

MAKE USE OF YOUR POTENTIAL

BALANCE SHEET DATA ENTRY

Outsourcing the entry of data from
annual financial statements

Balance Sheet Data Entry of a High Quality Standard

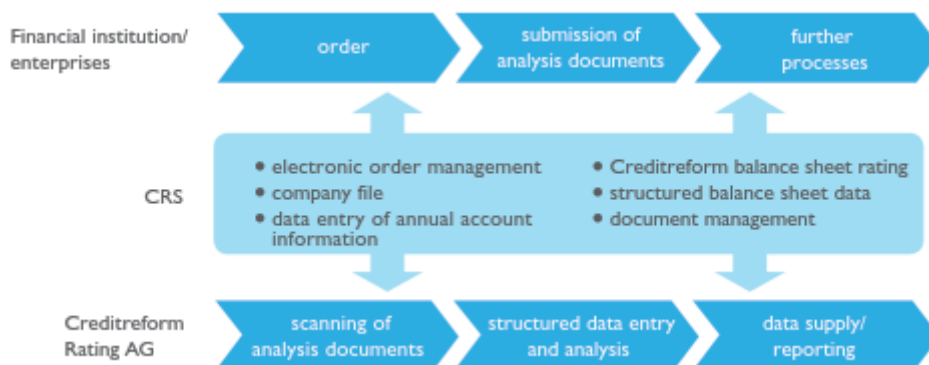
The annual financial statements of debtors and business partners provide valuable foundations for assessments of their levels of financial strength. It requires considerable expertise and know-how and would tie up valuable resources to integrate such information into in-house evaluation procedures. Creditreform Rating AG can support you through the entry of data from individual annual financial statements. We comply with the requirements of the German Banking Act and the Minimum Requirements for Risk Management of the German Financial Supervisory Authority and can match our customers' existing data entry standards.

Strategic Objectives

- Business Process Outsourcing (BPO) to optimize the efficiency of the structural framework
- Standardization of data entry principles and techniques
- Ensuring high-quality balance sheet data entry
- Allowing the back office to concentrate on its core brief
- Increasing flexibility and productivity
- A more cost-efficient data entry operation

Solutions

- ✓ Standardized data entry in compliance with the client company's requirements
- ✓ Digitalization of data from annual financial statements
- ✓ Global research and provision of data from annual financial statements
- ✓ Identification and analysis of potentially critical features and risks
- ✓ Mapping to extended XBRL data structures with company-specific balance sheet items
- ✓ Balance sheet analysis on the basis of the Creditreform rating system



Service Range Modules

RESEARCH of Annual Financial Statements

- Research conducted in close coordination with the client
- National and international research effort
- Research of publicly accessible sources and registers

ENTRY OF DATA From Annual Financial Statements

- Scanning of all relevant information
- Comprehensive and freely extendable XBRL data entry scheme (one-to-one mapping)
- Entry of data from different accounting standards and types of statement (statements of individual companies and wholly or partly consolidated groups; interim statements; target statements)
- Entry of data from foreign-language annual financial statements
- Identification and assessment of risk-relevant features (f. e. of elements of the business structure that may affect the economic equity) in Notes and Management Report
- Detailed year-on-year comparisons of balance sheet items
- (Manual) plausibility checks of the system and application of the "four eyes principle"
- Up-to-date currency exchange conversions for specific cut-off dates
- Customized service level agreements

ANALYSIS of Annual Financial Statement

- Analyses of annual financial statements are performed on the basis of the Creditreform balance sheet rating (primary and secondary rating)
- Valid default probabilities and rating categories are established that can be integrated into the client company's own assessment systems
- An analysis report is compiled that can be customized to meet the individual requirements of the client company (definition of financial ratios, contents, layout etc.)
- The analysis includes industry-specific comparisons with values that are based on the Creditreform database of balance sheet data or the client company's portfolio

MAPPING

- Systematic data transfer to data structures that have been freely determined by the client
- Transparent documentation of the agreed and mutually coordinated mapping process

ORDER DATA & INTERFACES

- Electronic order book featuring current status information
- Interface formats (web services, SFTP transfer, data exchange for example as a CSV file)

YOUR BENEFITS

- Concentration on core business activities by outsourcing the entry of data from annual financial statements (non-value-adding activity)
- Allowing the back office to focus on its core brief in times of peak demand
- More cost-efficiency by pooling data entry processes and creating economies of scale
- No modification of the balance sheet structure is required, since company-specific balance sheet items can be accommodated
- Customized design of the data entry process
- A high-quality process of entry data from annual financial statements is guaranteed through transparent and optimized processes and highly skilled staff
- Compliance with all legal / regulatory requirements including the current data protection laws
- Compliance with the requirements of the German Banking Act and the Minimum Requirements for Risk Management issued by the German Financial Supervisory Authority