

# I generate the Internal Bank Account(IBA) statements for month-end closing.

## 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:** Treasury Accounting

**Responsibility area:** Ensure the IBA generation.

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## Scope

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**WW**

Please remove the icon when not applicable.

## ERP

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**PF1**



**WP1**



**PE1**



Unknown Attachment

Please remove the icon when not applicable.

## Frequency

---



**Month**



Unknown Attachment



Unknown Attachment

Please remove the icon when not applicable.

## References

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## Forms

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<< I generate the Internal Bank Account (IBA) statements for month-end closing. >>

# 1. Objective and Scope

## 1.1. Objective of this Operation

The objective of this process is to generate IBA statements, ensure that these bank statements are complete / accurate and forward them to the affiliates, so that they can process them.

The IBA will be automatically posted in the accounting system of the affiliates and will provide them with their monthly cash balance and transactions details. This process is required on a monthly basis (closing task D1 – D2).

## 1.2. Scope

This operating procedure (OP) applies to the entity 2232 Syensqo SA - Treasury Division and 4044 Syensqo Finance America. The IBA statements are provided by these entities to the financial relays and the affiliates owning an IBA agreement.

## 2. Definitions

See [Finance Glossary](#):

- IBA - Internal Bank Account
- PI2 - ERP used by companies 2232 and 4044
- FCC - Financial Closing Cockpit
- OP - Operating procedure

## 3. Tasks description

For the monthly closure, the generation of IBA statements must be performed manually on D+1 and D+2 for the financial companies 2232 and 4044.

In FCC (Financial Closing Cockpit) the tasks should be performed accordingly on D1 and D2. If required, in case of additional manual postings in the IBA accounts, the steps described need to be rerun.

In this Operational procedure the steps will be described one by one.

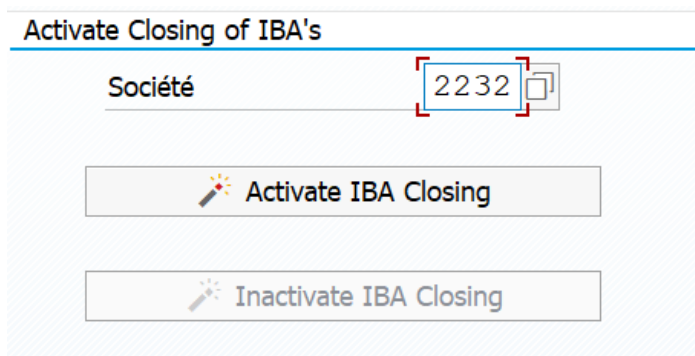
### 3.1. I stop the automatic generation of the daily IBA in PI2 on D+1.

The objective of this step is to stop the daily automatic generation of the IBA statements and allow the SU Treasury Accounting Team member to perform manually the entries for the last day of the month.

Go to our SAP Menu **Z3CTB** and select:



The following screen will appear:



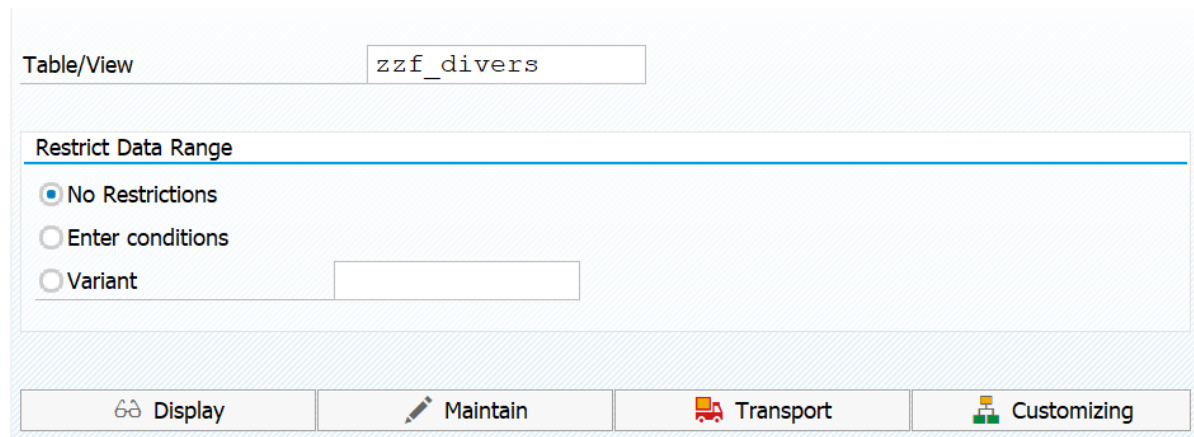
Add the company code and select "Activate IBA closing" (Objective: block current month IBA's generation until closure activities are finalized).

