

**Operation Manual of Commodity and Financial Services**  
**For**  
**COFCO-Holland**

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|            |              |                           |                     |

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## Table of Contents

|                                            |           |
|--------------------------------------------|-----------|
| <b>Table of Contents .....</b>             | <b>3</b>  |
| <b>1 Introduction .....</b>                | <b>4</b>  |
| <b>2 Overview of CFS Application .....</b> | <b>4</b>  |
| <b>3 Login Screen .....</b>                | <b>7</b>  |
| <b>4 Main Screen .....</b>                 | <b>10</b> |
| <b>5 Operation .....</b>                   | <b>12</b> |
| 5.1 Transaction .....                      | 12        |
| 5.2 Contract String .....                  | 15        |
| 5.3 Contract .....                         | 18        |
| 5.4 Invoice .....                          | 19        |
| 5.5 Debit\Credit Note .....                | 24        |
| <b>6 Accounting .....</b>                  | <b>27</b> |
| 6.1 Trade Accounting .....                 | 27        |
| <b>7 Reports .....</b>                     | <b>34</b> |
| 7.1 Accounting Reports .....               | 34        |
| <b>8 Audit .....</b>                       | <b>36</b> |
| 8.1 User Access report .....               | 36        |
| <b>9 Help .....</b>                        | <b>37</b> |

## 1 Introduction

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

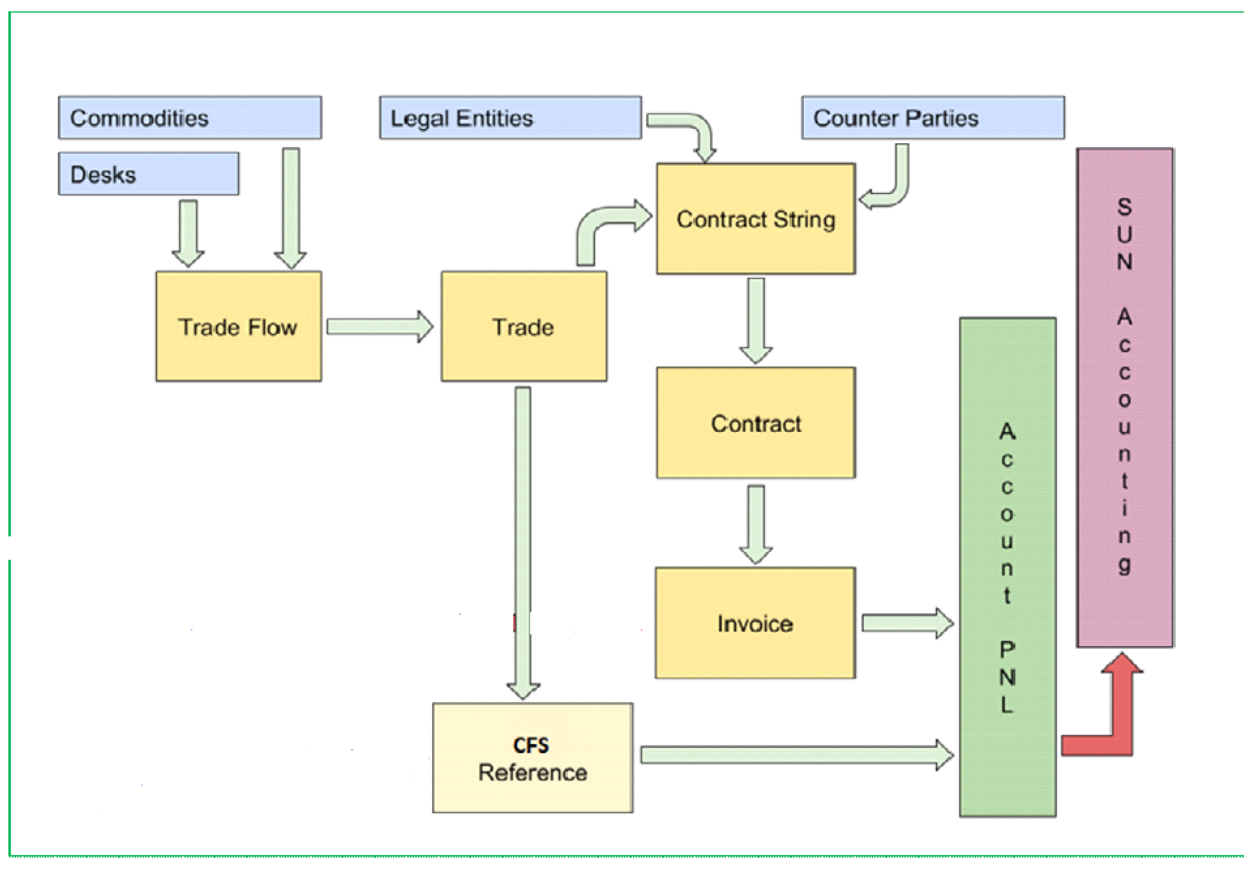
1. records and manages multi commodities & trades within the internal companies and outside.
2. manages accounting operations such as Trade and Shipment Management, Invoice creation, Report Generation, Financial Accounting (SAP) Posting etc.
3. has been developed on Microsoft based technology i.e., ASP.NET,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

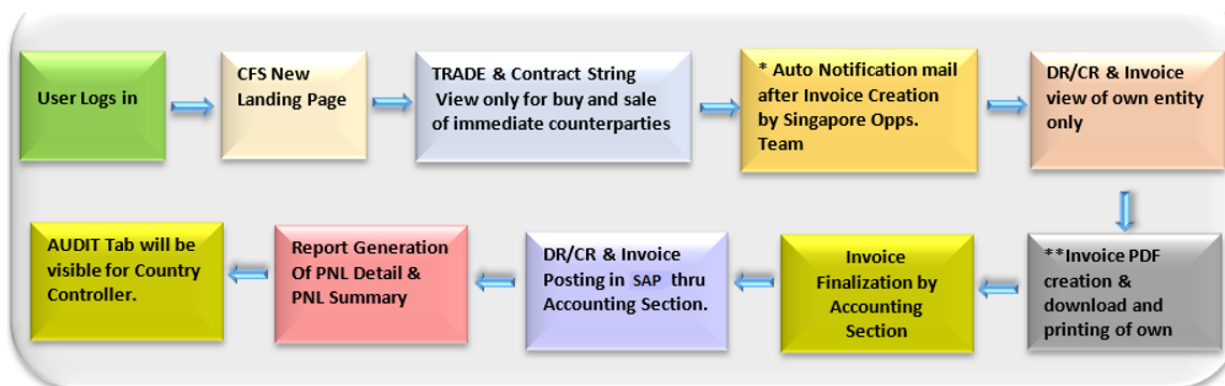


### Overall CFS Business Steps

|                                                             |
|-------------------------------------------------------------|
| 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 HOLLAND (CINBV) 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 **HOLLAND (CINBV)** 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 CINBV entity's Accounting team with C.C. to Operation and Accounting Team from [CFS\\_Notification@cofcointernational.com](mailto: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.
- HOLLAND (CINBV)** 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 3<sup>rd</sup> party invoices before posting in SAP.
- Following Menus, Modules and Sub-Modules will be visible for users of HOLLAND (CINBV) 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. HOLLAND (CINBV) 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:**

