

I close the reconciliation accounts

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

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

2. Add the following Labels:

- Scope of applicability: ww, country_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore
- 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. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain: Central Finance Processes & Compliance

Responsibility area: Coordinate Accounts Reconciliation and Analysis

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Scope



WW

ERP



WP1



PI1



PF1

Frequency



Month

References

Forms

Attachments

8. Add the link to attachments or external links

[I maintain master data](#) << I close the reconciliation accounts >> [I manage threshold accounts](#)

1. Objective and Scope

1.1 Objective of this Operation

Understand how you can change accounts status

1.2 Scope

All companies released according [ARA Timetable](#)

2. Definitions

See Finance Glossary:

- Add if necessary.

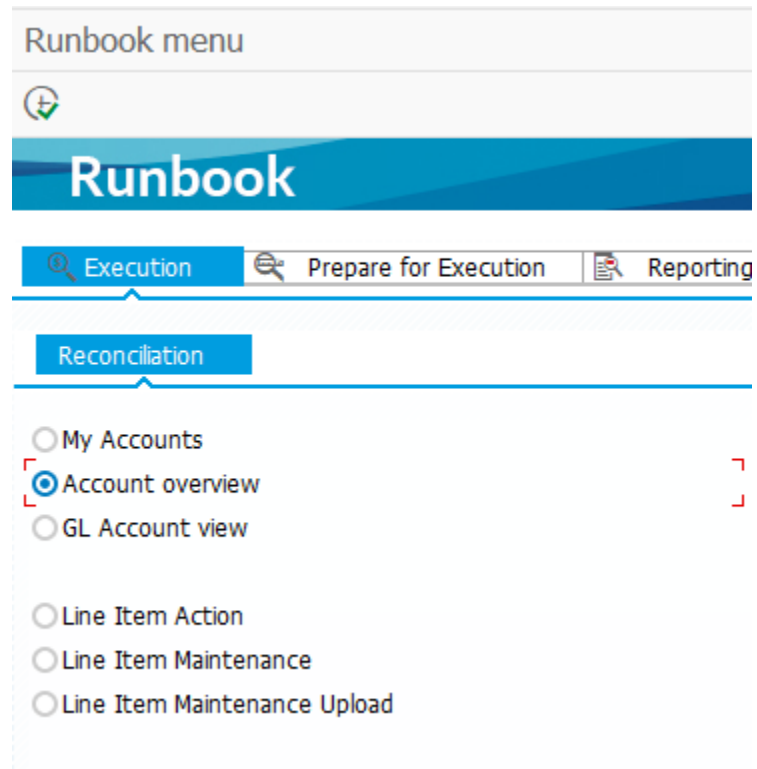
3. Tasks description

How to change the accounts status from Reviewer to Closed after reconciliations finished

3.1. *I open accounts reconciled*

3.1.1.

I go to /n/bsar/menu on tab prepare for execution and select Account overview



I select the reconciliation period and process status reviewer:

Account Overview



Analysis Time Frame

Fiscal Year

Posting period to 

Restriction

Area to 

Account Item to 

G/L Acct. - Single Reconc. to 

 Hide additional fields

Additional fields

Get Area via Company Code to 

Account Hierarchy to 

Account Hierarchy - sublevel to 

Responsibility Group to 

User Type to 

Type of Account Item to 

Planning 

Frequency to 

Risk Level to 

Reconciliation Level to 

Manual Reconciliation to 

Balance Categorization to 

Special G/L postings to 

Rule Set to 

Formula ID to 

BBU Active to 

 Show custom fields

Process status  to 

I run the transaction.

3.1.2.

After the transaction run, I select all accounts and click on Bulk certify.

Account Overview

Period	Exec Resp.Grp.	Hierarchy	Area	Area Description	Acc Item	Account item Description	G/L A	
2022-04	COUNTRYACT	GROUPSOLV	KR03383	Solvay Specialty Polymers Korea Co Ltd, Seoul	X200-100	Income Taxes	45100	
2022-04	COUNTRYACT	GROUPSOLV	KR03383	Solvay Specialty Polymers Korea Co Ltd, Seoul	X200-901	Other Taxes	24122	
2022-04	COUNTRYACT	GROUPSOLV	LU06044	Solvay Hortensia SA, Luxembourg	L100-100	Equity	30300	
2022-04	COUNTRYACT	GROUPSOLV	LU06044	Solvay Hortensia SA, Luxembourg	X200-100	Income Taxes	45500	
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	A410-100	Insurance	23220	
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	A410-100	Insurance	27000	
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	L100-220	IAS 19 Revised	30312	
2022-04	SU_FA_GL	GROUPSOLV	MX05726	Solvay Mexicana S. de R.L. de C.V., Monterrey	L500-200	GL IAS 19 Provision	Group	
2022-04	SU_FA_GL	GROUPSOLV	MX06300	Solvay Fluor Mexico SA de C.V., Ciudad Juarez	L100-220	IAS 19 Revised	30312	
2022-04	SU_FA_GL	GROUPSOLV	MX06300	Solvay Fluor Mexico SA de C.V., Ciudad Juarez	L500-200	GL IAS 19 Provision	Group	
2022-04	COUNTRYACT	GROUPSOLV	MX06300	Solvay Fluor Mexico SA de C.V., Ciudad Juarez	X200-100	Income Taxes	45100	
2022-04	SU_FA_GL	GROUPSOLV	NL00294	Solvay Chemie BV, Linne-Herten	L500-200	GL IAS 19 Provision	Group	
2022-04	COUNTRYACT	GROUPSOLV	NL00294	Solvay Chemie BV, Linne-Herten	X200-100	Income Taxes	45500	

I click on OK for next boxes, and the accounts will closed:

End of document.