

# IAC 01.01. Costing model validation

Process: [Product Costing](#)

Responsibility area: [Internal Control Monitor](#)

## Risk

Wrong fixed cost absorption in inventory, plant costing model do not comply with group rules

## Objective

[Service Unit Management accounting](#) control plant costing model yearly update

## Process description

Costing model is the document which explains the way fixed costs and depreciations are allocated to product costing in order to determine the cost of sales and inventory valuation. FRA are in charge of preparing the costing model based on the budget using the respective template of WP2 or provided by SU MAC (e.g. extract of the cycle structure for PF2).

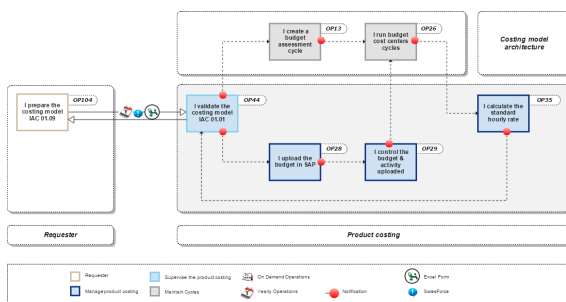
The instruction notes to complete the template of WP2, **under FRA responsibility**, are below:

[Costing Model - FRA preparation](#)

FRA asks for the validation of the GCCO.

## Control description

[Service Unit Management Accounting](#) reviews through a checklist, costing models prepared by each Finance responsible assigned (FRA) of his/her zone and the respective update in SAP done by Service Unit Management accounting. SU MAC is making sure that costing model has been reviewed and validated by the GCCO for each plant in the scope of internal control



## Scope

WP2 / PF2

## Frequency

Due date : January

## Control owner

Service Unit Management accounting - Costing user by region

## References

**Error rendering**

**macro**

**'contentbylabel'**

parameters should

not be empty

## Content by label

There is no content with the specified labels

## Control evidences

[IAC 01.01 Validation of costing model by SU MAC.xlsx](#)

- Checklist
- Costing model - Provided by FRA
- Validation from GCCO - Provided by FRA

[Costing Model - FRA preparation](#) <<  
IAC 01.01. Costing model validation  
>> [OP.013](#) & [OP.028](#)

**Guideline**

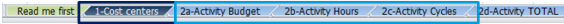
**Download the file [IAC 01.01 Costing Model](#)**

The check list refers to the template that must be completed by the FRA of each production site - [IAC 01.01. Costing model](#)

There is a link between Costing Model file & IAC 01.01

Costing Model file	IAC 01.01
Tab 1-Cost centers	Column B
Tab 2a-Activity Budget	Column C
Tab 2a-Activity Hours	Column D
Tab 2a-Activity Cycles	Column E

**IAC 01.09**



**IAC 01.01**

RCOM Checklist IAC 01.01

	1				2			Validation			Comments	Contact	Last control	
	1a	2a	2b	2c	WP1	PM	GCCO	RCOM						
Europe														
ES Biadets	✓	✓	✗	✓	✓	✗	✗	✗			here is a mistake in the tab 2b	xxx@solvay.com	12-11-2015	
FR Belle-Etoile	✓	✓	✓	✓	✓	✓	✓	✓				xxx@solvay.com	15-11-2015	
FR Butachimie Champé												xxx@solvay.com		
FR Chalange												xxx@solvay.com		
FR Clamecy												xxx@solvay.com		
FR Collonges												xxx@solvay.com		
FR La Rochelle												xxx@solvay.com		
FR Melle												xxx@solvay.com		
FR Roussillon												xxx@solvay.com		

Make sure all production sites (2) in your scope (1) are listed with its contact (3)

	1				2			Validation			Comments	Contact	Last control
	1a	2a	2b	2c	WP1	PM	GCCO	RCOM					
Asia													
China													
CH Chengde												PAN, Jun	
CH Feixiang												YANG, peng	
CH Feixiang												ZHOU, xiaoyan	
CH Likang												YANG, peng	
CH Liyang												PAN, Jun	
CH Shanghai												LI, Ada	
CH Zhangjiagang												ZHANG, kevin	
CH Zhenyuan (normal)												XU, lin	
CH Zhenyuan (new area)												XU, lin	
CH ZHU												ZHAO, Jun	
IN Pars												PITHA, Prush	
KR Incheon												C. CHOI	
KR Onse												Han, Ji	

✓ Make sure you received all Costing Model file templates in your scope by November D10  
Do not hesitate to send reminders in advance or/and plan meetings and calls with each FRA when you feel it is necessary

Once you receive the file [IAC 01.01. Costing model](#) sent by a FRA, you must perform several controls

**READ ME FIRST**

1. Check that all fields highlighted in yellow are completed
2. Check that you have the approval of the the plant manager & the GCCO to get their approval (3)

# IAC.01.09 - Costing Model



**Check list - Yellow fields must be completed before submission to the RCOM**

Plant code	7605	Save the file with the name
Plant name	Incheon	2015_JAC 01.09_7605 Incheon SILICA
Year	2015	
Currency	KRW	
GBU	SILICA	<i>Compulsory for multi GBU's plants</i>
1-Cost centers	OK	
2-Activity rates		
2a-Budget	OK	
2b-Hours	OK	
2c-Cycles	OK	
3-Validation	OK	

Read me first | 1-Cost centers | 2a-Activity Budget | 2b-Activity Hours | 2c-Activity Cycles

## 1-COST CENTERS

1. Check that all fields are completed

CoCod	Cost C	Description	First	Last	Status	Profit cent	Responsib	Group
7525	7603-1001	EPO Compounding	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1021	AAO AA Semi Production 1	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1051	PVO AA Salt Production	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1052	PVO Polymerization	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1101	EPO Blending	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1201	EPO Packing	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1211	AAO AA Packing	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1232	PVO Packing CNP & AMO	johan	CHOI	Active	Correct	Correct	EPRODX WORKSHOP
7525	7603-1400	EPO Utility	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS
7525	7603-1402	EPO CN Production/Packing	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS
7525	7603-1421	AAO STEAM	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS
7525	7603-1422	AAO compressed air	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS
7525	7603-1423	AAO Water	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS
7525	7603-1424	AAO Electricity	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS
7525	7603-1425	AAO Waste Water Treatment	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS
7525	7603-1426	AAO Incinerator	johan	CHOI	Active	Correct	Correct	ECPIX VARIABLE COSTS

