

# OP.009

I create a cycle (outside the yearly maintenance process)

Process: [Costing Model Architecture](#)

Responsibility area: [Maintain cycles](#)

The procedure is only applicable for non existing cycle, outside the yearly maintenance process.

Scope

 **WW** WP2, PF2

Frequency

 On demand

References

- [OP.009](#)
- [Assessment cycles - Master Data](#)

Attachments

N/A

xx << I create a cycle (outside the yearly maintenance process) >> xx

## Guideline

This could only be done when there is changes on organization or a new organization. New plant, project, roll-out.

Following the rules from **PF2** and **WP2** ([Assessment cycles Rules](#)), we should not create any new cycles if there is not any change, due to the harmonization that exists.

STEP 1

Use transaction code : KSU1

 KSU1 - Create Actual Assessment Cycle : Initial Screen

Create Actual Assessment Cycle: Initial Screen

Cycle

Start Date

Copy from

Cycle

Start Date

Controlling Area

STEP 2

Enter the cycle code and the starting date and 

Enter ↵

Assessment cycles Rules - Necessary to Use the Rules for Codification

If you want to copy from another cycle (Normally to create again a cycle from one year to another):

- Cycle - Cycle Name (Maintain the Name the codification)
- Start Date - 01.01.YYYY
- Controlling Area - See link for possible [Controlling Areas](#)

STEP 3

1. Enter the validity date (to last day of the year)

2. Enter the description of the cycle

3. Check the Indicator "Iterative"

4. Check the Field Groups "Object Currency"

STEP 4

Click 

Attach segment

STEP 5

Enter the segment code and description

Create Actual Assessment Cycle: Initial Screen

Cycle0224CO

Start Date01.01.2016

Copy from

Cycle

Start Date

Controlling Area

Create Actual Assessment Cycle: Header Data

Attach segment

Controlling AreaZ026Rhodia Asia Pacific

Cycle0224CO

Start Date01.01.2016To31.12.2016

Statusnew

Text0224 Lyang

Indicators

☒ Iterative

☐ Cumulative

Field Groups

☒ Object Currency

☐ Transaction Currency

Create Actual Assessment Cycle: Segment

Attach segment

Controlling AreaZ026Rhodia Asia Pacific

Cycle0224CO0224 Lyang

Segment Name

Lock indicator

Segment Header

Senders/Receivers

Sender Values

Receiver Tracing Factor

Assessment CElc

Allocation structure

Sender values

Sender rulePosted amounts

Share in %100.00

☒ Actual value origin

☐ Plan value origin

Receiver tracing factor

Receiver ruleVariable portions

Var.portion typeActual costs

Scale Neg. Tracing FactorsNo scaling

**Segment Code** - Normally the Cost Center Sender (Ex: B712345678 or 0224-2000)

**Segment Description** - Cost Center Description

Create Actual Assessment Cycle: Segment

Controlling Area

2026

Rhodia Asia Pacific

Cycle

0224CO

0224 Lyang

Segment Name

0224-2000

Boiler Workshop

☐ Lock indicator

Segment Header

Senders/Receivers

Sender Values

Receiver Tracing Factor

Assessment CEle

Allocation structure

EPRD4X Utilities

Sender values

Sender rule

Posted amounts

Share in %

100.00

☒ Actual value origin

☐ Plan value origin

Receiver tracing factor

Receiver rule

Variable portions

Var.portion type

Actual costs

Scale Neg. Tracing Factors

No scaling

STEP 6

Update the tab "Segment Header" :

- 1. Assessment Cost element or Allocation structure

i

Assessment cycles Rules - Check the Rules to use the Correct Cost Element or Allocation Structure

- 2. Sender values:
  - Sender rule
  - Share in % = 100 %
- 3. Receiver tracing factor :

Create Actual Assessment Cycle: Segment

Controlling Area

2026

Rhodia Asia Pacific

Cycle

0224CO

0224 Lyang

Segment Name

0224-2000

Boiler Workshop

☐ Lock indicator

Segment Header

Senders/Receivers

Sender Values

Receiver Tracing Factor

Assessment CEle

Allocation structure

CR

Sender values

Sender rule

Posted amounts

Share in %

100.00

☒ Actual value origin

☐ Plan value origin

Receiver tracing factor

Receiver rule

Variable portions

Var.portion type

Fixed amounts

Scale Neg. Tracing Factors

Fixed percentages

| Receiving rule    | WP1        | PF1        | Action                                                    |
|-------------------|------------|------------|-----------------------------------------------------------|
| Variable portions | Not used   | Stand ar d | Choose Var. portion type = Actual Statistical Key figures |
| Fixed amounts     | Specific   | Specific   | Update the Amount in "Receivin g Tracing Factor"          |
| Fixed percentages | Stand ar d | Stand ar d | Update the allocation keys in "Receivin g Tracing Factor" |
| Fixed portions    | Not used   | Not used   | Not used                                                  |

# STEP 7

Go to the tab "Senders/Receivers"

**Create Actual Assessment Cycle: Segment**

Controlling Area: 2026 Rhodia Asia Pacific  
 Cycle: 0224CO 0224 Liyang  
 Segment Name: 0224-2000 Boiler Workshop ☐ Lock indicator

