

POA Management RACI - Syensqo SA

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

- [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](#)
 - [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](#)
- [Table of contents](#)
 - [1. Objective and Scope](#)
 - [1.1. Objective of this Operation](#)
 - [1.2. Scope](#)
 - [2. Definitions](#)
 - [3. Tasks description](#)
 - [3.1. POA Management RACI - Syensqo SA](#)

Scope



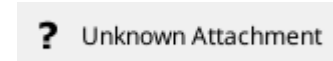
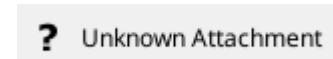
Please remove the icon when not applicable.

ERP



Please remove the icon when not applicable.

Frequency



Please remove the icon when not applicable.

References

Forms

Attachments

<< POA Management RACI -
Syensqo SA >>

1. Objective and Scope

1.1. Objective of this Operation

1.2. Scope

2. Definitions

See [Finance Glossary](#):

- ...

3. Tasks description

3.1. POA Management RACI - Syensqo SA

Governance							
Activity	TSU Tools & BAM	Corp. Treasury	TSU Operations	Legal Dept	Legal admin (deleg.)	Author. Signatories	Banks
Information (by people or system)	I	A	I	R	R	R	
Decide the update list of Authorised Signatories	I	R	I	C	A	I	
Power of Attorney letters preparation	R A	I	I	I	I	I	
Compliance & KYC process	A				C	R	
Signature of POA letter	R				A		
Communication to the banks	R A		I		I	I	I
Internal communication	R A	I	I				
Bank account repository update	R A						
EBS update	R A	I	I			I	

R = Responsible ("Doer"), A = Accountable ("Approver"), C = Consulted, I = Informed

End of document.