

# BR - OINI Project Creation

Domain: Country Accounting

Responsibility area: N/A

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### Scope

? Unknown Attachment

### ERP



### Frequency

? Unknown Attachment

### References

CN43N, CJ01; CJ02

### Forms

[Person Responsible and Positions](#)

### Attachments

*Previous OP << BR - OINI Project  
Creation >> Next OP*

## 1. Objective and Scope

### 1.1. Objective of this Operation

This procedure explains how to create OINI projects (R&D WBS) in SAP for Brazilian companies.

### 1.2. Scope

This procedure applies to Brazilian companies in WP1.

## 2. Definitions

See Finance Glossary:

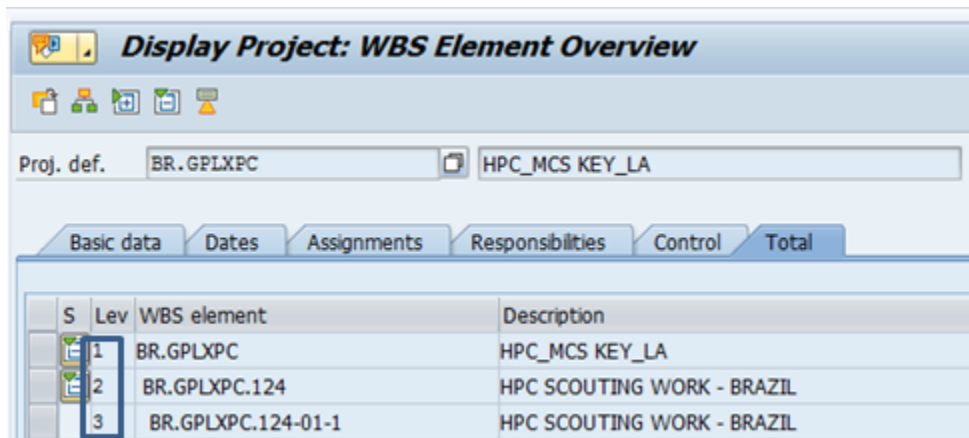
- [IECRA](#)
- [WBS](#)
- [WP1](#)

## 3. Tasks description

There are 3 types of creation request:

- 1st level - Beginning - OINI heading
- 2nd level - Project
- 3rd - Subproject

The difference is in the field "level" that must be filled accordingly.



| S | Lev | WBS element        | Description                |
|---|-----|--------------------|----------------------------|
| 1 |     | BR.GPLXPC          | HPC_MCS KEY_LA             |
| 2 |     | BR.GPLXPC.124      | HPC SCOUTING WORK - BRAZIL |
| 3 |     | BR.GPLXPC.124-01-1 | HPC SCOUTING WORK - BRAZIL |

The requests can have 2 formats: For the 1st creation, it is sent only a template with some information in square format.

- **1st format:** request with the information in square format.

| Solicitação de Cadastro de OI e OINI |                      |
|--------------------------------------|----------------------|
| Nome                                 | OINI - PROJETO PARIS |
| Descrição                            | OINI - PROJETO PARIS |
| Centro de Custo                      | 7515-5001            |
| Centro de Custo Liberador            | 7515-5001            |
| Centro de Lucro                      | 7523-10571           |
| Categoria                            | 30                   |
| Genero                               | C                    |
| KR\$                                 | Não estimado         |
| Empresa                              | RHPA                 |
| Divisão                              | 7523                 |
| Local                                | ACTW                 |
| Data Solicitada                      | 10/03/2017           |
| Solicitante                          | Melissa Menezes      |

In this type of request, the name of the heading is not informed, we need to search it in CN43N.

Fill in the Variant 7523\_OINI

Project Info System: WBS Elements Initial Screen

2 active DB profile DB profile Status

Project Management Selections (DB profile: 000000000001)

Project BR00\* to

WBS element to

Additional WBS element criteria

Level 1 to 99

Layout /R&I\_PROJ-ST

Select the column "Project definition", sort by descending order and see which is the last project created.

| Project Definitions |              |                                        |       |      |  |
|---------------------|--------------|----------------------------------------|-------|------|--|
| Proj. def.          | WBS element  | Name                                   | Level | Acct |  |
| BR.001230           | BR.001230    | OINI - WILLISA ER 2019                 | 1     |      |  |
|                     | BR.001230.01 | OINI - WILLISA ER 2019                 | 2     | X    |  |
| BR.001231           | BR.001231    | OINI_SPARTA (GEC-LA 082/18)            | 1     |      |  |
|                     | BR.001231.3  | OINI_SPARTA - Estudo Básico            | 2     | X    |  |
| BR.001232           | BR.001232    | OINI_CRETA (GEC-LA 081/18)             | 1     |      |  |
|                     | BR.001232.3  | OINI_CRETA - Estudo Básico             | 2     | X    |  |
| BR.001233           | BR.001233    | OINI-ESTUDO CLIMATIZAÇÃO TEXTURAÇÃO... | 1     |      |  |
|                     | BR.001233.01 | OINI-ESTUDO CLIMATIZAÇÃO TEXT BARMAG   | 2     | X    |  |
| BR.001234           | BR.001234    | OINI-Consulting Ceclofen               | 1     |      |  |
|                     | BR.001234.1  | OINI-Ceclofen Analysis R&I             | 2     | X    |  |
| BR.001235           | BR.001235    | OINI_BOPE (GEC-LA 0003/19)             | 1     |      |  |
|                     | BR.001235.3  | OINI_BOPE - Estudo Básico              | 2     | X    |  |
| BR.001236           | BR.001236    | OINI_MECAN (GEC-LA 007/19)             | 1     |      |  |
|                     | BR.001236.1  | OINI_MECAN - Ordem de Grandeza         | 2     | X    |  |
| BR.001237           | BR.001237    | OINI_MOVE K2412 (GEC-LA 006/19)        | 1     |      |  |
|                     | BR.001237.1  | OINI_MOVE K2412 - Ordem de Grandeza    | 2     | X    |  |
| BR.001238           | BR.001238    | Despesas Logísticas Resales CLA        | 1     |      |  |
|                     | BR.001238.1  | Despesas Logísticas Resales CLA        | 2     | X    |  |

- **2nd Format:** from the 2nd level onward, the requester sends an excel file and a Google Drive link.