Segment Header Senders/Receivers Sender Values Receiver Tracing Factor

|                 | From | To | Group |
|-----------------|------|----|-------|
| <b>Sender</b>   |      |    |       |
| Cost Center     |      |    |       |
| Cost Element    |      |    |       |
| <b>Receiver</b> |      |    |       |
| Order           |      |    |       |
| Cost Center     |      |    |       |
| Cost Object     |      |    |       |
| WBS Element     |      |    |       |

# STEP 8

Update the tab "Senders/Receivers"

1. Enter a cost center or a group of cost center (group in the standard hierarchy)
2. Enter a cost element or a group of cost element (in the hierarchy: ZRCS-CNP for **WP1** / XCS-ALL for **PF1**). It is not necessary when an allocation structure is used.
3. Enter the receiving Object or group of Objects (Order Cost Center, Cost Object or WBS Element)

**Create Actual Assessment Cycle: Segment**

Controlling Area: 2026 Rhodia Asia Pacific  
 Cycle: 0224CO 0224 Liyang  
 Segment Name: 0224-2000 Boiler Workshop ☐ Lock indicator

Segment Header Senders/Receivers Sender Values Receiver Tracing Factor

|                 | From        | To | Group    |
|-----------------|-------------|----|----------|
| <b>Sender</b>   |             |    |          |
| Cost Center     | 0224-2000 1 |    |          |
| Cost Element    |             |    | 2        |
| <b>Receiver</b> |             |    |          |
| Order           |             |    |          |
| Cost Center     |             |    | 0224-1 3 |
| Cost Object     |             |    |          |
| WBS Element     |             |    |          |

# STEP 9

Go to the tab "Sender Values"

Normally there is nothing to update (Only if it is Specific or an Exception, you have to insert a price or a rate)

**Create Actual Assessment Cycle: Segment**

Controlling Area: 2026 Rhodia Asia Pacific  
 Cycle: 0224CO 0224 Liyang  
 Segment Name: 0224-2000 Boiler Workshop ☐ Lock indicator

Segment Header Senders/Receivers Sender Values Receiver Tracing Factor

Sender values

Share in % 100.00

☒ Actual value origin ☐ Plan value origin

Selection criteria

|         | From | to | Group |
|---------|------|----|-------|
| Version |      |    |       |

# STEP 10

**i** Only when the Variable portions => Actual Statistical Key Figures have been chosen in the tab "Segment Header"

Go to the tab "Receiver Tracing Factor" & enter the **Stat. Key fig.**

**Create Actual Assessment Cycle: Segment**

Controlling Area: 2026 Rhodia Asia Pacific  
 Cycle: 0224CO 0224 Liyang  
 Segment Name: 0224-2000 Boiler Workshop ☐ Lock indicator

Sender Values Receiver Tracing Factor Receiver Weighting Factors

Tracing Factor

Var. portion type Actual Statistical Key Figures

Scale Neg. Tracing Factors No scaling

Selection Criteria

|                | From     | to | Group |
|----------------|----------|----|-------|
| Stat. key fig. | MT9300 1 |    |       |
| Activity Type  |          |    |       |

#### STEP 11

### Go to the tab "Receiver Weighting Factors"

Enter the receivers depending on the receiver tracing factor chosen in the tab "Segment Header" :

#### Segment header = Fixed percentage

| Receivers | Portion/percent |
|-----------|-----------------|
| 0224-1045 | \$0.00          |
| 0224-1050 |                 |
| 0224-1051 | \$0.00          |
| 0224-1052 |                 |
| 0224-1053 |                 |
| 0224-1054 |                 |
| 0224-1055 |                 |
| 0224-1056 |                 |
| 0224-1057 |                 |
| 0224-1058 |                 |

=> Enter the allocation key per receiving cost center



The total needs to equal to 100 %

#### Segment header = Fixed amount

| Receivers | Amount     |
|-----------|------------|
| 0224-1045 | 230,000.00 |
| 0224-1050 |            |
| 0224-1051 |            |
| 0224-1052 | 180,000.00 |
| 0224-1053 |            |
| 0224-1054 |            |
| 0224-1055 |            |
| 0224-1056 |            |
| 0224-1057 |            |

=> Enter the real amount to be allocated to each cost center



Make sure the currency is correct

#### Segment header = Actual Statistical Key Figures

| Receivers | Factor per |
|-----------|------------|
| 0224-1045 | 100        |
| 0224-1050 | 100        |
| 0224-1051 | 100        |
| 0224-1052 | 100        |
| 0224-1053 | 100        |
| 0224-1054 | 100        |
| 0224-1055 | 100        |
| 0224-1056 | 100        |
| 0224-1057 | 100        |
| 0224-1058 | 100        |

=> It should **not be necessary** to update this tab when a statistical key figure is used. Only when you want to **Restrict** the Receivers, in that case remove the Factor for the Cost Center Receiver.

#### STEP 12

### Create a new segment by clicking

Attach segment

#### STEP 13

### Cycle Run Group

#### STEP 14

Save

#### STEP 1

Use transaction code : KSV1



Create Actual Distribution Cycle : Initial Screen



#### Remark

Distribution allocations are used to the primary costs of a cost center. The information about the original cost element will be transferred to the receiver.

#### Create Actual Distribution Cycle: Initial Screen

|                  |                                     |
|------------------|-------------------------------------|
| Cycle            | <input checked="" type="checkbox"/> |
| Start Date       | <input checked="" type="checkbox"/> |
| Copy from        |                                     |
| Cycle            |                                     |
| Start Date       |                                     |
| Controlling Area |                                     |



### ERP Client Languages

When creating an Distribution Allocation, the texts must be added also in the other language ERP (both cycle name and segment name and description). To do that you must logoff, enter in the language requested (e.g. DE), and modify (KSV2) the Distribution Allocation, adding the names and descriptions in the local language.

