

BE - Use of INC (Non-Competition Allowance) - HR Use of provision

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: Country Accounting

Responsibility area: N/A

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Scope

? Unknown Attachment

ERP

? Unknown Attachment

Frequency

? Unknown Attachment

References

[FBL3N](#)

Forms

[BE - Use of INC \(Non-Competition Allowance\) - HR Use of provision](#)

Attachments

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1. Objective and Scope

1.1. Objective of this Operation

The purpose of this procedure is to explain how to perform the posting of **use** of provision for **Non-Competition Allowance** (in French: *INC-Indemnité de non concurrence*).

1.2. Scope

This procedure applies to all BE companies that pay non-competition allowance to their employees in SAP-PF1.

2. Definitions

See Finance Glossary:

- PF1

3. Tasks description

A **non-competition** allowance is paid to some employees at the end of their job contract.

This INC amount was **provisioned** in the past.

The **non-competition** allowance is paid when one employee agrees not to pursue a similar profession or trade in competition against his last employer.

The posting of the use of provision is:

Debit the account 4001000003 (Other post-employment benefits non-competition all)

Credit the account 6351010001 (Other post-employment benefits-serv cost-use).

3.1. Responsibilities

RtR-BO (**change RtR-BO**) is responsible for:

- Performing the **calculation** and the **posting** for use of non-competition allowance provision;
- **Checking** the posting consistency.

3.2. Periodicity

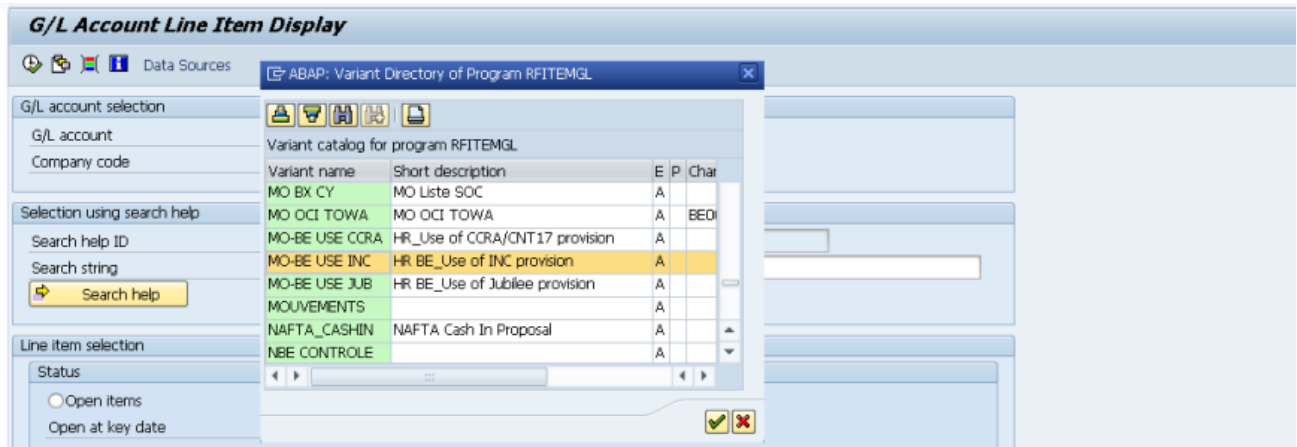
The posting of the use of provision for non-competition allowance has to be performed on a **monthly** basis, after the payroll posting, and before the end of the current month (D-2).

3.3. I perform the posting of use of Non-Competition Allowance provision

Each month, you have to confirm there is a posting **H0** (payroll posting) on account **6200030600** (*Non-competition allowance*).

In PF1: Consult [FBL3N](#):

- 1) Choose Variant **MO-BE USE INC**:



The variant contains:


- G/L account: **6200030600**
- Company code: **all BE companies**
- **Layout: /USE_JUB** in order to display the information needed for next steps: Company code; Cost Center; Amount


- 2) Select status of "All items" for the current month:

Line item selection

Status

Open items
Open at key date

Cleared items
Clearing date to 
Open at key date



All items
Posting date to 

Select the

current month

G/L Account Line Item Display

Navigation icons: Home, Back, Forward, Refresh, Print, Copy, Paste, Filter, Sort, Zoom, etc.