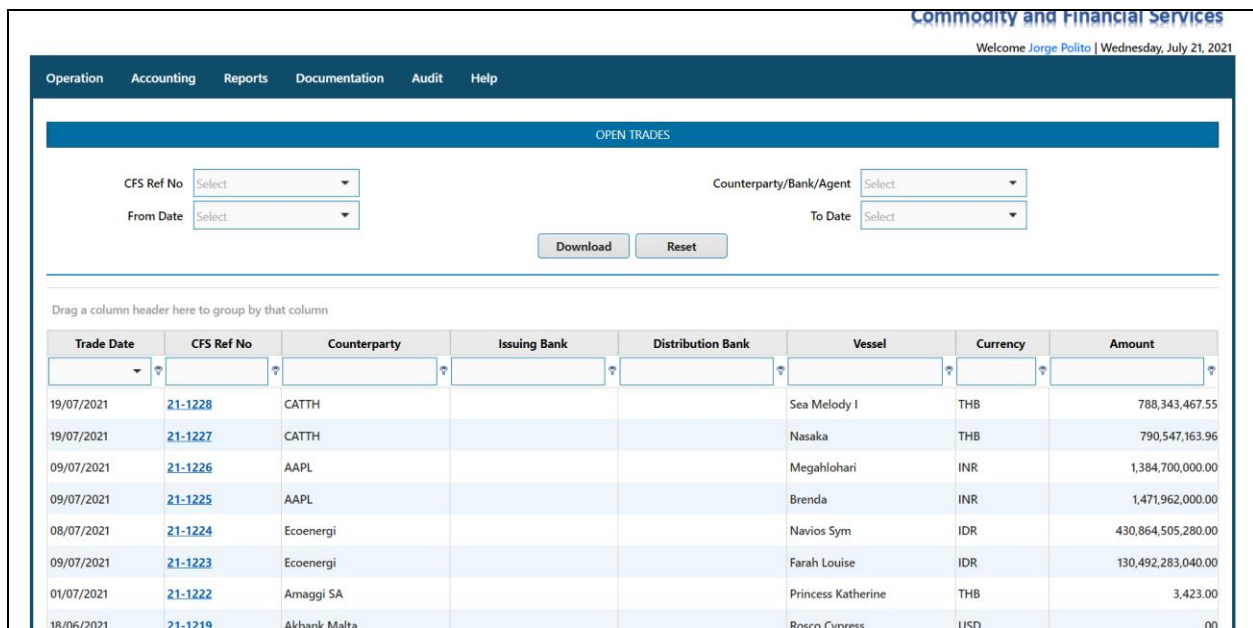
An account lock feature also had been implemented. If user tries to log in with a wrong password 3 times consecutively, then the account will get locked.

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 HOLLAND (CINBV). 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             |
|------------|------------|---------------|--------------|-------------------|--------------------|----------|--------------------|
| 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 |
| 09/07/2021 | 21-1223    | Ecoenergi     |              |                   | Farah Louise       | IDR      | 130,492,283,040.00 |
| 01/07/2021 | 21-1222    | Amaggi SA     |              |                   | Princess Katherine | THB      | 3,423.00           |
| 18/06/2021 | 21-1219    | Akbank, Malta |              |                   | Rosco Cypress      | USD      | .00                |

**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: 21-1219

Parent Ref No:

CFS Ref No: 21-1219

Status: Active

Created By: Siraj Chakrabarti

Created On: 18-06-2021

ORIGINATION

DISTRIBUTION

SHIPMENT

ACCOUNTING

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

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,Maha   |             | 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 |         |

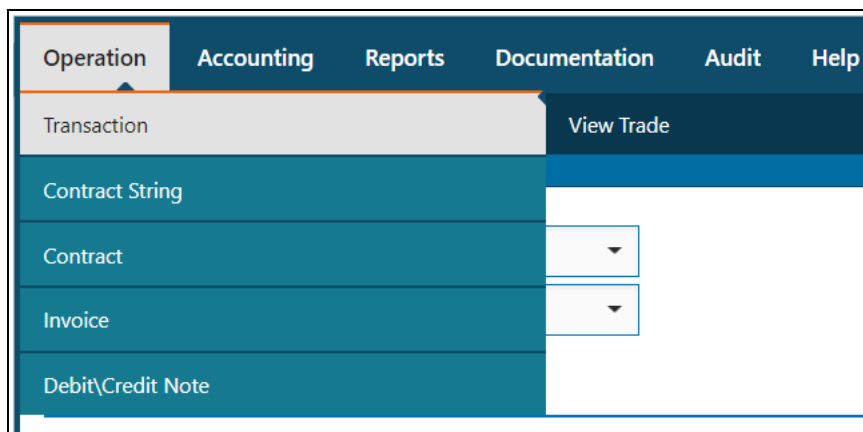
Account Income Segment

| Account Status | Booking Entity | Publsh 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  | 210200026219392021 | IC1939          | COGS PR-<br>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 | Publsh 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  | 220200027019392021 | IC1939          | COGS PR-<br>Purchase price | 5111000000      | CINBV            | Singapore |       | 1.000000000 | 21-1219        | INV13566-CAT-CINBV-Aredin-CAT-DUE 21JUL21 | USD      | 8174710.61 | 1.000000000     | 8174710.61    |

## 5.1 Transaction

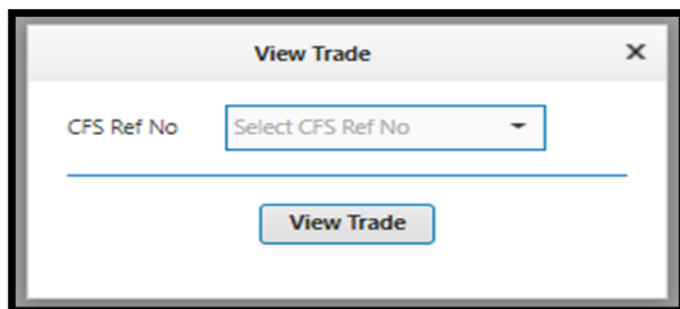


| Operation         | Accounting | Reports | Documentation | Audit | Help |
|-------------------|------------|---------|---------------|-------|------|
| Transaction       |            |         |               |       |      |
| Contract String   |            |         |               |       |      |
| 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
Audit
Help

