

Vendor Master Data Creation and Maintenance

Status	Approved
Owner	TEE-ext, Paul
Stakeholders	

Purpose

The purpose of this document is to define the conversion approach to create Maintenance Plan and Item data in S/4 HANA.

Legacy Plant Maintenance Maintenance Plan and Item is using a diverse range of formats across the different systems. There are instances where the same Maintenance Plan and Item is duplicated within and across sources, with informal words. This results in data inconsistency. As per SyWay design, EAM Maintenance Plan and Item will be standardized.

Conversion Scope

The scope of this document covers the approach for converting active Maintenance Plan and Item from Legacy Source Systems into S/4HANA following the Maintenance Plan and Item Master Data Design Standard.

The data from legacy system includes:

1. all active Maintenance plan and items

The data from legacy system excludes:

1. Maintenance plan and items marked for deletion

List of source systems and approximate number of records

Source	Scope	Source Approx No. of Records	Target System	Target Approx No. of Records
PF2, WP2	An initial extract will be provided to business to evaluate. Additional data/records may be required and these will be constructed via DCT. Enrichment of in-scope data may be required and will be added via transformation rules (business/technical).	60347	S/4HANA	60347

Additional Information

Multi-language Requirement

Document Management

Long text and DIR are not covered in this document as they are defined as another data object.

Legal Requirement

Special Requirements

Not Applicable

Target Design

The technical design of the target for this conversion approach.

