

Operation Manual of Commodity and Financial Services
For
COFCO-Switzerland (CRSA)

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1 Introduction

User Manual of Commodity and Financial Services Application is developed by Rensol Technologies (S) Pte. Ltd. for COFCO Intl. SWITZERLAND (CRSA) 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 SWITZERLAND (CRSA) 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

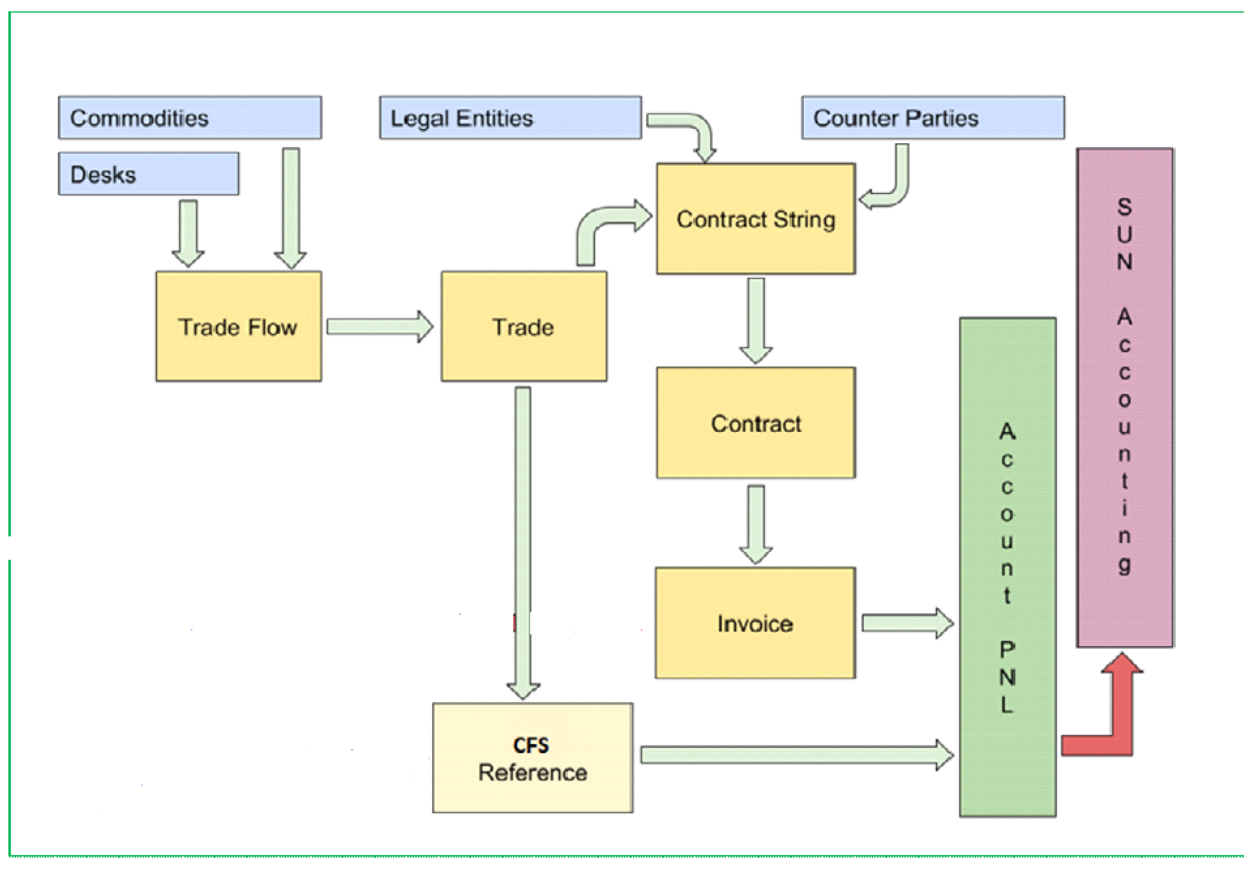
1. records and manages multi commodities & trades within the internal companies and outside.
2. manages accounting operations such as Trade and Shipment Management, Invoice creation, Report Generation, Financial Accounting (SAP) Posting etc.
3. has been developed on Microsoft based technology i.e., ASP.NET,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

- Overall Business Process Flow of CFS Application

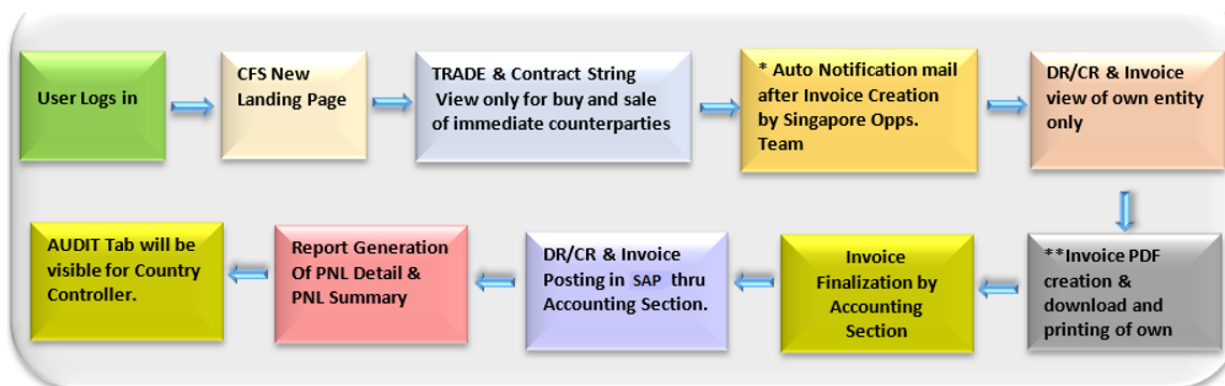


Overall CFS Business Steps

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 SAP accounting
Reports

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

- **New Business Flow diagram for the users of SWITZERLAND (CRSA) only in this CFS Application**