| IX            |                | SCHSG-TORNO 2025-STUFS = 2 |                |                     | PROJ-POST1                                  |              |                    |           |                    |                       | PROJ-PRCTR      | PROJ-VISUM | PROJ-VERI | PROJ-PLFAZ |       |                 | PRPS-ZZ_POSI | PROJ-VERN | PRPS-PRART |
|---------------|----------------|----------------------------|----------------|---------------------|---------------------------------------------|--------------|--------------------|-----------|--------------------|-----------------------|-----------------|------------|-----------|------------|-------|-----------------|--------------|-----------|------------|
| ESGDOO - LOTI | Tip de projeto | dispon                     | cost           | rel. f. de mto 2    | subprojeto                                  | NOME_PROJETO | NOME_EMPRESA       | NOME_AREA | NOME_GBU           | C.C. Descriitor (GBU) | Centro de Lucro | ME_DANO    | L_SOCIES  | la de ems  | LOCAL | Gerente do GBU  |              |           |            |
| Fev17-L081    | NOVA OINI      | BR. 028902                 | BR. 028902.110 | BR. 028902.110-11-1 | APROD ANALITICO OPERACIONAL CONTIS - 010771 | POJAMODA     | Receptor CUP 0096  |           | Receptor CUP 0096  | 75020017              | 750310216       | 7503       | 7502      | 213 2016   | C4949 | Daniela Marique | 50004650     | 7525178   | RD         |
| Fev17-L081    | NOVA OINI      | BR. 028902                 | BR. 028902.110 | BR. 028902.110-11-1 | APROD ANALITICO OPERACIONAL CONTIS - 010561 | POJAMODA     | Receptor CUP Auger |           | Receptor CUP Auger | 75020016              | 750310207       | 7503       | 7502      | 213 2016   | C4949 | Daniela Marique | 50004650     | 7525178   | RD         |

- Both formats must have the following information:
  - Company
  - Period
  - Project type
  - Level
  - Project name
  - Area or CGU (in order to search the profit center)
  - Cost center
  - Division
  - Profit center
  - Entry date (in case of a new project)
  - Manager / requester
  - Responsible
  - Type (if it is OI or RD - for OINI is RD)

### 3.1. I create the heading of the WBS Expense

CJ01

- Insert the number of the new project in the field Project Def.
- Select option Z025 - Overhead Costs.

**Create Project: Initial Screen**

 Open number

Project Def.

Project Profile Z025 - Overhead Costs

Template

Project def.

Std proj. def.

☐ With WBS Documents
 ☐ Template Profile Data

ENTER

In this step, we have the following information:

- Project name
- Person responsible
- Plant
- Profit center
- Date

| Solicitação de Cadastro de OI e OINI |                      |
|--------------------------------------|----------------------|
| Nome                                 | OINI - PROJETO PARIS |
| Descrição                            | OINI - PROJETO PARIS |
| Centro de Custo                      | 7515-5001            |
| Centro de Custo Liberador            | 7515-5001            |
| Centro de Lucro                      | 7523-10571           |
| Categoria                            | 30                   |
| Genero                               | C                    |
| KR\$                                 | Não estimado         |
| Empresa                              | RHPA                 |
| Divisão                              | 7523                 |
| Local                                | ACTW                 |
| Data Solicitada                      | 10/03/2017           |
| Solicitante                          | D. ALMEIDA           |


**Display Project: Project Definition**




Settlement rule

Project Def.   

Long Text Exists

Basic data

Control

Administration

LongText

Status

System Status  

User status

Project coding mask

Screen  Mask ID

Responsibilities

Pers.Resp.No.   ALMEIDA

Applicant no.  OINI

Organization

CO area

Company code

Plant

Profit Center

Proj.currency

Dates

Start date

Finish date

Factory calend.

Time unit

If you need to search for the responsible, click on the icon .

In case of doubt, search it in "Person responsible" tab.

| Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                    |          |                   |          |        |          |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|----------|-------------------|----------|--------|----------|-----------|
| Pers.Resp.No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 7525019 DALMEIDA                                                                                                                   |          |                   |          |        |          |           |
| Applicant no.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="text"/>  Number of the responsible p |          |                   |          |        |          |           |
| Restrictions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                    |          |                   |          |        |          |           |
| <div> <div>Dates</div> <div> <div>Start date</div> <div>Finish date</div> <div>Factory calend.</div> <div>Time unit</div> </div> <div> <div>10</div> <div>DAY</div> </div> </div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                    |          |                   |          |        |          |           |
| <div> <div>        </div> <table border="1"> <thead> <tr> <th>Respons.</th> <th>Name of resp.pers</th> </tr> </thead> <tbody> <tr> <td>00000033</td> <td>RMATOS</td> </tr> <tr> <td>00004021</td> <td>JLPONCHON</td> </tr> </tbody> </table> </div> |                                                                                                                                    | Respons. | Name of resp.pers | 00000033 | RMATOS | 00004021 | JLPONCHON |
| Respons.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Name of resp.pers                                                                                                                  |          |                   |          |        |          |           |
| 00000033                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | RMATOS                                                                                                                             |          |                   |          |        |          |           |
| 00004021                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | JLPONCHON                                                                                                                          |          |                   |          |        |          |           |

In "Long text", insert all the information you received from the requester.


**Display Project: Project Definition**




Settlement rule

Project Def.   

Long Text Exists

Basic data

Control

Administration

LongText











OINI - PROJETO PARIS  
Solicitação de Cadastro de OI e OINI  
Nome OINI - PROJETO PARIS  
Descrição OINI - PROJETO PARIS  
Centro de Custo 7515-5001  
Centro de Custo Liberador 7515-5001  
Centro de Lucro 7523-10571  
Categoria 30  
Genero C  
KR\$ Não estimado  
Empresa RHPA  
Divisão 7523  
Local ACTW  
Data Solicitada 10/03/2017  
Solicitante Melissa Menezes  
Investimentos Acetow  
(11) 4977-4392

In the top of the screen, click on "Details" in the field "Customer Fields".


Project Edit Goto WBS element **Details** Extras System Help




**Display Project: Project**

WBS detail screen

Settlement rule Shift+F7

Customers Fields

The IECRA must have the last digits of the profit center informed.

Add information in the fields that are in blank.

**Display Project: Project Definition**

Settlement rule

|                   |            |                    |
|-------------------|------------|--------------------|
| Cus Proj.         | bINI       |                    |
| Ent. Code         | ZSECT00019 | ACETOW             |
| Bus. unit         | ENTRP00159 | FILTER TOW (TOTOW) |
| IECRA Gr.         | CDPRF00640 | FILTER TOW (TOTO)  |
| IECRA             | IECRA00571 | Filter tow         |
| CO Area           |            |                    |
| Inter cost center |            |                    |
| Position          | 50000790   | ZZZZ ACETOW        |
| BFC GBU           | TO         |                    |
| BFC Business Unit | TOTOW      |                    |

**Investment Management**

|                   |    |                                           |
|-------------------|----|-------------------------------------------|
| Scale             | CN | Currents (< 1 MEUR)                       |
| Investment reason | H1 | Miscellaneous, Administration, Facilities |

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| Categoria                            | 30                   |
| Genero                               | C                    |
| KR\$                                 | Não estimado         |
| Empresa                              | RHPA                 |
| Divisão                              | 7523                 |
| Local                                | ACTW                 |
| Data Solicitada                      | 10/03/2017           |
| Solicitante                          | D. ALMEIDA           |

Click on to go back and then in the .