### 3.2. I check table *ZZF\_DIVERS* in transaction *SM30* to see if all the IBA's were generated until the last day of the closing month.

The objective of this step is to ensure that all the IBA statements have been generated until the last day of the month.

SU Treasury Accounting Team member needs to check the transactions **SM30**.

Choose table **ZZF\_DIVERS** and click on Maintain.



The screenshot shows the SAP SM30 transaction interface. At the top, the 'Table/View' field contains 'zzf\_divers'. Below this, the 'Restrict Data Range' section is visible, with three radio button options: 'No Restrictions' (selected), 'Enter conditions', and 'Variant'. A small text input field is positioned to the right of the 'Variant' option. At the bottom of the interface, there are four buttons: 'Display' (with a magnifying glass icon), 'Maintain' (with a pencil icon), 'Transport' (with a truck icon), and 'Customizing' (with a gear icon).

Then click on "Position" and put the program "Z3F\_GEN\_NIV\_EXT" .



- Select variant: **BATCH\_2232**
- Select "Last statement of month!"
- Execute in Background

### Triggering for zero balancing and IBA abstracts of account

Variant  to

Stop on selection screen

Company Code

Last run

Generate until posting date

Last statement of month !

Statement already exists

Check the job in transaction **SM37** – it gives a status on the program executed in background.

### 3.4. I transfer the IBA statements to the affiliates

After checking that the statements were correctly generated, they must be transferred to the affiliates.

Run the program **Z3F\_IBA\_SENDING** with variant **SEND BYRFC\_SCO** and don't change anything. Run in background.

## Sending account statements (IBA)



Financial company

2232

IBA n°

[x]

591\*

to

Sending date

19.11.2024

### Printing parameters

Pmnt advice printer

BX14

Forced printing

### Send by e-mail

Sender Address

treasury.accounting@syensqo.com

No e-mail to affiliates

Mark abstract as received

Send e-mail copy to

treasury.accounting@syensq..

Send e-mail copy to GENERAL

Only addresses, simulation

### Message customizing

Affiliate language key

EN

Title of e-mail

Available languages for title

EN FR

Title of e-mail

IBA statement

(default if not found: EN )

IBA statement

Message text

Available languages for body

EN FR

(default: EN+FR )

Hello,

Please find in attachment the IBA statements for 591\*.

Sincerely,

Message text (no data: no file)

Available languages 2nd text

EN FR

by Pelican file

Origin

PELPI1

Physical file

/var/pelican/PI1/out/CICAB\_

**Never send the pelican files for any company except 2232 = never change the Financial company, it should be 2232!**

### 3.5. I ensure that all documents have been Received

Run CICC Interfaces for the entity 4044. The purpose is to release and post any IBA statement that might be blocked or not posted.

Type	Task ID	Task Description	Planned Duration	Status	Inactive	Long Text Off...	Def.Offset	Global ID	System Task
	37	2232: Generate IBA statemen...	0 00:07:00	█			3 3 09:35:...	TRE IBAS PI1_...	ZGE...
	623	2232: Transfer of IBA's	0 00:01:00	█			3 3 09:55:...	TRE IBAS PI1_...	Z3F...
	859	4044: CICC Interfaces	0 00:15:00	█			3 3 10:00:...	TRE IBAS PI1_...	ZZF...

