

Process Id#: 3213
Process Name: Foreign Currency Payments
Date Last Updated: 22/03/2022

Description: Describes business process in carrying out payments in foreign currency

Article 30 Process as carried out by the NSSO as a processor on the instruction of the PSB:

As required under Article 30 (2) of the GDPR:

Data Stage	Process		Owner	Storage Location	Personal / Sensitive Data	Data Items
Usage	1	FSS receive the foreign currency invoice from the supplier	Invoice Processing User - FSS	Off System	Personal	Supplier name, supplier address, supplier bank account
Usage	2	FSS create and enter the invoice like any other invoice	Invoice Processing User - FSS	Oracle		
Usage	3	FSS request foreign currency rate from the bank. This rate is to create a single-currency payment batch. The rate is entered as a spot rate on the payment batch and the process follows the standard payment batch steps.	Payments User - FSS	Off System		
Usage	4	FSS enters the foreign currency rate and contract number into the payment batch	Payments User - FSS	Oracle		