

IAC.03.07. Critical inventory movements

Process: [Product Costing](#)

Responsibility area: [Internal Control Monitor](#)

Risk

Physical count, scrap are not supervised by finance ; Critical stock movement aren't controlled

Objective

FRA reviews all critical stock movement above 1500 €

Process description

Within inventories management, plant operators need to book inventory transaction codes (scrapping or inventory discrepancy for example). Some types of inventory transactions should be used only under supervision of controlling.

Control description

FRA review report of critical transactions and justify each document article above 1500€

Scope

WP2 & PF2

Frequency

D10

Control owner

[Finance Responsible Assigned \(FRA\)](#)

References

- [OP.107](#)

Content by label

There is no content with the specified labels

Control evidences

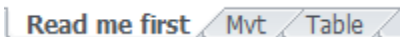
[IAC 03.07 Review of critical inventory.xlsx](#)

[IAC 03.07 Critical inventory transaction PF2.xlsx](#)

Guideline

Download the file [IAC 03.07 Review of critical inventory.xlsx](#)

There are 3 sheets in the file:



1- **Read me first** where you can find a reminder of what has to be done

IAC.03.07 - Review of critical inventory

This template concerns the IAC 03.07. The objective is to revise all critical stock

1- Mvt

- In this tab, you will find a recall of critical movements

2- Table

- Run the query and comment the amount that have to be justified

2- In the tab **Mvt**, there is the list of critical movements

Mvt	Movement type text	Critical (Y/N)
161	GR returns	Material reversal
162	GR rtms reversal	Material reversal
309	TF tfr.ps.mat.to mat	Declassed
501	Receipt w/o PO	Deleted movement
502	RE receipt w/o PO	Deleted movement
551	GI scrapping	Withdrawal
552	RE scrapping	Withdrawal
553	GI scrapping QI	Withdrawal
554	RE scrapping QI	Withdrawal
555	GI scrapping blocked	Withdrawal
556	RE scrapping blocked	Withdrawal
701	GR phys. inv.: whse	Inventory discrepancies
702	GI phys. inv.: whse	Inventory discrepancies
703	GR phys. inv. QI	Inventory discrepancies
704	GI phys. inv. QI	Inventory discrepancies
707	GR phys. inv.:blocked	Inventory discrepancies
708	GI phys. inv.:blocked	Inventory discrepancies
711	GI InvDiff.:whouse	Inventory discrepancies
712	GR InvDiff.:wrhouse	Inventory discrepancies
713	GI InvDiff. QI	Inventory discrepancies
714	GR InvDiff. QI	Inventory discrepancies
715	GI InvDiff.:returns	Inventory discrepancies
716	GR InvDiff.:returns	Inventory discrepancies
717	GI InvDiff.: blocked	Inventory discrepancies
718	GR InvDiff.: blocked	Inventory discrepancies

3- **Table** is the tab to be completed in the frame of the control

Company code	Plant	Movement Type	Nb of material	Qty in Ün	Amnt. in local curr.	COMMENT
ZFK3	Rhode Operat	509 TF tfr.ps.mat.to mat	4924602008	20,000 KG	2,879.24	
		701 GR phys. inv.: whse	4924460206	1 PC	-1,633.00	
			4924567491	14 PC	-4,046.00	
			4924568605	601 PC	-74,373.27	
			4924570117	21,343 KG	-3,500.25	
			4924570118	48 PC	-12,588.96	
			4924570477	287 PC	-12,216.71	
		702 GI phys. inv.: whse	4924567491	758 PC	20,212.79	
			4924567577	601 PC	74,373.27	
			4924570117	*	44,427.64	

Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

Mar 31, 2025	Actor	Type	Activity	Version
Published	 Gomes, Susana	Edit	updated the page at 1:51 pm	
		State	changed state to Published at 11:51 am	v17
Draft	 Gomes, Susana	State	gave <i>Approvers</i> approval at 11:51 am	
		State	changed state to Draft at 11:51 am	v17

Jul 08, 2016

Published	Marielle MOINET	Edit	updated the page at 6:17 am
		State	changed state to Published at 4:17 am v16
To be approved	Marielle MOINET	State	gave <i>Approvers</i> approval at 4:17 am
		State	changed expiry date to '13 Jul, 2016 04:17 am' at 4:17 am
		State	changed state to To be approved at 4:17 am v16
For Review	Marielle MOINET	State	gave <i>Reviewers</i> approval at 4:17 am
		State	changed expiry date to '13 Jul, 2016 04:17 am' at 4:17 am
		State	changed state to For Review at 4:17 am v16

The file is composed by three tabs. Only the last tab has to be updated thanks to a BW query.

