

ACTUAL0 Category in BFC SYENSQO

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1. OBJECTIVE AND SCOPE

1.1 Objective of this Procedure

This procedure describes purpose of **ACTUAL0 reporting category** and how it is managed in BFC, as well as other **related customizing in other BFC modules**.

1.2 Scope

This procedure applies to the **BFC Administration** team.

2. REFERENCE DOCUMENTS

- [Companies management \(SYENSQO GAR List and BFC\)](#) (Finance Service Line)

3. DEFINITIONS

GAR Team - Group Accounting & Reporting Team (Consolidation & Tax team)

BFC-Admin Team - Team administrating BFC SCO (Syensqo Group Consolidation tool)

General Group Secretary - Team from Legal Corporate communicating changes on Syensqo's shareholding structure (new or change in ownership, mergers, divestments, liquidations...) and managing companies' codifications in both ERP and BFC

CAM - Company Account Manager

FSL SU FA GL - General Ledger team from Service Unit "Financial Accounting" in FSL (GBS Finance Service Line)

IG - Fully Consolidated method

IP - Proportional Consolidation method

ME - Equity Method

NC - Not Consolidated

4. SUMMARY

4.1 Purpose and Content

The **deliverables from the ACTUAL0** data collection are :

- **Syensqo Group shareholding structure** – updated and published in GAR SYENSQO AODOC team site [Syensqo Shareholding Structure](#)
- The **financial valuation of the non consolidated companies** at Group level (vs Group consolidated figures).
- The **local equity of legal companies for dividend valuation purpose**

Depending on the consolidation method (IG - IP - MEQ - NC) of the reporting companies, the **content of their ACTUAL0 reporting package may differ**:

Consolidated Companies (IG/IP/MEQ conso methods)

- **L4005 schedule "Investment (number)"** - reports the number of shares that the reporting company (as Mother) owns in each of its affiliate (Daughters), as well as the the number of shares that the affiliate has issued, then it is possible to know the percentage owned by each of the Mother (s). If there is any variance compared to opening balance, it is explained by flow
- **L4000 schedule "Local Gaap equity for dividends valuation"** - reports the **Dec Y-1** statutory equity information needed to evaluate the dividends distribution at Group level
- **L4020 schedule "Shareholder's equity"** - reports the numbers of shares issued by the Daughter company, split per its Mother companies. If there is any variance compared to opening balance it is explained by flow

Non Consolidated (NC) Companies

- **L4005 schedule "Investment (number)"** - same content and reporting principles as for Consolidated companies - To be noted that in most of cases, the Non Consolidated companies do not own affiliates
- **L4020 schedule "Shareholder's equity"** - reports the numbers of shares issued by the Daughter company, split per its Mother companies. If there is any variance compared to opening balance it is explained by flow
- **L4050 schedule "Financial information"** – reports the summarized **Dec Y-1** Financial Statements (consistent with published annual accounts approved by Board of Shareholders and with equity value **after** dividends distribution), headcounts and external auditors names

4.1 Reporting Calendar Purpose

Depending on their **consolidation status** and depending on the **quarterly reporting period**, **ACTUAL0 data to be updated and published are different**:

ACTUAL0 Reporting packages	Type of companies	
	IG / IP / MEQ	Non Conso
L4005 - Investments (numbers/mothers side)	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
L4020 -Shareholders equity (numbers/ daughters side)	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
L4000 - Local gaap equity for dividends valuation (Dec Y-1 data)	Q1	-
L4050 - Financial information on NC cnies (Dec Y-1)	-	Q3

Permanent instructions on ACTUAL0 Reporting are issued every year by FSL SU FA team and published in [Syensqo GAR Team site "Permanent Instructions" folder](#), and also inserted in Quarterly GAR closing instructions:

The screenshot displays the Syensqo GAR Team site interface. The top navigation bar shows the path: Functions - Finance - Group Accounting & Reporting - SCo > All Documents. A search bar and a 'Passer à une autre vue' button are present. The left sidebar shows a folder tree with 'Functions - Finance - Group Accounting & Reporting - SCo' expanded, and 'BFC Doc and Training' containing '01. Conso Instructions' and '02. Calendar'. The main table lists documents with columns for 'Titre', 'Folder', 'Dernière modification', and 'Aui'. The document '02. ACTUAL 0 Instructions 2022 pptx' is highlighted in yellow.

Titre	Folder	Dernière modification	Aui
01. Contacts GAR team members.xlsx	Functions - Finance - Group Accounting & Reporting	13/12/2023 08:35:17	Cai
03. Tax forecasts_template.xlsx	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:29	sys
06. Financial Instruments.pptx	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:26	sys
03. IFRS 16 Example deferred taxes.xlsx	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:24	sys
03. Statutory impairment test_process (update)	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:19	sys
02. ACTUAL 0 Instructions 2022 pptx	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:14	sys
03. TP - ACTUAL1-TAX-Import.xlsx	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:11	sys
05 Actual2 package review.pptx	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:08	sys
03. Tax package guidebook (2020).pptx	Functions - Finance - Group Accounting & Reporting	28/04/2023 16:14:05	sys

4.2 Responsibilities

- **General Group secretary:** collects and communicates changes in the Syensqo's shareholding structure (new or change in ownership, mergers, divestments, liquidations...)
- **GAR Team:**
 - communicate changes in Syensqo Shareholding structure through its Structure File in GAR SYENSQO AODOC - "[Syensqo structure files](#)"
 - analyzes ACTUAL0 inputs (Local equity for dividends valuation)
 - uses ACTUAL0 consolidated data (Financial Information on NC companies / Shareholding tree) to build appendices from the Annual report
- **BFC Administration team** maintains and updates ACTUAL0 reporting category (packages generation, consolidation creation, scheduling and on demand run)
- **CAM** enters the information for the companies under his/her scope:
 - for NC companies: CAM or CAM from the Mother company
- **FSL SU FA GL** is responsible to perform the quarterly checks on ACTUAL0 data (number of shares declared by Mothers & Daughters) and to manage mass lockings & unlockings

4.3 Overview

At the **beginning of the year**, **ACTUAL0 category** has to be **created for the current year**. By principle, there is **only one category per year**, using one **single December period** (ACTUAL0 - YYYY.12).

Package generation :

- **Starts with** should correspond to the **perimeter published in the Y-1** annual report with the following updates:
- **Companies sold / liquidated / merged in Y-1 => no pack to be created**
 - CBCR (based on Y-1 / IG IP MEQ) not needed. If any need, data can be collected out of ACTUAL0
 - Financial data on Non Conso (based on Y-1) not needed by GAR
- **Companies entering in the scope in Y** (new acquired), **package should be generated as soon as the company is created in BFC** following the official communication from General Group Secretary.

ACTUAL0 12.YYYY – Quarterly procedure for lockings & unlockings

Mass locking WD1?	Conso (IG IP MEQ)	Non Conso	Mass unlocking WD5 ?	Conso (IG IP MEQ)	Non Conso
Q1	yes	yes	Q1	yes	yes
Q2	yes	yes	Q2	yes	yes
Q3	yes	yes	Q3	yes	yes
Q4	yes	yes	Q4	n.a (frozen)	

- **"Reporting Organizer"** is the module where BFC Admin will **create the ACTUAL0 Reporting category for the current Y** defining:
 - Start/End dates / Package schedules / Set of controls / Source for opening balance / Deadline for 1st submission (D-1 end of March Y) / Integration mode after publication
- **"RU Organizer"** is the module where BFC Admin will **insert the Reporting companies and generate their ACTUAL0 package**
 - **List of companies to be inserted** can be copied from the Y-1 ACTUAL0 category, removing after manually the **packages not to be created (sold liquidated merged companies)** and adding the new companies expected to report from Y
 - **Non Conso companies:** BFC Admin will **adapt their package schedules and set of controls** (as they have a different reporting content compared to IG IP MEQ companies)
 - Note that **package schedules and set of controls to be used** are defined in this document **"BFC Admin Reporting set up per category and period"**

- **SYENSQO** - includes IG / IP / MEQ companies only - note that this is the scope also used in IFRS ACTUAL2 consolidation
- **SYENFULL** - ALL companies (IG IP MEQ NC) considered as **100% consolidated** (as if they were all IG)
- **SYENCONSO** - IG companies consolidated at 100% / IP MEQ and NC consolidated as IP at their % of interests

ACTUAL0 CONSOLIDATIONS SETUP

[illegible]

Consolidations under Variant (V) 2 need to be **updated on Quarterly basis**:

- when the **Conversion Rates of the period** are made available (WD-1)
- when the **SYENSQO scope of the period** is made available (WD1)

ACTUAL0 SCHEDULING (AUTOMATED) CONSOLIDATION RUNS

- Every quarter on **from WD1 till WD4** scheduling of ACTUAL0 for **SYENSQO V2 and SYENFULL V2** and their **related Reconciliation consos - every hour**

5. REPORTING SETUP

5.1 REPORTING SETUP - Reporting Organizer

In the **Reporting Organizer** module, ACTUAL0 Category for the period (Reporting ID) is created with its reporting characteristics (Deadline, Folder, Set of Controls, Opening Balances...).

To create a new Reporting ID for the period, select the one of the previous year in the field **Select Reporting IDs**.

In this example, it is being created the category for 2024, so it was select as reference the category of 2023

Then in **Reporting Organizer** module **Open** it and **Save As**.

The screenshot shows the 'Reporting ID' window for the year 2023.12. The 'Data entry period' is set to 2023.12 and 2023.December. The 'Short description' is 'SYENSQO Shareholding - 2023.12' and the 'Long description' is 'SYENSQO Shareholding - 2023.12'.

The **General** tab defines the general properties of the reporting ID.

Enter the following information:

- **Category** - ACTUAL0
- **Data entry period** - YYYY.12
- **Short & Long description** - SYENSQO Shareholding - YYYY.12

The screenshot shows the 'Reporting ID' window for the year 2024.12. The 'Category' is set to ACTUAL0 and the 'Portfolio' is set to Portfolio. The 'Data entry period' is set to 2024.12 and 2024.December. The 'Short description' is 'SYENSQO Shareholding - 2024.12' and the 'Long description' is 'SYENSQO Shareholding - 2024.12'.

The **Definition** tab indicates the reporting status. It can also be specified the associated category scenario and the start and end dates for the reporting.

Enter the following information:

- **Version of category scenario**: refer to this document **"BFC Admin Reporting set up per**

category and period" to get the category scenario version to be used

- **Start & End Date:** As ACTUAL0 is used from the beginning of the year until the final Year End, enter a large range, e.g. January 1st of current year to March 31st next year.