Selections:  Selections  Dispute Case

G/L Account: 6200030600 Non competition allowance
Company Code: 0001

St	CoCd	Account	Cost Ctr	Assignment	DocumentNo	BusA	Type	Doc. Date	PK	Amount in local cur.	LCurr	Tx	Clrng doc.	Tt
<input type="checkbox"/>	<input checked="" type="checkbox"/>	0001	6200030600	SM38900039	20120331	160000457	8500	HO	31.03.2012	40	2.228,83	EUR		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	0001	6200030600	SM38900039	20120331	160000457	8500	HO	31.03.2012	40	15.146,19	EUR		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	0001	6200030600	SM38900533	20120331	160000457	8500	HO	31.03.2012	40	32.661,45	EUR		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	0001	6200030600	SM38900533	20120331	160000457	8500	HO	31.03.2012	40	82.268,27	EUR		
*	<input checked="" type="checkbox"/>	0001	6200030600								132.304,74	EUR		
**		0001	6200030600								132.304,74	EUR		

G/L Account: 6200030600 Non competition allowance
Company Code: 0005

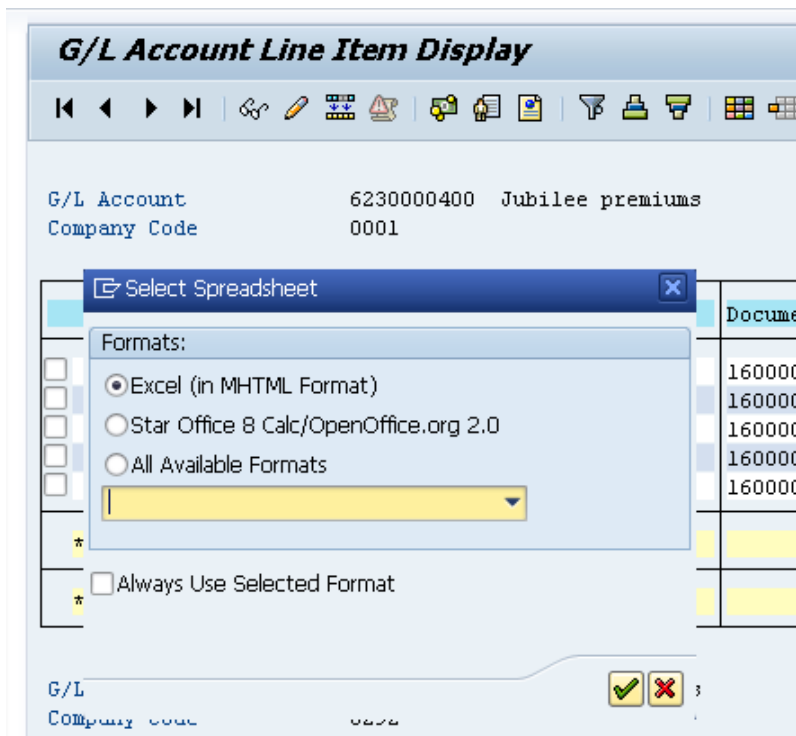
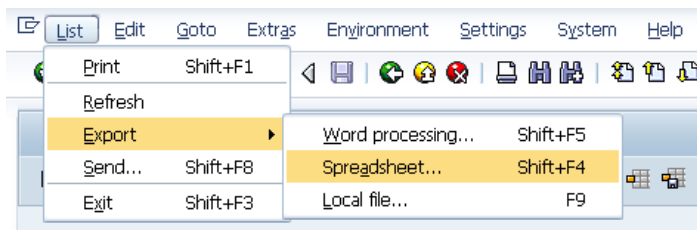
St	CoCd	Account	Cost Ctr	Assignment	DocumentNo	BusA	Type	Doc. Date	PK	Amount in local cur.	LCurr	Tx	Clrng doc.	Tt
<input type="checkbox"/>	<input checked="" type="checkbox"/>	0005	6200030600	BP38902781	20120331	160000092	8500	HO	31.03.2012	40	1.700,94	EUR		
*	<input checked="" type="checkbox"/>	0005	6200030600								1.700,94	EUR		
**		0005	6200030600								1.700,94	EUR		