Note:

- All Create/Edit/Delete of Trade Flows, Trades, Contract Strings, Contracts, Invoices, DR/CR Notes will be executed only by Operation Team for **SWITZERLAND (CRSA)** entity which is in the scope of CFS Phase-II Implementation.
- * Once Invoice is generated by Operation Team, a system generated auto-notification mail along with respective invoices as attachment will be sent to CRSA entity's Accounting team with C.C. to Operation and Accounting Team from CFS_Notification@cofcointernational.com.
- **The existing facility in CFS application of Invoice creation in PDF Format, download and printing of own entity only will also be there.
- SWITZERLAND (CRSA)** users will do the Invoice Finalization & SAP 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 SAP.
- Following Menus, Modules and Sub-Modules will be visible for users of SWITZERLAND (CRSA) to access in this CFS Application.
 - Operation**
 - Transaction
 - View Trade
 - Contract String
 - 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 SAP 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. SWITZERLAND (CRSA) 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*

shree

.....

🔑

🔑

Submit

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*

👤 Enter User Id

🔑 Enter Password

☐ Show Password

Login

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 SWITZERLAND (CRSA). 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.

Commodity and Financial Services

Welcome Florencia Pouquette | Friday, October 29, 2021

Operation Accounting Reports Documentation Audit Help

OPEN TRADES

CFS Ref No
From Date

Counterparty/Bank/Agent
To Date

Drag a column header here to group by that column

Trade Date	CFS Ref No	Counterparty	Issuing Bank	Distribution Bank	Vessel	Currency	Amount
15/10/2021	21-1536	CRSA			Vassel Test	USD	25,000.00
28/10/2021	21-1535	CRSA			Vassel Test	USD	20,000.00
10/08/2021	21-1512	CRSA			BBG Honor, Doric Armour, Navios Taurus	USD	93,710,800.00
06/08/2021	21-1505	CRSA			Arrow Lady, Ocean Ginger, Phoenix Ocean, Santa Cruz	USD	98,979,319.13
05/08/2021	21-1496	CRSA			Aeneas, Capetan Giorois, CL Beijing, Ultra Lion	USD	99,373,010.03

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: 21-1536
Parent Ref No:
CFS Ref No: 21-1536
Status: Active
Created By: Siraj Chakrabarti
Created On: 29-10-2021

ORIGINATION

DISTRIBUTION

SHIPMENT

ACCOUNTING

BLOOMBERG

DOCUMENTATION

Print

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

Below is the sample of the details report.

TRADEREPORT

1 of 1

100%

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
21-1219	18 Jun 2021	Bank	Akbank,Malta		Algeria	TF-211239	USD	0.00	0.00	1.000000	Collection	Administrational	Trade Flow	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
21-1219	Soybeans	Brazil	China	Rosco Cypress	14999.4690	03 Jun 2021	

Account Income Segment

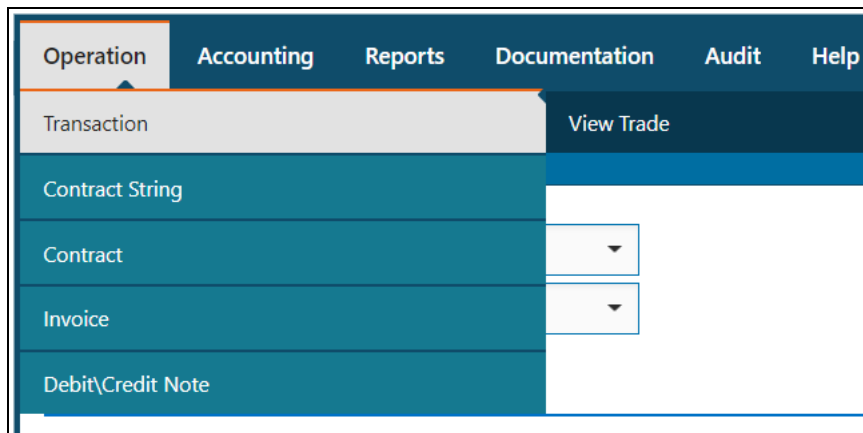
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	SUN/SAP Account	SUN/SAPPNL Account	SUN/SAPPNL Code	Inter Co. Entity	Country	Fx Rate	Assignment No.	Text	Currency	Amount	SUN/SAP Fx Rate	Amount In USD
Open	CINBV	Posted	21 Jul 2021	2102000262 19392021	IC1939	COGS PR- Purchase price	5111000000	CINBV	Singapore	1.000000000	21-1219	INV31954 -CAT- CINBV- Aredin- CAT-DUE 21JUL21	USD	- 8174710.61	1.000000000	-8174710.61