STEP 1

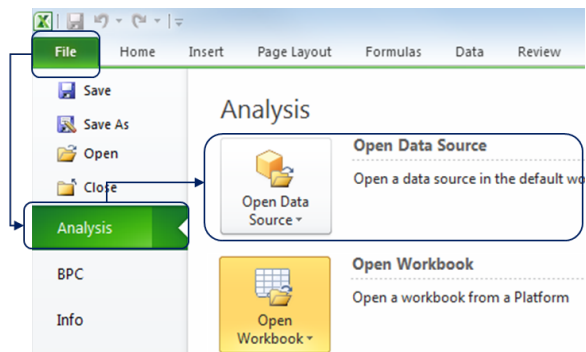
I open a data source or a workbook.

- [Open Data Source](#)
- [Open a workbook \(on the server\)](#)
- [Open a workbook \(saved on your local drive\)](#)

Open Data Source

There are 2 options to open Data Source:

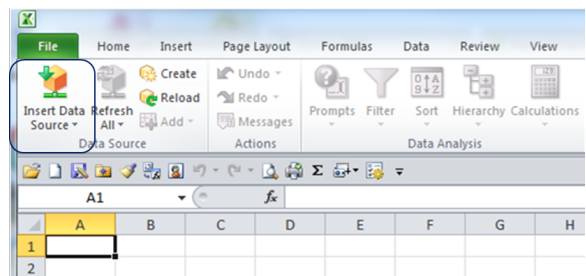
- Go to the File tab, click on Analysis then Open Data Source.



Or click the Analysis tab

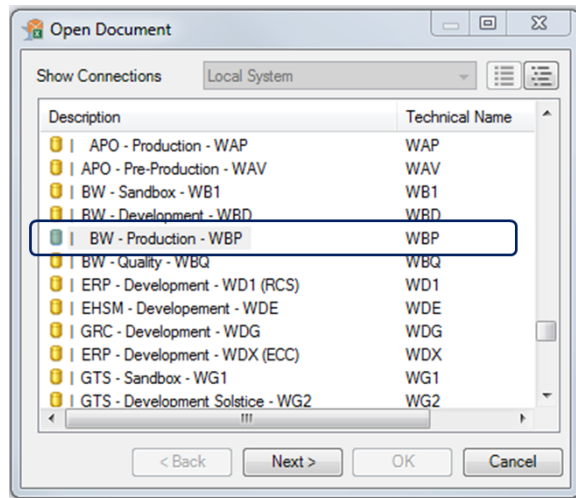
1. First, select an empty cell where you wish to insert your data (Ex : A1)
2. Click on "Insert Data Source"

i When you click on "Insert", it will show the "Select Data Source" option but also **up to 10 queries from your history**



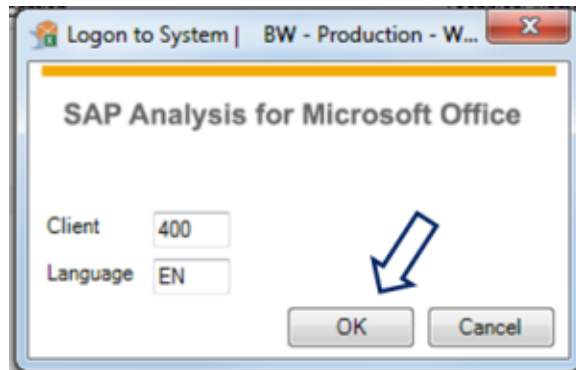
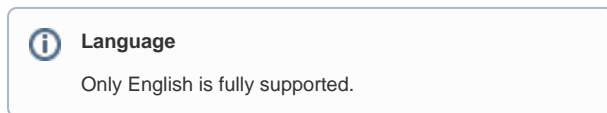
Select the source system: BW - Production - WBP

i **Account**
No Account ? Go to [Getting a BW Account](#).



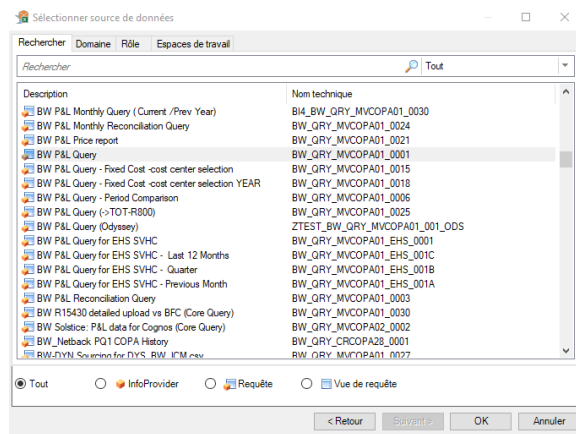
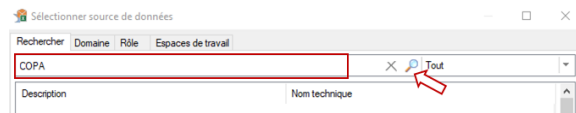
Click « OK »

- Client: 400
- Language: EN

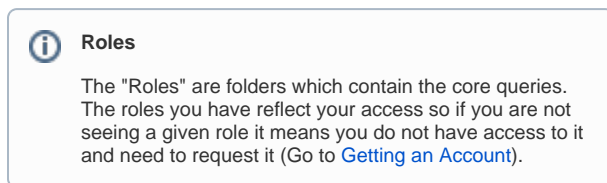


The "Select Data Source" window opens. Here you can:

- either search for the queries by description/technical name (Search Tab)



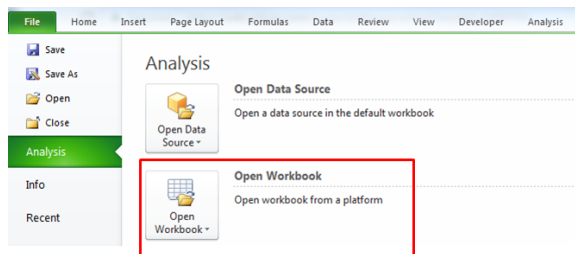
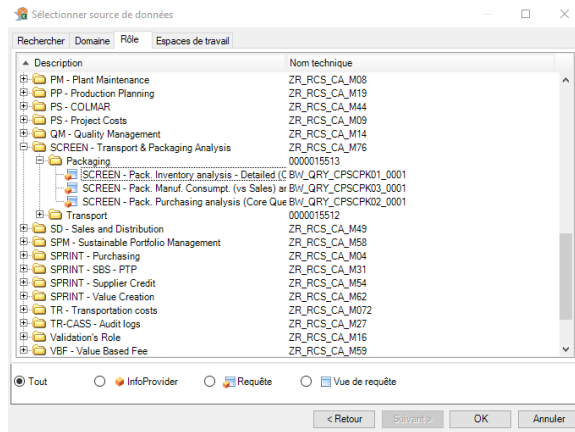
- or via browsing in the roles



Select the query you want to insert and click OK. This will launch the query and a prompt will appear for you to select the data.

Open a workbook (on the server)

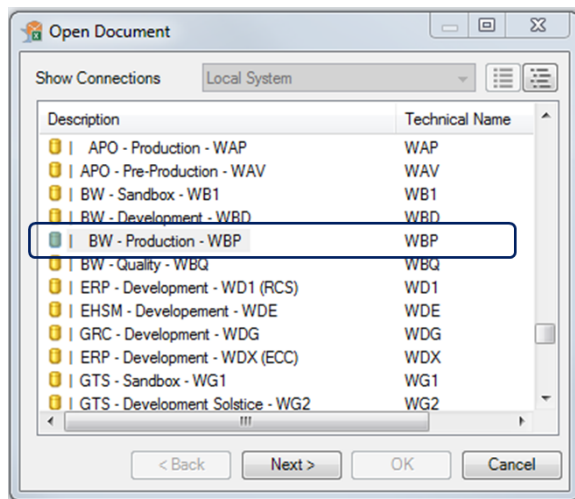
- Go to the File tab, click on Analysis then Open Workbook.



Select the source system: BW - Production - WBP

Account

No Account ? Go to [Getting a BW Account](#).

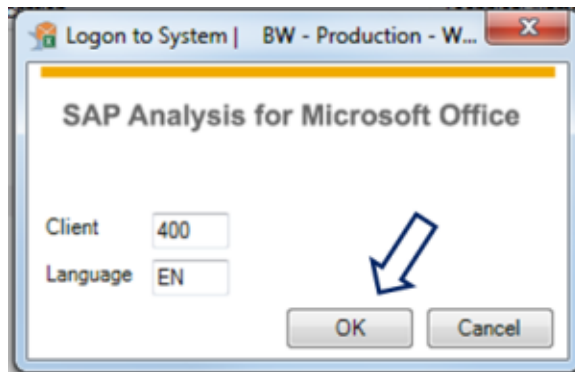


Click « OK »

- Client: 400
- Language: EN

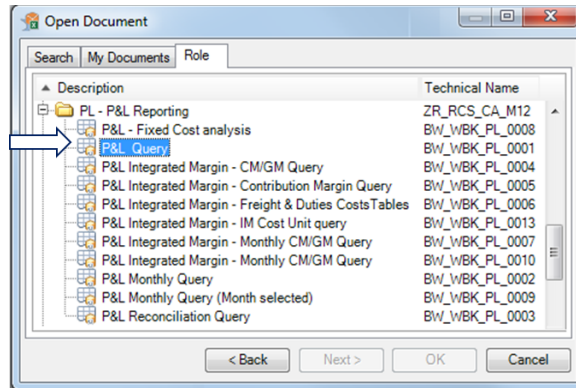
Language

Only English is fully supported.



Go to the tab "Role" and then open a working capital workbook.

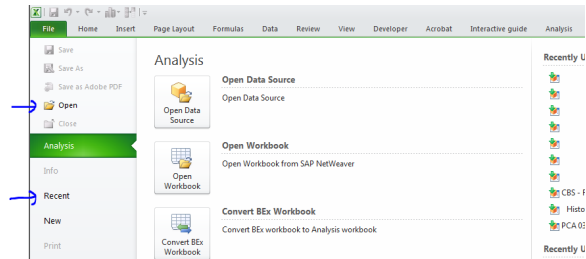
Select and open the folder and double click on the workbook.



Open a workbook (saved on your local drive)

You need to first open "Analysis for Microsoft Excel", then open your BW file (by File --> Open or Recent).

If you first open your BW file, then open "Analysis for Microsoft Excel", there will be two Excel opened and you can't refresh your BW file.



Related Information

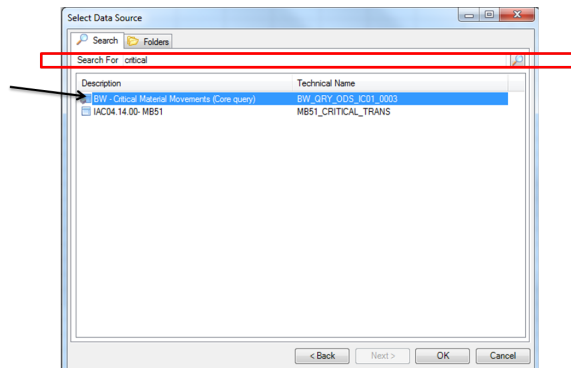
- [The Prompt Window](#)

STEP 2

I select the query

BW - Critical Material Movements (core query)

Comment: the technical name of the query is BW_QRY_ODS_IC01_0003

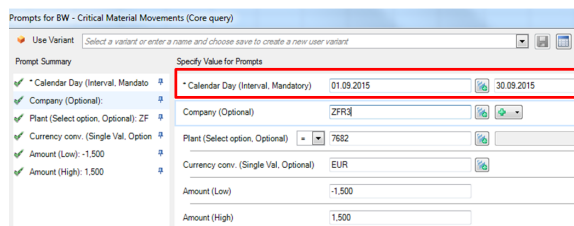


STEP 3

I run the query

1. Enter the mandatory information that is to say at least the calendar day.

2. Enter detail information like the company code, the plant code to obtain the information that you are interested in.



STEP 4

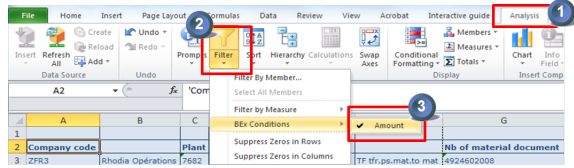
I obtain the report and I justify the highlighted amount in the appropriate column

Comment: There is an automatic filter to obtain only the amount to be justify but it can be removed (see next step)

Company code	Plant	Movement Type	Nb of material	Qty in Qln	Amnt. in local cur.	COMMENT	
ZFR3	Rhodia Operations 7682	ZFR3 Salindres	509	TF tfr.ps.mat.to mat	4924602008	28,000 KG	2,679.2
			701	GR phys.inv.: whse	4924480326	1 PC	-1,633.0
					4924587491	14 PC	-4,046.8
					4924566005	601 PC	-74,373.2
					4924570117	21,343 KG	-3,500.3
					4924570118	48 PC	-12,588.6
					4924570477	287 PC	-12,216.7
					4924567491	758 PC	20,212.3
					4924567377	601 PC	74,373.2
					4924570117	*	44,427.6

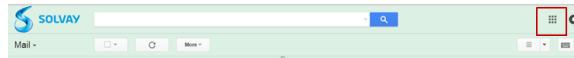
STEP 5

I remove the filter in the amount criteria



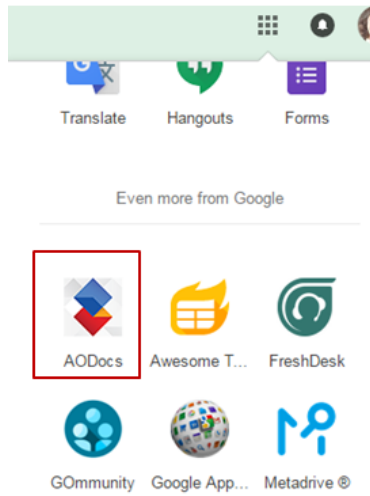
STEP 1

Go to you email and select "Google Apps"



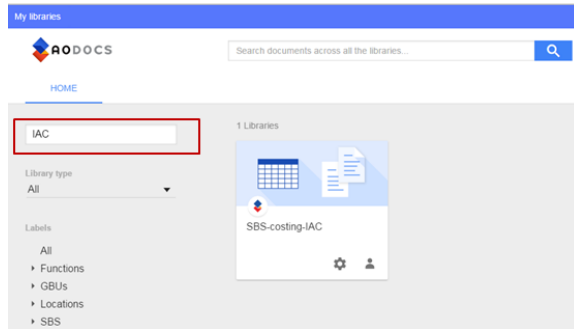
STEP 2

Select the button(app) for the AODOCS.



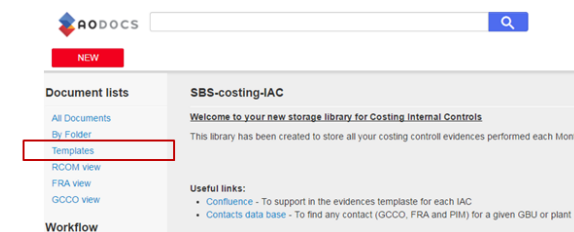
STEP 3

Search for the SBS-costing-IAC library



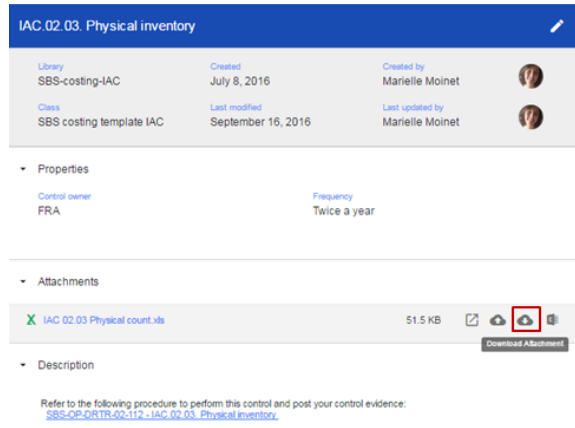
STEP 4

I retrieve the template for each IAC. I go to template list by clicking on "Templates". In the list of document, select the one you want to download in your computer.



STEP 5

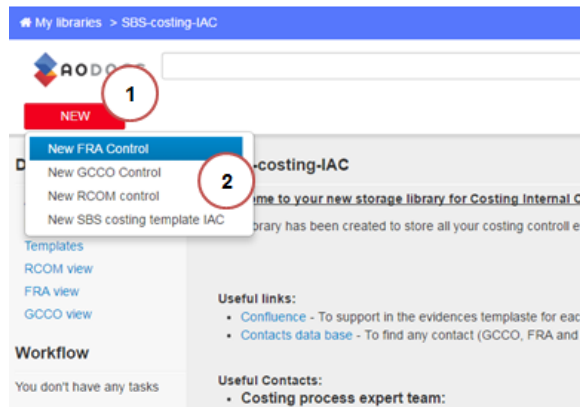
I download the attachment to your PC to be completed with data of the Month



STEP 6

I store the control evidence. First I click on New button and then I select

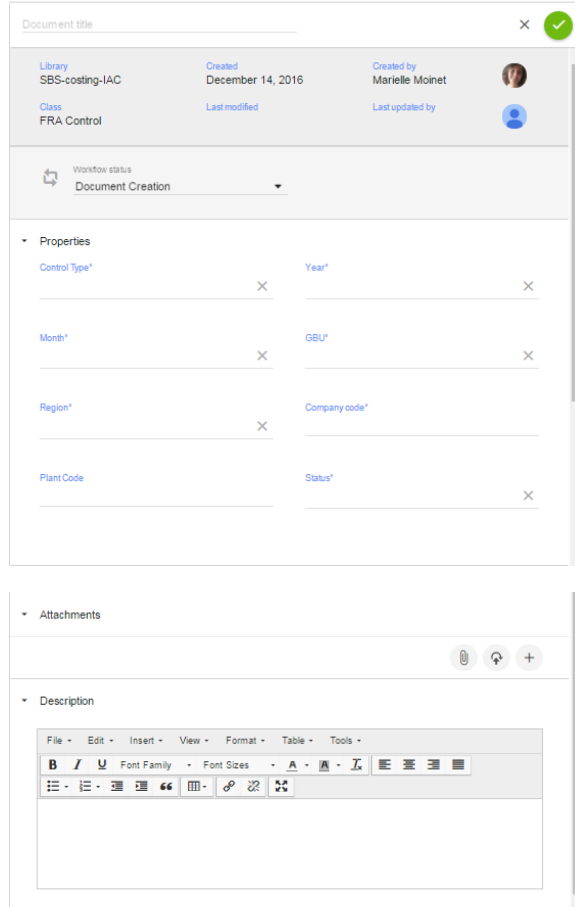
- New FRA control, in the case I am a FRA
- New GCCO control, in the case I am a GCCO



STEP 7

I fill in all the properties.

- Document title
- Control type (Select the IAC code in the list)
- Year
- Period (Year and Month)
- GBU
- Region
- Company code
- Plant code
- Status
 1. Completed if no foreseen changes
 2. On going if changes will be done later
 3. Cancelled if needs to be deleted

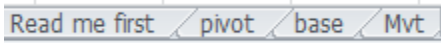


Finally attach your document and feel free to add additional comments in the description.

A	B	C	D	E
Mvt	Movement type text	Critical (Y/N)		
162	GR rtms reversal	Material reversal		
309	TF tfr.ps.mat.to mat	Declassed	Not to be comment	
501	Receipt w/o PO	Deleted movement		
502	RE receipt w/o PO	Deleted movement		
551	GI scrapping	Withdrawal		
552	RE scrapping	Withdrawal		
553	GI scrapping QI	Withdrawal		
554	RE scrapping QI	Withdrawal		
701	GR phys.inv.: whse	Inventory discrepancies		
702	GI phys.inv.: whse	Inventory discrepancies		
703	GR phys.inv: QI	Inventory discrepancies		
704	GI phys.inv: QI	Inventory discrepancies		
707	GR phys.inv.:blocked	Inventory discrepancies		
708	GI phys.inv.:blocked	Inventory discrepancies		
711	GI InvDiff.:whouse	Inventory discrepancies		
712	GR InvDiff.:wrhouse	Inventory discrepancies		
713	GI InvDiff: QI	Inventory discrepancies		
714	GR InvDiff: QI	Inventory discrepancies		
715	GI InvDiff.:returns	Inventory discrepancies		
716	GR InvDiff.:returns	Inventory discrepancies		
717	GI InvDiff.: blocked	Inventory discrepancies		
718	GR InvDiff.: blocked	Inventory discrepancies		
841		Deleted movement		
842		Deleted movement		
843		Deleted movement		
844		Deleted movement		
920	GR phys.inv: whse RU	Inventory discrepancies		
925	GI claim: whse	Deleted movement		
926	RE claim: whse	Deleted movement		
961	Init.entry of stBal.	Deleted movement		
962	RE entry of st.bals.	Deleted movement		
955	GI scrapping	Withdrawal		
956	RE scrapping	Withdrawal		

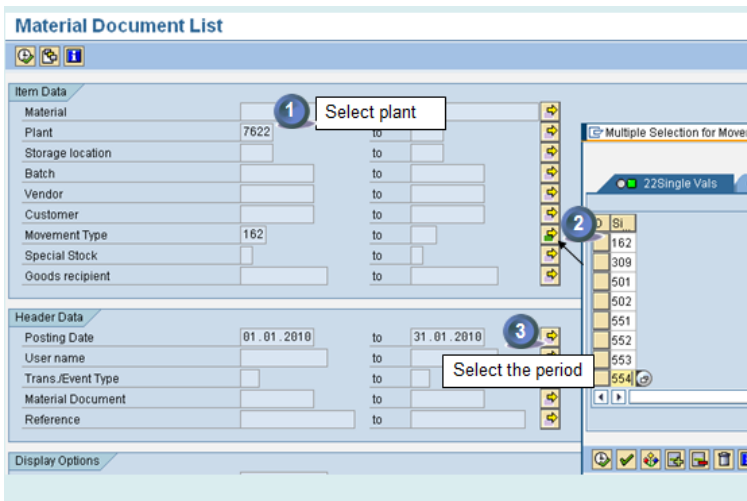
The file is composed by four tabs.

Only the tabs "base" and "pivot" have to be updated.



STEP 1


I open a SAP transaction MB51.

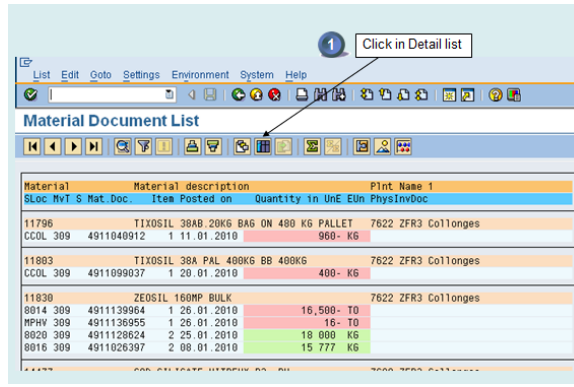


Fill in the:

1. Plant
2. Movement types copy from the IAC template
3. Period being controlled


STEP 2

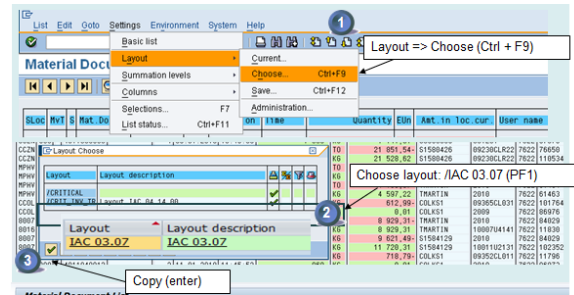
1. Select the **detail list** by clicking on 



STEP 3

Being in the detail list

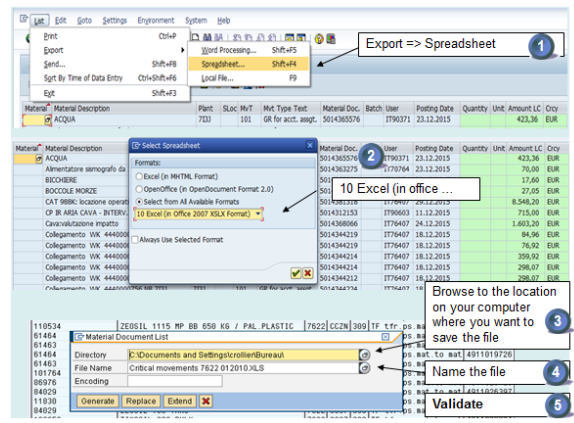
1. Select the correct layout
 - 1a. Settings
 - 1b. Layout
 - 1c. Choose
2. Select the following layout: /IAC 03.07
3. Validate by clicking on 



STEP 4

Save to excel

1. Go to
 - 1a. List
 - 1b. Export
 - 1c. Spreadsheet
2. Select from all Available formats: 10Excel (in office 2007 xlsx format)
3. Confirm the location of the extraction in your PC
4. Name the file
5. Validate



STEP 5

Copy data to IAC 03.07 to the template

Open the Excel template and copy paste in the "base" tab the data that you obtained in the SAP transaction as we have seen Step 4

A	B	C	H	I	J	K	L	M	N	O	P	
1	Material description	Plnt	PhysInvDoc	Batch	User name	Posted on	Quantity	Unit	Art n°	Loc. cur.	Type	
2	100440 ZEOSIL 1115 MP 20KG	7622			000706	05.01.2010	7	800	KG		-6.510	EUR
3	07192 ZEOSIL 1115MP 20-KG BAGS ON 600KG PAL	7622			000706	05.01.2010	7	800	KG		-5.707	EUR
4	100440 ZEOSIL 1115 MP 20KG	7622			000706	05.01.2010	-1	560	KG		-1.302	EUR
5	07192 ZEOSIL 1115MP 20-KG BAGS ON 600KG PAL	7622			000706	05.01.2010	-1	560	KG		-1.141	EUR
6	76950 ZEOSIL 1115 MP RB 650 KG /PAL	7622			002004R2	08.01.2010	-31	200	KG		-21.852	EUR
7	110524 ZEOSIL 1115 MP RB 650 KG /PAL PLASTIC	7622			002004R2	08.01.2010	-31	200	KG		-21.529	EUR
8	61464 SULFURIC ACID 50% BULK	7622			2009	07.01.2010	-272	644	KG		-16.967	EUR
9	61463 SULFURIC ACID 50% BULK	7622			2009	07.01.2010	-272	644	KG		-16.439	EUR
10	61464 SULFURIC ACID 50% BULK	7622			2010	07.01.2010	-47	876	KG		-4.155	EUR
11	61463 SULFURIC ACID 50% BULK	7622			2010	07.01.2010	-67	876	KG		-4.597	EUR
12	101764 TROOSIL 72 RB 900 KG /PAL	7622			00360451	07.01.2010	-800	0	KG		-613	EUR
13	88976 SILICA OFF SP ORAL C BAOS 25KG PAL 900KG	7622			2009	00.01.2010	800	0	KG		0	EUR
14	84029 ZEOSIL 160 VIBAC	7622			2010	08.01.2010	-15	777	KG		-8.928	EUR

STEP 6

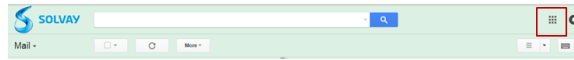
Refresh Pivot table

1. Update the pivot table and comment if the amount is above 1 500 €
2. Check if inventory discrepancies are only validated by the FRA

	A	B	C	D	E	F	G
8	Type	Mat Doc	User name	Total		+1500	Comments
9	Devisé	491009501	SIBOUSS	-84,45	ok		
10		49101264	SIF60426	-522,92	ok		
11		491019726	TIMARTIN	2 24,04	valider		Transfert acide sulfurique 98% vers 92%
12		491020301	COLKSI	-65,96	ok		
13		491026797	TIMARTIN	0,00	ok		
14		49103964	SIF6478	2 056,62	valider		ZEOSIL et TEOOSIL, rehaussement
15		491042902	COLKSI	-78,78	ok		
16		491050830	SIF6478	1 727,27	valider		ZEOSIL et TEOOSIL, rehaussement
17		491055410	SIF6026	309,14	valider		ZEOSIL vers SILICA
18		49106206	TIMARTIN	-0,30	ok		
48	Inventory discrepancies	49107278	MBELLOUT	6,38	ok		
49		49108402	MBELLOUT	53,44	ok		
50		49108582	MBELLOUT	18 771,24	valider		Ecart d'inventaire sur le niveau de 100T

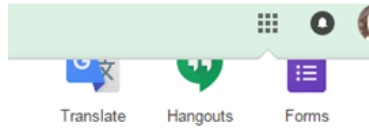
STEP 1

Go to you email and select "Google Apps"

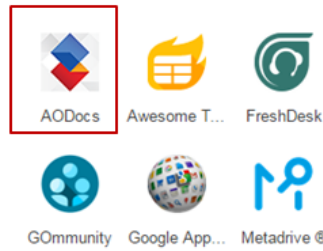


STEP 2

Select the button(app) for the AODOCS.

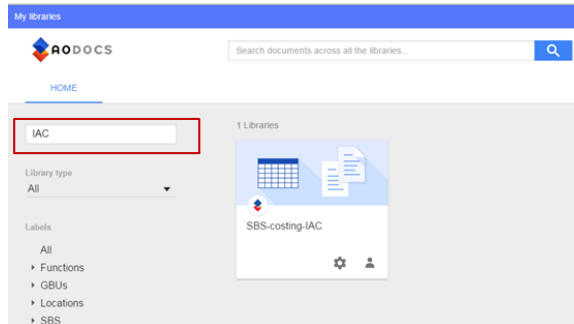


Even more from Google



STEP 3

Search for the SBS-costing-IAC library



STEP 4

I retrieve the template for each IAC. I go to template list by clicking on "Templates". In the list of document, select the one you want to download in your computer.



STEP 5

I download the attachment to your PC to be completed with data of the Month

STEP 8

You control evidence is now completed. You can save it by

clicking the save icon



Document title: IAC 01.02 test X ✓

Library	Created	Created by	
SBS-costing-IAC	3 August 2016	Pedro Martins	
Class	Last modified	Last updated by	
FRA Control			