

# BFC Retrieve Update

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### Scope

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### ERP

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PF2 WP2

### Frequency

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## 1. Objective and Scope

### 1.1. Objective of this Operation

The purpose of this document is to describe the procedure to update the BFC retrieve, report that contains the results for all IFRS16 companies heading in BFC.

### 1.2. Scope

All companies under Syensqo that follow the IFRS16 accounting rules.

This activity is performed on a monthly basis, until D+5 or after BFC packages closing.

### 1.3. Responsibility

SU MAC is responsible for updating the file and archiving it.

## 2. Report Procedure

Download the previous report (current one) to be updated / generate the next report.

... > BFC Retrieve + Rollfor... > BFC Retrieve ▾

Type ▾ People ▾ Modified ▾ Source ▾

Name ↓

- 2025
- 2024
- 2023

Update the date in the first tab of the control (it will update in the following tabs automatically):

A	B	C	D
<b>Long term lease debt by legal entity, by flow and by GBU (including ST portion)</b>			
CA=ACTUAL2			
{AC=L16830}+{AC=L56030}		check	
DP=2024.12			

Go to Add-ins - Financial Consolidation - Autonomous Mode - Import - In Sheet to open the BFC Link.

The screenshot shows the Microsoft Excel interface with the 'Add-ins' ribbon selected. The 'Financial Consolidation' add-in is expanded, showing 'Autonomous Mode', 'Data Entry Connected', 'Define Schedule', 'Connect...', 'Disconnect', and 'Personal Information'. The 'Autonomous Mode' sub-menu is open, showing 'Import', 'Export', and 'Define Schedule'. The 'Import' option is selected, and its sub-menu is open, showing 'In Cell Range', 'In Sheet', and 'In Workbook'. The 'In Sheet' option is highlighted. The background shows a spreadsheet with the following data:

	C	D	E	F	G	H	I	J
ow and by GBU (including ST portion)								
check			0	0	0	0	0	0

Log in by informing your user ID and password (same of BFC) and wait for the Data import complete message at the bottom of the file

80	RU=60624	SLV SPEC CHEM AP	SGE
81	RU=60668	SLV BANGPOO SPEC C	THE
82	RU=60680	SLV UK LTD	GRE

< > IFRS16 debt (LO)

Importing data... (40%)

63	RU=07772	CYTEC ENGINEERED MAT GmbH
64	RU=07774	SOLVAY (THAILAND) LIMITED

< > IFRS16 debt (LOCAL CUR)

Data import complete

Proceed to the next tabs, updating them one by one.

RU=07772	CYTEC ENGINEERED MAT GmbH	EUR	IG	-58	-178	-27
<	>	Reconciliation	LT debt (EUR CONSO)	Gross Value RoU (EUR CONSO)	Depreciation RoU (EUR CONSO)	P&L (LOCAL CUR) (EUR CONSO)

Once all tabs are updated, check them one by one for balances.

There are specific columns on each tab that will show if there are any differences.

The BFC accepts differences until 3 and the same logic applies to this file. If the balance is within the acceptable amount, you can ignore it.

FL=F80			
-295			
F80 FX CONVERSION	Check by Flow	Check by GBU	
0	0	0	
-18	0	0	
0	0	0	
0	0	0	
0	0	0	
-62	0	0	
0	0	0	
0	0	0	
0	0	0	
0	0	-1	
0	0	0	
-31	-1	2	
0	1	0	
0	0	0	
-4	0	0	
0	0	0	
-12	0	0	
38	0	0	

Sometimes, we can see high balances like the one below.

Usually, this refers to a company that is not fully consolidated.

Check the company code on the [Entity Card page](#) to see the consolidation method. If it is not a fully consolidated company, the balance can be ignored as well.

241.097	9	
99 SING	Check	
29.277	1.466	

Once all checks are completed and no issues are identified, save the file changing the name to the current month and upload it back to GDrive.