Account Cost Segment

Account Status	Booking Entity	Publish Status	Posting Date	JV NO	SUN/SAP Account	SUN/SAPPNL Account	SUN/SAPPNL Code	Inter Co. Entity	Country	JV No	Fx Rate	Assignment No.	Text	Currency	Amount	SUN/SAP Fx Rate	Amount in USD
Open	CINBV	Posted	21 Jul 2021	2202000270 19392021	IC1939	COGS PR- Purchase price	5111000000	CINBV	Singapore		1.000000000	21-1219	INV13566- CAT- CINBV- Aredin- CAT-DUE 21JUL21	USD	8174710.61	1.000000000	8174710.61

5 Operation

5.1 Transaction

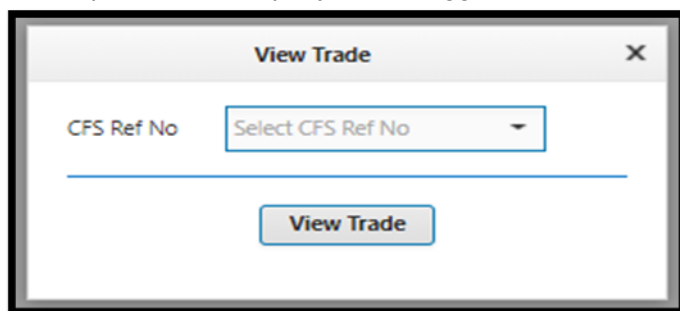


The screenshot shows the RENSOL application interface. At the top, there is a navigation bar with tabs: Operation, Accounting, Reports, Documentation, Audit, and Help. The 'Operation' tab is selected. Below the navigation bar, there is a sub-menu for 'Transaction'. The sub-menu options are: Transaction, View Trade, Contract String, Contract, Invoice, and Debit\Credit Note. The 'Transaction' option is highlighted.

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.

- a) 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.



The screenshot shows a dialog box titled 'View Trade'. It contains a label 'CFS Ref No' followed by a dropdown menu with the text 'Select CFS Ref No'. Below the dropdown menu is a button labeled '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
Audit
Help

VIEW TRADES

CFS Ref No: 21-1536
Parent Ref No:
CFS Ref No: 21-1536
Search
Status: Active
Created By: Siraj Chakrabarti
Created On: 29-10-2021

ORIGINATION

Trade Date	15-10-2021	Currency	USD	Transaction Type	Administrational
Transaction	Bank	Amount	25000.00	Transaction Sub Type	Trade Flow
Counter Party	CRSA	Fx Rate	4.000000	Tenure Days	270
Risk Country	Switzerland	Amount (USD)	6250.00	Trade Flow	TF-212439
Risk Issuer		Instrument Type	Administration		
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/SAP Account	PLN Account	InterCompany Entity	Country	Ex Rate	Assignment No	PC Name	Text	Income	SUN/SAP Ex Rate	Income(USD)	
Open	CRSA	Not Posted			AUD	ICB011	COGS PB-Purchase price	CAT	Singapore	1.376652	21-1536	30800000	rt	-212.00	1.376652	-154.00	
														Booking Entity	Income(USD)	Transaction	Total Income(USD)
														CRSA	-212.00	-154.00	-154.00
														Transaction Income (USD): (\$14.00)			
COST																	
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	Currency	SUN/SAP Account	PLN Account	InterCompany Entity	Country	Ex Rate	Assignment No	PC Name	Text	Income	SUN/SAP Ex Rate	Income(USD)	
Open	CRSA	Not Posted			AUD	ICB011	COGS PB-Purchase price	Aradin	Singapore	1.376652	21-1536	30800000	M	2343.00	1.376652	2355.72	
														Booking Entity	Income(USD)	Transaction	Total Income(USD)
														CRSA	2343.00	2355.72	2355.72
														Transaction Cost (USD): \$2,355.72			
														Booking Entity	Transaction Net P/L		
														CRSA	-2074.00	\$2,091.72	\$2,091.72
														Transaction P/L (USD): \$2,091.72			
INCOME/BALANCE SHEET																	
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	Currency	SUN/SAP Account	PLN Account	InterCompany Entity	Country	Ex Rate	Assignment No	PC Name	Text	Income	SUN/SAP Ex Rate	Income(USD)	
Open	CRSA	Not Posted			AUD	ICB011	Concorde AgTrading Pte Ltd	CAT	Singapore	1.376652	21-1536	30800000	rt	212.00	1.376652	154.00	
COST/BALANCE SHEET																	
Account Status	Booking Entity	Publish Status	Posting Date	JV NO	Currency	SUN/SAP Account	PLN Account	InterCompany Entity	Country	Ex Rate	Assignment No	PC Name	Text	Income	SUN/SAP Ex Rate	Income(USD)	
Open	CRSA	Not Posted			AUD	ICB011	Aradin Trading Pte Ltd	Aradin	Singapore	1.376652	21-1536	30800000	M	-2343.00	1.376652	-2355.72	
LIST OF POSTED JOURNALS																	
Booking Entity	Posting Date	Posted On	JV No	Posted By													

- 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

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 SWITZERLAND (CRSA) 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.

A dialog box titled "Select CFS Number" with a close button (X) in the top right corner. It contains a label "CFS Ref No" followed by a dropdown menu with the text "Select CFS Ref No". Below the dropdown is a button labeled "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.

The main application screen displays three panels, each showing contract details for a different CFS Ref No. The top navigation bar includes links for Operation, Accounting, Reports, Documentation, Audit, and Help. The CFS Ref No. is selected as 21-1536.