ACTUAL0 - 2024.12 - Reporting ID - SYENSQO Shareholding - 2024.12

File View Tools Help

General Definition Package Restrictions Operation

Reporting is prepared

Definition

Category scenario: ACTUAL0 - A2103 Version d'exploitation Groupe March 2021

Category: ACTUAL0 Portfolio

Version: A2103 Version exploitation Group Mars 2021

Calendar

Start date: Thursday, February 15, 2024 - 11:30:4

End date: Monday, March 31, 2025 - 11:30:4

The **Package** tab defines the data entry settings applicable to packages:

- **Windows and Internet folder / Internet-specific folder:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Set-of controls:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Control level to be reached:** **Q** - This field needs a special attention, because if any the previous field is changed this one is deleted, always ensure it is filled properly.

- ☒ **Blocking** - Flag the option Blocking.
- ☐ **Apply to central manual journal entries** - it **MUST NOT** be flagged

- **Opening balance:**
 - **Category:** ACTUAL0.
 - **Data entry period:** **Y** **YYY-1.12** - Inform the period which the opening balances are retrieved. Always December of previous year.
 - **Scope:** SYENSQO
 - **Variant:** 2 (IFRS consolidation taken as reference)

ACTUAL0 - 2024.12 - Reporting ID - SYENSQO Shareholding - 2024.12

File View Tools Help

General Definition Package Restrictions Operation

Windows and Internet folder: ACTUAL0NEW ACTUAL0 -> From September 2019

Internet-specific folder: ACTUAL0NEW ACTUAL0 -> From September 2019

Set of controls: ACTO-IG Set of control ACTO QTR Solvay Legacy

Group control level: Q

Blocking ☒ Apply to central manual journal entries as well ☐

Lock on publication: Total

Set of rules:

Opening balance data ☒ Consolidated ☒ Preconsolidated

Consolidation: ACTUAL0 - 2023.12 - 5 SYENSQO Scope - For doc L4005/L4020 - Shareholding structure

Category: ACTUAL0 Portfolio

Data entry period: 2023.12 2023.December

Scope: SYENSQO SYENSQO

Variant: 2 IFRS Norms

Consolidation currency: EUR Euro

Associate opening balance data periods: ☒

The **Restrictions** tab defines the data entry restrictions which are applied when the data is entered.

The flow **F00** (Opening Balances) must be informed in **Read-only Flows**, to prevent any change in Opening Balances.

ACTUAL0 - 2024.12 - Reporting ID - SYENSQO Shareholding - 2024.12

File View Tools Help

General Definition Package Restrictions Operation

Read-only data

Read-only flows: in F00 OPENING BALANCE

☒ 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 to publish the packages.

In the **Deadline** it has to be informed the date that the packages will have to be published.

It has to be changed each quarter, **after the mass unlock of the packages**, according to date defined in the **Syensqo Closing Calendar** available in the GAR SYENSQO AODOCs Library.

Automated integration after publication must be activated

ACTUAL0 - 2024.12 - Reporting ID - SYENSQO Shareholding - 2024.12

File View Tools Help

General Definition Package Restrictions Operation

Package publication

Deadline: Tuesday, December 31, 2024 - 4:0 ☐ 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

The **Translation** tab defines the object descriptions for the selected language.

Both French and English should be informed: SYENSQO Shareholding - YYYY.12

ACTUAL0 - 2024.12 - Reporting ID - SYENSQO Shareholding - 2024.12

File View Tools Help

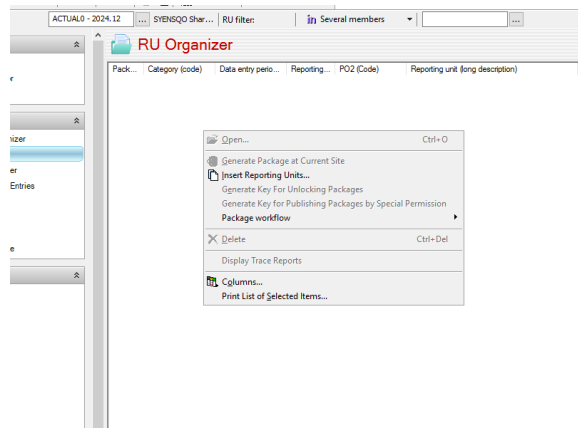
General Definition Package Restrictions Operation

	Short description	Long description
French	SYENSQO Shareholding - 2024.12	SYENSQO Shareholding - 2024.12
English	SYENSQO Shareholding - 2024.12	SYENSQO Shareholding - 2024.12
German		
Spanish		
Italian		
Local		

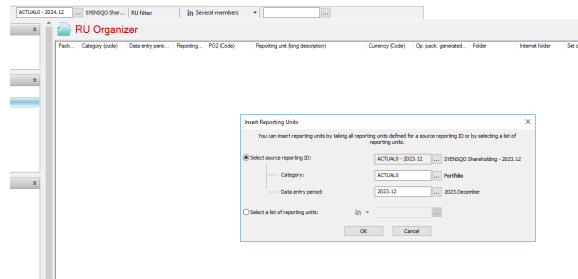
5.2 REPORTING SETUP - RU Organizer

In the RU Organizer is defined the companies to be reported in the category.

In the **RU Organizer** module , right click **"Insert reporting units"**

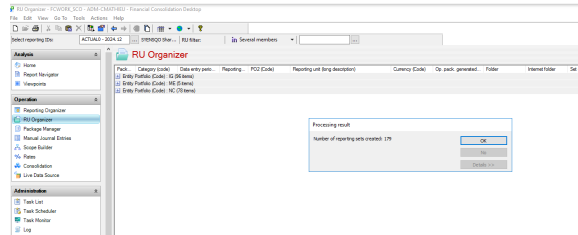


As source select the Reporting ID ACTUAL0 from previous year YYYY-1.12

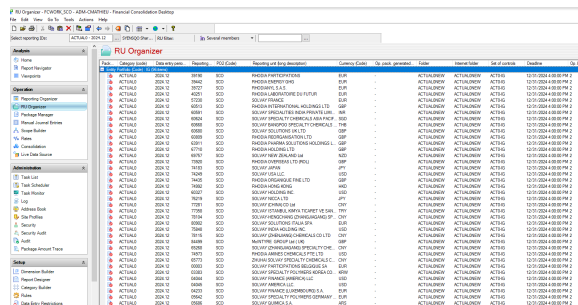


Then the reporting packages are created in RU Organizer module.

Note that the packages will have the status , meaning that they are still not available in the Package Manager module.

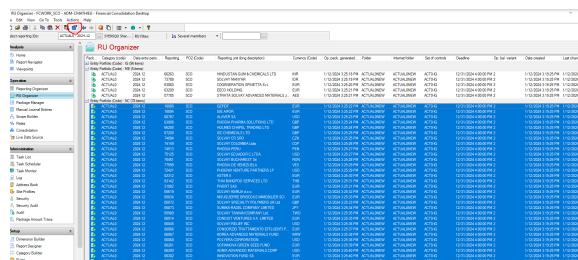


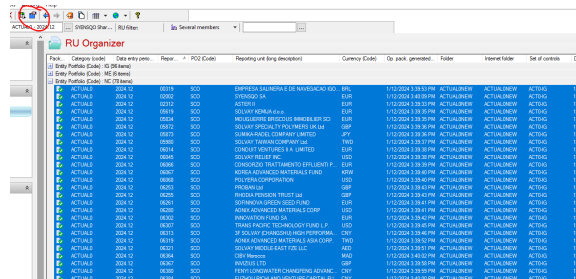
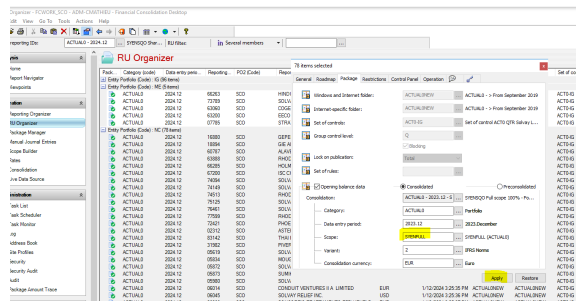
Before Generate the packages to the Package Manager module, ensure that all the companies are with the correct Consolidation Method (column Entity Portfolio), and if any company needs either to be added or deleted.



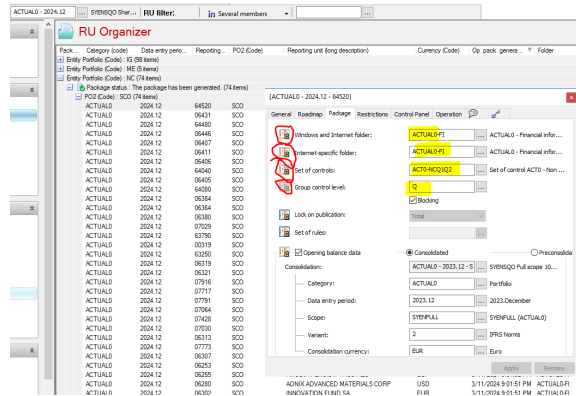
Changes required for Non Consolidated companies before Generation: Opening balance + Set Folders & Controls

- Before to launch the generation, **change the Opening Balance of Non Consolidated companies - scope SYENSQO to SYENFULL** (Non Conso are not in SYENSQO scope):
- **CTRL+A** to select Non Conso
- Then **Properties**



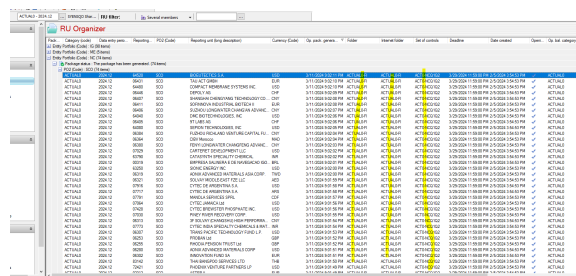


- In **Package Tab**, replace **SYENSQO** by **SYENFULL**
- Then **Apply**



Before to launch the generation, change the Folder and Set of controls

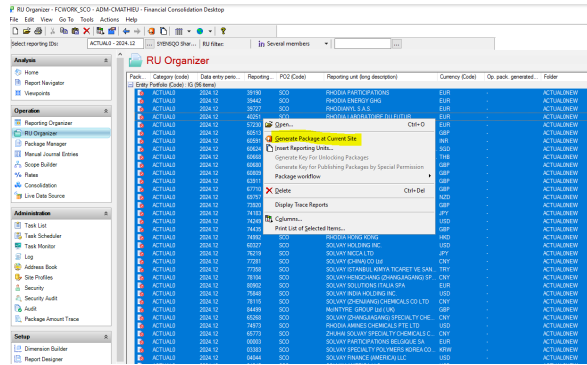
- **CTRL+A** to select Non Conso
- Then **Properties**



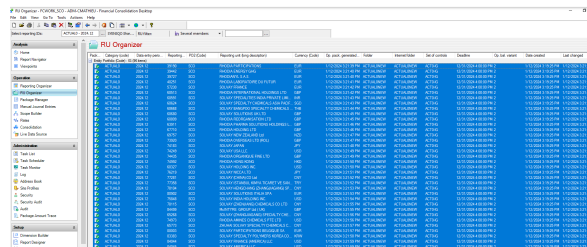
- In **Package Tab**,
 - **Windows and Internet folder / Internet-specific folder:** [change the folder to ACTUAL0-FI](#) - refer to this document "[BFC Admin Reporting set up per category and period](#)"
 - **Set-of controls:** [change the set to ACT0-NCQ1Q2](#) (applicable for Q1 and Q2) - refer to this document "[BFC Admin Reporting set up per category and period](#)"
 - **Group Control level:** [set to Q](#)
 - Then **Apply**

Back to Home Screen, check that Folders and Set of controls of Non Conso have been updated

To make the reporting available in the **P**ackage Manager module, select all packages and with the right click choose "[Generate Package at Current Site](#)".



