

US - D45 Cost Center Variances Report

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, new_zealand, emea_transversal, apac_transversal
- 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. Name the title of each section using OPD methodology naming convention - **Infinitive verb without the "to", mainly action verb...something) - " I do something..."**

5. 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

Table of contents

- [Tasks to be completed when documenting an operation \(from creation to publication\)](#)
- [1. Enter the Title of the operation / page](#)
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 - [Scope of applicability: ww, country_accounting](#)
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- [Table of contents](#)
- [1. Objective and Scope](#)
 - [1.1. Objective of this Operation](#)
 - [1.2. Scope](#)
- [2. Definitions](#)
- [3. Tasks description](#)
- [3.1. I extract the data](#)
 - [3.1.1. I enter transaction KE30](#)
 - [3.1.2. I select D45](#)
- [3.2. I prepare and upload the file into Google Drive](#)

- [3.2.1. I enter the file](#)
- [3.2.2. I send the report](#)

Scope

? Unknown Attachment

ERP



Frequency

? Unknown Attachment

References

KE30

Forms

Attachments

[Novecare](#)

[Previous OP << US - D45 Cost Center Variances Report >> Next OP](#)

1. Objective and Scope

1.1. Objective of this Operation

The aim of this procedure is to guide how to extract this information from KE30 and prepare the report.

1.2. Scope

This procedure applies to company 7424 - Solvay USA Inc.

2. Definitions

See Finance Glossary:

- [CAM](#)
- [NAM](#)

3. Tasks description

Service Center needs to extract the report and upload it into the GDrive, also notify the Plant Controllers that it has been loaded for their comments.

Timing: Every D+3, at 8 am EST (it should be done if all assessment cycles were run)

3.1. I extract the data

3.1.1. I enter transaction KE30

- Go to transaction KE30
- Select the report ZZZ-SOLV00 | Periods/Year

Report selections			
Reporting Currency	10	Company code currency	
Fiscal year	2017		2017
From Period	<input checked="" type="checkbox"/>		April
To Period	<input checked="" type="checkbox"/>		April
Company Code	7424		Solvay USA Inc.
Plant		to	
Hie:Payer	SML		Hiérarchie client test
Customer			
Product			
Division			
Distr. Channel			
Trading Partner			
Enterprise	ENTRP00020	to	
Product line 00			
ieca		to	
Ship-to country			
Profit Center Carat			
Payer country			

Output type
<input type="radio"/> Graphical report output
<input checked="" type="radio"/> Classic drilldown report

- From period: Closure month
- To period: Closure month
- Enterprise:
 - ENTRP00020
 - ENTRP00200
 - ENTRP00201
 - ENTRP00202
 - ENTRP00203
 - ENTRP00204
 - ENTRP00205
 - ENTRP00206

Run the Report.

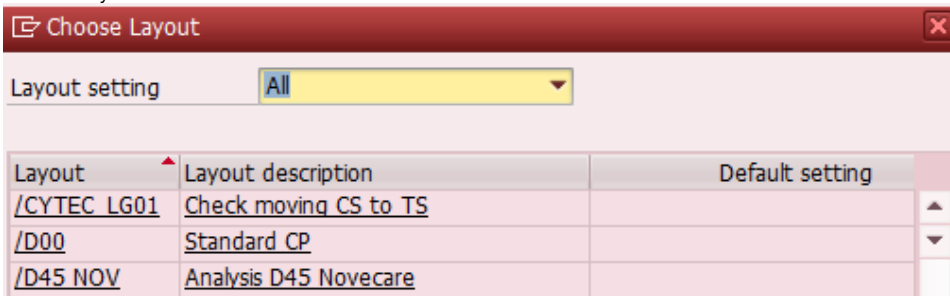
3.1.2. I select D45

- Select the line for value field D45, for column Period.