CFS Ref No.	Invoice No.	Contract No.	Counter Party	Currency	Goods	Vessel	Quantity	Unit Price	Sub Amount	Loading	Destination	Due Date	Total Amount	Shipment	Delivery
21-1536	13968	50552938/P0552939	CAT	USD	Com	Vessel Test	9.0000	16	144.00	Algeria	Germany	29/10/2021	144.00	29/10/2021	CFR
	10374	57001753/P7001754	CRSA	USD	Com	Vessel Test	9.0000	9	81.00	Algeria	Germany	29/10/2021	81.00	29/10/2021	CFR
	24616	53109658/P3109659	Aradin	USD	Com	Vessel Test	9.0000	23	207.00	Algeria	Germany	29/10/2021	207.00	29/10/2021	CFR

A "Print" button is located at the bottom center of the screen.

It has following fields:

- CFS Ref No:** It is a dropdown that selects any one CFS Ref no for creating contract string. This is a mandatory field.
- Counter Party:**
- Currency:** Dropdown field specifies the currency name which comes from the currency master
- Goods:** This field is automatically filled based on the Goods from shipment section.
- Quantity:** This field is automatically filled based on the Goods from shipment section.
- Unit Price:** Price for per unit quantity is entered by the user. It is a mandatory field.
- Sub Amount:** It is calculated based on Unit Price multiplied by quantity.
- 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

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 21-1536					
CAT	=====>	CRSA	=====>	Aredin	
	S0552938		S7001753		S3109658
	P7001754		P3109659		P0552939
Invoice No.	13968	Invoice No.	10374	Invoice No.	24616
Dr/Cr No.		Dr/Cr No.		Dr/Cr No.	
Currency	USD	Currency	USD	Currency	USD
Goods	Corn	Goods	Corn	Goods	Corn
Vessel	Vassel Test	Vessel	Vassel Test	Vessel	Vassel Test
Quantity	9.0000	Quantity	9.0000	Quantity	9.0000
Unit Price	16.00	Unit Price	9.00	Unit Price	23.00
Sub Amount	144.00	Sub Amount	81.00	Sub Amount	207.00
Loading Port	Algeria	Loading Port	Algeria	Loading Port	Algeria
Discharge Port	Germany	Discharge Port	Germany	Discharge Port	Germany
Due Date	29 Oct 2021	Due Date	29 Oct 2021	Due Date	29 Oct 2021
Total Amount	144.00	Total Amount	81.00	Total Amount	207.00
Shipment	29 Oct 2021	Shipment	29 Oct 2021	Shipment	29 Oct 2021
Delivery	CFR	Delivery	CFR	Delivery	CFR

5.3 Contract

Operation	Accounting	Reports	Documentation	Audit	Help
Transaction					
Contract String					
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.

Operation	Accounting	Reports	Documentation	Audit	Help
CONTRACT					
Contract No	CFS Ref No	Seller Entity	Buyer Entity	Contract Date	Status
S7001753	21-1536	CRSA	Aredin	29/10/2021	Active
P7001754	21-1536	Aredin	CRSA	29/10/2021	Active
S0552938	21-1536	CAT	CRSA	29/10/2021	Active
P0552939	21-1536	CRSA	CAT	29/10/2021	Active
S7001749	21-1535	CRSA	Aredin	29/10/2021	Active
P7001750	21-1535	Aredin	CRSA	29/10/2021	Active
S0552930	21-1535	CAT	CRSA	29/10/2021	Active
P0552931	21-1535	CRSA	CAT	29/10/2021	Active
S3109618	21-1512	Aredin	CRSA	13/08/2021	Active
P3109619	21-1512	CRSA	Aredin	13/08/2021	Active
S7001743	21-1512	CRSA	CAT	13/08/2021	Active
P7001744	21-1512	CAT	CRSA	13/08/2021	Active
S3109614	21-1505	Aredin	CRSA	13/08/2021	Active
P3109615	21-1505	CRSA	Aredin	13/08/2021	Active
S7001739	21-1505	CRSA	CAT	13/08/2021	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.

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.

Invoice List:

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

INVOICES							
Status	Invoice No	CFS Ref No	Seller Entity	Buyer Entity	Invoice Date	Action	
Not Finalised	10374	21-1536	CRSA	Aredin	29/10/2021		
Not Finalised	13968	21-1536	CAT	CRSA	29/10/2021		
Finalized	10373	21-1535	CRSA	Aredin	29/10/2021		
Not Finalised	13966	21-1535	CAT	CRSA	29/10/2021		
Finalized	10372	21-1019	CRSA	AAPL	16/10/2021		
Not Finalised	24611	20-1806	Aredin	CRSA	27/08/2021		
Finalized	10371	20-1806	CRSA	AAPL	27/08/2021		
Not Finalised	24610	20-1732	Aredin	CRSA	27/08/2021		
Finalized	10370	20-1732	CRSA	AAPL	27/08/2021		
Not Finalised	24609	20-1731	Aredin	CRSA	27/08/2021		

