US - PF1 ARA Bank Accounts

Tasks to be completed when documenting an operation (from creation to publication)

1. Enter the **Title of the operation / page**

2. Add the following Labels:

    - Scope of applicability: ww, country_accounting
    - Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore, 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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- Tasks to be completed when documenting an operation (from creation to publication)
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    - 1.1. Objective of this Operation
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- 3. Tasks description
- 3.1. I go to Google Drive
    - 3.1.1. I check accounts that need to be reconciled
- 3.2. I get the extract and perform the reconciliation in SAP
    - 3.2.1. I get the extract
    - 3.2.2. I do the reconciliation of account.

Scope

WW

Unknown Attachment

ERP

Unknown Attachment

PF1

Frequency

Month

References

Transactions:

FBL3N

/BSAR/MENU

Forms

Attachments

<< US - PF1 ARA Bank Accounts >>

1. Objective and Scope

1.1. Objective of this Operation

The objective of the operation is to describe how to update the dashboard file that reconcile the US PF1 Bank accounts.

1.2. Scope

This procedure applies to company all US ERP PF1 companies:

- SSP - 5844, 5782
- SCI - 4290, 4291, 5650, 6028
- SF - 3384
- SNA - 4045, 5718

2. Definitions

See Finance Glossary:

- ERP
- PF1
- SSP
- SCI
- SF
- SNA
- ...

3. Tasks description

Monthly all the US PF1 companies need to be reconciled in ARA Bank Accounts, the purpose of this procedure is improve the analyze about bank accounts regarding US PF1.

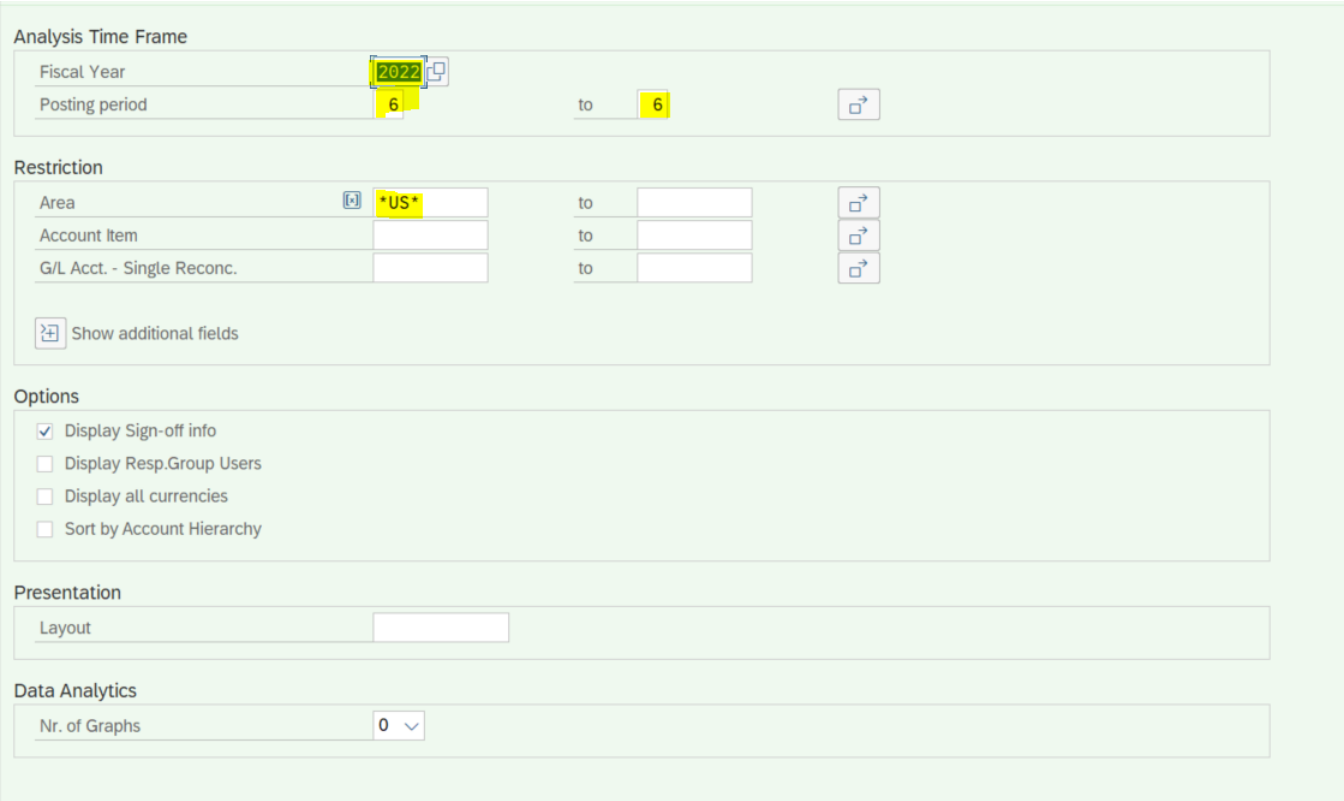
The content should be mainly organized in 2 levels of Headings to ensure a proper link with the Table of Contents.