Read me first | 1-Cost centers | 2a-Activity Budget | 2b-Activity Hours | 2c-Activity Cycles | 2d-Activity TOTAL

## 2A-ACTIVITY BUDGET

1. Check that all fields are completed

Cost centers	Description	Cost elements	CNP Budget CNY	Additional CNP CNY	Normal capacity CNY
7897-1101	Synth. Purif CF1-CF2	Labor costs dir	98320100	3,242,623	3,242,623
7897-1101	Synth. Purif CF1-CF2	Other CNP	98300041	7,390,789	7,390,789
7897-1101	Synth. Purif CF1-CF2	Maintenance	98300207	4,663,271	4,663,271
7897-1302	GUAIACOL PRODUCTION	Labor costs dir	98320100	794,470	794,470
7897-1302	GUAIACOL PRODUCTION	Other CNP	98300041	1,567,523	1,567,523
7897-1302	GUAIACOL PRODUCTION	Maintenance	98300207	709,584	709,584
7897-1401	IBCH	Labor costs dir	98320100	808,826	808,826
7897-1401	IBCH	Other CNP	98300041	1,382,610	1,382,610
7897-1401	IBCH	Maintenance	98300207	393,145	393,145
7897-1501	Flavor	Labor costs dir	98320100	1,007,498	1,007,498
7897-1501	Flavor	Other CNP	98300041	1,813,631	1,813,631
7897-1501	Flavor	Depreciation	98340100	7,244,222	7,244,222
7897-1501	Flavor	Maintenance	98300207	775,000	775,000

Read me first | 1-Cost centers | 2a-Activity Budget | 2b-Activity Hours | 2c-Activity Cycles | 2d-Activity TOTAL

## 2B-ACTIVITY HOURS

1. Check that all fields are completed
2. Control the calculation of the normal capacity
  - Other constraints must be explained : it can only be technical constraints (usually bottlenecks)
  - Number of hours for planned

Cost centers	Activities	Hours					Normal capacity (h)
		Planned maintenance	Intercampaign changeovers	Included in recipe Oyes / 1 mo	(*1)Other constraints	Number of production lines	
7603-1021	MMWHQ	480		1		1	8.280
	MACHI	480		1		1	8.280
	AMO	480		1		1	8.280
7603-1221	MMWHQ	480		1		1	8.280
	MACHI	480		1		1	8.280
	AMO	480		1		1	8.280
7603-1051	MMWHQ	420		1		1	8.340
	MACHI	420		1		1	8.340
	AMO	420		1		1	8.340
7603-1052	MMWHQ	420		1		2	16.680
	MACHI	420		1		2	16.680
	AMO	420		1		2	16.680

Read me first | 1-Cost centers | 2a-Activity Budget | 2b-Activity Hours | 2c-Activity Cycles | 2d-Activity TOTAL

- maintenance should be reasonable
- c. Compare with the previous year

**i** In case of doubt, do not hesitate to ask the FRA for more details. If the calculation of the normal capacity doesn't follow the standard, you can ask the FRA to change the calculation. If you need help you can contact a process expert.

**2C-ACTIVITY CYCLES**

1. Check that all fields are completed
2. Make sure that it is simple (= significant & rounded figures)

Cost centers	7603-1021	7603-1221	7603-1051	7603-1052	7603-1252	7603-1001	7603-1201
7603-1001 EPO Compounding						100	
7603-1021 AAO AA Semi Production 1	100						
7603-1051 PVO AH Salt Production			100				
7603-1052 PVO Polymerisation				100			
7603-1101 EPO Blending						100	
7603-1201 EPO Packing							100
7603-1221 AAO AA Packing		100					
7603-1252 PVO Packing CNP & AMO					100		
7603-1400 EPO Utility						100	
7603-1402 EPO CP Production/Packing						100	
7603-1421 AAO STEAM	100						
7603-1422 AAO Compressed air	100						

**STEP 1**

Once a file is completed you send it to group email for each region : [GBS\\_Finance\\_Management\\_Acc\\_Bangkok@syensqo.com](mailto:GBS_Finance_Management_Acc_Bangkok@syensqo.com)  
[GBS\\_Finance\\_Management\\_Acc\\_Curitiba@syensqo.com](mailto:GBS_Finance_Management_Acc_Curitiba@syensqo.com)  
[GBS\\_Finance\\_Management\\_Acc\\_Lisbon@syensqo.com](mailto:GBS_Finance_Management_Acc_Lisbon@syensqo.com)

They will :

- Upload the budget in the system
- Create the assessment cycle
- Calculate the standard rates

**STEP 2**

**You can also update the check list for the IAC 01.01**

Just update the columns with "Y" if the information is correctly completed or "N" if it is not.

RCOM Checklist IAC 01.01										
1	2			WPI	Validation			Comments	Contact	Last control
	2a	2b	2c		PM	GCCO	RCOM			
Asia										
CH Baotou	✓	✓	✓	✓	✗	✓	✓	✗	File sent to the BO <a href="mailto:xxx@solvay.com">xxx@solvay.com</a>	15-11-2015

**i** When there are changes in the cost centers structure, you must inform the person in charge

[Request the modification of a cost center](#)

I am informed once the standard rates are calculated in the system

**You must compare the activity rates calculated in the system with what is in the file sent by the FRA**

In SAP, you must use the transaction KSBT

In the file IAC 01.01, use the tab : 2b-Activity TOTAL



When the model is too complex, the simulation made in the excel file doesn't work then you have to make further investigation

**STEP 1**

**Open the transaction KSBT**

Enter :

1. The group of cost centers (usually the plant code)
2. Version = 0
3. Enter the fiscal year
4. From Period 1 to 12

Execute



**Activity Type Price Report: Initial Screen**

Selection Options

Cost Center  
Cost Center Group: 7603 (1)

Activity Type  
Activity Type Group: (2)

Selection Parameters  
Version: 0 (2)  
Fiscal Year: 2015 (3)  
From Period: 1 (3) to 12 (4)  
Price Indicator: 1  
Price Unit: 1

Display Only Activity Prices Used for Allocation  
 Display All Selected Prices

**STEP 2**

**Activity Type Price Report**

1. List of cost centers
2. Activity types
3. Price per hour



Make sure you selected the activity price in **object currency** otherwise you must change the layout

