US: GAR Reporting - Non-Recurring items

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

Country Accounting

ERP

PF1 WP1

Frequency

Month

References

KE30

KSB1

Forms

Templates

Attachments

Gar Instructions - Non-Recuring events

Non-Recurring Items Report

AODocs GAR Link

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Objective and Scope

1.1. Objective of this Operation

The purpose of this document is to explain how to perform GAR Reporting- Non recurring items to Consolidationg, which consist of a report of Non Recurring Items sent to the CAMs every month.

It consists of a report of non-recurring items in the BFC's heading R48790 and R48690 with detailed information.

1.2. Scope

This procedure applies to the following companies from US ERP:

PF1:

- SSP - 5782
- SCI - 4290, 4291
- SF- 3384
- SNA – 4045

WP1:

- SUS-US - 7424
- CHEMP-US - 1430

It needs to be included in AODocs until D+5 right after the closing and can be done right after the BFC company package's publication.

2. Definitions

See Finance Glossary:

- ERP
- PF1
- SSP
- SCI
- SNA
- CAM
- WP1

3. Tasks description

The GAR Reporting- Non recurring items is a report sent to the CAMs every month. It consists of a report of non recurring items in the BFC's heading R48790 and R48690.

3.1. Periodicity

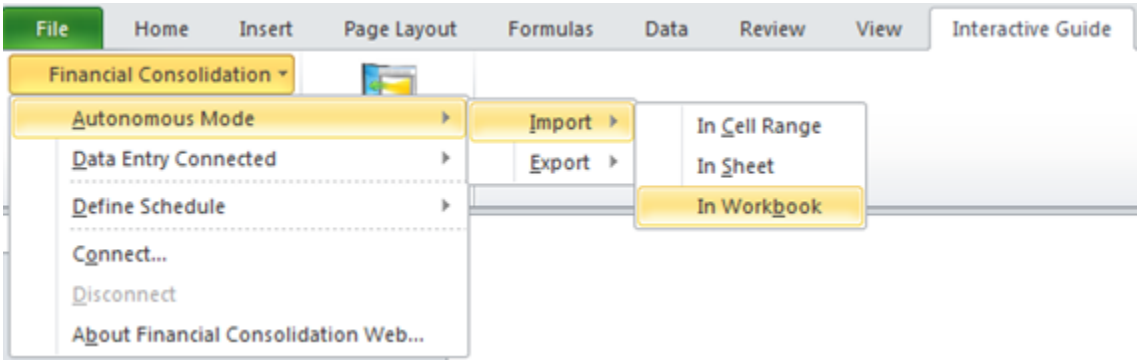
The reports needs to be done after the companies are balanced in BFC, in D4, every month.

3.2. I perform the task

3.2.1. I open the report file

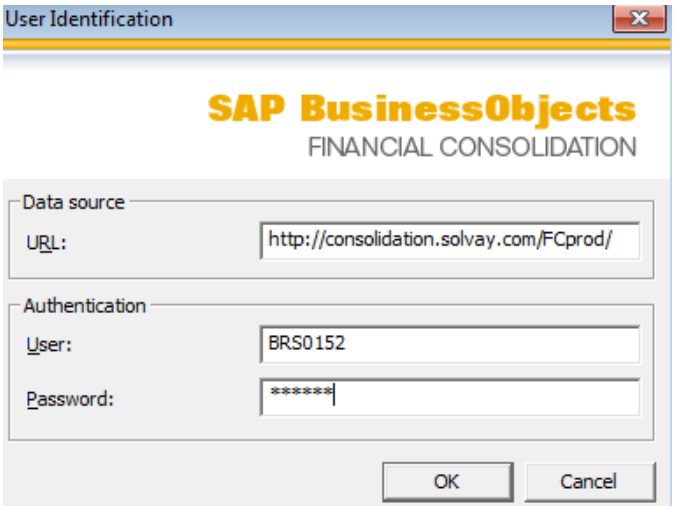
As this report is made every month and consists in the accumulated of non recurrent items in the year, you need to download the template of last period report. You can find it on the last month's case, usually with the name "US: Non Recurring Items – MM.AAAA".

Once you opened the file, BFC may be extracted through the Interactive Guide application. Select "Interactive Guide" into the 'Non-Recurring Items' file, select the option Financial Consolidation.