3.1. I go to Google Drive

3.1.1. I check accounts that need to be reconciled

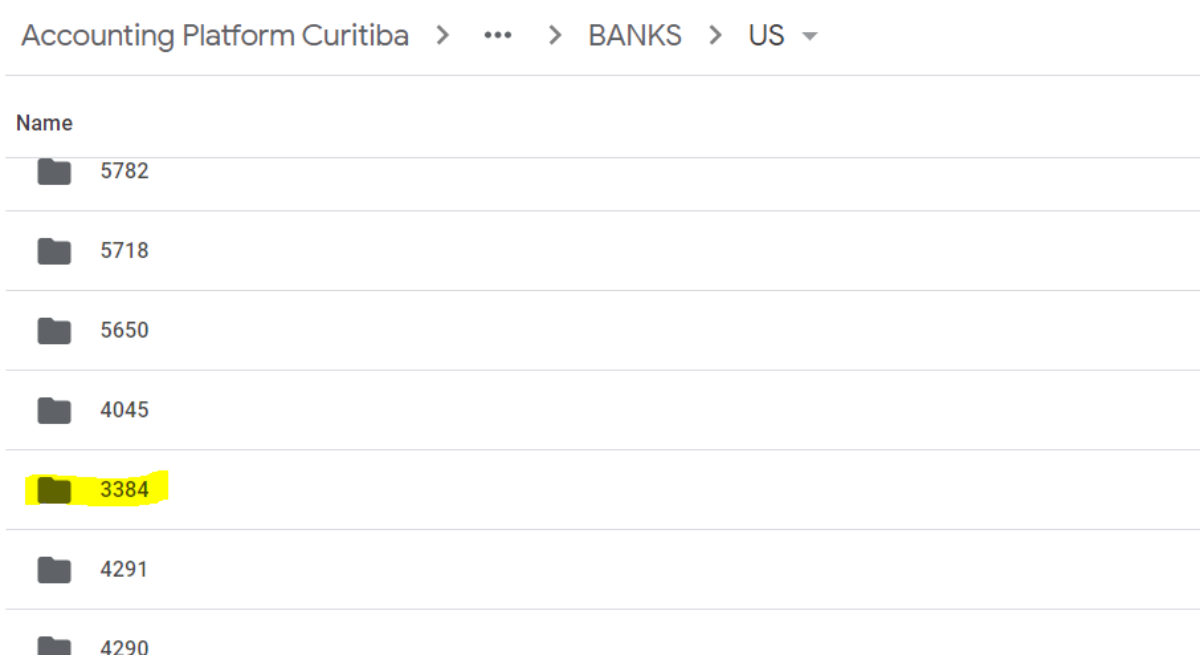
First step, I access the google drive to check which's bank account need to be reconciled. With the gDrive opened I go to SAP so I access transaction /N/BSAR/MENU

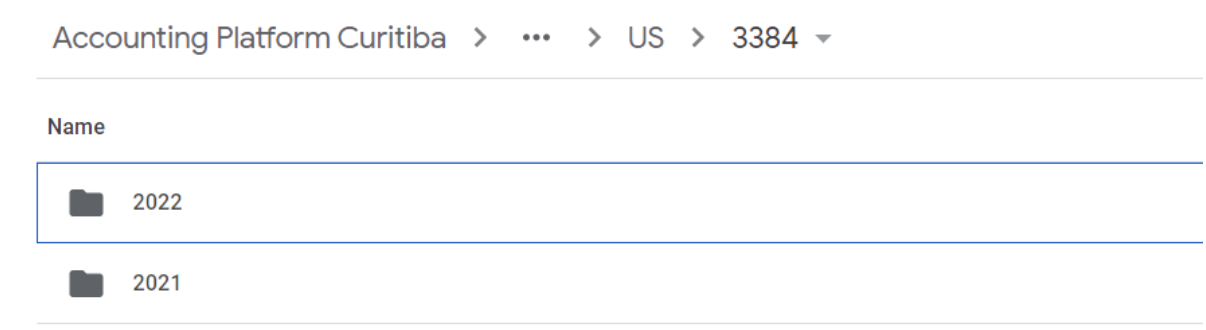
- Fiscal Year: Current Year
- Posting period: Closure period
- Area: ***US***

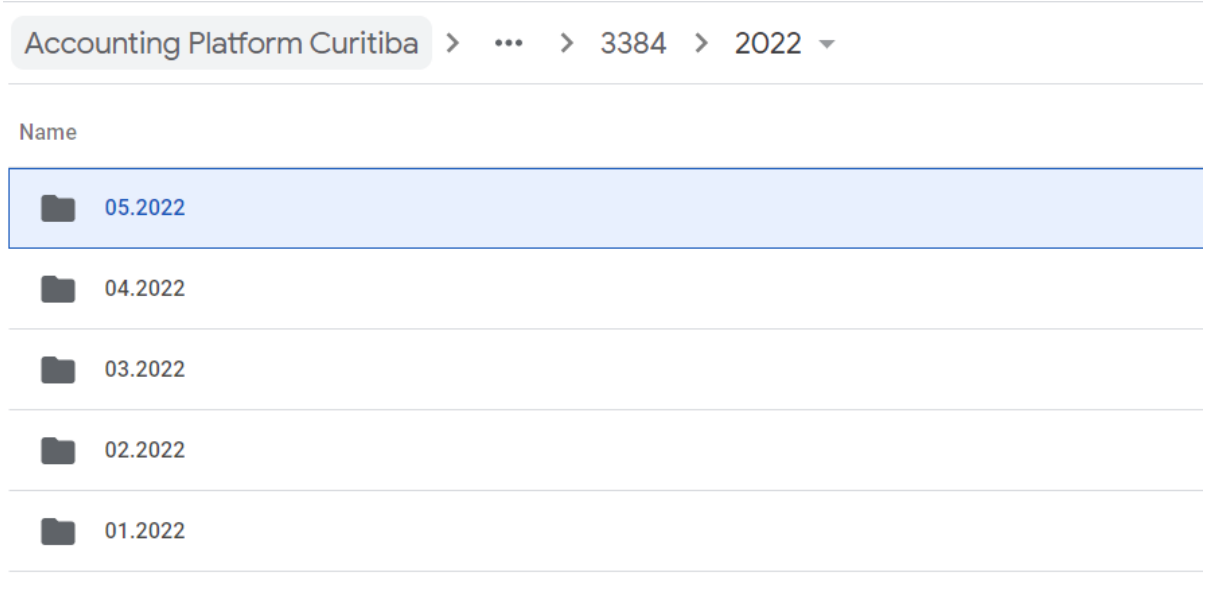


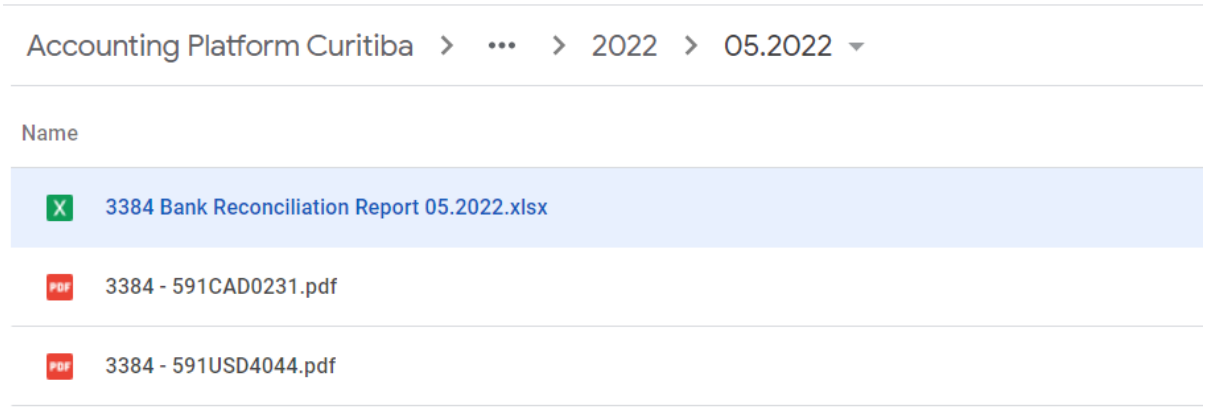
You can check all accounts that need to be reconciled, not just ARA Bank accounts but all, because that is too important open the gDrive as well, we need to do the reconciliation of all US PF1 companies, so choice one of them to start and open in gDrive the folder of last period.

