

PREV (Forecast / Budget) category in BFC SYENSQO

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1. Objective and Scope

The purpose of this document is to describe the BFC Admin activities related to the maintenance of the **PREV category** in BFC.

PREV phase is **operated by the Corporate Controlling** team (not GAR) and **used by GBU controllers to report and consolidate forecasted / budgeted Dec. Y and quarters Y+1:**

- **Budgeting process** conducted at **detailed level in Controlling tools**, **BFC being the final step to aggregate GBU's forecasts** as well as to provide **Consolidated Forecasts at SYENSQO Group level**
- **5 periods** : Dec. Y / Quarterly 03 06 09 12 Y+1
- Reporting to BFC **not handled by legal company but at the GBU level** using fictive reporting companies (1 package per GBU + 3 dedicated central packages for Corp Controlling, all handled in K.Euros)
- **Note that single consolidation method "IG / fully conso" for each fictive package.** *Non Conso, Equity Methods and IP methods being directly integrated as such in GBU package, not relying on consolidation treatments*
- **Reporting content** made of **P&L (Sales to Net result), Balance Sheet (Working Capital, Fixed Assets), CAPEX, SCF (Simplified Cash Flow / GBU) and FCF (Free Cash Flow / Group)**
 - using some **aggregated headings** (compared to detailed chart of headings used in ACTUAL's category)
 - using **limited flows** : Closing balance F99 F99EX F99AJ for P&L (to manage both IFRS and Underlying sets of Financial statements), closing balance F99 for BS and some variations flows for CAPEX and SCF/CFS
- **Purpose of PREV Exchange Rates** : not used for the consolidation of Budget data (as packages are reported directly in K. Euros) but **used in RSB (Restated Y-1) consolidations (variant 2) for future months** (when ACTUAL rates are not yet available)

From a **customizing point of view**, this category has its **own**:

- **Scope** (PREVSYENSQO code)
- **Exchange rates** (PREV version)
- **Category scenario** (PREV code)
- **Package schedules / folders and Controls**

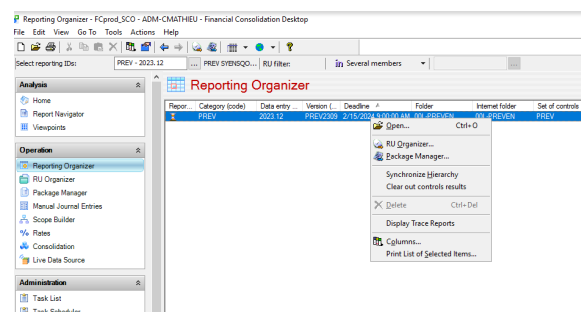
2. Reporting Setup

2.1 Reporting setup - Reporting Organizer

The **opening of PREV** phase should occur in **July**.

To create a new Reporting ID for the period, select the one of the previous year in the field **Select Reporting IDs**.

Then in **Reporting Organizer** module **Open** it and **Save As**.



PREV - 2023.12 - Reporting ID - PREV SYENSQO 2023/2024

File View Tools Help

New Ctrl+N Save Ctrl+S Save As... Print... Ctrl+P Close Alt+F4

Package Restrictions Operation

Reporting ID

PREV Budget

Data entry period: 2023.12 2023.December

Short description: PREV SYENSQO 2023/2024

Long description: PREV SYENSQO 2023/2024

The **General** tab defines the general properties of the reporting ID.

Enter the following information:

- **Category** - PREV
- **Data entry period** - YYYY.12
- **Short & Long description** - PREV SYENSQO YYYY / YYYY+1

PREV - 2023.12 - Reporting ID - PREV SYENSQO 2023/2024

File View Tools Help

General Definition Package Restrictions Operation

Type: Reporting ID

Category: PREV Budget

Data entry period: 2023.12 2023.December

Short description: PREV SYENSQO 2023/2024

Long description: PREV SYENSQO 2023/2024

The **Definition** tab will define the associated category scenario and the start and end dates for the reporting.

Enter the following information:

- **Version of category scenario**: PREVxxxx (latest version to be selected)
- **Start & End Date**: Adjust start and end date.

PREV - 2023.12 - Reporting ID - PREV SYENSQO 2023/2024

File View Tools Help

General Definition Package Restrictions Operation

Reporting is prepared

Definition

Category scenario: PREV - PREV2309 Budget

Category: PREV Budget

Version: PREV2309 PREV category

Calendar

Start date: Friday, November 24, 2023 - 3:42:00

End date: Tuesday, December 31, 2024 - 3:42:00

The **Package** tab defines the data entry settings applicable to packages:

- **Windows and Internet folder**: 00L-PREVEN
- **Set-of controls**: PREV
- **Control level to be reached**: PREV
- **Blocking** - Flag the option **Blocking**.
- **Apply to central manual journal entries as well** - it **MUST NOT be flagged**
- **Opening balance data** : **not applicable**: Budget is focused on future, not needing any link with the past ACTUAL's or PREV's