The screenshot shows the SAP 'New password' screen. On the left, there are input fields for 'Client' (020), 'User' (PT400083), 'Password' (masked with asterisks), and 'Logon Language' (DE). On the right, under the 'Information' tab, it says 'Welcome to PF1 EHP6 FOR SAP ERP 6.0 731' and lists 'Available clients: 009 IM Production Client, 020 ERP SOLVAY Production, 050 Core - References, 150 Actionnaires-Shareholders'.

### STEP 2

Enter the cycle code and the starting date and

Enter ↵

### Create Actual Distribution Cycle: Initial Screen

The screenshot shows the 'Create Actual Distribution Cycle: Initial Screen'. It has input fields for 'Cycle' (6062IN) and 'Start Date' (01.01.2015). Below these is a 'Copy from' section with fields for 'Cycle', 'Start Date', and 'Controlling Area', each with a selection button.



### Validity Date

The starting date determines the earliest validity date of the cycle. If a similar cycle already exists you can make a copy from the reference cycle and modify it afterwards. You can display the existing cycles by selecting the match code.



### Codification Rules

[Assessment cycles Rules](#)

For the name codification consider CC CCDV where CCCC is the company code and for DV is for Distribution Cycles, whenever a company is harmonized on SYMPA standards.

### STEP 3

1. Enter the validity date (to last day of the year)
2. Enter the description of the cycle
3. Check the Indicator "Iterative"
4. Check the Field Groups "Object Currency"

### Create Actual Distribution Cycle: Header Data

The screenshot shows the 'Create Actual Distribution Cycle: Header Data' screen. It has fields for 'Controlling Area' (2026 Rhodia Asia Pacific), 'Cycle' (6062IN), 'Start Date' (01.01.2015), 'To' (31.12.2015), and 'Status' (new). Below these is a 'Text' field (Corporate Insurance Cycle). There are two main sections: 'Indicators' with checkboxes for 'Iterative' (checked) and 'Cumulative', and 'Field Groups' with checkboxes for 'Consumption', 'Object Currency' (checked), and 'Transaction Current'.

### STEP 4

Click

Attach segment



### Segment Name

Segment Name according to Assessment Allocations Rules should be equal to Sender Cost Center inside the segment (exceptions: Insurance Allocations as driver is the type of insurance cost and therefore Segment Name = Cost Element codification).

**Create Actual Distribution Cycle: Segment**

Controlling Area: 2026 Rhodia Asia Pacific  
Cycle: 6062IN Corporate Insurance Cycle  
Segment Name: [ ] Lock indicator

Segment Header Senders/Receivers Sender Values Receiver Tracing Factor

Sender values

Sender rule: Posted amounts  
Share in %: 100.00 %  
Act. vals: Plan vals

Receiver tracing factor

Receiver rule: Variable portions  
Var. portion type: Actual costs  
Scale Neg. Tracing Factors: No scaling

### STEP 5

## Enter the segment code and description

Update the tab "Segment Header" :

1. Assessment Cost element or Allocation structure
2. Sender values:
  - Sender rule = Posted amounts
  - Share in % = 100 %
3. Receiver tracing factor for Insurance & IAS19 :
  - Receiver rule : Variable portions
  - Var. portion type : Actual Statistical Key Figures
  - Scale Neg. Tracing Factors : No scaling

**Create Actual Distribution Cycle: Segment**

Controlling Area: 2026 Rhodia Asia Pacific  
Cycle: 6062IN  
Segment Name: 98300259 D&O/EPL Liability Lock indicator

Segment Header Senders/Receivers Sender Values Receiver Tracing Factor

Sender values

Sender rule: Posted amounts  
Share in %: 100.00 %  
Act. vals: Plan vals

Receiver tracing factor

Receiver rule: Variable portions  
Var. portion type: Actual Statistical Key Figures  
Scale Neg. Tracing Factors: No scaling

### STEP 6

Update the tab "Senders/Receivers"

1. Enter a cost center or a group of cost center (group in the standard hierarchy)
2. Enter a cost element or a group of cost element (in the hierarchy ZRCS-CNP). It is not necessary when an allocation structure is used
3. Enter the receiving cost center or group of cost centers

**Create Actual Distribution Cycle: Segment**

Controlling Area: 2026 Rhodia Asia Pacific  
Cycle: 6062IN Corporate Insurance Cycle  
Segment Name: 98300259 D&O/EPL Liability Lock indicator

Segment Header Senders/Receivers Sender Values Receiver Tracing Factor

From To Group

Sender

Cost Center: 6062-5998  
Cost Element: 98300259

Receiver

Order: [ ]  
Cost Center: [ ]  
Cost Object: [ ]  
WBS Element: [ ]

### STEP 7

Go to the tab "Sender Values"

No change needed

**Create Actual Distribution Cycle: Segment**

Attach segment

Controlling Area: Z026 Rhodia Asia Pacific  
 Cycle: 6062IN Corporate Insurance Cycle  
 Segment Name: 98300259 D&O/EPL Liability ☐ Lock indicator