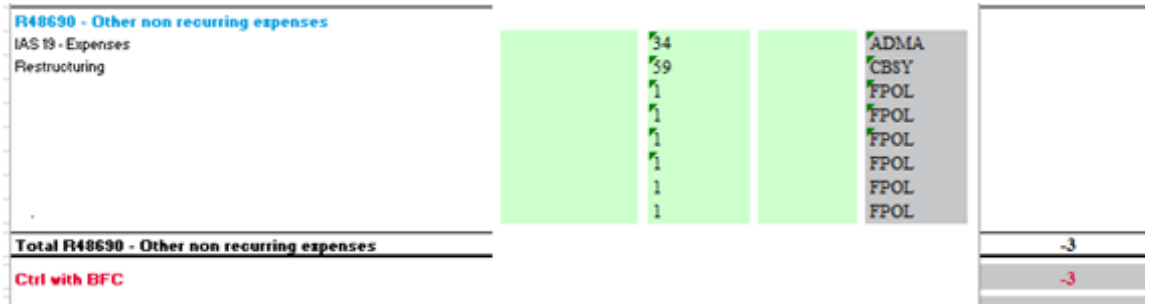


Log in BFC with using the following link:

http://consolidation.solvay.com/Fcprod/

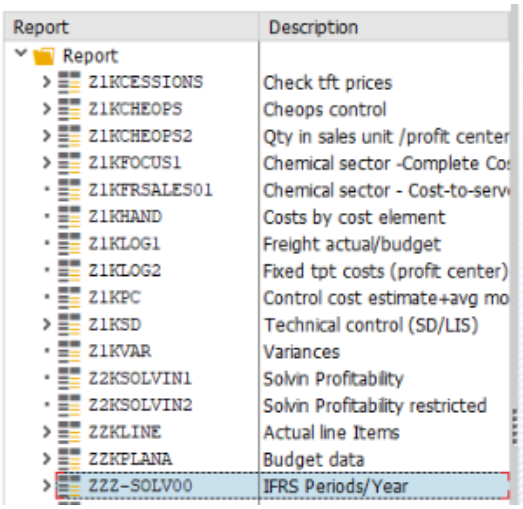


After you updated it, you may find some values in red with the description “Ctrl with BFC”. This means that you have to justify the value, according to the description of it and the business area.

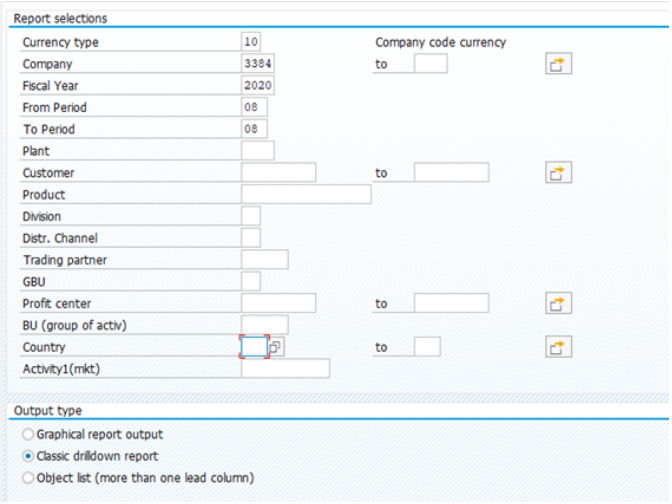


3.2.2. I justify the amounts

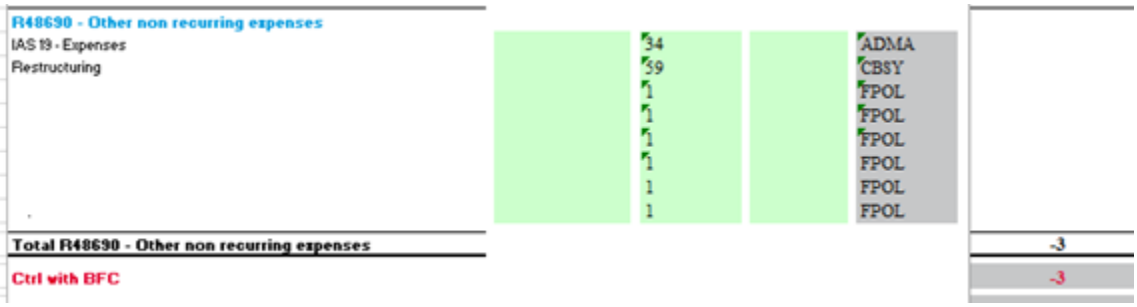
To find to what the value with "CTRL With BFC" is related to, you need to enter in transaction KE30, and select the report “ZZZ-SOLV00”:



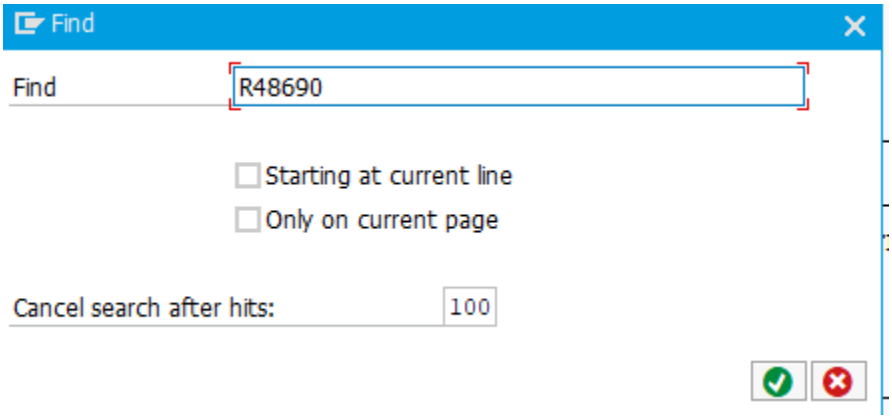
Fill the selections with the company code that you are reporting, the current year and in “period” you may select the period of reporting. The currency type must be “10”:



After you ran the transaction, you need to find the heading on KE30 transaction. In this case, the heading that needs to be justified is R48690.



You can search directly with a CTRL + F:



P&L Lines		Period	Year
VVM69 Oth operat cost	R48690	2.339,01	18.712,06

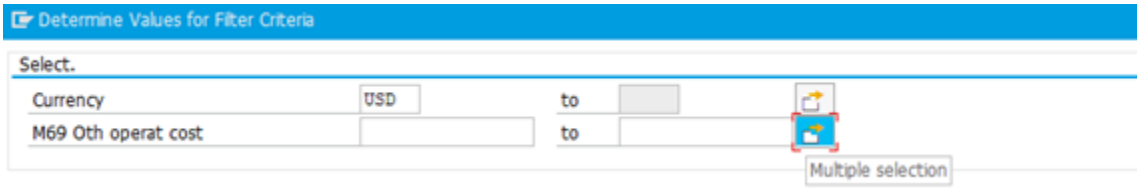
As the BFC rounds values to thousands in local currency, you may find the values not exactly as reported in the file. In this case, the BFC reported as "3' thousands in local currency, but the value can differ in SAP.

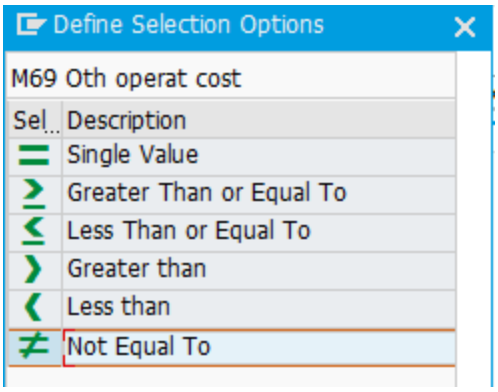
Now that you found it, select the amount by period and press F9, so you will find all the values in this heading, and a new tab will open:

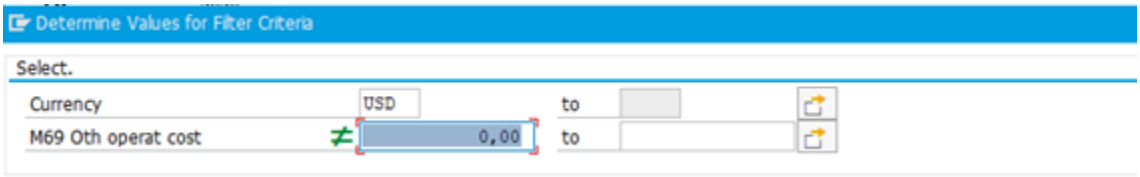
Number of line items 2.452
Mode of access Read acc. to current structure
Op. concern currency EUR

C..	R	Period	Doc. no.	Item	Created On	Ref.doc.no	Rf.itm	Created by	CoCd	Sender CCtr	Cost Element	Curr.	Σ	M69 Oth operat cost	Crcy
10	B	008.2020	34784599		02.08.2020	5019787195	000001	US17244	3384		6143010000	USD		0,00	USD
10	B	008.2020	34789207		03.08.2020	5106185391	000001	BRTC1653	3384		6143010000	USD		0,00	USD
10	B	008.2020	34789210		03.08.2020	5106185392	000001	BRTC1653	3384		6090331100	USD		0,00	USD
10	B	008.2020	34789235		03.08.2020	5019790778	000001	BATCHFIC5843	3384		6143010000	USD		0,00	USD
10	B	008.2020	34789329		03.08.2020	5106185197	000001	BRS0166	3384		6090331100	USD		0,00	USD
10	B	008.2020	34789360		03.08.2020	5019790696	000001	BATCHFIC5843	3384		6143010000	USD		0,00	USD
10	B	008.2020	34789380		03.08.2020	5106185283	000001	BRS0166	3384		6143010000	USD		0,00	USD

You can filter by the “M69 Oth. Operat. Cost’ column to find only values different from zero:







Press enter.

