

# OP.103

It is highly recommended that you input the parameters in the "master data" tab when you are requesting the creation / update of cost centers as it reduces the processing time.

Domain: [Finance Data & Reporting](#)

Responsibility area: to be completed

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## 1. Objective and Scope

### 1.1 Objective of this Operation

The aim of the procedure is to explain how to request the creation of a new cost center

### 1.2 Scope

Worldwide, for PF2, WP2 & PI2

## 2. Definitions

[Finance - Glossary](#)

### Scope



### ERP



### Frequency



### References

[Cost Center - Master Data](#)

### Forms

### Attachments

Previous OP << I request the creation of a new cost center >> *Next OP*

## 3. Tasks description

### 3.1 I access the application PRS\_50

STEP 1



Open the SAP logon

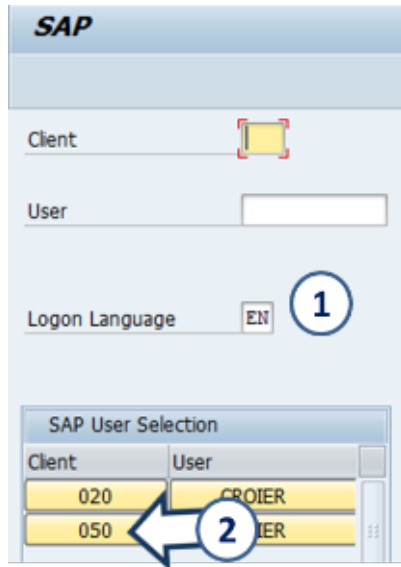
Click Syensqo ERP- Production - PF2

1. Enter Logon Language = EN

| Log On | Workable Logon | Name                                 | System Description | SID    | Group/Server | Insta... | Message Server  |
|--------|----------------|--------------------------------------|--------------------|--------|--------------|----------|-----------------|
|        |                | Syensqo ERP - Production - OBP Link  | OBP                | PUBLIC |              |          | obp.syensqo.com |
|        |                | Syensqo ERP - Production - PF2 Link  | PF2                | PUBLIC |              |          | pf2.syensqo.com |
|        |                | Syensqo CICC - Production - PI2 Link | PI2                | PUBLIC |              |          | pi2.syensqo.com |
|        |                | Syensqo ERP - Production - WP2 Link  | WP2                | nsaprd |              |          | wp2.syensqo.com |

**i** Only English is supported – other languages could result in unpredictable results

2. Click **050**

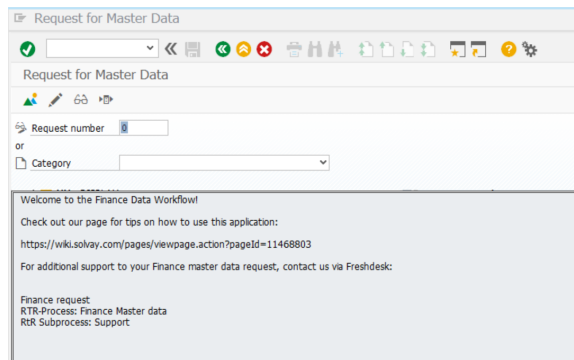
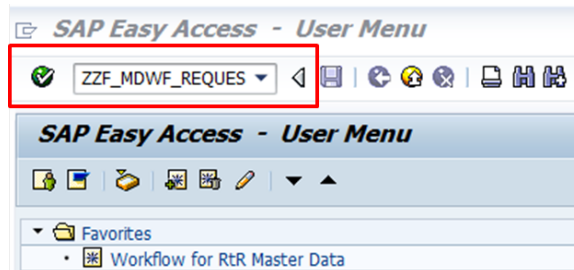


