

# US - Generate Expat Billings

## 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

## References

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[KSB1, KB15N](#)

## Forms

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## Attachments

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# 1. Objective and Scope

## 1.1. Objective of this Operation

This procedure explains how to retrieve and generate billings related to Expatriates employees.

## 1.2. Scope

This procedure is applicable for companies:

3384 - Solvay Fluorides, LLC, Greenwich, CT;

4045 - Solvay America, Inc., Houston, TX

4290 - Solvay Chemicals, Inc., Houston, TX

5782 - Solvay Specialty Polymers USA, LLC, Alpharetta, GA

## 2. Definitions

See [Finance Glossary](#).

## 3. Tasks description

### 3.1. Responsibilities

#### SBS Responsibilities:

- Service Line Team will update the Expat master data with cost centers to be billed.
- Finance Operations Team will retrieve the data and issue the billings.

### 3.2. Periodicity

It's done monthly, and must be posted until D-2.



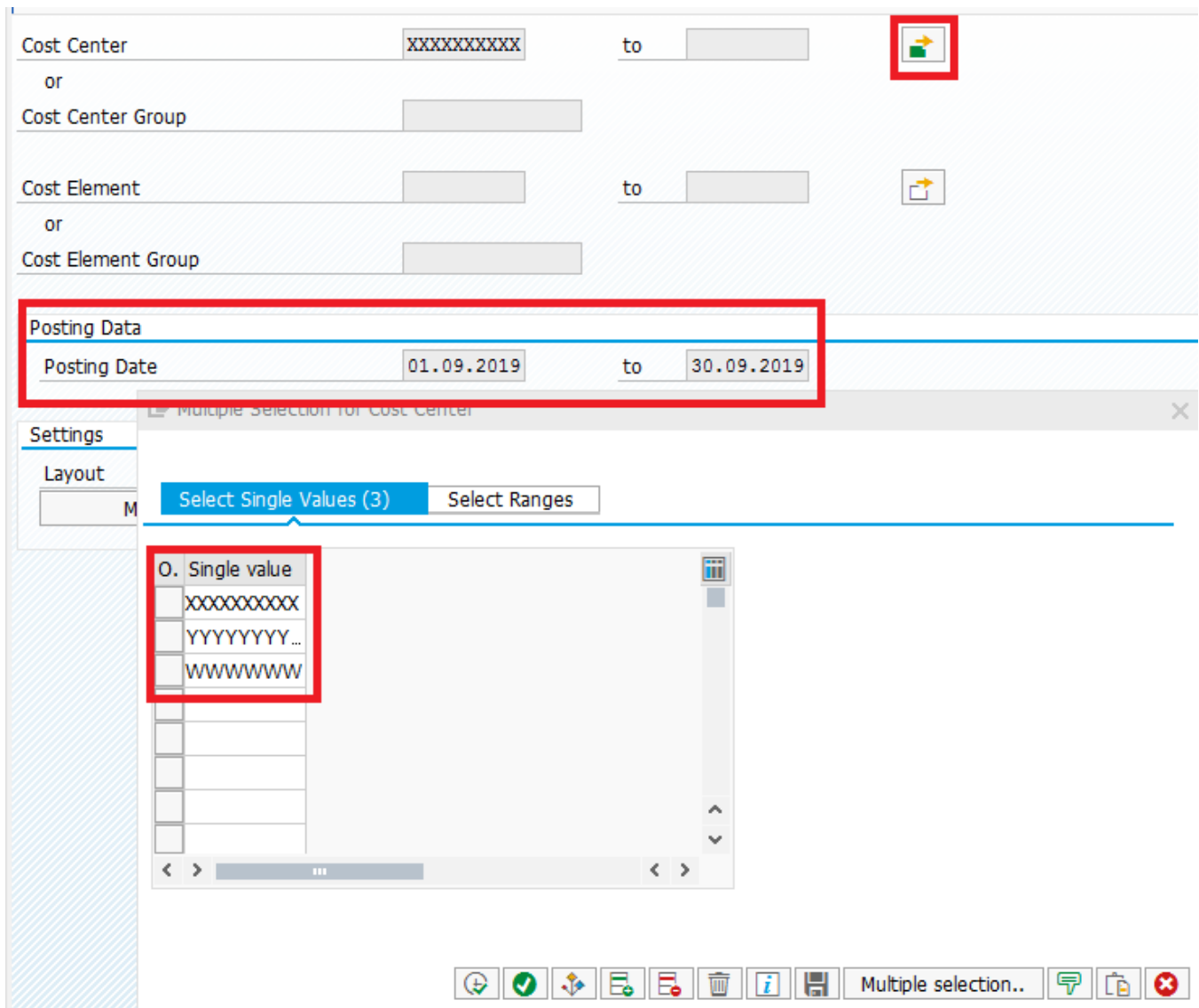
#### Remark

This procedure must be performed after [US: 401-K Employer Costs for US](#).