Project
Edit
Goto
WBS element
Details
Extras
System
Help

**Display Project: Project Definition**

Settlement rule

Here, you will include the assessment information.

Three very important points of attention:

1. In the column "WBS element", it is necessary to add the level of the project (1 = heading, 2 = project and 3 = sub-project)
2. In the column "Type", add "OI"
3. The last line of the project should have a flag in the column "CICn" (to determine that this element receives costs)

Change Project: WBS Element Overview

Proj. def. BR.001239 OINI-ESTUDO CONTENÇÃO ENTRADA AGUA P2 E

Basic Data Dates Assignments Responsibilities Control **Total**

| S | Lev | WBS element | Description                             | Short ID    | Typ | Pri |
|---|-----|-------------|-----------------------------------------|-------------|-----|-----|
| 1 |     | BR.001239   | OINI-ESTUDO CONTENÇÃO ENTRADA AGUA P2 E | BR.001239   | OI  |     |
| 2 |     | BR.001239.1 | Estudo para instalação máquina malharia | BR.001239.1 | OI  |     |
| 1 |     |             |                                         |             | OI  |     |

✓ ✕ ↶ ↷ 🖨️  
**Tp. Denominação**  
 AL Rhodia allocations  
 FD Various Billing  
 II Projeto de Investimento  
 IN Engineering Project  
 MT Maintenance  
**OI Projeto Despesas**  
 PR Services / Training

In "Total" tab, drag until the field "Cost Center" to add the number in the request.

Change Project: WBS Element Overview

Proj. def. BR.001239 OINI-ESTUDO CONTENÇÃO ENTRADA AGUA P2 E

Basic Data Dates Assignments Responsibilities Control **Total**

| S | Lev | WBS element | CA... | Resp. cost... | CA... | Req.cost c... | Costi... | Over... | Int. Pr... | Inves... | RA Key | St |
|---|-----|-------------|-------|---------------|-------|---------------|----------|---------|------------|----------|--------|----|
| 1 |     | BR.001239   | 2025  | 7515-2454     | 2025  | 7515-2454     |          |         |            |          |        |    |
| 2 |     | BR.001239.1 | 2025  | 7515-2454     | 2025  | 7515-2454     |          |         |            |          |        |    |
| 1 |     |             |       |               |       |               |          |         |            |          |        |    |

Go to Settlement Rule

1 OI ✓ □ □

< > ■

🔍 📄 📊 📅 📁 📧 🗑️
 **Settlement Rule**

Fill in Cat with CTR and include the Cost Center in Settlement Receiver and press enter for the other information to be filled automatically

**Maintain Settlement Rule: Overview**

WBS element: BR.001239  
OINI-ESTUDO CONTENÇÃO ENTRADA AGUA P2 E

Actual settlement

Distribution rules

| Cat | Settlement Receiver | Receiver Short Text | %      | Se... | No. | S... | Fro... | From... | To ... | To Fi... | First Used | Last Used |
|-----|---------------------|---------------------|--------|-------|-----|------|--------|---------|--------|----------|------------|-----------|
| CTR | 15-2454             | PISA-Portaria UTSA  | 100,00 | PER   | 1   |      |        |         |        |          |            |           |

Go to Settlement Parameters and fill the Settlement Profile with ZC and the Allocation Structure with ZT to all the WBSs.

**Maintain Settlement Rule: Parameters**

WBS element: BR.001239.1  
Estudo para instalação máquina malharia

Parameters

Description: Settlement to cost centers

Settlement profile: ZC

Allocation structure: ZT

PA transfer str.:

Source structure:

Asset Value Date:

Hierarchy number:

Strategy Sequence:

Entered by: BRBC8923 on 10.06.2019

Last changed by: BRBC8923 on 10.06.2019

Select the line, go to "Details", "Cust. Fields WBS elem".

**Display Project: WBS Element**

Proj. def.: BR.001175

Basic data Dates Assignments

Details

WBS detail screen Ctrl+F9

Settlement rule F7

Customers Fields

Cust.fields WBS elem

Delivery information

Billing plan

Long text Ctrl+Shift+F9

PS text

| S | Lev | WBS element | Pri | Su | PE | Acct | Bill | CO... | Co... | Bu... | Plant | Profit Center | Curr... |
|---|-----|-------------|-----|----|----|------|------|-------|-------|-------|-------|---------------|---------|
| 1 |     | BR.001175   |     | ✓  |    |      |      | 2025  | 7523  |       | 7515  | 7523-I0571    | BRL     |
| 2 |     | BR.001175.1 |     | ✓  |    | ✓    |      | 2025  | 7523  |       | 7515  | 7523-I0571    | BRL     |

IECRA (it can be filled automatically)

WBS family (the standard is R&I)

Position (only if it is not filled automatically)



After created it's necessary to go back in the project and select all the WBSs. Enter the icon Project Definition and go to Edit, Status and Release



If the request is only for creation of the heading, save it and this process is finished.

### 3.2. I add a project and a sub-project

When receiving a request like in the example, note that in column C is described to create the level 2 and consequently the level 3.


**Display Project: WBS Element Overview**



Proj. def.  