You can export the file in excel

**Activity Type Price Report: Overview Screen**

Cost Center Group: 7603  
Activity Type: 0  
Version: 2015  
Period: 1 To 12  
Price unit: 1

Cost Center	Cost ctr short text	ActTyp	A..	ObCur	Fix+vbl.price	OCrCy
7603-1001	EPO Compounding	AMO	H	KRW	30,430	
	EPO Compounding	MACHI	H	KRW	118,338	
	EPO Compounding	MANHO	H	KRW	62,845	
7603-1021	AAO AA Semi Prod1	AMO	H	KRW	538,647	
	AAO AA Semi Prod1	MACHI	H	KRW	940,942	
	AAO AA Semi Prod1	MANHO	H	KRW	503,502	
7603-1051	PYO AH Salt Prod.	AMO	H	KRW	27,218	
	PYO AH Salt Prod.	MACHI	H	KRW	11	
	PYO AH Salt Prod.	MANHO	H	KRW	916	
7603-1052	PYO Polymerization	AMO	H	KRW	168,585	
	PYO Polymerization	MACHI	H	KRW	271,403	
	PYO Polymerization	MANHO	H	KRW	166,067	
7603-1201	EPO Packing	AMO	H	KRW	263	
	EPO Packing	MACHI	H	KRW	0	

**STEP 3**

**Compare the activity rates with the tab : 2b-Activity TOTAL**

If there are discrepancies, you must make further investigations

**Activity Type Price Report: Overview Screen**

Description	Normal capacity KRW	7603-1021	7603-1221
Depreciation	9,499,600.000	4,460,000.000	91,500.000
Labor costs dir	10,406,000.000	4,169,000.000	-
Labor costs ind	-	-	-
Maintenance	17,984,000.000	7,791,000.000	-
Other CNP	-	-	-
AMMO	9,499,600.000	4,460,000.000	91,500.000
MACHI	17,984,000.000	7,791,000.000	-
MANHO	10,406,000.000	4,169,000.000	-
AMMO		8,280	8,280
MACHI		8,280	8,280
MANHO		8,280	8,280
AMMO		538,647	11,051
MACHI		940,942	-
MANHO		503,502	-

Layout: 2b-Activity Hours | 2c-Activity Cycles | 2d-Activity TOTAL

**STEP 4**

**2A-ACTIVITY BUDGET**

Compare the budget loaded in the system (you can use the t-code S\_ALR\_87013611) with the budget sent by the FRA

**IAC 01.09**

**BUDGET - KP07**

Cost centers	Description	Cost elements	CNP Budget KRW	Additional CNP KRW	Normal capacity KRW
7603-1021	AA Direct Labor	9832000	4,169,000.000		4,169,000.000
	AA Ind. Labor + M + D	9830007	7,523,000.000	268,000.000	7,791,000.000
	LAB AMO	9834030	4,460,000.000		4,460,000.000
7603-1221	AA Packing AMO	9834030	91,500.000		91,500.000
7603-1051	AH Salt direct labor.	9832000	438,000.000		438,000.000
	AH Salt AMO	9834030	227,000.000		227,000.000
7603-1052	Polymer direct labor	9832000	2,770,000.000		2,770,000.000
	Polymer Ind. Labor + M + D	9830007	4,238,000.000	201,000.000	4,439,000.000
	Polymer AMO	9834030	2,812,000.000		2,812,000.000
7603-1202	EP Packing AMO	9834030	400,000.000		400,000.000
7603-1001	EP Compounding Labor	9832000	3,009,000.000		3,009,000.000
	EP Ind. Labor + M + D	9830007	5,485,000.000	201,000.000	5,686,000.000
	EP AMO	9834030	1,407,000.000		1,407,000.000
7603-1201	EP Packing AMO	9834030	2,100.000		2,100.000

Read me first | Edit | Print | 2a-Activity Budget | 2b-Activity Hours | 2c-Activity Cycles | 2d-Activity TOTAL

**S\_ALR\_87013611**

Cost Center: Actual/Plan/Variance Date: 19.04.2015

Cost Center/Group: 7603-1021 AAO AA Prod  
Person: 50501194  
Reporting period: 1 to 12 2015

Cost Element	Act. Cycle	Plan Cycle
9832000	PERSONNEL/INDIRECT	4,169,000.000
9830007	INDIRECT LABOR	7,791,000.000
9834030	EP SEMI-FINISH ASSET	4,460,000.000
	DEBIT	16,420,000.000

**2B-ACTIVITY HOURS**

Compare the hours loaded in the system (you can use the t-code S\_ALR\_87013611) with the hours sent by the FRA

IAC 01.09										
ACTIVITIES - KPZ7										
Cost centers	Activities	Hours				Normal capacity	%			
		Planned	Actual	Used in	C/Planned					
		manpower	manpower	manpower	manpower					
7603-0001	AKO AS term Production 1	MANHO	480	-	1	1	0,200			
		MANO	480	-	1	1	0,200			
		MANH	480	-	1	1	0,200			
7603-1201	AKO AS Facting	MANHO	480	-	1	1	0,200			
		MANO	480	-	1	1	0,200			
		MANH	480	-	1	1	0,200			
7603-0001	PVC AS term Production	MANHO	420	-	1	1	0,343			
		MANO	420	-	1	1	0,343			
		MANH	420	-	1	1	0,343			
7603-0001	PVC Polymerization	MANHO	420	-	1	1	0,343			
		MANO	420	-	1	1	0,343			
		MANH	420	-	1	1	0,343			
7603-1201	PVC Facting	MANHO	420	-	1	1	0,343			
		MANO	420	-	1	1	0,343			
		MANH	420	-	1	1	0,343			
7603-0001	EPG Compounding	MANHO	360	430	1	4	47,880			
		MANO	360	430	1	4	47,880			
		MANH	360	430	1	4	47,880			
7603-1201	EPG Facting	MANHO	360	430	1	4	47,880			
		MANO	360	430	1	4	47,880			
		MANH	360	430	1	4	47,880			

S_ALR_87013611	
Start: Selection: Actual/Planned/Resource	Date: 14-04-2015
Cost: Control Group: 7603-1201 AKO AS Fact. Invoic.	
Accounting period: 5001194	5-10-12-2015
Accounting period:	5-10-12-2015