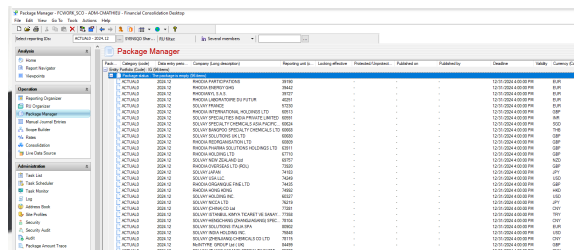
The package status changes to , meaning that the **package are now available** in the Package Manager module.



5.3 REPORTING SETUP - Package Manager

Once generated, Reporting packages appear as available in the **Package Manager** module.

Through this module, follow-up on packages status (Empty, Changed, Published & Integrated).



Package Name	Category	Long description	Reporting unit	Lasting effective	Financial statement	Published on	Publishability	Datebase	Validity	Current state
ACTUAL0	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL1	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL2	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL3	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL4	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL5	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL6	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL7	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL8	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL9	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL10	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL11	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL12	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL13	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL14	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL15	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL16	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL17	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL18	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL19	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL20	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL21	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL22	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL23	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL24	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL25	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL26	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL27	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL28	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL29	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL30	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL31	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL32	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL33	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL34	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL35	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL36	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL37	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL38	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL39	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL40	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL41	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL42	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL43	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL44	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL45	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL46	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL47	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL48	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL49	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL50	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL51	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL52	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL53	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL54	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL55	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL56	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL57	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL58	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL59	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL60	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL61	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL62	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL63	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL64	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL65	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL66	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL67	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL68	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL69	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL70	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL71	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL72	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL73	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL74	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL75	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL76	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL77	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL78	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL79	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL80	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL81	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL82	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL83	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL84	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL85	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL86	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL87	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL88	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL89	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL90	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL91	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL92	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL93	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL94	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL95	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL96	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL97	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL98	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL99	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty
ACTUAL100	2020-12	Actual reporting package	2020	-	-	-	-	12/31/2024 4:00:00 PM	0 PM	Empty

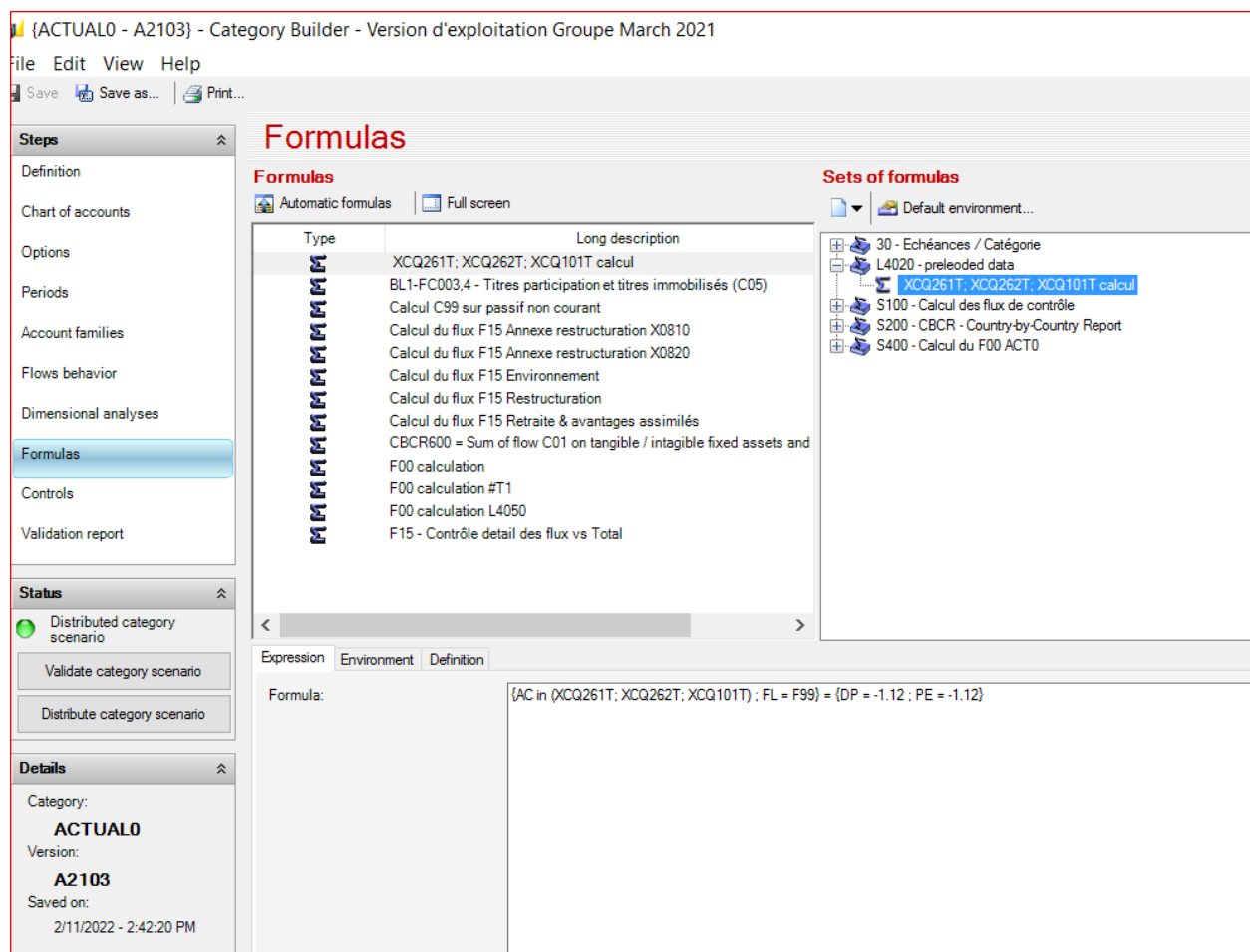
5.4 REPORTING SETUP - Pre-loading of F99 at the beginning of the year

As of 2022, **F99 "Closing balance" of L4005 (Investments - number of shares) and L4020 (Shareholder's equity) is pre-loaded with the F00 "opening data"**.

To ease the reporting process for the CAM and Accounting Platform managing companies hosting significant numbers of investments or mothers, GAR and FSL SU FA teams requested the pre-loading of F99 in headings XCQ261T / XCQ262T / XCQ101T with the values from previous year (=F00 Opening flow from current year) but **keeping the possibility to edit/modify the preloaded data**. Change requested for all companies whatever their consolidation status.

At the publication of the packs, CAMs should confirm or modify the values pre-loaded in F99.

As a result, a **new formula in the category scenario of ACTUAL0** has been introduced:



{ACTUAL0 - A2103} - Category Builder - Version d'exploitation Groupe March 2021

File Edit View Help

Save Save as... Print...

Steps

- Definition
- Chart of accounts
- Options
- Periods
- Account families
- Flows behavior
- Dimensional analyses
- Formulas**
- Controls
- Validation report

Status

- Distributed category scenario
- Validate category scenario
- Distribute category scenario

Details

- Category: **ACTUAL0**
- Version: **A2103**
- Saved on: 2/11/2022 - 2:42:20 PM

Formulas

Automatic formulas Full screen

Type	Long description
XCQ261T; XCQ262T; XCQ101T calcul	
BL1-FC003.4 - Titres participation et titres immobilisés (C05)	
Calcul C99 sur passif non courant	
Calcul du flux F15 Annexe restructuration X0810	
Calcul du flux F15 Annexe restructuration X0820	
Calcul du flux F15 Environnement	
Calcul du flux F15 Restructuration	
Calcul du flux F15 Retraite & avantages assimilés	
CBCR600 = Sum of flow C01 on tangible / intangible fixed assets and	
F00 calculation	
F00 calculation #T1	
F00 calculation L4050	
F15 - Contrôle detail des flux vs Total	

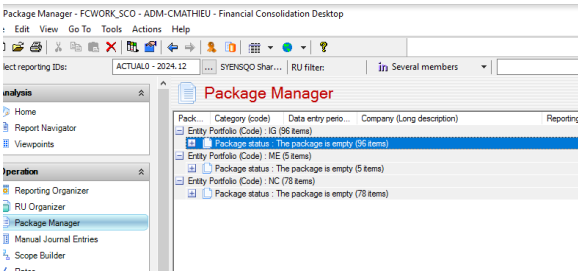
Sets of formulas

- 30 - Echéances / Catégorie
- L4020 - preloaded data
- XCQ261T; XCQ262T; XCQ101T calcul**
- S100 - Calcul des flux de contrôle
- S200 - CBCR - Country-by-Country Report
- S400 - Calcul du F00 ACT0

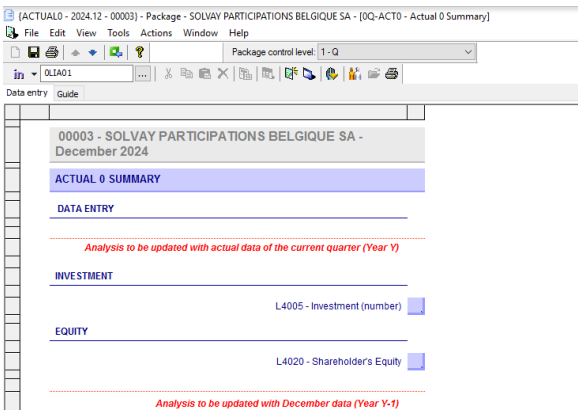
Formula: {AC in (XCQ261T; XCQ262T; XCQ101T) ; FL = F99} = {DP = -1.12 ; PE = -1.12}

In order to ensure that this automatic pre-filling is working it is **recommended to open 1 package per each consolidation method (IG IP MEQ NC) right after the package generation** to check in schedules L4005 and L4020 that the pre-loading is working as expected.

in the **Package Manager** module, select one of each conso method package.



Open schedules **L4005** and **L4020**.



Check **F99** is equal to **F00** and it is editable.