PREV - 2023.12 - Reporting ID - PREV SYENSQO 2023/2024

File View Tools Help

General Definition Package Restrictions Operation

Windows and Internet folder: 00L-PREVEN Spring Forecast ENTREPRISE

Internet-specific folder: 00L-PREVEN Spring Forecast ENTREPRISE

Set of controls: PREV Controls for PREV

Group control level: PREV Quarterly Statutory Controls

Blocking

Apply to central manual journal entries as well

Lock on publication: Total

Set of rules:

Opening balance data: Consolidated Preconsolidated

Consolidation: Category

Data entry period:

Scope:

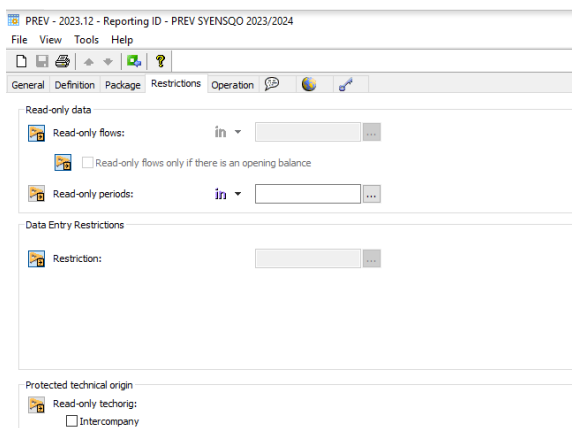
Variant:

Consolidation currency:

Associate opening balance data periods:

The **Restrictions** tab defines the data entry restrictions which are applied when the data is entered.

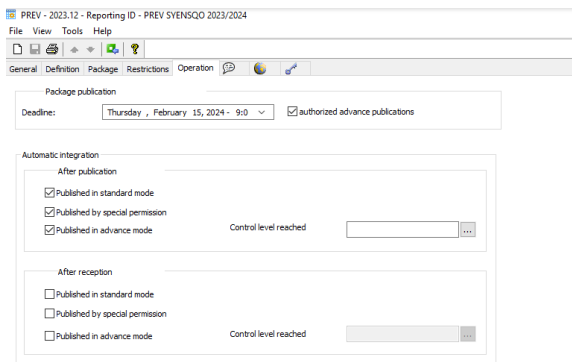
- There are **no restrictions to be set up**. Compared to ACTUAL's categories, PREV category does not require any link or reference to the past to build a full Balance Sheet by flows (no need for F00 "opening balance")



The **Operation** tab defines the settings associated with packages publication.

In the **Deadline** it has to be informed the deadline for package's publication. it has not such an importance as packages are directly completed centrally by Corporate Controlling

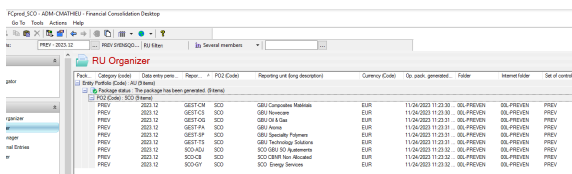
- **Deadline 15.02.YYYY+1.:** Setting the deadline at mid Feb YYYY+1 will allow Corporate Controlling team to update packages all during the Budget year



2.2 Reporting setup - RU Organizer and Package Manager

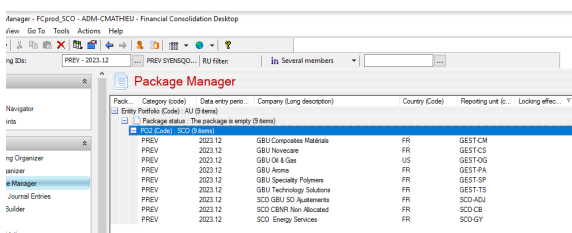
As general rule, BFC Admin should copy the list of packages completed in the previous PREV exercise:

- GBU packages using fictive GBU companies (GEST-xxx or SCO-xx, xxx code representing an abbreviation of GBU name)
- 1 Central package (SCO-ADJ)



However, the list of packages to be created **must always be confirmed by Syensqo Corporate Controlling team:**

- **in case of new GBU created** since the previous PREV exercise, most probably that a GBU fictive company will have to be created, integrated in PREV scope and its PREV package created as well
- **in case of GBU divested or merged** since the previous PREV exercise, most probably that its package will not be required anymore and that its fictive company will be excluded from the PREV scope



Final step in package manager, launching the **generation of packages**.

3. PREV consolidation scope

3.1 Scope definition

PREVSYENSQO scope must be created in BFC_Top_SCO and piloted to BFC_Prod_SCO.

It has to include the **list of companies for which PREV packages have been created**.

