

# I perform the conversion of the Profit and Loss accounts into a functional currency of the entity.

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

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

2. Add the following Labels:

- Scope of applicability: ww, country\_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk\_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south\_korea, thailand, singapore, new\_zealand, emea\_transversal, apac\_transversal
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
  - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
    - Labels to be used: **ww, financial\_accounting, central\_fin\_proc\_compliance**
  - E.g. 2: France Operation in Financial Accounting:
    - Labels to be used: **country\_accounting, france, financial\_accounting**  
(for country operations, the Domain is always country\_accounting)

3. Fill in all fields as described above

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

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

**Domain:** Treasury Accounting

**Responsibility area:** Ensure the conversion of the Profit and Loss accounts into a functional currency of the entity.

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Scope



Please remove the icon when not applicable.

ERP



Please remove the icon when not applicable.

Frequency



Please remove the icon when not applicable.

References

Forms

Attachments

<< I perform the conversion of the Profit and Loss accounts into a functional currency of the entity. >>

1. Objective and Scope

## 1.1. Objective of this Operation

The Foreign Exchange exposure is captured in SAP and managed centrally via Quantum by Treasury Corporate. However, in some cases, the exposure is not captured (only for PI2) and therefore an additional process must be performed on a monthly basis to ensure it is considered.

Monthly because not material.

In order to do so, exchange contracts are manually created between PI2 currencies and the IHB 2232 and inside the IHB.

Amounts are captured by analysis the PnL in foreign currency eg:

- The incoming invoices relating to CICC own activity (own expenses),
- Interests generated on the external bank current accounts in currency.

Here any remaining amount on the P&L accounts in currency is converted at closing rate and transferred into the exchange position account of the Balance Sheet. No profit on the conversion can be made.

## 1.2. Scope

This procedure applies to companies 2232 and 4044.

## 2. Definitions

See [Finance Glossary](#):

- ...

## 3. Tasks description

### 3.1. I send an email before start running the tasks

- ✓ 73 2232: Conversion of Financial Statements in EUR
  - 1480 SU TREASURY: Status point for Change PL
  - 1395 2232: PERIOD MANAGEMENT (OB52) Open
  - 217 2232: Balances in foreign currency
  - 75 2232: Convert the P&L Accounts to EUR (test)
  - 218 2232: Convert the P&L Accounts to EUR (real)
  - 219 2232 : Convert the P&L Accounts to EUR (test)
  - 220 2232 : Convert the P&L Accounts to EUR (real)
  - 76 2232: Check: only amounts in EUR remains in accounts
  - 1372 2232: Check the logs of TBB1

Email is sent to [treasury.fo@syensqo.com](mailto:treasury.fo@syensqo.com), [treasury.accounting@syensqo.com](mailto:treasury.accounting@syensqo.com), [treasury.ops.emea@syensqo.com](mailto:treasury.ops.emea@syensqo.com) and [sandra.zera@syensqo.com](mailto:sandra.zera@syensqo.com) (CAM of 2232)

"WE WOULD LIKE TO INFORM YOU THAT WE ARE READY FOR THE CHPL PROGRAM  
IF YOU HAVE ANY INCONVENIENT, PLEASE LET US KNOW. IF WE DIDN'T RECEIVE ANY ANSWER, WE WILL START IN 30M  
BEST REGARDS,  
SU TREASURY ACCOUNTING AND REPORTING TEAM"

### 3.2. I run the report BEFORE the generation of FX balances and print the screen for internal control.

Run transaction Z3CTB, selecting Z3F\_SOLDE\_DEV.

