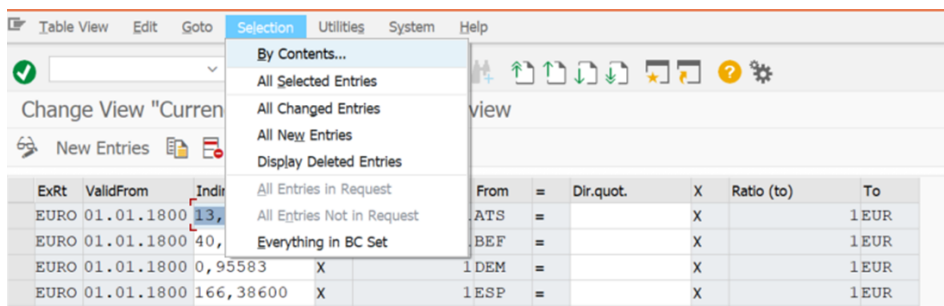
| CD Date       | Ratio From | Exchange Rate | Ratio To |
|---------------|------------|---------------|----------|
| TU 05.07.2022 | 1 BRL      | = 174,41000   | 1 CLP    |
| MO 04.07.2022 | 1 BRL      | = 176,39000   | 1 CLP    |
| FR 01.07.2022 | 1 BRL      | = 179,20000   | 1 CLP    |
| TH 30.06.2022 | 1 BRL      | = 176,99000   | 1 CLP    |
| WE 29.06.2022 | 1 BRL      | = 171,86000   | 1 CLP    |
| TU 28.06.2022 | 1 BRL      | = 173,94000   | 1 CLP    |
| MO 27.06.2022 | 1 BRL      | = 172,22000   | 1 CLP    |
| FR 24.06.2022 | 1 BRL      | = 172,22000   | 1 CLP    |
| TH 23.06.2022 | 1 BRL      | = 172,20000   | 1 CLP    |
| WE 22.06.2022 | 1 BRL      | = 170,29000   | 1 CLP    |

After verifying that the exchange rates are correct, access transaction **OB08**, save the report image and paste it into the TAXAS DIARIAS worksheet.

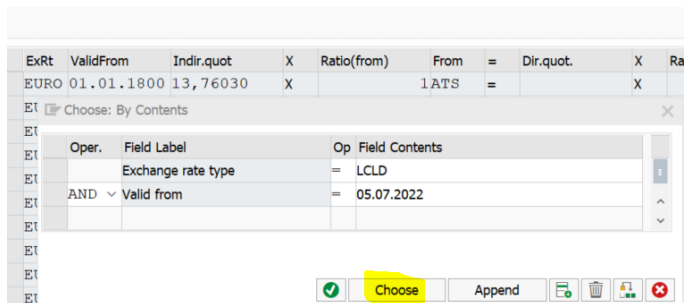
Access transaction **OB08**



Click in SELECTION, BY CONTENTS:



Select VALID FROM ( date of day ) e EXCHANGE RATE TYPE (LCLD)



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

| Table View Edit Goto Selection Utilities System Help |   |             |       |   |           |   |            |       |  |
|------------------------------------------------------|---|-------------|-------|---|-----------|---|------------|-------|--|
| Other View                                           |   |             |       |   |           |   |            |       |  |
| Display -> Change                                    |   |             |       |   |           |   |            |       |  |
| Change -> Display Ctrl+F4                            |   |             |       |   |           |   |            |       |  |
| Save Ctrl+S                                          |   |             |       |   |           |   |            |       |  |
| Transport                                            |   |             |       |   |           |   |            |       |  |
| Print Ctrl+P                                         |   |             |       |   |           |   |            |       |  |
| Exit Shift+F3                                        |   |             |       |   |           |   |            |       |  |
| Change Rates": Overview of Selected Set              |   |             |       |   |           |   |            |       |  |
|                                                      |   |             |       |   |           |   |            |       |  |
|                                                      | X | Ratio(from) | From  | = | Dir.quot. | X | Ratio (to) | To    |  |
|                                                      | X |             | 1 BRL | = | 174,41000 | X |            | 1 CLP |  |
|                                                      | X |             | 1 EUR | = | 966,88000 | X |            | 1 CLP |  |
|                                                      | X |             | 1 MXN | = | 45,70000  | X |            | 1 CLP |  |
|                                                      | X |             | 1 PEN | = | 242,56000 | X |            | 1 CLP |  |
|                                                      | X |             | 1 USD | = | 927,53000 | X |            | 1 CLP |  |
| LCLD 05.07.2022                                      |   |             |       |   |           |   |            |       |  |
| LCLD 05.07.2022                                      |   |             |       |   |           |   |            |       |  |
| LCLD 05.07.2022                                      |   |             |       |   |           |   |            |       |  |
| LCLD 05.07.2022                                      |   |             |       |   |           |   |            |       |  |
| LCLD 05.07.2022                                      |   |             |       |   |           |   |            |       |  |