The screenshot shows a table with columns: 'F00 OPENING', 'F99 CLOSING', 'F15 VARIATION', and 'F20 INCREA'. The table lists various investment securities held by SOLVAY PARTICIPATIONS BELGIQUE SA. The 'F00 OPENING' and 'F99 CLOSING' columns are both 142,017,655. The 'F15 VARIATION' column is 0. The 'F20 INCREA' column is 0. The table is titled 'Investment securities held' and includes a 'Total group' row. Below the table, there is a section for 'Number of shares issued by subsidiaries'.

Check **F99** is equal to **F00** and it is editable.

The screenshot shows a table with columns: 'F00 OPENING', 'F99 CLOSING', 'F15 VARIATION', 'F40 CHG CAP', and 'F50 RECLAS'. The table lists various investment securities held by SOLVAY PARTICIPATIONS BELGIQUE SA. The 'F00 OPENING' and 'F99 CLOSING' columns are both 151,995,651. The 'F15 VARIATION' column is 0. The 'F40 CHG CAP' column is 0. The 'F50 RECLAS' column is 0. The table is titled 'CURRENT YEAR' and includes a 'Total group' row. Below the table, there is a section for 'Number of shares issued by subsidiaries'.

6. SCOPES OF CONSOLIDATION

6.1 SCOPES OF CONSOLIDATION - SYENFULL

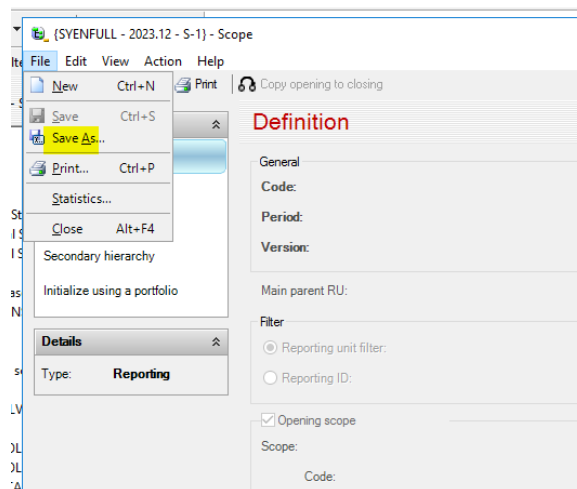
- **SYENFULL** definition- **ALL companies (IG IP MEQ NC)** considered as 100% consolidated (as if they were all IG)

One scope SYENFULL per year to be updated all during the year each time a change is communicated (by Group General Secretary or by GAR in its structure file).

The scope is **created in the BFC** **_Top_SCO**, with reference to the one of the previous year.

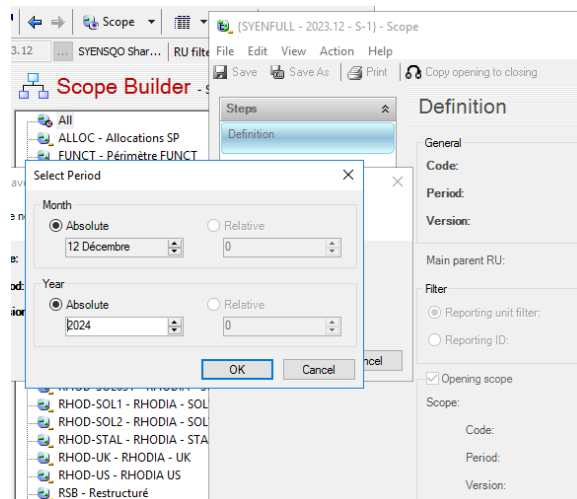
For this, **open** the last version available of the scope and select the option **Save As**.

In this example, to create the scope for 2024, it was created as reference to the scope of 2023.

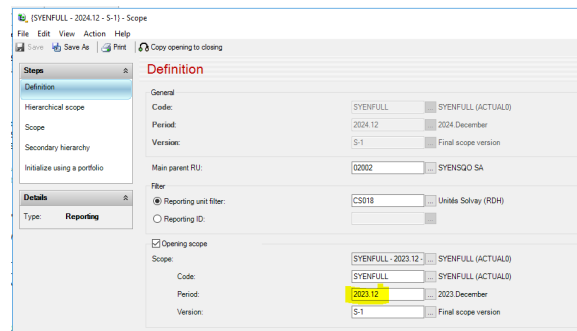


Enter the information necessary to create the new period.

- **Code:** SYENFULL
- **Period:** YYYY.12
- **Version:** S-1



In the step **Definition**, update the period informed in the **Opening Scope** to the previous year.



Then the scope for the new period is created - in the example here SYENFULL 2024.12.

Even though, in the step **Scope**, ensure that all companies that left the Group in the previous year are not present in the scope for the current period.

[illegible]

6.2 SCOPES OF CONSOLIDATION - SYENCONSO

- One scope SYENCONSO per year to be updated all during the year each time a change** (new companies, leaving companies, change in interests %) **is communicated** (bv Group General Secretary or bv GAR in its structure file).

For this, **open** the last version available of the scope and select the option **Save As**.

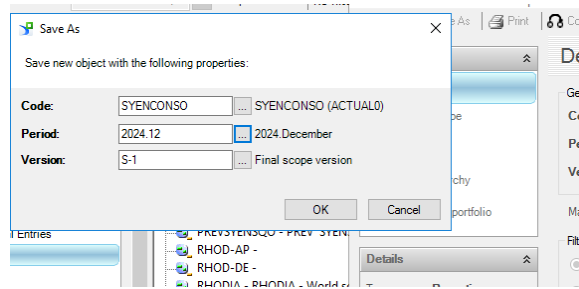
The screenshot shows the SAP Fiori 'Portfolio Builder' application. The left sidebar displays a tree view of portfolios, with 'SYNCONSO - 2023.12 - S-1' selected. The main area is titled 'Definition' and contains a table with the following data:

Field	Value
Code	SYNCONSO
Period	2023.12
Version	S-1

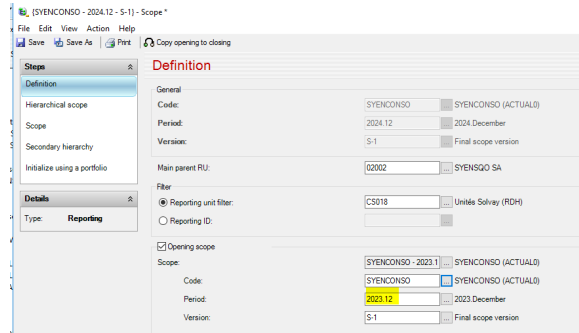
Below the table, there are several sections:

- Main parent RU:** 02002
- Filter:**
 - ☒ Reporting filter
 - ☐ Reporting ID
- Opening scope:** ☒
- Scope:** SOLCONSO - 2023.12
- Code:** SOLCONSO
- Period:** 2022.12
- Version:** S-1
- Comment:**

- **Code:** SYENCONSO
- **Period:** YYYY.12
- **Version:** S-1



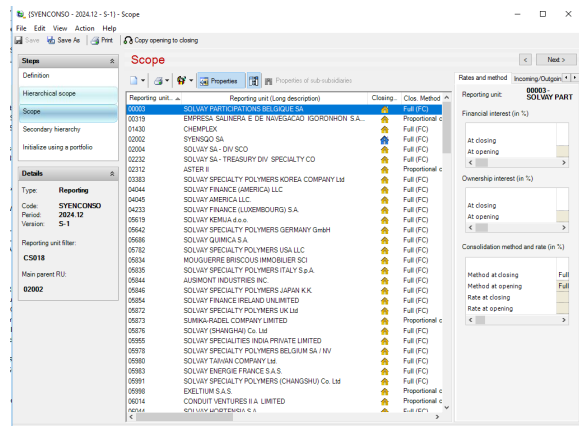
In the step **Definition**, update the period informed in the **Opening Scope** to the previous year.



Then the scope for the new period is created.

Note that this scope only allows companies set as **Full conso (FC)** or **Proportional Integration (IP)**, this way when there is the **end of a company** and its Consolidation Method is changed to **Not Consolidated** the company is automatically excluded from the scope.

Even though, in the step **Scope**, ensure that all companies that left the Group in the previous year are not present in the scope for the current period.



After all the information is validated the scope has **to be transferred to the BFC_Prod_SCO platform**.

6.3 SCOPES OF CONSOLIDATION - SYENSQO

- **SYENSQO** - includes IG / IP / MEQ companies only (Non Conso excluded)- note that this is the scope also used in IFRS ACTUAL2 consolidation

One scope SYENSQO per month to be updated every WD1 (new companies, leaving companies, change in consolidation methods or in interests %) following the information received during the month (by Group General Secretary or by GAR in its structure file).

The scope is created in the **BFC_Top_SCO**, with reference to the one of the previous month.

For this, open the last version available of the scope and select the option **Save As**.

In this example, to create the scope for 2024.01, we will use as starting point SYENSQO scope 2023.12

Enter the information necessary to create the new period.

- **Code:** SYENSQO
- **Period:** YYYY.MM
- **Version:** S-4

In the step **Definition**, update the period informed in the **Opening Scope** to the previous year.

In the step **Scope**, the following procedure describes how to update the companies (insertion & deletion) [Companies management in BFC - section 6. ScopeManagement](#)

After all the information is validated the scope has to be transferred to the **BFC_Prod_SCO** platform.

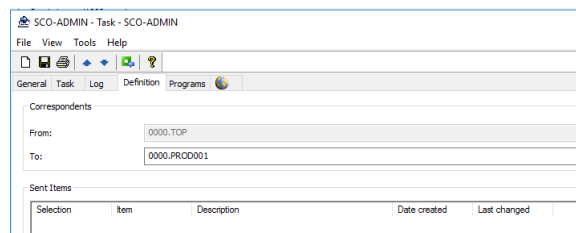
6.4 SCOPES OF CONSOLIDATION - Transfer from BFC_Top_SCO to BFC_Prod_SCO

BFC_Top_SCO

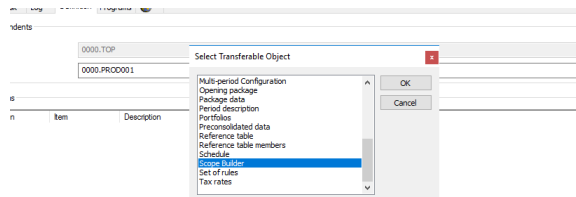
In the **Administration** domain select the **Task List** module, then open the object **SCO-ADMIN**.

Type	Code	Active	Status	Priority	Last run	Run next
Type of Task : Receive objects (9 items)						
Type of Task : Run audit (40 items)						
Type of Task : Run consolidation (98 items)						
Type of Task : Run intercompany reconciliations (18 items)						
Type of Task : Scan objects (1 item)						
Type of Task : Send objects (1668 items)						
SCO-WORK		✓	✓	→	1/12/2024 4:32:22 PM	-
SCO-ADMIN		✓	✓	→	1/11/2024 4:57:23 PM	-
SCO-GESTION		✓	✓	→	1/4/2024 5:13:00 PM	-
SCO-CTRLFIN		✓	✓	→	12/5/2023 9:41:38 AM	-
SCO-CONSO		✓	✓	→	11/17/2023 9:55:51 AM	-

Click on the icon  **New Transferable Object** to select the type of object to be transferred.