VIEW TRADES

CFS Ref No: 21-1219
Parent Ref No:
CFS Ref No: 21-1219
Status: Active
Created By: Siraj Chakrabarti
Created On: 18-06-2021

ORIGINATION

|               |              |                 |            |                      |                  |
|---------------|--------------|-----------------|------------|----------------------|------------------|
| Trade Date    | 18-06-2021   | Currency        | USD        | Transaction Type     | Administrational |
| Transaction   | Bank         | Amount          | 0.00       | Transaction Sub Type | Trade Flow       |
| Counter Party | Akbank,Malta | Fx Rate         | 1.000000   | Tenure Days          | 270              |
| Risk Country  | Algeria      | Amount (USD)    | 0.00       | Trade Flow           | TF-211239        |
| Risk Issuer   |              | Instrument Type | Collection |                      |                  |
| 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 | Banking Entity | Public Status | Posting Date | JY No             | Currency | SUN/SAP Account | PHL Account            | InterCompany Entity | Country   | Ex Rate  | Assignment No | PC Name | Test                                    | Income                                                                                                    | SUN/SAP Ex Rate | Income(USD) |
|----------------|----------------|---------------|--------------|-------------------|----------|-----------------|------------------------|---------------------|-----------|----------|---------------|---------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------|-----------------|-------------|
| Open           | CINBV          | Posted        | 21-07-2021   | 21020002421930201 | USD      | IC1939          | COGS PR-Purchase price | Awelin              | Singapore | 1.000000 | 21-1219       | SP1010T | INV1954-CAT-CINBV-Awelin-CAT-DUE 210321 | -817470.61                                                                                                | 1.000000        | -817470.61  |
|                |                |               |              |                   |          |                 |                        |                     |           |          |               |         |                                         | <div>Banking EntityIncome(USD)Income(USD)Total Income(USD)</div> <div>CINBV0.00-817470.61-817470.61</div> |                 |             |
|                |                |               |              |                   |          |                 |                        |                     |           |          |               |         |                                         | Transaction Income (USD) 817470.61                                                                        |                 |             |

Cost

| Account Status | Banking Entity | Public Status | Posting Date | JY No             | Currency | SUN/SAP Account | PHL Account            | InterCompany Entity | Country   | Ex Rate  | Assignment No | PC Name | Test                                    | Income                                                                                            | SUN/SAP Ex Rate | Income(USD) |
|----------------|----------------|---------------|--------------|-------------------|----------|-----------------|------------------------|---------------------|-----------|----------|---------------|---------|-----------------------------------------|---------------------------------------------------------------------------------------------------|-----------------|-------------|
| Open           | CINBV          | Posted        | 21-07-2021   | 22020002701930201 | USD      | IC1939          | COGS PR-Purchase price | CAT                 | Singapore | 1.000000 | 21-1219       | SP1010T | INV1956-CAT-CINBV-Awelin-CAT-DUE 210321 | 817470.61                                                                                         | 1.000000        | 817470.61   |
|                |                |               |              |                   |          |                 |                        |                     |           |          |               |         |                                         | <div>Banking EntityCost(USD)Cost(USD)Total Cost(USD)</div> <div>CINBV0.00817470.61817470.61</div> |                 |             |
|                |                |               |              |                   |          |                 |                        |                     |           |          |               |         |                                         | Transaction Cost (USD) 817470.61                                                                  |                 |             |

INCOME/BALANCE SHEET

| Account Status | Banking Entity | Public Status | Posting Date | JY No             | Currency | SUN/SAP Account | PHL Account            | InterCompany Entity | Country   | Ex Rate  | Assignment No | PC Name | Test                                    | Income                                                                                                | SUN/SAP Ex Rate | Income(USD) |
|----------------|----------------|---------------|--------------|-------------------|----------|-----------------|------------------------|---------------------|-----------|----------|---------------|---------|-----------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------|-------------|
| Open           | CINBV          | Posted        | 21-07-2021   | 21020002421930201 | USD      | IC1939          | Awelin Trading Pte Ltd | Awelin              | Singapore | 1.000000 | 21-1219       | SP1010T | INV1954-CAT-CINBV-Awelin-CAT-DUE 210321 | 817470.61                                                                                             | 1.000000        | 817470.61   |
|                |                |               |              |                   |          |                 |                        |                     |           |          |               |         |                                         | <div>Banking EntityIncome(USD)Cost(USD)Total Income(USD)</div> <div>CINBV817470.61817470.610.00</div> |                 |             |
|                |                |               |              |                   |          |                 |                        |                     |           |          |               |         |                                         | Transaction PHL (USD) 0.00                                                                            |                 |             |

Cost/BALANCE SHEET

| Account Status | Banking Entity | Public Status | Posting Date | JY No             | Currency | SUN/SAP Account | PHL Account                   | InterCompany Entity | Country   | Ex Rate  | Assignment No | PC Name | Test                                    | Income                                                                                                  | SUN/SAP Ex Rate | Income(USD) |
|----------------|----------------|---------------|--------------|-------------------|----------|-----------------|-------------------------------|---------------------|-----------|----------|---------------|---------|-----------------------------------------|---------------------------------------------------------------------------------------------------------|-----------------|-------------|
| Open           | CINBV          | Posted        | 21-07-2021   | 22020002701930201 | USD      | IC1939          | Concordia Agritrading Pte Ltd | CAT                 | Singapore | 1.000000 | 21-1219       | SP1010T | INV1956-CAT-CINBV-Awelin-CAT-DUE 210321 | -817470.61                                                                                              | 1.000000        | -817470.61  |
|                |                |               |              |                   |          |                 |                               |                     |           |          |               |         |                                         | <div>Banking EntityIncome(USD)Cost(USD)Total Income(USD)</div> <div>CINBV-817470.61-817470.610.00</div> |                 |             |
|                |                |               |              |                   |          |                 |                               |                     |           |          |               |         |                                         | Transaction Cost (USD) 817470.61                                                                        |                 |             |

LIST OF POSTED ENTRIES

| Banking Entity | Posting Date | Posted On  | JY No             | Posted By |
|----------------|--------------|------------|-------------------|-----------|
| CINBV          | 21/07/2021   | 21/07/2021 | 21020002421930201 | RajanSaP  |
| CINBV          | 21/07/2021   | 21/07/2021 | 22020002701930201 | RajanSaP  |