- **Consolidation method - FC Full conso** : as explained above, special consolidation methods (Equity methods, IP, Non Conso) are directly integrated in packages, not relying on consolidation treatments
- **Rate - 100%**

PREVSYENSQO - 2023.12 - S-1 - Scope

Definition

General

Code: PREVSYENSQO

Period: 2023.12

Version: S-1

Filter

Reporting unit filter

Reporting ID

Ownership scope

Scope

Code

Period

Version

Comment: 23.11.2023 : created from save as of PREV 2023.12 / adjusted to include only SCO entities required for PREV SYENSQO (list from Corp Controlling)

Show security settings

PREVSYENSQO - 2023.12 - S-1 - Scope

Properties

Reporting unit: GEST-CH - GBU Composites Multibale

Financial interest (in %)

At closing: 100.00

Ownership interest (in %)

At closing: 100.00

Consolidation method and rate (in %)

Method at closing: Full (FC)

Rate at closing: 100.00

3.2 Piloting to BFC_Prod_SCO database

Task SCO-ADMIN has to be used to pilot PREV consolidation scope.

SCO-ADMIN - Task - SCO-ADMIN

From: 2023.12.01

To: 2023.12.31

Send Data

Selection	Item	Description	Date created	Last changed
✓	SCO-ADMIN	PREVSYENSQO - 2023.12 - S-1	8/25/2024 3:18:21	7/23/2024 8:49:31

4. PREV Exchange rates

As in ACTUAL (=REEL) Exchange Rates tables, there are the **6 types of conversion rates** updated and used in PREV category:

- **TC - Closing rate** - used for Balance Sheet
- **TMN - Average cumulative rate** - used for P&L
- **TMN-1 - Average rate Dec.Y-1**
- **TO - Opening rate** (equals to Dec.Y-1 closing rate) - used for Balance Sheet
- **TCN-1 - Closing rate N-1** (closing rate / same period of previous year)
- **TMYN-1 - Average rate N-1** (average rate / same period of previous year)

PREV Exchange rates are **provided by Syensqo Corporate Controlling team**.

FX update 2023 BFR12 and 2024 Budget in **PREV** > 100-BFCAdminBFC recurringExchange rates >

JANCOVICI [Eco], Charles-Antoine <charles-antoine.jancovici@solvay.com>

to: S&FC-Admin, Aileen, Justin, Maria, Xiangrong, Nicolas >

Dear BFC Admin Team,

In the frame of the 2023 BFR12 and 2024 Budget exercise, could you please proceed with the following tasks regarding **PREV rates**:

1/ Copy all 2023 **PREV rates** (original budget rates) into **PREV-1**

2/ Copy 09.2023 and 12.2023 **SIMUL rates** into **PREV** (overwrite, so please proceed only once 2023 **PREV** is copied into **PREV-1**)

3/ Lead 2024 **PREV rates** with the values from enclosed file (sheet BFC INPUT)

4/ Run RSB ccesses Variant 2

Thank you very much,

Kind regards,

Charles Antoine JANCOVICI

Corporate Controlling

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BFC Admin team:

- creates the 4 tables 03, 06, 09, 12 (YY+1) in July (YY)
- updates 09 table on October 1st (YY) for rates TCN-1 & TMYN-1 **with Sept. YY Actual rates**- no need to receive request from Corp Controlling
- updates the 4 03 06 09 12 (YY+1) tables on January 2nd YY+1 (TCN-1 & TMYN-1 & TMN-1 & TO) **with Dec. YY Actual rates** - no need to receive request from Corp Controlling

Both, creation and update (exception for October and January updates) directly done by BFC Admin once Sept. and Jan. Actual rates are available) => **ONLY upon requests from Syensqo Corporate Controlling team.**

A18		1		2		3		4		5		6		7		8		9		10		11		12		13		14		15		16		17		18		19		20		21		22		23		24		25		26		27	
A18		1		2		3		4		5		6		7		8		9		10		11		12		13		14		15		16		17		18		19		20		21		22		23		24		25		26		27	
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A18		1		2		3		4		5		6		7																																									

- PREV 03 update (Y+1), PREV 06 update (Y+1), PREV 09 update (Y+1), PREV 12 update (Y+1)- *to be used in Jan.YY+1 to update with Dec. YY ACTUAL rates*

Tab Copy BFC format - is the one to which we should *copy/paste* the values we receive in BFC input from Corporate Controlling

