

Payments and Reconciliation

1. **Create Payment IHB Forecast Rule** (Generate forecast for payments)
 - a. Go to Security Settings
 - b. Select Payment Setup (Under Payment Security)
 - c. Select Payment IHB and Forecast Rules and create new one for account (1234567891011)

Rule Conditions:

Companies :

OR

Ordering Customer Accounts:

Payment Type :

Service Code :

Payment Method :

Rule Actions:

Generate IHB Transactions : ☒

Generate Forecast : ☒

Generate Debit Forecast Per : ☐ Header ☒ Detail ☐ Remittance Details

Exclude Payment Details : ☐

Without Ledger Transactions : ☐

All Beneficiaries : ☒

Debtor Instrument Type :

Debtor Budget Code :

Creditor Instrument Type :

Creditor Budget Code :

Called On The Payment State :

Notes: While creating the rule, specify the **Ordering Customer Account**, **Generate Forecast** to have an automatic forecast generated for the selected account in case of a payment and include **All Beneficiaries**. The forecast is very important to be defined at which stage it will be generated (in the above screenshot as shown in the last field it is selected on “Posted” payment).

- d. Save the Payment IHB and Forecast Rule

2. **Create Reconciliation Rule** (To reconcile payment generated forecast with imported bank statement)
 - a. Go to Reconciliation Rules and create new one (Account 1234567891011)
 - b. Select to apply it on Debit, Credit or Both

Search... Home / Administration / Reconciliation Rules

Instrument Type Groups Instrument Types Deal To Forecast Rules Catch All Rules Reconciliation Rules

Actual Reconciliation Rules

Rule Name

Rule: 1234567891011

Reference Match

☐ Enable

Debit or Credit:

☒ Both
☐ Debit
☐ Credit

Account:

☒ Account ID

123456

☒ 1234567891011

- c. Specify the acceptable difference amount, and date difference (Value and Entry date), Bank code, instrument type and budget code.

Bank Transaction

1- You can use a combination of one or more predicates that use the logical operators AND, OR, and NOT
2- You can use wildcard characters expression
Please refer to MSDN for more info

Bank TR.Desc. Contains

Bank TR.Desc. Do Not Contain Bank Code:

Examples

<input checked="" type="checkbox"/>	Code	Description	Code Desc	Group
<input checked="" type="checkbox"/>	01	CHEQUES PAYES	AFB	
<input checked="" type="checkbox"/>	02	REMISE DE CHEQUES	AFB	
<input checked="" type="checkbox"/>	03	CHEQUES IMPAYES	AFB	
<input checked="" type="checkbox"/>	04	VERSEMENTS ESPECES	AFB	
<input checked="" type="checkbox"/>	05	VIREMENT RECU	AFB	
<input checked="" type="checkbox"/>	06	VIREMENT EMIS	AFB	
<input checked="" type="checkbox"/>	06b	Nombre VIREMENT EMIS	AFB	
<input checked="" type="checkbox"/>	07	DOMICILIATION D'EFFETS (LCR/BOR/LCC/BOC)	AFB	

Forecast Transaction

Amount Difference + or - : 0.000

Difference in Value Date + or - : 100

Difference in Entry Date + or - : 100

Instrument Types:

<input checked="" type="checkbox"/>	Instrument Type	Instrument Code
<input checked="" type="checkbox"/>	Check	CHK
<input checked="" type="checkbox"/>	Time Deposit	TD
<input checked="" type="checkbox"/>	FX Deal	FX
<input checked="" type="checkbox"/>	Direct Debit	DDT
<input checked="" type="checkbox"/>	Transfer	TRF
<input checked="" type="checkbox"/>	Lockbox	LBX
<input checked="" type="checkbox"/>	ACH	ACH
<input checked="" type="checkbox"/>	WIRE	WIRE
<input checked="" type="checkbox"/>	Accounts Payable	AP
<input checked="" type="checkbox"/>	Accounts Receivable	AR

- d. Select the ledger account affected

Ledger Account: ?

#	Ledger Account Number
	<input type="text"/>
<input type="radio"/>	ERPAccount1
<input type="radio"/>	ERP Account 2
<input type="radio"/>	ERP TMI Number 1
<input type="radio"/>	ENGL0001
<input checked="" type="radio"/>	A&BI0001
<input type="radio"/>	42-1286-779

- e. Save the Reconciliation rule

3. **Create Payment from Payment editor OR Import payment file**

- Create manual payment from payment editor or Import payment file having transactions for the account number (1234567891011)
- Go to Daily Treasury, Step 1: Pending Statement
- Check the forecast transactions

Before Payment creation (no forecast transaction is available for the payment as shown below)

Forecast Transactions														
#	ID	Account ID	Bank Account	Value Date	Entry Date	Budget Code	Amount	Debit	Credit	Instrument	Instrument Co	Transaction Re	Account Num	Modified By
No data to display														
Create Filter														

After Payment creation (forecast transaction is available as generated based on payment IHB Rule)

	Delete	ID	Account ID	Bank Account	Value Date	Entry Date	Budget Code	Amount	Debit	Credit	Instrument	Instrument Co	Transaction Re	Account Num	Modified
	Delete	25308	123456789101	123456789101	05-Apr-2019	05-Apr-2019	118	1,500.00	0.00	1,500.00	Accounts Payable	AP	AP2019040508	5845	ADMIN

4. Import Bank Statement File (MT940)

- a. Go to manual bank integration
- b. Import Bank Statement File (MT940) having transaction with details matching the payment previously created
- c. Then go to Daily Treasury, Step 1: Pending Statements
- d. Check Bank Transactions and Forecast Transactions (transactions should be reconciled)

[illegible]