

SBS-OP-DRTR-02-075 - I create R&D WBS

Process: [Costing Model Architecture](#)

Responsibility area: [Master data management](#)



This document describes the transactions related to the process of R&D project creation.

The R&D projects aims to track costs of R&D projects. In order to facilitate the capitalization of qualifying R&D projects, a time and cost-tracking system has been created using WBS (Work Breakdown Structure) in the accounting ERP system (SAP).

Scope

? Unknown Attachment

? Unknown Attachment

Frequency

? Unknown Attachment

References

Error rendering
macro

'contentbylabel'

parameters should
not be empty

- [WBS - Master Data](#)

Attachments

[SBS-FRM-DRTR-02-019 - R&D Project Creation Template.xlsx](#)

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create R&D WBS >> xx

Guideline

The codification of the R&D project must follow the standard rule detailed below:

The codification of a R&D project is

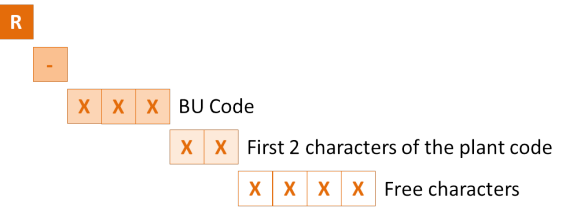
- R
- -

BU code

GBU Name

U01	Essential Chemicals (Solvay Legacy)
U02	Special Chemicals (Solvay Legacy)
U03	Vinyls (Solvay Legacy)
U04	Plastics Integration (Solvay Legacy)
U05	Specialty Polymers
U06	CBS & NBD
U07	Olefins (Solvay Legacy)
U09	Rhodia
U10	Peroxides (Solvay Legacy)
U11	Soda Ash (Solvay Legacy)
U12	Engineering Plastics (obsolete)
U13	Polyamides & Intermediaires (obsolete)
U14	Novecare
U15	Silica (Solvay Legacy)
U16	Aroma
U17	Performance Polyamides

- First 2 characters of the plant code (can be found with [PF2 - ZPRI Display table ETAB](#))
- Free characters



STEP 1

Enter Transaction **CJ01**

Create Project: Initial Screen

Open number

Project Def.

Project Profile

Template

Project def.

Std proj. def.

☐

With WBS Documents

☐

Tempite Profile Data

STEP 2

Insert the **project definition** and choose the **project profile** according to the plant of the company. This information is available in the template received.



The **Project Profile** should be always “XXX_project R&D (BA XXXX)”.

Enter ↵

Open number

Project Def. R-U06NH9999

Project Profile

- NHA_investment profile 7360 - Solvay HQ
- NHA_investment profile 7470 - Solvay HQ
- NHA_investment profile 7610 - Solvay HQ
- NHA_investment profile 7650 - Solvay HQ
- NHA_investment profile 8500 - Solvay HQ
- NHA_investment profile 8890 - Solvay HQ
- NHA_project R&D (BA 8890)**
- NHC_investment profile 7010
- NHC_investment profile 7250
- NHC_investment profile 7310

STEP 3

- Include the **Project Name** send in the template
- Check if the **Business Area** is correctly filled.

Create Project: Project Definition

Settlement rule

Project Def. R-U06NH9999 OE research emitters

Basic data Control Administration LongText

Status

System Status CRTD

User status

Project coding mask

Mask ID

Responsibilities

Person Respons.

Applicant no.

Organization

CO area CHEF

Company code 0001

Business area 8890

Plant NHA

Location

Profit Center CNHA

Proj.currency EUR

Dates

Start date

Finish date

Factory calend. BE

Time unit DAY

STEP 4

Enter the **Control** tab in order to confirm that the object class is “Overhead”.

- Click on the WBS overview



Create Project: Project Definition

Settlement rule

Project Def. R-U06NH9999 OE research emitters

Basic data Control Administration LongText

Project Profile NHA_project R&D (BA 8890) Transfer to proj.def

Accounting

Budget Profile 220004

Planning profile 220004

Interest Profile

Investment profile

Results Analysis Key

Simulation profile

PartnerDetermProced.