Basic data

Dates

Assignments

Responsibilities

Control

Total

| S.. L...                                                                              | WBS element        | Description                           | Short ID         |
|---------------------------------------------------------------------------------------|--------------------|---------------------------------------|------------------|
|  1 | BR.GPLAGR          | AGRO_MCS NEW_LA - NON-CAPI            | BR.GPLAGR        |
|  2 | BR.GPLAGR.127      | SPECIAL FORMULATIONS – NON-CAPI       | BR.GPLAGR.127    |
| 3                                                                                     | BR.GPLAGR.127-01-1 | SPECIAL FORMULATIONS                  | BR.GPLAGR.127-01 |
|  2 | BR.GPLAGR.126      | MCS LATAM AGRO - NON-CAPI             | BR.GPLAGR.126    |
| 3                                                                                     | BR.GPLAGR.126-07-1 | ADJUVANTS - PHYSCHEM CHARACTERIZATION | BR.GPLAGR.126-07 |

| S.. | L... | WBS element        | Description                            | Short ID           |
|-----|------|--------------------|----------------------------------------|--------------------|
| 1   |      | BR.GPLAGR          | AGRO_MCS NEW_LA - NON-CAPI             | BR.GPLAGR          |
| 2   |      | BR.GPLAGR.127      | SPECIAL FORMULATIONS – NON-CAPI        | BR.GPLAGR.127      |
| 3   |      | BR.GPLAGR.127-01-1 | SPECIAL FORMULATIONS                   | BR.GPLAGR.127-01-1 |
| 2   |      | BR.GPLAGR.126      | MCS LATAM AGRO - NON-CAPI              | BR.GPLAGR.126      |
| 3   |      | BR.GPLAGR.126-07-1 | ADJUVANTS - PHYSICHEM CHARACTERIZATION | BR.GPLAGR.126-07-1 |
| 3   |      | BR.GPLAGR.126-06-1 | SUMITOMO SC FORMULA NON-CAPI           | BR.GPLAGR.126-06-1 |
| 3   |      | BR.GPLAGR.126-05-1 | TEA TREE OIL FORMULATIONS              | BR.GPLAGR.126-05-1 |

More lines will be open.

| S.. | N... | Elemento PEP | Denominação                | ID breve  |
|-----|------|--------------|----------------------------|-----------|
| 1   |      | BR.GPLAGR    | AGRO_MCS NEW_LA - NON-CAPI | BR.GPLAGR |
| 2   |      |              |                            |           |
| 2   |      |              |                            |           |
| 2   |      |              |                            |           |

For adding the project and sub-project, note the 3 very important information:

1. In the second column, add the number 2 for projects and number 3 for sub-projects
2. In the column "Type", add "OI"
3. The last level should have a flag in the column "CICn" (to determine that the costs will be allocated in this element)

In this example, the last line is the third of the sub-project

| DdsBásicos Datas Atribuições Responsabilidades Controle Total |      |                    |                            |                    |     |     |                                     |                          |                                     |                          |      |
|---------------------------------------------------------------|------|--------------------|----------------------------|--------------------|-----|-----|-------------------------------------|--------------------------|-------------------------------------|--------------------------|------|
| S..                                                           | N... | Elemento PEP       | Denominação                | ID breve           | Tp. | Pri | CP                                  | Plan                     | CICn                                | ElFt                     | Stat |
| 1                                                             |      | BR.GPLAGR          | AGRO_MCS NEW_LA - NON-CAPI | BR.GPLAGR          | OI  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | LIB  |
| 2                                                             |      | BR.GPLAGR.128      | EON                        | BR.GPLAGR.128      | OI  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | LIB  |
| 3                                                             |      | BR.GPLAGR.128-01-1 | EON                        | BR.GPLAGR.128-01-1 | OI  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | LIB  |

In the last tab "TOTAL", check the profit center.

| S | Nív | Elemento PEP       | CICn                                | ElFt                     | Ár... | E... | Div... | Ce... | Centro de... | Moe... | Subprojeto | Clas... | Equip |
|---|-----|--------------------|-------------------------------------|--------------------------|-------|------|--------|-------|--------------|--------|------------|---------|-------|
| 1 |     | BR.GPLAGR          | <input type="checkbox"/>            | <input type="checkbox"/> | Z025  | 7523 |        | 7524  | 7523-I1149   | BRL    |            | CSTIN   |       |
| 2 |     | BR.GPLAGR.128      | <input type="checkbox"/>            | <input type="checkbox"/> | Z025  | 7523 |        | 7524  | 7523-N0449   | BRL    |            | CSTIN   |       |
| 3 |     | BR.GPLAGR.128-01-1 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Z025  | 7523 |        | 7524  | 7523-N0449   | L      |            | CSTIN   |       |

| M                    | N                      | O               |
|----------------------|------------------------|-----------------|
| C.C. Demandeur (GBU) | C.C. Responsable (GBU) | Centro de Lucro |
| 7525-8813            | 7525-8813              | 7523-N0449      |

Add the cost center, after clicking on ENTER, the area will be informed automatically.

| S | Nív | Elemento PEP       | Requerente | Ár... | Cen.cst.re... | Ár... | Cen.cst.so... |
|---|-----|--------------------|------------|-------|---------------|-------|---------------|
| 1 |     | BR.GPLAGR          |            | 2025  | 7525-8813     | 2025  | 7525-8813     |
| 2 |     | BR.GPLAGR.128      |            |       | 7525-8813     |       | 7525-8813     |
| 3 |     | BR.GPLAGR.128-01-1 |            |       | 7525-8813     |       | 7525-8813     |

After that, with the selected lines go to the bottom of the screen and click on "Settlement Rule".



It is necessary to determine the assessment of the project.

In the first column, add the option "CTR", in the second column add the cost center and after clicking on ENTER, other information will be filled automatically.

**Display Settlement Rule: Overview**

Plan settlement

WBS element: BR.GPLAGR.128-01-1

EON

Actual settlement

Distribution rules

| Cat | Settlement Receiver | Receiver Short Text  | %      | Se... | No. | S... | Fro... | From... | To ... | To Fl... | First Used | Last Used |
|-----|---------------------|----------------------|--------|-------|-----|------|--------|---------|--------|----------|------------|-----------|
| CTR | 7525-8813           | R&D No cap cost - CS | 100,00 | PER   | 1   | 0    |        | 0       |        |          | 008.2017   | 010.2017  |

Acct Assignment Cat. (2) 2 Entries found

Restrictions

OTy Description

CTR Cost center

ORD Order

In the top of the screen, click on "Goto" and select "Settlement parameters".

Settlement rule Edit Goto System Help

Change Documents

Details F2

Next rule

Previous rule

Other rules...

Settlement parameters F8

Overview

Views

Back F3

**Display Settlement Rule: Overview**

Plan settlement

WBS element: BR.GPLAGR.128-01-1

EON

Actual settlement

Distribution rules

| Cat | Settlement Receiver | Receiver Short Text  | %      | Se... | No. | S... | Fro... | From... | To ... | To Fl... | First Used | Last Used |
|-----|---------------------|----------------------|--------|-------|-----|------|--------|---------|--------|----------|------------|-----------|
| CTR | 7525-8813           | R&D No cap cost - CS | 100,00 | PER   | 1   | 0    |        | 0       |        |          | 008.2017   | 010.2017  |

In the "Allocation Structure" field, add the abbreviation "ZT".