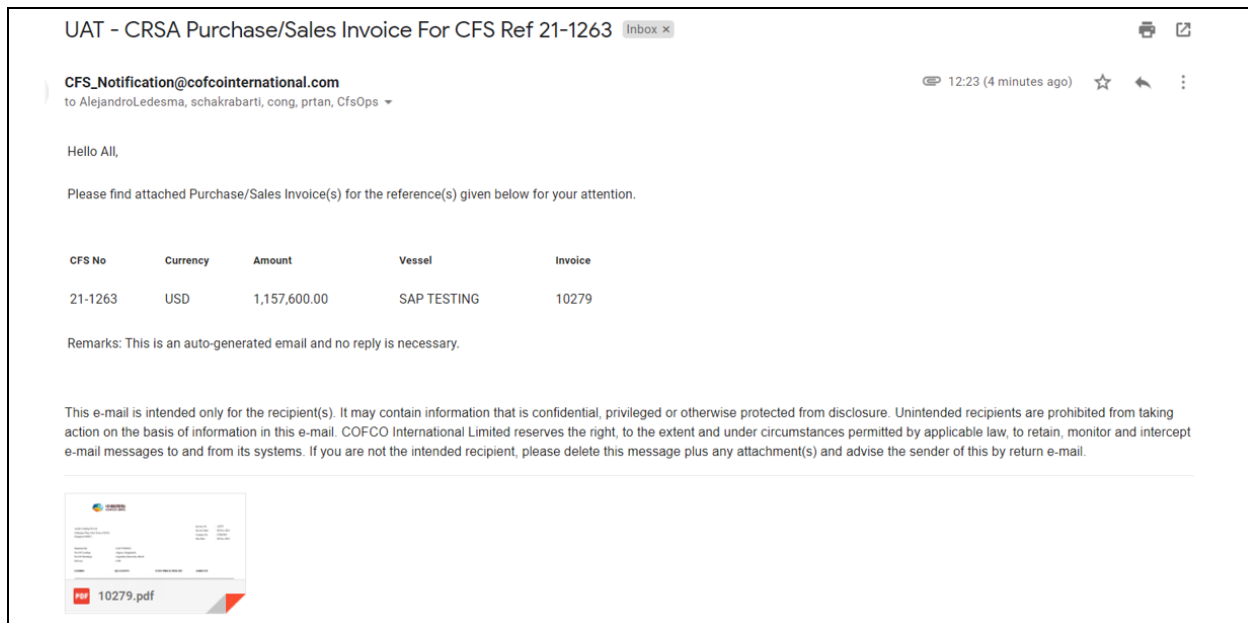
Page 1 of 78 (774 items) 1 2 3 4 5 6 7 ... 76 77 78 Page size: 10

To view the details of invoice when not finalized/Submitted By Ops, user can click on Left-Hand side button. The page will be opened like the picture given below. User can only view this page.

INVOICES							
Status	Invoice No	CFS Ref No	Seller Entity	Buyer Entity	Invoice Date	Action	
Not Finalised	10374	21-1536	CRSA	Aredin	29/10/2021		
Due Date 29/10/2021 Invoice Date 29/10/2021 Goods Corn Quantity 9.0000 Unit Price 9.00 Total 81.00 Description Description Description Additional Cost or Adjustments Additional Cost or Adjustments Additional Cost or Adjustments 0 0 0 Payment Instruction Grand Total 81.00							

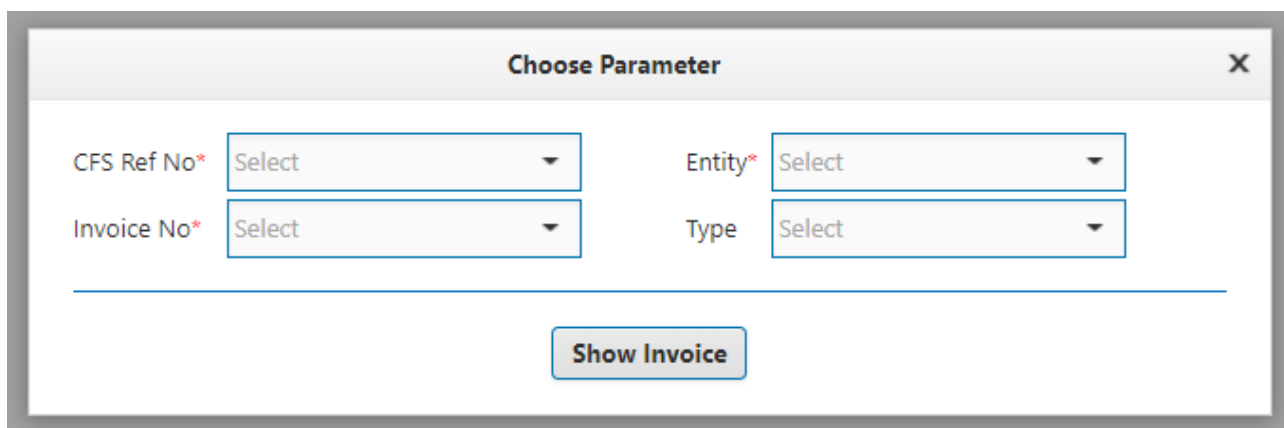
After CFS Ops team submit the invoice for finalization, User will get an email and the status of the Not finalized invoices will be changed into "Submitted By Ops"

Sample Email:



User of CRSA can only finalize “submitted by ops” invoices with CRSA 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.

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*

Entity*

Invoice No*

Type

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* 21-1536	Entity* CRSA
Invoice No* 10374	Type Select

Sample CRSA 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:



Aredin Trading Pte Ltd
8 Shenton Way AXA Tower #29-01
Singapore 068811

Invoice No : 10374
Invoice Date : 29 Oct 2021
Contract No : S7001753
Due Date : 29 Oct 2021

Shipment By : Vassel Test
Port Of Loading : Algeria
Port Of Discharge : Germany
Delivery : CFR

GOODS	QUANTITY	UNIT PRICE PER MT	AMOUNT
Corn	9.0000 MTS	USD 9.00	USD 81.00
Outside the scope of VAT		Total	USD 81.00
			
			To your debit
			S.E.&O.