Planning dates

Network profile

WBS sched. prof ERP: forwards, ...

Sched. scenario Bottom-up scen...

Plan.meth/basic Bottom-up (tak...

Plan.meth/fcst Bottom-up (tak...

Network asst 0

Default Values for New WBS Elements

Object Class Overhead

Tax Jurisdiction

WBS status profile

Statistical

Integrated planning

Project stock

No project stock

Non-valuated stock

Valuated stock

Automatic reqmnts grouping

STEP 5

- Fulfill the level 1 of the WBS by inserting the **WBS element** and **Description** as per the received template.

S.	L.	WBS element	Description	Short ID	Typ	Pri	Su	PE	A
1		R-1000N9999	OE research emitters		R1				
1					R1				
1					R1				

STEP 6

- Flag the "Acct" Column.
- Column "Typ" is set by default to R1. Change it only if it's mentioned in the template file.

S.	L.	WBS element	Typ	Pri	Su	PE	Acct	DM	System status	User Status
1		R-1000N9999	R1							
1			R1							
1			R1							

STEP 7

- Go to **Details** menu and enter in **WBS element customer fields**.

STEP 8

Fill in the following fields, as per template:

- Proj. type
- GBU
- Sub-GBU
- Product
- Proj. Leader
- Proj. Manager
- Tax Cred. Local

Note that the selection of the correct Project Type is very important when creating the WBS element, as it will have impact in some reports, namely CosTa and Capex ones.

In order to be considered Capex (both for CosTa and Capex Dashboard) the Project Type must be the one below:

WBS element type	Description
IM	CAPEX (Invest.)

STEP 9

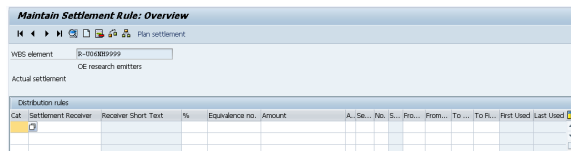
Settlement rule

Click on , in order to define the settlement rule of the WBS.



STEP 10

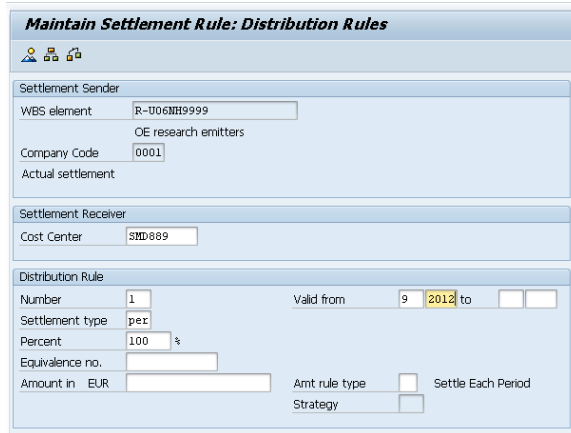
Click twice on the first line.



STEP 11

Fill in the following fields:

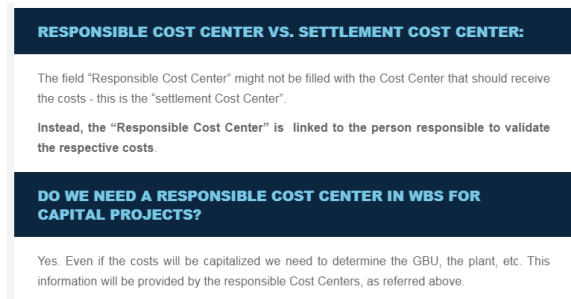
- **Cost Center** – (received in the template)
- **Number** – Usually 1, this field should be adapt according to the number of receivers
- **Settlement type** – PER
- **Percent** – Usually 100% it's variable according to the number of receivers
- **Valid from** – month and year of the creation of the WBS



In the end go back by pressing  until you arrive to the *WBS first screen*.