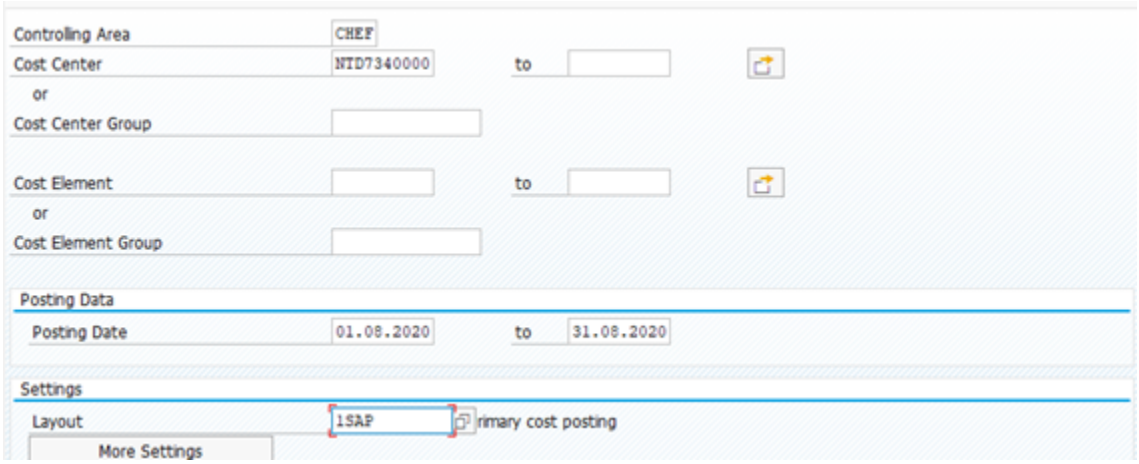
You may find the entries that correspond to the value reported in the file. In this case, you have the cost center and the cost element used by the cycle to clear the cost center.

C..	R	Period	Doc. no.	Item	Created On	Ref.doc.no	Rf.itm	Created by	CoCd	Sender CCtr	Cost Element	Curr.	Σ	M69 Oth operat cost	Crcy
10	D	008.2020	34971246	000005	02.09.2020	400197992		BRS0152	3384	NTD7340000	9815000001	USD		2.339,01	USD
														2.339,01	**USD**

Now that you have the cost center, you can find the original that needs a justification.

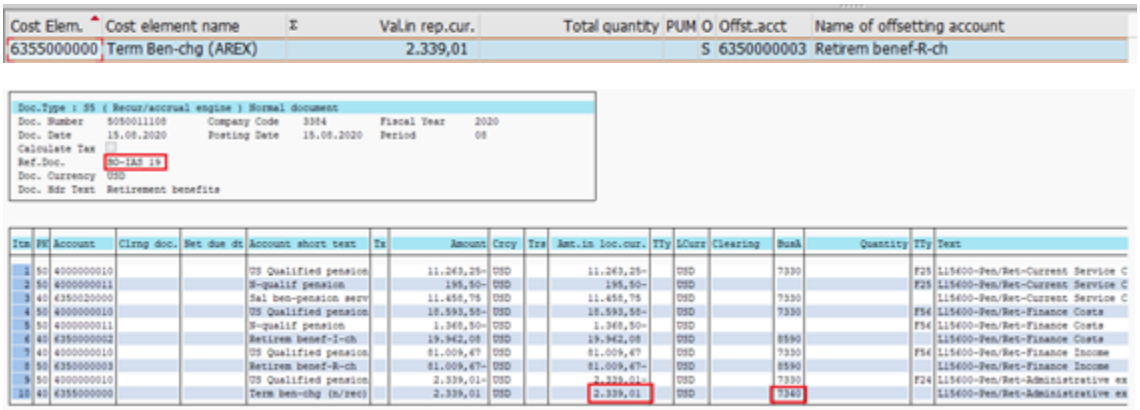
Open the transaction KSB1 and fill the information of the cost center that you found retrieved in KE30, and select only the closing month.

You can use any layout of your preference.



Run the transaction and search for the entry made, with the same value in the KE30.

When you find it, click on the entry made, and search for the amount posted in the cost center and its market and the description.