Segment Header Senders/Receivers **Sender Values** Receiver Tracing Factor

Sender values  
 Share in %: 100.00  
☒ Actual value origin ☐ Plan value origin

Selection criteria  
 From to Group  
 Version

#### STEP 8

**i** Only when the Variable portions => Actual Statistical Key Figures have been chosen in the tab "Segment Header"

Go to the tab "Receiver Tracing Factor" & enter the **Stat. Key fig.**

**Create Actual Distribution Cycle: Segment**

Attach segment

Controlling Area: Z026 Rhodia Asia Pacific  
 Cycle: 6062IN Corporate Insurance Cycle  
 Segment Name: 98300259 D&O/EPL Liability ☐ Lock indicator

Sender Values **Receiver Tracing Factor** Receiver Weighting Factors

Tracing Factor  
 Var. portion type: Actual Statistical Key Figures  
 Scale Neg. Tracing Factors: No scaling

Selection Criteria  
 From to Group  
 Stat. key fig.: LIA2 **1**  
 Activity Type

#### STEP 9

**Go to the tab "Receiver Weighting Factors"**

Enter the receivers depending on the receiver tracing factor chosen in the tab "Segment Header" :

=> It should not be necessary to update this tab when a statistical key figure is used

Sender Values Receiver Tracing Factor **Receiver Weighting Factors**

Receivers

| Cost Ctr  | Factor per |
|-----------|------------|
| 6062-5003 | 100        |
| 6062-5008 | 100        |
| 6062-5009 | 100        |
| 6062-5010 | 100        |
| 6062-5011 | 100        |
| 6062-5012 | 100        |
| 6062-5013 | 100        |
| 6062-5014 | 100        |
| 6062-5015 | 100        |
| 6062-5016 | 100        |
| 6062-5017 | 100        |

#### STEP 10

**Create a new segment by clicking**

**Attach segment**

#### STEP 11

**Create Cycle Run Group**

**i** Cycle Run Group Codification Rules  
[Cycle Run Group Rules](#)

To proceed with Cycle Run Group creation please follow the next documentation:

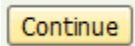
STEP 12

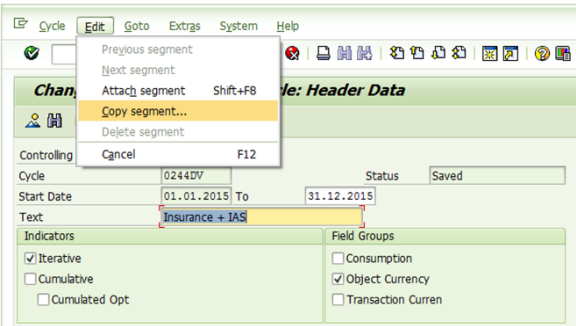
Save 

STEP 13

Create segments with reference

Enter the name of the segment you want to copy from and define a name for the new segment. Press

 Now you can modify the appended segment.





**Receiver Cost Center Modified**

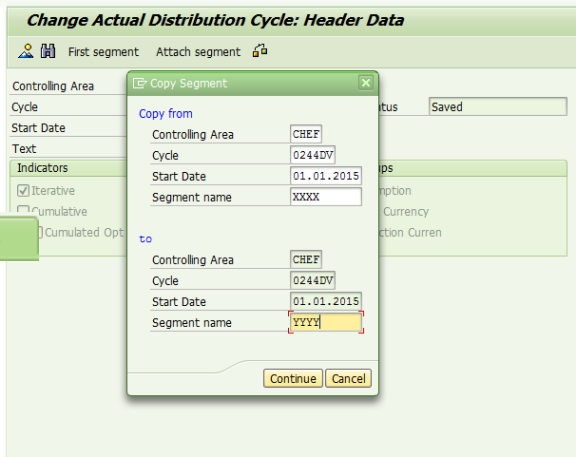
When the receiver cost center is modified, the **Factor per** inside the **Receiver Weighting Factors** tab is deleted by the system and a new percentage must be entered.



**Total Factor Percentage**

Total of Factor Percentage after the change should total 100:

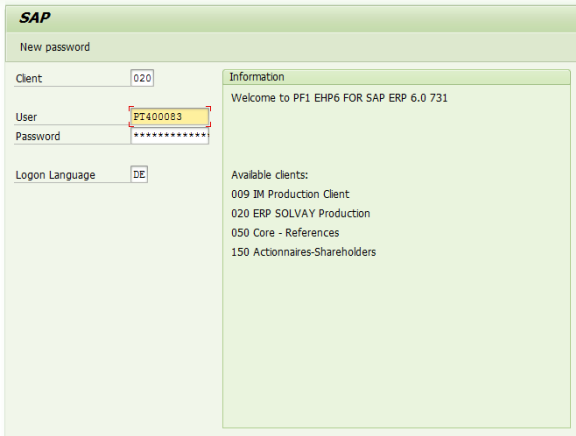
**Factor per**



STEP 14

Change segment in other language

The new segment is firstly created with connection language "EN". If the name of the segment should also appear in another language, logoff, enter in the language requested (e.g. DE), and change (KSV2) the segment name in the local language.