Go to ZZF\_CICCIBA:

CICC: Process Statement of Internal Business Account

Company Code: 4044

Display mode: No display

Booking if date before: [ ]

Process file

Process documents in error

Process errors

Document Number: [ ] to [ ]

Select companies 4044 and Display mode: "No display".

In case there are some IBA statements in error that means they are blocked for posting, they will appear in the next screen.

Process Statement of Internal Business Account

Financial company: 2232, Fiscal Year: 2024, Document Type: SX, Display mode: No display

Company Code: 4044, Document Number: X404430015 / 1, Account number: 2710100000, IBA, Value Date: 29.02.2024

Currency: CHF, Credit, Operation type: Interests on IBA - Payable, Trading Partner: [ ], Clearing indic.:

Company Code 4044

- 2232 4044 X404400214 2024 : The creation of the SX document failed. E The difference is too large for clearing
- 2232 4044 X404420173 2024 : The creation of the SX document failed. E The difference is too large for clearing
- 2232 4044 X404430015 2024 : The creation of the SX document failed. E The difference is too large for clearing
  - X404430015 00001 591CHF2232 2710100000 Interests on IBA - Payable 2232, Credit 65,11 CHF
- 2232 4044 X404440135 2024 : The creation of the SX document failed. E The difference is too large for clearing
- 2232 4044 X404450053 2024 : The creation of the SX document failed. E The difference is too large for clearing
- 2232 4044 X404460033 2024 : The creation of the SX document failed. E The difference is too large for clearing
- 2232 4044 X404470177 2024 : The creation of the SX document failed. E The difference is too large for clearing
- 2232 4044 X404490023 2024 : The creation of the SX document failed. E The difference is too large for clearing
- 2232 4044 X4044A0013 2024 : The creation of the SX document failed. E The difference is too large for clearing

We have to clear the items by currency:

- Check the currency of the first item

Process Statement of Internal Business Account

Detail I.B.A. statement Post with clearing Customizing

Financial company: 0231 Fiscal Year: 2021 Document Type: SX Display mode: No display  
 Company Code: 5854 Document Number: X585414350 / 3 Account number: 59108D4044 IBA: 59108D0231  
 Currency: USD Credit  
 Operation type: IBA balancing Trading Partner: Value Date: 28.09.2021  
 Clearing indic.

Company Code 5854

- 0231 5854 X585414350 2021 : The creation of the SX document failed. E The difference is too large for clearing
- 0231 5854 X585422801 2021 : The creation of the SX document failed. E The difference is too large for clearing
- 0231 5854 X585453369 2021 : The creation of the SX document failed. E The difference is too large for clearing
- 0231 5854 X585472544 2021 : The creation of the SX document failed. E The difference is too large for clearing

- Select the first item by currency and click on "Post with clearing".
- Click on each item to verify if the currency is ok. If not unselect the item until we have the clearing balanced. Save.

Post with Clearing Process open items

Distribute Difference Charge off diff. Editing Options

Standard Partial Pmt Res.Items WH Tax

Account Items 2710100000 Interests receivable-internal (More)

Assignment	D Reference	Document Nu...	D... P...	Posting Date	Document ...	USD Gross
0231/INTS 20.		5090000637	SI 40	30.09.20	30.09.20	5.301,77
0231/INTS 20.		5090000638	SI 40	30.09.20	30.09.20	8.231,52
0231/INTS 20.		5090000639	SI 40	30.09.20	30.09.20	337.103,70
0231/INTS 20.		5090000640	SI 40	30.09.20	30.09.20	35.084,56
4044/INTB 20.		4410002682	D3 50	30.09.20	30.09.20	16.052,94-

Processing Status

Number of items	5	Amount entered	19.031,62
Display from item	1	Assigned	19.031,62
Display in clearing currency		Not assigned	0,00

Afterwards, we will have the IBA created.

If we have the clearing unbalanced after we unselect the documents in different currency, we have to go Edit – Select more and choose the open items in accounts 2710100000 and 2720100000 in the respective currency that we are clearing.

