

I (TSU Tools & BAM) make sure that the bank account is closed.

Copy of I (Entity CAM, requestor or Regional/International Treasury) request to close a bank account.

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: TSU Tools & BAM

Responsibility area:

Table of contents

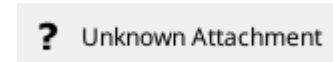
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Scope



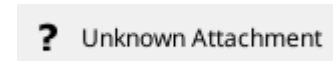
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ERP



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Frequency



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References

Forms

Attachments

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1. Objective and Scope

1.1. Objective of this Operation

1.2. Scope

2. Definitions

See [Finance Glossary](#):

- ...

3. Tasks description

3.1. I (TSU Tools & BAM) make sure that the bank account is closed.

AODOCS status of the account should be changed to "8.Closed". Closing date and account closure certificate should be attached to the record.

A request should be sent to update in ERP to mark the closed bank account as not active. G/L accounts (main & sub-accounts) should be closed for booking accordingly.

End of document.