

# Treasury (TR)



MYSAP.ROLES\_S\_TR

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## Treasury (TR)

This section contains the single roles for the "Treasury" (TR) component.

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**Administrator**

## Administrator

Technical name: SAP\_TR\_ADMINISTRATOR

### Tasks

The treasury administrator is responsible for fundamental administrative tasks in the Treasury area. This person also keeps the system up-to-date.

### Activities in Treasury

This role involves the following activities:

- Assignment of authorizations (traders, business partners, basis)
- Customizing
- Job scheduling
- Import of market data
- Initiation of archiving
- Creation of house banks
- Import of electronic bank statements
- Import of SWIFT files

## Credit Analyst

Technical name: SAP\_TR\_LO\_CREDIT\_ANALYST

### Tasks

The credit analyst is in direct contact with the business partner in the phase leading up to conclusion of the contract. This person analyzes/reviews the prospective loan transactions with regard to the business partner's credit standing and the value of the collateral available to secure the loan. On the basis of this analysis, he or she makes a decision on the loan. The credit analyst can make use of the limit management functions to ensure that risk directives are observed.

### Activities in Loans Management

This role involves the following activities:

- Business partner maintenance (create/change/display)
- Credit standing calculations
- Calculation of the collateral value
- Collateral value proposal
- Editing objects/collateral
- Decision-making
- Release of loan decision (colleague or superior)
- Changing limits

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**Manager of the Loans Department**

## Manager of the Loans Department

Technical name: SAP\_TR\_LO\_DEPARTM\_MANAGER

### Tasks

The manager of the loans department is responsible for managing and releasing (approving) loan positions, as well as for reporting activities for loans. The limit management functions allow the loans manager to monitor the extent to which risk guidelines have been adhered to.

### Activities in Loans Management

This role involves the following activities:

- Release
- Maintenance of condition tables
- Changing limits
- Risk analysis



## Loans Officer

Technical name: SAP\_TR\_LO\_LOANS\_OFFICER

### Tasks

The loans officer maintains direct contact with the customer throughout the term of the loan. This person is responsible for processing the loan at all stages - from the application/offer to the contract, and then on through to repayment.

The loans officer manages the current contract and business partner data. This involves monitoring whether the prerequisites for the contract have been fulfilled, and then triggering contract disbursement when the conditions have been satisfied.

### Activities in Loans Management

This role involves the following activities:

- Business partner maintenance (create/change/display/delete)
- Entry of application data
- Decision-making
- Creation of offers
- Contract creation/rollover
- Entry of disbursements
- Correspondence processing
- Loan release (colleague or superior)
- Capital transfers

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**Rollover Officer**

## Rollover Officer

Technical name: SAP\_TR\_LO\_ROLLOVER\_OFFICER

### Tasks

The rollover officer is responsible for extending contracts with new or adjusted conditions. This person checks the loan position, defines possible conditions for new fixed periods and triggers the necessary processing steps.

### Activities in Loans Management

This role involves the following activities:

- Process rollovers
- Generate correspondence

## Staff Accountant for Loans

Technical name: SAP\_TR\_LO\_STAFF\_ACCOUNTANT

### Tasks

The staff accountant for loans enters and monitors the payment flows resulting from loans transactions. This person carries out all the necessary postings, accruals/deferrals and valuations, and checks the posting activities.

### Activities in Loans Management

This role involves the following activities:

- Transaction postings
- Clearing
- Generation of payments
- Posting and monitoring incoming payments
- Accrual/deferral
- Valuation
- Reversals
- Generating accounting reports
- Capital transfers

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**Back Office Processor**

## Back Office Processor

Technical name: SAP\_TR\_TM\_BACKOFFICE\_PROCES

### Tasks

The back office processor confirms and checks transaction activities carried out by the trader. This person is responsible for managing business partners and master agreements, entering and transferring payment flows, making interest rate adjustments, as well as the tasks involved with checking and changing treasury positions.

### Activities in Treasury

This role involves the following activities:

- Settlement of money market, forex, derivatives and securities transactions
- Processing confirmations/counterconfirmations
- Maintenance of business partner standing instructions
- Release of business partners (colleague or superior)
- Release of transactions for accounting (colleague or superior)

## Cash Manager

Technical name: SAP\_TR\_TM\_CASH\_MANAGER

### Tasks

In addition to the administrative duties the cash manager performs, this person is also responsible for providing information on the short-term financial situation as a sound basis for financial planning. In contrast to fund managers, cash managers concentrate on short-term periods in the future.

### Activities in Treasury

This role involves the following activities:

- Cash position
- Netting / pooling
- Bank accounts (short-term)
- Control of the payment program
- Cash concentration

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**Fund Manager**

## Fund Manager

Technical name: SAP\_TR\_TM\_FUND\_MANAGER

### Tasks

The fund manager is responsible for providing information about the short- and medium-term financial situation as a basis for financial planning. This person analyzes the liquidity situation of the company. In contrast to cash managers, fund managers concentrate on medium-term periods in the future.

### Activities in Treasury

This role involves the following activities:

- Liquidity forecast
- Medium-term investment
- Cash budget management

## Risk Controller

Technical name: SAP\_TR\_TM\_RISK\_CONTROLLER

### Tasks

The risk controller calculates and analyzes the company's risks and opportunities on the basis of market data, with the aim of developing risk-oriented strategies and assessing the consequences of certain decisions.

### Activities in Treasury

This role involves the following activities:

- Value at Risk (VAR)
- Scenarios
- Exposure

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**Staff Accountant****Staff Accountant**

Technical name: SAP\_TR\_TM\_STAFF\_ACCOUNTANT

**Tasks**

The staff accountant takes on the transactions that have been processed by the back office staff, and carries out the necessary postings, accruals/deferrals and valuations. This person is responsible for transferring the flows and posting information to Financial Accounting.

**Activities in Treasury**

This role involves the following activities:

- Transaction postings
- Valuation
- Accrual/deferral
- Generating accounting reports
- Reversals
- Posting and monitoring incoming payments
- Clearing



## Trader

Technical name: SAP\_TR\_TM\_TRADER

### Tasks

The trader uses the information in Cash Management, maintains direct contact with the business partners, arranges transactions or orders up to execution, executes options, and enters/changes treasury transactions and positions.

### Activities in Treasury

This role involves the following activities:

- Trading for money market, forex, derivatives and securities
- Entry of orders/transactions
- Entry of orders/transactions
- Reversal of orders/transactions
- Release of orders (colleague or superior)

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**Trade Controller**

## Trade Controller

Technical name: SAP\_TR\_TM\_TRADE\_CONTROLLER

### Tasks

The trade controller attempts to assess achievements, identify promising strategies and monitor their effects. This person is responsible for preparing the basis for future decisions for the corresponding area and supporting the implementation of decisions made.

### Activities in Treasury

This role involves the following activities:

- Limit management
- Generation of exposure lists
- Definition and monitoring of investment strategies
- Checking transactions concluded against the corresponding strategy
- Determination of results and performance
- Regulatory reporting

## Treasury Manager

Technical name: SAP\_TR\_TREASURY\_MANAGER

### Tasks

#### Activities in Treasury

The treasury manager assumes the following roles:

- Manager for the treasury management area
- Manager for the cash management area
- Manager for construction financing
- Manager for construction controlling / risk controlling

Alternative title: *Capital Investment Manager*