

# BR - COGS Returns

## 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

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Scope

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? Unknown Attachment

ERP

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Frequency

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? Unknown Attachment

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## 1. Objective and Scope

### 1.1. Objective of this Operation

The objective of this procedure is to check if all the goods returns have a credit note invoiced.

### 1.2. Scope

This procedure applies to Brazilian companies in WP1 system, but can be extended for other companies on the same system.

## 2. Definitions

See Finance Glossary:

- [WP1](#)
- [COGS](#)

### 3. Tasks description

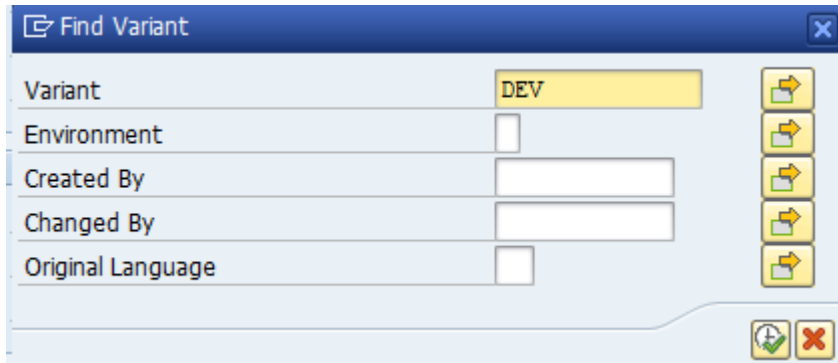
This check is performed on a monthly basis since D-2 to D-1.

#### 3.1. I identify returns

It's possible to identify what materials had returns and anticipate problems in a company closure.

How to do it:

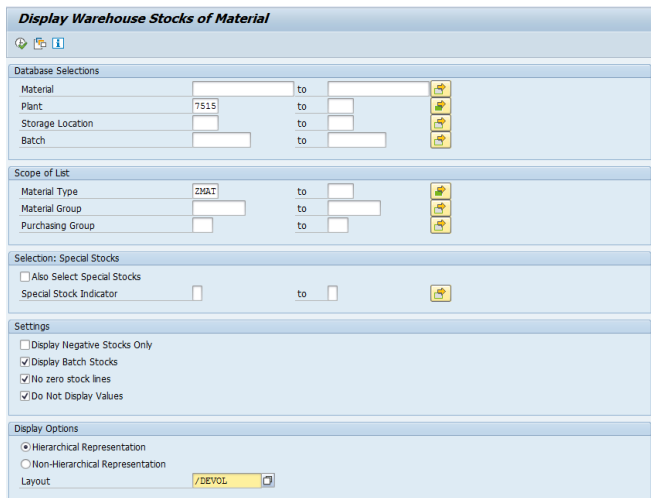
In WP1 system, enter in transaction MB52 and use the variant 'DEV';



Check if the plants are updated, it will be needed all the company's plant. If needed, update the variant.

In this transaction you will need to fill:

- Plants
- Material Type
- Flag Display Batch Stocks
- Flag No Zero Stocks Lines
- Flag Do Not Display Values
- Layout must be "/DEVOL"



Run

Its report will appear like:

**Display Warehouse Stocks of Material**

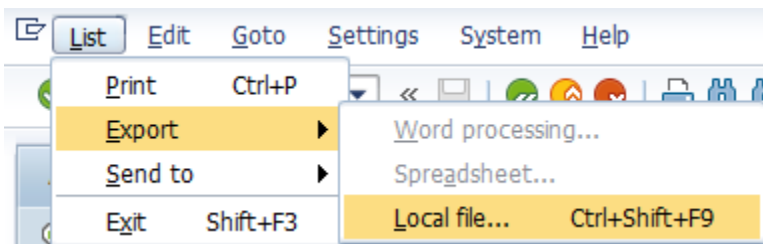
Material	Material Description	Plnt Name 1
SLoc	SL Unit	Returns Batch
28874	ALPHAMETHYLSTYRENE STEEL DRUM 180KG	7525 7523 Paulinia
28897	TIKOSIL 73B 25 KG BAG	7528 7580 Paulinia
28901	TIKOSIL 38A 20KG BAG	7528 7580 Paulinia
BR55	KG 20 B8D03LINA1	
BR55	KG 20 B8E10LINA1	
BR55	KG 360 B8H20LINA2	
BR55	KG 20 B8I09LINA2	
BR55	KG 60 B8J22LINA2	
BR55	KG 120 B8K19LINA1	
BR55	KG 500 B8K28LINA1	
BR55	KG 20 B9B08LINA1	
BR55	KG 20 B9B09LINA1	
BR55	KG 40 B9B18LINA1	
BR55	KG 60 B9E08LINA1	
28904	TIKOSIL 333 15KG BAG / 480KG WOOD PAL	7528 7580 Paulinia
28911	PRECIPITATED SILICA AMORPHOUS BB 300KG/F	7525 7523 Paulinia
28911	PRECIPITATED SILICA AMORPHOUS BB 300KG/F	7528 7580 Paulinia
28956	ANTIESPUMA SILCOLAPSE 411 BOMBONA 20 KG	7515 7523 Santo André - UTSA

If the material has returns, the column RETURNS inserted in the layout will open a green column as below:

**Display Warehouse Stocks of Material**

Material	Material Description	Plnt Name 1
SLoc	SL Unit	Returns Batch
28874	ALPHAMETHYLSTYRENE STEEL DRUM 180KG	7525 7523 Paulinia
28897	TIKOSIL 73B 25 KG BAG	7528 7580 Paulinia
28901	TIKOSIL 38A 20KG BAG	7528 7580 Paulinia
BR55	KG 20 B8D03LINA1	
BR55	KG 20 B8E10LINA1	
BR55	KG 360 B8H20LINA2	
BR55	KG 20 B8I09LINA2	
BR55	KG 60 B8J22LINA2	
BR55	KG 120 B8K19LINA1	
BR55	KG 500 B8K28LINA1	
BR55	KG 20 B9B08LINA1	
BR55	KG 20 B9B09LINA1	
BR55	KG 40 B9B18LINA1	
BR55	KG 60 B9E08LINA1	
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You can extract this to excel if you want:



## 3.2. I create a report

After identify the returns it's needed to send to local's responsible for the credit note creation/request.

As an example, you can send as below:

Material	Descrição	Planta	Nome
29251	ETHYL ACETATE BULK	7525	7523 Paulínia
74673	TY A 205F BLACK 651 25KG /B	8631	6343 São Bernardo do Campo
133835	BIOERT CTC 29 BULK	8227	7523 Itatiba
139481	SOLKANE® 134 A 57KG METALLIC CYLINDER	8718	7523 / Alamo Santos
148472	TY A 209 NATURAL 25KG /B	8631	6343 São Bernardo do Campo
151041	RF-A2200-ORG-25-100-500-HOT-P31-FNS	8525	7523 / NATAM Express Maua

- Material code
- Material description
- Plant
- Company name

The report is send to each responsible plant controller as follows in the spreadsheet below:

[Controller/Plant WP1](#)

Email text example:

"Could you please check this materials below as they have returns appointed by the system".

**End of document.**