### Post with Clearing Select open items

Process open items

Open item selection		Additional selections
Company Code	5854	<input type="radio"/> None
Account	2720100000	<input type="radio"/> Amount
Account Type	S	<input type="radio"/> Document Number
Special G/L ind.	<input type="checkbox"/> Normal OI	<input type="radio"/> Posting Date
Pmnt advice no.		<input type="radio"/> Dunning Area
<input type="checkbox"/> Other accounts		<input type="radio"/> Reference
<input type="checkbox"/> Distribute by age		<input type="radio"/> Collective invoice
<input type="checkbox"/> Automatic search		<input type="radio"/> Document Type
		<input type="radio"/> Business Area
		<input type="radio"/> Tax code
		<input type="radio"/> Branch account
		<input checked="" type="radio"/> Currency

### Post with Clearing Enter selection criteria

Other selection      Other account      Process open items

Parameters entered	
Company Code	5854
Account	2720100000
Account Type	S
Special G/L ind.	<input checked="" type="checkbox"/> Standard OIs

Currency

From	To
cad	

Then choose "Process open items" until we have the clearing balanced.

Post with Clearing Process open items

Distribute Difference Charge off diff. Editing Options

Standard Partial Pmt Res.Items WH Tax

Account Items 2710100000 Interests receivable-internal

Assignment	D. Reference	Document Nu...	D... P...	Posting Date	Document ...	GBP Gross
0231/INTS 20.		5090000637	SI 40	30.09.20	30.09.20	3.942,04
0231/INTS 20.		5090000638	SI 40	30.09.20	30.09.20	6.120,40
0231/INTS 20.		5090000639	SI 40	30.09.20	30.09.20	250.647,44
7714/INTA 20.		4410002679	D3 40	30.09.20	30.09.20	18.903,04
7781/INTA 20.		4410002681	D3 40	30.09.20	30.09.20	362,93
7771/INTA 20.		4410002680	D3 40	30.09.20	30.09.20	33.461,61

Processing Status

Number of items	6	Amount entered	58.847,98
Display from item	1	Assigned	58.847,98
Display in clearing currency		Not assigned	0,00

The purpose is to have all the SX documents created.

Process Statement of Internal Business Account

Detail I.B.A. statement Document Customizing

Financial company 0231 Fiscal Year 2021  
 Company Code 5854 Document Number X585472544 / 3  
 Currency MXN Credit  
 Operation type IBA balancing

Company Code 5854

- > 0231 5854 X585414350 2021 : 5854 /5100016934 created.
- > 0231 5854 X585422801 2021 : 5854 /5100016935 created.
- > 0231 5854 X585453369 2021 : 5854 /5100016936 created.
- > 0231 5854 X585472544 2021 : 5854 /5100016937 created.

### 3.6. I control the IBA statements and the current accounts

Check if there are still some IBA's to be created to companies 2232 (for 4044 we do later in afternoon):

Type	Task ID	Task Description	Planned Duration	Status	Inactive	Long Text	Off	Def.Offset	Global ID	System	Task
	37	2232: Generate IBA statements	0 00:07:00	█				3 3 09:35:...	TRE IBAS	PI1_020	ZGEN_NIV_EXT
	623	2232: Transfer of IBA's	0 00:01:00	█				3 3 09:55:...	TRE IBAS	PI1_020	Z3F_IBA_SENDING
	859	4044: CICC Interfaces	0 00:15:00	█				3 3 10:00:...	TRE IBAS	PI1_020	ZZF_CICCIBA
	43	2232: Comparison between IBA stat balance & current account	0 00:02:00	█				3 3 10:15:...	TRE IBAS	PI1_020	ZCHECK_CAVI