In this example, we chose company **3384** to start

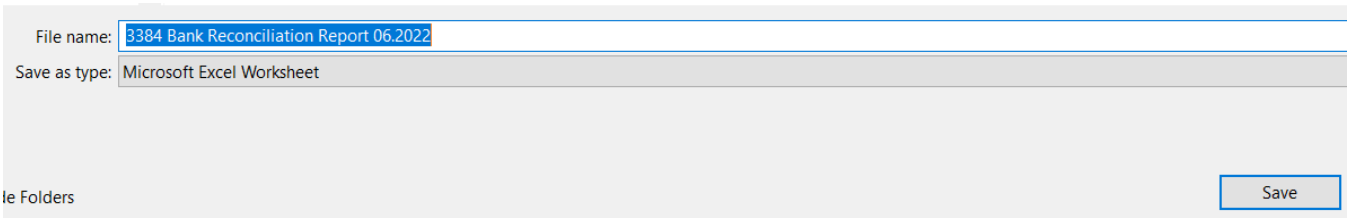








Download the excel file, it will be the template so we need to update it. Do not forget to update the date when you save the file as well.

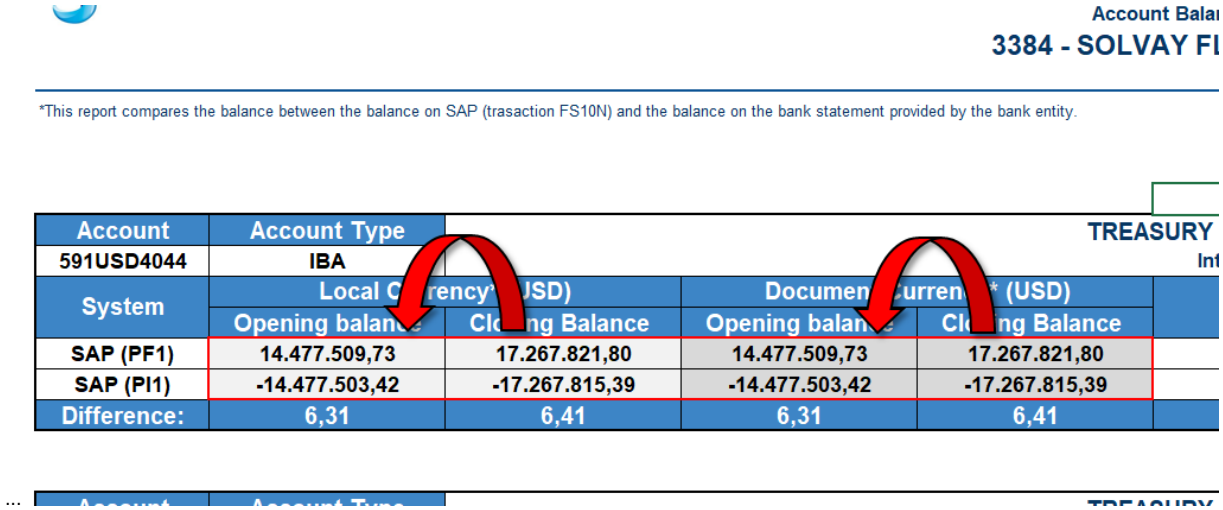


3.1.2. I work on template

After download the template, you can follow theses steps below:

- [x] Delete the information in Opening balance

- [x] Copy the information in Closing Balance so paste in Opening Balance
- [x] Delete the information in Closing Balance.

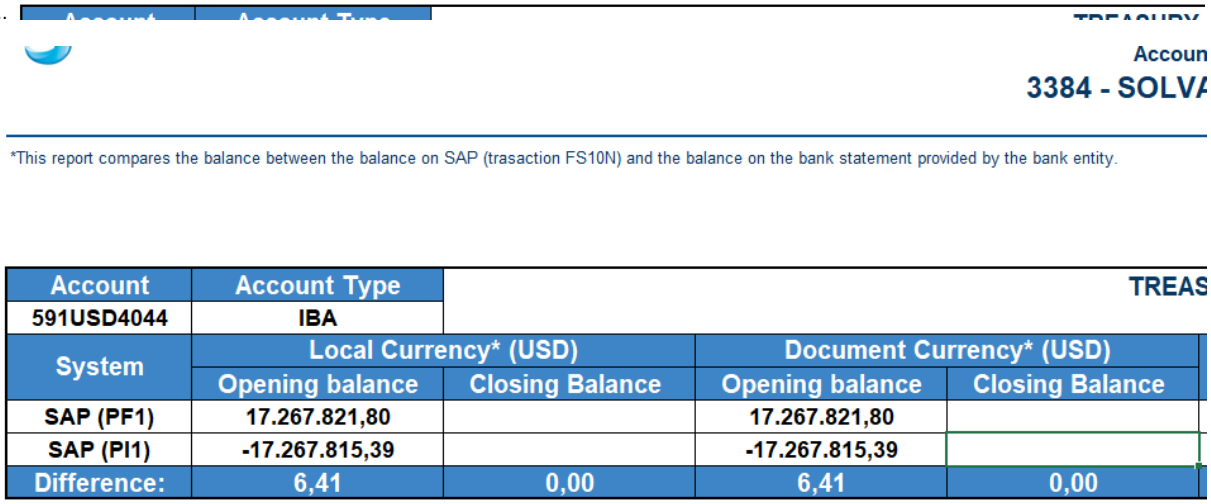


Account Balar
3384 - SOLVAY FI

*This report compares the balance between the balance on SAP (trasaction FS10N) and the balance on the bank statement provided by the bank entity.