DOCUMENTATION

Print

- 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 HOLLAND (CINBV) 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. Inside the dialog, there is a label "CFS Ref No" followed by a dropdown menu currently showing "Select CFS Ref No". Below this, there 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 screen displays contract details for three different CFS references. At the top, a dropdown menu shows "CFS Ref No" with "21-1219" selected. Below this, there are three columns of data, each representing a different contract. Each column has a "Print" button at the bottom.

| CFS Ref No | Dr/Cr No    | Invoice No | Contract No       | Counter Party | Currency | Goods    | Vessel        | Quantity    | Unit Price | Sub Amount   | Loading        | Destination   | Due Date   | Total Amount | Shipment   | Delivery |
|------------|-------------|------------|-------------------|---------------|----------|----------|---------------|-------------|------------|--------------|----------------|---------------|------------|--------------|------------|----------|
| 21-1219    | Not Created | 13566      | S0551724/P0551725 | CAT           | USD      | Soybeans | Rosco Cypress | 14,999.4690 | 545        | 8,174,710.61 | Santos, Brazil | China Port(s) | 21/07/2021 | 8,174,710.61 | 21/07/2021 | CFR      |
|            | Not Created | 31954      | S0157417/P0157418 | CINBV         | USD      | Soybeans | Rosco Cypress | 14,999.4690 | 545        | 8,174,710.61 | Santos, Brazil | China Port(s) | 21/07/2021 | 8,174,710.61 | 21/07/2021 | CFR      |
|            | Not Created | 24290      | S3108600/P3108601 | Aredin        | USD      | Soybeans | Rosco Cypress | 14,999.4690 | 545        | 8,174,710.61 | Santos, Brazil | China Port(s) | 21/07/2021 | 8,174,710.61 | 21/07/2021 | CFR      |

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.

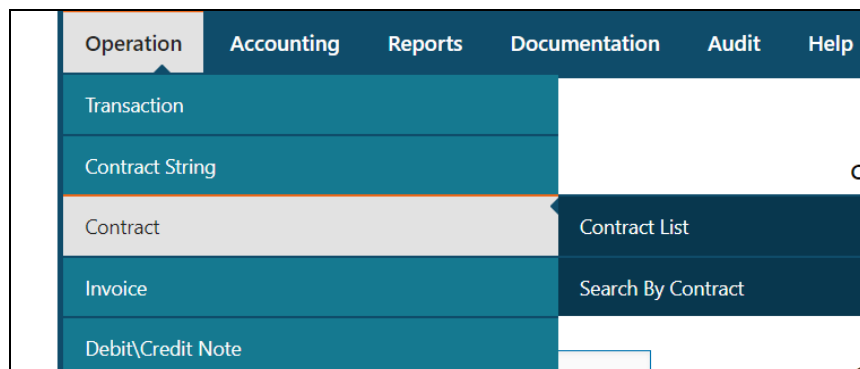
- i) **Destination:** destination where the goods will be kept, and this field is automatically filled based on the type of Goods selected in the Goods field.
- j) **Due Date:** The first due date of the goods block under the legal entity/ counter party of the contract string is reflected in the invoice.
- 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 21-1219 |                |                |                |                |                |
|--------------------|----------------|----------------|----------------|----------------|----------------|
| CAT                | ⇌              | CINBV          | ⇌              | Aredin         |                |
|                    | S0551724       |                | S0157417       |                | S3108600       |
|                    | P0157418       |                | P3108601       |                | P0551725       |
| Invoice No.        | 13566          | Invoice No.    | 31954          | Invoice No.    | 24290          |
| Dr/Cr No.          |                | Dr/Cr No.      |                | Dr/Cr No.      |                |
| Currency           | USD            | Currency       | USD            | Currency       | USD            |
| Goods              | Soybeans       | Goods          | Soybeans       | Goods          | Soybeans       |
| Vessel             | Rosco Cypress  | Vessel         | Rosco Cypress  | Vessel         | Rosco Cypress  |
| Quantity           | 14999.4690     | Quantity       | 14999.4690     | Quantity       | 14999.4690     |
| Unit Price         | 545.00         | Unit Price     | 545.00         | Unit Price     | 545.00         |
| Sub Amount         | 8,174,710.61   | Sub Amount     | 8,174,710.61   | Sub Amount     | 8,174,710.61   |
| Loading Port       | Santos, Brazil | Loading Port   | Santos, Brazil | Loading Port   | Santos, Brazil |
| Discharge Port     | China Port(s)  | Discharge Port | China Port(s)  | Discharge Port | China Port(s)  |
| Due Date           | 21 Jul 2021    | Due Date       | 21 Jul 2021    | Due Date       | 21 Jul 2021    |
| Total Amount       | 8,174,710.61   | Total Amount   | 8,174,710.61   | Total Amount   | 8,174,710.61   |
| Shipment           | 21 Jul 2021    | Shipment       | 21 Jul 2021    | Shipment       | 21 Jul 2021    |
| Delivery           | CFR            | Delivery       | CFR            | Delivery       | CFR            |

## 5.3 Contract



### 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    |            |               |              |               |        |
|-------------|------------|---------------|--------------|---------------|--------|
| Contract No | CFS Ref No | Seller Entity | Buyer Entity | Contract Date | Status |
| S0157421    | 21-1218    | CINBV         | AAPL         | 21/07/2021    | Active |
| P0157422    | 21-1218    | AAPL          | CINBV        | 21/07/2021    | Active |
| S0551728    | 21-1218    | CAT           | CINBV        | 21/07/2021    | Active |
| P0551729    | 21-1218    | CINBV         | CAT          | 21/07/2021    | Active |
| S0157417    | 21-1219    | CINBV         | Aredin       | 21/07/2021    | Active |
| P0157418    | 21-1219    | Aredin        | CINBV        | 21/07/2021    | Active |
| S0551724    | 21-1219    | CAT           | CINBV        | 21/07/2021    | Active |
| P0551725    | 21-1219    | CINBV         | CAT          | 21/07/2021    | Active |
| S0157413    | 21-1228    | CINBV         | CATTH        | 19/07/2021    | Active |
| P0157414    | 21-1228    | CATTH         | CINBV        | 19/07/2021    | Active |
| S0551720    | 21-1228    | CAT           | CINBV        | 19/07/2021    | Active |
| P0551721    | 21-1228    | CINBV         | CAT          | 19/07/2021    | Active |
| S0157409    | 21-1227    | CINBV         | CATTH        | 19/07/2021    | Active |
| P0157410    | 21-1227    | CATTH         | CINBV        | 19/07/2021    | Active |
| S0551716    | 21-1227    | CAT           | CINBV        | 19/07/2021    | Active |

Page 1 of 244 (3660 items) 1 2 3 4 5 6 7 ... 242 243 244 Page size: 15

**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

Contract No

S0000987

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.