	2022.06		2022.09		2022.12			
	TC	TMN	TC	TMN	TC	TMN		
	C Rate	Aver Rate	C Rate	Aver Rate	C Rate	Aver Rate		
AED	3.61725	4.015539	AED	3.6796	3.90756	AED	3.981373	3.926014
ARS	129.9625	122.4029	ARS	143.321	127.1811	ARS	128.6875	127.8077
AUD	1.51035	1.519795	AUD	1.5073	1.504086	AUD	1.503919	1.504044
BGN	1.9557	1.955843	BGN	1.95575	1.955851	BGN	1.955836	1.955847
BRL	5.42215	5.552495	BRL	5.2421	5.461268	BRL	5.46	5.460951
CAD	1.3425	1.389731	CAD	1.33875	1.364104	CAD	1.321	1.350576
CHF	0.995	1.031839	CHF	0.95555	1.011844	CHF	1.024414	1.014987
CLP	955.9033	902.2523	CLP	935.7874	912.2192	CLP	912.6697	912.3318
CNY	6.95705	7.080363	CNY	6.91075	7.018296	CNY	6.93	6.986224
CZK	24.743	24.64616	CZK	24.541	24.62033	CZK	24.72349	24.64852
EGP	19.5379	18.8431	EGP	19.04275	19.0173	EGP	19.6213	19.2183
EUR	1	1	EUR	1	1	EUR	1	1
GBP	0.85795	0.842221	GBP	0.85825	0.848988	GBP	0.85	0.847741
HKD	8.15355	8.544865	HKD	7.95915	8.322713	HKD	8.283231	8.520115
HRK	7.53	7.542225	HRK	7.52505	7.533782	HRK	7.524605	7.531487
HUF	396.8	375.1109	HUF	421.775	384.7608	HUF	397.3873	387.9174
IDR	15.48	15.89	IDR	14.84	15.54	IDR	15.52	15.53
INR	82.07219	83.29274	INR	79.28085	82.28962	INR	88	83.71722
JPY	135.02811	130.4668	JPY	140.9443	135.9692	JPY	135	135.7269
KRW	1345.618	1352.29	KRW	1394.289	1348.027	KRW	1354.5	1349.645
KZT	522.75	515.10	KZT	464.53	488.48	KZT	470.75	484.05
LVL	0	0	LVL	0	0	LVL	0	0
MXN	22.083	22.99669	MXN	19.64105	21.55798	MXN	22.1	21.69349
MYR	4.68815	4.702863	MYR	4.51895	4.616007	MYR	4.49247	4.624317
NAD	16.17145	17.08219	NAD	17.5273	16.9454	NAD	16.69432	16.8263
NOK	9.69765	9.917338	NOK	10.54975	9.999199	NOK	10.30619	10.07595
NZD	1.60165	1.658227	NZD	1.71575	1.646344	NZD	1.664594	1.659096
PEN	4.11589	4.273577	PEN	3.87755	4.058577	PEN	3.951863	4.031869
PHP	57.4473	57.82421	PHP	57.133	56.3005	PHP	56.75182	56.88063
PLN	4.6537	4.623409	PLN	4.8525	4.672721	PLN	4.645853	4.666686
RON	4.9464	4.946519	RON	4.9493	4.934884	RON	4.944396	4.93727
RSD	147.7256	112.6214	RSD	117.2869	117.6883	RSD	117.6233	117.4616
RUB	90.75865	90.28967	RUB	56.37353	85.18573	RUB	85	76.82909
SAR	4.16485	4.206683	SAR	3.89935	4.10143	SAR	3.9375	3.979161

	2022.06		2022.09		2022.12			
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	C Rate	Aver Rate	C Rate	Aver Rate	C Rate	Aver Rate		
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JPY	135.02811	130.4668	JPY	140.9443	135.9692	JPY	135	135.7269
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KZT	522.75	515.10	KZT	464.53	488.48	KZT	470.75	484.05
LVL	0	0	LVL	0	0	LVL	0	0
MXN	22.083	22.99669	MXN	19.64105	21.55798	MXN	22.1	21.69349
MYR	4.68815	4.702863	MYR	4.51895	4.616007	MYR	4.49247	4.624317
NAD	16.17145	17.08219	NAD	17.5273	16.9454	NAD	16.69432	16.8263
NOK	9.69765	9.917338	NOK	10.54975	9.999199	NOK	10.30619	10.07595
NZD	1.60165	1.658227	NZD	1.71575	1.646344	NZD	1.664594	1.659096

Tab PREV 03, PREV 06, PREV 09, PREV 12 - will be automatically updated through Excel formulas from "BFC Copy BFC format" and through BFC / Excel retrieval formulas.

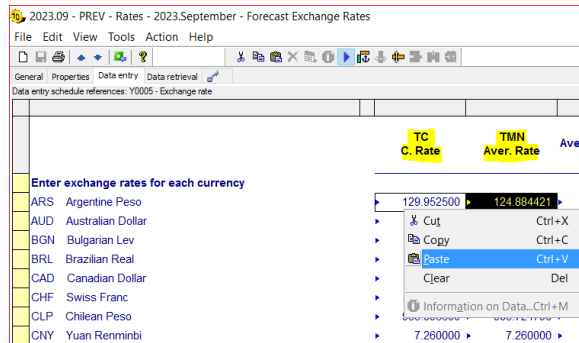
PREV 03 and PREV 06 tabs:

- TC & TMN** (columns C & D) - values are retrieved through Excel formulas from tab "Copy BFC format" => **Rates are Forecasted ones !**
- TMN-1 & TO** (columns E & F) - values are retrieved from BFC (PREV / Dec. Y-1) => **Rates are Forecasted ones !**
- TCN-1 & TMYN-1** (columns G & H) - values are retrieved from BFC (REEL / N-1) => **Rates are Actual ones !**