Table	Field	Data Element	Field Description	Data Type	Length	Requirement

Data Cleansing

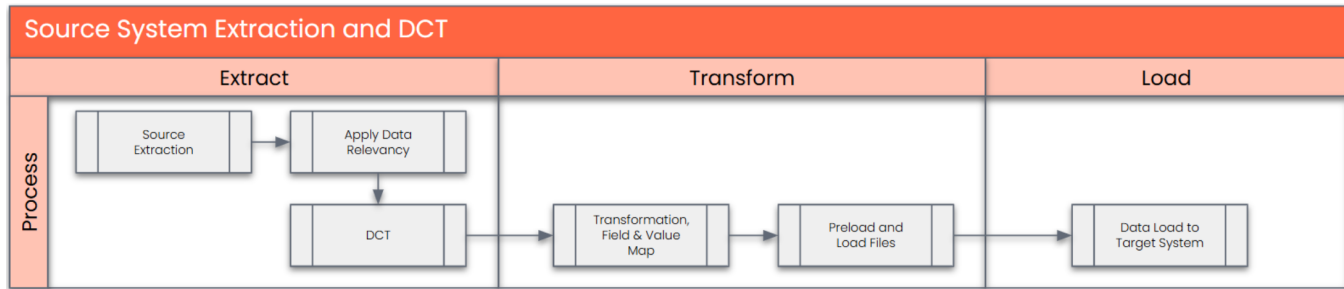
ID	Criticality	Error Message/Report Description	Rule	Output	Source System
1016-001	C1	Invalid, Inactive or no maintenance item attached to Maintenance Plan	Maintenance Plan as per Relevancy Criteria assigned with inactive or no Maintenance Items attached.	Maintenance Item	PF1, WP1
1016-002	C1	Invalid, Inactive or no Task List allocated to Maintenance Plan	Maintenance Plan as per Relevancy Criteria assigned with a Task List which does not belong below: 1. Task List as per Relevancy Criteria	Task List	PF1, WP1
1016-003	C2	Active maintenance plans not triggered	TBD	Maintenance Plan Status	PF1, WP1
1016-004	C3	Duplicate Maintenance Plan Items by Technical Object, Task List, Strategy, Description	Maintenance Plan Items as per Relevancy Criteria where there is more than one Technical Object + Task List + Strategy + Description Combination.	Technical Object, Task List, Strategy, Description	PF1, WP1
1016-005	C1	Invalid, Inactive or no Characteristic allocated to Maintenance Plan	Maintenance Plan as per Relevancy Criteria assigned with a Characteristic which does not belong below: 1. Characteristic as per Relevancy Criteria	Characteristic	PF1, WP1
1016-006	C1	Invalid, Inactive or no Class allocated to Maintenance Plan	Maintenance Plan as per Relevancy Criteria assigned with a Class which does not belong below: 1. Class as per Relevancy Criteria	Class	PF1, WP1
1016-007	C1	Invalid, Inactive or no Equipment or Functional Location allocated to Maintenance Plan	Maintenance Plan as per Relevancy Criteria assigned with an Equipment or Functional Location which does not belong below: 1. Equipment as per Relevancy Criteria 2. Functional Location as per Relevancy Criteria	Equipment, Functional Location	PF1, WP1
1016-008	C1	Invalid, Inactive or no Maintenance Strategy allocated to Maintenance Plan	Maintenance Plan as per Relevancy Criteria assigned with a Maintenance Strategy which does not belong below: 1. Maintenance Strategy as per Relevancy Criteria	Maintenance Strategy	PF1, WP1
1016-009	C1	Invalid, Inactive or no Work Centres linked to Maintenance Plans	Maintenance Plan as per Relevancy Criteria assigned with a Work Centre which does not belong below: 1. Work Centre as per Relevancy Criteria	Work Centre	PF1, WP1
1016-010	C1	Invalid, Inactive or no Maintenance Plans linked to Maintenance Items	Maintenance Item as per Relevancy Criteria assigned with no or inactive Maintenance Plan attached.	Maintenance Plan	PF1, WP1
1016-011	C1	Invalid or Inactive Measuring Point linked to Maintenance Plan	Maintenance Plan as per Relevancy Criteria assigned with a Measuring Point which does not belong below: 1. Measuring Point as per Relevancy Criteria	Measuring Point	PF1, WP1
1016-012	C1	Missing Maintenance Plan Descriptions	Task List as per Relevancy Criteria where there are blank Task List Descriptions.	Maintenance Plan Description	PF1, WP1
1016-013	C2	Maintenance Plan Descriptions with Informal Words	Maintenance Plan as per Relevancy Criteria which contain [Informal Words] in the Maintenance Plan Description	Maintenance Plan Description	PF1, WP1
1016-014	C1	Maintenance Plan and Item Plant incorrect.	Maintenance Plan and Item as per Relevancy Criteria with Invalid Plant (T001W)	Plant	PF1, WP1
1016-015	C1	Maintenance Plan and Item UoM Missing / incorrect.	Maintenance Plan and Item as per Relevancy Criteria with no UoM Assigned or Invalid UoM (T006)	Unit of Measure	PF1, WP1
1016-016	C1	Invalid or no Planner Group linked to Maintenance Plan and Item	Maintenance Plan and Items per Relevancy Criteria with no Planner Group Assigned or Invalid Planner Group (T024)	Planner Group	PF1, WP1
1016-017	C1	Maintenance Plan and Item Technical object authorization group incorrect.	Maintenance Plan and Item as per Relevancy Criteria with Invalid Authorization Group (T370F)	Authorization Group	PF1, WP1
1016-018	C2	Functional Item Planning Plant and Maintenance Plant are not the same.	Maintenance Item as per Relevancy Criteria with Planning Plant <-> Maintenance Plant	Maintenance Plant, Planning Plant	PF1, WP1

Informal Words **

Group 1	Group 2	Group 3	Group 4	Group 5
*DNU	Delete	donot	Formerly	Old #
..	Deletion	DONT USE	From	Old[]
/	DELISTED	DON'T USE	Incorrect	PLEASE USE
?	Discontinued	Dup Use	Invalid	Pls Use
@	Disposable	DUPLICATE	New	Previously
^	DNU	-DUPLICATE	NOT ACTIVE	Replace
+	Do Not	DUPLICATION	not in use	Replaced
++	Do Not Re	Duplicidad	Not Used	RESERVED
£	Do Not Sell	Duplikat	NOT VALID	Retired
Defective	Do Not Use	Former	Obsolete	ZZDEL

Conversion Process

The high-level process is represented by the diagram below:



Data Privacy and Sensitivity

Extraction

Extract data from a source into . There are 2 possibilities:

1. The data exists. connects to the source and loads the data into . There are 3 methods:
 - a. Perform full data extraction from relevant tables in the source system(s).
 - b. Perform extraction through the application layer.
 - c. Only if ; cannot connect to the source, data is loaded to the repository from the provided source system extract/report.
2. The data does not exist (or cannot be converted from its current state). The data is manually collected by the business directly in . This is to be conducted using DCT (Data Collection Template) in

The agreed Relevancy criteria is applied to the extracted records to identify the records that are applicable for the Target loads

Extraction Run Sheet

Req #	Requirement Description	Team Responsible
1	Extract data from source system based on relevancy rule	SyWay Data Team
2	Google Sheet report pre-populated with PF2 and WP2 information to be generated based on relevancy criteria.	SyWay Data Team

Selection Screen

Selection Ref Screen	Parameter Name	Selection Type	Requirement	Value to be entered/set
Not Applicable				

Data Collection Template (DCT)

Target Ready Data Collection Template will be created for Maintenance Plan and Item data with exception of some fields which require transformation as mentioned in the transformation rule.

Maintenance Plan and Item DCT Rules

Field Name	Field Description	Rule

Extraction Dependencies

Item #	Step Description	Team Responsible
1	Ensure Syniti has the necessary connection and access to legacy servers	Data
2	Ensure that the necessary cleansing activities in legacy sources are complete	Data / Business
3	Ensure that create, change and deletion of master data is freeze in legacy Production system	Legacy IT

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Transformation

The Target fields are mapped to the applicable Legacy field that will be its source, this is a 3-way activity involving the Business, Functional team and Data team. This identifies the transformation activity required to allow to make the data Target ready:

1. Perform value mapping and data transformation rules.
 - a. Legacy values are mapped to the to-be values (this could include a default value)
 - b. Values are transformed according to the rules defined in
2. Prepare target-ready data in the structure and format that is required for loading via prescribed Load Tool. This step also produces the load data ready for business to perform Pre-load Data Validation

Transformation Run Sheet

Item #	Step Description	Team Responsible
1	Obtain DCT Sign-off from Business	SyWay A2D Data Team
2	<Add steps from Syniti Migrate here>	SyWay A2D Data Team
3	Review and Validate Error and Preload Reports	SyWay A2D Data Team
4	Generate Load Files	SyWay A2D Data Team

Transformation Rules

Rule #	Source system	Source Table	Source Field	Source Description	Target System	Target Table	Target Field	Target Description	Transformation Logic

Transformation Mapping

Mapping Table Name	Mapping Table Description

Transformation Dependencies

List the steps that need to occur before transformation can commence

Item #	Step Description	Team Responsible
1	Ensure DCT tables completeness	SyWay A2D Data Team
2	Value Mappings are according to the latest design -<List of Value Mappings>	SyWay A2D Data Team

Pre-Load Validation

Project Team

Completeness

Task	Action
Verify Record Count	SyWay A2D Data Team to verify that the total number of relevant records from legacy systems and DCTs (if any) is equal to the total number of records in the Preload and Load Sheets.

Verify Data Integrity	SyWay A2D Data Team to verify that the total number of Operations per Work Oder header extracted from legacy systems and DCTs (if any) should be equal to the total number of operations identified in the Preload and Load Sheets
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Accuracy

Task	Action
Conversion Accuracy	SyWay A2D Data Team to verify that all fields below meet pass the checks: <ol style="list-style-type: none"> 1. Mandatory Fields 2. Field and Value Mapping Correctness 3. Null Checks 4. Text Length Checks
Review Error Reports	Review and correct the errors. Achieve a zero-error record count as much as possible. Raise defects for data remediated and requiring a correction in the source data.

Business

Completeness

Task	Action
Verify Record Count	Business Data Owner/s to verify that the total number of relevant records from legacy systems and DCTs (if any) is equal to the total number of records in the Preload and Load Sheets.