**STEP 2**

Enter transaction code **ZZF\_MDWF\_R**  
**EQUEST** and **Enter**

**i** You can add it to your favorites [menu System – User Profile – Expand Favorites]

**i** Request for Master Data: Initial Screen



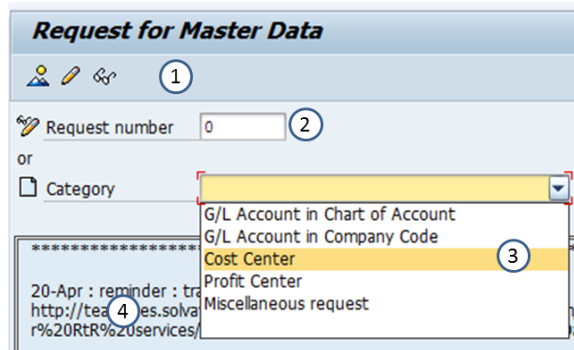
On the first line of the transaction, you will find a menu where you can find the functions accessible at each moment

1. On the initial screen :

List existing requests :  
« My request report »

Modify an existing request

Display an existing request



2. In case of **Display** or **Update** of an existing request, enter the request number here

3. In case of **Creation**, select the category of data you want to create / update

4. The text box at the bottom of the screen is an "info board", giving the last information about the application (update, new functions,...)

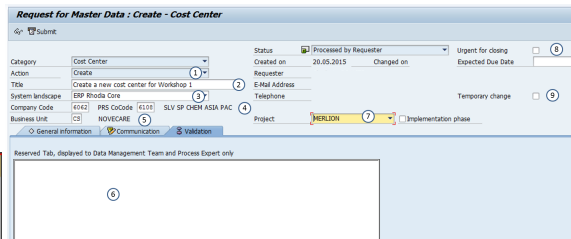
**After selecting a Data type, the application brings you to the creation screen**

**STEP 3**

**Fill the request**

1. Select your need :

- Create
- Update
- Unlock
- Lock
- Translate



2. Enter the title of the request which will be used in all emails.

3. Select the system landscape.

- CICC = PI2
- ERP Rodia Core = WP2
- ERP Solvay = PF2

4. Enter:

- the Company code (for WP2)
- or PRS CoCode (for PF2 & PI2)

It can remain blank if request spans over several companies of the same system

5. Select the Business unit. It can remain blank if several GBU are involved

6. It comes when you choose the ERP (see next step)

7. Select the project name when applicable

8. Flag during pre-closing and closing periods, it allows the identification of urgent requests necessary for the closing.

9. Flag to identify temporary request that need to be reversed

**The new request must be saved by clicking  before going to the next step**

### 3.2 I submit a request for a cost center creation or modification



It is highly recommended that you input the parameters in the "master data" tab when you are requesting the creation / update of cost centers as it **reduces the processing time**. Nevertheless, if you have difficulties in putting the data in the "master data" tab, you can attach an excel file with all the mandatory parameters:

- Type of cost center (production, commercial, administrative);
- BFC heading/value field where the costs should be reported;
- Profit center (WP1)/Business area (PF1);
- Person responsible.

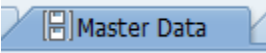
**STEP 1**

**!** As the processes differ depending on the type of action (create, update, lock, unlock) and the ERP system involved, a separate request must be submitted for each system and each specific operation.

In SAP PRS 050 go to transaction ZZF\_MDWF\_REQUEST. Select "Cost center" in category field and "Create" in action field. Populate the title and the system landscape.

**STEP 2**

Open the tab



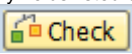
, click



"append row" button (1) and create as many rows as cost centers you want to create / update (2).

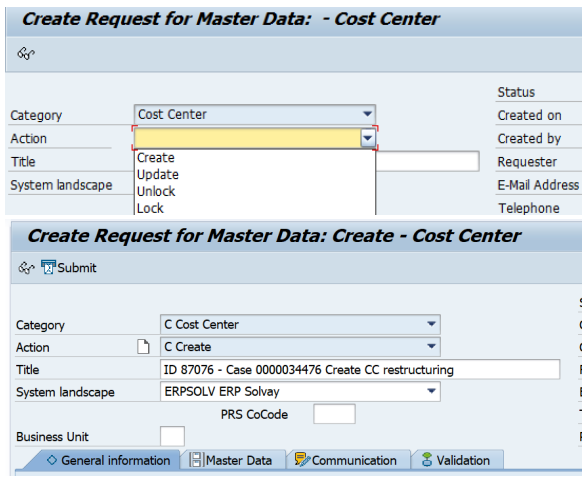
**i** Never use the yellow line to enter your request, it is a technical line used for mass changes only.