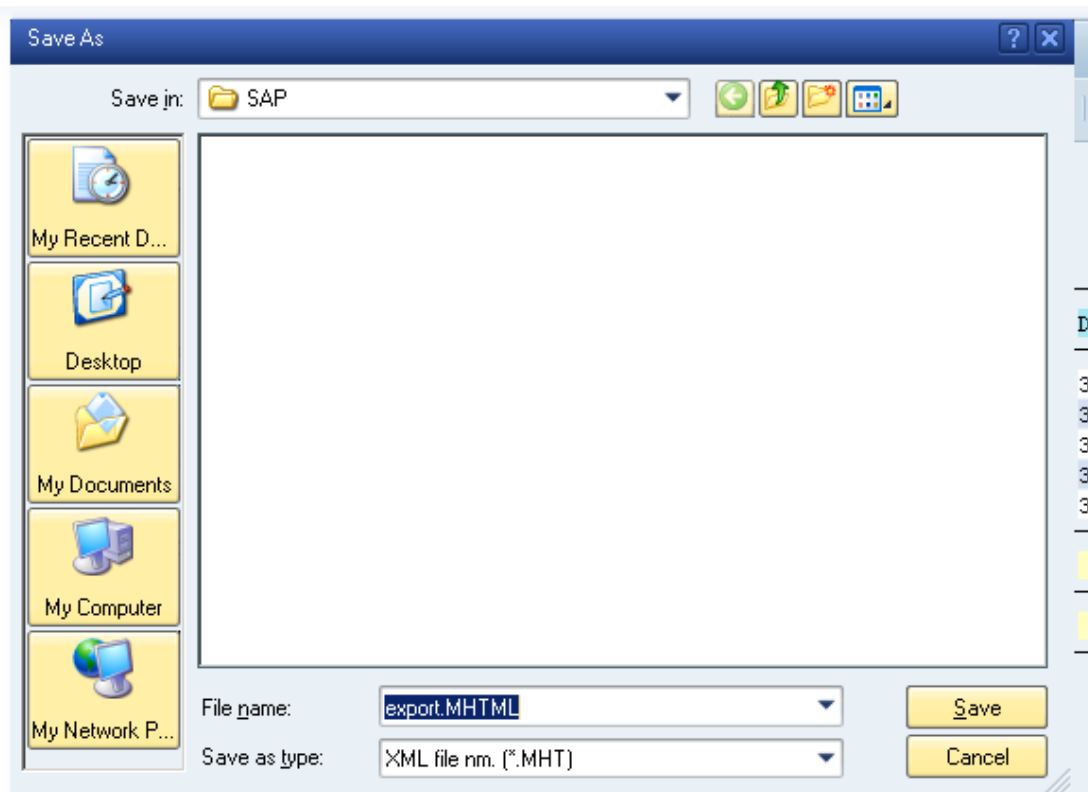
3) Sort the SAP result by **cost center** and make a Sub-total:

St	CoCd	Account	Cost Ctr	Assignment	DocumentNo	Busk	Type	Doc. Date	PK	Amount in local cur.	LCurr	Tx	Clrng doc.	Text
	✓	0005	6200030600	BP38902781	20120331	160000092	8500	H0	31.03.2012	40	1.700,94	EUR		
*				BP38902781							1.700,94	EUR		
	✓	0292	6200030600	C338900037	20120331	160000140	3570	H0	31.03.2012	40	26.485,41	EUR		
	✓	0292	6200030600	C338900037	20120331	160000140	3570	H0	31.03.2012	40	20.414,23	EUR		
*				C338900037							46.899,64	EUR		
	✓	5697	6200030600	IS38902300	20120331	160000103	8500	H0	31.03.2012	40	1.649,03	EUR		
*				IS38902300							1.649,03	EUR		
	✓	0341	6200030600	FN38900038	20120331	160000091	7610	H0	31.03.2012	40	6.204,29	EUR		
*				FN38900038							6.204,29	EUR		
	✓	0292	6200030600	QA38902481	20120331	160000140	3570	H0	31.03.2012	40	4.309,55	EUR		
	✓	0292	6200030600	QA38902481	20120331	160000140	3570	H0	31.03.2012	40	6.740,34	EUR		
*				QA38902481							11.049,89	EUR		
	✓	0001	6200030600	SM38900039	20120331	160000457	8500	H0	31.03.2012	40	2.228,83	EUR		
	✓	0001	6200030600	SM38900039	20120331	160000457	8500	H0	31.03.2012	40	15.146,19	EUR		
*				SM38900039							17.375,02	EUR		
	✓	0001	6200030600	SM38900533	20120331	160000457	8500	H0	31.03.2012	40	32.661,45	EUR		
	✓	0001	6200030600	SM38900533	20120331	160000457	8500	H0	31.03.2012	40	82.268,27	EUR		
*				SM38900533							114.929,72	EUR		
	✓	5672	6200030600	XV38902246	20120331	160000073	3570	H0	31.03.2012	40	6.730,63	EUR		
*				XV38902246							6.730,63	EUR		
**											206.539,16	EUR		

Perform the SAP extraction:

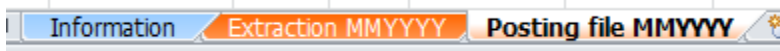
List => Export => Spreadsheet => Excel file