|                   |              |         |               |       |      |
|-------------------|--------------|---------|---------------|-------|------|
| Operation         | Accounting   | Reports | Documentation | Audit | Help |
| Transaction       |              |         |               |       |      |
| Contract String   | OPE          |         |               |       |      |
| Contract          |              |         |               |       |      |
| Invoice           | Invoice List |         |               |       |      |
| Debit\Credit Note | View Invoice |         |               |       |      |

#### 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                   |
| Finalized        | 31956      | 21-1218    | CINBV         | AAPL         | 21/07/2021   |                          |
| Finalized        | 13568      | 21-1218    | CAT           | CINBV        | 21/07/2021   |                          |
| Finalized        | 31955      | 21-1167    | CINBV         | CAT          | 21/07/2021   |                          |
| Finalized        | 31954      | 21-1219    | CINBV         | Aredin       | 21/07/2021   |                          |
| Finalized        | 13566      | 21-1219    | CAT           | CINBV        | 21/07/2021   |                          |
| Submitted by Ops | 31953      | 21-1228    | CINBV         | CATTH        | 19/07/2021   | <input type="checkbox"/> |
| Submitted by Ops | 13565      | 21-1228    | CAT           | CINBV        | 19/07/2021   |                          |
| Submitted by Ops | 31952      | 21-1227    | CINBV         | CATTH        | 19/07/2021   | <input type="checkbox"/> |
| Submitted by Ops | 13564      | 21-1227    | CAT           | CINBV        | 19/07/2021   |                          |
| Not Finalised    | 31951      | 21-1226    | CINBV         | AAPL         | 19/07/2021   | <input type="checkbox"/> |

Page 1 of 173 (1727 items) 1 2 3 4 5 6 7 ... 171 172 173 Page size: 10 Finalize

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.

| DEBIT CREDIT NOTE |            |               |              |                |            |                      |
|-------------------|------------|---------------|--------------|----------------|------------|----------------------|
| Status            | CFS Ref No | Seller Entity | Buyer Entity | Dr/Cr No       | Date       | Action               |
| Not Finalized     | 19-1051    | Aredin        | CINBV        | CN/CINBV/19/14 | 18/03/2019 | <a href="#">Show</a> |

DrOrCr\*

Issued To\*

Currency\*

Remarks

CFS Ref No\*

Invoice

Date\*

Issuer\*

Contract No

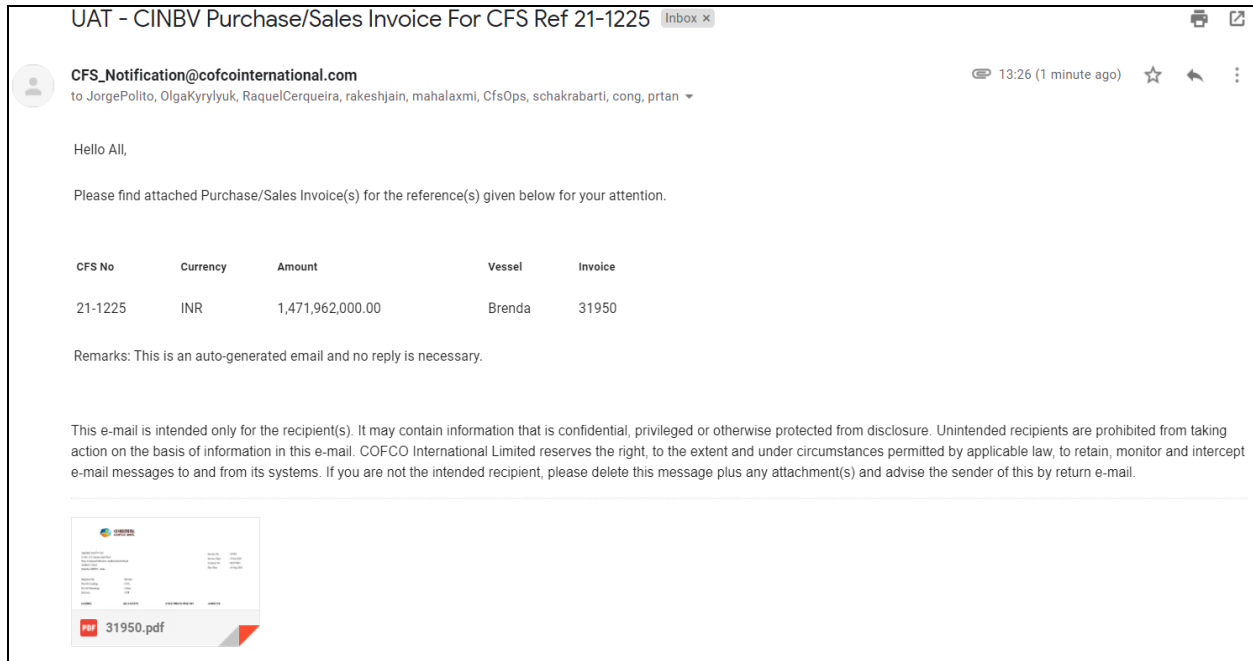
Due Date\*

| Goods       | Description | Quantity | Unit Price                     | Total |
|-------------|-------------|----------|--------------------------------|-------|
| None        |             | 0.0000   | 28731.000000                   | 0.00  |
| Description | Soybeans    |          | Additional Cost or Adjustments | 0.00  |
| Description |             |          | Additional Cost or Adjustments | 0     |
| Description |             |          | Additional Cost or Adjustments | 0     |
|             |             |          | Grand Total                    | 0.00  |

[Cancel](#)

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 CINBV can only finalize “submitted by ops” invoices with CINBV 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\*

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* | 21-1219 ▼ | Entity* | CINBV ▼  |
| Invoice No* | 31954 ▼   | Type    | Select ▼ |

Show Invoice

Sample CINBV 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 : 31954  
Invoice Date : 21 Jul 2021  
Contract No : S0157417  
Due Date : 21 Jul 2021

Shipment By : Rosco Cypress  
Port Of Loading : Santos, Brazil  
Port Of Discharge : China Port(s)  
Delivery : CFR

| GOODS                    | QUANTITY        | UNIT PRICE PER MT | AMOUNT           |
|--------------------------|-----------------|-------------------|------------------|
| Soybeans                 | 14,999.4690 MTS | USD 545.00        | USD 8,174,710.61 |
| Outside the scope of VAT |                 | Total             | USD 8,174,710.61 |
|                          |                 |                   | -----            |
|                          |                 |                   | To your debit    |
|                          |                 |                   | S.E.&O.          |

CFS Ref : 21-1219

TFSMOPP

**COFCO International Netherlands BV**

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3013 AL Rotterdam  
The Netherlands

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The Netherlands

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Registered Chamber of Commerce Rotterdam No.: 24307569 V.A.T.-nr. NL006323741801 | [www.cofcointernational.com](http://www.cofcointernational.com)

## 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' tab is selected, and the 'Debit\Credit Note' menu item is highlighted. The dropdown menu shows two options: 'Create/Show Dr Cr' and 'View Dr/Cr'. The 'Create/Show Dr Cr' option is the one to be clicked according to the action description.