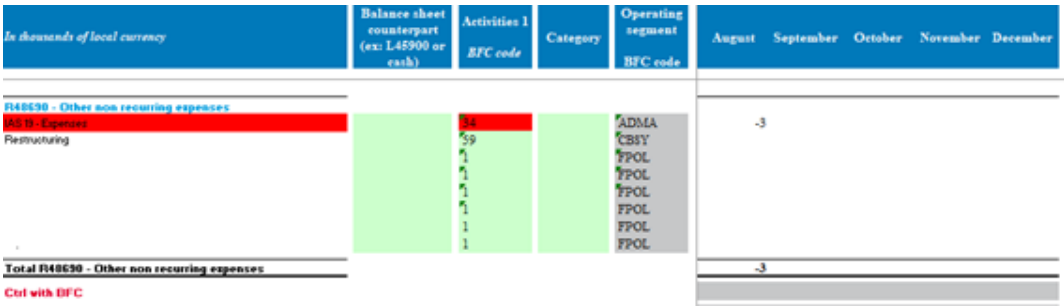


Cost Elem.	Cost element name	Σ	Val.in rep.cur.	Total quantity	PUM	O	Offst.acct	Name of offsetting account
6355000000	Term Ben-chg (AREX)		2.339,01		S		6350000003	Retirem benef-R-ch

Itm	PK	Account	Clrng doc.	Net due dt	Account short text	Tx	Amount	Crcy	Trs	Amt.in loc.cur.	TTy	LCurr	Clearing	BusA	Quantity	TTy	Text
1	50	4000000010			US Qualified pension		11.243,25-	USD		11.243,25-		USD		7330		F25	L15600-Pen/Ret-Current Service C
2	50	4000000011			N-qualif pension		195,50-	USD		195,50-		USD				F25	L15600-Pen/Ret-Current Service C
3	40	6350020000			Sal ben-pension serv		11.458,75	USD		11.458,75		USD		7330			L15600-Pen/Ret-Current Service C
4	50	4000000010			US Qualified pension		18.593,58-	USD		18.593,58-		USD		7330		F56	L15600-Pen/Ret-Finance Costs
5	50	4000000011			N-qualif pension		1.368,50-	USD		1.368,50-		USD				F56	L15600-Pen/Ret-Finance Costs
6	40	6350000002			Retirem benef-I-ch		19.962,08	USD		19.962,08		USD		8590			L15600-Pen/Ret-Finance Costs
7	40	4000000010			US Qualified pension		81.009,47	USD		81.009,47		USD		7330		F56	L15600-Pen/Ret-Finance Income
8	50	6350000003			Retirem benef-R-ch		81.009,47-	USD		81.009,47-		USD		8590			L15600-Pen/Ret-Finance Income
9	50	4000000010			US Qualified pension		2.339,01-	USD		2.339,01-		USD		7330		F24	L15600-Pen/Ret-Administrative ex
10	40	6355000000			Term ben-chg (n/red)		2.339,01	USD		2.339,01		USD		7340			L15600-Pen/Ret-Administrative ex

In this case, the amount is related to IAS 19, as you can see in the description and is in the market “34”.

So you can fill the value in the report of Non recurring items, according to its market and description:



In thousands of local currency	Balance sheet counterpart (ex: L45900 or cash)	Activities 1 *BFC code*	Category	Operating segment *BFC code*	August	September	October	November	December
R48690 - Other non recurring expenses									
IAS 19 - Expenses		34		ADMA	-3				
Restructuring		59		CBSY					
		1		FPOL					
		1		FPOL					
		1		FPOL					
		1		FPOL					
		1		FPOL					
		1		FPOL					
Total R48690 - Other non recurring expenses					-3				
Ctrl with BFC									

It is needed to fill with the inverse signal of the SAP because the BFC inverts the signal of the amounts reported, so in order to zero out the “Ctrl with BFC” line, if the value is positive on SAP, then it needs to be filled as negative, and if it is negative, it needs to be filled as positive.

3.2.2.1. I Justify the Amounts for 1430

There is a separated file for Chemplex.

As Chemplex is not in SAP, it needs to be checked with the Chemplex controller or in the file with BFC Financial data on D+3 by the Chemplex controller.

Then, justify the amounts and the possible GBU is O&G (Oil and Gas).

3.2.3. I upload the file in the AODocs

If the consolidation team gives you access to this link AODocs GAR Link, then upload the file there and send to the CAM by email or the applicable tool.

3.2.4. I send the file

If no access to the link AODocs GAR Link, send it to the CAMs and the consolidation specialist Elisa Canova (consolidation specialist - elisa.canova@solvay.com) by email or in the applicable tool.

End of document.