	2022.06		2022.09		2022.12			
	TC	TMN	TC	TMN	TC	TMN		
	C Rate	Aver Rate	C Rate	Aver Rate	C Rate	Aver Rate		
AED	3.61725	4.015539	AED	3.6796	3.90756	AED	3.981373	3.926014
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AUD	1.51035	1.519795	AUD	1.5073	1.504086	AUD	1.503919	1.504044
BGN	1.9557	1.955843	BGN	1.95575	1.955851	BGN	1.955836	1.955847
BRL	5.42215	5.552495	BRL	5.2421	5.461268	BRL	5.46	5.460951
CAD	1.3425	1.389731	CAD	1.33875	1.364104	CAD	1.321	1.350576
CHF	0.995	1.031839	CHF	0.95555	1.011844	CHF	1.024414	1.014987
CLP	955.9033	902.2523	CLP	935.7874	912.2192	CLP	912.6697	912.3318
CNY	6.95705	7.080363	CNY	6.91075	7.018296	CNY	6.93	6.986224
CZK	24.743	24.64616	CZK	24.541	24.62033	CZK	24.72349	24.64852
EGP	19.5379	18.8431	EGP	19.04275	19.0173	EGP	19.6213	19.2183
EUR	1	1	EUR	1	1	EUR	1	1
GBP	0.85795	0.842221	GBP	0.85825	0.848988	GBP	0.85	0.847741
HKD	8.15355	8.544865	HKD	7.95915	8.322713	HKD	8.283231	8.520115
HRK	7.53	7.542225	HRK	7.52505	7.533782	HRK	7.524605	7.531487
HUF	396.8	375.1109	HUF	421.775	384.7608	HUF	397.3873	387.9174
IDR	15.48	15.89	IDR	14.84	15.54	IDR	15.52	15.53
INR	82.07219	83.29274	INR	79.28085	82.28962	INR	88	83.71722
JPY	135.02811	130.4668	JPY	140.9443	135.9692	JPY	135	135.7269
KRW	1345.618	1352.29	KRW	1394.289	1348.027	KRW	1354.5	1349.645
KZT	522.75	515.10	KZT	464.53	488.48	KZT	470.75	484.05
LVL	0	0	LVL	0	0	LVL	0	0
MXN	22.083	22.99669	MXN	19.64105	21.55798	MXN	22.1	21.69349
MYR	4.68815	4.702863	MYR	4.51895	4.616007	MYR	4.49247	4.624317
NAD	16.17145	17.08219	NAD	17.5273	16.9454	NAD	16.69432	16.8263
NOK	9.69765	9.917338	NOK	10.54975	9.999199	NOK	10.30619	10.07595
NZD	1.60165	1.658227	NZD	1.71575	1.646344	NZD	1.664594	1.659096

To update **TMN-1 & TO** (columns E & F) and **TCN-1 & TMYN-1** (columns G & H) we must **connect to BFC_Top_SCO** and **refresh the file**

	A	B	C	D	E	F
1		PREV 2023.09	2023	Arial	- 10 -	A A \$ % & ☰
2				B	☰	☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰ ☰
3		Enter exchange rates for each currency	TC C			
4	ARS	ARS	Argentine Peso	129.9525	124.8842051	
5	AUD	AUD	Australian Dollar	Cut		
6	BGN	BGN	Bulgarian Lev	Copy		
7	BRL	BRL	Brazilian Real	Paste Options:		
8	CAD	CAD	Canadian Dollar			
9	CHF	CHF	Swiss Franc			
10	CLP	CLP	Chilean Peso	Paste Special...		
11	CNY	CNY	Yuan Renminbi	Insert...		
12	CZK	CZK	Czech Koruny	Delete...		
13	EGP	EGP	Egyptian Pound	Clear Contents		
14	EUR	EUR	Euro	Quick Analysis		
15	GBP	GBP	Pound Sterling	Filter		
16	HKD	HKD	Hong Kong Dollar	Sort		
17	HRK	HRK	Kuna	Insert Comment		
18	HUF	HUF	Forint	Format Cells...		
19	IDR	IDR	Rupiah	Pick From Drop-down List...		
20	INR	INR	Indian Rupee	Define Name...		
21	JPY	JPY	Yen	Hyperlink...		
22	KRW	KRW	Won			
23	KZT	KZT	Tenge (Kazakhstan)			
24	MXN	MXN	Mexican Peso			
25	MYR	MYR	Malaysian Ringgit			
26	NAD	NAD	Dollar (Namibia)			
27	NOK	NOK	Norwegian Krone	10.333	10.08369714	
28	NZD	NZD	New Zealand Dollar	1.6712	1.653832053	
29	PEN	PEN	Nuevo Sol	3.93475	4.071540807	
30	PHP	PHP	Philippine Peso	57.14315	56.90725571	
31	PLN	PLN	Zloty	1.88675	1.90226941	



4.2 Update Sept. PREV with Sept. YY REEL Exc. rates

Once 09 YY REEL rates become available (last working day of the month),

- In **BFC PREV ER update.xlsx**, there's a tab **PREV 09 update (Y)** created to retrieve 09 YY REEL rates and to update TCN-1 & TMYN-1 columns in 09 YY+1 PREV rates table.
- Once the data have been refreshed (connecting to BFC_TOP) we should copy the 2 columns into BFC.