**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. CINBV 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     | 19-1051    | Aredin        | CINBV        | CN/CINBV/19/14  | 18/03/2019 | Show   |
| Not Finalized     | 19-1051    | CINBV         | AAPL         | CN/CINBV/19/15  | 18/03/2019 | Show   |
| Not Finalized     | 19-1051    | Aredin        | CINBV        | CN/Aredin/19/17 | 18/03/2019 | Show   |
| Not Finalized     | 19-1051    | CINBV         | AAPL         | CN/CINBV/19/18  | 18/03/2019 | Show   |
| Not Finalized     | 19-1102    | CAT           | CINBV        | DN/CAT/19/19    | 02/04/2019 | Show   |
| Not Finalized     | 19-1102    | CINBV         | Aredin       | DN/CINBV/19/20  | 02/04/2019 | Show   |
| Not Finalized     | 19-1103    | CAT           | CINBV        | DN/CAT/19/21    | 02/04/2019 | Show   |
| Not Finalized     | 19-1103    | CINBV         | Aredin       | DN/CINBV/19/22  | 02/04/2019 | Show   |
| Not Finalized     | 19-1104    | CAT           | CINBV        | DN/CAT/19/23    | 02/04/2019 | Show   |
| Finalized         | 19-1104    | CINBV         | Aredin       | DN/CINBV/19/24  | 02/04/2019 |        |

Page 1 of 2 (14 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.

| DEBIT CREDIT NOTE |            |               |              |                |            |        |
|-------------------|------------|---------------|--------------|----------------|------------|--------|
| Status            | CFS Ref No | Seller Entity | Buyer Entity | Dr/Cr No       | Date       | Action |
| Not Finalized     | 19-1051    | Aredin        | CINBV        | CN/CINBV/19/14 | 18/03/2019 | Show   |

|            |               |             |                |             |            |
|------------|---------------|-------------|----------------|-------------|------------|
| DrOrCr*    | Credit        | CFS Ref No* | 19-1051        | Issuer*     | CINBV      |
| Issued To* | AAPL          | Invoice     | Select Invoice | Contract No | S0153731   |
| Currency*  | INR           | Date*       | 18/03/2019     | Due Date*   | 17/04/2019 |
| Remarks    | Enter Remarks |             |                |             |            |

| Goods       | Description | Quantity | Unit Price                     | Total |
|-------------|-------------|----------|--------------------------------|-------|
| None        |             | 0.0000   | 28731.000000                   | 0.00  |
| Description | Soybeans    |          | Additional Cost or Adjustments | 0.00  |
| Description |             |          | Additional Cost or Adjustments | 0     |
| Description |             |          | Additional Cost or Adjustments | 0     |
|             |             |          | Grand Total                    | 0.00  |

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 CINBV) 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.

# **AREDIN TRADING PTE LTD**

8 Shenton Way  
 #29-01 AXA Tower  
 Singapore 068811  
 Company Reg No: 201425656M

## **CREDIT NOTE**

Cofco International Netherlands B.V.  
 Weena 505 3013 AL  
 Rotterdam  
 The Netherlands

No : 19/17  
 Date : 18 Mar 2019  
 Contract No : S3102972

Shipment By : Ultra Puma  
 Port Of Loading : USA  
 Port Of Discharge : China

| DESCRIPTION              | QUANTITY | UNIT PRICE | AMOUNT               |
|--------------------------|----------|------------|----------------------|
| Soybeans                 |          |            | INR 1,335,851,535.00 |
|                          |          | Total      | INR 1,335,851,535.00 |
|                          |          |            | =====                |
| Outside the scope of VAT |          |            | To Your Credit       |
|                          |          |            | S. E. & O.           |

CFS No. 19-1051

TSEFMOPP

## 6 Accounting

### 6.1 Trade Accounting

All accounts related data is to be accessed from here.

The screenshot shows the 'Trade Accounting' interface. At the top, there's a navigation bar with 'Operation', 'Accounting', 'Reports', 'Documentation', 'Audit', and 'Help'. Below this, the 'Trade Accounting' sub-menu is active. The main area is titled 'OPEN TRADES'. It contains several filters: 'CFS Ref No' (dropdown), 'Counterparty/Bank/Agent' (dropdown), 'From Date' (dropdown), and 'To Date' (dropdown). There are 'Download' and 'Reset' buttons. Below the filters, there's a table with the following columns: Trade Date, CFS Ref No, Counterparty, Issuing Bank, Distribution Bank, Vessel, Currency, and Amount. The table contains five rows of data.

| 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.

The screenshot shows a dialog box titled 'Go To Trade Accounting'. It has a close button (X) in the top right corner. Inside the dialog, there's a label 'CFS Ref No' followed by a dropdown menu showing '19-1418'. Below the dropdown is a horizontal line. At the bottom of the dialog is a button labeled 'Go To Accounting'.

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

|                     |  |                |                     |                |                               |                        |
|---------------------|--|----------------|---------------------|----------------|-------------------------------|------------------------|
| CFS Ref No: 21-1219 |  | Parent Ref No: | CFS Ref No: 21-1219 | Status: Active | Created By: Siraj Chakrabarti | Created On: 18-06-2021 |
|---------------------|--|----------------|---------------------|----------------|-------------------------------|------------------------|

**ORIGINATION**

|                            |                             |                                  |
|----------------------------|-----------------------------|----------------------------------|
| Trade Date* 18/06/2021     | Currency* USD               | Transaction Type* Administrative |
| Transaction* Bank          | Amount* 0.00                | Transaction Sub Type* Trade Flow |
| Counterparty* Akbank,Malta | Fx Rate* 1                  | Tenure Days 270                  |
| Risk Country* Algeria      | Amount in USD 0.00          | Trade Flow* TF-211239            |
| Risk Issuer Select         | Instrument Type* Collection |                                  |
| Comment Enter comment      | Bloomberg Trade             |                                  |

DISTRIBUTION

SHIPMENT

ACCOUNTING

DOCUMENTATION

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

**ORIGINATION**

|                            |                             |                                  |
|----------------------------|-----------------------------|----------------------------------|
| Trade Date* 18/06/2021     | Currency* USD               | Transaction Type* Administrative |
| Transaction* Bank          | Amount* 0.00                | Transaction Sub Type* Trade Flow |
| Counterparty* Akbank,Malta | Fx Rate* 1                  | Tenure Days 270                  |
| Risk Country* Algeria      | Amount in USD 0.00          | Trade Flow* TF-211239            |
| Risk Issuer Select         | Instrument Type* Collection |                                  |
| Comment Enter comment      | Bloomberg Trade             |                                  |