Settlement rule Edit Goto System Help

WBS element BR.GPLAGR.128-01-1

EON

Parameters

|                      |                         |                                |
|----------------------|-------------------------|--------------------------------|
| Description          | R&I D&A - NOVECARE AGRO |                                |
| Settlement profile   | ZD                      | RCS Ingeneering Cost           |
| Allocation structure | ZT                      | Through cost elements of origi |
| PA transfer str.     |                         |                                |
| Source structure     |                         |                                |
| Asset Value Date     |                         |                                |
| Hierarchy number     | 0                       |                                |
| Strategy Sequence    |                         |                                |

Entered by BRS0013 on 19.07.2017

Last changed by BRS0013 on 19.07.2017

Click on  to go back, select the line created, go to "Details" and then on "Cust.fields WBS elem".

Project Edit Goto WBS element Details Extras System Help

WBS element BR.GPLAGR.128-01-1

Details

|                      |         |
|----------------------|---------|
| WBS detail screen    | Ctrl+F9 |
| Settlement rule      | F7      |
| Customers Fields     |         |
| Cust.fields WBS elem |         |

Fill the IECRA (with the same last digits of the profit center indicated in the request).

Complete the other fields in blank.

Display Project: WBS Element

Settlement rule

Ent. Code: ZSECT00011

Bus. unit: ENTRP00020 NOVECARE

IECRA Gr.: CDFRF00194 Novecare Non-Allocated

IECRA: IECRA00449 Novecare Non-Allocated

Target:

Interco in RCS:

CO Area:

WBS Family: R&I RESEARCH & INNOVATION

Position: 50025842

Obs: Sempre preencher o campo WBS Family com o padrão R&I

Para o campo Position em caso de dúvida na identificação, ir na aba Position do excel

007\_PROJETOS\_R&I\_JUL17-L2

Arquivo Editar Visualizar Inserir Formatar Dados Ferramentas Complementos Ajuda

PERÍODO - LOTE

NOVO WBS - nível 2

BR GPLAGR

BR GPLAGR 123

BR GPLAGR 123-01-1

EON

EON

POLIAMIDA

R&I D&A - NOVECARE AGRO

NOVECARE

7525-8813

7525-8813

7523-80449

7523

7525

17/07/2017

Paulina

Lidiane Oliveira

Go back and save it 

### 3.3. I create a project with a reference

For creating a project with reference to another one, just inform the project to be used as reference in box "Template", field "Project def."

Create Project: Initial Screen

Open number

Project Def. BR.GPLETE

Project Profile 2025-04 2025 - Overhead Costs

Template

Project def. BR.GPLUTI

Std proj. def.

With WBS Documents

Templtie Profile Data

### 3.4. I close a project

The requester opens a ticket and add a file in Google Drive.

| A         | B                  | C                          | D      | E       | F         | G         | H                    | I        | J      | K            | L       | M          | N    | O    | P          | Q        | R | S |
|-----------|--------------------|----------------------------|--------|---------|-----------|-----------|----------------------|----------|--------|--------------|---------|------------|------|------|------------|----------|---|---|
| Def.proj. | WBS element        | Name                       | CódEIC | NºResp  | CentCul   | CentCu    | Responsáv.           | Posição  | Status | Pei          | Cen.Luc | CódElen    | Cen  | Div  | ArCont     | Unid. Ne |   |   |
| BR GPLAGR | BR GPLAGR 123-01-1 | SEED TREATMENT - ATLANTICA | 3 X    | 7525176 | 7525-8813 | 7525-8813 | Lidiane Oliveira     | 50025482 | LIB    | NOLQ // TCRA | RD      | 7523-11149 | 7524 | 2025 | ENTRP00020 |          |   |   |
| BR GPLAUG | BR GPLAUG 101-01-1 | D&A AUGEO CLEAN            | 3 X    | 7525179 | 7525-8803 | 7525-8803 | Maria Angela Pereira | 50004566 | LIB    | NOLQ // TCRD | RD      | 7523-11207 | 7525 | 2025 | ENTRP00156 |          |   |   |
| BR GPLAUG | BR GPLAUG 101-02-1 | D&A AUGEO OCTO             | 3 X    | 7525179 | 7525-8803 | 7525-8803 | Maria Angela Pereira | 50004566 | LIB    | NOLQ // TCRD | RD      | 7523-11207 | 7525 | 2025 | ENTRP00156 |          |   |   |

Inform the codification of the project.

**Change Project: Initial Screen**

Project Def.

WBS Element

ENTER

Select the line.

Verify which is the status.

**Change Project: WBS Element Overview**

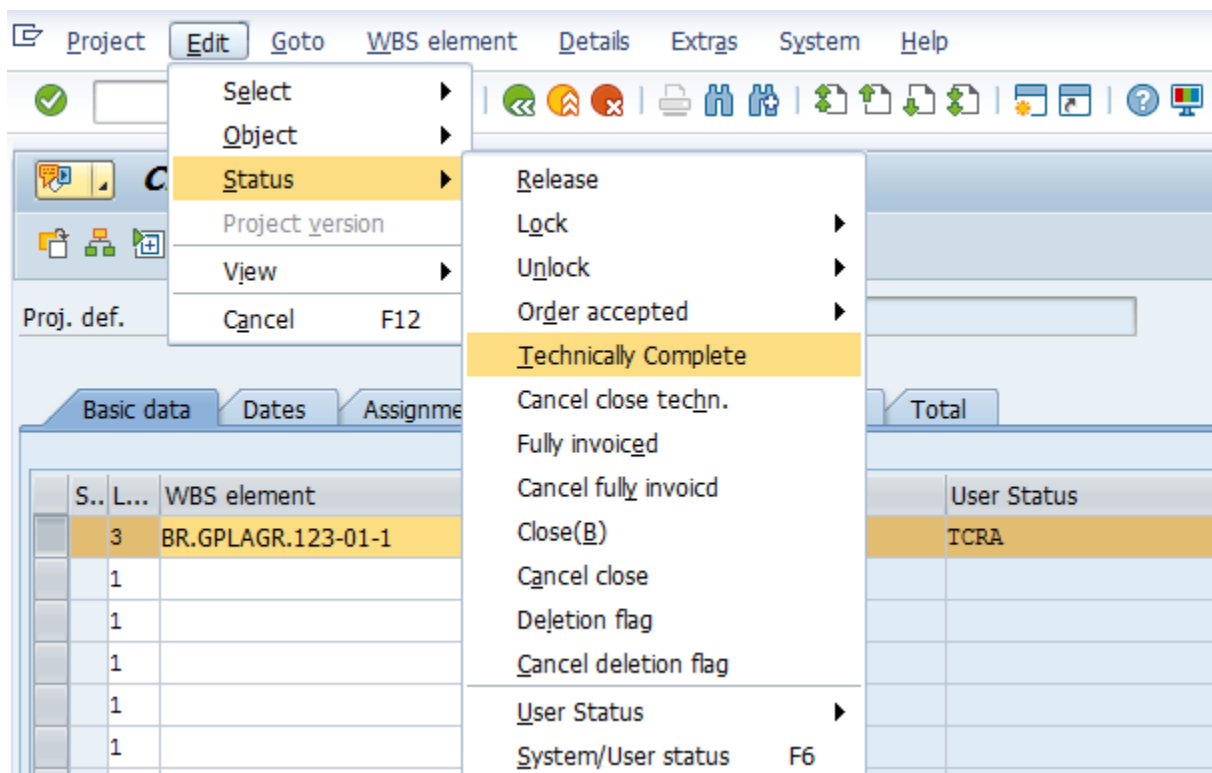
    

Proj. def.

