

PREV (Forecast / Budget) category in BFC SYENSQO

- 1. Objective and Scope
- 2. Reporting Setup
 - 2.1 Reporting setup - Reporting Organizer
 - 2.2 Reporting setup - RU Organizer and Package Manager
- 3. PREV consolidation scope
 - 3.1 Scope definition
 - 3.2 Piloting to BFC_Prod_SCO database
- 4. PREV Exchange rates
 - 4.1 Initial creation and update (July YY)
 - 4.2 Update Sept. PREV with Sept. YY REEL Exc. rates
 - 4.3 Update PREV with Dec. YY REEL Exc. rates
 - 4.4 Piloting to BFC_Prod_SCO database
- 5. Consolidation definition
- 6. Communication to Syensqo Corporate Controlling

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**

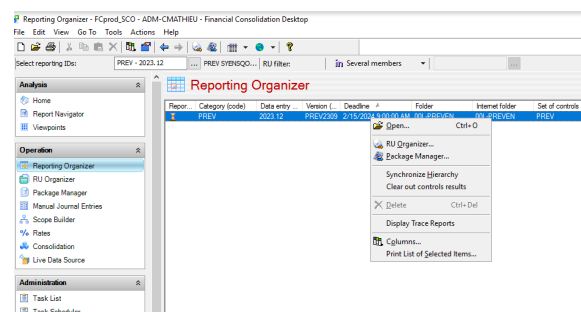
2. Reporting Setup

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")

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

File View Tools Help

General Definition Package Restrictions Operation

Read-only data

Read-only flows: in []

☐ Read-only flows only if there is an opening balance

Read-only periods: in []

Data Entry Restrictions

Restriction: []

Protected technical origin

☐ Read-only technorig:

☐ Intercompany

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

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

File View Tools Help

General Definition Package Restrictions Operation

Package publication

Deadline: Thursday, February 15, 2024 - 9:00 ☒ authorized advance publications

Automatic integration

After publication

☒ Published in standard mode

☒ Published by special permission

☒ Published in advance mode

Control level reached: []

After reception

☐ Published in standard mode

☐ Published by special permission

☐ Published in advance mode

Control level reached: []

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)

Package	Category (code)	Data entry period	Reporting unit (long description)	Country (code)	On each generated	Folder	Internal folder	Set of controls
PREV	2023.12	GEST-CH	SCO Composite Materials	EUR	11-04-2023 11:23:30	BL-PREV-01	BL-PREV-01	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-02	BL-PREV-02	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-03	BL-PREV-03	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-04	BL-PREV-04	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-05	BL-PREV-05	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-06	BL-PREV-06	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-07	BL-PREV-07	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-08	BL-PREV-08	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-09	BL-PREV-09	PREV
PREV	2023.12	GEST-CH	SCO Newsprint	EUR	11-04-2023 11:23:30	BL-PREV-10	BL-PREV-10	PREV

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**

Package	Category (code)	Data entry period	Company (long description)	Country (code)	Reporting unit (code)	Locking effective
PREV	2023.12	GEST-CH	SCO Composite Materials	FR	GEST-CH	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	GEST-CS	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	GEST-OG	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	GEST-PA	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	GEST-SP	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	GEST-TS	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	SCO-ADJ	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	SCO-CB	-
PREV	2023.12	GEST-CH	SCO Newsprint	FR	SCO-GY	-

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%**

The screenshot shows the 'Definition' tab of the 'PREVSYENSQO - 2023.12 - S-1 - Scope' window. The 'General' section includes fields for 'Code' (PREVSYENSQO), 'Period' (2023.12), and 'Version' (S-1). The 'Filter' section has checkboxes for 'Reporting unit filter' and 'Reporting ID'. The 'Details' section shows 'Type' as 'Reporting' and 'Main parent RU' as 'SCO'. A comment at the bottom states: '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)'.