**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

|               |        |                    |                   |                    |            |
|---------------|--------|--------------------|-------------------|--------------------|------------|
| <b>Status</b> | Active | <b>Created By:</b> | Siraj Chakrabarti | <b>Created On:</b> | 21/01/2021 |
|---------------|--------|--------------------|-------------------|--------------------|------------|

---

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

**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 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 |
|--------|----------------|----------------|----------------|-----------|------------------|-------------|------------------|--------------|------------|----------------|-----------------|
|        | Open           | CINBV          | Not Posted     |           |                  | FN          | 17/07/2021       |              | 17/07/2021 | TSFMDIR IC1939 |                 |

| Booking Entity | Amt Doc CCY       | Amt(USD)       | Total Income(USD) |
|----------------|-------------------|----------------|-------------------|
| CINBV          | (\$25,621,541.33) | (\$782,659.76) | (\$782,659.76)    |

Transaction Income (USD):(\$782,659.76)

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 |
|--------|----------------|----------------|----------------|-----------|------------------|-------------|------------------|--------------|------------|----------------|-----------------|
|        | Open           | CINBV          | Not Posted     |           |                  | FP          | 17/07/2021       |              | 17/07/2021 | TSFMDIR IC1939 |                 |

Vessel Princess Katherine

| Booking Entity | Amt Doc CCY     | Amt(USD)     | Total Cost(USD) |
|----------------|-----------------|--------------|-----------------|
| CINBV          | \$25,621,541.33 | \$782,659.76 | \$782,659.76    |

Transaction Cost (USD):\$782,659.76

| Booking Entity Transactional Net PNL |                |              |                |
|--------------------------------------|----------------|--------------|----------------|
| Booking Entity                       | Income(USD)    | Cost(USD)    | Total PNL(USD) |
| CINBV                                | (\$782,659.76) | \$782,659.76 | \$0.00         |

Transaction PNL (USD):\$0.00

Post

#### 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 |
|--------|----------------|----------------|----------------|-----------|------------------|-------------|------------------|--------------|------------|----------------|-----------------|
|        | Open           | CINBV          | Not Posted     |           |                  | FN          | 17/07/2021       |              | 17/07/2021 | TSFMDIR IC1939 |                 |

##### 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 |
|--------|----------------|----------------|----------------|-----------|------------------|-------------|------------------|--------------|------------|----------------|-----------------|
|        | Open           | CINBV          | Not Posted     |           |                  | FP          | 17/07/2021       |              | 17/07/2021 | TSFMDIR IC1939 |                 |

##### 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-CINBV-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.

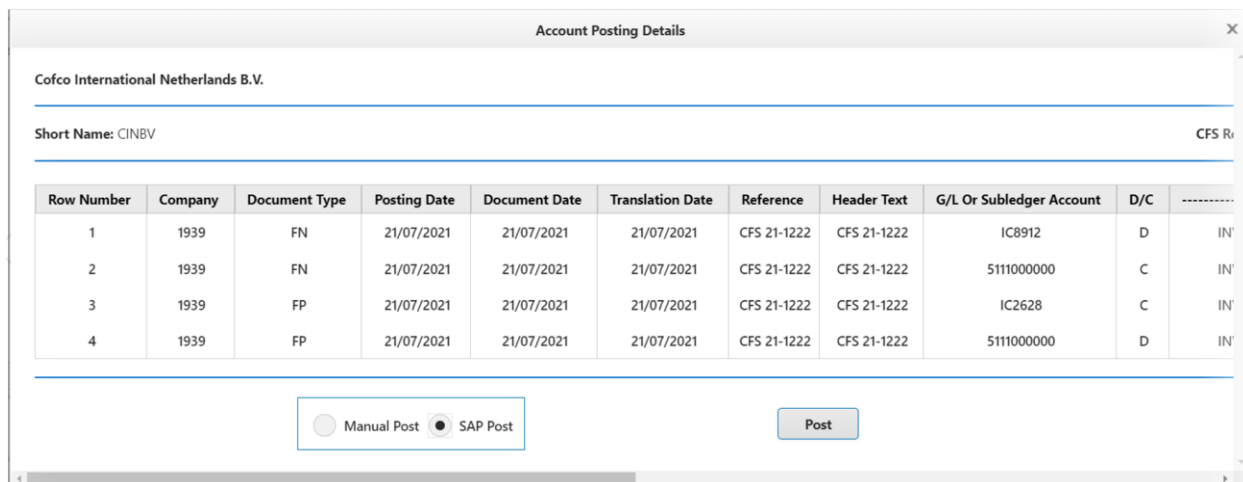
**Balance Sheet:** Same columns as Income & Cost Segment

### 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.



Account Posting Details

Cofco International Netherlands B.V.

Short Name: CINBV CFS R

| Row Number | Company | Document Type | Posting Date | Document Date | Translation Date | Reference   | Header Text | G/L Or Subledger Account | D/C | ----- |
|------------|---------|---------------|--------------|---------------|------------------|-------------|-------------|--------------------------|-----|-------|
| 1          | 1939    | FN            | 21/07/2021   | 21/07/2021    | 21/07/2021       | CFS 21-1222 | CFS 21-1222 | IC8912                   | D   | IN'   |
| 2          | 1939    | FN            | 21/07/2021   | 21/07/2021    | 21/07/2021       | CFS 21-1222 | CFS 21-1222 | 5111000000               | C   | IN'   |
| 3          | 1939    | FP            | 21/07/2021   | 21/07/2021    | 21/07/2021       | CFS 21-1222 | CFS 21-1222 | IC2628                   | C   | IN'   |
| 4          | 1939    | FP            | 21/07/2021   | 21/07/2021    | 21/07/2021       | CFS 21-1222 | CFS 21-1222 | 5111000000               | D   | IN'   |

☐ Manual Post
 ☒ SAP Post

### 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.

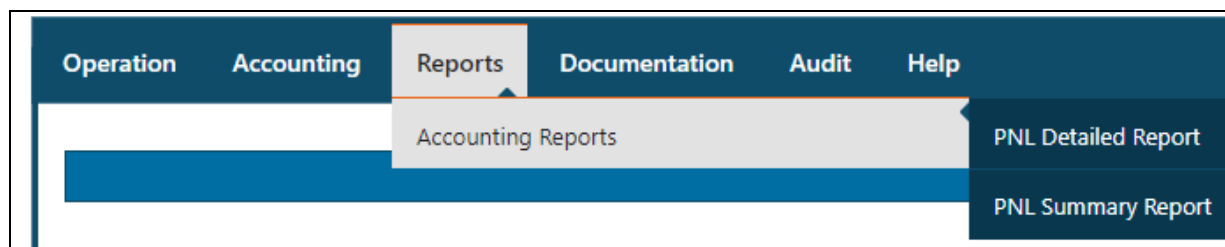
JV Number will get display under JV NO. column, Publish Status will show as “Posted” and one new action button as “RE” will get display under Action column which is Reverse Posting.