**STEP 3**

Fill mandatory fields listed below and press check 

- Company code
- Cost center Code
- Valid from
- English short name & long description
- Person responsible
- Cost Center Category
- Standard hierarchy area
- Alternative hierarchy
- Business area (in PF2 only)
- Profit center
- Foreseen amount
- IECRA (for WP2 only)

**i** **Create from reference**  
You can use an existing cost center to pre fill the information and replace the existing cost center codes by the ones to be created and adapt the information to your requirement.



| ID         | Sh.  | CHCO Area | Cost Center | COCode | Bus. Area/OC | Person Responsible | User Responsible | Department | Profit Center | Hierarchy Area | (Z)SG | Altern. Hancr. | Name (English)      | Description (English) |
|------------|------|-----------|-------------|--------|--------------|--------------------|------------------|------------|---------------|----------------|-------|----------------|---------------------|-----------------------|
| 4381200109 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-CA-NOV | Restauring 0013-CA    |
| 4381200110 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-CA-TE  | Restauring 0013-CA    |
| 4381200111 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200112 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-CA-NBD | Restauring 0013-CA    |
| 4381200113 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-CA-NBD | Restauring 0013-CA    |
| 4381200114 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200115 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200116 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200117 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200118 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200119 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200120 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200121 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200122 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200123 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200124 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200125 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200126 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200127 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200128 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200129 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200130 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200131 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200132 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200133 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200134 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200135 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200136 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200137 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200138 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200139 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200140 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200141 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200142 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200143 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200144 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200145 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200146 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200147 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200148 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200149 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200150 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200151 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200152 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200153 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200154 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200155 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200156 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200157 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200158 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200159 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200160 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200161 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200162 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200163 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200164 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200165 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200166 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200167 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200168 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200169 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200170 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200171 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200172 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200173 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200174 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200175 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200176 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200177 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200178 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200179 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200180 | 0002 |           | 1000        | WI     |              |                    | 00000002         | COAD       | NSP_TED-NA    | 00017000       |       |                | Restaur 0013-OT     | Restauring 0013-OT    |
| 4381200181 | 0002 |           | 1000        | WI     |              |                    | 00000002</       |            |               |                |       |                |                     |                       |

**i Use Excel**

When you are dealing with a larger number of entries it might be more efficient to use Excel:

- Prepare an Excel document with the list of cost centers you want to process.
- Copy and Paste it into the request.
- Press the <check> button. As a result the data are loaded.
- <Submit> the request when it is completed.

**STEP 4**

Correct any errors identified by the system, save and submit the request. SAP will generate a ticket number.

**!** You can only submit a request once you have corrected all errors [red border around the cell]

**Request for Master Data : - Cost Center**

Submit Ask

**STEP 5**

Return to the transaction ZZF\_MDWF\_REQUEST, insert the ticket number and press "Take in charge" followed by "Approve".

**Display Request for Master Data: Create - Cost Center**

Cancel Take in charge

**Display Request for Master Data: Create - Cost Center**

Approve

**STEP 6**

In Master Data Tab, click "Check" button followed by "Call transaction - Force call transaction on errors".

