

UK - SCO - 7771 Exchange Rate

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

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

2. Add the following Labels:

- Scope of applicability: ww, country_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore, new_zealand, emea_transversal, apac_transversal
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
 - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
 - Labels to be used: **ww, financial_accounting, central_fin_proc_compliance**
 - E.g. 2: France Operation in Financial Accounting:
 - Labels to be used: **country_accounting, france, financial_accounting**
(for country operations, the Domain is always country_accounting)

3. Fill in all fields as described above

4. Name the title of each section using OPD methodology naming convention - **Infinitive verb without the "to", mainly action verb...something) -" I do something..."**

5. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain:

Responsibility area:

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Scope

ERP



Frequency



References

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1. Objective and Scope

1.1. Objective of this Operation

This procedure delivers the average rate for all the currencies needed.

1.2. Scope

This is applied only for company 7771 CYTEC ENGINEERED MATERIALS LIMITED (GB).

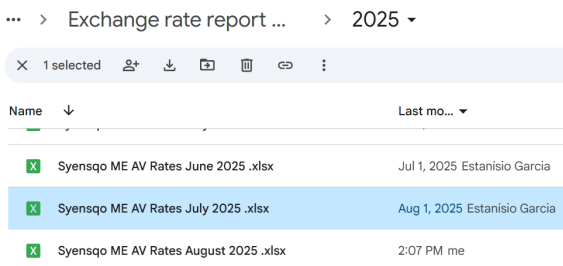
2. Procedure

2.1. Near D-1, the exchange rates [here](#) will be updated for the current month. You can keep the file open or download it.

CURRENCY	Dec 2024	January	February	March	April
	Average	End of Month	Average	End of Month	Average
EUR -> AUD	1.51721916	1.51721916	1.51721916	1.51721916	1.51721916
EUR -> AED	888.27498187	1871.56473000	1091.48170000	1088.67752282	1100.16874621
EUR -> AMD	1.03978588	1.02925000	1.03883600	1.02925000	1.02925000
EUR -> BAM	1.95888000	1.95888000	1.95888000	1.95888000	1.95888000
EUR -> BRL	1.09189812	1.09189812	1.09189812	1.09189812	1.09189812
EUR -> BPD	0.40323461	0.29281000	0.39120000	0.39120000	0.39120000
EUR -> BHK	6.22421000	6.22421000	6.22421000	6.22421000	6.22421000
EUR -> CAD	1.48191328	1.48191328	1.48191328	1.48191328	1.48191328
EUR -> CDP	3943.80702036	2967.62240000	2969.97000000	2966.27817739	2969.99500000
EUR -> CHF	0.92671841	0.94620000	0.94620000	0.94620000	0.94620000
EUR -> CLP	1020.60749174	1020.60749174	1020.60749174	1020.60749174	1020.60749174
EUR -> CNY	7.78917287	7.82870000	7.82870000	7.82870000	7.82870000
EUR -> CZK	25.12088240	25.12088240	25.12088240	25.12088240	25.12088240
EUR -> DKK	145.16147461	145.16147461	145.16147461	145.16147461	145.16147461
EUR -> GBP	0.84668114	0.84668114	0.84668114	0.84668114	0.84668114
EUR -> HKD	8.28371790	8.28371790	8.28371790	8.28371790	8.28371790
EUR -> HUF	395.12484890	401.26080000	401.26080000	401.26080000	401.26080000
EUR -> IDR	17.14287396	16.72833000	16.72833000	16.72833000	16.72833000
EUR -> ILS	6.00263830	6.00263830	6.00263830	6.00263830	6.00263830
EUR -> INR	90.54978170	89.32452000	89.32452000	89.32452000	89.32452000
EUR -> JPY	149.59973859	149.59973859	149.59973859	149.59973859	149.59973859

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2.2. You will now need download the last exchange rate file sent by you, archived on the Drive [here](#).



Then, you will copy the current month from the ExchRates 2025 Syensqo file to the sheet "Year rates" in excel (paste values to C2).

2025 - EXCHANGE RATES EVOLUTION			
country code	CURRENCY	August	
		Average	End of Month
AED	1 EUR = x AED	4.08434123	4.28400000
ARS	1 EUR = x ARS	1284.58596637	1555.89095000
AUD	1 EUR = x AUD	1.74054708	1.78695000
BAM	1 EUR = x BAM	1.95580000	1.95580000
BGN	1 EUR = x BGN	1.95609561	1.95595000
BHD	1 EUR = x BHD	0.41923216	0.43975000
BRL	1 EUR = x BRL	6.32386608	6.32495000
CAD	1 EUR = x CAD	1.55630848	1.60395000
CDF	1 EUR = x CDF	3190.26245292	3329.93300000
CHF	1 EUR = x CHF	0.93967778	0.93640000
CLP	1 EUR = x CLP	1062.63872368	1128.20455000
CNH	1 EUR = x CNH	8.04540088	8.31740000

The file will automatically fulfil the rest of the information.

2.3. You copy the mailing list from the previous email "Month End Exchange Rates Month Year" to an empty e-mail, attach the excel and send.

You may use the message:

Dear all,

Please see attached Exchange Rates from June.

Kind regards,

...

End of document.

1. Objective and Scope

1.1. Objective of this Operation

1.2. Scope

2. Definitions

See [Finance Glossary](#):

- ...

3. Tasks description

3.1. *I do something...*

3.1.1. *Step 1 of Task 1 (I do something...)*

3.1.2. *Step 2 of Task 1 (I do something...)*

...

3.2. *I do something...*

3.2.1. *Step 1 of Task 2 (I do something...)*

3.2.2. *Step 2 of Task 2 (I do something...)*

...

End of document.