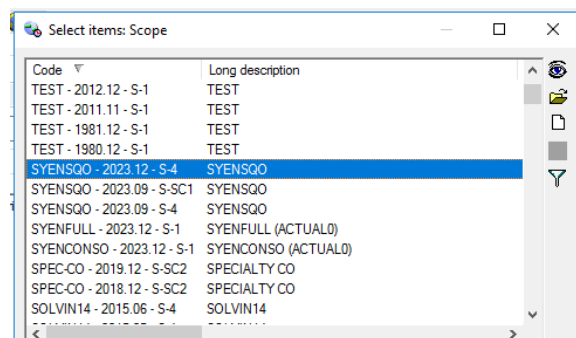


Select the option **Scope Builder**.



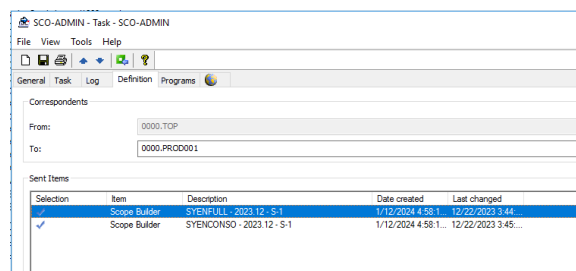
Then within the object to be transferred, it has to be select the items.

Click on the button **Select Items**  and select the scopes to be transferred.

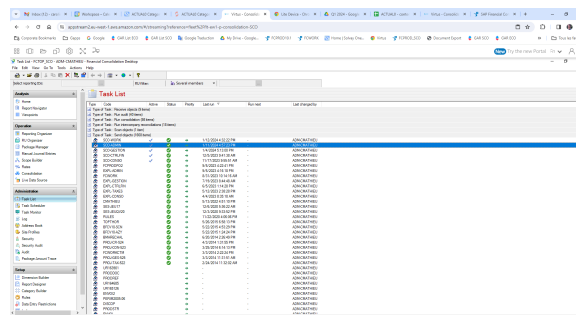


Back to the tab Definition, items selected to be transferred appear.

After have all items selected **Save** the task and **close** it.

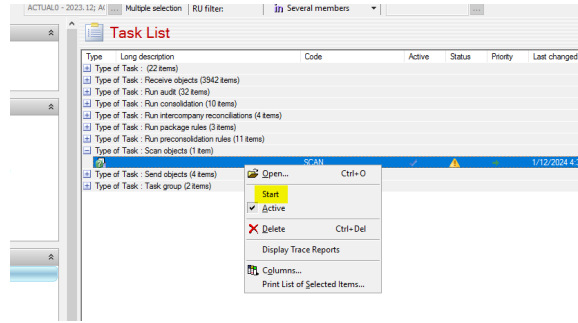


With the right click on the object **SCO-ADMIN** select the option **Start**. After this step the task has been transferred to the BFC_Prod_SCO platform.

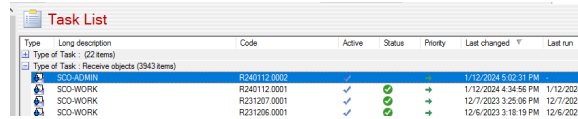


BFC_Prod_SCO

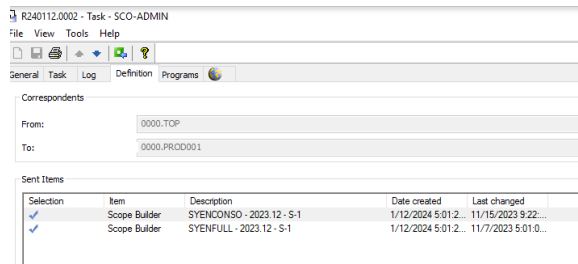
In the **Administration** domain select the **Task List** module, select the **SCAN** object with right click over it select the option **Start**.



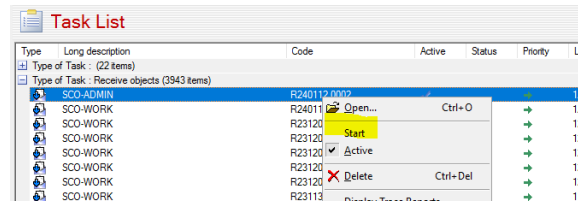
Then a new object will be available in **Receive Objects**.



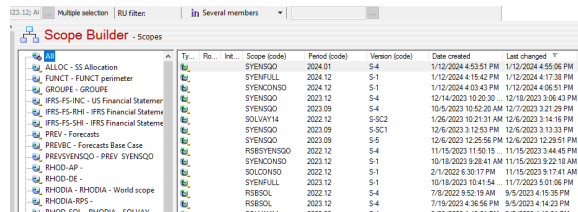
Open the new object and ensure that the items are those selected in BFC_Top_SCO.



With the right click on the object select the option **Start** to run the process.



After the process finishes, validate if the the Scope was properly transferred to the **Scope Builder** module.



7. CONSOLIDATIONS & INTERCO SETUP

7.1 CONSOLIDATIONS SETUP

There are **4 consolidations** required for the ACTUAL0 category:

- **SYENFULL V2.**
- **SYENCONSO V1**
- **SYENSQO V2**

This table summarizes **purpose and usage** of each:

Associated consolidations & scopes									
Usage/control	Scope of cnies needed	Scope	Variant	Opening bal.	Scope	Exc rates	Need for interco reconciliation	Schedule for control	
Timing of ACTUAL0 usage Reconciliation of shares mothers vs daughters. IG/IP/MEQ (based on comparison between L4005 and L4020)	Q1 Q2 Q3 Q4	IG IP MEQ	SYENSQO	2	Dec Y-1	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	yes	CD190_8
Reconciliation of shares mothers vs daughters - FULL. IG/IP/MEQ/ NC (based on comparison between L4005 and L4020) From March 2024, every quarter for Non Conso cnies	Q1 Q2 Q3 Q4	ALL	SYENFULL	2	Dec Y-1	Dec Y	Q1 Q2 Q3 Q4	yes	CD190_8
L4050 - Financial information on NC cnies (Dec Y-1)	Q3	NC	SYENCONSO	1	Dec Y-1	Dec Y-1	Dec Y-1	no	mirror schedule + Excel retrieves
ACTUAL0 scopes - main differences									
SYENSQO	IFRS IG/IP/ MEQ only - Non conso excluded								
SYENFULL	All IP IG MEQ NC @ 100%								
SYENCONSO	IG @ 100 % / MEQ IP NC in IP method at their % of interests								

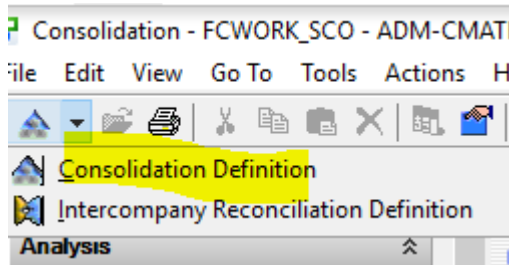
To create a consolidation it can be done **from scratch** or with reference to the version of the previous year **through the Save As** option.

The management of Consolidations is done in the **Consolidation** module within the **Operation** domain.

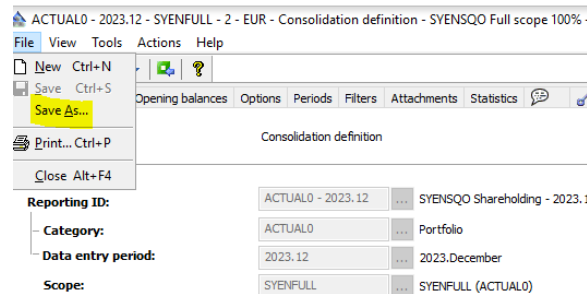
Consolidation definition	Reporting ID (code)	Long description	Scope code (to ...)	Lock	Process	Variant (to ...)
Intercompany reconciliation definition	ACTUAL0 - 2024.12	SYENSQO Scope Y-1 - For doc L4005 - CIRC revenue	SYENSQO		1	1
	ACTUAL0 - 2024.12	SYENSQO Full Scope Y-1 Ownership rate - For doc L4005 - Data for NC	SYENCONSO		1	1
	ACTUAL0 - 2024.12	SYENSQO Scope - For doc L4005/L4020 - Shareholding structure	SYENSQO		2	2
	ACTUAL0 - 2024.12	SYENSQO Full scope 100% - For doc L4005/L4020 - Shareholding struc...	SYENFULL		2	2

The consolidations are set for the category period, which should be informed in the field **Select Report IDs**, in this example ACTUAL0 - 2024.12.

To create a consolidation from the scratch select the option **Consolidation Definition**.



To create the consolidation with reference to another one, open the consolidation of the previous year/ period, and within the menu **File** choose the option **Save As**.

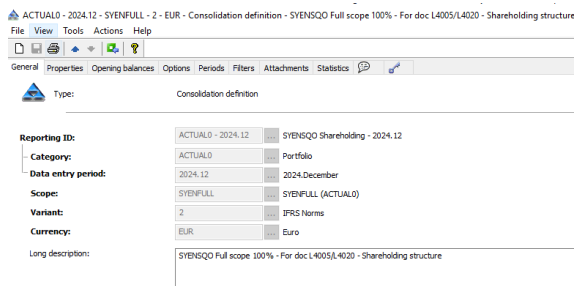


Through this option all the information are retrieved from the previous consolidation, hence the some information need to be update according to the new period.

7.1.1 CONSOLIDATIONS SETUP - SYENFULL V2

In the tab **General** should contain the following information:

- **Category:** ACTUAL0
- **Data entry period:** YYYY.12
- **Scope:** SYENFULL
- **Variant:** 2
- **Currency:** EUR
- **Long Description:** Syensqo full Scope 100% - For doc L4005/L4020 - Shareholding structure



In the tab **Properties** should contain the following information:

- **Scope Period:** YYYY.12
- **Version:** S-1
- **Set of rules:** OC-IFRS-2103
- **Multiply thresholds by:** 1
- **Conversion Rate Period:** YYYY.MM (latest available table in YYYY)
- **Conversion Rate Version:** REEL

ACTUAL0 - 2024.12 - SYENFULL - 2 - EUR - Consolidation definition - SYENSQO Full scope 100% - For doc L4005/L4020 - Shareho

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Scope

Scope: SYENFULL - 2024.12 - SYENFULL (ACTUAL0)

Scope code: SYENFULL SYENFULL (ACTUAL0)

Period: 2024.12 2024.December

Version: S-1 Final scope version

Set of rules: OC-IFRS-2103

Multiply thresholds by: 1

Conversion

Conversion rate: 2024.12 - REEL 2024.December -

Period: 2024.12 2024.December

Version: REEL

Cat. scen. used

Category scenario: ACTUAL0 - A2103 Version d'exploitation Groupe March 2021

Category: ACTUAL0 Portfolio

Version: A2103 Version exploitation Group Mars 2021

In the tab **Opening Balances** should contain the following information:

- **Category:** ACTUAL0
- **Data entry period:** previous YYYY.12
- **Scope:** SYENFULL
- **Variant:** 2
- **Currency:** EUR
- **Source period:** previous YYYY.12

ACTUAL0 - 2024.12 - SYENFULL - 2 - EUR - Consolidation definition - SYENSQO Full scope 100% - For doc L4005/L4020 - Shareholding structure

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Opening balance data

Consolidation:

Category: ACTUAL0 Portfolio

Data entry period: 2023.12 2023.December

Scope: SYENFULL SYENFULL (ACTUAL0)

Variant: 2 IFRS Norms

Currency: EUR Euro

Source period: 2023.12 2023.December

The information in the other tabs is generated automatically.