**2C-ACTIVITY CYCLES**

Compare the cycle created in the system (code = PPPPBU => PPPP = plant code) with the t-code KSU9

IAC 01.09										
ACTIVITIES - KPZ7										
Cost centers	Activities	Hours				Normal capacity	%			
		Planned	Actual	Used in	C/Planned					
		manpower	manpower	manpower	manpower					
8035-2100	ZIG GM	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2101	ZIG Plant Manager	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2102	ZIG Plant Supervisor1	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2103	ZIG Plant Supervisor2	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2104	Tree and insurance	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2105	HSE Supplies	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2200	Utilities Power	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2201	Utilities Water	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2202	Utilities Sewer	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2203	Quality assurance	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			
8035-2204	Quality control lab	MANHO	40	50	4	36	10			
		MANO	40	50	4	36	10			
		MANH	40	50	4	36	10			

KSU9			
Controlling Area: 3124	Rhode Asia Pacific		
Cycle: 013100	0035 Hengshang - Budget		
Segment Name: 0125-2100	0039-2100 ZIG GM		
Segment Header	Sender/Receiver	Sender Values	Receiver Tracing Factor
Sender	To	Group	
Cost Center: 0125-2100			
Cost Element			
Segment Header	Sender/Receiver	Sender Values	Receiver Tracing Factor
Receiver	From	Group	
Cost Type: 0125-2100			
Cost Element: 0125-2100			
Cost Type: 0125-2100			
Cost Element: 0125-2100			
Cost Type: 0125-2100			
Cost Element: 0125-2100			

**STEP 5**

Inform the person who calculated the standard in the system if there is a mistake in the system

# Workflow history

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

May 18, 2016	Actor	Type	Activity	Version
Published	Sylvain Michel Alexandre Pingont	State	changed state to <b>Published</b> at 3:33 am (Space Initialization)	v11
Draft	Sylvain Michel Alexandre Pingont	State	gave <i>To be approved</i> approval at 3:33 am	
		State	changed state to <b>Draft</b> at 3:33 am	v11
From Jun 18, 2015 to Feb 29, 2016				
	Alexandra Lepercq and ROLLIER, Charlotte	Edit	multiple updates from <b>Alexandra Lepercq and ROLLIER, Charlotte</b>	
	ROLLIER, Charlotte	Edit	created the page at 4:56 pm	

I inform the requester that the standard rates are in the system

**STEP 1**

Once the standard rates of a plant are loaded in WP2 and approved you must update the check list

RCOM Checklist IAC 01.01									
1	2			Validation		Comments	Contact	Last control	
	2a	2b	2c	W P1	PM				
Asia									
CH Bantou	✓	✓	✓	✓	✓	fully completed	xxx@soiway.com	05-12-2015	

**STEP 2**

Once the check list is fully completed for your scope, you must upload in the dedicated folder in the IAC controls repository

**RCOM Checklist IAC 01.01**

	Validation						Comments	Contact	Last control
	1	2		3	4	5			
	2a	2b	2c	WP1	PM	GCCO/RCOM			
<b>China</b>									
CH Baotou	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	05-12-2015
CH Chengyang	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	06-12-2015
CH Feixiang	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	07-12-2015
CH Licang	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	08-12-2015
CH Liyang	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	09-12-2015
CH Shanghai	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	12-12-2015
CH Zhangjiagang	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	11-12-2015
CH Zhenjiang (Aroma)	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	12-12-2015
CH Zhenjiang (Novicare)	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	13-12-2015
CH Zhuhai	✓	✓	✓	✓	✓	✓	Fully completed	xxx@solvay.com	13-12-2015

## Workflow history

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

Nov 30, 2025	Actor	Type	Activity	Version
Published	TORNPETCH, Ubonrat	State	changed state to <b>Published</b> at 5:27 am	v6
Draft	TORNPETCH, Ubonrat	State	gave <i>Approvers</i> approval at 5:27 am	
Sept 16, 2025				
	KITCHAPISUT, Thanapong	Edit	updated the page at 6:35 am	
		State	changed state to <b>Draft</b> at 4:35 am	v6
May 18, 2016				
Published	Sylvain Michel Alexandre Pingont	State	changed state to <b>Published</b> at 3:33 am (Space Initialization)	v5
Draft	Sylvain Michel Alexandre Pingont	State	gave <i>To be approved</i> approval at 3:33 am	
		State	changed state to <b>Draft</b> at 3:33 am	v5

Use transaction ZWFAR600 to extract the cycles for the year that is ending.

**Cycle Master Data Extraction Report**

[H]Cycle -strt wth oper area  to

[H]Start Date  to

[H]Text language  to

[H]Valid To  to

[H]Created on  to

[H]Date of last change  to

[H]Date of the last exec  to

[H]Type of allocation  to

[H]Actual/plan indicator  to

[S]Locked  to

Choose the following variant "COSTING MODEL"

Variant name	Short Description	Environme...	P
RESTR CYCLES	Restructuring cycles	A	
COSTING MODEL	Costing model extraction	A	

Updating the cycles and start date

### Cycle Master Data Extraction Report

[H]Cycle -strt with oper area  FO01cccc\*

[H]Start Date 01.01.2020 to 31.12.2020

[H]Text language EN

[H]Valid To  to

[H]Created on  to

[H]Date of last change  to

Cycle should be completed like this:

Multiple Selection for [H]Cycle -strt w

Select Single Values (2)

O. Single value

FO01CCCC\*

CHEFCCCC\*

- FO01CCCC\*: for COPA cycles
- CHEFCCCC\*: for Assessment cycles

Start date, to be completed with the full year that is just ending

And now, transaction can be executed to get the following view

[H]Cycle	Valid From	[H]Cycle text	L	[H]Valid To	S	Created on	[H]Entered by	Changed On	Changed by	Seg...	Segment	[S]Segment text	L	Sender %	Assess. CE	[S]
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03.2020	PT400078	1	4056BONUS	alloc social charges R33310		3,00	9629200201	
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03.2020	PT400078	1	4056BONUS	alloc social charges R33310		3,00	9629200201	
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03.2020	PT400078	2	4056BONU...	alloc social charges R33310		3,00	9629200201	
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03.2020	PT400078	2	4056BONU...	alloc social charges R33310		3,00	9629200201	

Below see the details of this report:

The report is designed in PF2 & WP2 to extract CO cycle master data with standard ALV layout, which is compatible for kinds of cycles, including:

- COPA Actual assessment cycle
- COPA Plan assessment cycle (not used in RCS)
- Cost center Actual Assessment cycle
- Cost center Plan Assessment cycle
- Cost center Actual Distribution cycle
- Cost center Plan Distribution cycle

## Column label in report output

As a cycle consists of kinds of information at header / segment level, and in each segment, there are fields for sender / receiver respectively, and even for receiver side, the percentage split can be applied for multi-receiver objects.