Save the report image, and paste it in the TAXAS DIARIAS spreadsheet.

| ExRt | From | To  | Valid from | Exch. Rate |
|------|------|-----|------------|------------|
| LCLD | BRL  | CLP | 05.07.2022 | 174,41000  |
| LCLD | EUR  | CLP | 05.07.2022 | 966,88000  |
| LCLD | MXN  | CLP | 05.07.2022 | 45,70000   |
| LCLD | PEN  | CLP | 05.07.2022 | 242,56000  |
| LCLD | USD  | CLP | 05.07.2022 | 927,53000  |



Exchange rate data for CL (Chile) is fed daily into the spreadsheet: TAXAS DIARIAS. Below is a link to access a conference if necessary:

[https://docs.google.com/spreadsheets/d/1u5lr\\_oJBYo\\_uaAwSQL-2nqS2dwV3pjrQ/edit#gid=1210826692](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

Access the website: <https://si3.bcentral.cl/Indicadoresiete/secure/Indicadoresdiarios.aspx>.

In this screen the rates verified are for Dollar (USD), euros (EUR).

Seleccione fecha  

| Unidad de Reajustabilidad                                                                                        |           |                           |
|------------------------------------------------------------------------------------------------------------------|-----------|---------------------------|
| Unidad de fomento (UF)          | 33.099,99 | <a href="#">Ver serie</a> |
| Índice de valor promedio (IVP)  | 33.569,68 | <a href="#">Ver serie</a> |

| Tipos de cambio                                                                                   |        |                           |
|---------------------------------------------------------------------------------------------------|--------|---------------------------|
| Dólar observado  | 932,08 | <a href="#">Ver serie</a> |
| Euro                                                                                              | 976,72 | <a href="#">Ver serie</a> |
| Índice de Tipo de Cambio Multilateral                                                             | 129,16 | <a href="#">Ver serie</a> |
| Otros tipos de cambio nominal                                                                     |        | <a href="#">Ver lista</a> |

On this screen, select the option "Ver lista" (otros tipos de cambio nominal). The rate to be verified is the Nuevo Real Brasileño.

|                |        |
|----------------|--------|
| Real brasileño | 179,20 |
|----------------|--------|

Save these prints in the **CL - Exchange Rate Update 2022** spreadsheet.

The rate LCLS is retrieved for Dollar (USD); Euro (EUR) and Real Brasileño (BRL).

## 6.2. I upload the exchange rate - Monthly

Execute the transaction ZRATEMOD (WP1 system) to load the Exchange Rate into SAP.

In the transaction, enter the following information:

- "Valid from" – The date of the first business day of the month;
- "From Currency" – The rate is updated for the following currencies: USD, EUR, BRL;
- "Exch. Rate type" – The type of rate to be modified (LCLS);

Enter new exchange rates

 Exchange rate / Exchange an amount 

|                                                                                     |                |                                         |                                                                                     |
|-------------------------------------------------------------------------------------|----------------|-----------------------------------------|-------------------------------------------------------------------------------------|
|  | Valid from     | <input type="text" value="01.07.2022"/> |                                                                                     |
|  | From currency  | <input type="text" value="USD"/>        |  |
|                                                                                     | To-currency    | <input type="text" value="CLP"/>        |                                                                                     |
|                                                                                     | Exch.rate type | <input type="text" value="LCLS"/>       |                                                                                     |
|                                                                                     | Exchange Rate  | <input type="text" value="932,08000"/>  |  |

←  1 USD = 932,08000 1 CLP

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:

Repeat this process for USD, EUR and BRL.

## 6.3. I check the exchange rate - Monthly

Access the transaction: **ZRATE**

In the transaction, insert the following information:

- "DATE" – Enter the date of the first of the month/or the first business day of the month.
- "From Currency" – The rate is updated for the following currencies: **USD, EUR, BRL**;
- "To Currency" – The currency for Chile is **CLP**.
- "Exch. Rate type" – the type of rate to be modified: **LCLS**.

And check that the rates are updated correctly.