7.1.2 CONSOLIDATIONS SETUP - SYENCONSO V1

In the tab **General** should contain the following information:

- **Category:** ACTUAL0
- **Data entry period:** YYYY.12
- **Scope:** SYENCONSO
- **Variant:** 1
- **Currency:** EUR
- **Long Description:** SYENSQO Full Scope Ownership rate - For doc L4050 - Financial information on NC cnies

ACTUAL0 - 2024.12 - SYENCONSO - 1 - EUR - Consolidation definition - SYENSQO Full Scope Y-1 Ownership rate - For doc L4050 - Data for NC cnies

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Consolidation definition

Type:

Reporting ID: ACTUAL0 - 2024.12 SYENSQO Shareholding - 2024.12

Category: ACTUAL0 Portfolio

Data entry period: 2024.12 2024.December

Scope: SYENCONSO SYENCONSO (ACTUAL0)

Variant: 1 Legal statements

Currency: EUR Euro

Long description: SYENSQO Full Scope Y-1 Ownership rate - For doc L4050 - Data for NC cnies

In the tab **Properties** should contain the following information:

- **Scope Period:** previous YYYY.12
- **Version:** S-1
- **Set of rules:** OC-IFRS-2103
- **Multiply thresholds by:** 1
- **Conversion Rate Period:** previous YYYY.12
- **Conversion Rate Version:** REEL

ACTUAL0 - 2024.12 - SYENCONSO - 1 - EUR - Consolidation definition - SYENSQO Full Scope Y-1 Ownership rate - For doc L4050 - Data for NC cnies

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Scope

Scope: SYENCONSO - 2023.12 SYENCONSO (ACTUAL0)

Scope code: SYENCONSO SYENCONSO (ACTUAL0)

Period: 2023.12 2023.December

Version: S-1 Final scope version

Set of rules: OC-IFRS-2103

Multiply thresholds by: 1

Conversion

Conversion rate: 2023.12 - REEL 2023.December -

Period: 2023.12 2023.December

Version: REEL

Cat. scen. used

Category scenario: ACTUAL0 - A2103 Version d'exploitation Groupe March 2021

Category: ACTUAL0 Portfolio

Version: A2103 Version exploitation Group Mars 2021

In the tab **Opening Balances** should contain the following information:

- **Category:** ACTUAL0

- **Data entry period:** previous YYYY.12
- **Scope:** SYENCONSO
- **Variant:** 1 (from 2022)
- **Currency:** EUR
- **Source period:** previous YYYY.12

The information in the other tabs is generated automatically.

Field	Value
Consolidation	ACTUAL0 - 2023.12 - S
Category	ACTUAL0
Data entry period	2023.12
Scope	SYENCONSO
Variant	1
Currency	EUR
Source period	2023.12

7.1.3 CONSOLIDATIONS SETUP - SYENSQO VARIANT 2

In the tab **General** should contain the following information:

- **Category:** ACTUAL0
- **Data entry period:** YYYY.12
- **Scope:** SYENSQO
- **Variant:** 2
- **Currency:** EUR
- **Long Description:** SYENSQO Scope - For doc L4005 /L4020 - Shareholding structure

Field	Value
Reporting ID	ACTUAL0 - 2024.12
Category	ACTUAL0
Data entry period	2024.12
Scope	SYENSQO
Variant	2
Currency	EUR
Long description	SYENSQO Scope - For doc L4005/L4020 - Shareholding structure

In the tab **Properties** should contain the following information:

- **Scope Period:** YYYY.MM - Set for the quarterly closing of reference

Version: S-4

- **Set of rules:** OC-IFRS-2103
- **Multiply thresholds by:** 1
- **Conversion Rate Period:** YYYY.MM (latest available table in YYYY)
- **Conversion Rate Version:** RE EL

Field	Value
Scope	SYENSQO - 2024.12 - S
Set of rules	OC-IFRS-2103
Multiply thresholds by	1
Conversion rate	2024.12 - REEL
Category scenario	ACTUAL0 - A2103

In the tab **Opening Balances** should contain the following information:

- **Category:** ACTUAL0
- **Data entry period:** previous YYYY.12
- **Scope:** SYENSQO
- **Variant:** 2
- **Currency:** EUR

Source period: previous YYYY.12

Field	Value
Consolidation	ACTUAL0 - 2023.12 - S
Category	ACTUAL0
Data entry period	2023.12
Scope	SYENSQO
Variant	2
Currency	EUR
Source period	2023.12

The information in the other tabs is generated automatically.

7.2 INTERCOMPANY RECONCILIATION SETUP

Purpose of this reconciliation performed using ACTUAL0 scopes is to **compare and check consistency between shares declared by mothers** (schedule L4005 from ACTUAL package) **versus the ones declared by daughters** (schedule L4020 from ACTUAL0 package) using **BFC report "CD 190_8"**.

7.2.1 INTERCO SETUP - using consolidation SYENSQO V2 (IG IP MEQ only)

In the tab **General** should contain the following information:

- **Category:** ACTUAL0
- **Data entry period:** YYYY.12
- **Scope:** SYENSQO
- **Variant:** 2
- **Currency:** EUR
- **Reconciliation Variant:** A-1

ACTUAL0 - 2023.12 - SYENSQO - 2 - EUR - A-1 - Reconciliation definition

File View Tools Help

General Definition Statistics

Type: Intercompany reconciliation definition

Consolidation:

Category: ACTUAL0

Data entry period: 2023.12

Scope: SYENSQO

Variant: 2

Currency: EUR

Reconciliation variant: A-1

Long description:

In the tab **Definition** should contain the following information:

- **Other set of rules:** C-RAPRO-ACT0
- **Select reporting units to be processed:** All reporting units

ACTUAL0 - 2023.12 - SYENSQO - 2 - EUR - A-1 - Reconciliation definition

File View Tools Help

General Definition Statistics

Processing type

Source consolidation set of rules: ACTUAL0 - 2023.12 - SYENSQO - 2 - EUR

Other set of rules: C-RAPRO-ACT0

Specific reconciliation rule:

Select reporting units to be processed

All reporting units

Only reporting units with package data

7.2.2 INTERCO SETUP - using consolidation SYENFULL V2 (Non Conso cnies included)

In the tab **General** should contain the following information:

- **Category:** ACTUAL0
- **Data entry period:** YYYY.12
- **Scope:** SYENFULL
- **Variant:** 2
- **Currency:** EUR
- **Reconciliation Variant:** A-1

ACTUAL0 - 2023.12 - SYENFULL - 2 - EUR - A-1 - Reconciliation definition

File View Tools Help

General Definition Statistics

Type: Intercompany reconciliation definition

Consolidation:

Category: ACTUAL0

Data entry period: 2023.12

Scope: SYENFULL

Variant: 2

Currency: EUR

Reconciliation variant: A-1

Long description:

In the tab **Definition** should contain the following information:

- **Other set of rules:** C-RAPRO-ACT0
- **Select reporting units to be processed:** All reporting units

ACTUAL0 - 2023.12 - SYENFULL - 2 - EUR - A-1 - Reconciliation definition

File View Tools Help

General Definition Statistics

Processing type

☐ Source consolidation set of rules: ACTUAL0 - 2023.12 - SYENFULL - 2 - EUR

☒ Other set of rules

C-RAPRO-ACT0 ... C-RAPRO-ACT0

☐ Specific reconciliation rule

Select reporting units to be processed

☒ All reporting units

☐ Only reporting units with package data

7.3 CONSOLIDATIONS SETUP - Quarterly Update

On a quarterly basis:

- Periods of the **Conversion Rate** in the consolidation **SYENSQO V2** and **SYENFULL V2** should be updated to the ones applicable on the quarterly period.
- In **SYENSQO V2**, the **Scope** must also be updated every quarter with the latest SYENSQO available

In the tab **Properties** update the following fields:

- Conversion rate period to replace by the latest available Exc Rates table** (YY Y.03 early April / YYY.06 early July...)
- SYENSQO V2: Scope period to replace by the latest available scope** (YYY.03 early April / YYY.06 early July...)

ACTUAL0 - 2023.12 - SYENSQO - 2 - EUR - Consolidation definition - SYENSQO Scope - For doc L4005/L4020 - Shareholdin

File View Tools Actions Help

General Properties Opening balances Options Periods Filters Attachments Statistics

Scope

Scope code: SYENSQO ... SYENSQO

Period: 2023.12 ... 2023.Décembre

Version: S-4 ... Solvay désopacifié

Set of rules: OC-IFRS-2103 ... OC-IFRS-2103

Multiply thresholds by: 1

Conversion

Conversion rate: 2023.12 - REEL ... 2023.Décembre - Taux réels

Period: 2023.12 ... 2023.Décembre

Version: REEL ... Taux réels

Cat. scen. used

Category scenario

Category: ACTUAL0 ... Phase Portefeuille

Version: A2103 ... Version exploitation Group Mars 2021

7.4 CONSOLIDATION & INTERCO - Run scheduling

Purpose of this scheduling is to run automatically both consolidation and reconciliation on a given period and at a defined frequency.