#### STEP 1

Use transaction code : 3KE1



3KE1 - Create Profit Center Assessment Cycle : Initial Screen

**EC-PCA Create Actual Assessment Cycle: Initial Screen**

|            |                                     |
|------------|-------------------------------------|
| Cycle      | <input checked="" type="checkbox"/> |
| Start Date | <input checked="" type="checkbox"/> |

Copy from

|            |  |
|------------|--|
| Cycle      |  |
| Start Date |  |

#### STEP 2

Enter the cycle code and the starting date and



The codification for the cycle is: CCCC + PC\_A (CCCC is the company code)

**EC-PCA Create Actual Assessment Cycle: Initial Screen**

|            |            |
|------------|------------|
| Cycle      | 0237PC_A   |
| Start Date | 01.01.2016 |

Copy from

|            |  |
|------------|--|
| Cycle      |  |
| Start Date |  |

#### STEP 3

1. Enter the validity date (to last day of the year)
2. Enter the description of the cycle
3. Check the Indicator "Iterative"
4. Insert the controlling area
5. Insert the company code

**EC-PCA Create Actual Assessment Cycle: Header Data**

First segment | Attach segment

|                               |            |                          |
|-------------------------------|------------|--------------------------|
| Ledger                        | 8A         | Profit Center Accounting |
| Cycle                         | 0237PC_A   | Status new               |
| Start Date                    | 01.01.2016 | To 31.12.2016            |
| Text PC Assessment Allocation |            |                          |

**Indicators**  
☒ Iterative  
☐ Cumulative  
☐ Cumulated Opt  
☐ Balance b/s Acct

**Field Groups**  
☐ Actual Quantities  
☐ Actual Transaction Currency

**Preset Selection Criteria**  
CO Area CHEF  
Company Code 0237

#### STEP 4

Click

Attach segment

**EC-PCA Create Actual Assessment Cycle: Segment**

Attach segment

|              |          |                                         |
|--------------|----------|-----------------------------------------|
| Ledger       | 8A       | Profit Center Accounting                |
| Cycle        | 0237PC_A | PC Assessment Allocation                |
| Segment Name |          | <input type="checkbox"/> Lock indicator |

Segment Header

Senders/Receivers

Receiver Tracing Factor

Receiver Weighti...

Assessment CEle

**Sender values**  
Sender rule Posted amounts  
Share in % 100,00 %  
☒ Actual value origin ☐ Plan value origin

**Receiver tracing factor**  
Receiver rule Variable portions  
Var.portion type Actual Local Currency  
Scale Neg. Tracing Factors No scaling

STEP 5

Enter the segment name code and description

**EC-PCA Create Actual Assessment Cycle: Segment**

Attach segment

Ledger: 8A Profit Center Accounting  
 Cycle: 0237PC\_A PC Assessment Allocation  
 Segment Name: D36 Division 36 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weighti...

Assessment CEle

Sender values

Sender rule: Posted amounts  
 Share in %: 100,00 %  
☒ Actual value origin ☐ Plan value origin

Receiver tracing factor

Receiver rule: Variable portions  
 Var. portion type: Actual Local Currency  
 Scale Neg. Tracing Factors: No scaling

STEP 6

Update the tab "Segment Header" :

1. Assessment Cost element
2. Sender values:
  - Sender rule = Posted amounts
  - Share in % = 100 %
3. Receiver tracing factor :

| Receiving rule    | PF1       | Action                                                    |
|-------------------|-----------|-----------------------------------------------------------|
| Variable portions | Stand ard | Choose Var. portion type = Actual Statistical Key figures |
| Fixed amounts     | Specif ic | Update the Amount in "Receiving Tracing Factor"           |
| Fixed percentages | Stand ard | Update the allocation keys in "Receiving Tracing Factor"  |
| Fixed portions    | Not used  | Not used                                                  |

**EC-PCA Create Actual Assessment Cycle: Segment**

Attach segment

Ledger: 8A Profit Center Accounting  
 Cycle: 0237PC\_A PC Assessment Allocation  
 Segment Name: D36 Division 36 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weighti...

Assessment CEle: 9802000001

Sender values

Sender rule: Posted amounts  
 Share in %: 100,00 %  
☒ Actual value origin ☐ Plan value origin

Receiver tracing factor

Receiver rule: Variable portions  
 Var. portion type: Variable portions  
 Scale Neg. Tracing Factors: Fixed percentages

STEP 7

Go to the tab "Senders/Receivers"

**EC-PCA Create Actual Assessment Cycle: Segment**

Attach segment

Ledger: 8A Profit Center Accounting  
 Cycle: 0237PC\_A PC Assessment Allocation  
 Segment Name: D36 Division 36 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weighti...

From To Set

Sender

Version  
 Account Number  
 Company Code  
 Functional Area  
 Profit Center

Receiver

Profit Center

STEP 8

Update the tab "Senders/Receivers"

1. Sender version (0=actual, 1=plan)
2. Sender account number;
3. Sender profit center;
4. Also can define the sender company code or /and the functional area.
5. Furthermore the receiver profit center has to be defined.

