**Minutes of Meeting**

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| **Meeting Name** | | China Pilot-FTM local assessment workshop-organization structure | | | | |
| **Stream** | | FTM | | | | |
| **Date** | | 2023-08-30 | | | | |
| **Time (JST)** | | 10:30 AM-12:00 AM & 13:10 AM-16:00 AM | | | | |
| **Presenter** | | Jiang Nan & Wang Rongrong | | | | |
| **Scribe** | | Wang Rongrong & Jiang Nan | | | | |
| **Attendees** | | | | | | |
| **No** | **Name** | **Company** | **No** | **Name** | | **Company** |
| 1 | Li Jing | MCN/SMT | 8 | Jiao Dylan | | CG-Local |
| 2 | Sun Jing | MCN/SMT | 9 | Cheng Long | | CG-Local |
| 3 | Ji Fei | MCN/SMT | 10 | Wang Rongrong | | CG-Local |
| 4 | Li Ying | MCN/SMT | 11 | Jiang Nan | | CG-Local |
| 5 | Wang Jianfei | CG-Global | 12 | Huang Xinyi | | CG-Local |
| 6 | Wang Haobo | CG-Global | 13 |  | |  |
| 7 | Li Xiaonan | CG-Global | 14 |  | |  |
| **Highlights** | | | | | | |
| **No.** | **Topic** | **Description** | | | **Decision** | **Responsible** |
| **1** | Local assessment - key decison | Introduction the current status key decision of FTM-FI | | | NA | Jiang Nan |
| **2** | Local assessment - key decison | Introduction the current status key decision of FTM-CO | | | NA | Wang Rongrong |
| **3** | Interface of DIVA & Compass | deployment phase of Intergration of DIVA & Compass | | | Roll-out phase | Jiang Nan |
| **4** | Bank communication | Interface Solution of bank communication | | | Open item on Global side | CG Global/  MCG Global |
| **5** | Workshop Scope | Confirmed with MCN FTM010、FTM011、FTM015、FTM016 are out of the scope in this workshop | | | MCN Confirmed | Wang Rongrong |
| **Action Items** | | | | | | |
| **No.** | **Topic** | **Action** | | | **Due Date** | **Responsible** |
| **1** | Credit control area | Confirm the error/warning message and block timing. | | | 2023/9 | Jiang Nan/Li Xiaonan |
| **2** | Credit control area | Confirm the credit limit warning before exceed the credit limit. | | | 2023/9 | Jiang Nan/Li Xiaonan |
| **3** | Gap : Exchange rate interface | 1. China need exchange rate at the beggaining of the month for daily transaction; and exchange rate at month end for foreign currency valuation 2. China need exchange rate from PBOC as the rate | | | 2023/9 | Jiang Nan/Li Xiaonan |
| **4** | Chart of accounts language | China need Chinese description for accounts. Eg: document display Chinese description of the accounts (audit requirement) | | | 2023/9 | Jiang Nan/Li Xiaonan |
| **5** | Gap: golden tax interface | China localization gap for golden tax.Submit this Gap to global | | | 2023/9 | Jiang Nan |
| **6** | Approval flow for royalty | Confirm the provisions process and approval of royalty | | | 2023/9 | Jiang Nan |
| **7** | Payment term & payment method | Provide payment terms&methods setting in current B1 system | | | 2023/9 | Li san/  Sun san |
| **8** | Service revenue and cost recognition relationship | Will discuss it in cost center workshop | | | 2023/08/31 | Wang Rongrong/Li Jing |
| **9** | What are the secondary cost element categories currently used? What specific business is it mainly used for? | Will discuss it in cost center workshop | | | 2023/08/31 | Wang Rongrong/Li Jing |
| **10** | Please provide a list of profit centers | Li Jing will provide to Iris | | | 2023/08/31 | Li Jing |
| **11** | Whether need to create plant in SMT | Will discuss it with PTP team | | | 2023/09/15 | Li Jing |