Accuracy

Task	Action
Conversion Accuracy	Business Data Owner/s to verify that all fields below meet pass the checks: <ol style="list-style-type: none"> 1. Mandatory Fields 2. Field and Value Mapping Correctness 3. Null Checks 4. Text Length Checks

Load

The load process includes:

1. Execute the automated data load into target system using load tool or product the load file if the load must be done manually
2. Once the data is loaded to the target system, it will be extracted and prepared for Post Load Data Validation

Load Run Sheet

Item #	Step Description	Team Responsible
1	Syniti will provide load file	Syniti

Load Phase and Dependencies

Configuration

Item #	Configuration Item
1	Planning Plants
2	Maintenance Plants

3	Number Ranges for Work Plan & Item
4	Sort Fields for Work Plans
5	Authorization Groups
6	System Condition
7	Order Type
8	Order Type Priority
9	Planner Groups

Conversion Objects

Object #	Preceding Object Conversion Approach
1002	Equipment
1003	Functional location
1005	Task List
1012	Measuring point
1017	Maintenance Strategy

Error Handling

Error Type	Error Description	Action Taken

Post-Load Validation

Project Team

Completeness

Task	Action
Verify Count	SyWay A2D Data Team to verify the record count created in target S/4 HANA by accessing post load reports in dspMigrate or standard reports from S/4 HANA.
Verify Logs	Check if there is data that failed to load and perform the necessary actions (e.g. register as post load issue or attempt to load the record again, etc.).

Accuracy

Task	Action
Conversion Accuracy	SyWay A2D Data Team to verify that the Work order data in target S/4 HANA were loaded correctly via dspMigrate post load reports or standard reports from S/4 HANA.

Business

Completeness

Task	Action
Verify Count	Download Post Load Reports from dspMigrate and verify that the record count loaded in the target S/4 HANA is the same count as of the endorsed load file.

Accuracy

Task	Action
Conversion Accuracy	Verify that the EAM Work order data in target S/4 HANA were loaded correctly via dspMigrate post load reports or standard reports from S/4 HANA.

Key Assumptions

- Master Data Standard is up to date as on the date of documenting this conversion approach and data load.
- Maintenance Plan and Item is in scope based on data design and any exception requested by business.
- All data cleansing and preparation has been completed.
- All Maintenance Plans and Items mapped to valid Technical Objects in S/4 HANA

See also

Change log

Version	Published	Changed By	Comment
CURRENT (v. 1)	Apr 30, 2026 09:27	ERGUIZA-ext, Pinky Love	
v. 408	Apr 27, 2026 09:55	ERGUIZA-ext, Pinky Love	
v. 407	Apr 27, 2026 09:44	ERGUIZA-ext, Pinky Love	
v. 406	Apr 27, 2026 09:43	ERGUIZA-ext, Pinky Love	
v. 405	Apr 07, 2026 13:19	ERGUIZA-ext, Pinky Love	CR0438: Update in Relevancy Criteria JEST Inactive Flag
v. 404	Apr 07, 2026 11:00	ERGUIZA-ext, Pinky Love	
v. 403	Apr 07, 2026 10:59	ERGUIZA-ext, Pinky Love	
v. 402	Apr 07, 2026 10:27	ERGUIZA-ext, Pinky Love	CR0438: Update in Relevancy Criteria JEST Inactive Flag
v. 401	Apr 02, 2026 13:42	ERGUIZA-ext, Pinky Love	
v. 400	Apr 01, 2026 15:07	MAHAJAN-ext, iesha	CR0438




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Workflow history

Title	Last Updated By	Updated	Status
There are no pages at the moment.			

Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

From Aug 08, 2019 to Jul 21, 2020	Actor	Type	Activity	Version
	THIAGO WYRWANT CARLINS , Cátia Amaro and PAULO VITOR ROCHA BASTOS	Edit	multiple updates from  THIAGO WYRWANT CARLINS ,  Cátia Amaro and  PAULO VITOR ROCHA BASTOS	
May 16, 2019	Inês Santos	State	changed state to Published at 1:55 pm (Space Initialization)	v1
	Inês Santos	State	gave <i>Approvers</i> approval at 1:55 pm	
May 10, 2019	Inês Santos	Edit	created the page at 5:02 pm	

State changed state to **Draft** at 3:02 pm

v1