A	B	C	D
	PREV 2023.09	CONV-PE=2022.09 EXCH-TY=TC	CONV-PE=2022.09 EXCH-TY=TMN
	Enter exchange rates for each currency	TCN-1 Closing Rate N-1	TMYN-1 Aver. Rate YTI
CONV-CU=ARS	ARS Argentine Peso	0.0000000	0.000
CONV-CU=AUD	AUD Australian Dollar	0.0000000	0.000
CONV-CU=BGN	BGN Bulgarian Lev	0.000	0.000
CONV-CU=BRL	BRL Brazilian Real	0.000	0.000
CONV-CU=CAD	CAD Canadian Dollar	0.000	0.000
CONV-CU=CHF	CHF Swiss Franc	0.000	0.000
CONV-CU=CLP	CLP Chilean Peso	0.000	0.000
CONV-CU=CNV	CNY Yuan Renminbi	0.000	0.000
CONV-CU=CZK	CZK Czech Koruny	0.000	0.000
CONV-CU=EGP	EGP Egyptian Pound	0.000	0.000
CONV-CU=EUR	EUR Euro	0.000	0.000
CONV-CU=GBP	GBP Pound Sterling	0.000	0.000
CONV-CU=HKD	HKD Hong Kong Dollar	0.000	0.000
CONV-CU=HRK	HRK Kuna	0.000	0.000
CONV-CU=HUF	HUF Forint	0.000	0.000
CONV-CU=IDR	IDR Rupiah	0.000	0.000
CONV-CU=INR	INR Indian Rupee	0.000	0.000
CONV-CU=JPY	JPY Yen	0.000	0.000
CONV-CU=KRW	KRW Won	0.000	0.000
CONV-CU=KZT	KZT Tenge (Kazakhstan)	0.000	0.000
CONV-CU=MXN	MXN Mexican Peso	0.000	0.000
CONV-CU=MYR	MYR Malaysian Ringgit	0.000	0.000
CONV-CU=NAD	NAD Dollar (Namibia)	0.000	0.000

	TC C. Rate	TMN Aver. Rate	TMN-1 Aver. Rate Dec. N-1	TO Op. Rate	TCN-1 Closing Rate N-1	TMYN-1 Aver. Rate YTI	TMYN-1 Aver. Rate
Enter exchange rates for each currency							
ARS Argentine Peso	129.952500	124.884421	112.381871	110.387780	114.175022	111.658881	-
AUD Australian Dollar	1.510150	1.514503	1.574832	1.563960	1.57	1.565881	Ctrl+X
BGN Bulgarian Lev	1.955700	1.955841	1.955889	1.955889	1.95	1.955881	Ctrl+C
BRL Brazilian Real	5.720800	5.720800	5.727798	5.720800	5.72	5.720800	Ctrl+V
CAD Canadian Dollar	1.375500	1.375500	1.485211	1.440100	1.4	1.440100	Del
CHF Swiss Franc	0.955000	1.020364	1.081188	1.033000	1.0	1.033000	Information on Data...Ctrl+M
CLP Chilean Peso	965.963300	905.724790	889.559290	864.587450	904.202520	882.548880	-
CNY Yuan Renminbi	7.260000	7.260000	7.627528	7.218800	7.480000	7.736520	-
CZK Czech Koruny	24.743000	24.671836	25.640471	24.872500	25.514500	25.731400	-
EGP Egyptian Pound	19.537900	19.198643	18.588043	17.793850	18.188700	18.771950	-

4.3 Update PREV with Dec. YY REEL Exc. rates

Once 12 YY REEL rates become available (last working day of the month), YY+1 PREV rates tables can be updated.

- In **BFC PREV ER update.xlsx** (\\Acew1ptsescp3\BFC-SHARE\IER\PREV) there are 4 tabs **PREV 03 update(Y+1)**, **PREV 06 update(Y+1)**, **PREV 09 update(Y+1)** and **PREV 12 update(Y+1)** created to retrieve 12 YY REEL rates and update Dec. YY-1 in PREV rates.

PREV 03 update(Y+1), PREV 06 update(Y+1), PREV 09 update(Y+1) tabs:

- In these tables we need to update **TMN-1** & **TO** columns.
- Once the data have been refreshed (connecting to BFC_TOP) we should copy the 2 columns in each corresponding BFC table.