So, to facilitate identifying the column nature and improve the report understandability, a prefix is assigned for each column label:

- '[H]' stands for header level data, for example '[H]Cycle'.
- '[S]' stands for segment general data, for example '[S]Segment Name'.
- '[S-S]' stands for segment sender data, for example '[S-S]Sender Cost Center / grp'
- '[S-R]' stands for segment receiver data, for example '[S-R]IECRA'
- '[S-T]' stands for segment receiver (or sender) multi objects split data, for example '[S-T] Factor Value'.

*Cycle master data extraction report*

[H]Table	[H]Cycle	[H]Start Date	[H]Cycle text	[H]Text language	[S]Segment number	[S]Segment Name	[S]Segment text
CCSS	Z0010228MA	01.01.2005	test maintenance externe	EN	1	MAINTFOR	external maintenance gorzow
CCSS	Z001BEP101	01.01.2002			1	WATER1	
CCSS	Z001BEP101	01.01.2002			2		
CCSS	Z001BEP101				3		
CCSS	Z001BEP101				4		
CCSS	Z001BEP101	01.01.2002			5	USTEAM1	
CCSS	Z001BEP101	01.01.2002			6	UOTHER1	

[H] column

[S] column

## Two options available in output

As a cycle allows for the percentage split in the case of multi receiver objects, it makes difficult to show all information in a single output with good understandability.

With this consideration, 2 output options are designed:

**Output Options**

**Output options**

Standard output

Extended output with multi-object split

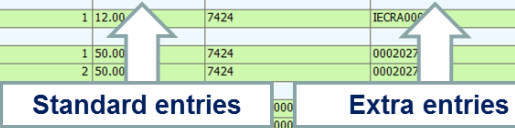
- Standard output
  - Each row represents a unique segment in a cycle, showing cycle header data / segment general data / sender data / receiver data.
  - But multi-object split info is excluded here.
  - Column with '[S-T]' prefix in label is not available in the option.
- Extended output with multi-object split
  - This layout is recommended ONLY when user needs to check the multi-object split percentage.
  - Column with '[S-T]' prefix in label is feed in the option.
  - All multi-object split info is showed as extra rows, means, all rows showed in Standard layout will be showed here as well exactly, but append some extra rows which are dedicated to show the multi-object split info. In other words, Extended output = Standard output + extra entries for multi-object split info.

## Coloring the entries for multi-object split info

- In Extended output with multi-object split, the extra entries for split info is highlighted in light green color. See below picture for example.
- PS: Another way to differentiate the extra entries is to use one of below 2 columns:
- [S-T] Sender / Receiver Indicator. When it is not Null, it's the extra entries.
- [S-T] Item Number. When it is not Null, it's the extra entries.

Cycle master data extraction report

[S]Segment number	[S]Segment Name	[S-T]Sender / Receiver Indicator	[S-T]Item Number	[S-T]Factor Value	[S-T]Element1	[S-T]Element2	[S-T]Element3	[S-T]Element4
1	100							
1	100	R	1	10.00	7424	IECRA00006		
1	100	R	2	30.00	7424	IECRA00008		
1	100	R	3	20.00	7424	IECRA00009		
1	100	R	4	40.00	7424	IECRA00011		
2	110							
2	110	R	1	12.00	7424	IECRA00012		
3	115T							
3	115T	R	1	50.00	7424	0002027	000237	IECRA00011
3	115T	R	2	50.00	7424	0002027	000237	IECRA00012
4	115							
4	115	R			000		000398	0002027650
4	115	R			000		000398	0002027650
4	115	R	3	10.00	00000000000053289	7424	000200398	0002027650
4	115	R	4	10.00	00000000000053289	7424	000200398	0002027650
4	115	R	5	10.00	00000000000053289	7424	000200398	0002027650



## Tips to know the cycle category

Below 3 columns can be used to understand the feature of certain cycle.

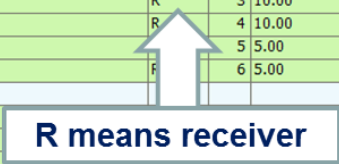
- **[H]Table**, to know it's cost center or COPA cycle
  - CCSS -- Cost center cycle
  - CE7Z0xx -- COPA cycle (Z0xx is the operation concern code)
- **[H]Actual/plan indicator**, to know it's Actual or Plan cycle.
  - I -- Actual
  - P -- Plan
- **[H]Type of allocation**, to know it's Assessment or Distribution cycle.
  - U -- Assessment
  - V -- Distribution
  - L -- Indirect activity allocation
  - ... etc.

## Receiver / Sender multi-objects split

- In WP1, the percentage split is widely used at receiver side for multi-object case. But in some limited case, a specific amount is given to individual cost elements to restrict the allocation at sender side. For the both cases, in the report output, the information will be showed in the same columns with prefix '[S-T]'.
- For users, to know the split information is for receiver or sender, column '[S-F]Sender / Receiver Indicator' can answer,
  - when the value is 'R', the entry is for receiver factor,
  - when the value is 'S', the entry is for sender factor.

Cycle master data extraction report

[S-R]MAGNITUDE Market	[S-T]S...	Seq...	[S-T]Factor Value	[S-T]Element1	[S-T]Element2	[S-T]Element3	[S-T]Element4
	R	1	20.00	0195-1000			
	R	2	50.00	0195-1100			
	R	3	10.00	0195-1110			
	R	4	10.00	0195-1200			
	R	5	5.00	0195-1300			
	F	6	5.00	0195-1400			
				0195-1000			
				0195-1100			
				0195-1110			
	R	4	10.00	0195-1200			
	R	5	5.00	0195-1300			
	R	6	5.00	0195-1400			



## Combine 'from' 'to' 'group' into one field

- When creating a cycle, to specify sender / receiver, user can input 'from' only to show a single object, or input 'from' and 'to' to show a range, or even use 'group' to show a collection list.
- In order to reduce the column quantity in the report output, the information in 'from' 'to' 'group' is combined into one single column.