CFS Ref : 21-1536

TFSMOPP

5.5 Debit/Credit Note

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

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. CRSA users can also finalize DR/CR records .

DEBIT CREDIT NOTE						
Status	CFS Ref No	Seller Entity	Buyer Entity	Dr/Cr No	Date	Action
Not Finalized	19-1012	CAT	CRSA	DN/CAT/19/29	05/07/2019	Show
Not Finalized	19-1030	CAT	CRSA	DN/CAT/19/30	17/06/2019	Show
Finalized	19-1342	CAT	CRSA	DN/CAT/19/35	20/12/2019	
Finalized	19-1490	CAT	CRSA	DN/CAT/19/36	20/12/2019	
Finalized	19-1595	Aredin	CRSA	CN/Aredin/19/37	18/12/2019	
Finalized	19-1595	CRSA	CAT	CN/CRSA/19/39	18/12/2019	
Finalized	19-1562	CAT	CRSA	DN/CAT/20/40	15/01/2020	
Finalized	19-1353	CAT	CRSA	DN/CAT/20/41	05/02/2020	
Finalized	20-1157	CAT	CRSA	DN/CAT/20/49	11/09/2020	

Page 1 of 1 (9 items) 1 Page size: 10 Finalize

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

DEBIT CREDIT NOTE						
Status	CFS Ref No	Seller Entity	Buyer Entity	Dr/Cr No	Date	Action
DrOrCr*	Debit	CFS Ref No*	19-1012	Issuer*	CAT	
Issued To*	CRSA	Invoice	Select Invoice	Contract No	Enter Contract No	
Currency*	USD	Date*	05/07/2019	Due Date*	04/08/2019	
Remarks	Enter Remarks					
Goods	None	Description	Quantity	Unit Price	Total	
			0.0000	762.000000	0.00	
Description		Being Shortage of 6.410M		Additional Cost or Adjustments	4884.42	
Description				Additional Cost or Adjustments	0	
Description				Additional Cost or Adjustments	0	
				Grand Total	4,884.42	
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 CRSA) 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.



DEBIT NOTE

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

No : 21/91
Date : 29 Oct 2021
Contract No : S0551830

Shipment By : New Vessel2
Port Of Loading : Algeria
Port Of Discharge : Angola

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Coal	5,566.0000 MTS	USD 67000.00	USD 372,922,000.00
		Total	USD 372,922,000.00

Outside the scope of VAT

To Your Debit
S. E. & O.

CFS No. 21-1256

TSMOPP

6 Accounting

6.1 Trade Accounting

All accounts related data is to be accessed from here.

Operation

Accounting

Reports

Documentation

Audit

Help

Trade Accounting

OPEN TRADES

CFS Ref No

Select

Counterparty/Bank/Agent

Select

From Date

Select

To Date

Select

Download

Reset

Drag a column header here to group by that column

Trade Date	CFS Ref No	Counterparty	Issuing Bank	Distribution Bank	Vessel	Currency	Amount
19/07/2021	21-1228	CATTH			Sea Melody I	THB	788,343,467.55
19/07/2021	21-1227	CATTH			Nasaka	THB	790,547,163.96
09/07/2021	21-1226	AAPL			Megahlohari	INR	1,384,700,000.00
09/07/2021	21-1225	AAPL			Brenda	INR	1,471,962,000.00
08/07/2021	21-1224	Ecoenergi			Navios Sym	IDR	430,864,505,280.00

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.

Go To Trade Accounting

X

CFS Ref No

21-1536

Go To Accounting

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

CFS Ref No: 21-1536		Parent Ref No:	CFS Ref No: 21-1536	Status: Active	Created By: Siraj Chakrabarti	Created On: 29-10-2021
---------------------	--	----------------	---------------------	----------------	-------------------------------	------------------------

ORIGINATION

Trade Date* 15/10/2021	Currency* USD	Transaction Type* Administrative
Transaction* Bank	Amount* 25,000.00	Transaction Sub Type* Trade Flow
Counterparty* CRSA	Fx Rate* 4	Tenure Days 270
Risk Country* Switzerland	Amount in USD 6,250.00	Trade Flow*
Risk Issuer Select	Instrument Type* Administration	
Comment Enter comment	Bloomberg Trade	

[Print](#)

DISTRIBUTION

SHIPMENT

ACCOUNTING

BLOOMBERG

DOCUMENTATION

[Print](#)

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

ORIGINATION

Trade Date* 15/10/2021	Currency* USD	Transaction Type* Administrative
Transaction* Bank	Amount* 25,000.00	Transaction Sub Type* Trade Flow
Counterparty* CRSA	Fx Rate* 4	Tenure Days 270
Risk Country* Switzerland	Amount in USD 6,250.00	Trade Flow*
Risk Issuer Select	Instrument Type* Administration	
Comment Enter comment	Bloomberg Trade	

[Print](#)

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

1 of 1
120%

[Trade Origination](#)

CFS Ref No: 21-1536

Status: Active	Created By: Siraj Chakrabarti	Created On: 29/10/2021
----------------	-------------------------------	------------------------

Trade Date: 15/10/2021	Currency: USD	Transaction Type: Administrative
Transaction: Bank	Amount: 25,000.00	Transaction Sub: Trade Flow
Counterparty: CRSA	Fx Rate: 4.00	Tenure Days: 270
Risk Country: Switzerland	Amount in USD: 6,250.00	Trade Flow: TF-212439
Risk Issuer:	Instrument Type: Administration	

