I perform the closure of the financial accounts and close the cost accounting.

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 closure of the financial accounts and cost accounting.

Table of contents

- Tasks to be completed when documenting an operation (from creation to publication)
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- 3.2. I use transaction OKP1 and check the CO Periods
- 3.3. I run the Cost Accounting in FCC
- 3.4. I prepare the month-end control files, sign and send to the CAMS.

- 3.4.1. I check the cost center
- 3.4.2. I do the control file

Scope

WW

Please remove the icon when not applicable.

ERP

PF1 WP1

PE1

Unknown Attachment

Please remove the icon when not applicable.

Frequency

Month

Unknown Attachment

Unknown Attachment

Please remove the icon when not applicable.

References

Forms

Attachments

<< I perform the closure of the financial accounts and close the cost accounting. >>

1. Objective and Scope

1.1. Objective of this Operation

The purpose of this document is to describe the running of CO during month closing in PI2. This process is required on a monthly basis between DAY+3 after all entries with cost accounting module are finished.

1.2. Scope

This operating procedure (OP) applies to PI2 system for all companies which have a cost accounting model

2. Definitions

See Finance Glossary:

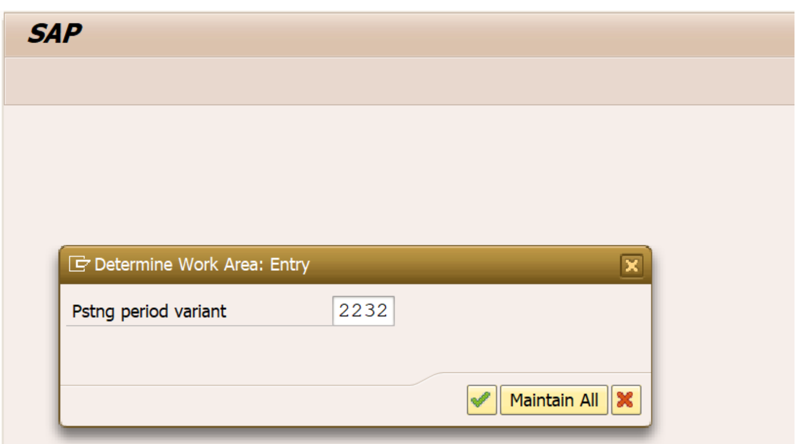
- ...

3. Tasks description

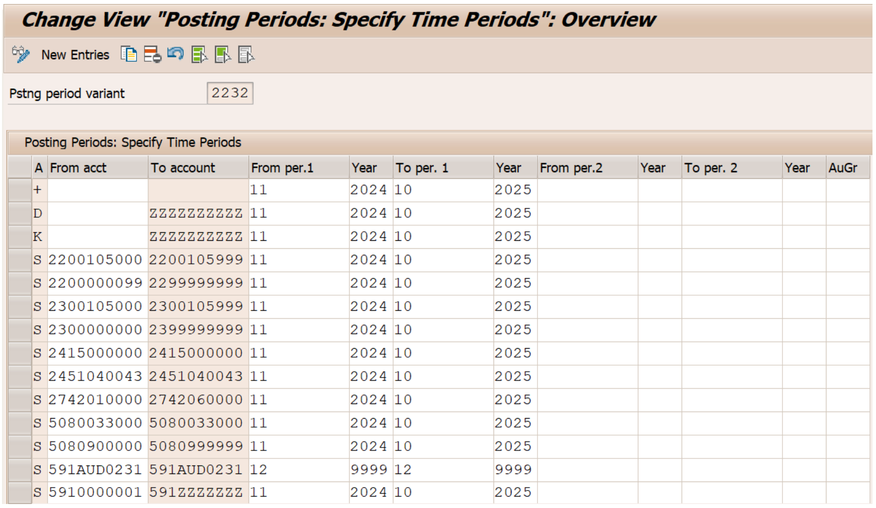
To complete the month end tasks it is necessary to correctly allocate all entries in the cost accounting module to the correct heading / cost.

3.1. I ensure that only the current period and the following 11 months are open.

Go to transaction **OB52** and include the posting period variant '2232' to check 2232 accounts and '4044' to check 4044 accounts to verify if the current accounting period is open.



Make sure that the column 'From Per.1' have the month that is being closed and the column 'To Per.1' is relative to 11 months after.



Change View "Posting Periods: Specify Time Periods": Overview

New Entries

Pstng period variant 2232

Posting Periods: Specify Time Periods

A	From acct	To account	From per.1	Year	To per. 1	Year	From per.2	Year	To per. 2	Year	AuGr
+			11	2024	10	2025					
D		ZZZZZZZZZZ	11	2024	10	2025					
K		ZZZZZZZZZZ	11	2024	10	2025					
S	2200105000	2200105999	11	2024	10	2025					
S	2200000099	2299999999	11	2024	10	2025					
S	2300105000	2300105999	11	2024	10	2025					
S	2300000000	2399999999	11	2024	10	2025					
S	2415000000	2415000000	11	2024	10	2025					
S	2451040043	2451040043	11	2024	10	2025					
S	2742010000	2742060000	11	2024	10	2025					
S	5080033000	5080033000	11	2024	10	2025					
S	5080900000	5080999999	11	2024	10	2025					
S	591AUD0231	591AUD0231	12	9999	12	9999					
S	5910000001	591ZZZZZZZ	11	2024	10	2025					

In the example above the period is open for posting from November 2024 (11.2024) to October 2025, (10.2025).

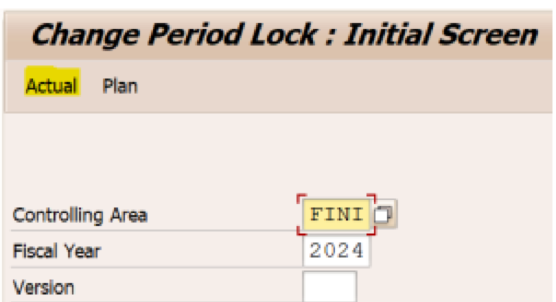
After the closure process, to close the accounting period, column 'From Per.1' needs to be updated to the following month.

Following the example above after the closure, we will from include 11 (November) 2024 to 10 (October) 2025.

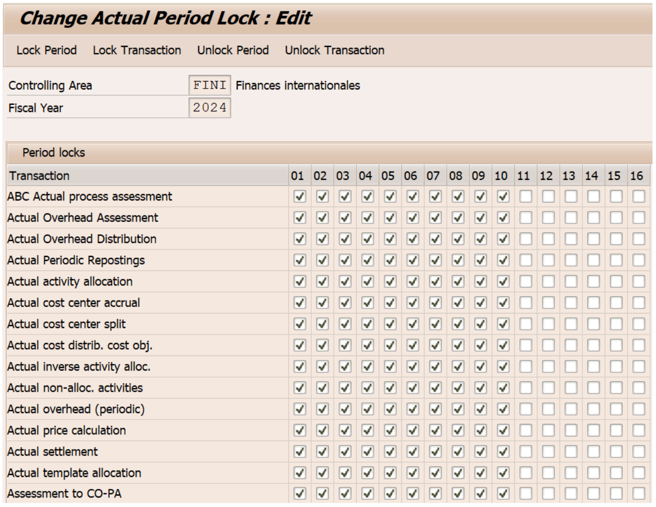
3.2. I use transaction OKP1 and check the CO Periods

First step is to check the CO periods, so go to **OKP1** and check if the period is open.

Include the controlling area as 'FINI' and the current year, then click in the 'Actual' button



Verify if the period that it is being closed is open (The boxes are blank)



Change Actual Period Lock : Edit

Lock Period   Lock Transaction   Unlock Period   Unlock Transaction

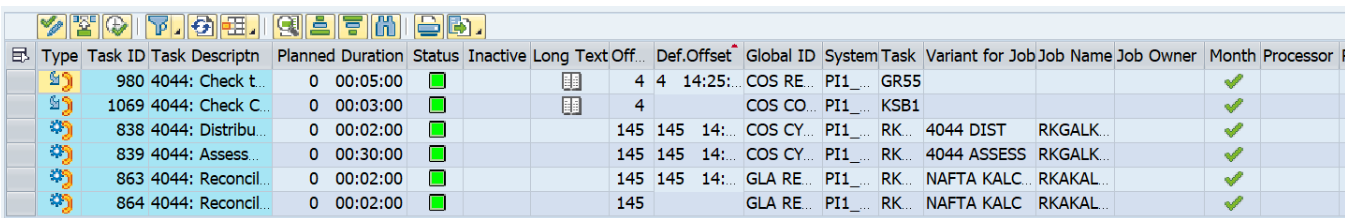
Controlling Area FINI Finances internationales
Fiscal Year 2024

Period locks

Transaction	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16
ABC Actual process assessment	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual Overhead Assessment	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual Overhead Distribution	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual Periodic Repostings	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual activity allocation	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual cost center accrual	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual cost center split	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual cost distrib. cost obj.	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual inverse activity alloc.	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual non-alloc. activities	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual overhead (periodic)	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual price calculation	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual settlement	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Actual template allocation	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐
Assessment to CO-PA	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☐	☐	☐	☐	☐	☐

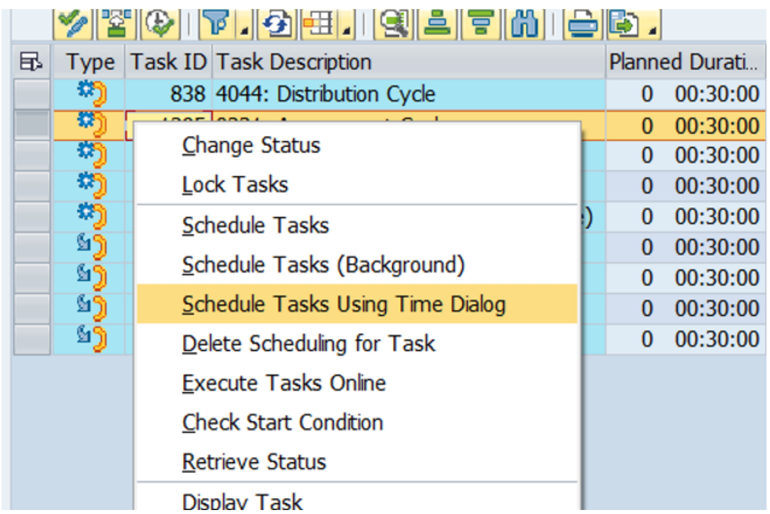
3.3. I run the Cost Accounting in FCC

Using the treasury task list for Treasury from D+2 run the Remote Jobs for 2232 and 4044 as below:

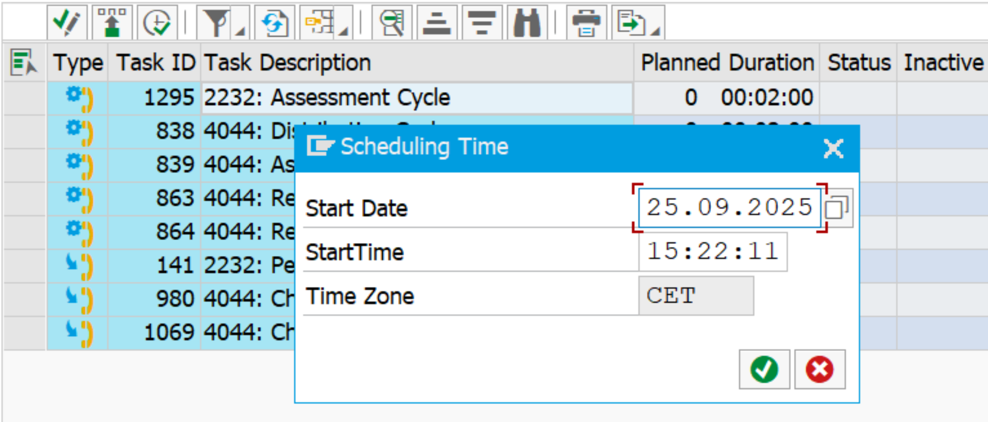


Type	Task ID	Task Descriptn	Planned	Duration	Status	Inactive	Long Text	Off...	Def.Offset	Global ID	System	Task	Variant for Job	Job Name	Job Owner	Month	Processor
	980	4044: Check t...	0	00:05:00				4	4 14:25:...	COS RE...	PI1_...	GR55				✓	
	1069	4044: Check C...	0	00:03:00				4		COS CO...	PI1_...	KSB1				✓	
	838	4044: Distribu...	0	00:02:00				145	145 14:...	COS CY...	PI1_...	RK...	4044 DIST	RKGALK...		✓	
	839	4044: Assess...	0	00:30:00				145	145 14:...	COS CY...	PI1_...	RK...	4044 ASSESS	RKGALK...		✓	
	863	4044: Reconcil...	0	00:02:00				145	145 14:...	GLA RE...	PI1_...	RK...	NAFTA KALC...	RKAKAL...		✓	
	864	4044: Reconcil...	0	00:02:00				145		GLA RE...	PI1_...	RK...	NAFTA KALC	RKAKAL...		✓	

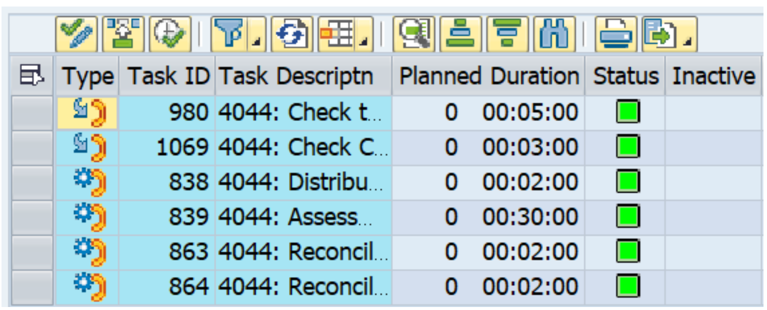
To run the job, click on the line with the right button and select "Schedule tasks using time dialog"



After that, confirm in the green button:



Verify if the job was correctly executed through transaction SM37 in PI2 or wait to the green light to appear in FCC:



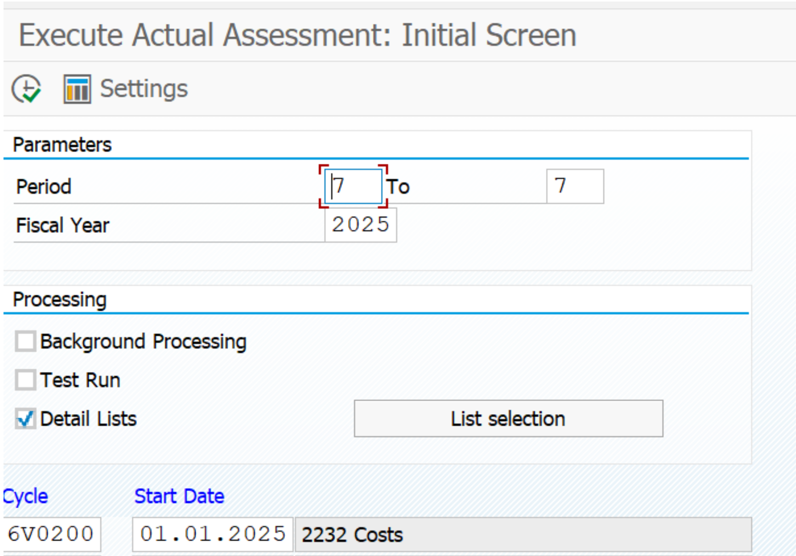
NOTE: Bellow we can find the manual steps related to the jobs running in FCC.

If the jobs didn't run automatically, the following manual steps should be performed:

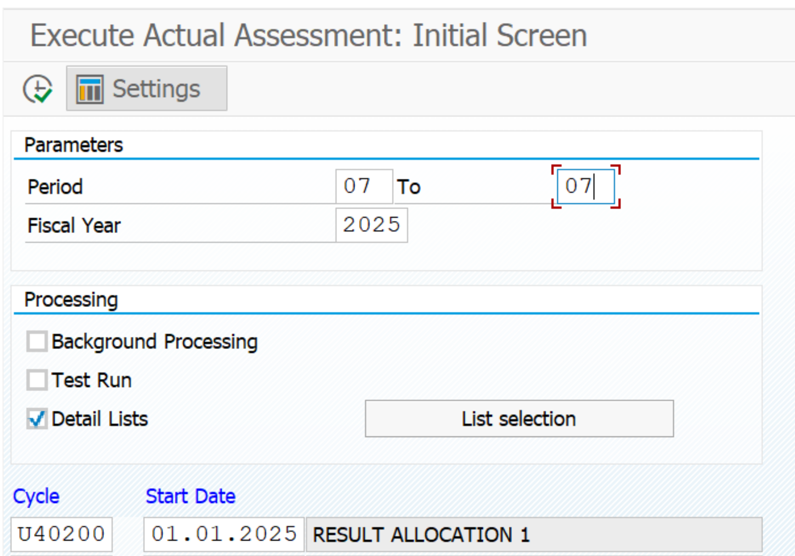
Assessment cycle 2232 and 4044:

It's is necessary to run **KSU5** (Controlling Area: FINI) with variant (to choose the variants click on Extras --» Variant --» Get):

- **2232 ASSES CAM** and you will retrieve the following cycles (verify that the Start date is correct):



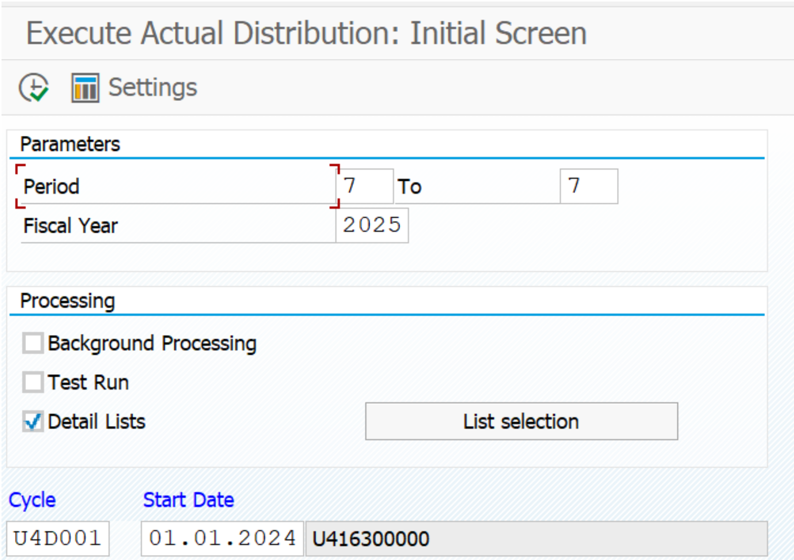
- **4044 ASSESS** and you will retrieve the following cycles (verify that the Start date is correct):



Distribution cycle 4044:

It's is necessary to run **KSV5** with variant (to choose the variants click on Extras --» Variant --» Get):

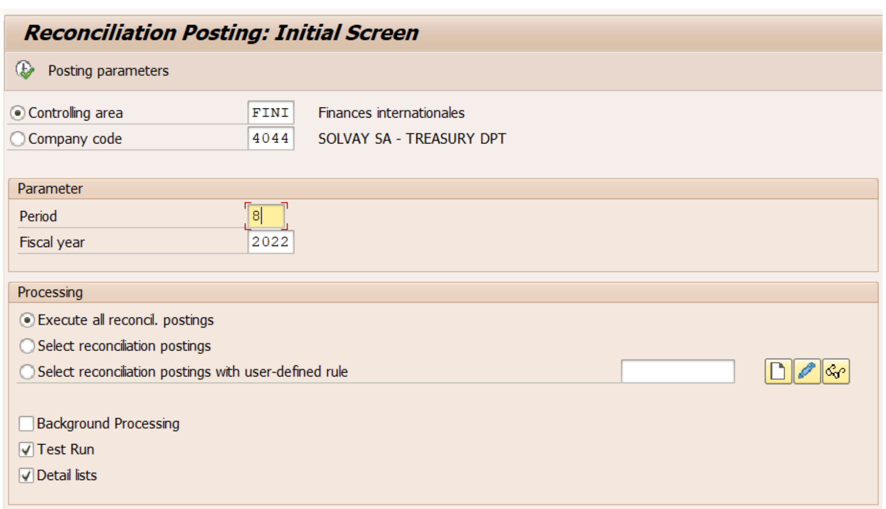
- **4044 DIST** and you will retrieve the following cycles (verify that the Start date is correct):



4044 KALC Reconciliation Ledger

It is necessary to ensure the transaction **KALC** is fully executed for 4044

Please perform in test to see all possible errors (major accounts closed)

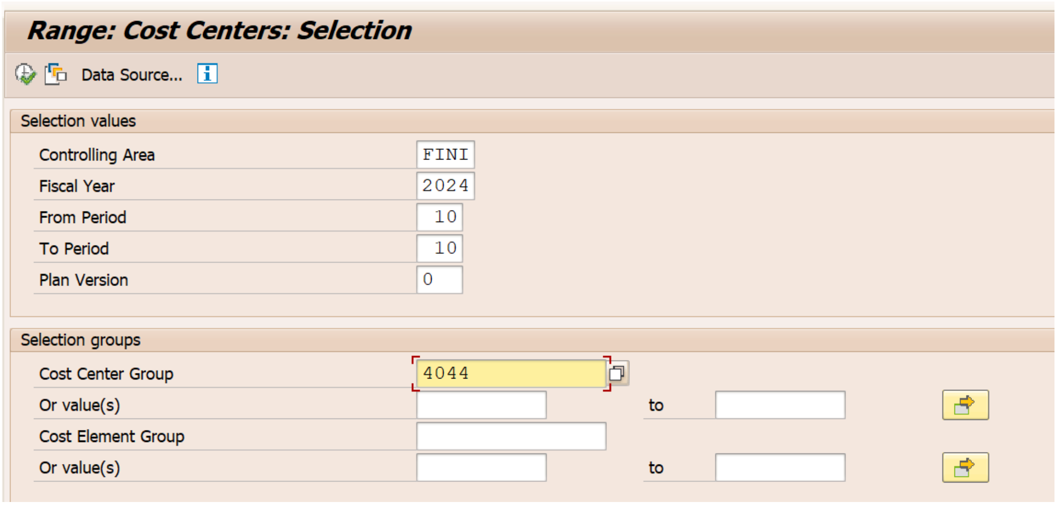


3.4. I prepare the month-end control files, sign and send to the CAMS.

3.4.1. I check the cost center

Before extract the BFC data we need to make sure that all organizational cost centers are balanced to zero (all amount allocated to Reporting cost centers).

Use transaction **S_ALR_87013612** and choose FINI as controlling area, adapt the fiscal year, the period and the company code:



Range: Cost Centers: Selection

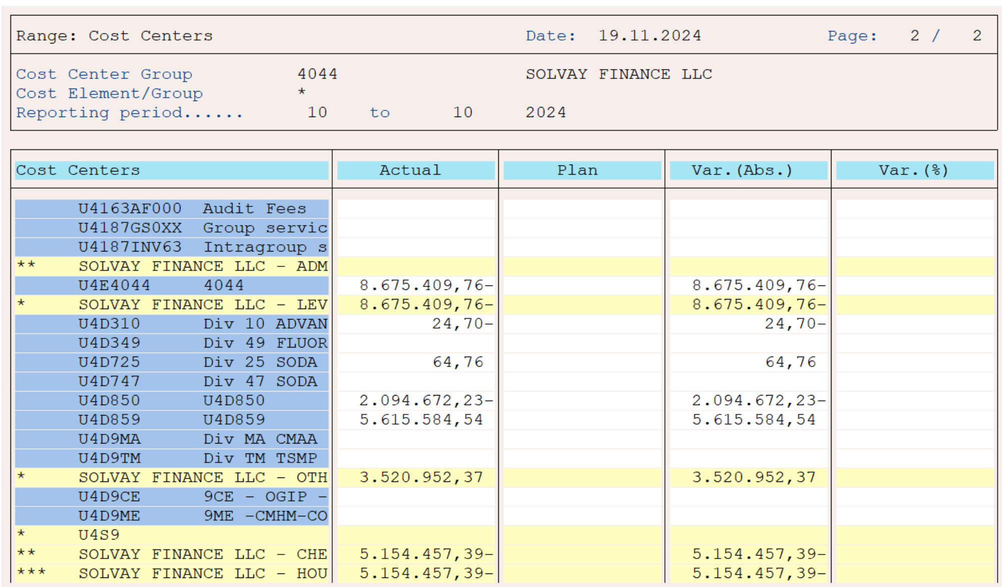
Data Source...

Selection values

Controlling Area	FINI
Fiscal Year	2024
From Period	10
To Period	10
Plan Version	0

Selection groups

Cost Center Group	4044		
Or value(s)		to	
Cost Element Group			
Or value(s)		to	



Range: Cost Centers Date: 19.11.2024 Page: 2 / 2

Cost Center Group 4044 SOLVAY FINANCE LLC
Cost Element/Group *
Reporting period...... 10 to 10 2024

Cost Centers	Actual	Plan	Var.(Abs.)	Var.(%)
U4163AF000 Audit Fees				
U4187GS0XX Group servic				
U4187INV63 Intragroup s				
** SOLVAY FINANCE LLC - ADM				
U4E4044 4044	8.675.409,76-		8.675.409,76-	
* SOLVAY FINANCE LLC - LEV	8.675.409,76-		8.675.409,76-	
U4D310 Div 10 ADVAN	24,70-		24,70-	
U4D349 Div 49 FLUOR				
U4D725 Div 25 SODA	64,76		64,76	
U4D747 Div 47 SODA				
U4D850 U4D850	2.094.672,23-		2.094.672,23-	
U4D859 U4D859	5.615.584,54		5.615.584,54	
U4D9MA Div MA CMAA				
U4D9TM Div TM TSMP				
* SOLVAY FINANCE LLC - OTH	3.520.952,37		3.520.952,37	
U4D9CE 9CE - OGIP -				
U4D9ME 9ME -CMHM-CO				
* U4S9				
** SOLVAY FINANCE LLC - CHE	5.154.457,39-		5.154.457,39-	
*** SOLVAY FINANCE LLC - HOU	5.154.457,39-		5.154.457,39-	

On this step, make sure that the operational cost centers below are at zero balance:

2232:

6V16200300 Non Function

4044:

U416300000 U416300000
U4163AF000 Audit Fees
U4187GS0XX Group servic
U4187INV63 Intragroup s

3.4.2. I do the control file

We must store an evidence file for the CAM, showing that the cost centers were balanced at the closure.

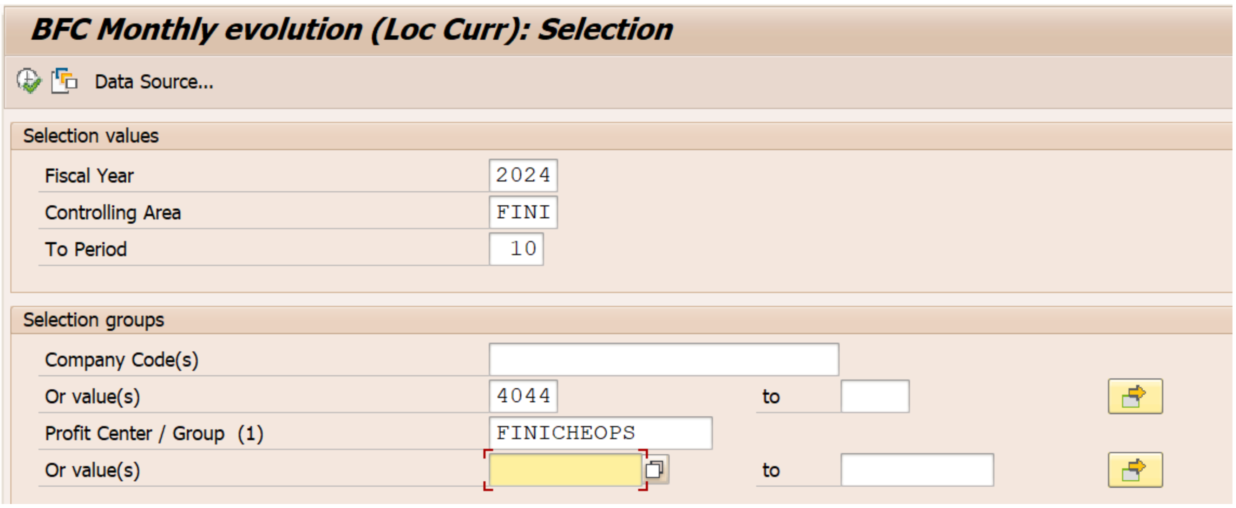
It is possible to use as reference the files included in the LUCAP: \\lucapfs01sco.oxo.priv1\LUCAP-USERS\TREASURY ACCOUNTING\MONTH END CLOSING\2022\07.2022

2232 - CO Result 10 2024

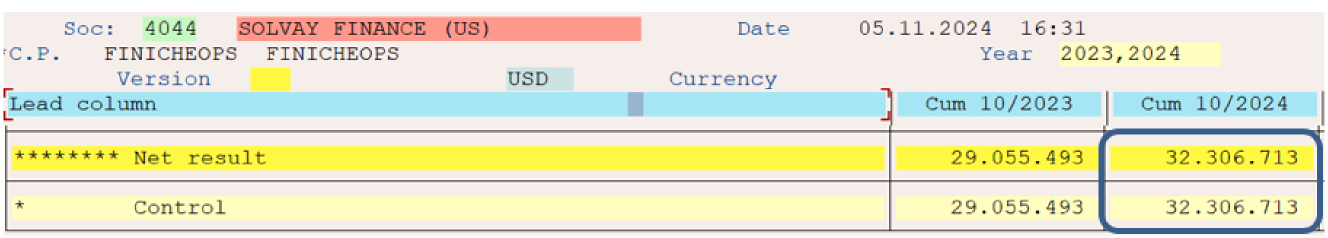
4044 - CO Result 10 2024

It is necessary to include the print screen of transaction S_ALR_87013612 showing that the organizational cost centers are balanced to zero and the evidence that the control amount in GR55 is aligned with net result.

In GR55 use the parameters below, adjusting the period and company code:



Verify if the amount in **Net result** line is the same as the **Control** line:



NOTE: If these two lines doesn't have equal amounts, probably one account listed in the control part of GR55 is not linked with a heading and all accounts must have this link.

Verify which account is missing the link, check with the Accounting Report Team and the CAM of the company to which heading the account should be included and request DMR team to update the account link to respective heading.

The file will be like this:

October/2024 – Tânia Torres

4044 - CO result :

S_ALR_87013612

Before cycles

Range: Cost Centers   Date: 05.11.2024   Page: 2 / 2

Cost Center Group   4044   SOLVAY FINANCE LLC
Cost Element/Group   *
Reporting period......   10   to   10   2024

Cost Centers	Actual	Plan	Var.(Abs.)	Var.(%)
U416300000 U416300000	30,56		30,56	
U4163AF000 Audit Fees				
U4187GS0XX Group servic	23.579,08-		23.579,08-	
U4187INV63 Intragroup s	1.880.270,51-		1.880.270,51-	
** SOLVAY FINANCE LLC - ADM	1.903.819,03-		1.903.819,03-	
* SOLVAY FINANCE LLC - LEV	8.675.409,76-		8.675.409,76-	
* SOLVAY FINANCE LLC - OTH	5.424.771,40		5.424.771,40	
U4D9CE 9CE - OGIP -				
U4D9ME 9ME -CMHM-CO				
* U459				
** SOLVAY FINANCE LLC - CHE	3.250.638,36-		3.250.638,36-	
*** SOLVAY FINANCE LLC - HOU	5.154.457,39-		5.154.457,39-	
**** SOLVAY FINANCE LLC	5.154.457,39-		5.154.457,39-	
***** Over/Underabsorption	5.154.457,39-		5.154.457,39-	

After cycles

Range: Cost Centers   Date: 05.11.2024   Page: 2 / 2

Cost Center Group   4044   SOLVAY FINANCE LLC
Cost Element/Group   *
Reporting period......   10   to   10   2024

Cost Centers	Actual	Plan	Var.(Abs.)	Var.(%)
U416300000 U416300000				
U4163AF000 Audit Fees				
U4187GS0XX Group servic				
U4187INV63 Intragroup s				
** SOLVAY FINANCE LLC - ADM				
* SOLVAY FINANCE LLC - LEV	8.675.409,76-		8.675.409,76-	
* SOLVAY FINANCE LLC - OTH	3.520.952,37		3.520.952,37	
U4D9CE 9CE - OGIP -				
U4D9ME 9ME -CMHM-CO				
* U459				
** SOLVAY FINANCE LLC - CHE	5.154.457,39-		5.154.457,39-	
*** SOLVAY FINANCE LLC - HOU	5.154.457,39-		5.154.457,39-	
**** SOLVAY FINANCE LLC	5.154.457,39-		5.154.457,39-	
***** Over/Underabsorption	5.154.457,39-		5.154.457,39-	

RNET = CONTROL

GR55

Soc: 4044 SOLVAY FINANCE (US)   Date 05.11.2024 16:31
'C.P. FINICHEOPS FINICHEOPS   Year 2023,2024
Version   USD   Currency

Lead column	Cum 10/2023	Cum 10/2024
******** Net result	29.055.493	32.306.713
* Control	29.055.493	32.306.713

Save the file in Lucap Drive for the respective CAM verification.

End of document.