	A	B	C	D	E
1		PREV 2023 03	CONV-PE=2022.12	CONV-PE=2022.12	
2			EXCH-TY=TMN	EXCH-TY=TC	
3		Enter exchange rates for each currency	TMN-1 Aver. Rate Dec. N-1	TO Op. Rate	
4	CONV-CU-ARS	ARS Argentine Peso	0	0	
5	CONV-CU-AUD	AUD Australian Dollar	0	0	
6	CONV-CU-BGN	BGN Bulgarian Lev	0	0	
7	CONV-CU-BRL	BRL Brazilian Real	0	0	
8	CONV-CU-CAD	CAD Canadian Dollar	0	0	
9	CONV-CU-CHF	CHF Swiss Franc	0	0	
10	CONV-CU-CLP	CLP Chilean Peso	0	0	
11	CONV-CU-CNY	CNY Yuan Renminbi	0	0	
12	CONV-CU-CZK	CZK Czech Koruna	0	0	
13	CONV-CU-EGP	EGP Egyptian Pound	0	0	
14	CONV-CU-EUR	EUR Euro	0	0	
15	CONV-CU-GBP	GBP Pound Sterling	0	0	
16	CONV-CU-HKD	HKD Hong Kong Dollar	0	0	
17	CONV-CU-HRK	HRK Kuna	0	0	
18	CONV-CU-HUF	HUF Forint	0	0	
19	CONV-CU-IDR	IDR Rupiah	0	0	
20	CONV-CU-INR	INR Indian Rupee	0	0	
21	CONV-CU-JPY	JPY Yen	0	0	
22	CONV-CU-KRW	KRW Won	0	0	
23	CONV-CU-KZT	KZT Tenge (Kazakhstan)	0	0	
24	CONV-CU-MXN	MXN Mexican Peso	0	0	
25	CONV-CU-MYR	MYR Malaysian Ringgit	0	0	
26	CONV-CU-NAD	NAD Dollar (Namibia)	0	0	
27	CONV-CU-NOK	NOK Norwegian Krone	0	0	
28	CONV-CU-NZD	NZD New Zealand Dollar	0	0	
29	CONV-CU-PEN	PEN Nuevo Sol	0	0	
30	CONV-CU-PHP	PHP Philippine Peso	0	0	
31	CONV-CU-PLN	PLN Zloty	0	0	
32	CONV-CU-RON	RON Lei Romain	0	0	
33	PREV 03	PREV 06	PREV 09	PREV 12	PREV 09 update (Y)
34					PREV 03 update(Y+1)
35					PREV 06 update(Y+1)

PREV 12 update(Y+1) tab:

- In these table we need to update **TMN-1, TO, TCN-1 & TMYN-1** columns.
- Once the data have been refreshed (connecting to BFC_TOP) we should copy the 4 columns in 12.YY+1 BFC table.

	A	B	C	D	E	F
1		PREV 2023 12	CONV-PE=2022.12	CONV-PE=2022.12	CONV-PE=2022.12	CONV-PE=2022.12
2			EXCH-TY=TMN	EXCH-TY=TC	EXCH-TY=TC	EXCH-TY=TMN
3		Enter exchange rates for each currency	TMN-1 Aver. Rate Dec. N-1	TO Op. Rate	TCN-1 Closing Rate N-1	TMYN-1 Aver. Rate YTD N-1
4	CONV-CU-ARS	ARS Argentine Peso	0	0	0	0
5	CONV-CU-AUD	AUD Australian Dollar	0	0	0	0
6	CONV-CU-BGN	BGN Bulgarian Lev	0	0	0	0
7	CONV-CU-BRL	BRL Brazilian Real	0	0	0	0
8	CONV-CU-CAD	CAD Canadian Dollar	0	0	0	0
9	CONV-CU-CHF	CHF Swiss Franc	0	0	0	0
10	CONV-CU-CLP	CLP Chilean Peso	0	0	0	0
11	CONV-CU-CNY	CNY Yuan Renminbi	0	0	0	0
12	CONV-CU-CZK	CZK Czech Koruna	0	0	0	0
13	CONV-CU-EGP	EGP Egyptian Pound	0	0	0	0
14	CONV-CU-EUR	EUR Euro	0	0	0	0
15	CONV-CU-GBP	GBP Pound Sterling	0	0	0	0
16	CONV-CU-HKD	HKD Hong Kong Dollar	0	0	0	0
17	CONV-CU-HRK	HRK Kuna	0	0	0	0
18	CONV-CU-HUF	HUF Forint	0	0	0	0

4.4 Piloting to BFC_Prod_SCO database

Task SCO-ADMIN has to be used to pilot PREV Exchange rates tables.

No need for Internal control evidences as maintenance of exchange rates is considered as Recurring activities from BFC administration team.

