Bank Accesses

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Scope

EMEA

ERP

PI1 PF1 WP1

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2. Objective and Scope

The purpose of this document is to have a detailed procedure on how to access the Bank websites and retrieve information regarding payments and transfers.

This operating procedure (OP) applies to all EMEA companies and customer payments for invoices factored to Solvay SA.

3. Definitions

- SBS: In the current document, "Solvay Business Services" will be replaced by its abbreviation "SBS".
- CCT AR: Customer Credit & Trade Accounts Receivable
- CCT CM: Customer Credit & Trade Credit Management
- CCT CCL: Customer Credit & Trade Cash Collections
- OP: Operating procedure
- 0231: Company code in PI1 system for Solvay SA

4. Bank Accesses

In some situations,as described below, we might have the need to go to Bank website to check some information:

- In the last day of the month, it is common to receive CM's/CCL team requests to check if a payment was received to release orders
- Check if a payment has more details than the one we have received in SAP bank statement
- Search a specific payment by amount
- Check the value date of a specific payment
- Search unpaids and its description

4.1 BBVA Spain

Enter on the following link:

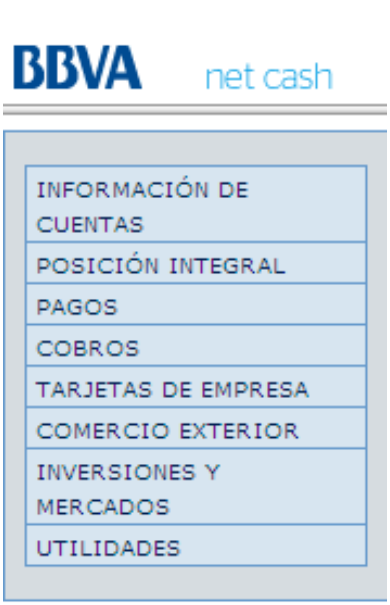
https://www.bbvanetcash.com/local_tlsb/KDPOSolicitarCredencialesES_pt.html

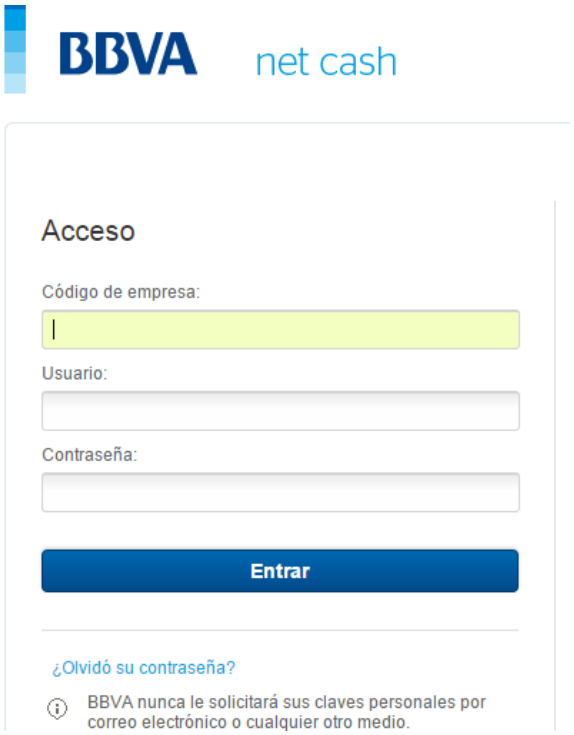
The screen should be filled in as follows:

- Cód. Empresa ou Instituição:
  20034107
- Cód. Utilizador: SOLVAY
- Password de Acesso:
  SOLVAY3

Then click on Entrar

Afterwards, on the right side you have several options as:

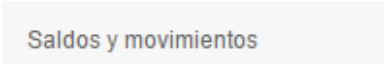




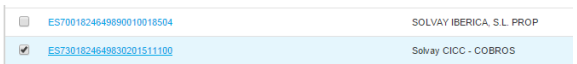
Click on "Información de Cuentas"

and the following screen will appear:

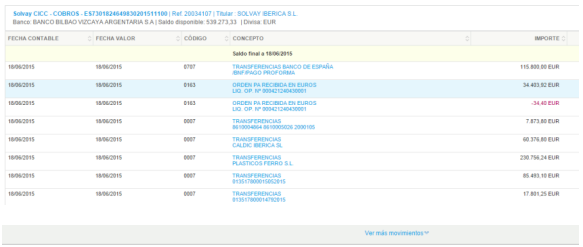
On the first option "Saldos y movimentos" we can see the payments that are being done on the current day by customers. This can be important to Credit Management Team to check if a payment has been already done. In this case, we should click on



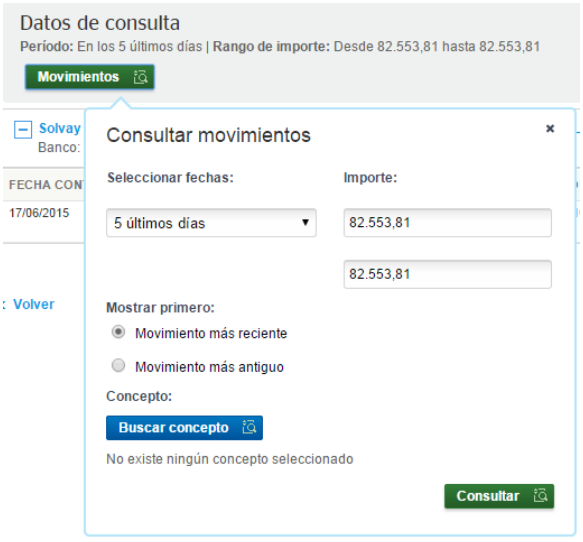
, choose the correct bank account:



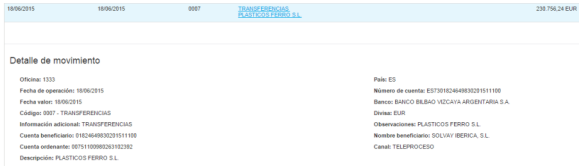
Double click on the account number so see the payment per date with the respective balances:



To check older statements press "Ver más movimientos"at the bottom of the page, or in case you want to search a particular amount you can do it on the selection "Movimientos" at the top of the page, then click "Consultar"



To see the details of a payment double click on the area highlighted in Blue:



Example of a Cheque/Pagare Payment:

Example of a Remessa of Recibos:

Unpaids

Whenever we need information regarding one unpaid for Spain, we should send an email to GLOBALESBARNA@grupobbva.com with the following subject: "SOLVAY IBERICA- Cta 0182 4649 83 0201511100 EUR Solvay CICC - COBROS -Consulta sobre dos pagarés no abonados en cuenta". On the email we should mention the amount, date and if possible to customer related.

4.2 BNP

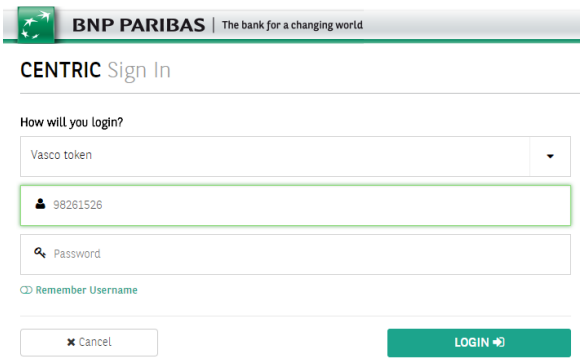
Warnings

- This link grants access to all Solvay SA, Rhodia and Cytec BNP bank accounts.
- Warning: A token is needed

Follow the steps below:

Go to the following link: BNP Paribas CENTRIC

Then insert Authentication ID which is 98261526

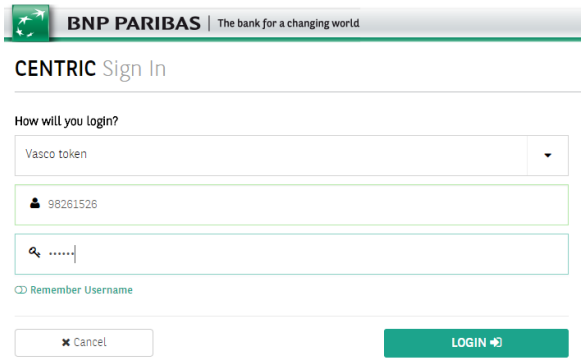


Afterwards, use the token given by the Bank. Press on button to switch on the token. Then insert the number 225369:

After insert number 1 on Appli.