### 3.3. I retrieve and upload the data

#### 3.3.1. I retrieve the data

First of all, contact Service Line Team to have the cost centers to be billed. After that, open transaction [KSB1](#) and fill the Cost Center with this information and the Posting Date according to the closing period, as below:



The amount to be issued will be the total by cost center.

Cost element name	Σ	Val.in rep.cur.
<b>HOME Expat BE 12</b>	▪	<b>9.540,26</b>
<b>Home Expat 10</b>	▪	<b>3.150,71</b>
<b>Home Expat 11</b>	▪	<b>7.374,96-</b>
<b>Home Expat BE</b>	▪	<b>15.633,35</b>
<b>Home expat- SD 13</b>	▪	<b>15.957,72</b>
<b>Home expat- SD 12</b>	▪	<b>7.801,87</b>

### 3.3.2. I perform the posting entry data

On transaction [KB15N](#) post the amounts retrieved on [KSB1](#) in accordance with their cost center and WBS element. The Cost Element will be 6120200000 - FC PERSONEL/EXPAT.

Entry Data		Additional Info	
Doc. Date	31.07.2019	Period	7
Postg Date	31.07.2019	Number Ranges	
DocumentNo			
Doc. Text			
crn variant	Centre / Centre,ordre,otp,sup	Input Type	Individual Entry
<b>Document Item</b>			
Cost Elem.	6120200000	Pers. No.	0
Amount	11.485,17	Currency	USD
Quantity	0,000	Unit	
Text			
<b>Sender</b>		<b>Receiver</b>	
Cost Ctr	<span style="border: 2px solid red; padding: 2px;">          </span> home expat DE ...	Cost Ctr	
Order		Order	
		WBS Elem.	<span style="border: 2px solid red; padding: 2px;">                          </span>
		CostObject	
		Network	
<input type="button" value="Confirm"/> <input type="button" value="Hold Data"/> <input type="button" value="Reset Data"/>		Position 1	

**3.3.3. I run SAP transaction Z1F\_CRC\_DATA\_ENRICH**

Check if there is error on the invoice creation using transaction Z1F\_CRC\_DATA\_ENRICH.

## Croco Billing Interface: data acquisition, enrichment



### Project Management Selections (DB profile: ZZ0000000004)

Project  to

WBS Element  to

### Cost Elements

Cost Element  to

Or

Cost Element Group

### Posting Data

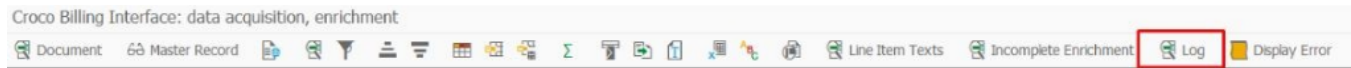
Posting Date  to

Dr/Cr indicator  to

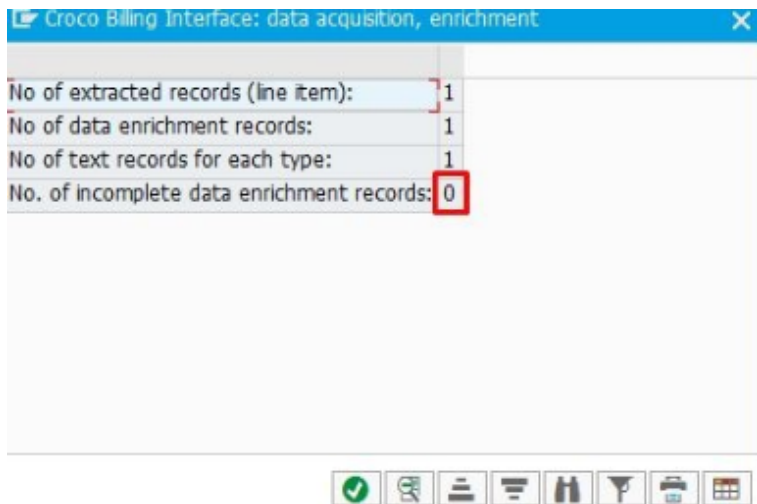
Document type  to

Reference Transact.  to

Select the line and click in Log





This Log will inform if there is any error in the billing creation.



If you have Zero errors you can go ahead to the next step.


### 3.3.4. I run SAP transaction Z1V\_CRC\_BILLING


Create invoices using Z1V\_CRC\_BILLING and filled as below:

---

**Project Management Selections**

Project  to  

WBS Element  to  

---

**Posting Data**

Posting Date  to

---

Selection
  Default Data


---


**Billing Data**


Billing date from  to

---

**Organizat. Data**


Sales Organization  to  

Distribution Channel  to  

Division  to  

---


**Customer Data**

Customer  to  

Selection
  Default Data

---

**Default Data**

Billing Date  

Date of services rendered

Pricing date

Exchange rate-accntg

Invoicing Currency

Company Currency

Create as many Invoices as CO documents/Items

Run the transaction and the billing number will be generated.

### 3.3.5. I inform CAM.

Send the invoices generated to CAM in accordance with company code invoiced.

**End of document.**