Comment

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

Operation
Accounting
Reports
Documentation
Audit
Help

TRADE

CFS Ref No: 21-1536

Parent Ref No:

CFS Ref No: 21-1536

Status: Active

Created By: Siraj Chakrabarti

Created On: 29-10-2021

ORIGINATION
DISTRIBUTION

SHIPMENT
ACCOUNTING
BLOOMBERG
DOCUMENTATION

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](#)

Print

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: 21-1536

Parent Ref No:

CFS Ref No: 21-1536

Status: Active

Created By: Siraj Chakrabarti

Created On: 29-10-2021

ORIGINATION

DISTRIBUTION

SHIPMENT

ACCOUNTING

BLOOMBERG

DOCUMENTATION

SHIPMENT(BILL OF LADING)

Goods	Origin	Destination	Vessel	Quantity(MT)	BL Date	Remarks
Corn	Algeria	Germany	Vassel Test	9.0000	19/10/2021	

Save changes Cancel changes

Print

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 SAP Posting.

ACCOUNTING

INCOME SEGMENT

+

Action	Account Status	Booking Entity	Publish Status	JV/Doc NO	Parent JV/Doc NO	JV/Doc Type	Transaction Date	Posting Date	Due Date	L2	SUN/SAP Account	SUN/SAP PNL Account
	Open	CRSA	Not Posted			FR	01/11/2021		02/11/2021		IC8911	COGS PR-Purchase price

Booking Entity

Amt Doc CCY

Amt(USD)

Total Income(USD)

CRSA	(\$212.00)	(\$154.00)	(\$154.00)
------	------------	------------	------------

Transaction Income (USD):(\$154.00)

COST SEGMENT

+

Action	Account Status	Booking Entity	Publish Status	JV/Doc NO	Parent JV/Doc NO	JV/Doc Type	Transaction Date	Posting Date	Due Date	L2	SUN/SAP Account	SUN/SAP PNL Account
	Open	CRSA	Not Posted			FT	01/11/2021		08/11/2021		IC8911	COGS PR-Purchase price

Vessel

Booking Entity	Amt Doc CCY	Amt(USD)	Total Cost(USD)
CRSA	\$3,243.00	\$2,355.72	\$2,355.72

Transaction Cost (USD):\$2,355.72

Booking Entity Transactional Net PNL			
Booking Entity	Income(USD)	Cost(USD)	Total PNL(USD)
CRSA	(\$154.00)	\$2,355.72	\$2,201.72

Transaction PNL (USD):\$2,201.72

BALANCE SHEET

Balance-Sheet (Receivable)

Action	Account Status	Booking Entity	Publish Status	JV/Doc NO	Parent JV/Doc NO	JV/Doc Type	Transaction Date	Posting Date	Due Date	L2	SUN/SAP Account	SUN/SAP BS Account
	Open	CRSA	Not Posted			FR	01/11/2021		02/11/2021	IC8911	Concordia Agritrading P	

Balance-Sheet (Payable)

Action	Account Status	Booking Entity	Publish Status	JV/Doc NO	Parent JV/Doc NO	JV/Doc Type	Transaction Date	Posting Date	Due Date	L2	SUN/SAP Account	SUN/SAP BS Account
	Open	CRSA	Not Posted			FT	01/11/2021		08/11/2021	IC8911	Aredin Trading Pte Ltd	

List of Posted Entries

Booking Entity	Posting Date	Posted On	JV No	Posted By
No data to display				

Note:

Entries of Accounting section depends on the **Contract String** form fields. Here user only can print the details and do the SAP 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 SAP. If it is Posting, then the status will be 'Posting' and If not posted then status will be 'Not Posted'.

JV NO: After SAP 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 SAP.

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

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

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

(SAP/SAP PNL Account and SAP/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-CRSA-NBV (or) CFS15-140001-LC charges.

Amount: Textbox specifies the amount corresponding to above Currency.

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

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

Actions:

Select: Selects the row for SAP Posting.

Post: Open Popup Box for Posting.

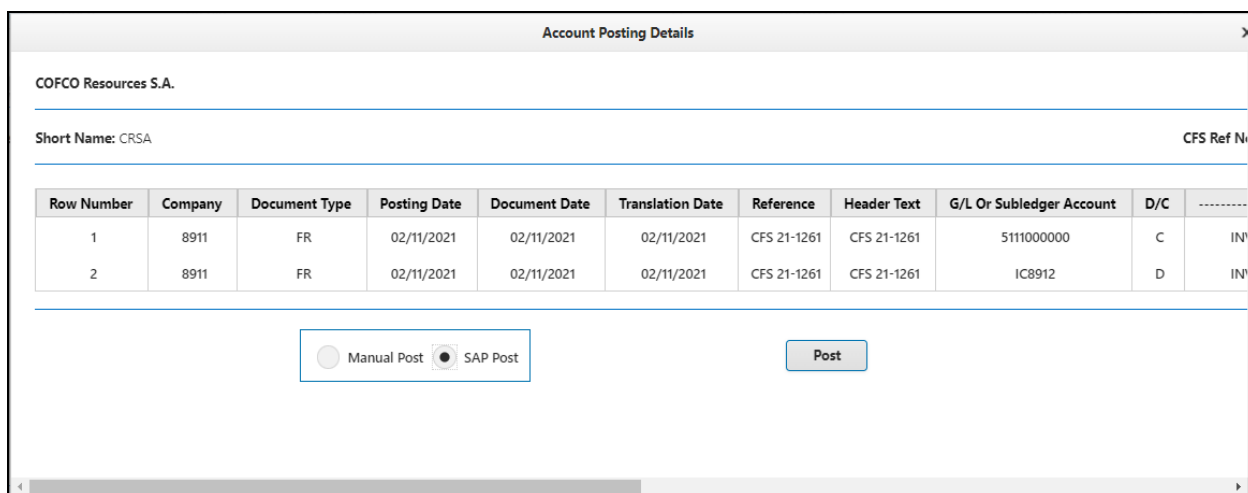
Balance Sheet: Same columns as Income & Cost Segment

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.