Type	Code	Active	Status	Priority	Last run	Run next	Last changed by
Type of Task : Receive objects (9 items)							
Type of Task : Run audit (40 items)							
Type of Task : Run consolidation (38 items)							
Type of Task : Run intercompany reconciliations (18 items)							
Type of Task : Scan objects (1 item)							
Type of Task : Send objects (1688 items)							
SCO-ADMIN	SCO-ADMIN	✓	✓	✓	1/5/2024 1:45:07 PM	-	ADMCMATHIEU
SCO-GESTION	SCO-GESTION	✓	✓	✓	1/4/2024 5:13:00 PM	-	ADMCMATHIEU
SCO-WORK	SCO-WORK	✓	✓	✓	12/7/2023 3:22:08 PM	-	ADMCMATHIEU
SCO-CTRLFIN	SCO-CTRLFIN	✓	✓	✓	12/5/2023 9:41:38 AM	-	ADMCMATHIEU
SCO-CONS	SCO-CONS	✓	✓	✓	11/17/2023 9:55:51 AM	-	ADMCMATHIEU

Selection	Item	Description	Date created	Last changed
✓	Conversion rate	2024 03 - PREV	1/5/2024 3:26:07	1/2/2024 3:34:19
✓	Conversion rate	2024 06 - PREV	1/5/2024 3:26:07	1/2/2024 3:34:29
✓	Conversion rate	2024 09 - PREV	1/5/2024 3:26:07	1/2/2024 3:34:58
✓	Conversion rate	2024 12 - PREV	1/5/2024 3:26:07	1/2/2024 3:35:38

5. Consolidation definition

1 single data entry period of PREV consolidation with 5 consolidated periods:

- Unique data entry period 12.YY
- 5 consolidated periods 12.YY; 03.YY+1; 06.YY+1; 09.YY+1; 12.YY+1

In the tab **General** , the following parameters have to be selected:

- Category:** PREV
- Data entry period:** YYYY.12
- Scope:** PREVSYSQO
- Variant:** 2
- Currency:** EUR
- Long Description:** PREV SYENSQO YYYY- YYYY+1

In the tab **Properties** should contain the following information:

Reporting ID:	PREV - 2023.12	PREV SYENSQO 2023/2024
Category:	PREV	Budget
Data entry period:	2023.12	2023.December
Scope:	PREVSYSQO	PREV SYENSQO
Variant:	2	IFRS Norms
Currency:	EUR	Euro
Long description:	PREV SYENSQO 2023/2024	

- **Scope Period:** YYYY.12
- **Version:** S-1
- **Set of rules:** PREV12
- **Multiply thresholds by:** 1
- **Conversion Rate Period:** YYYY.12
- **Conversion Rate Version:** PREV

PREV - 2023.12 - PREVSYSQO - 2 - EUR - Consolidation definition - PREV SYENSQO 2023/2024

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Scope

Scope code: PREVSYSQO - 2023.12 PREV SYENSQO

Period: 2023.12 2023.December

Version: S-1 Final scope version

Set of rules: PREV12

Multiply thresholds by: 1

Conversion

Conversion rate: 2023.12 - PREV 2023.December - Forecast Exchange Rates

Period: 2023.12 2023.December

Version: PREV Forecast Exchange Rates

Cat. scen. used

Category scenario: PREV - PREV2309 Budget

Category: PREV Budget

Version: PREV2309 PREV category

In the tab **Opening Balances: not applicable**, as explained earlier in this procedure, Budget is focused on future, not needing any link with the past ACTUAL's or PREV's

PREV - 2023.12 - PREVSYSQO - 2 - EUR - Consolidation definition - PREV SYENSQO 2023/2024

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Opening balance data

Consolidation:

Category:

Data entry period:

Scope:

Variant:

Currency:

Source period:

In the tab **Periods** for each period source of Exc. Rates has to be **adjusted with the corresponding PREV table**

PREV - 2023.12 - PREVSYSQO - 2 - EUR - Consolidation definition - PREV SYENSQO 2023/2024

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Process periods consecutively

Carry forward one period to another

Consolidate specific periods:

	Default	Default link	2023.12	2024.03	2024.06	2024.09	2024.12
Exclude from processing							
Opening balance period							
Conversion rate	2023.12.PREV		2023.12.PREV	2024.03.PREV	2024.06.PREV	2024.09.PREV	2024.12.PREV
- Period	2023.12		2023.12	2024.03	2024.06	2024.09	2024.12
- Version	PREV		PREV	PREV	PREV	PREV	PREV
Replacement							
- Reporting ID							
- Category							
- Data entry period							
- Period							
- Audit ID forced to							
Scope	PREVSYSQO.2		PREVSYSQO.2	PREVSYSQO.2	PREVSYSQO.2	PREVSYSQO.2	PREVSYSQO.2
- Scope code	PREVSYSQO		PREVSYSQO	PREVSYSQO	PREVSYSQO	PREVSYSQO	PREVSYSQO
- Period	2023.12		2023.12	2023.12	2023.12	2023.12	2023.12
- Version	S-1		S-1	S-1	S-1	S-1	S-1
Secondary scope							
- Scope code							
- Period							
- Version							

6. Communication to Syensqo Corporate Controlling

In July at the initialization phase and at each update of PREV customizing objects, e-mail has to be sent to Syensqo Corporate Controlling to confirm the availability of changes in the BFC_Prod_SCO database.

END OF THIS PROCEDURE