**Cycle master data extraction report**

[S-R]Order Number	[S-R]Cost Center / grp	[S-R]Product number
<b>A group</b>	0228-FCE	
	0195-1000 to 0195-1300	
	0195-1000 to 0195-1300	
<b>Single object</b>	0195-1000	
	0195-1000	
	0195-1000 to 0195-1300	
<b>From... to...</b>	0195-1000 to 0195-1400	
	0195-1000 to 0195-1300	
	0195-2000	

### ‘[H]Cycle’ code start with operation concern

- When put cycle code as selection criteria, please start with the operation concern code then follow by cycle code, as this is the way SAP store the cycle master data in tables.
- As a tip, all below options work

**Operating concern + cycle code**

[H]Cycle -strt with oper area: Z026816000 to

[H]Start Date: 01.01.2015 to

[H]Text language: EN

**Operating concern + “\*”**

[H]Cycle -strt with oper area: Z026\* to

[H]Start Date: 01.01.2015 to

[H]Text language: EN

**“\*” + cycle code**

[H]Cycle -strt with oper area: \*816000 to

[H]Start Date: 01.01.2015 to

[H]Text language: EN

**No selection**

[H]Cycle: to

[H]Start Date: to

[H]Text language: EN

When transaction ZWFAR600 is executed and you have the list of all cycles, it is time to extract to excel.

1) Go to List Export Spreadsheet

Menu path: List > Export > Spreadsheet...

[H]Cycle	valid from	[H]cycle text	L...	[H]valid to	S	Created on	[H]Entered by	Chang
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03
CHEF4056BN	01.01.2020	Bonus accrual - Social Charges	EN	31.12.2020	3	11.11.2019	PT400078	06.03

This excel document will be the COSTING MODEL of your company.

1) Send through Solvay One the COSTING MODEL extracted in previous step to the FRA/Controller to be used in the review of the cycles for the new year


After the review, I receive from FRA the cycle changes for the new year.

- With the changes highlighted in the COSTING MODEL
- Or, changes detailed in the freshdesk

Depending on the type of cycle, I use KSU2, KEU2, KSV2

**STEP 1**

**Start the transaction using transaction code KSU2**

 Change Actual Assessment Cycle: Initial Screen

*Change Actual Assessment Cycle: Initial Screen*




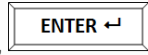
**STEP 2**

**Enter the cycle code and the starting date**

and 

*Change Actual Assessment Cycle: Initial Screen*



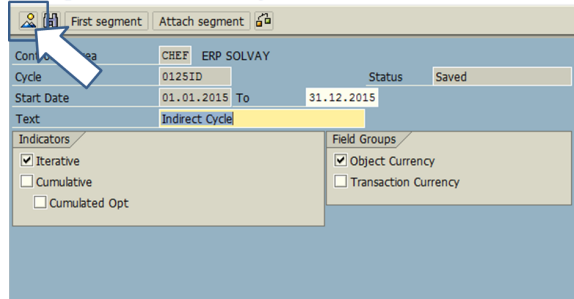
 If you don't know the Starting Date, do not insert the date,  and choose the most recent one.

**STEP 3**

**Open the Segment Overview dialog box**

Click 

*Change Actual Assessment Cycle: Header Data*



**STEP 4**

**Select the segment to be updated**

and choose 

Or create a new segment by clicking

**Attach segment**

**Change Actual Assessment Cycle: Header Data**

First segment | Attach segment

Segment Overview

Cycle	Name	Text	Sort Field	S Sender Rule	R Rec Rule	Scale	Loc
ZU17400000	General services			1 Posted amou..	3 Fixed perce..		
ZU17450000	General services			1 Posted amou..	3 Fixed perce..		
ZU17460000	General services			1 Posted amou..	3 Fixed perce..		
ZU10510000	Maintenance			1 Posted amou..	1 Variable po..		
ZU10520000	Maintenance			1 Posted amou..	1 Variable po..		
ZU1260000A	ENVIRONNEMENT			1 Posted amou..	3 Fixed perce..		
ZU1260001F	ENVIRONNEMENT			1 Posted amou..	3 Fixed perce..		
ZU1260003K	ENVIRONNEMENT			1 Posted amou..	3 Fixed perce..		
ZU1260004A	ENVIRONNEMENT			1 Posted amou..	3 Fixed perce..		
ZU1270002A	SAFETY HYGIENE			1 Posted amou..	3 Fixed perce..		
ZU1270000A	SAFETY HYGIENE			1 Posted amou..	3 Fixed perce..		
ZU10410000	Technical assistance			1 Posted amou..	3 Fixed perce..		
ZU11120000	Internal logistic			1 Posted amou..	3 Fixed perce..		
ZU11210000	Internal logistic			1 Posted amou..	3 Fixed perce..		
ZU14110000	Laboratory (quality contr..			1 Posted amou..	3 Fixed perce..		

No. of Segments: 21

Attach Segment

**STEP 5**

Make the appropriate changes to the segment as required

Please see [KSU1 - Create Actual Assessment Cycle](#) to better understand the changes that can be performed.

**Change Actual Assessment Cycle: Segment**

Attach segment

Controlling Area: CHEF ERP SOLVAY  
 Cycle: 0125ID Indirect Cycle  
 Segment Name: ZU17400000 General services Lock indicator

Segment Header | Senders/Receivers | Sender Values | Receiver Tracing Factor

Sender	From	To	Group
Cost Center	ZU17400000		
Cost Object			
Cost Element			
Receiver			
Order			
Cost Center			0125IDCC
Cost Object			
WBS Element			
Business entity			
Property			
Building			
Settlement unit			

You can lock a segment, by checking the lock indicator box

Lock indicator


**Change Actual Assessment Cycle: Segment**

Attach segment

Controlling Area: CHEF ERP SOLVAY  
 Cycle: 0125ID Indirect Cycle  
 Segment Name: ZU17400000 General services  Lock indicator

Segment Header | Senders/Receivers | Sender Values | Receiver Tracing Factor

**STEP 6**

After the appropriate changes to the segment, click on , to do a Formal Check.

