

I ensure information on expatriates

Tasks to be completed when documenting an operation (from creation to publication)

1. Enter the **Title of the operation / page**

2. Add the following Labels:

- Scope of applicability: ww, country_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
 - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
 - Labels to be used: **ww, financial_accounting, central_fin_proc_compliance**
 - E.g. 2: France Operation in Financial Accounting:
 - Labels to be used: **country_accounting, france, financial_accounting**
(for country operations, the Domain is always country_accounting)

3. Fill in all fields as described above

4. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain: Central Finance Processes & Compliance

Responsibility area: Coordinate Social Charges & Premium Procedures

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Scope



ERP



Frequency



References

Forms

Attachments

8. Add the link to attachments or external links

[https://aodocs.altirnao.com/?
locale=en_US&aodocs-
domain=solvay.
com#Menu_libraryHome
/LibraryId_QssGIYa07UAPoRvmzi](https://aodocs.altirnao.com/?locale=en_US&aodocs-domain=solvay.com#Menu_libraryHome/LibraryId_QssGIYa07UAPoRvmzi)

*I ensure data preparation in SAP for
the HR Profit Sharing Unit << I
ensure information on expatriates >>
I guarantee the creation of the
allocation cycles for Profit Sharing
Unit*

1. Objective and Scope

1.1 Objective of this Operation

1.2 Scope

All the companies codes listed in the BW query related to the Business Intelligence (Workforce Simplified Monthly) that are managed in PP9 Payroll environment and interfaced to PF1 and WP1 accounting systems.

2. Definitions

See Finance Glossary:

PF1	ERP used by the majority of entities from the Solvay legacy
WP1	ERP used by the majority of entities from the Rhodia legacy
PP9	ERP used for HtR environment
GBU	Global Business Unit
CGU	Cash Generating Unit
SBS	Solvay Business Services
SC	Service Center
CAM	Company Accounting Manager
EMEA	Europe, Middle East, Africa
APAC	Asia Pacific
LAM	Latin America
NAM	North America
WT	Wage type

3. Tasks description

WHAT and HOW - Main content of the operation

The content should be mainly organized in 2 levels of Headings to ensure a proper link with the Table of Contents.

Select the level of heading in the "Paragraph" option.

3.1. I request the list of expatriates cost centers subjected to invoicing

I must request a list of the cost centers of expatriates in the Home country and corresponding PSU amount to HR Service Line Payroll & Perf. Services Design team.

PSU preparation for June 2021 - list of expats

Maciel, Teresa <teresa.maciel@solvay.com>
to Aurélie, Tamires

Wed, May 5, 3:40 PM

Dear Aurélie,

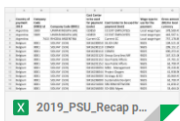
hope you are well.

In order to start preparing PSU for June closure, could you be so kind and send the information you have on this, regarding the expats list with the Home country and host country and corresponding cost center, similar to the file enclosed?

Looking forward to hearing from you soon
Kind regards,

Teresa Maciel
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With this information, the purpose is to reclassify manually the amount of PSU provided by HtR (should match with amount in SAP after interface from PP9), in the invoiced company codes (Host) from the expatriate GL account to the PSU account, either 6230050935 (PF1) or 98320193 (WP1). After that, assess if cycles must be run again, in order to allocate the amount to the division 59 or sweep cost center. Regarding the social charges, the goal is to have the invoiced company code (Host) to report in R33310 the amount of social charges taking into consideration the rate used in the Home country of the impatriate. Therefore, manual postings must be booked to segregate from the expatriate GL account the amount of social charges of the Home country to the PSU, by transferring from the receiver cost center to the division 59 or sweep cost center.

3.2. I request the target list of companies, accounts and cost centers of the impatriates

Taking the information on the expatriates that will receive PSU in June, I request to the Finance Service Line SU FAC Interco to identify the cases in the HOME country, subjected to Expats invoicing. Following this, a table must be completed with the list of the invoiced companies and corresponding receiver cost centers (HOST) of the PSU invoices, as well as the Cost Element where the invoice is booked.

BI_05_2021 for PSU .xlsx

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Country of payme	Company Code (0001) it	Company Code (0001)	Cost Center ID	Wage type to use for the payment	urrency	IN ACCOUNTING expected to be TRANSFERRED from PP9 acc. 6230050935 98320193	Invoicing Issuer	Receiver system	Receiver country	Receiver company	Receiver cost center	Receiver account
Belgium	0001	SOLVAY (SCH)	SM161P0100	9G85 (gross) + 9G72 (net)	EUR		NO					
Belgium	0001	SOLVAY (SCH)	SM1620000H	9G85 (gross) + 9G72 (net)	EUR	2,289.90	YES	PF1	DE	4056	D31620S000	6120200000
Belgium	0001	SOLVAY (SCH)	SM16201153	9G85 (gross) + 9G72 (net)	EUR	3,053.20	YES	PF1	TH	6027	1L16600000	6120200000
Belgium	0001	SOLVAY (SCH)	SM16221200	9G05	EUR		NO					
Belgium	0001	SOLVAY (SCH)	SM16301003	9G85 (gross) + 9G72 (net)	EUR	2,289.90	YES	WP1	FR	ZFR3	ZFR3-5563	98320040

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