## 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 CINBV) 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: 07/06/2021 11:36 AM |
|------------------------|----------------------|---------------------------|---------------------------------------------|
| From Date: 01-Jan-2021 | To Date: 07-Jun-2021 | Booking Entity: Gemmayz   |                                             |
| Transaction Type: ALL  |                      | Transaction Sub Type: ALL |                                             |

| Trade Accounting           |            |          |                 |                |                        |
|----------------------------|------------|----------|-----------------|----------------|------------------------|
| Serial No                  | CFS Ref No | Currency | Income(USD)     | Cost (USD)     | Total Profit/Loss(USD) |
| Gemmayz                    |            |          |                 |                |                        |
| 1                          | 21-1207    | USD      | -237,976,578.00 | 237,976,578.00 | 0.00                   |
| 2                          | 21-1208    | USD      | -2,368,515.50   | 2,368,025.00   | -490.50                |
| 3                          | 21-1209    | USD      | -2,978,425.00   | 2,978,425.00   | 0.00                   |
| 4                          | 21-1210    | USD      | -357,520.00     | 0.00           | -357,520.00            |
| Total as per legal entity: |            |          | -243,681,038.50 | 243,323,028.00 | -358,010.50            |
| Grand Total:               |            |          | -243,681,038.50 | 243,323,028.00 | -358,010.50            |

### 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 CINBV) 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

Report run Date & Time: 07/06/2021 11:38 AM

From Date: 01-Jan-2021

To Date: 07-Jun-2021

Booking Entity: Gemmayz

CFS No: ALL

Transaction Type: ALL

Transaction Sub Type: ALL

| Trade Accounting |                         |          |                 |                |              |
|------------------|-------------------------|----------|-----------------|----------------|--------------|
| Serial No        | CFS Ref No              | Currency | Income (USD)    | Cost (USD)     | Profit (USD) |
| 1                | <a href="#">21-1207</a> | USD      | -237,976,578.00 | 237,976,578.00 | 0.00         |
| 2                | <a href="#">21-1208</a> | USD      | -2,368,515.50   | 2,368,025.00   | -490.50      |
| 3                | <a href="#">21-1209</a> | USD      | -2,978,425.00   | 2,978,425.00   | 0.00         |
| 4                | <a href="#">21-1210</a> | USD      | -357,520.00     | 0.00           | -357,520.00  |
| Grand Total:     |                         |          | -243,681,038.50 | 243,323,028.00 | -358,010.50  |

## 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: The Netherlands |           |           | Report run Date & Time: 21/07/2021 07:50 AM |                     |                                  |
| From: 21-Jun-2021        |           |           | User: ALL                                   |                     |                                  |
|                          |           |           | To: 21-Jul-2021                             |                     |                                  |
| Country                  | User Name | Serial No | Form Name                                   | Date & Time         | Action Taken                     |
| The Netherlands          |           |           |                                             |                     |                                  |
| Jorge Polito             |           |           |                                             |                     |                                  |
|                          |           | 1         | Open Trade                                  | 21/07/2021 07:24 AM | Viewed Home screen               |
|                          |           | 2         | Open Trade                                  | 21/07/2021 06:14 AM | Viewed Home screen               |
|                          |           | 3         | LogOut                                      | 21/07/2021 06:12 AM | Logout                           |
|                          |           | 4         | Open Trade                                  | 21/07/2021 06:11 AM | Viewed Home screen               |
|                          |           | 5         | Open Trade                                  | 21/07/2021 05:50 AM | Viewed Home screen               |
|                          |           | 6         | Open Trade                                  | 21/07/2021 05:23 AM | Viewed Home screen               |
|                          |           | 7         | LogOut                                      | 21/07/2021 05:21 AM | Logout                           |
|                          |           | 8         | Open Trade                                  | 21/07/2021 05:20 AM | Viewed Home screen               |
|                          |           | 9         | LogOut                                      | 21/07/2021 05:02 AM | Logout                           |
|                          |           | 10        | Open Trade                                  | 21/07/2021 04:52 AM | Viewed Home screen               |
|                          |           | 11        | LogOut                                      | 21/07/2021 04:51 AM | Logout                           |
|                          |           | 12        | Open Trade                                  | 21/07/2021 04:36 AM | Viewed Home screen               |
|                          |           | 13        | LogOut                                      | 17/07/2021 01:49 PM | Logout                           |
|                          |           | 14        | Open Trade                                  | 17/07/2021 01:48 PM | Viewed Home screen               |
| Olga Kyrlyuk             |           |           |                                             |                     |                                  |
|                          |           | 1         | Trade Documentation                         | 21/07/2021 07:48 AM | Viewed TradeDocumentation screen |
|                          |           | 2         | Open Trade                                  | 21/07/2021 07:36 AM | Viewed Home screen               |
|                          |           | 3         | Trade Documentation                         | 20/07/2021 01:27 PM | Viewed TradeDocumentation screen |
|                          |           | 4         | Open Trade                                  | 20/07/2021 01:24 PM | Viewed Home screen               |
|                          |           | 5         | Open Trade                                  | 19/07/2021 04:18 PM | Viewed Home screen               |
|                          |           | 6         | LogOut                                      | 17/07/2021 02:30 PM | Logout                           |
|                          |           | 7         | Open Trade                                  | 17/07/2021 01:58 PM | Viewed Home screen               |
|                          |           | 8         | Open Trade                                  | 17/07/2021 01:56 PM | Viewed Home screen               |
|                          |           | 9         | Open Trade                                  | 17/07/2021 01:56 PM | Viewed Home screen               |
|                          |           | 10        | Open Trade                                  | 17/07/2021 01:52 PM | Viewed Home screen               |
|                          |           | 11        | Open Trade                                  | 17/07/2021 01:49 PM | Viewed Home screen               |
|                          |           | 12        | LogOut                                      | 17/07/2021 01:43 PM | Logout                           |
|                          |           | 13        | Open Trade                                  | 17/07/2021 01:43 PM | Viewed Home screen               |

Wednesday, July 21, 2021

Page 1 of 2

## 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-----