**i** For all items above it is possible to have ranges or sets of them. To create a range, insert a name in the field "set" and then menu extras – create set

#### STEP 9

**i** Only when the Variable portions => Actual Statistical Key Figures have been chosen in the tab "Segment Header"

Go to the tab "Receiver Tracing Factor" & enter the **Stat. Key fig.**

#### STEP 10

Go to the tab "Receiver Weighting Factors"

Enter the receivers depending on the receiver tracing factor chosen in the tab "Segment Header" :

**Segment header = Fixed percentage**

=> Enter the allocation key per receiving profit center

**i** The total is equal to 100 %

**Segment header = Fixed amount**

=> Enter the amount to be allocated to each profit center

**i** Make sure the currency is correct

**Segment header = Actual Statistical Key Figures**

=> It should not be necessary to update this tab when a statistical key figure is used

#### STEP 11

Create a new segment by clicking

Attach segment

#### STEP 12

Save

#### STEP 1

Use transaction code : 4KE1



4KE1 - Create Profit Center Distribution Cycle : Initial Screen

#### EC-PCA Create Actual Distribution Cycle: Initial Screen

Cycle ☒  
Start Date ☒

Copy from

Cycle   
Start Date



The codification for the cycle is: CCCC + PC\_D (CCCC is the company code)

#### EC-PCA Create Actual Distribution Cycle: Initial Screen

Cycle   
Start Date

Copy from

Cycle   
Start Date

#### STEP 3

1. Enter the validity date (to last day of the year)
2. Enter the description of the cycle
3. Check the Indicator "Iterative"
4. Insert the controlling area
5. Insert the company code

#### EC-PCA Create Actual Distribution Cycle: Header Data

First segment Attach segment

Ledger  Profit Center Accounting  
Cycle  Status   
Start Date  To   
Text

| Indicators                                    | Field Groups                                         |
|-----------------------------------------------|------------------------------------------------------|
| <input checked="" type="checkbox"/> Iterative | <input type="checkbox"/> Actual Quantities           |
| <input type="checkbox"/> Cumulative           | <input type="checkbox"/> Actual Transaction Currency |
| <input type="checkbox"/> Cumulated Opt        |                                                      |
| <input type="checkbox"/> Balance b/s Acct     |                                                      |

Preset Selection Criteria

|              |                                   |
|--------------|-----------------------------------|
| CO Area      | <input type="text" value="CHEF"/> |
| Company Code | <input type="text" value="0244"/> |

#### STEP 4

Click

Attach segment

**EC-PCA Create Actual Distribution Cycle: Segment**

Attach segment

Ledger: 8A Profit Center Accounting: PC Distribution Allocation  
Cycle: 0244PC\_D  
Segment Name: Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weigh...

Sender values

Sender rule: Posted amounts  
Share in %: 100,00 %  
☒ Act. vals ☐ Plan vals

Receiver tracing factor

Receiver rule: Variable portions  
Var. portion type: Actual Local Currency  
Scale Neg. Tracing Factors: No scaling

STEP 5

Enter the segment name code and description

**EC-PCA Create Actual Distribution Cycle: Segment**

Attach segment

Ledger: 8A Profit Center Accounting: PC Distribution Allocation  
Cycle: 0244PC\_D  
Segment Name: div50 distribution div 50 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weigh...

Sender values

Sender rule: Posted amounts  
Share in %: 100,00 %  
☒ Act. vals ☐ Plan vals

Receiver tracing factor

Receiver rule: Variable portions  
Var. portion type: Actual Local Currency  
Scale Neg. Tracing Factors: No scaling

STEP 6

Update the tab "Segment Header" :

- Specify the sender rules for distribution in the segment under sender values:
  - Sender rule = Posted amounts
  - Share in % = 100 %
- Receiver tracing factor :

| Receiving rule    | PF1      | Action                                                    |
|-------------------|----------|-----------------------------------------------------------|
| Variable portions | Standard | Choose Var. portion type = Actual Statistical Key figures |
| Fixed amounts     | Specific | Update the Amount in "Receiving Tracing Factor"           |
| Fixed percentages | Standard | Update the allocation keys in "Receiving Tracing Factor"  |
| Fixed portions    | Not used | Not used                                                  |

**EC-PCA Create Actual Distribution Cycle: Segment**

Attach segment

Ledger: 8A Profit Center Accounting: PC Distribution Allocation  
Cycle: 0244PC\_D  
Segment Name: div50 distribution div 50 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weigh...

Sender values

Sender rule: Posted amounts  
Share in %: 100,00 %  
☒ Act. vals ☐ Plan vals

Receiver tracing factor

Receiver rule: Variable portions  
Var. portion type: Variable portions  
Scale Neg. Tracing Factors: Fixed percentages

STEP 7

Go to the tab "Senders/Receivers"

**EC-PCA Create Actual Distribution Cycle: Segment**

◀ ▶ 🔍 🧑 Attach segment 📄

Ledger: 8A Profit Center Accounting  
 Cycle: 0244PC\_D PC Distribution Allocation  
 Segment Name: DIV50 distribution div 50 ☐ Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weigh...

|                 | From | To | Set |
|-----------------|------|----|-----|
| <b>Sender</b>   |      |    |     |
| Account Number  |      |    |     |
| Company Code    |      |    |     |
| Profit Center   |      |    |     |
| Version         |      |    |     |
| Deprec. area    |      |    |     |
| Functional Area |      |    |     |
| RA Version      |      |    |     |
| <b>Receiver</b> |      |    |     |
| Profit Center   |      |    |     |

#### STEP 8

#### Update the tab "Senders/Receivers"

1. Enter sender account number
2. Enter a sender profit center cost center
3. Enter the sender version (0=actual, 1=plan)
4. Enter the sender company code or /and the depreciation and/or functional area.

**i** For all items above it is possible to have ranges or sets of them. To create a range, insert a name in the field "set" and then menu extras – create set.

