

KS13 - Cost center: Master data report

STEP 1

Start the transaction using transaction code KS13

Display Cost Centers: Initial Screen

Display Cost Centers: Initial Screen

☒ Cost center to

☐ Cost center group

☐ Selection Variant

☐ All Cost Centers

Parameters

Valid From to

STEP 2

Select All Cost centers category to get all cost centers created in a controlling area. You can limit the selection to one cost center, a group or create your own variant.

and 

Display Cost Centers: Initial Screen

☐ Cost center to

☐ Cost center group

☐ Selection Variant

☒ All Cost Centers

Parameters

Valid From to

STEP 3

Choose the layout ANALYSIS CC by clicking on .

Display Cost Centers: Basic Screen

Controlling Area Z026

Date 01.01.2016 To 31.12.9999

Cost Center All Cost Centers

Layout: Choose

Layout	Layout description...
/ANALYSIS CC	For CC and cycle structure analysis
/CC 7852	
/CC CATT	
/CC DESIGNAT	
/CC FSSC	FSSC
/CC MAST_DA	main cost center master data
/CC Z025 EAL	
/CCGEC_MCC	
/CDC_CTLB	

STEP 4

There are 6 flags that are used to lock a cost center. But usually we consider that a cost center is locked when actual primary costs and actual secondary costs are locked. In this report they have a flag  when they are locked.

Display Cost Centers: Basic Screen

Controlling Area Z026

Date 01.01.2016 To 31.12.9999

Cost Center All Cost Centers

Cost Ctr	Name	Description	Actual: Primary Costs (Lock Indicator)	Actual: Secondary Costs (Lock Indicator)
0194-2206	Quality Assurance	Quality Assurance	☐	☐
0194-2400	Prod Warehouse	Prod Warehouse	☒	☒
0194-2401	World Class Manufc	World Class Manufc	☒	☒
0194-2402	Technical Assistance	Technical Assistan..	☐	☐
0194-7000	Purch. Chd1 in Stock	Purchase G3 not d..	☐	☒
0194-7001	Sub-contracting var	Sub-contracting v..	☐	☐
0194-7002	Freig & Ins on sales	Freight and insura..	☒	☒
0194-7003	VC Others	VC Others	☒	☐
0194-7004	FC Other	FC Other	☒	☒

STEP 5

Cost centers that are locked can be excluded by selecting the column "Actual: primary costs" and by clicking

on 

Display Cost Centers: Basic Screen

Controlling Area Z026

Date 01.01.2016 To 31.12.9999

Cost Center All Cost Centers

CO Ar...	Cost Ctr	Description	Actual: Primary Costs (Lock Indicator)
Z026	0194-1001	CP Water	☐
Z026	0194-1002	CP Electricity	☐
Z026	0194-1003	CP Prod Steam	☐
Z026	0194-1004	CP Waste Water Treatment	☐
Z026	0194-1101	Build 1 1F	☐
Z026	0194-1102	Build 1 2F	☐
Z026	0194-1103	Build 2	☐
Z026	0194-1104	Build 3 WET	☐
Z026	0194-1105	Build 3 CALCINATION	☐
Z026	0194-1106	Build 3 DRY	☐

STEP 6

To exclude cost centers that are blocked

1. Click on the arrow to carry out a multiple selection

2. Click on the square to select the options

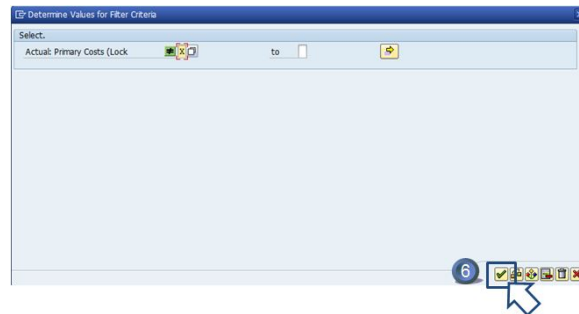
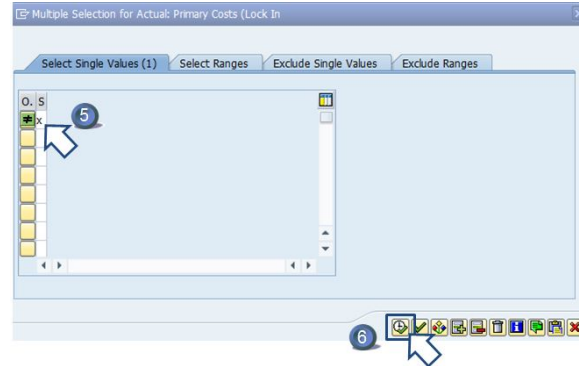
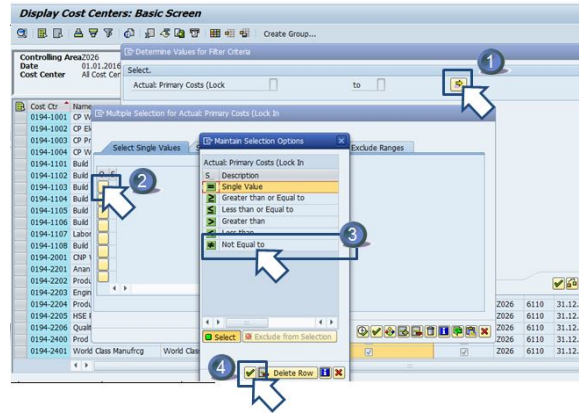
3. Select Not equal to

4. ENTER ↵

5. Enter the letter x in the box

6. Execute 

7. Enter ↵



STEP 7

Export the report in an Excel file.