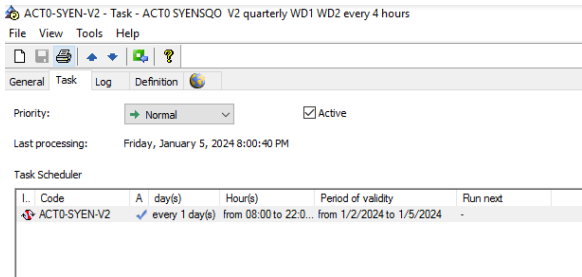
4 tasks created to run each quarter from WD1 till WD4 every hour:

- Based on **SYENSQO scope / variant 2**:
 - Consolidation => **ACT 0-SYEN-V2**
 - Corresponding interco reconciliation (comparing shares numbers declared by mothers & daughters) => **A0-INT-SYENS**

Type	Long description	Code
Type of Task : (22 items)		
Type of Task : Receive objects (3988 items)		
Type of Task : Run audit (32 items)		
Type of Task : Run consolidation (7 items)		
ACT0 SYENFULL V2 quarterly WD1 WD2 WD3 WD4 every hour		ACT0-SYEFULL
ACT0 SYENSQO V2 quarterly WD1 WD2 WD3 WD4 every hour		ACT0-SYEN-V2
RSB SYENSQO D5 to D20 once a day 5am		RSB-SYENSQO
ACT1-TAX SYENSQO - WD-4 to WD-1 every hour		ACT1-TAX-SYE
SYENSQO-USD AUTO WD4 to WD10 every hour		SYENSQO-USD
SYENSQO-EUR AUTO WD3 to WD6 every hour		SYENSQO-EUR
ACT2-HC-TAX-SYENSQO		ACT2-HC-SYEN
Type of Task : Run intercompany reconciliations (3 items)		
ACT0 INTERCO SYENSQO quarterly WD1 WD2 WD3 WD4 every hour		A0-INT-SYENS
ACT0 INTERCO SYENFULL quarterly WD1 WD2 WD3 WD4 every hour		A0-INT-SYEF
INTERCO-SYENSQO-AUTO WD3 to WD5 every hour		IC-SYEN-AUTO
Type of Task : Run package rules (3 items)		
Type of Task : Run preconsolidation rules (11 items)		
Type of Task : Scan objects (1 item)		
Type of Task : Send objects (4 items)		
Type of Task : Task group (2 items)		

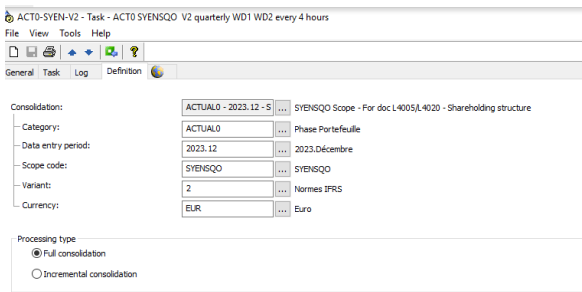
- Based on **SYENFULL scope / variant 2:**
 - Consolidation => **ACT0-SYEFULL**
 - Corresponding interco reconciliation (comparing shares numbers declared by mothers & daughters)
=> **A0-INT-SYEF**

Every quarter, the **period of validity** needs to be updated to **start from WD1 morning and to finish at the end of WD4**.



Besides the adjustment on dates (to be done every quarter), **tasks definition must also be updated once new conso & interco 12.YYYY has been set up**.

In the example on the right, 2023.12 value for 2023 reporting.



8. COMPANIES OPERATIONS

8.1 COMPANIES OPERATIONS - New Companies

When the group acquires a new company, whatever its consolidation status, a **package has to be created in the ACTUAL0 Category**.

To create the package ensure that the company has already been created in BFC, otherwise follow the instructions in the **Procedure related to Companies management in BFC**:

After the communication from the Corporate Secretary, the information about the concerned company should be **available in the Structure File available in the GAR SYENSQO AODOCs Library**.

Within the **Operation** domain select the **RU Organizer** module.

The screenshot shows the "RU Organizer" window in the software. On the left, there's a sidebar with navigation options like Home, Report Navigator, Viewpoints, Operation, Reporting Organizer, RU Organizer (highlighted), Package Manager, Manual Journal Entries, Scope Builder, RATES, Consolidation, and Live Data Source. The main area displays a table titled "Actual Portfolio Code (IG items)" with columns for Pack#, Category code, Date entry period..., Reporting..., PO2 Code, and Reporting unit (for...). A dropdown menu is open over the first row, which has highlighted values: ACTUAL0, 2024_12, 39190, SCO, RHODIA PARTICI... The menu includes actions such as Open..., Generate Package at Current Site, Insert Reporting Units... (highlighted with a yellow box), Generate Key For Unlocking Packages, Generate Key For Publishing Packages by Special Permission, Package workflow, Delete, Display Trace Reports, and Columns.... At the top right, it says "in Several members".

Insert Reporting Units

You can insert reporting units by taking all reporting units defined for a source reporting ID or by selecting a list of reporting units.

☐ Select source reporting ID:

Category:

Date entry period:

☒ Select a list of reporting units:

ACTUAL - 2024.12 RU Organizer

Pack	Category code	Data entry type	Reporting	PO2 Code	Reporting unit (long description)	Currency code	Op. pack	gens	Folder	Internet folder
12 Empty Packable Code (12.00 items)										
1	ACTUAL - 2024.12	63390	ECO		COSEDERATION FOSFONANO S.F.A	EUR				ACTUALNEW
2	ACTUAL - 2024.12	60603	ECO		INDUSTRIAL GUM & CHEMICALS LTD	EUR	1/12/2024 3:25:18 PM			ACTUALNEW
3	ACTUAL - 2024.12	7910	ECO		RELY MANAGE	EUR				ACTUALNEW

By default, when a package is added through the **Insert Reporting Units** option, the definitions are the same than the Category created in the **Reporting Organizer** module, it means, the package has the definitions of a Consolidated company. Then if the new company is a not consolidated, the definitions have to be changed.

Since the **schedules collected for a Not Consolidated and a Consolidated (IG IP MEQ) company are different**, this tab has some specification for each type of company. Set of schedules per type of company are **defined in this document "BFC Admin Reporting set up per category and period"**

- **Windows and Internet folder:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Internet-specific folder:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Set-of controls:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Control level to be reached:** Q
 - This field need a special attention, because if any the

previous field is changed this one is deleted, always ensure it is fulfilled properly.

- ☒ **Blocking** - Flag the option Blocking.
- ☐ **Apply to central manual journal entries** - **MUST NOT** be flagged
- **Opening balance:**
 - **Category:** ACTUAL0.
 - **Data entry period:** **YYYY-1.12** - Inform the period which the opening balances are retrieved. Always December of previous year.
 - **Scope:** **SYENFULL** - This scope is taken into account all the companies in the Group's structure.
 - **Variant:** **2** - This information is related to the consolidation rules, in this instance is the variant 2, which considers the IFRS Norms.
 - **Consolidation currency:** EUR - The Group Consolidation Currency, always EUR, regardless the company currency.

(ACTUAL0 - 2024.12 - 64320) - RU Organizer - BIOEUTECTICS S.A.

File View Tools Actions Help

General Roadmap Package Restrictions Control Panel Operation

Windows and Internet folder: ACTUAL0-FI ACTUAL0 - Financial information - non conso entities

Internet-specific folder: ACTUAL0-FI ACTUAL0 - Financial information - non conso entities

Set of controls: ACT0-NCQ3Q4 Set of control ACT0 - Non Consol Q3 & Q4

Group control level: Q

☒ Blocking

☐ Apply to central manual journal entries as well

Lock on publication: Total

Set of rules: [empty]

☒ Opening balance data

☒ Consolidated ☐ Preconsolidated

Consolidation: ACTUAL0 - 2023.12 - 5 SYENSQO Full scope 100% - For doc L4005L4020 - Shareholding structure

Category: ACTUAL0 Portfolio

Data entry period: 2023.12 2023.December

Scope: SYENFULL SYENFULL (ACTUAL0)

Variant: 2 IFRS Norms

Consolidation currency: EUR Euro

Associate opening balance data periods: [empty]

Consolidated Company (IG IP MEQ)

- **Windows and Internet folder:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Internet-specific folder:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Set-of controls:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Control level to be reached:** **Q** - This field need a special attention, because if any the previous field is changed this one is deleted, always ensure it is fulfilled properly.

(ACTUAL0 - 2024.12 - 00003) - RU Organizer - SOLVAY PARTICIPATIONS BELGIE SA

File View Tools Actions Help

General Roadmap Package Restrictions Control Panel Operation

Windows and Internet folder: ACTUAL0NEW ACTUAL0 - > From September 2019

Internet-specific folder: ACTUAL0NEW ACTUAL0 - > From September 2019

Set of controls: ACT0-IG Set of control ACT0 QTR Solvay Legacy

Group control level: Q

☒ Blocking

☐ Apply to central manual journal entries as well

Lock on publication: Total

Set of rules: [empty]

☒ Opening balance data

☒ Consolidated ☐ Preconsolidated

Consolidation: ACTUAL0 - 2023.12 - 5 SYENSQO Scope - For doc L4005L4020 - Shareholding structure

Category: ACTUAL0 Portfolio

Data entry period: 2023.12 2023.December

Scope: SYENSQO SYENSQO

Variant: 2 IFRS Norms

Consolidation currency: EUR Euro

Associate opening balance data periods: [empty]

- ☒ **Blocking** - Flag the option Blocking.
- ☐ **Apply to central manual journal entries** - **MUST NOT** be flagged
- **Opening balance**
 - **Category:** ACTUAL0.
 - **Data entry period:** **Y** **YYY-1.12** - Inform the period which the opening balances are

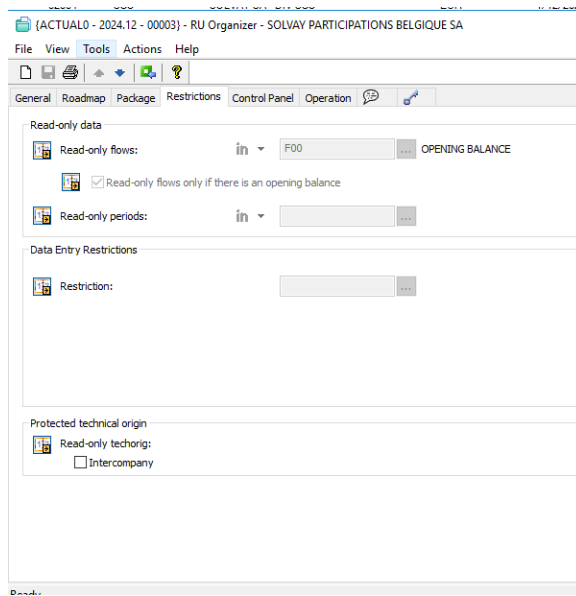
retrieved. Always
December of
previous year.

- **Scope:** SYENSQO-
This scope is taken
into account just the
consolidated
companies.
- **Variant: 2** - This
information is related
to the consolidation
rules, in this instance
is the variant 2, which
considers the IFRS
Norms.
- **Consolidation
currency:** EUR - The
Group Consolidation
Currency, always
EUR, regardless the
company currency.

The tab **Restrictions** is automatically
filled, but it is necessary to confirm that
the option Read-only flows is set for the
F00, this means that the opening
balances are not available for edition.

Then save .

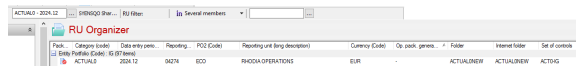
 All the other tabs are
automatically filled.