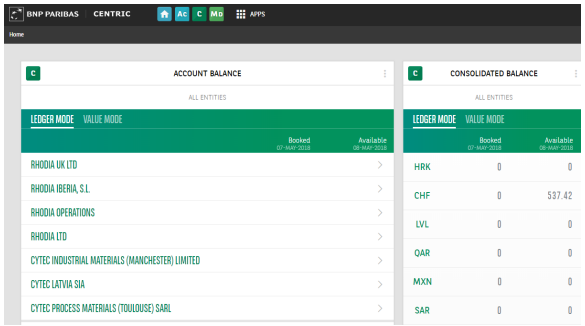
The number given by the token should be used on the Password requested by the Bank.

Afterwards, press "Login".



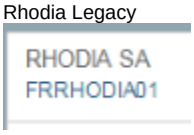
The following screen will appear.

Select the icon on top to enter conexis.

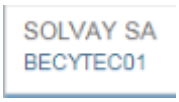


Select the corresponding access:

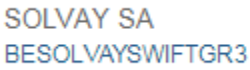
- Rhodia Legacy

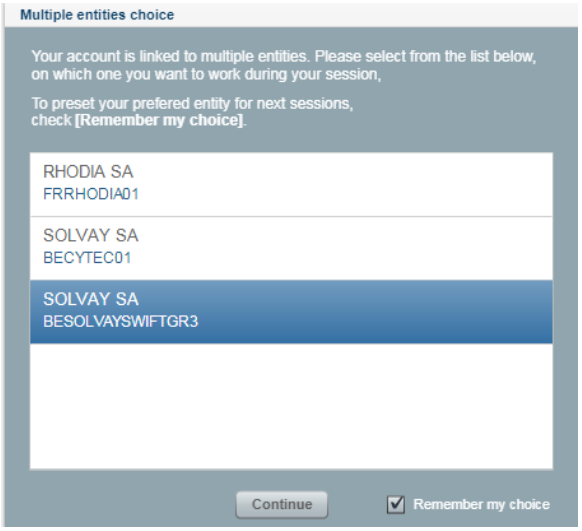


- Cytec Legacy

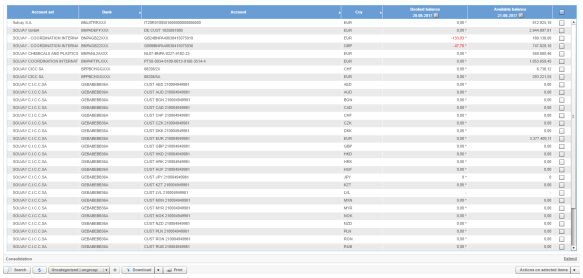


- Solvay Legacy



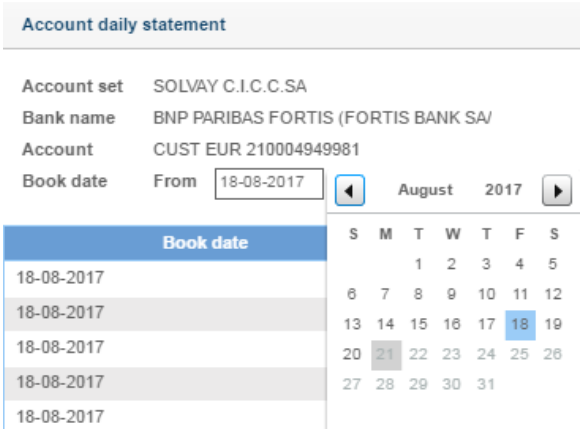


You should check "Account" column to check the Solvay SA Bank. In the "Ccy" you can choose the currency.