STEP 12

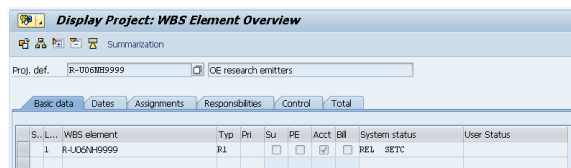
Important fields of the master data that will have an impact for CosTa Dashboards. NOTE: The "responsible CC" is not mandatory for **Projects or WBS levels WITHOUT a flag** in the operative indicator of "Account Assignment Element".



STEP 13

In order to release the WBS, you have to go to **Edit > Status > Release**.

Check if the status is now **REL** and **SETC**.



STEP 14

If there is any AUC in column "Settlement Receiver" it should be deleted because it will be fulfilled automatically by the transaction.

[illegible]

Enter transaction **ZZJ02**

R&D - Create projects from XLS template

Report Selections

Controlling Area

☒ Release Project

☒ Dialog run

☐ Empty sheet

File name

Deselect the field **“Release Project”**.

Report Selections

Controlling Area CHF

☐ Release Project

In the **"File name"** field, upload the Excel file received

R&D - Create projects from XLS template

Report Selections

Controlling Area

☐ Release Project

☒ Dialog run

☐ Empty sheet

File name 

Click on the "Execute" in order to get to the following screen.



The information that is available on the chosen Excel file, is not displayed.

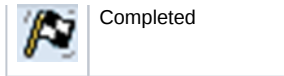
The first 4 columns stand for:

P: Project / **W:** WBS / **S:** Settlement rule / **R:** Release

[illegible]

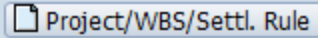
The **"Release"** column can have 4 different status:

	Ready to be created
	Created
	Error in creation



STEP 6

Select one or several lines and click on



in order to create a new project.

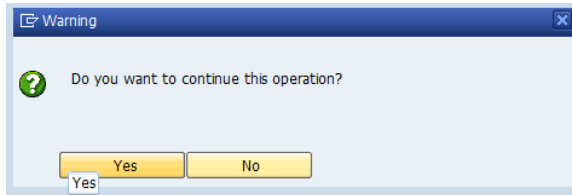
R D - Create projects from XLS template

Report to excel ☒ Import from excel ☐ Project/WBS/Settl. Rule

BA	Plant	WBS Element	Description	Short Identification
3499	RLT	E-U06NHS06	A209 PPEs high viscosity promoters	A20909
3499	RLT	E-U06NHS06	A209 PPEs high viscosity promoters	A20909
3499	RLT	E-U06NHS06	A209 PPEs high viscosity promoters	A20909

STEP 7

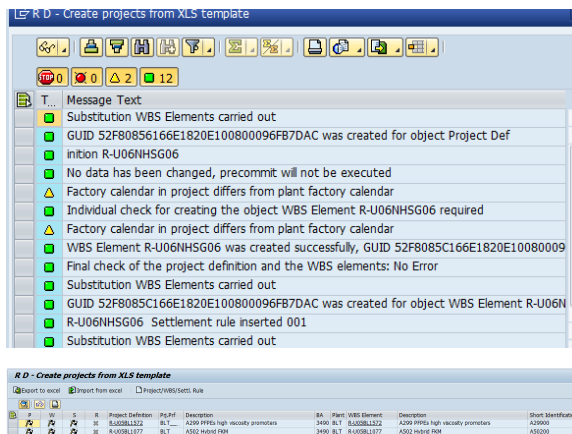
Click on "OK" when the warning message pops-up.

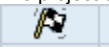


STEP 8

If no errors will be found, a similar screen will be displayed.

Click on  to continue.



The project created will show a flag  in columns **P**, **W** and **S**.

I send an e-mail to the Controller in order to obtain the confirmation or validation that everything is OK in project creation process, in order to perform the release.

- Click on "Back" (F3) 
- When the warning message appears, click on "Yes".

Report Selections

Controlling Area CHEF

☒ Release Project

- Tick the "Release project" field.

- Repeat the process described on [ZZJ02 - R&D - Create Projects from XLS template](#), starting with step 4.

Send an e-mail to the Controller confirming that the R&D WBS was created and release.