**Basic data** | Dates | Assignments | Responsibilities | Control | Total

| S.. | L... | WBS element        | Bill                     | System status | User Status |
|-----|------|--------------------|--------------------------|---------------|-------------|
|     | 3    | BR.GPLAGR.123-01-1 | <input type="checkbox"/> | REL SETC      | TCRA        |

First of all, block the project going to menu "Edit", click on "Status" and then on "Technically Complete".



The new status will be "TECO".

**Change Project: WBS Element Overview**

Proj. def. BR.GPLAGR AGRO\_MCS NEW\_LA

Basic data Dates Assignments Responsibilities Control Total

| S.. | L... | WBS element        | Bill                     | System status | User Status |
|-----|------|--------------------|--------------------------|---------------|-------------|
| 3   |      | BR.GPLAGR.123-01-1 | <input type="checkbox"/> | TECO SETC     | TCRA        |

Depois ir em Edit - Status - CloseB

Project Edit Goto WBS element Details Extras System Help

✓

Proj. def.

Basic data Dates Assignme

| S.. | L... | WBS element        | User Status |
|-----|------|--------------------|-------------|
| 3   |      | BR.GPLAGR.123-01-1 | TCRA        |
| 1   |      |                    |             |
| 1   |      |                    |             |
| 1   |      |                    |             |
| 1   |      |                    |             |
| 1   |      |                    |             |

Release  
Lock  
Unlock  
Order accepted  
Technically Complete  
Cancel close techn.  
Fully invoiced  
Cancel fully invoiced  
Close(B)  
Cancel close  
Deletion flag  
Cancel deletion flag  
User Status  
System/User status F6

Then, go to "Edit", click on "Status" and then on "Close (B)".

**Change Project: WBS Element Overview**

Proj. def.

Basic data Dates Assignments Responsibilities Control Total

| S.. | L... | WBS element        | Bill                     | System status | User Status |
|-----|------|--------------------|--------------------------|---------------|-------------|
| 3   |      | BR.GPLAGR.123-01-1 | <input type="checkbox"/> | CLSD SETC     | TCRA        |

The status will be "CLSD SETC".

Save it .

And see the final message.

 Project BR.GPLAGR is being changed

### 3.5. I activate a project

It is necessary to unblock the heading, then the project and then the sub-project.

| Def.proj  | WBS element        | Name      | Lev | CódEICICn | N°Respons | CentCuReq | CentCuRes | Responsáv | Posiçãr  | Status       | Perlm | Typ | Cen.Jucre  | CódElemFa | Centr | Divisãr | ArContCut | Unid. Negc |
|-----------|--------------------|-----------|-----|-----------|-----------|-----------|-----------|-----------|----------|--------------|-------|-----|------------|-----------|-------|---------|-----------|------------|
| BR.GSAFIB | BR.GSAFIB.111-01-1 | EMANA PET | 3   | X         | 7525055   | 7515-5503 | 7515-5503 | GGORESCU  | 50002643 | ENCE NOLQ // | TCRD  | RD  | 7523-11041 |           | 7515  |         | 2025      | ENTRP00075 |

CJ02

**Change Project: Initial Screen**

Project Def.

WBS Element

In this case, the heading is open but the project and the sub-project are closed.

Change Project: WBS Element Overview

Proj. def.

BR.GSAFIB

Fibras\_Projetos R&D

Basic data

Dates

Assignments

Responsibilities

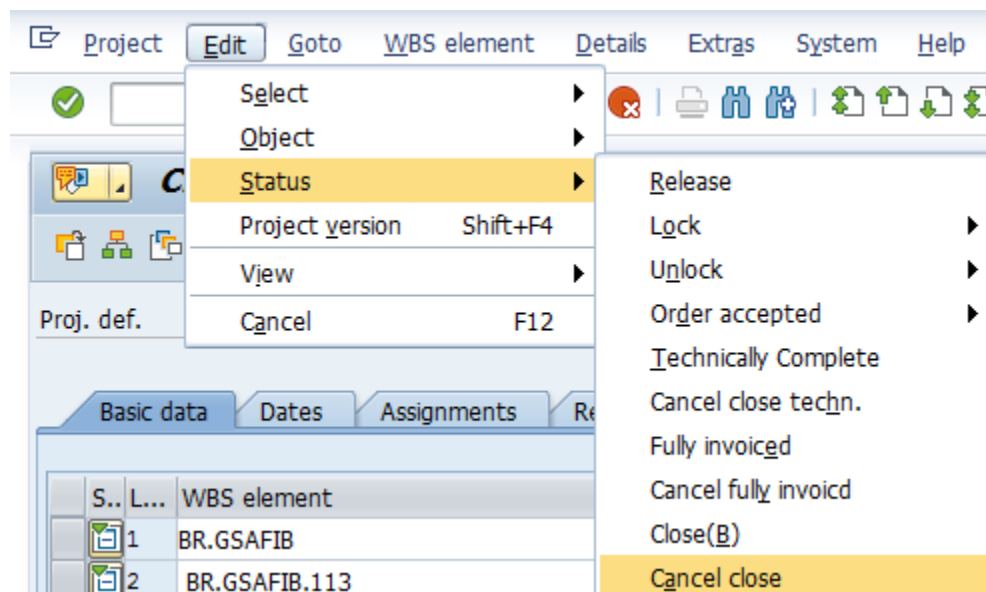
Control

Total

| S..         | L... | WBS element        | Typ | Pri | Su                                  | PE                       | Acct                                | Bill                     | System status | User Status |
|-------------|------|--------------------|-----|-----|-------------------------------------|--------------------------|-------------------------------------|--------------------------|---------------|-------------|
| <div></div> | 1    | BR.GSAFIB          | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | REL           | TCRA        |
| <div></div> | 2    | BR.GSAFIB.113      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | REL           | TCRA        |
| <div></div> | 3    | BR.GSAFIB.113-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | REL SETC      | TCRA        |
| <div></div> | 2    | BR.GSAFIB.112      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | CLSD          | TCRD        |
| <div></div> | 3    | BR.GSAFIB.112-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | CLSD SETC     | TCRD        |
| <div></div> | 2    | BR.GSAFIB.111      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | CLSD          | TCRD        |
| <div></div> | 3    | BR.GSAFIB.111-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | CLSD SETC     | TCRD        |

Select the blocked lines.