The screenshot shows the 'Scope' tab of the 'PREVSYENSQO - 2023.12 - S-1 - Scope' window. The 'Properties of sub-subdivisions' section lists various reporting units (RU) such as 'GEST-CS', 'GEST-OG', 'GEST-PA', 'GEST-SP', 'GEST-TS', 'SCO-ADJ', 'SCO-CB', and 'SCO-ET'. The 'Rates and method' section shows 'Reporting unit: GEST-CM - GBU Composites Multibale'. The 'Financial interest (in %)' section shows 'At closing' as '100.00'. The 'Ownership interest (in %)' section shows 'At closing' as '100.00'. The 'Consolidation method and rate (in %)' section shows 'Method at closing' as 'Full (FC)' and 'Rate at closing' as '100.00'.

3.2 Piloting to BFC_Prod_SCO database

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

The screenshot shows the 'SCO-ADMIN - Task - SCO-ADMIN' window. The 'General' tab is active, showing 'From: 0000.TOP' and 'To: 0000.PROD001'. The 'Send Data' section shows a table with columns 'Selection', 'Item', 'Description', 'Date created', and 'Last changed'. The table contains one row: 'SCO Builder', 'PREVSYENSQO - 2023.12 - S-1', '8/29/2024 3:18:21', and '1/23/2024 6:49:31'.

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: SBF-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 corses Variant 2

Thank you very much,

Kind regards,

Charles Antoine JANCOVICI

Corporate Controlling

Tel : +32 (0) 2 300 60 30

Mob : +32 (0) 478 99 09 20

SOLVAY

www.solvay.com

SBS FinanceSL-Fin_Acc_SU_BFC-Admin@solvay.com

Rates - FCTop_Test - GUER6453 - Financial Consolidation Desktop

File Edit View Go To Tools Help

Select reporting Dir: RU filter: Several memb...

Analysis

- Home
- Report Navigator
- Navigation
- Operations
- Reporting Organizer
- RUI Organizer
- Package Manager
- Manual Journal Entries
- Scope Builder
- Consolidation
- Live Data Source

o/o Rates

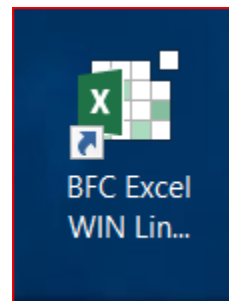
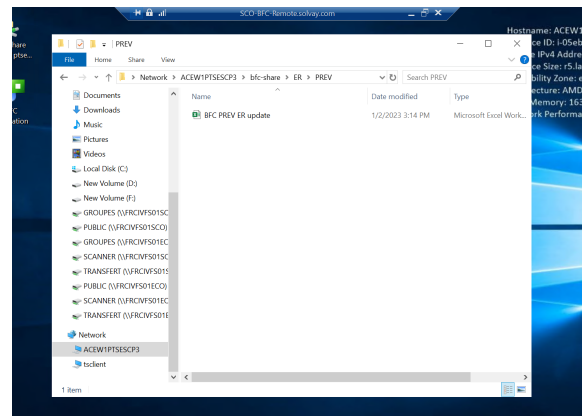
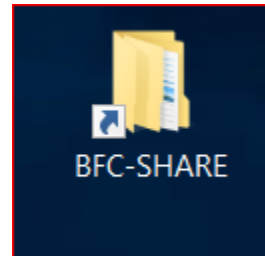
Conversion Rates