Variant:

For 2232: 3S CONV - 2232

For 4044: NAFTA US4044

The purpose of this printing is to facilitate the checking of the amounts in different currencies before converting them to EUR or USD, for 4044.

| Balances of G/L accounts in currencies                                                                                                                                           |            |    |            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----|------------|
|   Data Sources |            |    |            |
| G/L account selection                                                                                                                                                            |            |    |            |
| Chart of accounts                                                                                                                                                                | COCA       | to |            |
| G/L account                                                                                                                                                                      | 6000000000 | to | 7999999999 |
| Company code                                                                                                                                                                     | 2232       | to |            |
| Selection using search help                                                                                                                                                      |            |    |            |
| Search help ID                                                                                                                                                                   |            |    |            |
| Search string                                                                                                                                                                    |            |    |            |
|  Search help                                                                                    |            |    |            |
| Transaction Figures Selection                                                                                                                                                    |            |    |            |
| Fiscal Year                                                                                                                                                                      | 2025       | to |            |
| Business area                                                                                                                                                                    |            | to |            |
| Line item selection                                                                                                                                                              |            |    |            |
| Open items at key date                                                                                                                                                           | 28.02.2025 |    |            |
| Clearing date                                                                                                                                                                    |            | to |            |
| Transaction currency                                                                                                                                                             |            | to |            |
| Fiscal period                                                                                                                                                                    | 2          |    |            |
| Output file                                                                                                                                                                      |            |    | ?          |
| <input checked="" type="checkbox"/> Decimal separator sign                                                                                                                       |            |    |            |
| List Output                                                                                                                                                                      |            |    |            |
| <input checked="" type="radio"/> Classical List                                                                                                                                  |            |    |            |
| <input type="radio"/> ALV Grid Control                                                                                                                                           |            |    |            |

Check the resume table at the end of the report.

Company code 2232

Reporting periods 01-01 2024

Reporting periods 01-01 2025

| Acc           | Label | Report | Total debit  | Total Credit  | Debit balance | Summary by currency |
|---------------|-------|--------|--------------|---------------|---------------|---------------------|
| Curr          |       |        |              |               |               |                     |
| <b>Totals</b> |       |        |              |               |               |                     |
|               | AED   | 0,00   | 0,00         | 0,00          |               |                     |
|               | AUD   | 0,00   | 80.901,05    | 75.710,54     | 5.190,51      |                     |
|               | BGN   | 0,00   | 0,02         | 0,00          | 0,02          |                     |
|               | CAD   | 0,00   | 271.473,23   | 551.334,25    |               | 279.861,02          |
|               | CHF   | 0,00   | 475,58       | 11.671,38     |               | 11.195,80           |
|               | CLP   | 0      | 0            | 0             |               |                     |
|               | CNY   | 0,00   | 508,00       | 0,00          | 508,00        |                     |
|               | CZK   | 0,00   | 77.002,55    | 450.795,00    |               | 373.792,45          |
|               | DKK   | 0,00   | 1,12         | 268,95        |               | 267,83              |
|               | EUR   | 0,00   | 8.220.560,68 | 10.562.080,08 |               | 2.341.519,40        |
|               | GBP   | 0,00   | 349.065,47   | 904.762,36    |               | 555.696,89          |
|               | HKD   | 0,00   | 1,21         | 3.560,84      |               | 3.559,63            |
|               | HUF   | 0      | 0            | 0             |               |                     |
|               | INR   | 0,00   | 0,00         | 7.085.222,22  |               | 7.085.222,22        |
|               | JPY   | 0      | 160.726      | 185.856       |               | 25.130              |
|               | MAD   | 0,00   | 0,00         | 0,00          |               |                     |
|               | MXN   | 0,00   | 5.596.931,81 | 52.460,65     | 5.544.471,16  |                     |
|               | NZD   | 0,00   | 385,84       | 0,00          | 385,84        |                     |
|               | PLN   | 0,00   | 0,00         | 0,00          |               |                     |
|               | RON   | 0,00   | 13.572,36    | 0,00          | 13.572,36     |                     |
|               | RSD   | 0,00   | 0,00         | 5.208,64      |               | 5.208,64            |
|               | SEK   | 0,00   | 1,72         | 1.687,01      |               | 1.685,29            |
|               | SGD   | 0,00   | 197.305,02   | 186.376,12    | 10.928,90     |                     |
|               | THB   | 0,00   | 92.136,50    | 173.862,20    |               | 81.725,70           |
|               | TRY   | 0,00   | 5,49         | 118.593,82    |               | 118.588,33          |
|               | USD   | 0,00   | 2.038.381,54 | 2.718.207,36  |               | 679.825,82          |
|               | ZAR   | 0,00   | 0,00         | 5.367,75      |               | 5.367,75            |

### 3.3. I run the exchange contracts internally called "change PL" for 7540000000 and 6540000000.

Run transaction Z3CTB, selecting ZCHANGE\_PL – Convert P&L accounts in Currencies, first in test and if ok, then run in real mode.