ZRATE: Conversion and exchange rate

Historical Graph Conversion Factors

Date: 01.07.2022

From currency (foreign c.): USD

To currency (local c.): CLP

Exchange rate type (M, EURO..): LCLS

Exchange rate type (M, EURO..): 1,00 USD

Result (on the current system)

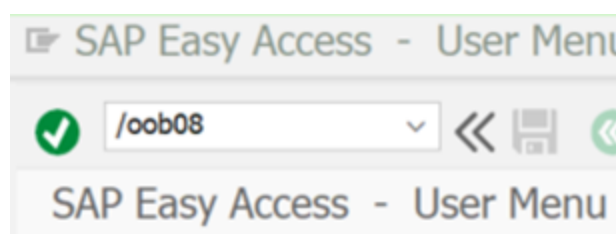
| Exchange Rate      | 1 USD =    | 932,08000 | 1 CLP |
|--------------------|------------|-----------|-------|
| Convert the amount | 1,00 USD = | 932 CLP   |       |

| CD | Date       | Ratio From | Exchange Rate | Ratio To |
|----|------------|------------|---------------|----------|
| FR | 01.07.2022 | 1 USD =    | 932,08000     | 1 CLP    |
| WE | 01.06.2022 | 1 USD =    | 824,35000     | 1 CLP    |
| MO | 02.05.2022 | 1 USD =    | 850,78000     | 1 CLP    |
| FR | 01.04.2022 | 1 USD =    | 787,98000     | 1 CLP    |
| TU | 01.03.2022 | 1 USD =    | 798,01000     | 1 CLP    |
| TU | 01.02.2022 | 1 USD =    | 803,88000     | 1 CLP    |

Do the same for: USD, EUR, BRL.

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

Run the transaction **OB08** (system WP1) in order to upload to SAP the Exchange Rate.



Click in SELECTION, BY CONTENTS:

Table View Edit Goto Selection Utilities System Help

Change View "Current"

New Entries

By Contents...

- All Selected Entries
- All Changed Entries
- All New Entries
- Display Deleted Entries
- All Entries in Request
- All Entries Not in Request
- Everything in BC Set

| ExRt | ValidFrom  | Indir     | From | Dir.quot. | X | Ratio (to) | To    |
|------|------------|-----------|------|-----------|---|------------|-------|
| EURO | 01.01.1800 | 13,       | ATS  | =         | X |            | 1 EUR |
| EURO | 01.01.1800 | 40,       | BEF  | =         | X |            | 1 EUR |
| EURO | 01.01.1800 | 0,95583   | 1DEM | =         | X |            | 1 EUR |
| EURO | 01.01.1800 | 166,38600 | 1ESP | =         | X |            | 1 EUR |

Select VALID FROM ( date of day ) e EXCHANGE RATE TYPE (LCLS)

Choose: By Contents

| Oper. | Field Label        | Op | Field Contents |
|-------|--------------------|----|----------------|
|       | Exchange rate type | =  | LCLS           |
| AND   | Valid from         | =  | 01.07.2022     |

When the rates appear, check if the base quoted on the rate form mentioned in the above link is correct, If everything is ok, give a PRINT.

Table View Edit Goto Selection Utilities System Help

Other View  
 Display -> Change  
 Change -> Display Ctrl+F4  
 Save Ctrl+S  
 Transport  
 Print Ctrl+P  
 Exit Shift+F3

Exchange Rates": Overview of Selected Set

| X | Ratio(from) | From  | = | Dir.quot. | X | Ratio (to) | To    |
|---|-------------|-------|---|-----------|---|------------|-------|
| X |             | 1 BRL | = | 179,20000 | X |            | 1 CLP |
| X |             | 1 EUR | = | 976,72000 | X |            | 1 CLP |
| X |             | 1 USD | = | 932,08000 | X |            | 1 CLP |

Save the report image, and paste it in the CL - Exchange Rate Update 2022 Monthly spreadsheet.

| ExRt | From | To  | Valid from | Exch. Rate |
|------|------|-----|------------|------------|
| LCLS | BRL  | CLP | 01.07.2022 | 179,20000  |
| LCLS | EUR  | CLP | 01.07.2022 | 976,72000  |
| LCLS | USD  | CLP | 01.07.2022 | 932,08000  |

Exchange rate data for CL (Chile) is fed daily into the spreadsheet: CL - Exchange Rate Update 2022 Monthly. Below is a link to access a conference if necessary:

[https://docs.google.com/spreadsheets/d/1kT2a\\_cuNfzuHo9Mf2fKpL1DQkLkhexyy/edit#gid=2070178838](https://docs.google.com/spreadsheets/d/1kT2a_cuNfzuHo9Mf2fKpL1DQkLkhexyy/edit#gid=2070178838)

End of document.