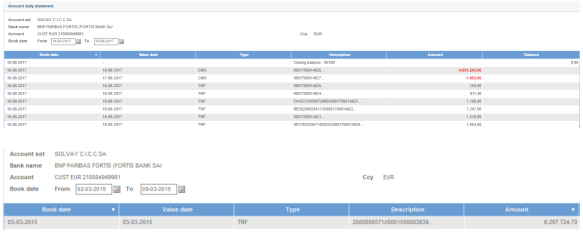


Then click on the button "Actions on selected items" on the right corner of the screen and choose Daily statement:

Choose the range of dates you need:



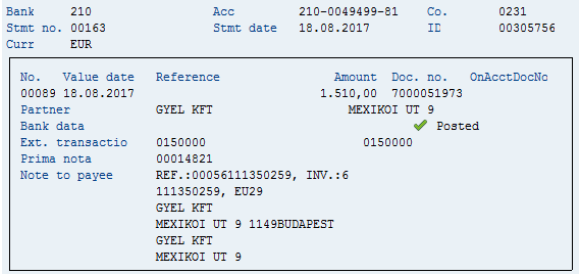
The following screen will appear:



The red items are related to commissions and cash pooling, The other items are bank transfer and RIBA related. To know which are RIBA and which are bank transfers we should put the mouse above the amount and see its description.

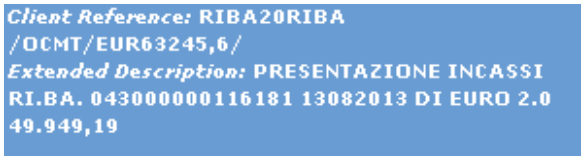
In the payment below we can see the name of customer, the amount and the references whenever putting the mouse above the line:

This is the same description we received on SAP. See below:

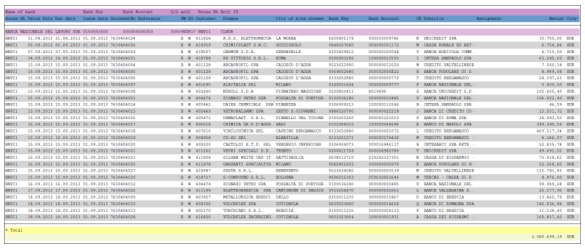


Example of a RIBA payment:

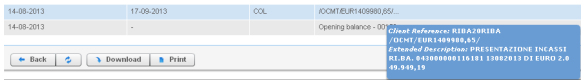
In this case this represents a payment of one RIBA that if we consult the last file created to the Bank, we can see it is related to customer 418788 (RE VITTORIO S.R.L.). We also can see that the amount of the payment from the Bank is 2.049.949,19 EUR.



If we see the amount of the file sent by us to the Bank (2.080.699,19 EUR) we can check a difference of 30.750,00 EUR which is related to an unpaid of the first document on the file:



In this case there was a payment for only single RIBA (DY). However we can receive one payment for several RIBAs

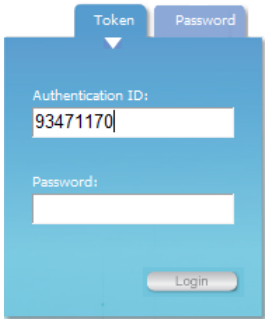


In this case the amount paid is 1.409.980, 65 EUR. This payment includes several RIBAS.

4.3 RHODIA BNP

Go to the following link: https://connexis.bnpparibas.com/

> **Warning**
>
> A token is needed



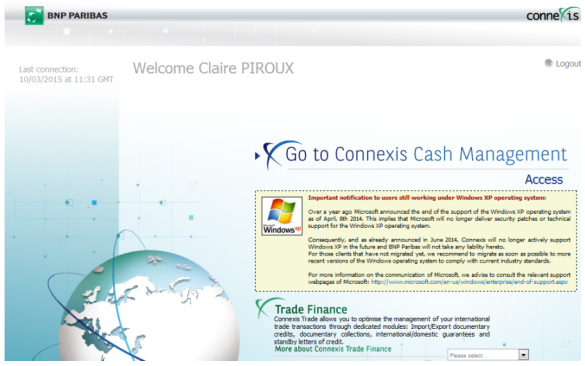
Then insert Authentication ID which is 93471170

Afterwards, use the token given by the Bank. Press on button to switch on the token. Then insert the number 123456:

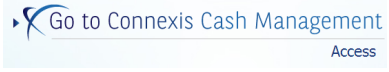
After insert number 1 on Appli.