**Change Actual Assessment Cycle: Segment**

Attach segment

Controlling Area: CHEF ERP SOLVAY  
 Cycle: 0125ID Indirect Cycle  
 Segment Name: ZU17400000 General services

Segment Header | Senders/Receivers | Sender Values | Receiver Tracing Factor


If there is any errors you need to analyse and correct.

Disregard Warnings

CP 6111030008: display/messages

Type	Message text	Icon
***	General messages for segment 6111030008	
Secondary postings in cost center 3512400000 are not supported		
Secondary postings in cost center 3512400001 are not supported		
Cost center 351240000A is not supported in all periods		
Secondary postings in cost center 35131P0000 are not supported		
Secondary postings in cost center 35131P0010 are not supported		
Secondary postings in cost center 35131P0011 are not supported		
Secondary postings in cost center 35131P0030 are not supported		
Secondary postings in cost center 35131P0037 are not supported		
Secondary postings in cost center 35131P0040 are not supported		
Secondary postings in cost center 35131P004T are not supported		
Secondary postings in cost center 35131P0070 are not supported		
Secondary postings in cost center 35131P0089 are not supported		
Secondary postings in cost center 3516100999 are not supported		
Secondary postings in cost center 3516101000 are not supported		
Secondary postings in cost center 3516102000 are not supported		

STEP 7

After the appropriate changes and the formal check Save .

Session name	St...	Created By	Date	Time	Creation Pro...	Lock Date	Authorizat.	Trans.	0	0	0	Screens	D. Q...
K3Y9_CHANGE		FF99375362	31.10.2014	17:10:13	/SAPFMC/SAP...		FF99375362	393	0	0	1,572	14	
K3Y9_CHANGE		FF99375362	31.10.2014	16:31:50	/SAPFMC/SAP...		FF99375362	35	0	0	140	14	
K3Y2_CHANGE		FF99375362	31.10.2014	11:33:55	/SAPFMC/SAP...		FF99375362	37	0	0	140	14	
K3Y2_CHANGE		FF99375362	31.10.2014	11:28:30	/SAPFMC/SAP...		FF99375362	245	0	0	960	14	

STEP 8

It is also possible to perform mass changes on cycles in terms of dates.

To do so, please contact IS Team by the appropriate tool, requesting the creation of a LSWM and providing the respective list of the cycles to be changed.

Afterwards, IS Team will request to process the batches sessions created for this purpose.



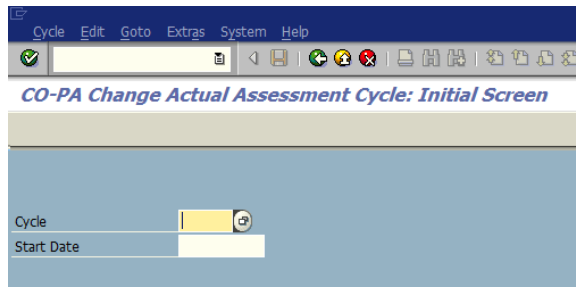
Before starting, make sure you are in the right operating concern with **KEBC - Setting Operating concern**. List of operating concern : **Rules - CO structure**

STEP 1

Start the transaction using transaction code KEU2



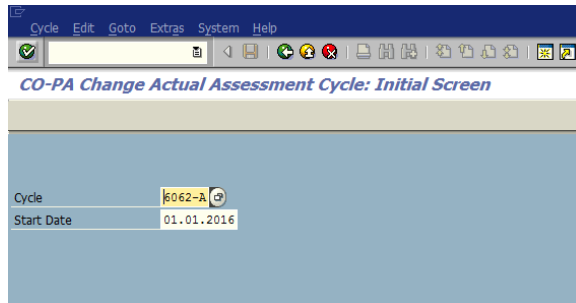
CO-PA Change Actual Assessment: Initial Screen



STEP 2

Enter the cycle code and the starting date

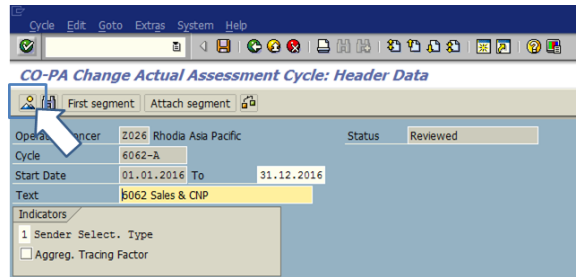
and 




STEP 3

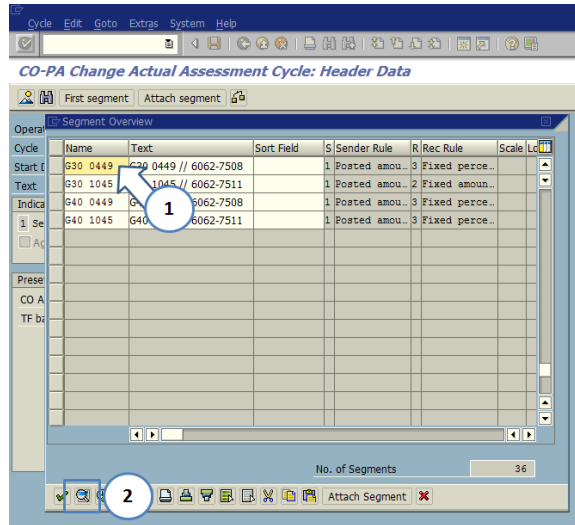
Open the Segment Overview dialog box

Click 



STEP 4


Select the segment to be updated  
and choose 

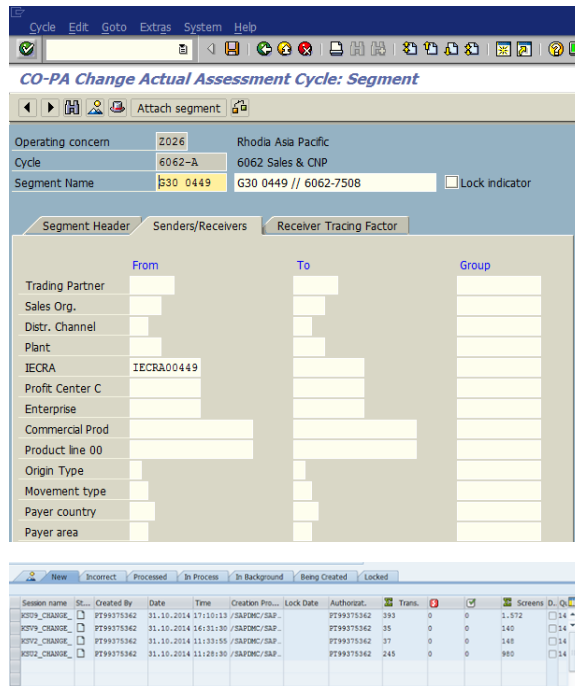


Or create a new segment by clicking

**Attach segment**

**STEP 5**

Make the appropriate changes to the  
segment as required and save 



**STEP 6**


It is also possible to perform mass  
changes on cycles in terms of  
dates.