Account	Account Type			TREASURY Int
591USD4044	IBA			
System	Local Currency* (USD)		Document Currency* (USD)	
	Opening balance	Closing Balance	Opening balance	Closing Balance
SAP (PF1)	14.477.509,73	17.267.821,80	14.477.509,73	17.267.821,80
SAP (PI1)	-14.477.503,42	-17.267.815,39	-14.477.503,42	-17.267.815,39
Difference:	6,31	6,41	6,31	6,41

...

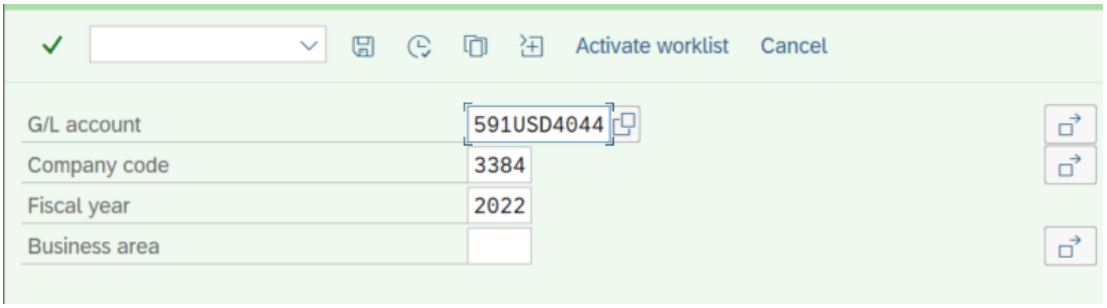


Accoun
3384 - SOLVA

*This report compares the balance between the balance on SAP (trasaction FS10N) and the balance on the bank statement provided by the bank entity.

Account	Account Type			TREAS
591USD4044	IBA			
System	Local Currency* (USD)		Document Currency* (USD)	
	Opening balance	Closing Balance	Opening balance	Closing Balance
SAP (PF1)	17.267.821,80		17.267.821,80	
SAP (PI1)	-17.267.815,39		-17.267.815,39	
Difference:	6,41	0,00	6,41	0,00

I access the transaction **/FS10N** in SAP to retrieve information about PF1 system.



You can find the information about account in PF1 within **template** as you can see below.

Account
3384 - SOLVA

*This report compares the balance between the balance on SAP (trasaction FS10N) and the balance on the bank statement provided by the bank entity.

Account	Account Type			TREASU	
591USD4044	IBA				
System	Local Currency* (USD)		Document Currency* (USD)		
	Opening balance	Closing Balance	Opening balance	Closing Balance	
SAP (PF1)	17.267.821,80		17.267.821,80		
SAP (PI1)	-17.267.815,39		-17.267.815,39		
Difference:	6,41	0,00	6,41	0,00	

I copy the amount and paste in template, at the same line of the information about **SAP (PF1) - Closing Balance**.

Account number	591USD4044	CCpSLV FINAN US-USD
Company code	3384	SOLVAY FLUORIDES, LLC
Business area	*	
Fiscal year	2022	
All documents in currency	*	Display currency USD

Period	Debit	Credit	Balance	Cumulative balance
Balance Carry...				15.415.497,87
1	6.043.598,25	7.559.694,90	1.516.096,65-	13.899.401,22
2	9.487.791,33	9.302.851,73	184.939,60	14.084.340,82
3	10.489.488,08	7.564.099,75	2.925.388,33	17.009.729,15
4	7.557.003,02	10.089.222,44	2.532.219,42-	14.477.509,73
5	10.611.962,76	7.821.650,69	2.790.312,07	17.267.821,80
6	17.749.939,11	8.514.916,59	9.235.022,52	26.502.844,32

Then I follow the same steps to PI1 System.

Access PI1 system, then go to transaction **/FS10N.**

Activate worklist Cancel

G/L account	591USD3384
Company code	4044
Fiscal year	2022
Business area	

You can find the information about account and company code in PI1 within **template** as you can see below.

TREASURY FUND SOLVAY FINANCE AMERICA (4044) USD

Internal bank Account n° (in PI1): 591USD3384

Document Currency* (USD)		Comments
Opening balance	Closing Balance	
17.267.821,80		This account reflects the movements in the internal bank account from the factoring in
-17.267.815,39		Check the PI1 report in the Support Files
6,41	0,00	

I copy the amount and paste in template, at the same line of the information about **SAP (PI1) - Closing Balance**.

Account number	591USD3384	CCpSLV FLUORIDES-USD
Company code	4044	SOLVAY FINANCE (US)
Business area		
Fiscal year	2022	
All documents in currency	*	Display currency USD

Period	Debit	Credit	Balance	Cumulative balance
Balance Carry...				15.415.491,08-
1	283.288.616,60	281.772.520,05	1.516.096,55	13.899.394,53-
2	292.323.740,79	292.508.680,38	184.939,59-	14.084.334,12-
3	312.670.551,84	315.595.940,22	2.925.388,38-	17.009.722,50-
4	372.186.155,81	369.653.936,73	2.532.219,08	14.477.503,42-
5	427.215.717,58	430.006.029,55	2.790.311,97-	17.267.815,39-
6	459.719.301,70	468.954.324,41	9.235.022,71-	26.502.838,10-

*This report compares the balance between the balance on SAP (trasaction FS10N) and the balance on the bank statement provided by the bank entity.