Type	Task ID	Task Description	Planned Duration	Status	Inactive	Long Text Off...	Def. Offset	Global ID	System	Task
	639 4044:	Activate Closure for IBA	0 00:01:00	■			3 3 18:45:...	TRE IBAS PI1_020	Z3CTB	
	635 4044:	Generate IBA statements	0 00:05:00	■			3 3 18:50:...	TRE IBAS PI1_020	ZGEN_NIV_EXT	
	667 4044:	Transfer of IBA's	0 00:01:00	■			3 3 18:57:...	TRE IBAS PI1_020	Z3F_IBA_SENDI...	
	860 4044:	CICC Interfaces	0 00:01:00	■			3 3 18:59:...	TRE IBAS PI1_020	ZZF_CICCIBA	
	628 2232&4044:	Comparison between IBA stat balance & current acc	0 00:02:00	■			3 3 19:00:...	TRE IBAS PI1_020	ZCHECK_CAVI	

Go to transaction **ZCHECK\_CAVI**, use variants "**2232**" to perform a comparison between IBA statements balances and current accounts balances.

Purpose: check that the IBA statement balances is the same as the current account one (if not, new IBA statements need to be generated).

**Note:** The delta can be due to postings done in IBA after Generation of IBA tasks. In this case we need to rerun the IBA generation.

Example:

Comparison between IBA statement balance and current account balance				
Comparison between IBA statement balance and current account balance				
591+++SSSS	Value date	Abstract of accoun	Current account	Difference
6409	QUIMICOS E SOLUCOES			
591EUR6409	21.05.2024	139,19-	0,00	139,19- EUR

In this case we check the IBA account to investigate the issue:

Account number	591EUR6409	CC QUIMICOS - EUR
Company code	2232	SYENSQO SA TREASURY
Business area		
Fiscal year	2024	
All documents in currency	*	Display currency EUR

Period	Debit	Credit	Balance	Cumulative balance
Balance Carryf...				
1				
2				
3				
4				
5	139,19	278,38	139,19-	139,19-
6				139,19-
7				139,19-
8				139,19-
9	139,19		139,19	
10				
11				
12				

In this case there is no statement in ZCHECK\_CAVI because there was a document wrongly posted by the payment team, which was not running with the IBA's.

After checking for 2232, if there's still a list of open items, we have to re-launch the generation of IBA (from point 3.2 onwards).

### 3.7. For company code 4044 I start the procedure only after completing the task for 2232

The generation of last IBA statement for the entity 4044 will start after we run the IBA's again for 2232.

- Run transaction **Z3F\_GEN\_NIV\_EXT**:
  - Select variant **BATCH\_4044**
  - Select "Last statement of month!"
  - Execute in Background

Check the job in transaction **SM37**.

It will create new difference between IBA statement and current account balances in the three entities (2232 and 4044).

The generation must be re-launched for the 2 entities until the check in transaction ZCHECK\_CAVI is good (step 3.7).

### 3.8. I check that all the IBA statements were generated and then transfer them to the affiliates.


After the generation IBA statements we can check if the IBA statements were correctly created.

Just to see if the imagine of the statement is created. You can select any affiliate for 2232 or 4044.

We can use transaction **Z3CTB**:



ZCMPC -Consult des comptes courants CICC

Select:

 History consultation

This screen will appear for checking the statement:

History consultation

Société financière		2232	
Société		0003	
OR	Group of compan		
IBA number	of		to
Statement numbe	of		to
Posting Date	of	01.10.2024	to 31.10.2024

Next Cancel

Société financière : 2232 or 4044

Société: could be any affiliate

For example: 2232 with Company 0003 (Solvay Participations Belgique SA, Bruxelles)

Statements of posting date situation (COPY)

Page 1  
Posting Date : 31.10.2024

Financial Company : 2232  
 Company : 0003 SOLVAY PARTICIP. BE  
 Account : 591EUR0003  
 Currency : EUR