To do so, please contact IS Team  
by the appropriate tool, requesting  
the creation of a LSWM and  
providing the respective list of the  
cycles to be changed.

Afterwards, IS Team will request to  
process the batches sessions  
created for this purpose.

**STEP 1**

Start the transaction using  
transaction code KSV2

 Change Actual Distribution Cycle: Initial Screen

 **Budget Distribution**  
For budget distribution allocations insert KSV8.


### Change Actual Distribution Cycle: Initial Screen

Cycle   
Start Date

#### STEP 2

Enter the cycle code and the starting date

and

 If you don't know the Starting Date, do not insert the date,  and choose the most recent one.

### Change Actual Distribution Cycle: Initial Screen


Cycle   
Start Date

#### STEP 3

Open the Segment Overview dialog box


Click 

### Change Actual Distribution Cycle: Header Data

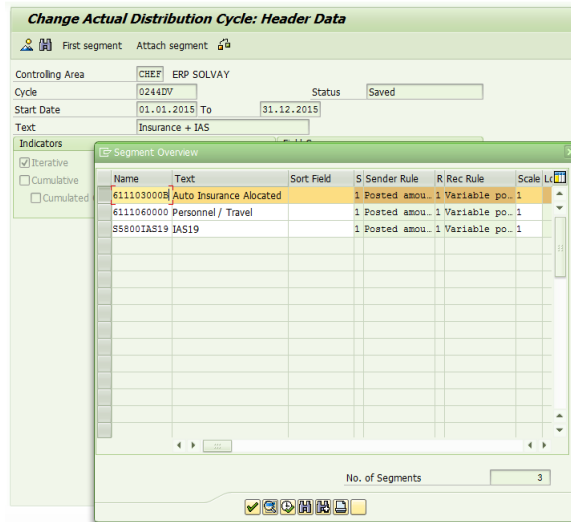
 First segment Attach segment

Controlling Area	CHEF	ERP SOLVAY	Status	Saved
Cycle	0244DV			
Start Date	01.01.2015	To	31.12.2015	
Text <input type="text" value="Insurance + IAS"/>				
Indicators		Field Groups		
<input checked="" type="checkbox"/> Iterative	<input type="checkbox"/> Cumulative	<input type="checkbox"/> Consumption	<input checked="" type="checkbox"/> Object Currency	<input type="checkbox"/> Transaction Curren
<input type="checkbox"/> Cumulated Opt				

#### STEP 4


Select the segment to be updated and choose 

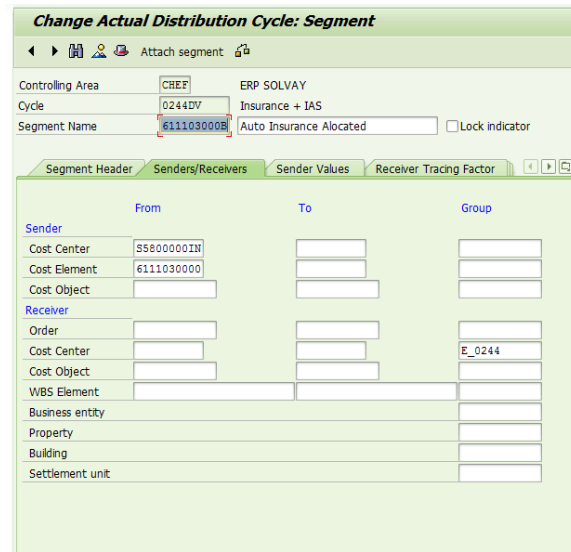
Or create a new segment by clicking




**STEP 5**



Make the appropriate changes to the segment as required

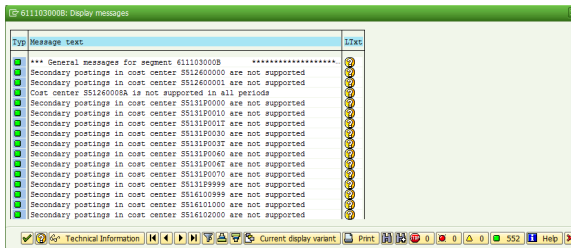
 Please see [KSV1 - Create Actual Distribution Cycle](#) to better understand the changes that can be performed.



**STEP 6**

After the appropriate changes to the segment, click on , to do a Formal Check.

 If there is any errors you need to analyse and correct. 






Disregard Warnings



**STEP 7**

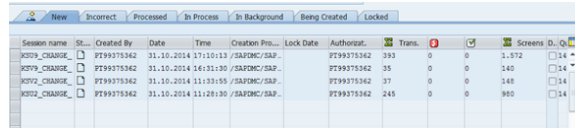
After the appropriate changes and the formal check Save .

**STEP 8**

It is also possible to perform mass changes on cycles in terms of dates.

To do so, please contact IS Team by the appropriate tool, requesting the creation of a LSWM and providing the respective list of the cycles to be changed.

Afterwards, IS Team will request to process the batches sessions created for this purpose



Session name	St...	Created By	Date	Time	Creation Pro...	Lock Date	Authoriz.	Trans.	0	0	Screens	D. Q.
KSF19_CHANGE		FF99375362	31.10.2014	17:10:13	/SAPMNC/SAP...		FF99375362	393	0	0	1.572	14
KSF19_CHANGE		FF99375362	31.10.2014	16:31:50	/SAPMNC/SAP...		FF99375362	35	0	0	140	14
KSF12_CHANGE		FF99375362	31.10.2014	11:33:55	/SAPMNC/SAP...		FF99375362	37	0	0	148	14
KSF13_CHANGE		FF99375362	31.10.2014	11:28:30	/SAPMNC/SAP...		FF99375362	245	0	0	960	14

I inform FRA/Controller that the cycles are updated in SAP