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



The screenshot shows a window titled "Account Posting Details" for "COFCO Resources S.A.". It displays a table with two rows of accounting data. Below the table are radio buttons for "Manual Post" and "SAP Post", and a "Post" button.

Row Number	Company	Document Type	Posting Date	Document Date	Translation Date	Reference	Header Text	G/L Or Subledger Account	D/C	-----
1	8911	FR	02/11/2021	02/11/2021	02/11/2021	CFS 21-1261	CFS 21-1261	5111000000	C	IN'
2	8911	FR	02/11/2021	02/11/2021	02/11/2021	CFS 21-1261	CFS 21-1261	IC8912	D	IN'

Actions:

Manual Post: This manual posting is required, if the required record got posted in SAP 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 Reverse Posting.

SAP 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 SAP Systems.

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

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

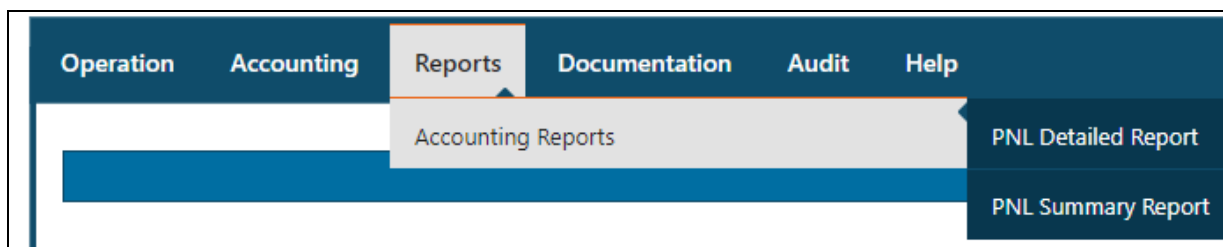
JV Number will get display under JV NO. column, Publish Status will show as “Posted” and one new action button as “RE” will get display under Action column which is Reverse Posting.

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 SAP 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 CRSA) 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: 02/11/2021 11:50 AM
From Date: 02-Nov-2020	To Date: 02-Nov-2021	Booking Entity: ALL	
Transaction Type: ALL		Transaction Sub Type: ALL	

Trade Accounting					
Serial No	CFS Ref No	Currency	Income(USD)	Cost (USD)	Total Profit/Loss(USD)
CRSA					
1	21-1259	USD	-50,094,000.00	50,094,000.00	0.00
2	21-1260	CHF	-47,750,635.72	0.00	-47,750,635.72
3	21-1261	USD	-834,900,000.00	417,450,000.00	-417,450,000.00
Total as per legal entity:			-932,744,635.72	467,544,000.00	-465,200,635.72
Grand Total:			-932,744,635.72	467,544,000.00	-465,200,635.72

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 CRSA) 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

Profit & Loss Summary Report

Selection Criteria					
From Date: 05-Aug-2020			To Date: 02-Nov-2021		Report run Date & Time: 02/11/2021 11:48 AM
CFS No: ALL		Transaction Type: ALL		Booking Entity: ALL	
				Transaction Sub Type: ALL	
Trade Accounting					
Serial No	CFS Ref No	Currency	Income (USD)	Cost (USD)	Profit (USD)
1	21-1259	USD	-50,094,000.00	50,094,000.00	0.00
2	21-1260	CHF	-47,750,635.72	0.00	-47,750,635.72
3	21-1261	USD	-834,900,000.00	417,450,000.00	-417,450,000.00
Grand Total:			-932,744,635.72	467,544,000.00	-465,200,635.72

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

Report run Date & Time: 02/11/2021 11:45 AM

Country: Switzerland
From: 02-Oct-2021

User: ALL
To: 02-Nov-2021

Country	User Name	Serial No	Form Name	Date & Time	Action Taken
Switzerland					
	Florencia Pouquette				
		1	Open Trade	02/11/2021 11:45 AM	Viewed Home screen
		2	Open Trade	06/10/2021 09:38 AM	Viewed Home screen
		3	LogOut	06/10/2021 09:37 AM	Logout
		4	Open Trade	06/10/2021 09:30 AM	Viewed Home screen
		5	LogOut	06/10/2021 09:25 AM	Logout
		6	Open Trade	06/10/2021 09:25 AM	Viewed Home screen
		7	Open Trade	06/10/2021 06:35 AM	Viewed Home screen
		8	LogOut	06/10/2021 06:34 AM	Logout
		9	Open Trade	06/10/2021 06:30 AM	Viewed Home screen
		10	LogOut	06/10/2021 06:30 AM	Logout
		11	Open Trade	06/10/2021 06:23 AM	Viewed Home screen
		12	LogOut	06/10/2021 06:16 AM	Logout
		13	Open Trade	06/10/2021 05:41 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-----