Go to "Edit", click on "Status" and then on "Cancel close".



The status will be "TECO".

Change Project: WBS Element Overview

Proj. def.

BR.GSAFIB

Fibras\_Projetos R&D

Basic data

Dates

Assignments

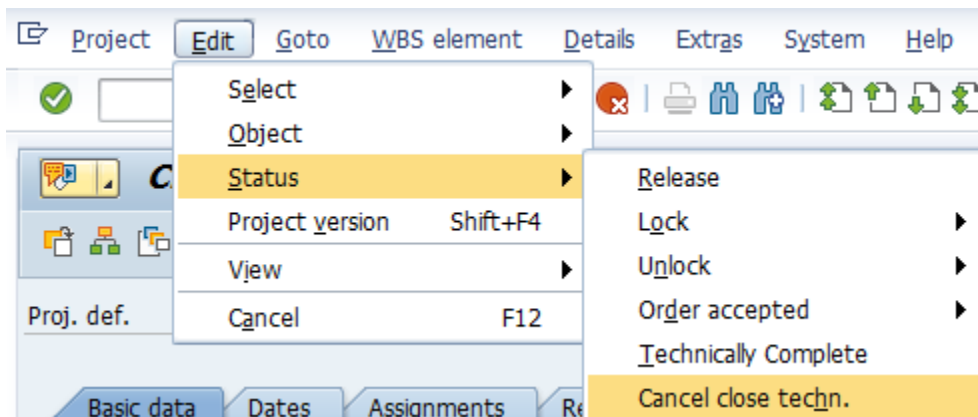
Responsibilities

Control

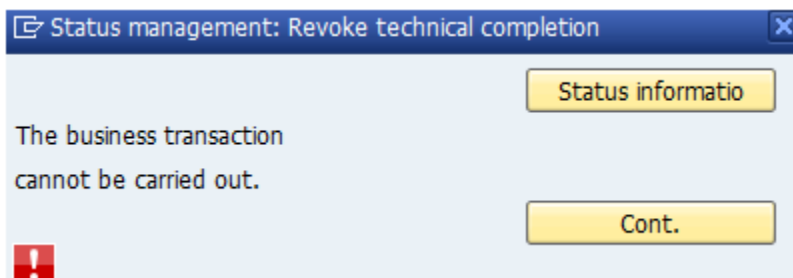
Total

|  | S..                                                                               | L... | WBS element        | Typ | Pri | Su                                  | PE                       | Acct                                | Bill                     | System status | User St |
|--|-----------------------------------------------------------------------------------|------|--------------------|-----|-----|-------------------------------------|--------------------------|-------------------------------------|--------------------------|---------------|---------|
|  |  | 1    | BR.GSAFIB          | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | REL           | TCRA    |
|  |  | 2    | BR.GSAFIB.113      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | REL           | TCRA    |
|  |                                                                                   | 3    | BR.GSAFIB.113-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | REL SETC      | TCRA    |
|  |  | 2    | BR.GSAFIB.112      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | CLSD          | TCRD    |
|  |                                                                                   | 3    | BR.GSAFIB.112-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | CLSD SETC     | TCRD    |
|  |  | 2    | BR.GSAFIB.111      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | TECO          | TCRD    |
|  |                                                                                   | 3    | BR.GSAFIB.111-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | TECO SETC     | TCRD    |

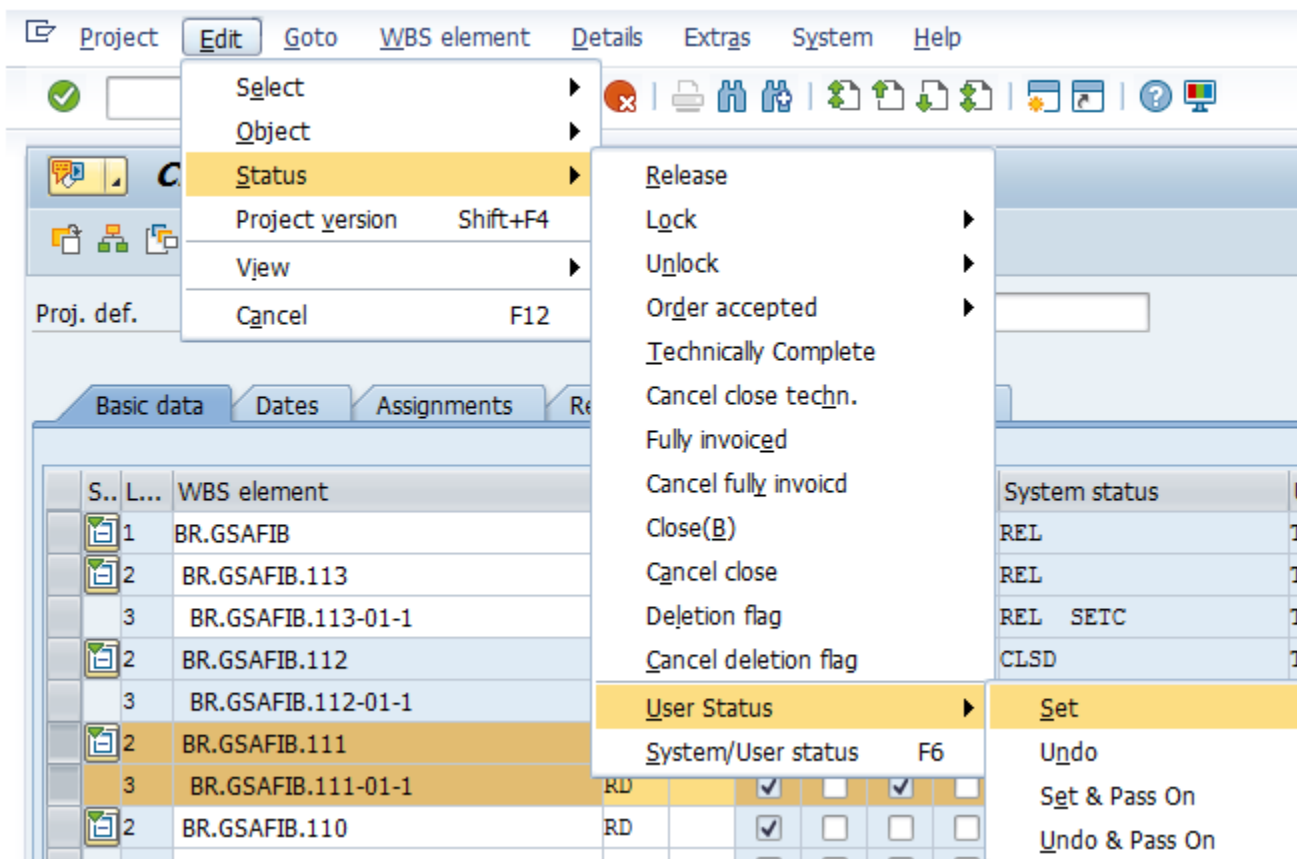
Go to "Status" and click on "Cancel close techn..".