Afterwards, the number given by the token should be used on the Password requested by the Bank.

The following screen appears:



Click on



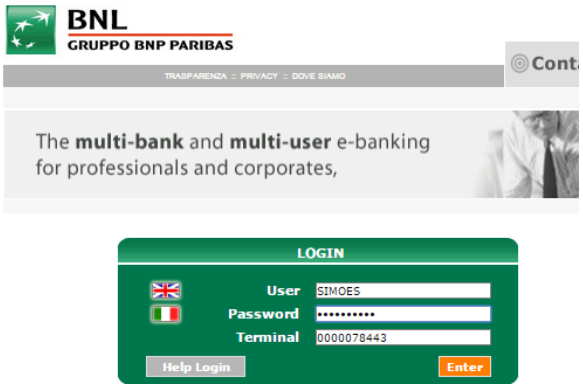
and Select the bank account you would like to check clicking on .

You should check "Account" column to check the Solvay SA Bank. In the "Ccy" you can choose the currency.

Proceed as the same way as described in previous chapter.

4.4 RHODIA BNL

Go to the following link: https://secure1.businesswaybnl.it/newcorporate/webcontoc/login/login

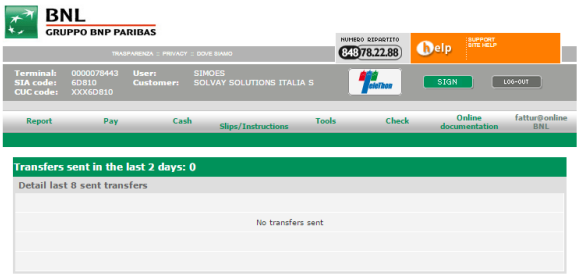


Click above and insert one of the users and correspondent password which are in the following link (search by BNL passwords):

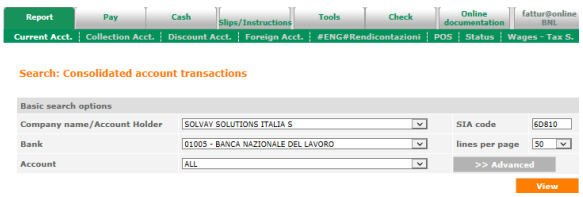
http://teamsites.solvay.com/sites/3Se/Lists/Accounts%20ReceivableCollections%20Specificities/AllItems.aspx?View=%7B5DC607D7%2D69A3%2D48C1%2DAA68%2DDE58808ED1CB%7D&ShowInGrid=HTML

Click on

Click "Current Acct." in the Report option



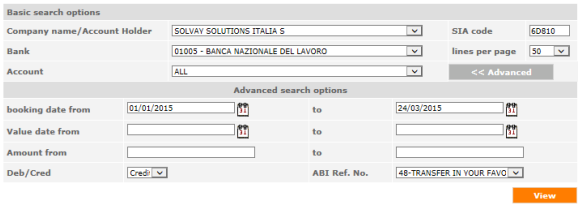
And choose Consolid. Transactions:



Choose the bank account in "Conto" or leave it "All" to see all the currencies:

01600-000000819756 USD
01600-000000819759 GBP
01600-000000000034 EUR

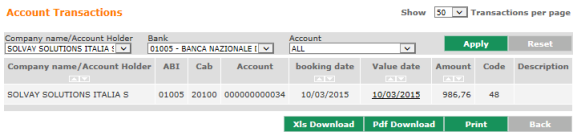
and click on



Insert the date for which you would like to check; insert Credit in "Deb/cred" tab and choose code 48 in "ABI ref. No." so that we see the incoming payments:

48 – Transfer in your favor

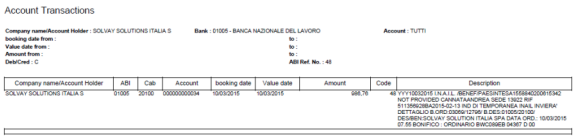
We should also check code Z1 as sometimes we can receive an incoming payment from a customer with this code:
Z1 – Cash Pooling transfer



> **Warning**
>
> Warning: We should ignore the bank statements containing "TAK" and "CAT.

and press View

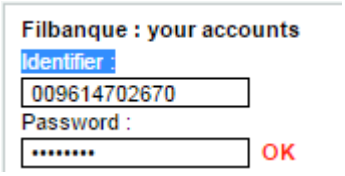
In the result you can see the payments and the value date. Click on Print so that you can see the bank statement and the payment details. See example:



4.5 RHODIA CIC

Go to the following link: https://www.cic.fr/cic/en/identification/msg_deconnexion.html

The screen should be filled in as follows:

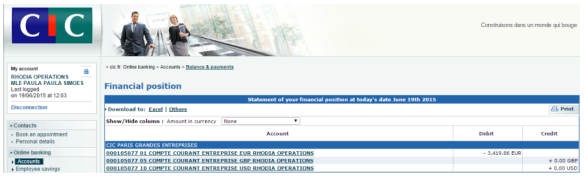


- Identifier:
  - 009614702670 for Rhodia Operations
  - 009614702678 for Rhodia Operations of former Rhodia Services
  - 009614702678 for Rhodia Operations of former Rhodia Electronic & Catalysis
  - 009714702572 for SES
  - 009714702872 for Rhodia Energy GHG
- Password: Solvay01

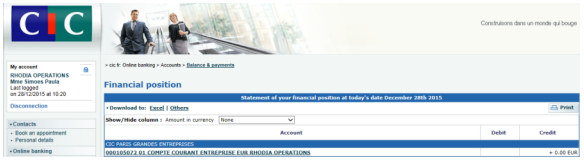
Click on OK

Depending on the Identifier you have accessed, one of the five screens will appear:

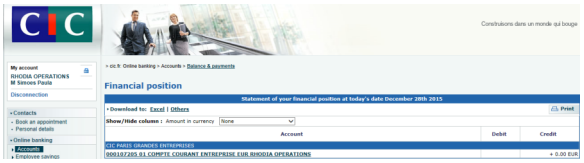
1. RHODIA OPERATIONS



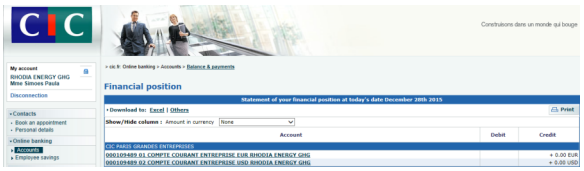
2. RHODIA OPERATIONS of former Rhodia Services



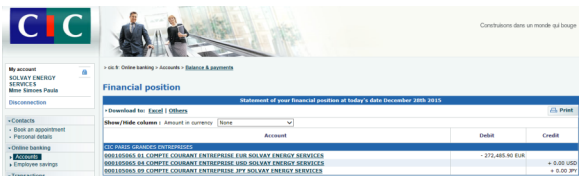
3. RHODIA OPERATIONS of former Rhodia Electronic & Catalysis



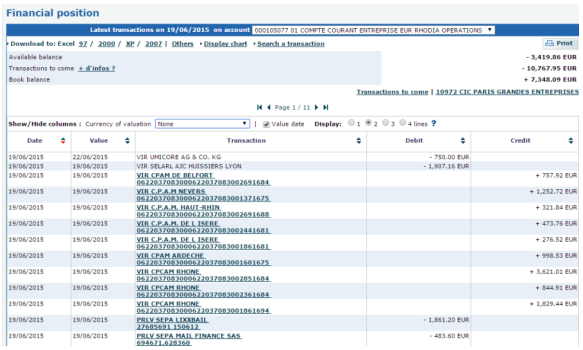
4. RHODIA ENERGY GHG



5. SOLVAY ENERGY SERVICES



Click in the company and accounts you would like to check (different currencies) and search the payment by the date:



To see more details regarding the payment, click directly on it

And the following screen follows with details: