

Operation Manual of Commodity and Financial Services
For
COFCO-India

This document is submitted with confidence and trust that the document and its content shall be treated as confidential and will be subjected to review from Rensol Technologies authorized personnel only. The same shall not be shared or viewed by any third party without prior written permission from Rensol Technologies.

Rensol Technologies (S) Pte. Ltd.
462 Crawford Lane #02-25
Singapore 190462
Tel: 66521280
E-mail: - contact@rensoltech.com.
Website: - www.rensoltechnologies.com

Document Details

Release Date	Mar 23, 2021	Version	1.0
Document ID	User Operation Manual for COFCO-India		
Author	Arunangshu Chowdhury		

Revision History

Version No	Date	Prepared by / Modified by	Significant Changes
1.0	Mar 23, 2021	Arunangshu Chowdhury	Baseline version

Rensol Contact Person

Name	Bhawna Chadha
Phone Number	+91 9811464663
email	Bhawna.chadha@rensoltech.com

Table of Contents

Table of Contents	3
1 Introduction	4
2 Overview of CFS Application	4
3 Login Screen	7
4 Main Screen	10
5 Operation	12
5.1 Transaction	12
5.2 Contract String	15
5.3 Contract	20
5.4 Invoice	22
5.5 Debit\Credit Note	28
6 Accounting	31
6.1 Trade Accounting	31
7 Reports	39
7.1 Accounting Reports	40
8 Audit	42
8.1 User Access report	42
9 Help	43

1 Introduction

User Manual of Commodity and Financial Services Application is developed by Rensol Technologies (S) Pte. Ltd. for COFCO Intl. India users of COFCO Intl. can refer to this document for operating and using the above developed application to all its capabilities.

The document depicts each form of the application and explains in detail how to navigate and gives clear understanding of its functionality.

Rensol implemented existing CFS Application as part of CFS Phase-II Implementation with modifications for use by India (AAPL) users.

2 Overview of CFS Application

This web application has been built for COFCO International which is the overseas agriculture business platform for COFCO Corporation, China's largest food and Agriculture Company. It supplies agriculture products around the world through their globally integrated supply chain, originating from surplus producing regions to supply regions with high demand.

- **Application Overview**

CFS is a fully web based global financial management application which

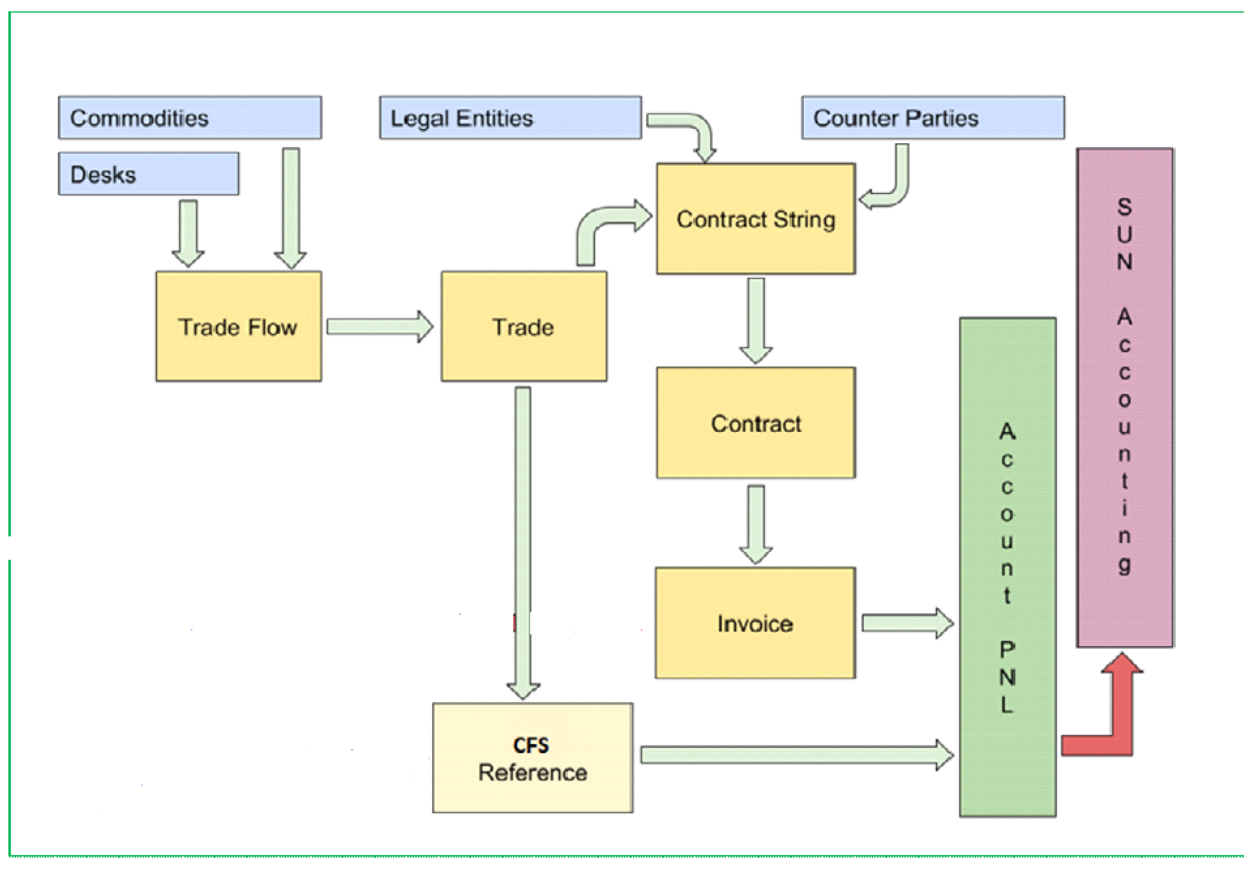
1. records and manages multi commodities & trades within the internal companies and outside.
2. manages accounting operations such as Trade and Shipment Management, Invoice creation, Report Generation, Financial Accounting (SUN) Posting etc.
3. has been developed on Microsoft based technology i.e., ASP.NET, MVC and MS SQL server.

- **Application Details**

- Key benefits of CFS are:

1. User friendly
2. Anytime changeable application with the ability for the solution to adapt to possible or future changes in its requirements.
3. Trade Creation with Multiple Trade Flow in various currencies
4. Creating Invoice with Amount Adjustment functionality
5. Takes care of multi-currency and price fluctuations into consideration.
6. Pushing various data in accounting and posting in Financial Accounting (SUN).

- Overall Business Process Flow of CFS Application

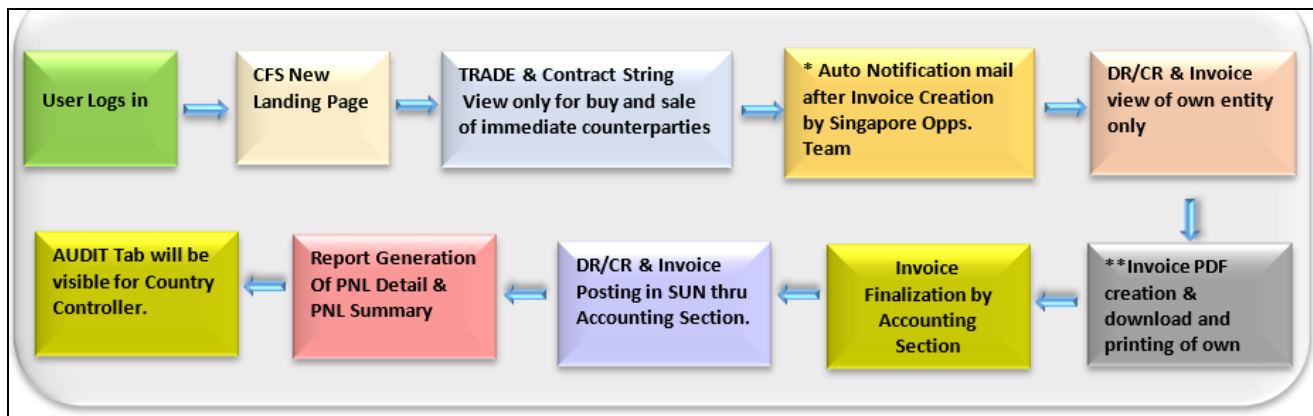


Overall CFS Business Steps

Trade Flow Generation
Trade Generation
Contract String Generation
Contract Generation
Invoice Generation
Double entry of Invoice data in Trade PNL and Balance sheet
Invoice posting to SUN accounting
Reports

Technology
Database :- SQL Server 2017
Language :- C#
Platform :- ASP.NET

• New Business Flow diagram for the users of India (AAPL) only in this CFS Application



Note:

- i. All Create/Edit/Delete of Trade Flows, Trades, Contract Strings, Contracts, Invoices, DR/CR Notes will be executed only by Operation Team for **India (AAPL)** entity which is in the scope of CFS Phase-II Implementation.
- ii. * Once Invoice is generated by Operation Team, a system generated auto-notification mail along with respective invoices as attachment will be sent to AAPL entity's Accounting team with C.C. to Operation and Accounting Team from CFS_Notification@cofcointernational.com.
- iii. **The existing facility in CFS application of Invoice creation in PDF Format, download and printing of own entity only will also be there.
- iv. **India (AAPL)** users will do the Invoice Finalization & SUN Posting along with their own DR/CR and Invoice once they receive a system generated auto-notification mail along with respective invoices as attachment. Users will also have the facility of reverse-posting if posting done wrongly. The user will also have the facility to add 3rd party invoices before posting in SUN.
- v. Following Menus, Modules and Sub-Modules will be visible for users of India (AAPL) to access in this CFS Application.
 - a) **Operation**
 - a. Transaction
 - i. View Trade
 - b. Contract String
 - c. Contract
 - i. Contract List (only display)

- ii. Search by Contract
 - d. Invoice
 - i. Invoice List along with Finalization
 - ii. View Invoice
 - e. Debit/Credit
 - i. Create / Show Dr Cr
 - ii. View Dr/Cr
- b) **Accounting**
 - a. Trade Accounting for Sun Posting
- c) **Reports**
 - a. Accounting Reports
 - i. PNL Detailed Report
 - ii. PNL Summary Report
- d) **Documentation**
- e) **Audit**
- f) **Help**
 - a. User Manual

3 Login Screen

URL for UAT server: - <http://euwe01zuatsfm01/SFM>

URL for Production server: - <http://euwe01zprdsfm01/sfm>

The first screen of the application is the login page. The user is required to validate their credentials for authorizing their rights to use this application.

This is essential for the security of the software. Only authorized users are eligible to access the modules available in the application.

Steps for Login:

1. India (AAPL) user needs to enter valid 'UserId' and 'Password'.
2. The user then clicks on 'Login' button.
3. If user needs to change the password.
 1. Click on the link Change Password.

2. On click, a new page will open.

Change Password

User Id*

Old Password*

Password*

Conform Password*

[Login](#)

*Password should contain atleast 8 characters including atleast one special character, one uppercase character and one numeral

3. Fill up the form.

- User Id
- Old password
- Create a new password following the password policy given below.

Length at least 8 characters
 It should contain

 - At least one special character
 - At least one uppercase character
 - At least one numeral
- Re-enter the new password.

4. Click submit.

5. After the form submission the login page will show up with a success message.

LOG IN

You have changed the password successfully. Please login with your new password.

User Id*

Password*

☐ Show Password

[Change password](#)

6. Login with the new password.
7. User must repeat the process after 90 days again.

Note:

An account lock feature also had been implemented. If user tries to log in with a wrong password 3 times consecutively, then the account will get locked.

To unlock the account, user needs to contact **Global Controller**.

4 Main Screen

In CFS application the first screen that appears after login displays the open trades ONLY of India (AAPL). On the top right corner of the header section there are Logout and Homepage buttons.

By clicking on the logout button, a user can logout from the application, which will also destroy the active session.

Trade Date	CFS Ref No	Counterparty	Issuing Bank	Distribution Bank	Vessel	Currency	Amount
01/02/2019	19-1004	AAPL			Star Helena	INR	1,014,762,525.00
29/01/2019	19-1005	AAPL			Neva	INR	432,653,000.00
01/02/2019	19-1006	AAPL			Jin Zhu Hai	INR	1,655,432,298.00
01/02/2019	19-1007	AAPL			Key Future	INR	1,862,033,121.00
07/02/2019	19-1008	AAPL	DB,Mumbai	DB,Singapore	Hai Jin	USD	17,117,132.33

Action Button: - To view the details of the trade, user needs to click on the required CFS Ref. No.

Once user clicks on the required CFS Ref. No, the below screen(sample) will get display.

Operation
Accounting
Reports
Documentation
Audit
Help

TRADE

CFS Ref No: 19-1004
Parent Ref No:
CFS Ref No: 19-1004
Status: Active
Created By: Wong Yook Shan
Created On: 01-02-2019

Trade Date*
01/02/2019

Transaction*
Bank

Counterparty*
AAPL

Risk Country*
India

Risk Issuer*
Select

Comment
Enter comment

Currency*
INR

Amount*
1,014,762,525.00

Fx Rate*
71.07

Amount in USD
14,278,352.68

Instrument Type*
Collection

Bloomberg Trade
IND 1919

Transaction Type*
FX Opportunity

Transaction Sub Type*
FX Opportunity INO INR

Tenure Days
270

Trade Flow*
TF-194

Save
Cancel
Print

DISTRIBUTION

SHIPMENT

ACCOUNTING

BLOOMBERG

DOCUMENTATION

Print
Copy
Clone
Void
Activate
Finalize

COFCO © 2021 All rights reserved. 2.17721.25143

Action Button: - User can print the details by clicking the Print button.

Below is the sample of the details report.

TRADEREPORT

Origination

CFS No	Trade Date	Transaction	Counter Party	Risk Issuer	Country	Trade Flow	Currency	Amount	Amount (in USD)	Fx Rate	Instrument Type	Transaction Type	Transaction Sub Type	Tenure Days
19-1004	01 Feb 2019	Bank	AAPL		India	TF-194	INR	1,014,762,525.00	14,278,352.68	71.070000	Collection	FX Opportunity	FX Opportunity INO INR	270

Distribution

CFS No	Investor 1	Bank 1	Investor 2	Bank 2	Amount	Margin Over Libor	Other Cost	Discount Date	Maturity Date	LC No	Remarks

Shipment

CFS No	Goods	Origin	Destination	Vessel	Quantity	BL Date	Remarks
19-1004	Corn	Romania	South Korea	Star Helena	62351.0000	30 Dec 2018	

Account Income Segment

Account Status	Booking Entity	Publish Status	Posting Date	Company SAP Account	SUN PNL Account	SUN PNL Inter Co. Code	Country	Fx Rate	Assignment Text No.	Currency	Amount	SAP Fx Rate	Amount in USD

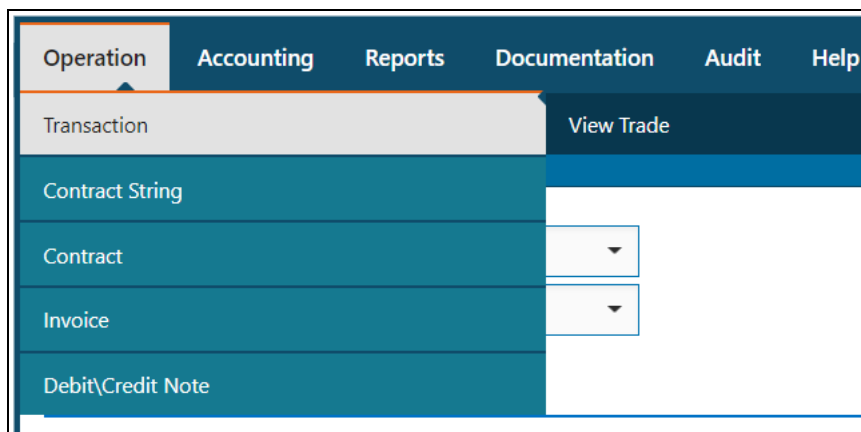
Account Cost Segment

Account Status	Booking Entity	Publish Status	Posting Date	Company SAP Account	SAP PNL Account	SAP PNL Inter Co. Code	Country	Fx Rate	Assignment Text No.	Currency	Amount	SAP Fx Rate	Amount in USD

This application was created using the trial version of the XtraReports.

This application was created using the trial version of the XbraReports.

5.1 Transaction

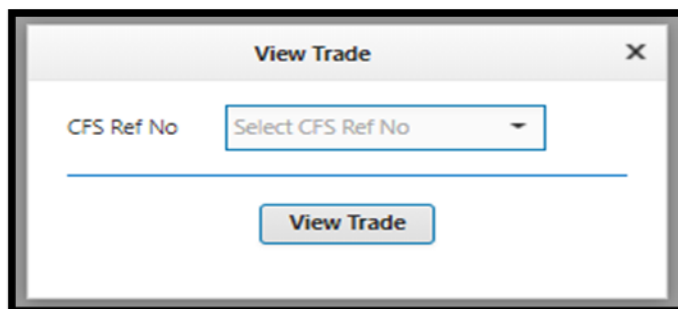


Operation	Accounting	Reports	Documentation	Audit	Help
Transaction					
Contract String					
Contract					
Invoice					
Debit\Credit Note					

View Trade:

Purpose: In this module User can only view their own existing Trade. No access of creating, Editing or Deleting any trade is there. User can only take print of their own existing Trade if required.

- Once user clicks on View Trade, the below screen will get display.
CFS Ref No. will be listed in the drop down based on logged in user's entity and If the Trade contains the respective counterparty of the Logged-in user in the contract string.



View Trade [X]

CFS Ref No Select CFS Ref No ▼

View Trade

Action: - User needs to select the required CFS No. from drop down box and click on View Trade button.

Once user clicks on View Trade Button, the below screen will get display.

Operation
Accounting
Reports
Documentation
Help

VIEW TRADES

CFS Ref No: 21-1214
Parent Ref No:
CFS Ref No: 21-1214
Status: Active
Created By: Riyanka Purkayastha
Created On: 07-06-2021

ORIGINATION

Trade Date	01-06-2021	Currency	USD	Transaction Type	Administrational
Transaction	Bank	Amount	56475.00	Transaction Sub Type	Trade Flow
Counter Party	Amaggi SA	Fx Rate	1.000000	Tenure Days	270
Risk Country	Austria	Amount (USD)	56475.00	Trade Flow	TF-211236
Risk Issuer		Instrument Type	Fx		
Comment					

DISTRIBUTION

SHIPMENT

ACCOUNTING

DOCUMENTATION

Print

The first block is **Origination** block.

It has following fields:

- 1) **Trade Date:** It is the date at which a company fixes a deal with Counterparty.
- 2) **Transaction:** It specifies the mode of transaction, containing 3 options i.e. Bank, Agent/Broker and Corporate.
- 3) **Counterparty:** A counterparty is the other party that participates in a financial transaction.
- 4) **Risk country:** It is the country to which the Counterparty belongs.
- 5) **Risk Issuer:** It specifies the bank which issues LC on behalf of Counterparty.
- 6) **Currency:** It specifies the currency in which trade/deal is fixed.
- 7) **Amount:** It specifies the amount corresponding to above Currency.
- 8) **Fx Rate:** It specifies the exchange rate w.r.t USD.
- 9) **Amount in USD:** It is calculated automatically based on Amount and Rate.
- 10) **Instrument Type:** It comes from the Instrument master to specify what type of instrument type.
- 11) **Transaction Type:** It specifies the type of transaction.
- 12) **Transaction Sub Type:** This field is depending on the transaction type field. It shows the option based on transaction type.
- 13) **Tenure (Days):** Textbox specifies the number of days in which trade will be closed. By default, it is 9 months or 270 days.
- 14) **Comments:** Textbox is for any remarks.

Note: - If user wants to see the details of Distribution, Shipment, Accounting & Documentation, then user needs to Click on left hand side box for the respective module.

If user wants to print the details, user can click the Print button.

- i. **Distribution:** This section depends on the origination section. The user can see details in distribution section if origination section is created.

DISTRIBUTION									
Investor Bank 1	Bank Name 1	Investor Bank 2	Bank Name 2	Amount	Margin Over Libor	Other Cost (\$)	Discount Date	Maturity Date	LC Number

It has following fields:

- 1) **Investor Bank 1:** It specifies the type of investor bank.
- 2) **Bank Name:** It specifies the actual bank playing the corresponding role of Investor bank.
- 3) **Investor Bank 2:** It specifies the type of second investor bank.
- 4) **Bank Name 2:** It specifies the actual bank playing the corresponding role of second Investor bank.
- 5) **Amount:** It specifies the amount to be discounted or collected from various bank.
- 6) **Margin over Libor:** It specifies the corresponding amount for margin.
- 7) **Other Cost (\$)** : It specifies miscellaneous cost if any.
- 8) **Discount Date:** It specifies the date on which LC will be considered for discounting.
- 9) **Maturity Date:** It specifies the date on which LC will be mature.
- 10) **LC No.:** It specifies the LC number.
- 11) **Remarks:** It specifies for any remarks.

- ii. **Shipment:** This section contains the information about the vessel, goods and their quantity which is ready for shipping. It is automatically populated based on selected Trade flow No in Origination.

SHIPMENT						
SHIPMENT BILL OF LADING						
Goods	Origin	Destination	Vessel	Quantity	BL Date	Remarks
Coal	Algeria	Brazil	Vessel k	545.0000	31/05/2021	
CSD Canola Oil	Angola	Australia	Vessel k	600.0000	02/06/2021	

It has following fields:

- a) **Origin:** It specifies the origin country.
- b) **Destination:** It specifies the destination country.
- c) **Vessel:** It specifies the Vessel name.
- d) **Quantity (MT):** It specifies the quantity of goods.
- e) **BL Date:** It specifies the date on which the bill is generated.
- f) **Remarks:** It specifies for any remarks.

- iii. **Accounting:** The Accounting Section is for specifying Income & Cost sections related to a trade. This section contains the two sub-section Profit-&-Loss and Balance sheet section.

ACCOUNTING																																	
INCOME																																	
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	Currency	SUN Account	PNL Account	InterCompany Entity	Country	Fx Rate	Assignment No	PC Name	Text																				
Open	AAPL	Posted	28-05-2021	38	INR	IN2	Realised Revenue Physical Sales	CAT	Singapore	72.640400	21-1205	SFIG101T	INV72036-CAT-Aredin-CINBV-J																				
<table border="1"> <thead> <tr> <th>Booking Entity</th> <th>Income(Doc CCY)</th> <th>Income(USD)</th> <th>Total Income(USD)</th> </tr> </thead> <tbody> <tr> <td>AAPL</td> <td>-1511664000.00</td> <td>-20810237.83</td> <td>-20810237.83</td> </tr> </tbody> </table>														Booking Entity	Income(Doc CCY)	Income(USD)	Total Income(USD)	AAPL	-1511664000.00	-20810237.83	-20810237.83												
Booking Entity	Income(Doc CCY)	Income(USD)	Total Income(USD)																														
AAPL	-1511664000.00	-20810237.83	-20810237.83																														
Transaction Income (USD):(\$20,810,237.83)																																	
COST																																	
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	Currency	SUN Account	PNL Account	InterCompany Entity	Country	Fx Rate	Assignment No	PC Name	Text																				
<table border="1"> <thead> <tr> <th>Booking Entity</th> <th>Cost(Doc CCY)</th> <th>Cost(USD)</th> <th>Total Cost(USD)</th> </tr> </thead> <tbody> <tr> <td colspan="4">Transaction Cost (USD):\$0.00</td> </tr> <tr> <td colspan="4">Booking Entity Transactional Net PNL</td> </tr> <tr> <th>Booking Entity</th> <th>Income(USD)</th> <th>Cost(USD)</th> <th>Total PNL(USD)</th> </tr> <tr> <td>AAPL</td> <td>(\$20,810,237.83)</td> <td>\$0.00</td> <td>(\$20,810,237.83)</td> </tr> </tbody> </table>														Booking Entity	Cost(Doc CCY)	Cost(USD)	Total Cost(USD)	Transaction Cost (USD):\$0.00				Booking Entity Transactional Net PNL				Booking Entity	Income(USD)	Cost(USD)	Total PNL(USD)	AAPL	(\$20,810,237.83)	\$0.00	(\$20,810,237.83)
Booking Entity	Cost(Doc CCY)	Cost(USD)	Total Cost(USD)																														
Transaction Cost (USD):\$0.00																																	
Booking Entity Transactional Net PNL																																	
Booking Entity	Income(USD)	Cost(USD)	Total PNL(USD)																														
AAPL	(\$20,810,237.83)	\$0.00	(\$20,810,237.83)																														
Transaction PNL (USD):(\$20,810,237.83)																																	
INCOME(BALANCE SHEET)																																	
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	Currency	SUN Account	PNL Account	InterCompany Entity	Country	Fx Rate	Assignment No	PC Name	Text																				
Open	AAPL	Posted	28-05-2021	38	INR	IN2	Concordia Agritrading Pte Ltd	CAT	Singapore	72.640400	21-1205	SFIG101T	INV72036-CAT-Aredin-CINBV-AA																				
COST(BALANCE SHEET)																																	
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	Currency	SUN Account	PNL Account	InterCompany Entity	Country	Fx Rate	Assignment No	PC Name	Text																				
<table border="1"> <thead> <tr> <th>Booking Entity</th> <th>Posting Date</th> <th>Posted On</th> <th>JV No</th> <th>Posted By</th> </tr> </thead> <tbody> <tr> <td>AAPL</td> <td>28/05/2021</td> <td></td> <td>38</td> <td>RakeshJ</td> </tr> </tbody> </table>														Booking Entity	Posting Date	Posted On	JV No	Posted By	AAPL	28/05/2021		38	RakeshJ										
Booking Entity	Posting Date	Posted On	JV No	Posted By																													
AAPL	28/05/2021		38	RakeshJ																													

- iv. **Documentation:** The Documentation Section is for uploading documents associated with a transaction/trade. Documents related to a specific transaction can also be searched.

DOCUMENTATION				
CFS Ref No	Document Name	Added By	Added On	Remarks
Print				

Action Button: - If user wants to print the details, user can click the Print button.

5.2 Contract String

Purpose: Contract String defines which entity will sale to or purchase from which entity. There is a minimum of three and a maximum of six entities that will be involved in this contract string.

For India (AAPL) user, Contract String will show from which entity they have bought and to which entity they have sold only, and all fields are non-editable except Print Option.

- a) CFS Ref No. will be listed in the drop down based on logged in user's entity. and if the Trade contains the respective counterparty of the Logged in user in the contract string.

Select CFS Number
X

CFS Ref No Select CFS Ref No ▼

Show Contract String

Action:- User needs to select the required CFS No. from drop down box and click on Show Contract String button.

Once user clicks on Show Contract String Button, the below screen will get display.

CFS Ref No 21-1208 ▼

DrCr No: Not Created
Invoice No: 80018
Contract No: S9000073/P9000074

Counter Party* Gemmayz ▼

Currency* USD ▼

Goods* Corn ▼

Vessel* Vessel n ▼

Quantity* 545.0000 ▼

Unit Price* 4345.9 ▼

Sub Amount 2,368,515.50 ▼

Loading Algeria ▼

Destination Brazil ▼

Due Date 31/05/2021 ▼

Total Amount 2,368,515.50 ▼

Shipment 31/05/2021 ▼

Delivery CFR ▼

DrCr No: Not Created
Invoice No: 72039
Contract No: S9001231/P9001232

Counter Party* AAPL ▼

Currency* USD ▼

Goods* Corn ▼

Vessel* Vessel n ▼

Quantity* 545.0000 ▼

Unit Price* 4344 ▼

Sub Amount 2,367,480.00 ▼

Loading Algeria ▼

Destination Brazil ▼

Due Date 31/05/2021 ▼

Total Amount 2,367,480.00 ▼

Shipment 31/05/2021 ▼

Delivery CFR ▼

DrCr No: Not Created
Invoice No: 13544/13545
Contract No: S0551642/P0551643

Counter Party* CAT ▼

Currency* USD ▼

Goods* Corn ▼

Vessel* Vessel n ▼

Quantity* 545.0000 ▼

Unit Price* 4345 ▼

Sub Amount 2,368,025.00 ▼

Loading Algeria ▼

Destination Brazil ▼

Due Date 31/05/2021 ▼

Total Amount 2,368,025.00 ▼

Shipment 31/05/2021 ▼

Delivery CFR ▼

+ Invoice
Submit By Ops

It has following fields:

- a) **CFS Ref No:** It is a dropdown that selects any one CFS Ref no for creating contract string. This is a mandatory field.
- b) **Counter Party:**
- c) **Currency:** Dropdown field specifies the currency name which comes from the currency master
- d) **Goods:** This field is automatically filled based on the Goods from shipment section.
- e) **Quantity:** This field is automatically filled based on the Goods from shipment section.

- f) **Unit Price:** Price for per unit quantity is entered by the user. It is a mandatory field.
- g) **Sub Amount:** It is calculated based on Unit Price multiplied by quantity.
- h) **Loading:** It is the region from where the goods get loaded and this field is automatically based on the type of Goods selected in Goods field.
- i) **Destination:** destination where the goods will be kept, and this field is automatically filled based on the type of Goods selected in the Goods field.
- j) **Due Date:** The first due date of the goods block under the legal entity/ counter party of the contract string is reflected in the invoice.
- k) **Total Amount:** It is calculated based on Unit Price multiplied by quantity.
- l) **Shipment:** It is the date field which shows current date by default.
- m) **Delivery:** By default, it shows CFR if user wants to change it, they can.
- n) **Print Button:** Used to print the contract string report which shows all the contract string information against selected CFS ref no.

Action: - In contract string screen

Invoice: If user clicks the invoice button for a particular entity then one invoice will be generated, and four entries will be created, two entries for **Profit-&Loss (Income and Cost segment)** and two entries for **Balance Sheet** (in the **Receivable and Payable** section).

INVOICES					
Status	Invoice No	CFS Ref No	Entity	Invoice Date	Action
Not Finalized	11900017	19-1004	CAT	14/02/2019	edit ☐
Not Finalized	22200013	19-1004	Aredin	14/02/2019	edit ☐
Not Finalized	3099006	19-1004	CINBV	14/02/2019	edit ☐

Due Date	23/09/2019	Invoice Date	14/02/2019
Goods	Corn	Quantity	62351.0000
Description		Unit Price	16275.00
Description		Total	1,014,762,525.00
Description		Additional Cost or Adjustments	0
Payment Instruction		Additional Cost or Adjustments	0
		Additional Cost or Adjustments	0
		Grand Total	1,014,762,525.00

Note:

The user can amend an additional costs or adjustment to the total cost in the invoice, for three different purposes – based on requirement.

Partial Invoice: If user clicks on the goods dropdown and selects none for a goods, then the user can generate a partial invoice for the goods that were presently selected. In this case an invoice no. will be generated for the goods that were selected and when the user clicks on the invoice button once again then another invoice no. will be generated for the remaining goods. This can be done multiple times.

Operation Accounting Reports Documentation Fx MM Masters Audit User Security Help

INVOICE

Due Date	08/05/2019	Invoice Date	30/05/2019
Goods	Quantity	Unit Price	Total
Soybean Meal	21300.0000	256.00	5,452,800.00
Description		Additional Cost or Adjustments	0
Description		Additional Cost or Adjustments	0
Description		Additional Cost or Adjustments	0
Payment Instruction		Grand Total	5,452,800.00

Save

Note:

The first due date of the goods block under the legal entity/ counter party of the contract string is reflected in the invoice.

Submit By Ops Button: This button is to send emails with purchase/sale invoice attached to notify the stake holders of an entity that the invoice is ready to be finalized.

This button has the following phases.



Sample of the mail

UAT - AAPL Purchase/Sales Invoice For CFS Ref 20-1552 Inbox x



CFS_Notification@cofcointernational.com

Fri, 21 May, 12:40 (10 days ago) ☆ ↩ ⋮

to rakeshjain, mahalaxmi, schakrabarti, cong, prtan, CfsOps

Hello All,

Please find attached Purchase/Sales Invoice(s) for the reference(s) given below for your attention.

CFS No	Currency	Amount	Vessel	Invoice
20-1552	INR	1,567,555,000.00	CRSA fwd INO 20191	AAPL/SALE/72030/2021

Remarks: This is an auto-generated email and no reply is necessary.

This e-mail is intended only for the recipient(s). It may contain information that is confidential, privileged or otherwise protected from disclosure. Unintended recipients are prohibited from taking action on the basis of information in this e-mail. COFCO International Limited reserves the right, to the extent and under circumstances permitted by applicable law, to retain, monitor and intercept e-mail messages to and from its systems. If you are not the intended recipient, please delete this message plus any attachment(s) and advise the sender of this by return e-mail.



Print Button: Used to print the details from which entity they have bought and to which entity they have sold only by clicking the Print button.

CFS Ref No 21-1208

Gemmayz		AAPL		CAT	
	S9000073		S9001231		S0551642
	P9001232		P0551643		P9000074
Invoice No.	80018	Invoice No.	72039	Invoice No.	13544,13545
Dr/Cr No.		Dr/Cr No.		Dr/Cr No.	
Currency	USD	Currency	USD	Currency	USD
Goods	Com	Goods	Com	Goods	Com
Vessel	Vessel n	Vessel	Vessel n	Vessel	Vessel n
Quantity	545.0000	Quantity	545.0000	Quantity	545.0000
Unit Price	4345.90	Unit Price	4344.00	Unit Price	4345.00
Sub Amount	2,368,515.50	Sub Amount	2,367,480.00	Sub Amount	2,368,025.00
Loading Port	Brazil	Loading Port	Brazil	Loading Port	Brazil
Discharge Port	Brazil	Discharge Port	Brazil	Discharge Port	Brazil
Due Date	31 May 2021	Due Date	31 May 2021	Due Date	31 May 2021
Total Amount	2,368,515.50	Total Amount	2,367,480.00	Total Amount	2,368,025.00
Shipment	31 May 2021	Shipment	31 May 2021	Shipment	31 May 2021
Delivery	CFR	Delivery	CFR	Delivery	CFR

5.3 Contract

Operation	Accounting	Reports	Documentation	Audit	Help
Transaction					
Contract String					C
Contract			Contract List		
Invoice			Search By Contract		
Debit\Credit Note					

Contract List:

Purpose: - The screen will display only all the contracts for entity they have bought and to which entity they have sold only provided the Trade contains the respective counterparty of the Logged in user in the contract string.

Contract No	CFS Ref No	Seller Entity	Buyer Entity	Contract Date	Status
S0550918	21-1006	CAT	AAPL	24/02/2021	Active
P0550919	21-1006	AAPL	CAT	24/02/2021	Active
S0000999	21-1005	AAPL	Aredin	17/02/2021	Active
P0001000	21-1005	Aredin	AAPL	17/02/2021	Active
S0550914	21-1005	CAT	AAPL	17/02/2021	Active
P0550915	21-1005	AAPL	CAT	17/02/2021	Active
S0550908	21-1002	CAT	AAPL	28/01/2021	Active
P0550909	21-1002	AAPL	CAT	28/01/2021	Active
S0000989	21-1002	AAPL	Aredin	28/01/2021	Active
P0000990	21-1002	Aredin	AAPL	28/01/2021	Active
S0000987	21-1001	AAPL	Aredin	21/01/2021	Active
P0000988	21-1001	Aredin	AAPL	21/01/2021	Active
S7001131	20-1817	CRSA	AAPL	14/12/2020	Active
P7001132	20-1817	AAPL	CRSA	14/12/2020	Active
S0000995	20-1813	AAPL	CAT	08/02/2021	Active

Search by Contract: By clicking on “search by contract” we can display the contract string based on its respective contract no. (sales/purchase) for logged in user's entity.

Search By Contract No X

Contract No

Show Contract String

Action:

Show Contract String: By clicking this button we can access the contract string based on the contract no. (sales/purchase) that is selected from the contract no. dropdown.

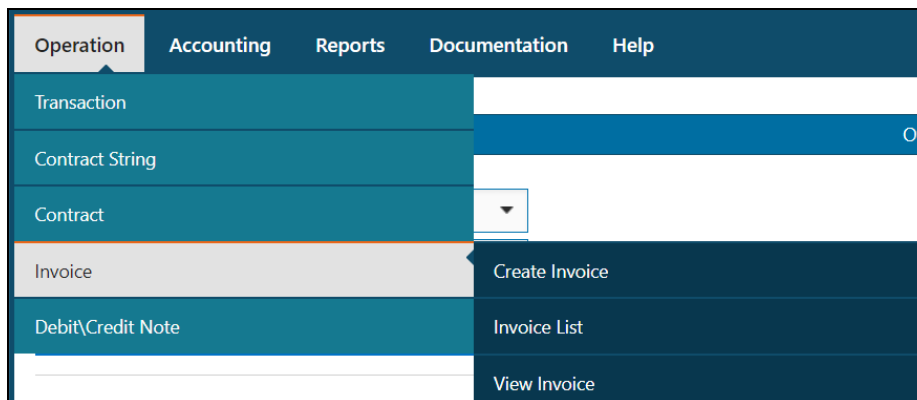
Note:

We can access and utilize the contract string in the same manner from search-by-contracts as we can in contract string.

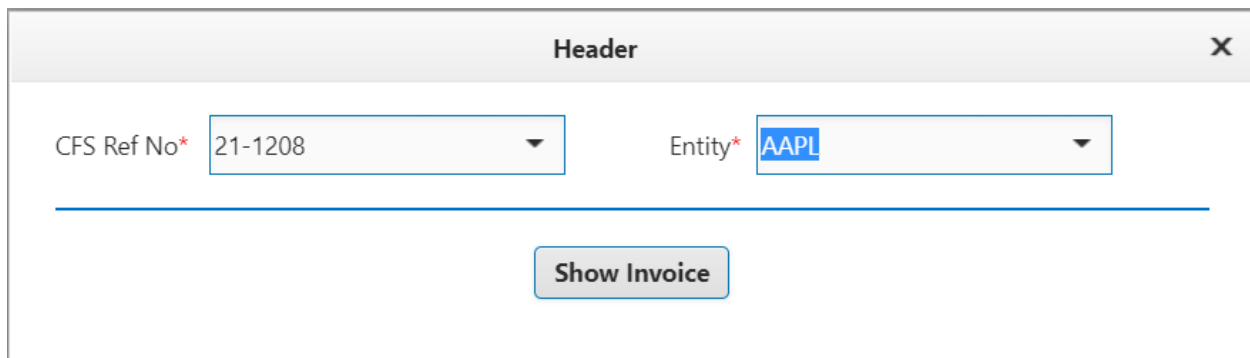
Action Button: - If user wants to print the details, user can click the Print button.

5.4 Invoice

Purpose: It is used to view the invoice for the particular entity which is generated in contract string section. Entities will be shown based on selected **CFS** Ref no. Every entity generates the invoice only for sale.



Create Invoice: To create new invoice or update existing invoice before finalization.



The screenshot shows the 'Header' form for creating an invoice. It has a title bar 'Header' with a close button 'X'. The form contains two dropdown fields: 'CFS Ref No*' with the value '21-1208' and 'Entity*' with the value 'AAPL'. Below these fields is a 'Show Invoice' button.

It has following fields:

CFS Ref No: Select the CFS Ref No. from the dropdown for viewing the invoice of a particular entity.

Entity: This is the dropdown field and data are bound based on selected CFS Ref No. It will show only AAPL.

Action:

Show Invoice: by clicking the show-invoice button we can access the page with all the invoice records (Submitted By Ops, finalized & not finalized) for the entity involved in a particular trade.

Note:

We can also create **partial invoices** from **Create-Invoice** but the only difference between generating invoice/partial invoice from Create-Invoice and Contract String is that the user must enter the CFS no. in the former.

COFCO © 2021 All rights reserved. 2.7.7748.36368

Invoice List: Here user of AAPL can access the list of generated invoices for all trades with all the invoice records (not finalized, submitted by ops and finalized) for AAPL entity (Buyer or Seller).

INVOICES							
	Status	Invoice No	CFS Ref No	Seller Entity	Buyer Entity	Invoice Date	Action
▶	Not Finalised	72039	21-1208	AAPL	CAT	31/05/2021	☐
	Finalized	80018	21-1208	Gemmayz	AAPL	31/05/2021	
	Finalized	72038	21-1207	AAPL	Gemmayz	28/05/2021	
▶	Not Finalised	13543	21-1207	CAT	AAPL	28/05/2021	
	Finalized	72037	21-1206	AAPL	CAT	28/05/2021	
	Finalized	72036	21-1205	AAPL	CAT	28/05/2021	
▶	Submitted by Ops	31942	21-1206	CINBV	AAPL	28/05/2021	
▶	Not Finalised	31941	21-1205	CINBV	AAPL	28/05/2021	
	Finalized	72035	21-1204	AAPL	CAT	27/05/2021	
▶	Not Finalised	31940	21-1204	CINBV	AAPL	27/05/2021	

Page 1 of 48 (472 items) 1 2 3 4 5 6 7 ... 46 47 48 Page size: 10 Finalize

To show the details of invoice when not finalized, user can click on Left-Hand side button. AAPL can only edit the invoices where seller entity is AAPL.

For the invoices where Seller Entity is AAPL, the edit invoice page will be opened like the picture given below. Here all the controls are enable and the update button is also visible.

Submitted by Ops	72033	21-1202	AAPL	CINBV	27/05/2021	
------------------	-------	---------	------	-------	------------	--

Due Date	27/05/2021	Invoice Date	27/05/2021
----------	---	--------------	---

Goods	Quantity	Unit Price	Total
Corn	4364536.7760	546.00	2,383,037,079.70

Description		Additional Cost or Adjustments	0
Description		Additional Cost or Adjustments	0
Description		Additional Cost or Adjustments	0

Choose Bank	Select
-------------	-------------------------------------

Payment Instruction	Beneficiary's Bank : Deutsche Bank Ag, Mumbai Swift Code : DEUTINBBXXX Beneficiary : Agrilink Asia Pvt. Ltd Account No. : 0663237000	Grand Total	2,383,037,079.70
---------------------	---	-------------	---

For the invoices where Buyer Entity is AAPL, the edit invoice page will be opened like the picture given below. Here all the controls are disabled and the update button is invisible.

Not Finalised	13538	21-1202	CAT	AAPL	27/05/2021	
---------------	-------	---------	-----	------	------------	--

Due Date	27/05/2021	Invoice Date	27/05/2021
----------	---	--------------	---

Goods	Quantity	Unit Price	Total
Corn	4364536.7760	546.00	2,383,037,079.70

Description		Additional Cost or Adjustments	0
Description		Additional Cost or Adjustments	0
Description		Additional Cost or Adjustments	0

Payment Instruction		Grand Total	2,383,037,079.70
---------------------	----------------------	-------------	---

User of AAPL can only finalize “submitted by ops” invoices with AAPL as seller entity. For finalizing the “Submitted By Ops” invoices, user needs to click on the check box and click on Finalize button to send the invoice for accounting.

INVOICES

Status	Invoice No	CFS Ref No	Seller Entity	Buyer Entity	Invoice Date	Action
Finalized	13015	20-1806	AAPL	CAT	09/03/2021	
Finalized	13016	21-1007	AAPL	CINBV	09/03/2021	
Finalized	13017	21-1008	AAPL	CINBV	10/03/2021	
Finalized	13018	21-1009	AAPL	CINBV	10/03/2021	
Finalized	13019	21-1011	AAPL	CINBV	17/03/2021	
Finalized	13020	21-1012	AAPL	CINBV	18/03/2021	
Not Finalized	13021	21-1010	AAPL	Aredin	22/03/2021	☒

Page 2 of 2 (17 items)

1 2

Page size: 10

Finalize

COFCO © 2021 All rights reserved. 2.7.7748.36368

View Invoice: It is used to view the invoice for the particular entity which is generated in contract string section. By clicking the View-Invoice button we can access the below page to see the details of INVOICE for the entity of logged-in user's entity involved in a particular trade.

Choose Parameter

CFS Ref No*

Select

Entity*

Select

Invoice No*

Select

Type

Select

Show Invoice

User needs to enter the mandatory fields in sequence.

1. CFS Ref No. will be listed in the drop down based on logged in user's entity. and if the Trade contains the respective counterparty of the Logged in user in the contract string.
2. Entity name (buy & sell entities will be listed) and user needs to select the required entity.
3. The invoice numbers will be listed depending on selected entity & CFS No. and user needs to select the required invoice number.
4. Type is optional. User can select either Bank or Internal (by default it is Internal).
5. Then click on Show Invoice. The invoice will get display on the screen.

Choose Parameter

X

CFS Ref No* 21-1001

Entity* AAPL

Invoice No* 13002

Type Select

Show Invoice

Sample AAPL Invoice Format (which will be displayed on the screen) and can be printed or download by clicking on the respective icon which are there at the top:

AGRILINK ASIA PVT LTD

COMMERCIAL INVOICE				
SELLER : Agrilink Asia Pvt Ltd C/215, 215 Atrium 2nd Floor Near Courtyard Marriott, Andheri-Kurla Road Andheri (East), Mumbai 400093, India		Invoice Date : 18 Feb 2021 Invoice No.: AAPL/SALE/13008/2021		Exporter's Ref. IEC No. 0302010327
BUYER : Aredin Trading Pte Ltd 8 Shenton Way AXA Tower #29-01 Singapore 068811		Contract No : S0000999		
Vessel Feb9Test	Port Of Loading Brazil	Country Of Origin Of Goods Brazil		
	Port Of Discharge Argentina	Terms Of Delivery CFR	Maturity Date 17 Feb 2021	
Description Of Goods	Quantity (MTS)	Price (USD PER MTS)	AMOUNT (USD)	
Crude Sun Flower Oil	540.0000	5,456.00	2,946,240.00	
Packing : In Bulk				
Payment Instructions : Beneficiary's Bank : Beneficiary Bank,USD Swift Code : USDBANKXXX Beneficiary : Agrilink Pvt. LTD. Account No. : 1234567890				
Total Amount (In Words) Two Million Nine Hundred And Forty Six Thousand Two Hundred And Forty	Total Amount USD 2,946,240.00			
Declaration : We declare that this Commercial Invoice shows the actual price of goods described and all particulars are true and correct.		Signature & Date For AGRILINK ASIA PVT.LTD. Authorized Signatory		

Regd. Office: "215 Atrium", C/215, 2nd Floor, Near Courtyard Marriott, Andheri Kurla Road, Andheri (East), Mumbai – 400 093. India
Tel : +91 22 6121 8900 Fax : +91 22 6121 8901 E-mail : info@agrilink.in

5.5 Debit\Credit Note

Purpose: To display the debit/credit note for a particular entity against the invoice.

The screenshot shows the RENSOL application interface. The 'Operation' menu is open, displaying options: Transaction, Contract String, Contract, Invoice, and Debit\Credit Note. The 'Debit\Credit Note' option is highlighted, and a sub-menu is visible with two options: 'Create/Show Dr Cr' and 'View Dr/Cr'. Below the menu, there is a text prompt: 'Drag a column header here to group by that column'.

Action: - User needs to click Create/Show Dr Cr button.

Create/Show Dr Cr

The Dr/Cr records are retrieved from the contract string for all CFS Ref No. based on logged in user's entity and if the Trade contains the respective counterparty of the Logged in user in the contract string. AAPL users can also finalize DR/CR records.

Status	CFS Ref No	Seller Entity	Buyer Entity	Dr/Cr No	Date	Action
Not Finalized	19-1051	CINBV	AAPL	CN/CINBV/19/15	18/03/2019	Show
Not Finalized	19-1051	CINBV	AAPL	CN/CINBV/19/18	18/03/2019	Show
Finalized	20-1379	CINBV	AAPL	CN/CINBV/20/52	02/11/2020	
Finalized	21-1015	CINBV	AAPL	CN/CINBV/21/56	28/01/2021	
Not Finalized	21-1171	CAT	AAPL	DN/CAT/21/58	01/04/2021	Show
Not Finalized	21-1171	AAPL	CRSA	CN/AAPL/21/59	01/04/2021	Show
Not Finalized	21-1173	CAT	AAPL	DN/CAT/21/61	02/04/2021	Show
Finalized	21-1173	AAPL	CAT	CN/AAPL/21/62	02/04/2021	
Not Finalized	21-1190	CAT	AAPL	DN/CAT/21/63	03/05/2021	Show
Not Finalized	21-1200	AAPL	CAT	DN/AAPL/21/64	20/05/2021	Show

Page 1 of 2 (11 items) 1 2 Page size: 10 Finalize

Action:- If user clicks on "Show" button for the Not Finalized Dr/Cr Note, it will display the details.

DrOrCr*	Debit	CFS Ref No*	21-1214	Issuer*	Gemmayz
Issued To*	CAT	Invoice	Select Invoice	Contract No	S9000083
Currency*	USD	Date*	07/06/2021	Due Date*	07/07/2021
Remarks	Enter Remarks				

Goods	Description	Quantity	Unit Price	Total
Barley	Barley	700.0000	43565.000000	30,495,500.00
Crude Sun Flower Oil	Crude Sun Flower Oil	799.0000	54364.000000	43,436,836.00
Description			Additional Cost or Adjustments	0
Description			Additional Cost or Adjustments	0
Description			Additional Cost or Adjustments	0
Grand Total				73,932,336.00

[Cancel](#)

Action:- If user clicks on checkbox button for the Not Finalized Dr/Cr Note, and then clicks on Finalize button, then the selected Dr/Cr Note will get finalized.

View Dr/Cr

Purpose:- To Generate report for Debit/Credit Note:

Action:-

1. CFS Ref No. will be listed in the drop down based on logged in user's entity. and if the Trade contains the respective counterparty of the Logged in user in the contract string.
2. Entity name (by default, it will display AAPL) from drop-down list and user needs to select the required entity.
3. Type is optional. User can select either Bank or Internal (by default it is Internal).

Once user clicks on Submit button if entering the required values, the below screen will get display.

AGRILINK ASIA PVT LTD

DEBIT NOTE

Concordia Agritrading Pte Ltd
8 Shenton Way AXA Tower #29-01
Singapore - 068811

No : 21/58
Date : 07 Jun 2021
Contract No : S8001085

Shipment By : b vess
Port Of Loading : Brazil
Port Of Discharge : Australia

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Crude Sun Flower Oil	43,543.8798 MTS	USD 5465.00	USD 23,79,67,303.11
Total			USD 23,79,67,303.11
			=====
Outside the scope of VAT			To Your Debit S. E. & O.
CFS No.	21-1150		
TSPMSTF			

Regd. Office: "215 Atrium", C/215, 2nd Floor, Near Courtyard Marriott, Andheri Kurla Road, Andheri (East), Mumbai
Tel : +91 22 6121 8900 Fax : +91 22 6121 8901 E-mail : info@agrilink.in

6 Accounting

6.1 Trade Accounting

All accounts related data is to be accessed from here.

COFCO © 2021 All rights reserved. 2.7.7331.30942

a) Once user clicks on Trade Accounting, the below screen will get display.
CFS Ref No. will be listed in the drop down based on logged in user's entity and If the Trade contains the respective counterparty of the Logged-in user in the contract string.

Action Button:- By clicking this “Go To Accounting” button, the below sub-menus will get display.

Commodity and Financial Services

Welcome Rakesh Jain | 08 March 2021

OperationAccountingReportsDocumentationAuditHelp

TRADE

CFS Ref No: 21-1001

Parent Ref No:

CFS Ref No: 21-1001

Status: Active

Created By: Siraj Chakrabarti

Created On: 21-01-2021

ORIGINATION

DISTRIBUTION

SHIPMENT

ACCOUNTING

DOCUMENTATION

Print

Copy

Clone

Void

Activate

Finalize

ORIGINATION: User clicks on “ORIGINATION” to view the details.

TRADE

CFS Ref No: 21-1008

Parent Ref No:

CFS Ref No: 21-1008

Status: Active

Created By: Siraj Chakrabarti

Created On: 10-03-2021

ORIGINATION

Trade Date*10/03/2021

Transaction*Bank

Counterparty*Aredin

Risk Country*Austria

Risk IssuerAkbank,Malta

CommentEnter comment

Currency*USD

Amount*123,654.00

Fx Rate*1

Amount in USD123,654.00

Instrument Type*L/C

Bloomberg Trade

Transaction Type*Administrational

Transaction Sub Type*Trade Flow

Tenure Days270

Trade Flow*

Print

DISTRIBUTION

Action: User can print the origination details by clicking the Print button. Once user clicks on Print button, the below report (sample) will get display which can be printed or downloaded by clicking on the respective icon mentioned in the header.

ORIGINATION

+ 🖨️ 📄 📁 🔍

Trade Origination

CFS RefNo 21-1001

Status	Active	Created By:	Siraj Chakrabarti	Created On:	21/01/2021
---------------	--------	--------------------	-------------------	--------------------	------------

Trade Date	21/01/2021	Currency	USD	Transaction Type	Administrational
Transaction	Bank	Amount	0.00	Transaction Sub	Trade Flow
Counterparty	AAPL	Fx Rate	1.00	Tenure Days	270
Risk Country	Algeria	Amount in USD	0.00	Trade Flow	TF-201073
Risk Issuer		Instrument Type	Administration		

Comment

DISTRIBUTION: User clicks on “DISTRIBUTION” to view the details. The below screen will get display.

TRADE

CFS Ref No: 21-1001 Parent Ref No: CFS Ref No: 21-1001 Status: Active Created By: Siraj Chakrabarti Created On: 21-01-2021

ORIGINATION

DISTRIBUTION

Investor Bank 1	Bank Name	Investor Bank 2	Bank Name 2	Amount	Margin Over Libor	Other Cost	Discount Date	Maturity Date	LC No	Remarks	Action
No data to display											

Save changes Cancel changes

SHIPMENT

ACCOUNTING

SHIPMENT: User clicks on “SHIPMENT” to view the details. The below screen will get display.

Operation
Accounting
Reports
Documentation
Audit
Help

TRADE

CFS Ref No: 21-1001
Parent Ref No:
CFS Ref No: 21-1001
Status: Active
Created By: Siraj Chakrabarti
Created On: 21-01-2021

ORIGINATION

DISTRIBUTION

SHIPMENT

SHIPMENT(BILL OF LADING)

Goods	Origin	Destination	Vessel	Quantity(MT)	BL Date	Remarks
Soybeans	Brazil	China	INO 20231 CRSA fwd	58000.0000	01/09/2021	

Save changes Cancel changes

Accounting: After Click on left hand side box of Accounting section user can open this section. The Accounting Section is for specifying Income & Cost sections related to a trade. This section contains the two sub-section Profit-&-Loss and Balance sheet section. This section is used for SUN Posting.

ACCOUNTING

INCOME SEGMENT

+

Action	Account Status	Booking Entity	Publish Status	JV NO	Parent JV NO	Journal Type	Transaction Date	Posting Date	Due Date	I2	Company SUN Account	SUN PNL Account	SUN PNL Code	InterCo. Entity	InterCo. Code	Country	Currency
☐ Open		AAPL	Not Posted			SI	31/05/2021		31/05/2021		TSPMOPP IN2	Realised Revenue Physical Sales/006210204000000	CINIV	ICN02	The Netherlands	USD	

Booking Entity	Asst Doc CCY	Asst(USD)	Total Income
AAPL	\$0.00	(\$2,978,425.00)	(\$2,978,425)

Transaction Income (USD):(\$2,978,425.00)

COST SEGMENT

+

Action	Account Status	Booking Entity	Publish Status	JV NO	Parent JV NO	Journal Type	Transaction Date	Posting Date	Due Date	I2	Company SUN Account	SUN PNL Account	SUN PNL Code	InterCo. Entity	InterCo. Code	Country	Currency
☐ Open		AAPL	Not Posted			PI	31/05/2021		31/05/2021		TSPMOPP IN2	Realised Cost of Sales Physical /007210203000000	CAT	JCSG02	Singapore	USD	

Booking Entity	Asst Doc CCY	Asst(USD)	Total Cost
AAPL	\$0.00	\$2,978,425.00	\$2,978,425

Transaction Cost (USD):\$2,978,425.00

Vessel: Vessel k

Booking Entity	Income(USD)	Cost(USD)	Total PNL (USD)
AAPL	(\$2,978,425.00)	\$2,978,425.00	\$0.00

Transaction PNL (USD):\$0.00

Post

<

Note:

Entries of Accounting section depends on the **Contract String** form fields. Here user only can print the details and do the SUN Posting.

Income & Cost Segment: The Purchase will be displayed in Cost segment and Sale will be displayed in Income segment.

It has following fields:

Account Status: Label displays corresponding line item for purchase or sales as **Open** until the trade settles. When the trade is settled then the status will be **Closed**.

Booking Entity: Display the Legal Entity which had been used in contract string.

Publish Status: Label displays 'Posted' if the entry is already posted on SUN. If it is Posting, then the status will be 'Posting' and If not posted then status will be 'Not Posted'.

JV NO: After SUN posting it will return a JV No.

Parent JV NO: At the time of Reverse posting, through Parent JV no we keep tracking which particular JV no is reversed.

Journal Type: It specifies the type of journal.

Transaction Date: Date of Trade

Posting Date: The date on which the entry will be posted on SUN.

Due Date: The first due date of the goods block under the legal entity/ counter party of the contract string is reflected.

L2: It refers to the strategy Code name.

Company SUN/SAP Account: Displays SUN/SAP Account based on booking entity.

SUN/SAP PNL Account: Displays the PNL Account No. corresponding to Sale or Purchase.

SUN/SAP PNL Code: Displays the PNL Code corresponding to Sale or Purchase.

(SUN/SAP PNL Account and SUN/SAP PNL Code are both interrelated fields).

Interco. Entity: It is the third-party Name depending on the selected legal entity.

Interco. Code: It is the third-party code depending on the selected legal entity.

Country: It specifies the Country to which the Legal Entity belongs.

Currency: It specifies the currency which is involved in the trade.

Fx Rate: It displays rate which is coming from the CSIL system.

Assignment No.: It displays the Assignment No. corresponding to line item for purchase or sales.

Profit Centre: It specifies PGU name based on selected legal entity.

Text: Textbox captures remark such as CFS 15_140001-NBV-CAT-TGS-AAPL-NBV (or) CFS15-140001-LC charges.

Amount: Textbox specifies the amount corresponding to above Currency.

SUN/SAP Fx Rate: It displays the SAP Account No. based on Company and Chart of Accounts. (Rate and SUN/SAP Rate both depend on the Currency).

Amount (USD): It is calculated based on Amount divided by Rate.

Actions:

Select: Selects the row for SUN Posting.

Post: Open Popup Box for Posting.

Balance Sheet: Same columns as Income & Cost Segment

Account Posting:

If user wants to post, then needs to click on Select Box under Action column (provided Account Status is Open and Publish Status is Not Posted) and then click on Post button.

We can post the accounting records for every entity (one at a time) from Trade Accounting section by ticking the checkbox under Income/Cost segment – given that the entity has a respective balance sheet statement.

INCOME SEGMENT

Action	Account Status	Booking Entity	Publish Status	JV NO	Parent JV NO	Journal Type	Transaction Date	Posting Date	Due Date	L2	Company SUN Account	SUN PNL Account	SUN PNL Code	InterCo. Entity	InterCo. Code	Country	Currency
☒ Open		AAPL	Not Posted			SI	31/05/2021		31/05/2021		TSMOPPI IN2	Realised Revenue Physical Sales 006210204000000	CINBV	ICNL02		The Netherlands	USD

Booking Entity	Amnt Doc CCY	Amnt(USD)	Total Income
AAPL	\$0.00	(\$2,978,425.00)	(\$2,978,425.00)

Transaction Income (USD):(\$2,978,425.00)

COST SEGMENT

Action	Account Status	Booking Entity	Publish Status	JV NO	Parent JV NO	Journal Type	Transaction Date	Posting Date	Due Date	L2	Company SUN Account	SUN PNL Account	SUN PNL Code	InterCo. Entity	InterCo. Code	Country	Currency
☐ Open		AAPL	Not Posted			PI	31/05/2021		31/05/2021		TSMOPPI IN2	Realised Cost of Sales Physical 007210203000000	CAT	ICSG02		Singapore	USD

Booking Entity	Amnt Doc CCY	Amnt(USD)	Total Cost
AAPL	\$0.00	\$2,978,425.00	\$2,978,425.00

Transaction Cost (USD):\$2,978,425.00

Booking Entity	Income(USD)	Cost(USD)	Total PNL (USD)
AAPL	(\$2,978,425.00)	\$2,978,425.00	\$0.00

Transaction PNL (USD):\$0.00

Once user clicks on Post Button, it will display the below screen.

Account Posting Details

Agrilink Asia Pvt Ltd

Short Name: AAPL

S No.	Accounting Period	Posting Date	Due Date	Description	Debit Credit	Account Code	Currency Code	Transaction
1	0052021	07/06/2021	31/05/2021	INV72041-CAT-AAPL-CINBV-CAT-DUE 31MAY21	D	ICNL02	USD	
2	0052021	07/06/2021	31/05/2021	INV72041-CAT-AAPL-CINBV-CAT-DUE 31MAY21	C	006210204000000	USD	
3	0052021	07/06/2021	31/05/2021	INV13549-CAT-AAPL-CINBV-CAT-DUE 31MAY21	C	ICSG02	USD	
4	0052021	07/06/2021	31/05/2021	INV13549-CAT-AAPL-CINBV-CAT-DUE 31MAY21	D	007210203000000	USD	

☐ Manual Post ☒ SUN Post

It has following fields:

Accounting Period: It is showing the month and year of the current accounting period.

Posting Date: The date on which the entry was posted to SUN/SAP

Due Date: The first due date of the goods block under the legal entity/ counter party of the contract string is reflected.

Description: It refers to the journal description.

Debit Credit: It is showing entry is for Debit or Credit.

Account Code: It is showing the PNL account code.

Currency Code: It specifies the currency code which is involved in the trade.

Transaction Amount: It specifies the amount of transaction.

Base Amount: It is showing the USD amount.

Reporting Amount: It is showing the USD amount.

PGU: It specifies PGU name based on selected legal entity.

Counter Party: It shows the counter party which is involved in the trade.

Business Location Code: It specifies the location.

Transaction Date: It specifies the date of transaction.

Transaction Reference: It specifies the transaction reference.

Tax Code: specify the Tax code.

Sub Product: It specifies the Goods Code.

Contract Number: It shows the contract no. which belongs to a legal entity.

Load Port: It is the region from where the goods get loaded.

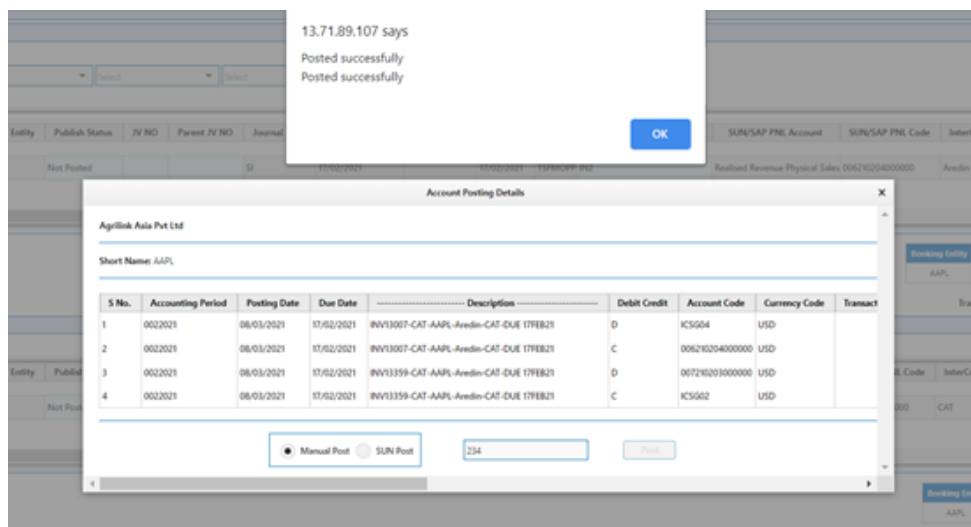
Discharge Port: It is the destination where the goods will be kept.

Journal Type: It specifies the type of journal.

Actions:

Manual Post: This manual posting is required, if the required record got posted in SUN but due to some issues, it did not get posted in CFS Database. By clicking on this button, the user must enter the JV no. and then post the trade accounting records into CFS database.

Once user enters the required JV Number and clicks on Submit button, a screen will get popped-up with Success or Failure message.



Once it is posted manually, user can check the status by clicking on Accounting section for the same CFS Number for which manual posting had been done.

JV Number will get display under JV NO. column, Publish Status will show as “Posted” and one new action button as “RE” will get display under Action column which is for Reverse Posting.

Action	Account Status	Booking Entity	Publish Status	JV NO	Parent JV NO	Journal Type	Transaction Date	Posting Date	Due Date	L2	Company SUN Account	SUN PNL Account	SUN PNL Code	InterCo. Entity	InterCo. Code	Country	Currency
Open		AAPL	Posted	37		SI	28/05/2021	28/05/2021	28/05/2021	TSMSTF IN2		Realised Revenue Physical Sales	0062102040000000	CAT	ICSG02	Singapore	USD

Sun Post: By clicking on this button, the user does not need to enter a JV no. and can directly post the trade accounting records into SUN Systems.

The record gets posted in SUN and Journal Number gets updated in CFS Database for the respective invoice.

Once it is SUN posted, user can check the status by clicking on Accounting section for the same CFS Number for which manual posting had been done.

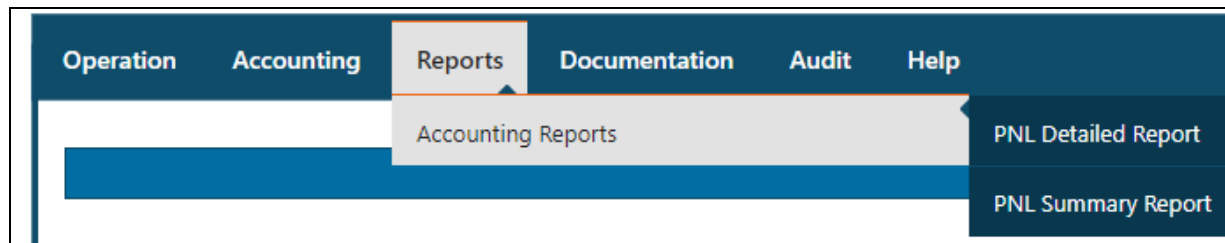
JV Number will get display under JV NO. column, Publish Status will show as “Posted” and one new action button as “RE” will get display under Action column which is Reverse Posting.

Reverse Posting:

Re button: If we commit a mistake by sending a wrong record for invoice or debit/credit note then by ticking the checkbox and then clicking the RE button (within the cost/income segment inside trade-accounting section), we can **repost** the record into SUN in order to **nullify** (balance) the record(s).

7 Reports

7.1 Accounting Reports



PNL Detailed Report

Purpose: This report is used to show the total income and cost by Booking entities with the detailed Profit and loss records for each trade.

Action:-

1. Settlement From Date
2. Settlement To Date
3. Entity name (by default, it will be AAPL) from drop-down list and user needs to select the required entity.
4. Transaction Type is optional. User can select from drop-down list depending on the requirement.
5. Transaction Sub Type is optional. User can select from drop-down list depending on the requirement.

Once user clicks on Submit button if entering the required values, the below screen will get display.

Profit & Loss Detailed Report

Selection Criteria

Report run Date & Time: 19/03/2021 4:46 PM

From Date: 01-Mar-2021

To Date: 19-Mar-2021

Booking Entity: AAPL

Transaction Type: ALL

Transaction Sub Type: ALL

Trade Accounting

Serial No	CFS Ref No	Currency	Income(USD)	Cost (USD)	Total Profit/Loss(USD)
AAPL					
1	21-1005	USD	-1,819,760.00	4,766,000.00	2,946,240.00
2	21-1006	USD	0.00	10,431,700.00	10,431,700.00
3	21-1008	USD	-8,828,900.00	8,841,265.00	12,365.00
4	21-1011	USD	-6,730,152.26	0.00	-6,730,152.26
5	21-1012	INR	-8,867.60	0.00	-8,867.60
Total as per legal entity:			-17,387,679.86	24,038,965.00	6,651,285.14
Grand Total:			-17,387,679.86	24,038,965.00	6,651,285.14

PREVIEW PARAMETERS

Settlement From: 3/1/2021, 4:46 P... 

Settlement To: 3/19/2021, 4:46 ... 

Booking Entity: AAPL 

Transaction Type: Select...

Transaction Sub type: Select...

RESET

SUBMIT

PNL Summary Report

Purpose: This report is used to summarize the profit and loss records for all the Booking entities and the grand total for income and cost is shown at the bottom. I.e. it is now classified by Booking entity, as is the case in Profit and loss detail Report.

Action:-

1. Settlement From Date
2. Settlement To Date
3. Booking Entity name (by default, it will be AAPL) from drop-down list and user needs to select the required entity.
4. Transaction Type is optional. User can select from drop-down list depending on the requirement.
5. Transaction Sub Type is optional. User can select from drop-down list depending on the requirement.
6. CFS No. is optional. CFS Ref No. will be listed in the drop down based on logged in user's entity. and if the Trade contains the respective counterparty of the Logged in user in the contract string

Once user clicks on Submit button if entering the required values, the below screen will get display

PNL SUMMARY REPORT

PREVIEW PARAMETERS

From Date: 3/1/2021, 4:50 P...
 To Date: 3/19/2021, 4:50 ...
 Booking Entity: AAPL
 Transaction Type: Select...
 Transaction Sub Type: Select...
 CFS No: Select...
 RESET SUBMIT

8 Audit

8.1 User Access report

Purpose: The User Access Report is used to collect the information about what forms a specific user has access to and at what date & time the user has last accessed the form(s) and what action has been taken by the user. The data to be displayed on the report can be filtered according to the user parameter. This UAR will be accessible by CFS Country Controller & CFS Global Controller provided access have been granted in User Access Role module.

Action:-

8. From Date

9. To Date

10. All Usernames will be listed in the drop down based on logged in user's entity.

Once user clicks on Submit button if entering the required values, the below screen will get display

User Access Report					
Selection Criteria					
Country: India	User: Rakesh Jain		Report run Date & Time: 01/03/2021 03:38 PM		
From: 01-Feb-2021	To: 01-Mar-2021				
Country	User Name	Serial No	Form Name	Date & Time	Action Taken
India	Rakesh Jain				
		1	Open Trade	01/03/2021 02:52 PM	Viewed Home screen
		2	Open Trade	01/03/2021 01:54 PM	Viewed Home screen
		3	Open Trade	01/03/2021 01:51 PM	Viewed Home screen
		4	Open Trade	01/03/2021 11:40 AM	Viewed Home screen
		5	Logout	26/02/2021 04:37 PM	Logout
		6	Open Trade	26/02/2021 03:42 PM	Viewed Home screen
		7	Open Trade	26/02/2021 03:40 PM	Viewed Home screen
		8	Open Trade	26/02/2021 03:26 PM	Viewed Home screen
		9	Open Trade	26/02/2021 01:36 PM	Viewed Home screen
		10	Open Trade	26/02/2021 11:05 AM	Viewed Home screen
		11	Logout	26/02/2021 11:05 AM	Logout
		12	Open Trade	26/02/2021 10:15 AM	Viewed Home screen
		13	Open Trade	26/02/2021 09:49 AM	Viewed Home screen
		14	Open Trade	26/02/2021 09:37 AM	Viewed Home screen
		15	Logout	20/02/2021 01:45 PM	Logout
		16	Open Trade	20/02/2021 01:40 PM	Viewed Home screen
		17	Open Trade	19/02/2021 03:50 PM	Viewed Home screen
		18	Logout	19/02/2021 03:48 PM	Logout
		19	Open Trade	19/02/2021 03:47 PM	Viewed Home screen
		20	Logout	19/02/2021 02:40 PM	Logout
		21	Open Trade	19/02/2021 02:29 PM	Viewed Home screen
		22	Open Trade	19/02/2021 11:40 AM	Viewed Home screen

9 Help

9.1 Help

Purpose: The Help is used to download User Manual for only logged-in user's entity.

Operation	Accounting	Reports	Documentation	Audit	Help
					User Manual

If user clicks on User Manual, the manual will get automatically downloaded for the respective logged-in user's entity.

-----END-----