*Local Currency: The currency from the c
*Document Currency: The currency from

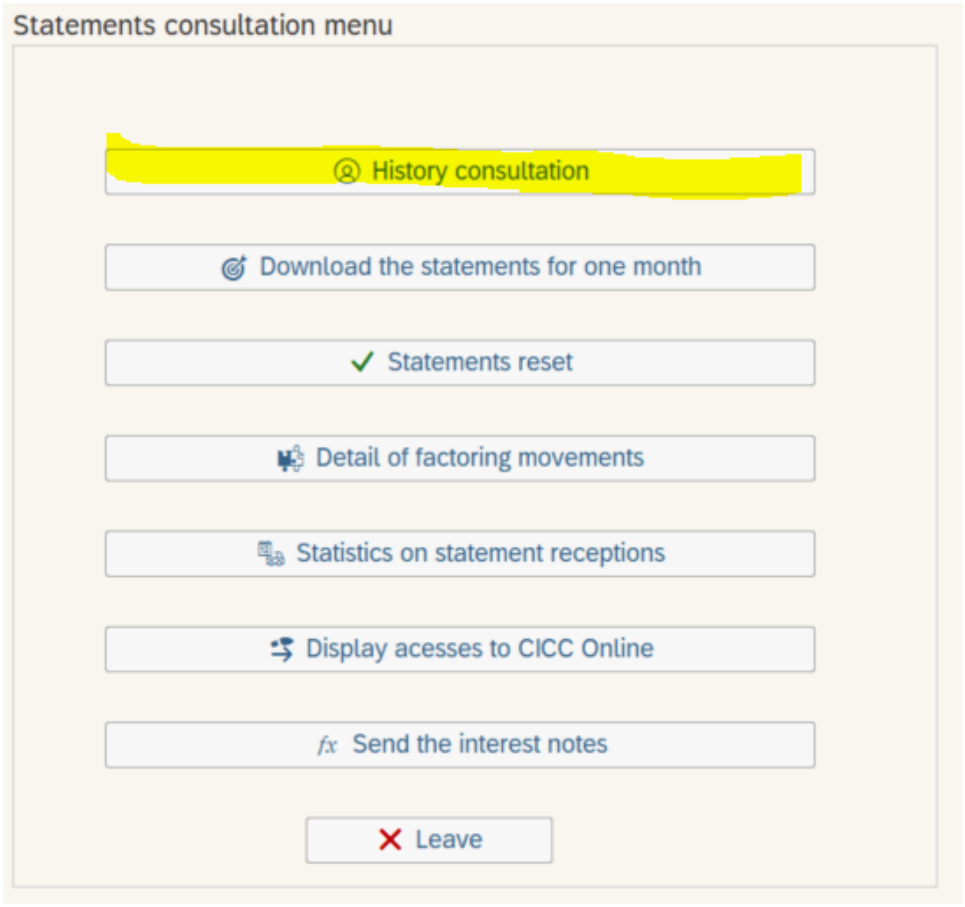
Account	Account Type	TREASURY FUND SOLVAY FINANCE AMERICA (4044) USD				
591USD4044	IBA	Internal bank Account n° (in PI1): 591USD3384				
System	Local Currency* (USD)		Document Currency* (USD)		Comments	
	Opening balance	Closing Balance	Opening balance	Closing Balance		
SAP (PF1)	17.267.821,80	26.502.844,32	17.267.821,80	26.502.844,32	This account reflects the movements in the internal bank account from the factoring in PI1.	
SAP (PI1)	-17.267.815,39	-26.502.838,10	-17.267.815,39	-26.502.838,10	Check the PI1 report in the Support Files	
Difference:	6,41	6,22	6,41	6,22		

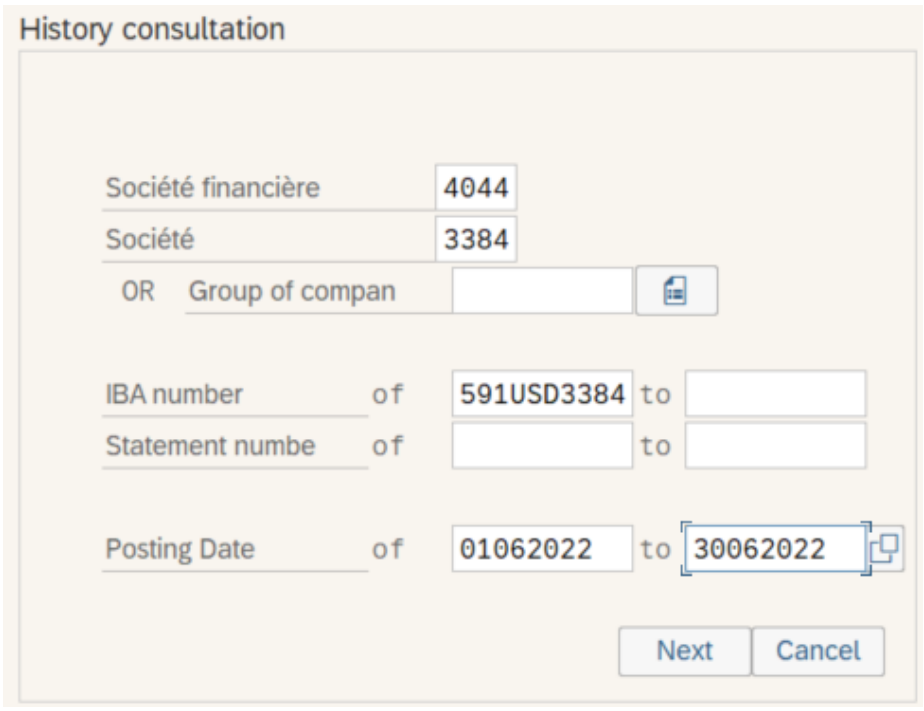
Then analyze if these amounts are correct or not, if the difference from the last period increase or decrease a lot comparing with the current period, you can suspect that something is wrong.

3.2. I get the extract and perform the reconciliation in SAP

3.2.1. I get the extract

In SAP go to transaction ***/ZCMPC***





You can find all information within template as you can see below.

Account Balance Report

3384 - SOLVAY FLUORIDES, LLC

Société

nce on SAP (trasaction FS10N) and the balance on the bank statement provided by the bank entity.