Probably, you will receive an error message.



Go to "Status", click on "User Status" and then "Set".



Click twice on "Tech compl revoke Allowed".

| StNo | Stat | Status                       |
|------|------|------------------------------|
|      | BLQE | Commitment Locked            |
|      | BLQP | Time Locked                  |
|      | MASQ | WBS masked                   |
| 10   | TCRA | Tech compl revoke Allowed    |
| 20   | TCRD | Tech compl revoke Disallowed |

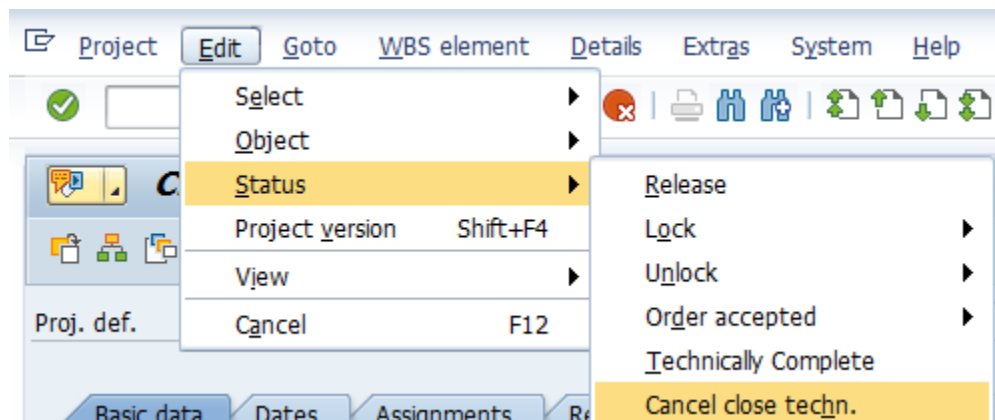
You will receive the following message.

| User Status: Display messages |     |                                                            |
|-------------------------------|-----|------------------------------------------------------------|
| Typ                           | Ite | Message text                                               |
|                               | 001 | Element: BR.GSAFIB.111 — Person responsible: GGORESCU      |
|                               | 001 | User Status TCRA Set                                       |
|                               | 002 | Element: BR.GSAFIB.111-01-1 — Person responsible: GGORESCU |
|                               | 002 | User Status TCRA Set                                       |

Technical Information

Click on .

Do the step again: Go to "Status", click on "Cancel close techn..".



The status will change.

Proj. def.

BR.GSAFIB

Fibras\_Projetos R&D

Basic data

Dates

Assignments

Responsibilities

Control

Total

| S..                                                                                 | L... | WBS element        | Typ | Pri | Su                                  | PE                       | Acct                                | Bill                     | System status | User Sta |
|-------------------------------------------------------------------------------------|------|--------------------|-----|-----|-------------------------------------|--------------------------|-------------------------------------|--------------------------|---------------|----------|
|  | 1    | BR.GSAFIB          | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | REL           | TCRA     |
|  | 2    | BR.GSAFIB.113      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | REL           | TCRA     |
|                                                                                     | 3    | BR.GSAFIB.113-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | REL SETC      | TCRA     |
|  | 2    | BR.GSAFIB.112      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | CLSD          | TCRD     |
|                                                                                     | 3    | BR.GSAFIB.112-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | CLSD SETC     | TCRD     |
|  | 2    | BR.GSAFIB.111      | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | REL           | TCRA     |
|                                                                                     | 3    | BR.GSAFIB.111-01-1 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | REL SETC      | TCRA     |

Save it .

### 3.6. I change the name of the project

The requester will send the information in the template.

| NOME CORRETO                      | Def.proj. | WBS element       | Name                                     | CódEIC | N°Resp  | CentCul   | CentCu    | Responsáv.       | Posiç    | Status           | Pei | GenJuc | CódElen    | Ce | Div  | ArCont | Unid. N |
|-----------------------------------|-----------|-------------------|------------------------------------------|--------|---------|-----------|-----------|------------------|----------|------------------|-----|--------|------------|----|------|--------|---------|
| ANÁLISES ACORDOS COM L-NOV AMINAS | BR GCEAM  | BR GCEAM 102-01-1 | ANÁLISES DE ACORDOS COMERCIAIS - NOVECAR | 3 X    | 7525176 | 7592-5690 | 7592-5690 | Lidiane Oliveira | 50046315 | LIB NOLQ // TCRD |     | RD     | 7523-11149 |    | 7524 | 2025   | ENTRP   |

Go to transaction CJ02.

Inform the codification of the project.

### Change Project: Initial Screen



Project Def.

WBS Element  

Change the description according to the information in the template .

### Change Project: WBS Element Overview







Proj. def.

Basic data Dates Assignments Responsibilities Control Total

| S.. | L... | WBS element        | Description                              | Short ID         | Typ |
|-----|------|--------------------|------------------------------------------|------------------|-----|
|     | 3    | BR.GCEAMI.102-01-1 | ANÁLISES DE ACORDOS COMERCIAIS - NOVECAR | BR.GCEAMI.102-01 | RD  |

### Change Project: WBS Element Overview







Proj. def.

Basic data Dates Assignments Responsibilities Control Total

| S.. | L... | WBS element        | Description                               | Short ID         | Typ | Pri | Su                                  | PE                       |
|-----|------|--------------------|-------------------------------------------|------------------|-----|-----|-------------------------------------|--------------------------|
|     | 3    | BR.GCEAMI.102-01-1 | ANÁLISES DE ACORDOS COMERCIAIS - NOVECARE | BR.GCEAMI.102-01 | RD  |     | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

Save it 

End of document.