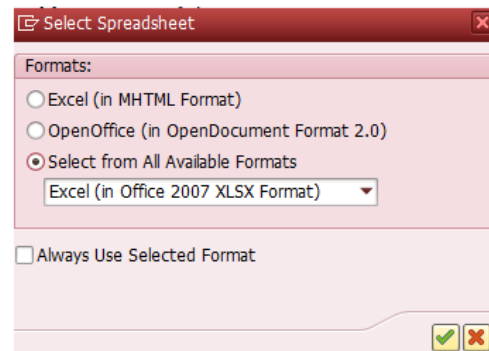
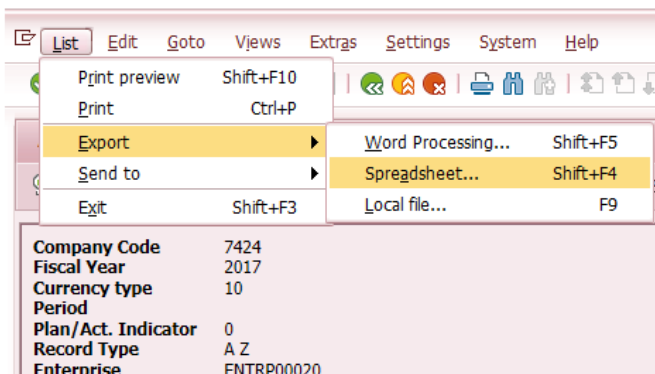
Navigation		
Product	▲	
Customer	.	
Division	.	
Trading Partner	▼	
P&L Lines	Period	Year
D01 VC Duty VAT	0,00	134.023,62
D05 VC ProcessO Var	457.717,48	609.180,35
D45 VC CC Variance	805.721,13	1.421.868,49-
D47 CP Ec/T030	534.543,35	3.742.764,78
D50 VC PC Reval Var	59.303,88-	249.122,88-
D52 CP Rev.CCR T030	516.633,47-	2.611.274,13-
D55 VC Free 1	0,00	0,00
D60 VC Free 2	0,00	0,00
D70 Neutral.VC/marg	0,00	0,00
D80 AC margin	0,00	0,00

- Then press F9, or Go to line items
- Exclude the zeroed lines.

- Choose Layout /D45 NOV



- Go to : List Export Spreadsheet



- A new excel tab will be opened.

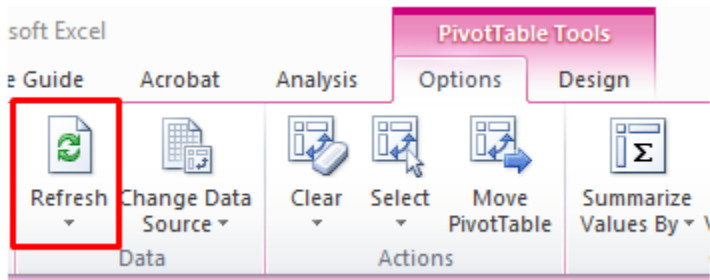
- Copy the data starting from B2, and paste starting from B2 on tab "Detail by CC" on this report.

	A2		fx	10		
	A	B	C	D	E	F
	Currency type	Record Type	Period/year	Document number	Item number	Created on
1						
2	10	B	004.2017	5045152		02/05/2017
3	10	B	004.2017	5045163		02/05/2017
4	10	B	004.2017	5045730		02/05/2017
5	10	B	004.2017	5045744		03/05/2017
6	10	B	004.2017	5045746		03/05/2017
7	10	B	004.2017	5045748		03/05/2017
8	10	B	004.2017	5048746		03/05/2017
9	10	B	004.2017	5048747		03/05/2017
10	10	B	004.2017	5048748		03/05/2017
11	10	B	004.2017	5048749		03/05/2017

- P.S: Do not consider the last yellow line with the total.

99429900	USD	105,39	USD
		805.721,13	USD

- On tab "Summary by CC", refresh the pivot table.



- Make sure that the Total of the Value field (D45) is matching with the total in Pivot Table.

P&L Lines	Period	Year		
D01 VC Duty VAT	0,00	134.023,62	8192-1100	-55.944,58
D05 VC Processo Var	457.717,48	609.180,35	8192-7000	26.820,99
D45 VC CC Variance	805.721,13	1.421.868,49	8256-1000	41.640,00
D47 CP Ec/I030	534.543,35	3.742.764,78	8327-7000	11.269,23
D50 VC PC Reval Var	59.303,88	249.122,88	8476-7000	5.500,00
			Grand Total	805.721,13

3.2. I prepare and upload the file into Google Drive

3.2.1. I enter the file

- After everything is ok with tabs "Summary by CC" and "Detail by CC", please select both and create a copy of them in a new book.
- Update the name of these tabs where YYYY is the fiscal year, and the MM is the month.
- Update the tab "Summary by CC" column A2 with the closure month.

	A	B	C	D
1	Novecare Cost centers Variances - D45			
2	For period ending 04/30/2017			
3	Cost centers	Sum of D45 VC CC Variance	Comments	
4		799.393,86		
5	0241-1050	-53.752,62		

- Save this report as "YYYY-MM CC Variances Novecare "
- Go to CC V. D45 Novecare folder using the link below:
[D45 Novecare](#)

3.2.2. I send the report

Share the spreadsheet with the CAM and the Controllers and put a brief description:

"Please add your comments to the D45 - CC Variances report."

End of document.