Outside the package creation/edition
screen, make sure all the information is
compliant.

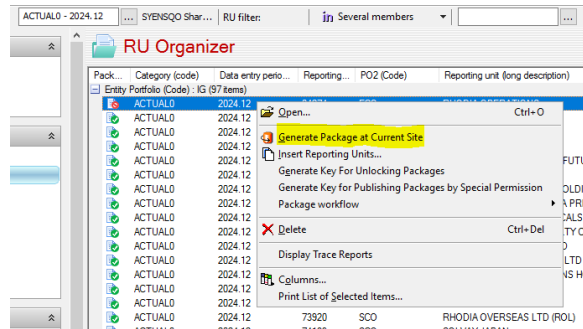
At this stage the package is created at
the "RU Organizer" module.

Its status is: **The package has not
been generated.**

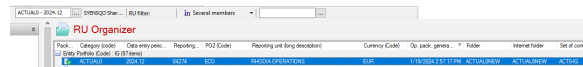


Pack	Category (code)	Data entry perm.	Reporting	PCE Code	Reporting unit (org description)	Currency (code)	Op. pack. gener.	Folder	Internal folder	Set of controls
ACTUAL0										

To generate the package, choose with
right click the option: **Generate
Package at Current Site.**



Then status will be changed, meaning that the package is now available at the "Package Manager" module, thus available for the users that have access for this company at this phase.



8.2 COMPANIES OPERATIONS - End of Companies (liquidated / merged / sold)

Reporting Setup

Generally, for the companies that left the Group during the course of the year, the packages remain in the ACTUAL0 - YYYY.12, however at the **beginning of the next year** the packages **should not be generated**.

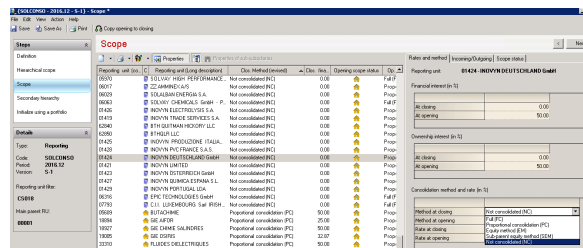
Along the year YYYY the packages of these companies should stay **Protected**, instead locked, this way it is possible to identify the companies that left the Group.

Scope of Consolidation

When a company left the Group, the company should be updated in the Scope of Consolidation.

The companies should be **set as Not Consolidated** and their **Financial and ownership interests set to 0** in the three scopes:

- SYENCONSO
- SYENFULL
- SYENSQO



Note that in **SYENCONSO** and **SYENFULL** scopes, it is **not necessary to create an intermediate package** for the company in the tab Incoming /Outgoing of the scope.

While in the scope **SYENSQO** there are only Consolidated companies, it means that just the companies **IG, IP and ME** can be excluded from this scope, and it should be created the **intermediate package** for these companies in the tab Incoming /Outgoing of the scope. For more details of operations in the scope SYENSQO, scope, refer to the **Procedure related to Companies management in BFC**.

8.3 COMPANIES OPERATIONS - Change of Consolidation Method

The change of the method of consolidation concerns the transition **from the Not Consolidated/ Equity Method/ Proportional to Full Consolidated**, or **vice versa**. In other words, this transition is assimilated to either an increase or decrease in the rate of integration.

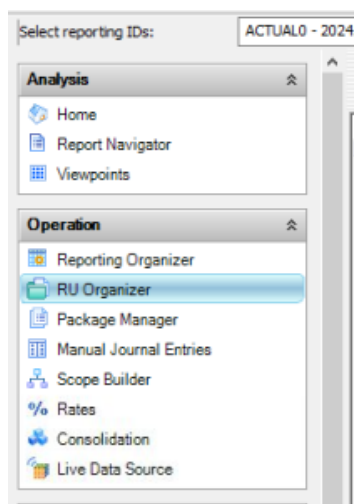
The change of consolidation method should be **communicated by the Syensqo Corporate Secretary** as well as available in the [Structure File](#) within the **GAR SYENSQO AODOCs Library**.

As a consequence of such change, **content of their ACTUAL0 package** may have to be **amended, as well as the reporting setup and the scope of consolidation**.

Reporting Setup

In the **BFC_Prod_SCO**, enter in the category for the correspondent period, in this instance, it should be ACTUAL0 – 2017.12.

Within the **Operation** domain select the **RU Organizer** module and open the company to be updated.



In the tab **Package** it will be informed what determines the documents that are shown in the company's package, as well as the set of rules (Validations), opening balance, and the Scope that the company is assigned on this phase.

The information in this tab has to be updated according to the new consolidation method.

Company moving to Not Consolidated status

- **Windows and Internet folder:** ACTUAL0-FI - refer to this document "**BFC Admin Reporting set up per category and period**"
- **Set-of controls:** either ACT0-NCQ1Q2 or ACT0-NCQ3Q4 depending on when it occurs during the year - refer to this document "**BFC Admin Reporting set up per category and period**"
- **Control level to be reached:** not to be changed - remains Q

☒ **Blocking** - Flag the option Blocking.

☐ **Apply to central manual journal entries** - **MUST NOT** be flagged

- **Opening balance:**
 - **Category:** ACTUAL0.
 - **Data entry period:** YYY-1.12 - Inform the period which the opening balances are retrieved. Always December of previous year.

A screenshot of the 'Package' tab in the Syensqo application. The window title is '(ACTUAL0 - 2024.12 - 64520) - RU Organizer - BIOEUTECTICS S.A.'. The 'Package' tab is selected in the top navigation bar. The form contains several sections: 'Windows and Internet folder' with 'ACTUAL0-FI'; 'Internet-specific folder' with 'ACTUAL0-FI'; 'Set of controls' with 'ACT0-NCQ3Q4'; 'Group control level' with 'Q'; 'Lock on publication' with 'Total'; 'Set of rules' with a dropdown; 'Opening balance data' with 'Consolidated' selected; 'Consolidation' section with 'Category' as 'ACTUAL0', 'Data entry period' as '2023.12', 'Scope' as 'SYENFULL', 'Variant' as '2', and 'Consolidation currency' as 'EUR'. There is also a 'Preconsolidated' option and a 'SYENSQO Full scope 100% - For doc L4005(A-4020 - Shareholding stru' option. At the bottom, there is a field for 'Associate opening balance data periods' with a calendar icon.

- **Scope:** SYENFULL - This scope is taken into account all the companies in the Group's structure.
- **Variant:** 2 - This information is related to the consolidation rules, in this instance is the variant 2, which considers the IFRS Norms.
- **Consolidation currency:** EUR - The Group Consolidation Currency, always EUR, regardless the company currency.

Company moving from Non Conso to Consolidated status (IG or IP or MEQ)

- **Windows and Internet folder:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Internet-specific folder:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Set-of controls:** refer to this document "**BFC Admin Reporting set up per category and period**"
- **Control level to be reached:** Q - This field need a special attention, because if any the previous field is changed this one is deleted, always ensure it is fulfilled properly.

☒ **Blocking** - Flag the option Blocking.

☐ **Apply to central manual journal entries** - **MUST NOT** be flagged

- **Opening balance**
 - **No change.** If we change to SYENSQO, no opening will appear as the company was not in this SYENSQO conso previous year

(ACTUAL0 - 2024.12 - 00319) - RU Organizer - EMPRESA SALINERA E DE NAVEGACAO IGORONHON S.A. - ESNISA

File View Tools Actions Help

General Roadmap Package Restrictions Control Panel Operation

Windows and Internet folder: ACTUAL0-F1 ACTUAL0 - Financial information - non conso entities

Internet-specific folder: ACTUAL0-F1 ACTUAL0 - Financial information - non conso entities

Set of controls: ACT0-NICQ3Q4 Set of control ACT0 - Non Conso Q3 & Q4

Group control level: Q

☒ Blocking
☐ Apply to central manual journal entries as well

Lock on publication: Total

Set of rules:

☒ Opening balance data

☒ Consolidated ☐ Preconsolidated

Consolidation: ACTUAL0 - 2023.12 - S SYENSQO Full scope 100% - For doc L40056.4020 - Shareholding structure

Category: ACTUAL0 Portfolio

Data entry period: 2023.12 2023.December

Scope: SYENFULL SYENFULL (ACTUAL0)

Variant: 2 IFRS Norms

Consolidation currency: EUR Euro

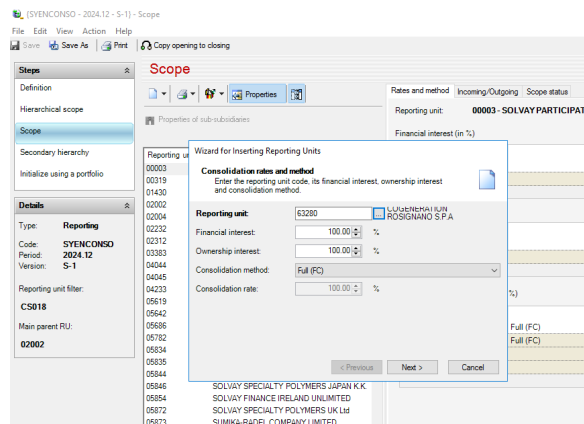
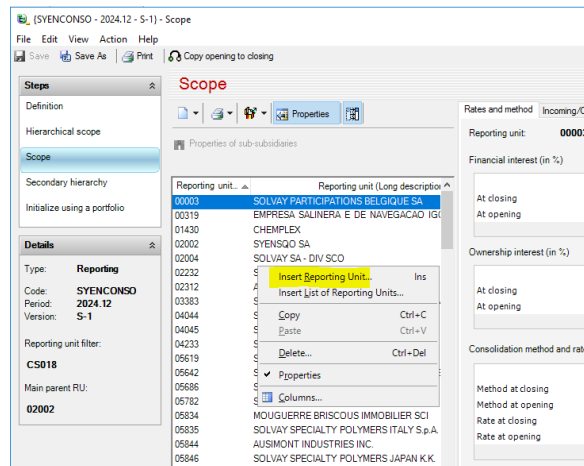
Associate opening balance data periods:

Scope of Consolidation

Within the **Operation** domain, select the **Scope Builder** module and open the scope **SYENCONSO**, then choose the company that needs to be updated and change:

- **Financial Interest at Closing:** Enter the rate
- **Ownership Interest at Closing:** Enter the rate

- **Method at closing:** Select the new method of consolidation



In the scope **SYENSQO**, if a company changes from **Not Consolidated** to **Consolidated** the company needs to be added to the scope. For this, within the scope, click on the button **Insert**

Reporting Units and enter the company code and rates.

If the company was already present in the scope and changed the consolidation method, its information needs to be updated in accordance to the new method.

When a company change its Consolidation Method no action is needed in the Scope **SYENFULL**, since all companies are set as Full Consolidated.

END OF PROCEDURE