




---

**Re: DFM template notes**


---

**From:** Gaurav Sharma <gaurav.sharma9@ibm.com>  
**Date:** Thu 26/02/2026 09:51  
**To:** Yuliya Logue <Yuliya.Logue@ibm.com>; David Rowley <David.Rowley@ibm.com>

Hi Yulia,

Both David and I are in an all day MS event today.

We are syncing up tomorrow and will update you by eod tomorrow.

Regards,  
Gaurav

---

**From:** Yuliya Logue <Yuliya.Logue@ibm.com>  
**Sent:** Tuesday, February 24, 2026 9:32:39 PM  
**To:** Gaurav Sharma <gaurav.sharma9@ibm.com>; David Rowley <David.Rowley@ibm.com>  
**Subject:** FW: DFM template notes

Gaurav / David,

How are you progressing with the scenarios in the Co-Pilot Studio?

Client pointed to particular steps in the process that they would like us to explore for automation. Please see an email below. Would you like us to re-group to check in on progress?

Regards,

**Yuliya Logue**  
Agentic AI in Finance Lead

<https://www.linkedin.com/in/yuliyalogue>

**IBM Consulting**  
<https://www.ibm.com/consulting/>

---

**From:** Jasvinder Rajput <Jasvinder.Rajput@thephoenixgroup.com>  
**Date:** Tuesday, 24 February 2026 at 20:59  
**To:** Yuliya Logue <Yuliya.Logue@ibm.com>  
**Cc:** Louise Marszol <louise\_marszol@standardlife.com>  
**Subject:** [EXTERNAL] DFM template notes

---

**This Message Is From an External Sender**

This message came from outside your organization. Hi Yuliya,

[Report Suspicious](#)

You requested on the call yesterday for some brief process notes, as I mentioned there are some pointers on the Process tab within the template.

To conform the original data into the standard template on the Edited tab, I refer you to steps 1, 3 & 4 of the process outlined below.

Process	
1	If workbook populated, run 'RESET WORKBOOK' macro (below) - otherwise move straight to Step 2
2	Run the three import modules using the macro buttons below (see file locations below): <i>FX Rates</i> : Current month's DFM folder, subfolder 02_FX_Rates <i>ISIN Mappings</i> : \\CORPFILE\Phoenix\Finance\Restrict\OPS\Assets_Team\PRODUCTION\SLIL\Monthly_Asset_Reports\DFM\Administration <i>IH Report</i> : Current month's DFM folder
3	Open confirmation received from DFM and paste to 'Original Data' tab
4	Copy formulae on the 'Edited' tab down to cover the number of rows on the corresponding 'Original Data' tab - there is a calculation on the 'Checks' tab to ensure all data is being reviewed
5	Review columns C:G to ensure all formulae are finding results from policy number and ISIN mapping calculations
6	If any show '#N/A' the relevant table will need to be expanded upon on the 'Lookups' tab <ul style="list-style-type: none"> <li>a) If ISIN/SEDOL/Asset Name mappings are incomplete, add the new ISIN/SEDOL/Asset Name to the table and google the information provided to fill in the blanks  Ensure the new mappings are then reflected in the ISIN Master List workbook so these are carried forward</li> <li>b) If policy number mappings are incomplete, check if any policies on the 'IH Report' tab are showing as missing. If so, check the policy number on Spice to ensure matches the reference for the line(s) failing the mapping calculation. If so, expand upon the mapping table on the 'Lookups' tab.  If there are no policies missing from the IH Report, add the reference to the mapping table on the 'Lookups' tab and mark as 'REMOVE'.</li> </ul>
7	Check the holdings*price=bid value check in column A holds - this should be within 98-102%. Anything outwith this range should be investigated as it suggests the holdings are incorrect
8	Review the 'IH Report' tab to ensure there are no policies missing from the confirm (other than known issues, as called out below). Any missing policies should be flagged to the relevant team
9	Filter column B of 'Edited' tab on 'Include', copy column C onwards and use Paste Special > Values to paste data into the 'tpir_load' tab
10	Ensure all checks on the 'Check' tab hold
11	Once satisfied that the confirmation is complete, save and close, then run the TPIR Upload Checker to ensure the file is suitable for loading to ADS

Please let me know if you need anything else.

Thanks,  
Jas



Jasvinder Rajput | Senior Accountant

email: [jasvinder.rajput@thephoenixgroup.com](mailto:jasvinder.rajput@thephoenixgroup.com)

► Please help save the environment, print only if necessary.

---

This e-mail and any accompanying documents are confidential and access to it by anyone other than the intended recipient is unauthorised. If you have received it in error, firstly, we are sorry. Secondly, please notify us immediately by e-mail at [administrator@standardlife.com](mailto:administrator@standardlife.com) and delete the e-mail. Thank you.

Whilst precautions have been taken to ensure that this e-mail and any attachment has been checked for viruses, we cannot guarantee that they are virus free and we cannot accept liability for any damage sustained as a result of software viruses. We would advise you to carry out your own virus checks, especially before opening an attachment.

Pearl Group Services Limited, no. 5549998 is authorised and regulated by the Financial Conduct Authority. Registered in England and Wales at 10 Brindleyplace, Birmingham, B1 2JB.

Phoenix Group Management Services Limited, no. 3588063 is authorised and regulated by the Financial Conduct Authority. Registered in England and Wales at 10 Brindleyplace, Birmingham, B1 2JB.

Pearl Group Holdings (No. 1) Limited, no. 3524909 is registered in England and Wales at 20 Old Bailey, London EC4M 7AN.

Pearl Group Services Limited, Phoenix Group Management Services Limited and Pearl Group Holdings (No.1) Limited are members of Standard Life plc [www.standardlife.com](http://www.standardlife.com)

---

Confidential: Ensure justifiable business need before sharing