**Change Request for Master Data: Create - Cost Center**

Request number: 38932 | Status: 7 In process or partially completed | Urgent for doing

Category: C Cost Center | Created on: 13.10.2025 | Created By: Ines CRISTINA VALA SERODIO | Expected Due Date: Person in charge

Action: C Create | Requester: Ines CRISTINA VALA SERODIO

Title: ID 87076 - Case 000024476 Create CC restructuring

System landscape: ERPSOLV ERP Solway | E-Mail Address: ines.serodio@syse.com | Temporary change

Company Code: PHS CoCode | Telephone: | Project: | Implementation phase:

Business Unit: | Master Data: | Communication: | Validation: | Log:

| ID   | Sta. | CHK/CO Area | Cost Center | Valid From | Valid To   | CoCode | Bus. Area/COIC | Person Responsible | User Responsible | Department | Profit Center | Hierarchy Area |
|------|------|-------------|-------------|------------|------------|--------|----------------|--------------------|------------------|------------|---------------|----------------|
| 2006 |      |             | 6068-8131   | 01.10.2025 | 31.12.9999 | 6068   | W              | 50080922           |                  |            | 6068-1120     | 6068-8131      |
| 2006 |      |             | 6422-8250   | 01.10.2025 | 31.12.9999 | 6422   | W              | 50080922           |                  |            | 6422-0569     | 6422-8545      |
| 2006 |      |             | 6422-8251   | 01.10.2025 | 31.12.9999 | 6422   | W              | 50080922           |                  |            | 6422-0530     | 6422-8575      |
| 2006 |      |             | 6422-8252   | 01.10.2025 | 31.12.9999 | 6422   | W              | 50080922           |                  |            | 6422-0569     | 6422-8548      |
| 2006 |      |             | 6422-8253   | 01.10.2025 | 31.12.9999 | 6422   | W              | 50080922           |                  |            | 6422-0569     | 6422-8548      |
| 2006 |      |             | 6422-8254   | 01.10.2025 | 31.12.9999 | 6422   | W              | 50080922           |                  |            | 6422-0569     | 6422-8548      |

**Display Request for Master Data: Create - Cost Center**

Req. est number: 38931 | Status: 7 In process or partially completed

Category: C Cost Center | Created on: 13.10.2025 | Created By: Ines CRISTINA VALA SERODIO

Action: C Create | Requester: Ines CRISTINA VALA SERODIO

Title: ID 87076 - Case 000024476 Create CC restructuring

System landscape: ERPSOLV ERP Solway | E-Mail Address: ines.serodio@syse.com

Business Unit: | Master Data: | Communication: | Validation: | Log:

| ID   | Sta. | CHK/CO Area | Cost Center | Valid From | Valid To   | CoCode | Bus. Area/COIC | Person Responsible | User Responsible | Department | Profit Center | Hierarchy Area |
|------|------|-------------|-------------|------------|------------|--------|----------------|--------------------|------------------|------------|---------------|----------------|
| 2006 |      |             | 2V81200010  | 01.10.2025 | 31.12.9999 | 3383   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | 6381200109  | 01.10.2025 | 31.12.9999 | 2002   | 9CPO           | W                  | 50080922         |            |               |                |
| 2006 |      |             | 6381200110  | 01.10.2025 | 31.12.9999 | 2002   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | 6381200111  | 01.10.2025 | 31.12.9999 | 2002   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | 6381200112  | 01.10.2025 | 31.12.9999 | 2002   | 8990           | W                  | 50080922         |            |               |                |
| 2006 |      |             | 6081200006  | 01.10.2025 | 31.12.9999 | 6424   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | 6P81200005  | 01.10.2025 | 31.12.9999 | 6428   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | A381200021  | 01.10.2025 | 31.12.9999 | 6080   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | B781200016  | 01.10.2025 | 31.12.9999 | 5835   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | N681200006  | 01.10.2025 | 31.12.9999 | 5876   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | N681200007  | 01.10.2025 | 31.12.9999 | 5876   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | U781200003  | 01.10.2025 | 31.12.9999 | 5978   | 3100           | W                  | 50080922         |            |               |                |

**STEP 7**

Approve the creation of the cost centers by clicking "Approve" button.

This should be the expected result. The cost centers are created.