	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
	Cleared/open	Company Co	Account	Cost Center	Assignment	Document Nu	Business Are	Document Ty	Document Da	Posting Key	Amount in lo	Local Curren	Tax Code	Clearing Doc	Text
2	✓	0001	5200030600	SM38900039	20120331	160000457	8500	HO	31-03-2012	40	2228.83	EUR			
3	✓	0001	5200030600	SM38900039	20120331	160000457	8500	HO	31-03-2012	40	15146.19	EUR			
4	✓	0001	5200030600	SM38900533	20120331	160000457	8500	HO	31-03-2012	40	32661.45	EUR			
5	✓	0001	5200030600	SM38900533	20120331	160000457	8500	HO	31-03-2012	40	82268.27	EUR			
6	✓		5200030600								132304.74	EUR			
7	✓		5200030600								132304.74	EUR			
8	✓	0005	5200030600	BP38902781	20120331	160000092	8500	HO	31-03-2012	40	1700.94	EUR			
9	✓		5200030600								1700.94	EUR			
10	✓		5200030600								1700.94	EUR			
11	✓	0292	5200030600	C338900037	20120331	160000140	3570	HO	31-03-2012	40	26485.41	EUR			
12	✓	0292	5200030600	C338900037	20120331	160000140	3570	HO	31-03-2012	40	20414.23	EUR			
13	✓	0292	5200030600	QA38902481	20120331	160000140	3570	HO	31-03-2012	40	4309.55	EUR			
14	✓	0292	5200030600	QA38902481	20120331	160000140	3570	HO	31-03-2012	40	6740.34	EUR			
15	✓		5200030600								57949.53	EUR			
16	✓		5200030600								57949.53	EUR			
17	✓	0341	5200030600	PN38900038	20120331	160000091	7610	HO	31-03-2012	40	6204.29	EUR			
18	✓		5200030600								6204.29	EUR			
19	✓		5200030600								6204.29	EUR			
20	✓	5672	5200030600	XV38902246	20120331	160000073	3570	HO	31-03-2012	40	6730.63	EUR			
21	✓		5200030600								6730.63	EUR			
22	✓		5200030600								6730.63	EUR			
23	✓	5697	5200030600	IS38902300	20120331	160000103	8500	HO	31-03-2012	40	1649.03	EUR			
24	✓		5200030600								1649.03	EUR			
25	✓		5200030600								1649.03	EUR			
26	✓		5200030600								206539.16	EUR			

To justify your posting, copy the SAP extraction on dedicated tab of your posting file.



After final check, go on tab "Posting file" to post the amount of use on account 6351010001 (1 line per Cost Center). Movement type on g/l 4001000003 must use the ZA3.

==> In this example the posting must be (Cy Code 5697):

B	C	D	E	F	L	M	N	R	Z	
Co co	Transac	Doc Ty	Doc Date	Posting Date		G/L account	Amount Doc cur	Cost center	Text	T Type
BKPF	BKPF-T	BKPF	BKPF-BLDA	BKPF-BUDA	BSEG-B	BSEG-SAKNI	BSEG-WRBTR	BSEG-KOSTL	BSEG-SGTXT	BSEG
0001	FB01	S1	31052012	31052012	40	4001000003	20544,40		LOP USE INC PROVISION 5/2012	ZA3
					50	6351010001	11579,51	SM38900039	LOP USE INC PROVISION 5/2012	
					50	6351010001	8964,89	SM38900533	LOP USE INC PROVISION 5/2012	

==> Copy screen of an example of one posting:

Enter Payroll: Display Overview

	Display Currency	Park document	Acct model		Fast Data Entry		Taxes
Document Date	31.05.2011	Type	H0	Company Code	0001		
Posting Date	31.05.2012	Period	5	Currency	EUR		
Document Number	INTERNAL	Fiscal Year	2012	Translatn Date	31.05.2012		
Reference	INC			Cross-CC no.			
Doc.Header Text	BO- LOP USE INC PROVISION			Trading Part.BA			
Items in document currency							
PK	BusA	Acct		EUR	Amount		Tax amnt
001	40	8500 4001000003	0th p-emp1 ben NCA		20.544,40		
002	50	8500 6351010001	0th post-em ben-S-u		11.579,51-		
003	50	8500 6351010001	0th post-em ben-S-u		8.964,89-		

Coding Block			
Business Area	8500	Trdg Part.BA	<input type="text"/>
Material	<input type="text"/>	Transactn Type	ZA3

One line for each CC used originally in 6200030600.

To **justify** your posting, don't forget to **attach** the excel file with the **SAP extraction** of the account **6200030600** for the **current month**.

Inform local manager accountants and teamlux.holding@solvy.com that use of INC provisions were calculated and posted in all BE companies.

End of document.