



Reconciliation — 2,100 transactions, 34 discrepancies

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Six partners, one quarter · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **Eleven of the 34 discrepancies changed a figure in a report.** They are corrected before signature, with a note of the document that governs.

The 34 discrepancies, cause by cause

Cause	Number	Effect	Treatment
Value date at the partner, trade date in the software	19	6 fall on the closing date and move a transaction from one period to another	Corrected in the report
Charges deducted after the closing date and attached to the previous period	9	Difference in the total charges	Corrected in the report

Cause	Number	Effect	Treatment
Line present at the custodian, absent from the software	6	€14,200 missing from 3 portfolios	Corrected and raised to the middle office
Total	34	11 changed a figure	23 listed with their cause

The value date is the date on which a transaction takes effect; the trade date is the date on which it was placed. They differ by one to three days and have no consequence mid-quarter — **except when they fall on the closing date.**

What traceability gives

Measure	Before	After	Over the year
Checking a figure	25 % of the time of a report — 24 min	3 % — 2 min 50 s	411 hours across 1,180 requests
Figures tracing back to their record	—	100 %	—

What the trace of a figure carries

Element	Content
Custodian or insurer	The partner the data comes from
Closing date	That of the statement used
Transaction reference	The one shown on the partner's advice note
Calculation version	The method applied and its approval date

Run weekly, the reconciliation sees the discrepancy before the client does.

The 6 missing regular deposits were seven, eleven and fourteen weeks old: the report

would have had nothing to correct.

For the firm to set

Day of the weekly reconciliation: _____

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