**Display Request for Master Data: Create - Cost Center**

Request number: 38931 | Status: 7 In process or partially completed

Category: C Cost Center | Created on: 13.10.2025 | Created By: Ines CRISTINA VALA SERODIO

Action: C Create | Requester: Ines CRISTINA VALA SERODIO

Title: ID 87076 - Case 000024476 Create CC restructuring

System landscape: ERPSOLV ERP Solway | E-Mail Address: ines.serodio@syse.com

Business Unit: | Master Data: | Communication: | Validation: | Log:

**IF Please confirm!**

Are you sure that you want to process a line which contravenes some rules?

Approve No Cancel

| ID   | Sta. | CHK/CO Area | Cost Center     | Valid From | Valid To   | CoCode | Bus. Area/COIC | Person Responsible | User Responsible | Department | Profit Center | Hierarchy Area |
|------|------|-------------|-----------------|------------|------------|--------|----------------|--------------------|------------------|------------|---------------|----------------|
| 2006 |      |             | CHEF 2V81200010 | 01.10.2025 | 31.12.9999 | 3383   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200109 | 01.10.2025 | 31.12.9999 | 2002   | 9CPO           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200110 | 01.10.2025 | 31.12.9999 | 2002   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200111 | 01.10.2025 | 31.12.9999 | 2002   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200112 | 01.10.2025 | 31.12.9999 | 2002   | 8990           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6081200006 | 01.10.2025 | 31.12.9999 | 6424   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6P81200005 | 01.10.2025 | 31.12.9999 | 6428   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF A381200021 | 01.10.2025 | 31.12.9999 | 6080   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF B781200016 | 01.10.2025 | 31.12.9999 | 5835   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF N681200006 | 01.10.2025 | 31.12.9999 | 5876   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF N681200007 | 01.10.2025 | 31.12.9999 | 5876   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF U781200003 | 01.10.2025 | 31.12.9999 | 5978   | 3100           | W                  | 50080922         |            |               |                |

**Display Request for Master Data: Create - Cost Center**

Request number: 38931 | Status: 7 In process or partially completed

Category: C Cost Center | Created on: 13.10.2025 | Created By: Ines CRISTINA VALA SERODIO

Action: C Create | Requester: Ines CRISTINA VALA SERODIO

Title: ID 87076 - Case 000024476 Create CC restructuring

System landscape: ERPSOLV ERP Solway | E-Mail Address: ines.serodio@syse.com

Business Unit: | Master Data: | Communication: | Validation: | Log:

**IF Please confirm!**

You could now mark this request as complete, every row was processed.

| ID   | Sta. | CHK/CO Area | Cost Center     | Valid From | Valid To   | CoCode | Bus. Area/COIC | Person Responsible | User Responsible | Department | Profit Center | Hierarchy Area |
|------|------|-------------|-----------------|------------|------------|--------|----------------|--------------------|------------------|------------|---------------|----------------|
| 2006 |      |             | CHEF 2V81200010 | 01.10.2025 | 31.12.9999 | 3383   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200109 | 01.10.2025 | 31.12.9999 | 2002   | 9CPO           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200110 | 01.10.2025 | 31.12.9999 | 2002   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200111 | 01.10.2025 | 31.12.9999 | 2002   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6381200112 | 01.10.2025 | 31.12.9999 | 2002   | 8990           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6081200006 | 01.10.2025 | 31.12.9999 | 6424   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF 6P81200005 | 01.10.2025 | 31.12.9999 | 6428   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF A381200021 | 01.10.2025 | 31.12.9999 | 6080   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF B781200016 | 01.10.2025 | 31.12.9999 | 5835   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF N681200006 | 01.10.2025 | 31.12.9999 | 5876   | 8500           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF N681200007 | 01.10.2025 | 31.12.9999 | 5876   | 3100           | W                  | 50080922         |            |               |                |
| 2006 |      |             | CHEF U781200003 | 01.10.2025 | 31.12.9999 | 5978   | 3100           | W                  | 50080922         |            |               |                |