*Local Currency: The curren
*Document Currency: The c

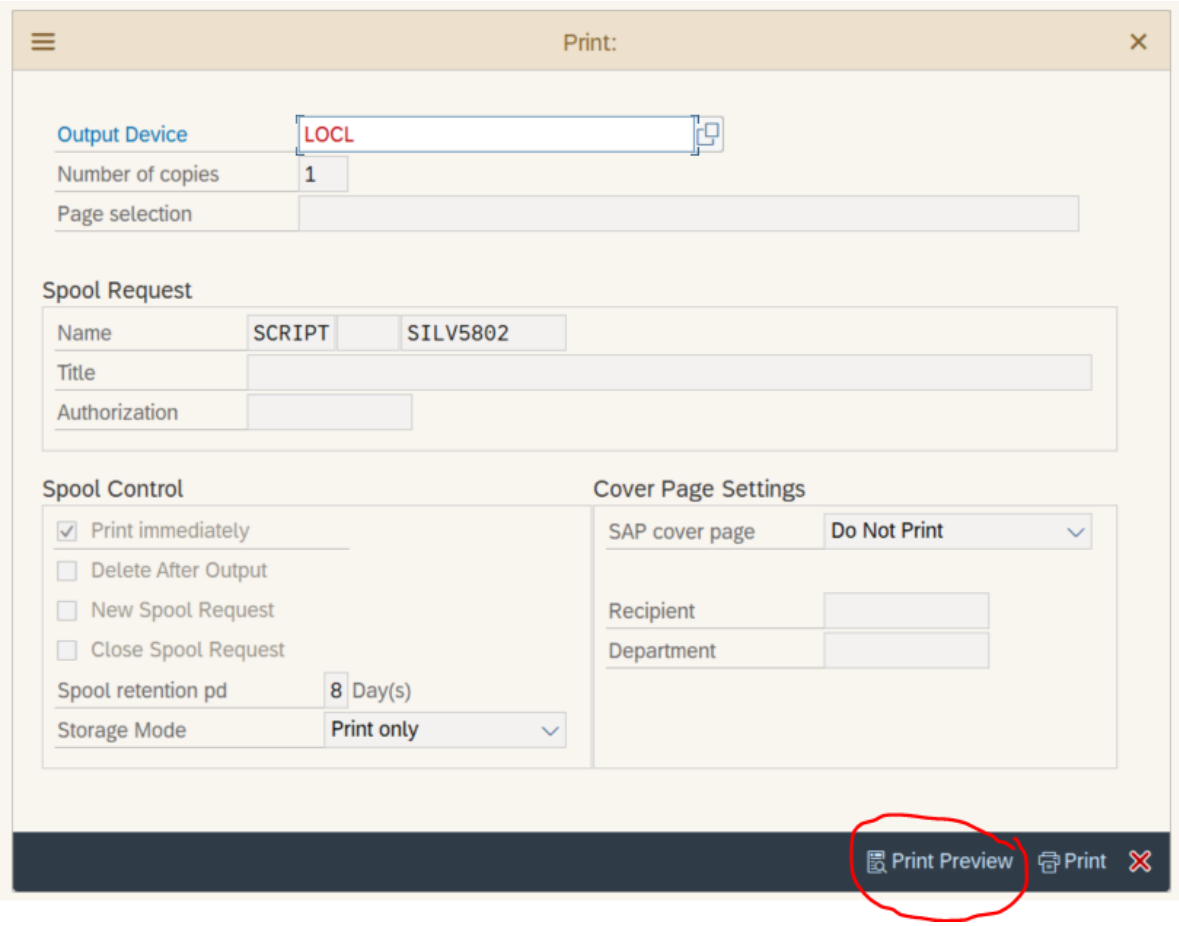
Société financière

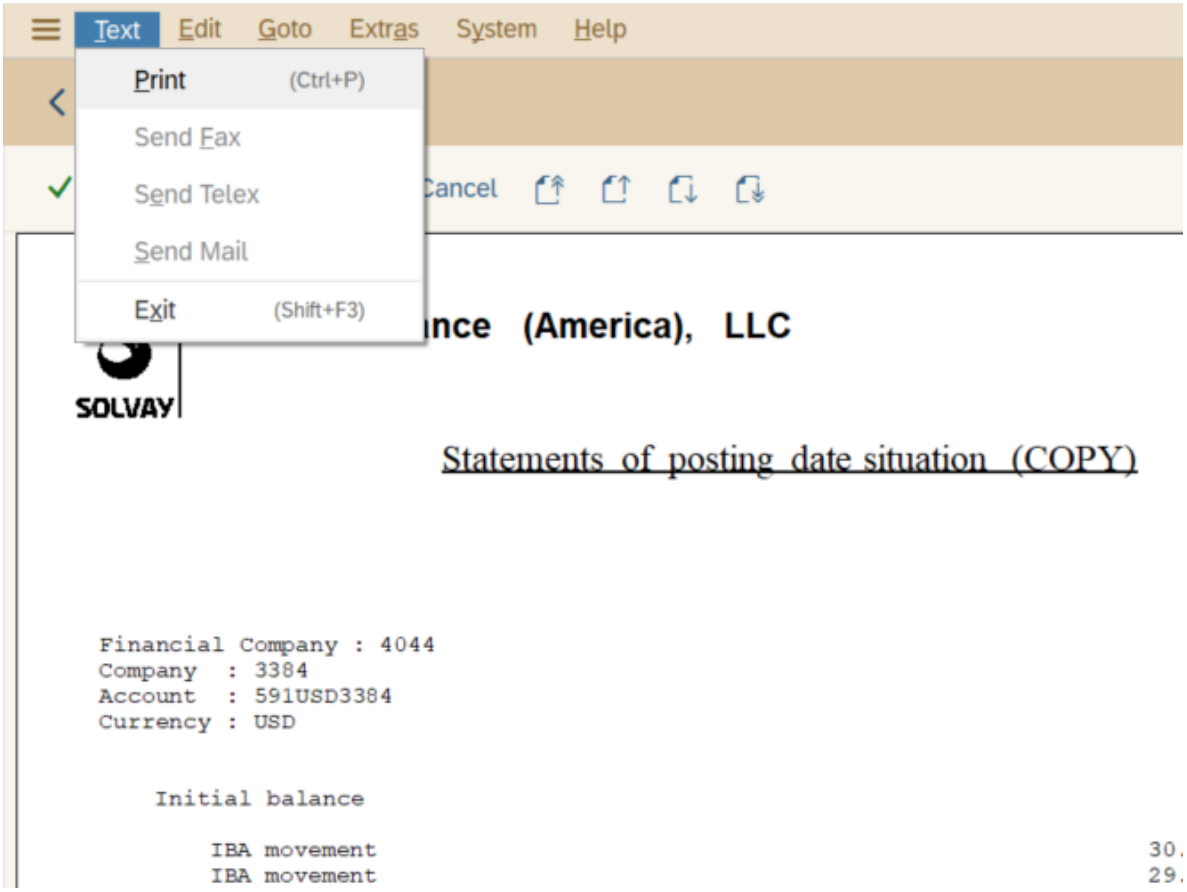
IBA number

TREASURY FUND SOLVAY FINANCE AMERICA (4044) USD

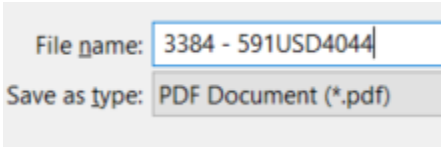
Internal bank Account n° (in PI1): 591USD3384