**EC-PCA Create Actual Distribution Cycle: Segment**

◀ ▶ 🔍 🧑 Attach segment 📄

Ledger: 8A Profit Center Accounting  
 Cycle: 0244PC\_D PC Distribution Allocation  
 Segment Name: DIV50 distribution div 50 ☐ Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weigh...

|                 | From       | To | Set     |
|-----------------|------------|----|---------|
| <b>Sender</b>   |            |    |         |
| Account Number  |            |    | Z1K-CDV |
| Company Code    |            |    |         |
| Profit Center   | CPSR       |    |         |
| Version         | 0          |    |         |
| Deprec. area    |            |    |         |
| Functional Area |            |    |         |
| RA Version      |            |    |         |
| <b>Receiver</b> |            |    |         |
| Profit Center   | F49NFGCXF1 |    |         |

#### STEP 9

**i** Only when the Variable portions => Actual Statistical Key Figures have been chosen in the tab "Segment Header"

Go to the tab "Receiver Tracing Factor" & enter the **Stat. Key fig.**

**EC-PCA Create Actual Distribution Cycle: Segment**

◀ ▶ 🔍 🧑 Attach segment 📄

Ledger: 8A Profit Center Accounting  
 Cycle: 0244PC\_D PC Distribution Allocation  
 Segment Name: DIV50 distribution div 50 ☐ Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weigh...

Tracing Factor

Var. portion type: Actual Quantities / SKF  
 Scale Neg. Tracing Factors: No scaling

Selection Criteria

|                 | From   | to | Set |
|-----------------|--------|----|-----|
| Account Number  |        |    |     |
| Version         |        |    |     |
| Functional Area |        |    |     |
| Stat. key fig.  | 1A1263 |    |     |

#### STEP 10

### Go to the tab "Receiver Weighting Factors"

Enter the receivers depending on the receiver tracing factor chosen in the tab "Segment Header" :

#### Segment header = Fixed percentage

=> Enter the allocation key per receiving profit center



The total is equal to 100 %

#### Segment header = Fixed amount

=> Enter the amount to be allocated to each profit center



Make sure the currency is correct

#### Segment header = Actual Statistical Key Figures

=> It should not be necessary to update this tab when a statistical key figure is used

#### STEP 11

### Create a new segment by clicking

Attach segment

#### STEP 12

Save



Before starting, make sure you are in the right operating concern with [KEBC - Setting Operating concern](#). List of operating concern : [Rules - CO structure](#)

#### STEP 1

Use transaction code : KEU1



CO-PA Create Actual Assessment: Initial Screen

#### STEP 2

Enter the cycle code and the starting date and

Enter ↵

### CO-PA Create Actual Assessment Cycle: Initial Screen

|            |            |
|------------|------------|
| Cycle      | 6062-A     |
| Start Date | 01.01.2016 |
| Copy from  |            |
| Cycle      |            |
| Start Date |            |

#### STEP 3

1. Enter the validity date (to last day of the year)
2. Enter the description of the cycle
3. Select the "type of value Category" = **1** (Select unsplit costs)
4. Enter the controlling area
5. Select the "TF basis" = **1** (Costing-based Profitability Analysis)

### CO-PA Create Actual Assessment Cycle: Header Data

|                                                 |                          |        |                                |
|-------------------------------------------------|--------------------------|--------|--------------------------------|
| Attach segment                                  |                          |        |                                |
| Operating concern                               | 2026 Rhodia Asia Pacific | Status | new                            |
| Cycle                                           | 6062-A                   |        |                                |
| Start Date                                      | 01.01.2016               | To     | 31.12.2016                     |
| Text                                            | 6062 Sales & CNP         |        |                                |
| Indicators                                      |                          |        |                                |
| 1 Sender Select. Type                           |                          |        |                                |
| <input type="checkbox"/> Aggreg. Tracing Factor |                          |        |                                |
| Preset Selection Criteria                       |                          |        |                                |
| CO Area                                         | 2026                     |        | Rhodia Asia Pacific            |
| TF basis                                        | 1                        |        | Costing-based Profitability An |

#### STEP 4

Click

Attach segment

### CO-PA Create Actual Assessment Cycle: Segment

|                         |                          |                                         |
|-------------------------|--------------------------|-----------------------------------------|
| Attach segment          |                          |                                         |
| Operating concern       | 2026 Rhodia Asia Pacific |                                         |
| Cycle                   | 6062-A 6062 Sales & CNP  |                                         |
| Segment Name            |                          | <input type="checkbox"/> Lock indicator |
| Segment Header          |                          |                                         |
| Assessment CElem        |                          |                                         |
| Value Field All         |                          |                                         |
| Alloc. structure        |                          |                                         |
| PA transfer struct.     |                          |                                         |
| Sender values           |                          |                                         |
| Rule                    | Posted amounts           |                                         |
| Share in %              | 100.00                   |                                         |
| Receiver tracing factor |                          |                                         |
| Rule                    | Variable portions        |                                         |
| Val.Fid./Key Fig.       | 4 Qty invoice            |                                         |
| Scale Neg. Factors      | No scaling               |                                         |

#### STEP 5

Enter the segment code and description

### CO-PA Create Actual Assessment Cycle: Segment

Operating concern 2026 Rhodia Asia Pacific  
 Cycle 6062-A 6062 Sales & CNP  
 Segment Name C4 0569 C4 0569 // 6062-7301 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor Receiver Weighti...

Assessment CElem

Value Field All

Alloc. structure

PA transfer struct.