Tax Rates

Period	Period de	Version	Version	Lang	Date created	Created by
2023.12	2023.12	PREV	Forecast	English	18/2023 10:51:06 AM	GUER6453
2023.09	2023.09	PREV	Forecast	English	18/2023 10:50:46 AM	GUER6453
2023.06	2023.06	PREV	Forecast	English	18/2023 10:50:04 AM	GUER6453
2023.03	2023.03	PREV	Forecast	English	18/2023 10:50:04 AM	GUER6453
2023.12	2023.12	PREV	Forecast	English	17/2023 5:37:28 PM	GUER6453
2023.09	2023.09	PREV	Forecast	English	17/2023 5:37:28 PM	GUER6453
2023.06	2023.06	PREV	Forecast	English	17/2023 5:37:28 PM	GUER6453
2023.03	2023.03	PREV	Forecast	English	17/2023 5:37:28 PM	GUER6453
2021.12	2021.12	PREV	Forecast	English	17/2020 4:25:37 PM	GUER6453
2021.09	2021.09	PREV	Forecast	English	17/2020 4:25:17 PM	GUER6453
2021.06	2021.06	PREV	Forecast	English	17/2020 4:24:53 PM	GUER6453
2021.03	2021.03	PREV	Forecast	English	17/2020 4:24:38 PM	GUER6453
2020.12	2020.12	PREV	Forecast	English	17/2020 3:16:46 PM	ADUVERA
2020.09	2020.09	PREV	Forecast	English	17/2020 3:16:03 PM	ADUVERA
2020.06	2020.06	PREV	Forecast	English	17/2020 3:16:17 PM	ADUVERA

There's an Excel workbook - [BFC PREV ER update.xlsx](#) - that should be used to prepare the BFC tables update.

The file - [BFC PREV ER update.xlsx](#) - is saved in this folder on the remote desktop `\\Acw1ptssescp3\\BFC-SHARE\\IER\\IPREV`



Open **BFC Excel WIN Link Prod** and then open the file.

		2022.03			2022.06			2022.09			2022.12		
		TC	TC	TC	TC	TC	TC	TC	TC	TC	TC	TC	TC
		Rate	Rate	Rate	Rate	Rate	Rate	Rate	Rate	Rate	Rate	Rate	Rate
AED	4.07785	4.07785	AED	13.81725	4.095539	AED	3.5258	3.5258	AED	1.981373	3.989114	AED	1.981373
ARS	123.104	119.5009	ARS	129.9529	122.4809	ARS	143.321	127.1811	ARS	129.6875	127.9077	ARS	129.6875
AUD	1.48365	1.548975	AUD	1.51035	1.519795	AUD	1.5073	1.504086	AUD	1.503918	1.504044	AUD	1.503918
BGN	1.95565	1.955684	BGN	1.9557	1.95543	BGN	1.95575	1.955651	BGN	1.955589	1.955487	BGN	1.955589
BRL	5.30235	5.870298	BRL	5.42215	5.552495	BRL	5.4221	5.461268	BRL	5.46	5.480951	BRL	5.46
CAD	1.3901	1.420845	CAD	1.3425	1.389731	CAD	1.33875	1.364104	CAD	1.31	1.352678	CAD	1.31
CHF	1.02705	1.094958	CHF	0.995	1.031839	CHF	0.9555	1.011844	CHF	1.024414	1.014897	CHF	1.024414
CLP	874.8655	907.1218	CLP	965.9833	902.2523	CLP	935.7874	912.2192	CLP	912.6697	912.3318	CLP	912.6697
CNY	7.5821	7.121344	CNY	6.95705	7.060353	CNY	6.91075	7.016286	CNY	6.93	6.986224	CNY	6.93
CZK	24.44	24.85145	CZK	24.743	24.64816	CZK	24.541	24.62353	CZK	24.72349	24.64852	CZK	24.72349
EGP	20.27225	18.03327	EGP	19.5379	18.88431	EGP	19.04275	19.0173	EGP	19.8513	19.2183	EGP	19.8513
EUR	0	0	EUR	0	0	EUR	0	0	EUR	0	0	EUR	0
GBP	0.84575	0.836372	GBP	0.85795	0.842221	GBP	0.88065	0.846988	GBP	0.85	0.847741	GBP	0.85
HKD	8.68045	8.751173	HKD	8.15555	8.554886	HKD	7.65915	8.332713	HKD	8.262521	8.320115	HKD	8.262521
HUF	7.5144	7.744333	HUF	7.53	7.742725	HUF	7.52709	7.537362	HUF	7.524605	7.531487	HUF	7.524605
INR	369.77	364.5874	INR	366.8	375.1109	INR	421.772	384.7008	INR	397.3873	387.9174	INR	397.3873
ISK	15.96	16.09	ISK	15.48	15.80	ISK	14.84	15.54	ISK	15.52	15.53	ISK	15.52
INR	84.1254	84.38519	INR	82.07215	83.29074	INR	79.28885	82.28962	INR	88	83.71222	INR	88
JPY	135.0281	130.4968	JPY	141.6342	134.3213	JPY	140.9443	135.9692	JPY	135	135.2899	JPY	135
KRW	1345.618	1352.29	KRW	1345.362	1347.276	KRW	1384.081	1348.027	KRW	1354.5	1348.645	KRW	1354.5
KZT	522.75	515.10	KZT	488.71	493.46	KZT	464.53	488.48	KZT	470.75	484.05	KZT	470.75
LVL	0	0	LVL	0	0	LVL	0	0	LVL	0	0	LVL	0
MXN	22.083	22.99809	MXN	20.98855	22.16472	MXN	19.64105	21.55798	MXN	22.1	21.68349	MXN	22.1
MYR	4.66815	4.702893	MYR	4.5805	4.682589	MYR	4.51895	4.616007	MYR	4.648247	4.624317	MYR	4.648247
NAD	16.7145	17.08219	NAD	17.08885	16.84019	NAD	17.5273	16.8454	NAD	16.69452	16.82825	NAD	16.69452
NOK	9.69785	9.917338	NOK	10.333	9.972451	NOK	10.54875	9.991199	NOK	10.30819	10.07595	NOK	10.30819
NZD	1.60785	1.658227	NZD	1.6712	1.648451	NZD	1.71575	1.646344	NZD	1.665284	1.659006	NZD	1.665284

The file has several tabs:

- Copy BFC format
- PREV 03 , PREV 06 , PREV 09 , PREV 12
- PREV 09 update (Y) - *to be used in Oct. YY to update with Sept. YY ACTUAL rates*

- 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	TCN	TC	TMN	TCN	TC	TMN	TCN
	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	965.9033	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	0.85855	0.848988	GBP	0.85	0.847741
HKD	8.15355	8.544865		HKD	7.59115	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	1.650906

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 !**

	2023.03		2023.06		2023.09		2023.12	
	TC	TMN	TC	TMN	TC	TMN	TC	TMN
	C Rate	Aver	C Rate	Aver	C Rate	Aver	C Rate	Aver
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	965.9033	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	0.85855	0.848988	GBP	0.85	0.847741
HKD	8.15355	8.544865	HKD	7.59115	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	1.650906

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**

BFC PREV 09 update (Read-Only) - Excel

2023.03

	B	C	D	E	F	G	H
	2023.03	2023.03	2023.03	2023.03	2023.03	2023.03	2023.03
	TC	TC	TC	TC	TC	TC	TC
1	121.104	118.000004	114.800010	114.800010	123.104000	119.500916	119.500916
2	1.48305	1.548975	1.576900	1.576900	1.483050	1.548975	1.548975
3	1.95045	1.950450	1.950450	1.950450	1.950450	1.950450	1.950450
4	5.72	5.72	6.240000	6.240000	5.322300	5.870329	5.870329
5	1.375	1.375	1.464000	1.464000	1.386200	1.420545	1.420545
6	1.07700	1.077000	1.094010	1.094010	1.027500	1.036458	1.036458
7	874.8545	874.8545	877.411480	877.411480	874.854545	877.411480	877.411480
8	7.26	7.26	7.560000	7.560000	7.042100	7.121348	7.121348
9	24.44	24.44	25.432500	25.432500	24.440000	24.651445	24.651445
10	20.27225	18.032172	18.880030	18.880030	20.272250	18.032172	18.032172
11	1	1	0.860000	0.860000	0.845750	0.845750	0.845750
12	0.85	0.85	0.860000	0.860000	0.845750	0.845750	0.845750
13	8.69245	8.751736	9.350100	9.350100	8.692450	8.751736	8.751736
14	7.5744	7.544333	7.490000	7.490000	7.574400	7.544333	7.544333
15	369.77	364.587429	349.404820	349.404820	369.770000	364.587429	364.587429
16	15.945457	15.945457	17.268440	17.268440	15.945457	15.945457	15.945457

Once the data have been refreshed we should copy the tables into BFC:

- Select C4:H44 range and copy / paste into BFC

2023.03

	B	C	D	E	F	G	H
	2023.03	2023.03	2023.03	2023.03	2023.03	2023.03	2023.03
	TC	TC	TC	TC	TC	TC	TC
1	121.104	118.000004	114.800010	114.800010	123.104000	119.500916	119.500916
2	1.48305	1.548975	1.576900	1.576900	1.483050	1.548975	1.548975
3	1.95045	1.950450	1.950450	1.950450	1.950450	1.950450	1.950450
4	5.72	5.72	6.240000	6.240000	5.322300	5.870329	5.870329
5	1.375	1.375	1.464000	1.464000	1.386200	1.420545	1.420545
6	1.07700	1.077000	1.094010	1.094010	1.027500	1.036458	1.036458
7	874.8545	874.8545	877.411480	877.411480	874.854545	877.411480	877.411480
8	7.26	7.26	7.560000	7.560000	7.042100	7.121348	7.121348
9	24.44	24.44	25.432500	25.432500	24.440000	24.651445	24.651445
10	20.27225	18.032172	18.880030	18.880030	20.272250	18.032172	18.032172
11	1	1	0.860000	0.860000	0.845750	0.845750	0.845750
12	0.85	0.85	0.860000	0.860000	0.845750	0.845750	0.845750
13	8.69245	8.751736	9.350100	9.350100	8.692450	8.751736	8.751736
14	7.5744	7.544333	7.490000	7.490000	7.574400	7.544333	7.544333
15	369.77	364.587429	349.404820	349.404820	369.770000	364.587429	364.587429
16	15.945457	15.945457	17.268440	17.268440	15.945457	15.945457	15.945457

2023.03 - PREV - Rates - 2023 March - Forecast Exchange Rates

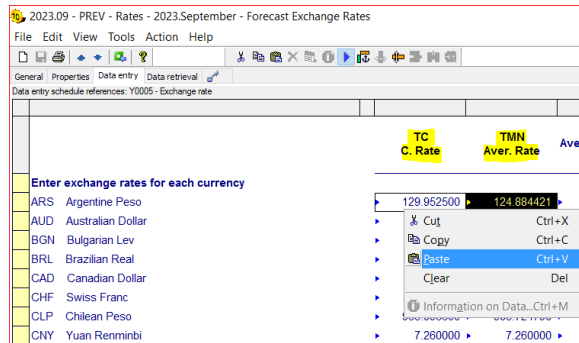
	B	C	D	E	F	G	H
	2023.03	2023.03	2023.03	2023.03	2023.03	2023.03	2023.03
	TC	TC	TC	TC	TC	TC	TC
1	121.104	118.000004	114.800010	114.800010	123.104000	119.500916	119.500916
2	1.48305	1.548975	1.576900	1.576900	1.483050	1.548975	1.548975
3	1.95045	1.950450	1.950450	1.950450	1.950450	1.950450	1.950450
4	5.72	5.72	6.240000	6.240000	5.322300	5.870329	5.870329
5	1.375	1.375	1.464000	1.464000	1.386200	1.420545	1.420545
6	1.07700	1.077000	1.094010	1.094010	1.027500	1.036458	1.036458
7	874.8545	874.8545	877.411480	877.411480	874.854545	877.411480	877.411480
8	7.26	7.26	7.560000	7.560000	7.042100	7.121348	7.121348
9	24.44	24.44	25.432500	25.432500	24.440000	24.651445	24.651445
10	20.27225	18.032172	18.880030	18.880030	20.272250	18.032172	18.032172
11	1	1	0.860000	0.860000	0.845750	0.845750	0.845750
12	0.85	0.85	0.860000	0.860000	0.845750	0.845750	0.845750
13	8.69245	8.751736	9.350100	9.350100	8.692450	8.751736	8.751736
14	7.5744	7.544333	7.490000	7.490000	7.574400	7.544333	7.544333
15	369.77	364.587429	349.404820	349.404820	369.770000	364.587429	364.587429
16	15.945457	15.945457	17.268440	17.268440	15.945457	15.945457	15.945457

PREV 09 and PREV 12

- TC & TMN (columns C & D) - values are retrieved through Excel formulas from tab Copy BFC input => Rates are forecasted ones!
- TMN-1 & TO & TCN-1 & TMYN-1 - Actual rates 09 YY and 12 YY not available in July => no action, columns will stay empty
- Select C4:D44 range and copy / paste into BFC

2023.03

	B	C	D	E	F
	2023.03	2023.03	2023.03	2023.03	2023.03
	TC	TC	TC	TC	TC
1	121.104	118.000004	114.800010	114.800010	123.104000
2	1.48305	1.548975	1.576900	1.576900	1.483050
3	1.95045	1.950450	1.950450	1.950450	1.950450
4	5.72	5.72	6.240000	6.240000	5.322300
5	1.375	1.375	1.464000	1.464000	1.386200
6	1.07700	1.077000	1.094010	1.094010	1.027500
7	874.8545	874.8545	877.411480	877.411480	874.854545
8	7.26	7.26	7.560000	7.560000	7.042100
9	24.44	24.44	25.432500	25.432500	24.440000
10	20.27225	18.032172	18.880030	18.880030	20.272250
11	1	1	0.860000	0.860000	0.845750
12	0.85	0.85	0.860000	0.860000	0.845750
13	8.69245	8.751736	9.350100	9.350100	8.692450
14	7.5744	7.544333	7.490000	7.490000	7.574400
15	369.77	364.587429	349.404820	349.404820	369.770000
16	15.945457	15.945457	17.268440	17.268440	15.945457



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
CONV-CU=BRL	BRL Brazilian Real		0.000
CONV-CU=CAD	CAD Canadian Dollar		0.000
CONV-CU=CHF	CHF Swiss Franc		0.000
CONV-CU=CLP	CLP Chilean Peso		0.000
CONV-CU=CNV	CNY Yuan Renminbi		0.000
CONV-CU=CZK	CZK Czech Koruny		0.000
CONV-CU=EGP	EGP Egyptian Pound		0.000
CONV-CU=EUR	EUR Euro		0.000
CONV-CU=GBP	GBP Pound Sterling		0.000
CONV-CU=HKD	HKD Hong Kong Dollar		0.000
CONV-CU=HRK	HRK Kuna		0.000
CONV-CU=HUF	HUF Forint		0.000
CONV-CU=IDR	IDR Rupiah		0.000
CONV-CU=INR	INR Indian Rupee		0.000
CONV-CU=JPY	JPY Yen		0.000
CONV-CU=KRW	KRW Won		0.000
CONV-CU=KZT	KZT Tenge (Kazakhstan)		0.000
CONV-CU=MXN	MXN Mexican Peso		0.000
CONV-CU=MYR	MYR Malaysian Ringgit		0.000
CONV-CU=NAD	NAD Dollar (Namibia)		0.000

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 Leu Roumain	0	0	
4	PREV 03	PREV 06	PREV 09	PREV 12	PREV 09 update (Y)
					PREV 03 update(Y+1)
					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:

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	
Type:	Consolidation definition
Reporting ID:	PREV - 2023.12
Category:	PREV
Data entry period:	2023.12
Scope:	PREVSYSQO
Variant:	2
Currency:	EUR
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	2024.03.PREV	2024.06.PREV	2024.09.PREV	2024.12.PREV
- Period			2023.12	2024.03	2024.06	2024.09	2024.12
- Version			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
- Scope code			PREVSYSQO	PREVSYSQO	PREVSYSQO	PREVSYSQO	PREVSYSQO
- Period			2023.12	2023.12	2023.12	2023.12	2023.12
- Version			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