Variant:

For 2232: 3S-2232-754654

For 4044: 4044 754-654

According with the instructions, for these variants, the selection is by document:

| Selections                                             |            |    |            |
|--------------------------------------------------------|------------|----|------------|
| Company code                                           | 2232       | to |            |
| Account Number                                         | 6540000000 | to |            |
| Transaction currency                                   | = EUR      | to |            |
| <input type="radio"/> Selection by saldo               |            |    |            |
| Fiscal Year                                            | 2025       |    |            |
| Posting Period                                         | 2          |    |            |
| <input checked="" type="radio"/> Selection by document |            |    |            |
| <input type="radio"/> By documt no chge contract       |            |    |            |
| Posting date                                           | 01.02.2025 | to | 28.02.2025 |

  

| Posting                                            |                                     |
|----------------------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> Test execution |                                     |
| Posting Date                                       | 28.02.2025                          |
| Document Type                                      | SA                                  |
| Text                                               | chge p/l 754/654 from 2232 ---/201- |
| Posting method                                     | N                                   |

### 3.4. I run the exchange contracts internally called "change PL" for other P&L accounts.

Run transaction Z3CTB, selecting ZCHANGE\_PL – Convert P&L accounts in Currencies, first in test and if ok, then run in real mode.

Variant:

For 2232: 3S-2232-ALL

For 4044: 4044 PL CONVER

According with the instructions, for these variants, the selection is by saldo:

| Selections                                          |        |    |  |
|-----------------------------------------------------|--------|----|--|
| Company code                                        | 2232   | to |  |
| Account Number                                      | [x] 6* | to |  |
| Transaction currency                                | = EUR  | to |  |
| <input checked="" type="radio"/> Selection by saldo |        |    |  |
| Fiscal Year                                         | 2025   |    |  |
| Posting Period                                      | 2      |    |  |
| <input type="radio"/> Selection by document         |        |    |  |
| <input type="radio"/> By documt no chge contract    |        |    |  |
| Posting date                                        |        | to |  |

  

| Posting                                            |                       |
|----------------------------------------------------|-----------------------|
| <input checked="" type="checkbox"/> Test execution |                       |
| Posting Date                                       | 28.02.2025            |
| Document Type                                      | SA                    |
| Text                                               | chge p/l -----04/2014 |
| Posting method                                     | N                     |

### 3.5. I run the report *AFTER* the generation of FX balances and print the screen for internal control.

Repeat step 3.2 to check that only amounts in EUR, or USD for 4044, remains in accounts.

Run transaction Z3CTB, selecting Z3F\_SOLDE\_DEV.

Variant:

For 2232: 3S CONV - 2232

For 4044: NAFTA US4044

## Balances of G/L accounts in currencies



Data Sources

### G/L account selection

Chart of accounts

COCA



to



G/L account

6000000000

to

7999999999



Company code

2232

to



### Selection using search help

Search help ID

Search string



Search help

### Transaction Figures Selection

Fiscal Year

2025

to



Business area

to



### Line item selection

Open items at key date

28.02.2025

Clearing date

to



Transaction currency

to



Fiscal period

2

Output file

?

☒ Decimal separator sign

### List Output

☒ Classical List

☐ ALV Grid Control

Check the resume table at the end of the report.

Company code 2232

Reporting periods 01-01 2024

Reporting periods 01-01 2025

| Acc           | Label | Report | Total debit   | Total Credit  | Debit balance | Summary by currency |
|---------------|-------|--------|---------------|---------------|---------------|---------------------|
| Curr          |       |        |               |               |               |                     |
| <b>Totals</b> |       |        |               |               |               |                     |
| AED           |       | 0,00   | 0,00          | 0,00          |               |                     |
| AUD           |       | 0,00   | 156.611,59    | 156.611,59    |               |                     |
| BGN           |       | 0,00   | 0,02          | 0,02          |               |                     |
| CAD           |       | 0,00   | 822.807,48    | 822.807,48    |               |                     |
| CHF           |       | 0,00   | 12.146,96     | 12.146,96     |               |                     |
| CLP           |       | 0      | 0             | 0             |               |                     |
| CNY           |       | 0,00   | 508,00        | 508,00        |               |                     |
| CZK           |       | 0,00   | 527.797,55    | 527.797,55    |               |                     |
| DKK           |       | 0,00   | 270,07        | 270,07        |               |                     |
| EUR           |       | 0,00   | 10.745.335,97 | 14.449.237,87 |               | 3.703.901,90        |
| GBP           |       | 0,00   | 1.181.143,81  | 1.181.143,81  |               |                     |
| HKD           |       | 0,00   | 3.562,05      | 3.562,05      |               |                     |
| HUF           |       | 0      | 0             | 0             |               |                     |
| INR           |       | 0,00   | 7.085.222,22  | 7.085.222,22  |               |                     |
| JPY           |       | 0      | 346.582       | 346.582       |               |                     |
| MAD           |       | 0,00   | 0,00          | 0,00          |               |                     |
| MXN           |       | 0,00   | 5.649.392,46  | 5.649.392,46  |               |                     |
| NZD           |       | 0,00   | 385,84        | 385,84        |               |                     |
| PLN           |       | 0,00   | 0,00          | 0,00          |               |                     |
| RON           |       | 0,00   | 13.572,36     | 13.572,36     |               |                     |
| RSD           |       | 0,00   | 5.208,64      | 5.208,64      |               |                     |
| SEK           |       | 0,00   | 1.688,73      | 1.688,73      |               |                     |
| SGD           |       | 0,00   | 383.681,14    | 383.681,14    |               |                     |
| THB           |       | 0,00   | 265.998,66    | 265.998,68    |               | 0,02                |
| TRY           |       | 0,00   | 118.599,31    | 118.599,31    |               |                     |
| USD           |       | 0,00   | 4.327.654,40  | 4.327.654,40  |               |                     |
| ZAR           |       | 0,00   | 5.367,75      | 5.367,75      |               |                     |

### 3.6. I check the FINAL report and if an amount in foreign currency is still there, I do investigation and if needed rerun change PL for one specific account.

Run transaction TBB1 to make sure that there are no old pending contracts.

Variant:

For 2232: 2232\_60M\_60P

For 4044: 4044\_60M\_60P

Run in test mode.

### 3.7. I correct wrong information

If we noticed a duplicated contract, we need to raise a case to IS in Service One for them to cancel the duplicated contract.



## IT - General Accounting &amp; Close (GAC)/Treasury &amp; Invoice to Cash (TITC) / Other processes (1)



IT - General Accounting & Close  
(GAC)/Treasury & Invoice to Cash (TITC) /  
Other processes

Example:

**Requested for company**

SOLVAY N.V/ S.A.

**Title**

4044 - Change PL contract not posted  
and created twice

**User ID**

DEUS4846

**Name**

Ana Sofia Pereira De Deus

**Requester Site**

CARNAXIDE

**Email ID**

[anasofia.pereiradedeus@syensqo.com](mailto:anasofia.pereiradedeus@syensqo.com)

**Category L2**

IT Finance-Treasury&InvoiceCash(TITC)

**Category L3**

Treasury

**Category L4**

IT - Configure IHB

**D4**

Yes

**Business justification / Obtained approvals**

Dear team,

1) Could you please delete the change  
PL contract 9900000002222 in cc 4044  
and contract 9900000000803 in cc 2232  
since they are duplicated  
2) Contract 9900000002195 was created  
and should be posted, could you please  
set up the posting scheme for this  
contract using as reference contract  
9900000002152 with the correct GL  
account.

Thank you in advance.

**Urgency**

High

*If the duplicated contract is already posted, after the cancelation performed by IS, we need to reverse the postings in transaction TPM10, as below.*

## Fix, Post or Reverse Transactions



### Product Groups

- ☒ Securities
- ☒ Listed Derivatives
- ☒ OTC Transaction MM, Forex, OTC Derivatives

### General Selections

|                |                                   |    |                      |  |
|----------------|-----------------------------------|----|----------------------|--|
| Company Code   | <input type="text" value="2232"/> | to | <input type="text"/> |  |
| Valuation Area | <input type="text"/>              | to | <input type="text"/> |  |

### Limit by Transaction Number

- ☒ Limit by Transaction Number
- |             |                                             |    |                      |  |
|-------------|---------------------------------------------|----|----------------------|--|
| Transaction | <input type="text" value="99000000000803"/> | to | <input type="text"/> |  |
|-------------|---------------------------------------------|----|----------------------|--|

### Limiting by Subledger Positions

- ☒ Limiting by Subledger Positions
- |                 |                      |    |                      |  |
|-----------------|----------------------|----|----------------------|--|
| Product Type    | <input type="text"/> | to | <input type="text"/> |  |
| Valuation Class | <input type="text"/> | to | <input type="text"/> |  |

### Securities

|                          |                      |    |                      |  |
|--------------------------|----------------------|----|----------------------|--|
| ID Number                | <input type="text"/> | to | <input type="text"/> |  |
| Securities Account       | <input type="text"/> | to | <input type="text"/> |  |
| Securities Account Group | <input type="text"/> | to | <input type="text"/> |  |
| Portfolio                | <input type="text"/> | to | <input type="text"/> |  |

### Listed Derivatives

|                 |                      |    |                      |  |
|-----------------|----------------------|----|----------------------|--|
| ID Number       | <input type="text"/> | to | <input type="text"/> |  |
| Futures Account | <input type="text"/> | to | <input type="text"/> |  |

### OTC Transactions

|             |                      |    |                      |  |
|-------------|----------------------|----|----------------------|--|
| Transaction | <input type="text"/> | to | <input type="text"/> |  |
|-------------|----------------------|----|----------------------|--|

### Limiting of Bus. Transactions

- |                 |                      |    |                      |  |
|-----------------|----------------------|----|----------------------|--|
| FI Posting Date | <input type="text"/> | to | <input type="text"/> |  |
|-----------------|----------------------|----|----------------------|--|
- ☒ Including Derived Business Transactions
  - ☒ Business Transaction to Be Fixed/Posted
  - ☒ Bus.Transactions to Be Reversed

| Limiting of Bus. Transactions                                                |                                                                                                                                  |
|------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| FI Posting Date                                                              | <input type="text"/> to <input type="text"/>  |
| <input checked="" type="checkbox"/> Including Derived Business Transactions  |                                                                                                                                  |
| <input checked="" type="checkbox"/> Business Transaction to Be Fixed/Posted  |                                                                                                                                  |
| <input checked="" type="checkbox"/> Bus.Transactions to Be Reversed          |                                                                                                                                  |
| Posting Control                                                              |                                                                                                                                  |
| TRM Reversal Reason                                                          | <input type="text" value="04"/>                                                                                                  |
| Posting Date                                                                 | <input type="text" value="31.03.2024"/>                                                                                          |
| Posting Period                                                               | <input type="text" value="03"/>                                                                                                  |
| Document Date                                                                | <input type="text" value="31.03.2024"/>         |
| <input checked="" type="checkbox"/> Test Run                                 |                                                                                                                                  |
| Output Control                                                               |                                                                                                                                  |
| <input checked="" type="checkbox"/> Display and Select Business Transactions |                                                                                                                                  |

*3.8. I finalize Internal control BEFORE/AFTER, sign and submit to the Manager for review.*

Files saved in Z:\TREASURY ACCOUNTING (P2)\MONTH END CLOSING\20YY\MM.20YY:

 Change PL 02.2025 2232

 Change PL 02.2025 4044

**End of document.**