	Currency* (USD)	Document Currency* (USD)		Comments
nce	Closing Balance	Opening balance	Closing Balance	
	26.502.844,32	17.267.821,80	26.502.844,32	This account reflects the movements in the internal bank account from the factoring in F
	-26.502.838,10	-17.267.815,39	-26.502.838,10	Check the PI1 report in the Support Files
	6,22	6,41	6,22	





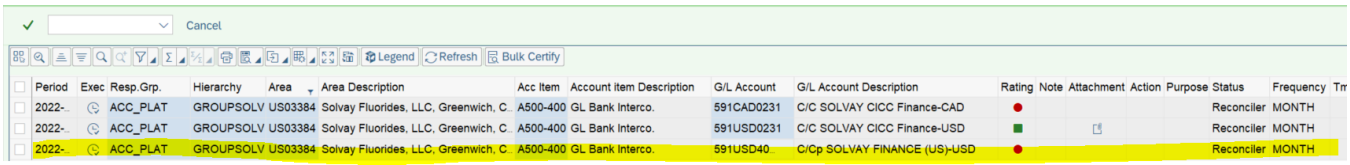
You can save the file as the previous standard on gDrive, check how was named in the previous period.



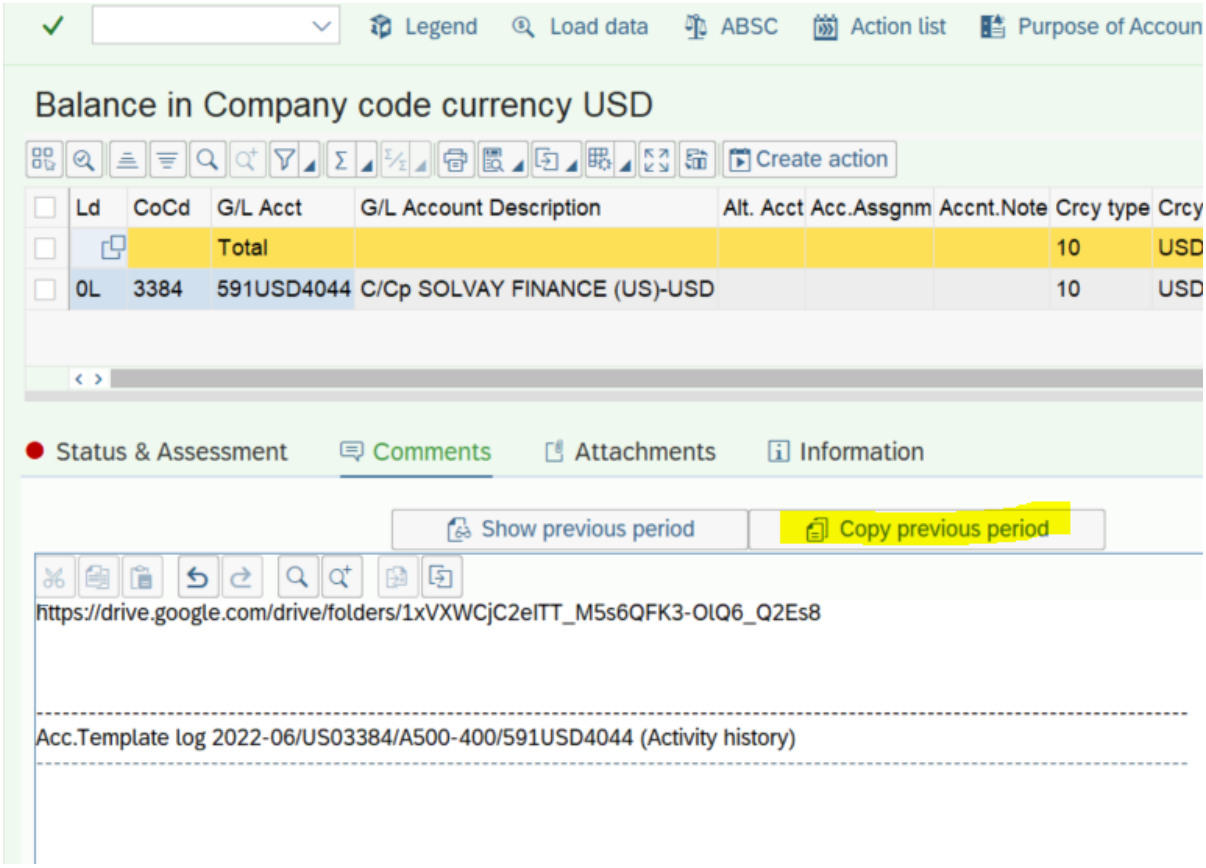
3.2.2. I do the reconciliation of account.

*Back to transaction **/N/BSAR/MENU***

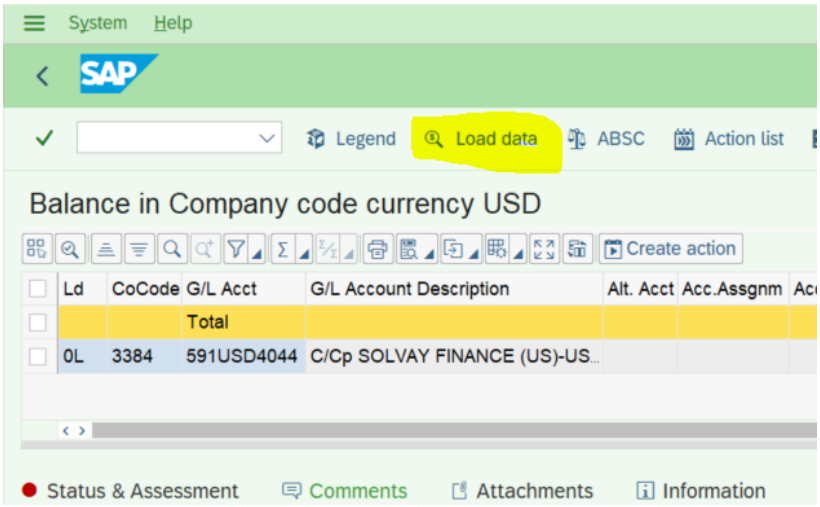
Find the account that we make in template in this case will be **591USD4044** and click on Exec



Copy the comment of previous period.