Sender values

Rule Posted amounts

Share in % 100.00

Receiver tracing factor

Rule Variable portions

Val.Fid./Key Fig. 4 Qty invoice

Scale Neg. Factors No scaling

#### STEP 6

#### Update the tab "Segment Header" :

1. Assessment Cost element or Allocation structure
2. Value Field or PA transfer structure
3. Receiver tracing factor : Fixed percentages

### CO-PA Create Actual Assessment Cycle: Segment

Operating concern 2026 Rhodia Asia Pacific  
 Cycle 6062-A 6062 Sales & CNP  
 Segment Name C4 0569 C4 0569 // 6062-7301 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor

Assessment CElem 1

Value Field All 2

Alloc. structure C4 Adm & Com. Sale Serv. alloc. 1

PA transfer struct. C4 Admin & Commercial serv. asses 2

Sender values

Rule Posted amounts

Share in % 100.00

Receiver tracing factor

Rule Fixed percentages 3

#### STEP 7

#### Go to the tab "Senders/Receivers"

### CO-PA Create Actual Assessment Cycle: Segment

Operating concern 2026 Rhodia Asia Pacific  
 Cycle 6062-A 6062 Sales & CNP  
 Segment Name C4 0569 C4 0569 // 6062-7301 Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor

From To Group

Sender

Cost Center

Cost Element

Receiver

Product

Company Code

WBS Element

Billing Type

#### STEP 8

#### Update the tab "Senders/Receivers" (1st page)

1. Enter a cost center or a group of cost center (group in the standard hierarchy)
2. Enter a cost element or a group of cost element (in the

- hierarchy ZRCS-CNP). It is not compulsory when a transfer structure is used
- Enter the company code

**CO-PA Create Actual Assessment Cycle: Segment**

Attach segment

Operating concern: 2026 Rhodia Asia Pacific  
 Cycle: 6062-A 6062 Sales & CNP  
 Segment Name: C4 0569 C4 0569 // 6062-7301 ☐ Lock indicator

Segment Header Senders/Receivers Receiver Tracing Factor

|                 | From        | To | Group |
|-----------------|-------------|----|-------|
| Sender          |             |    |       |
| Cost Center     | 6062-7301 ① |    |       |
| Cost Element    |             |    |       |
| Receiver        |             |    |       |
| Product         |             |    |       |
| Company Code    | 6062 ③      |    |       |
| WBS Element     |             |    |       |
| Billing Type    |             |    |       |
| Business Area   |             |    |       |
| Sales Order     |             |    |       |
| Sales Ord. Item |             |    |       |
| Customer        |             |    |       |
| Payer           |             |    |       |
| Ship-to party   |             |    |       |
| Profit Center   |             |    |       |
| Item category   |             |    |       |
| Order           |             |    |       |
| Division        |             |    |       |
| Trading Partner |             |    |       |

Entry 1 of 39

**STEP 9**

Update the tab "Senders/Receivers" (2nd page)

Go down with  or using 

Segment Header Senders/Receivers Receiver Tracing Factor

|                 | From | To | Group |
|-----------------|------|----|-------|
| Trading Partner |      |    |       |
| Sales Org.      |      |    |       |
| Distr. Channel  |      |    |       |
| Plant           |      |    |       |
| IECRA           |      |    |       |
| Profit Center C |      |    |       |
| Enterprise      |      |    |       |
| Commercial Prod |      |    |       |
| Product line 00 |      |    |       |
| Origin Type     |      |    |       |
| Movement type   |      |    |       |
| Payer country   |      |    |       |
| Payer area      |      |    |       |
| Ship-to country |      |    |       |
| Ship-to Market. |      |    |       |
| CCR Variant     |      |    |       |
| Off Grade       |      |    |       |
| Valuation Class |      |    |       |
| Item category   |      |    |       |

Entry 20 of 39

**STEP 10**

Update the tab "Senders/Receivers" (2nd page)

- Enter the plant code when requested (mainly for production cost centers)
- Enter the receiving IECRA or a group of IECRA

 Other information can be updated when requested

Segment Header Senders/Receivers Receiver Tracing Factor

|                 | From           | To | Group |
|-----------------|----------------|----|-------|
| Trading Partner |                |    |       |
| Sales Org.      |                |    |       |
| Distr. Channel  |                |    |       |
| Plant           |                |    |       |
| IECRA           | IECRA00450 ① ② |    |       |
| Profit Center C |                |    |       |
| Enterprise      |                |    |       |
| Commercial Prod |                |    |       |
| Product line 00 |                |    |       |
| Origin Type     |                |    |       |
| Movement type   |                |    |       |
| Payer country   |                |    |       |
| Payer area      |                |    |       |
| Ship-to country |                |    |       |
| Ship-to Market. |                |    |       |
| CCR Variant     |                |    |       |
| Off Grade       |                |    |       |
| Valuation Class |                |    |       |
| Item category   |                |    |       |

Entry 20 of 39

STEP 11

Go to the tab "Receiver Tracing Factor"

Segment Header Senders/Receivers Receiver Tracing Factor

Receivers

CoCd IECRA Portion/percent

6062 IECRA00450

Entry 1 of 1 Total 0.00

STEP 12

Update the tab "Receiver Tracing Factor"

1. Enter the allocation rate in percentage and



the total must be equal to 100 %

Segment Header Senders/Receivers Receiver Tracing Factor

Receivers

CoCd IECRA Portion/percent 1

6062 IECRA00450 100.00

Entry 1 of 1 Total 100.00

STEP 13

Create a new segment by clicking

STEP 14

Save



Inform the persons in charge via service one