Number : X000300079

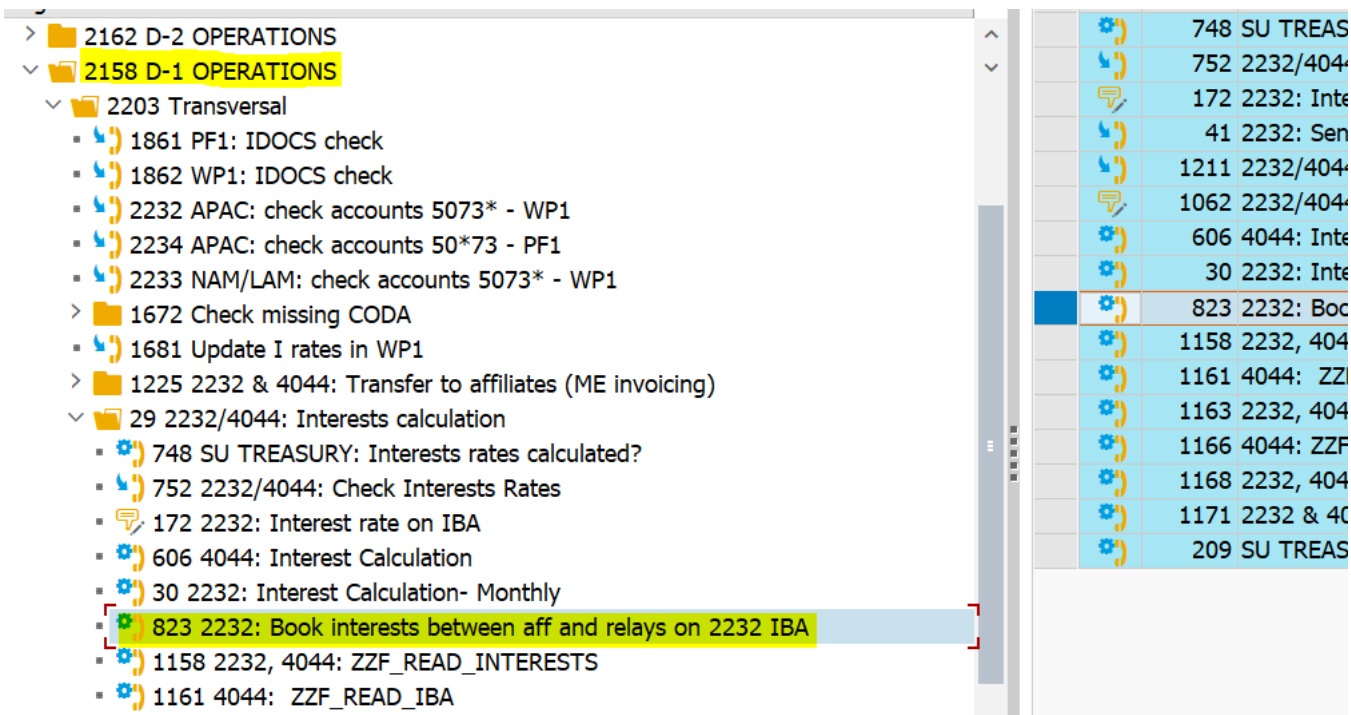
Initial balance		231.839.922,02
Factoring suppliers (SSA)	31.10.2024	1,28-
Interests on IBA - Payable - 2232	31.10.2024	633.675,19
Final balance		232.473.595,93

We remind you that you are responsible for the follow-up of your IBA balances. If you disagree with the balance, please contact us asap so that we can take the necessary measures. Without any reaction from your side, after 10 working days from the beginning of the next month, we would consider this balance as accepted by you.

NB : A negative amount means a debt towards Syensqo SA.

**EXAMPLE:** If you select financial relay company as shown in example 2232 with 0003, check if there's a line with the text: "Interests on IBA".

If not - check in D-1 if the interest task has been correctly done (see the tasks in FCC below).



The screenshot displays a task list in SAP. The left pane shows a hierarchical view of tasks under '2158 D-1 OPERATIONS'. The right pane shows a list of tasks with their descriptions and status icons. The task '823 2232: Book interests between aff and relays on 2232 IBA' is highlighted in yellow.

Task ID	Description
748	SU TREASURY: Interests rates calculated?
752	2232/4044: Check Interests Rates
172	2232: Interest rate on IBA
606	4044: Interest Calculation
30	2232: Interest Calculation- Monthly
823	2232: Book interests between aff and relays on 2232 IBA
1158	2232, 4044: ZZP_READ_INTERESTS
1161	4044: ZZP_READ_IBA

**End of document.**