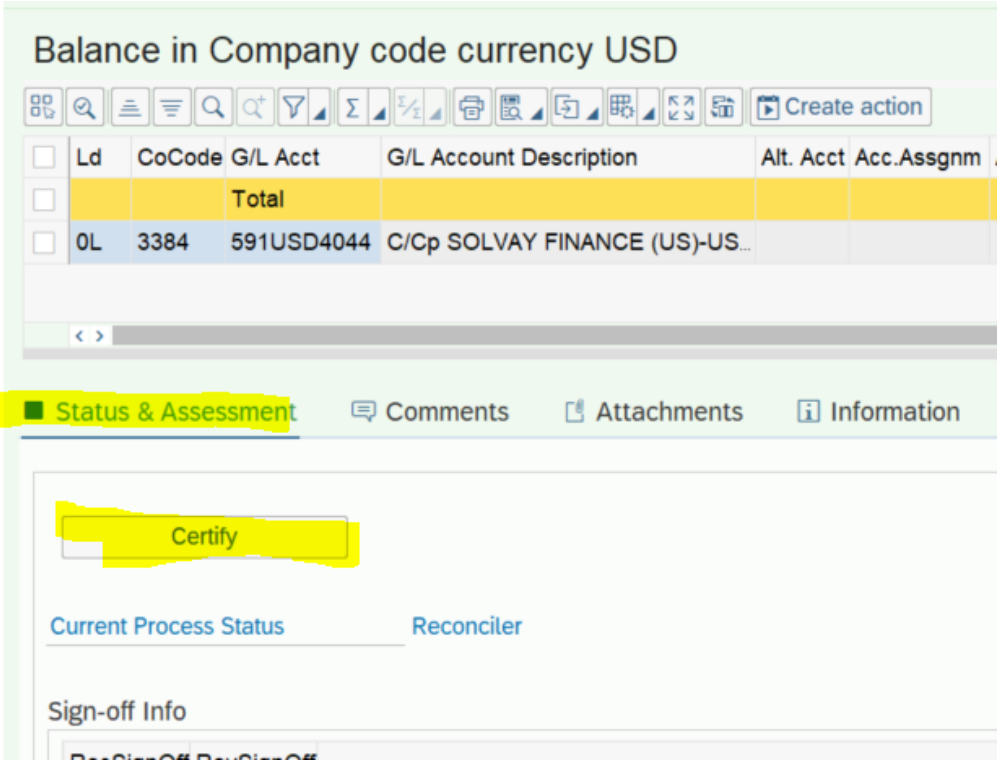


*Click in Load Data and after just press **enter** in keybord.*



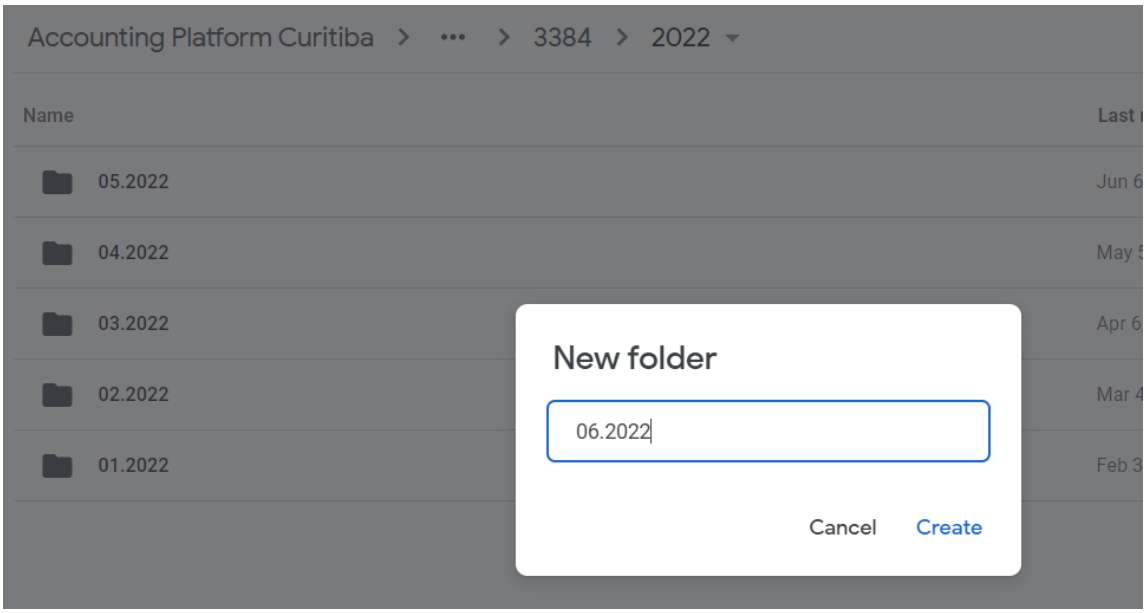
*Copy and paste the value from **Unrec. Balance** to **Rec. B***

Then go to **Status & Assessment** and **CERTIFY.**

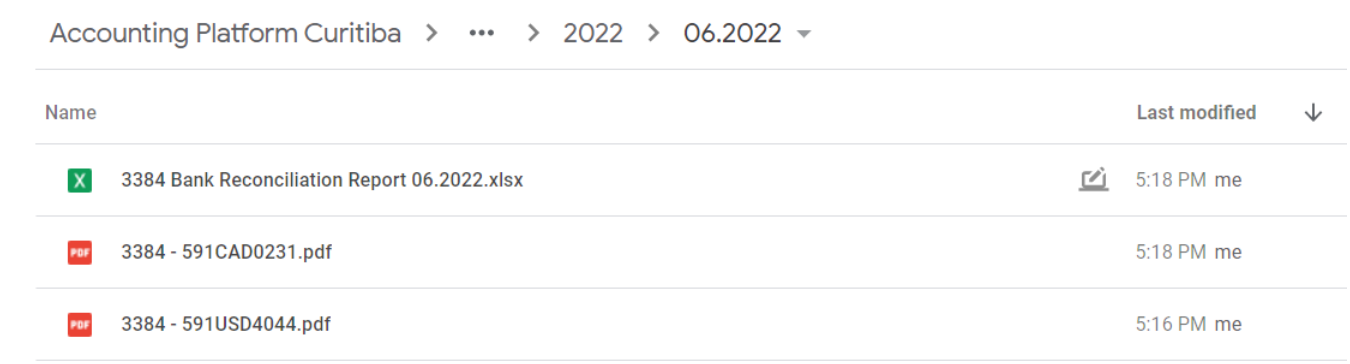


3.2.3. I upload the Google Drive.

Create a new folder following the previous standard



Then upload the file updated



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End of document.