

# 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).

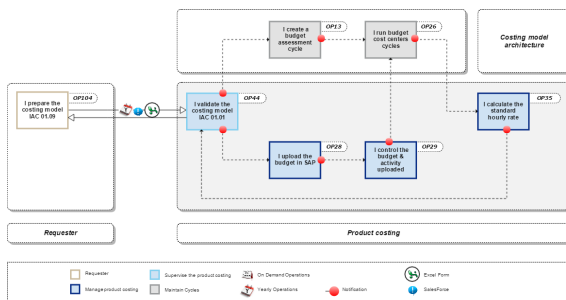
The instruction notes to complete the template of WP2, **under FRA responsibility**, are below:

[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**

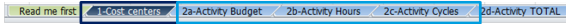
**Download the file [IAC 01.01 Costing Model](#)**

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_IAC 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	EPDXX WORKSHOP
7525	7603-1021	AAO AA Semi Production 1	johan	CHOI	Active	Correct	Correct	EPDXX WORKSHOP
7525	7603-1051	PVO AA Salt Production	johan	CHOI	Active	Correct	Correct	EPDXX WORKSHOP
7525	7603-1052	PVO Polymerization	johan	CHOI	Active	Correct	Correct	EPDXX WORKSHOP
7525	7603-1101	EPO Blending	johan	CHOI	Active	Correct	Correct	EPDXX WORKSHOP
7525	7603-1201	EPO Packing	johan	CHOI	Active	Correct	Correct	EPDXX WORKSHOP
7525	7603-1211	AAO AA Packing	johan	CHOI	Active	Correct	Correct	EPDXX WORKSHOP
7525	7603-1232	PVO Packing CNP & AMO	johan	CHOI	Active	Correct	Correct	EPDXX 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				Number of production lines	Normal capacity (h)
		Planned maintenance	Intercampaign changeovers	Included in recipe Oyes / 1 mo	(*)(Other constraints		
7603-1021 AAO AA Semi Production 1	MMWHQ	480		1		1	8.280
	MACHI	480		1		1	8.280
	AMO	480		1		1	8.280
7603-1221 AAO AA Packing	MMWHQ	480		1		1	8.280
	MACHI	480		1		1	8.280
	AMO	480		1		1	8.280
7603-1051 PVO AA Salt Production	MMWHQ	420		1		1	8.340
	MACHI	420		1		1	8.340
	AMO	420		1		1	8.340
7603-1052 PVO Polymerization	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

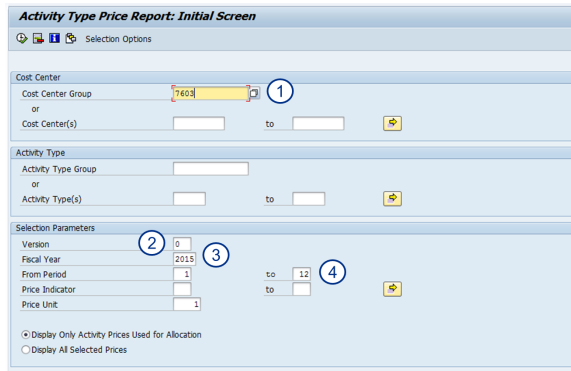
STEP 1

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

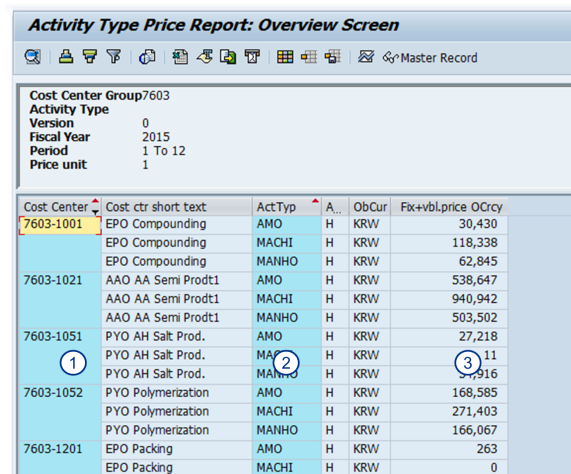
STEP 2

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

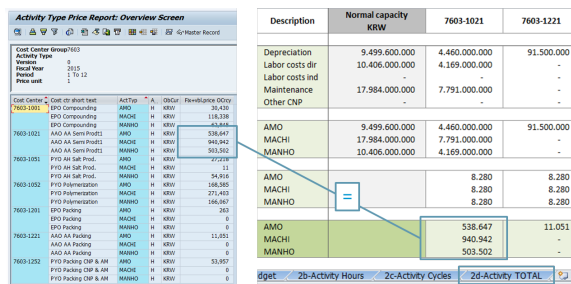
Cost Center Group: 7603  
Activity Type: 0  
Version: 2015  
Period: 1 To 12  
Price unit: 1

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

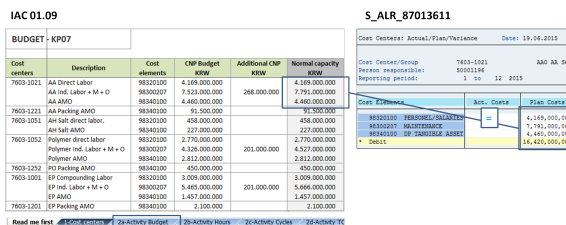
Description	Normal capacity KRW	7603-1021	7603-1221
Depreciation	9,499,600.000	4,460,000.000	91,500.000
Labor costs dir	10,406,000.000	4,169,000.000	-
Labor costs ind	-	-	-
Maintenance	17,984,000.000	7,791,000.000	-
Other CNP	-	-	-
AMMO	9,499,600.000	4,460,000.000	91,500.000
MACHI	17,984,000.000	7,791,000.000	-
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
	LAB AMO	9834030	91,500.000		91,500.000
7603-1221	AA Packing AMO	9834030	438,000.000		438,000.000
	AAH Salt direct labor	9832000	227,000.000		227,000.000
7603-1051	AAH Salt AMO	9834030	2,770,000.000		2,770,000.000
	Polymer direct labor	9832000	4,238,000.000	201,000.000	4,439,000.000
	Polymer Ind. Labor + M + D	9830007	2,812,000.000		2,812,000.000
	Polymer AMO	9834030	400,000.000		400,000.000
7603-1252	EP Packing AMO	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

S\_ALR\_87013611

Cost Center: Actual/Plan/Variance Date: 19.04.2013

Cost Center/Group: 7603-1021 AAO AA Prod  
Person: 50301194  
Reporting period: 1 to 12 2015

Cost Element	Act. Cycle	Plan Cycle
9832000	227,000.000	227,000.000
9830007	7,791,000.000	7,791,000.000
9834030	4,460,000.000	4,460,000.000
Detail	16,420,000.000	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	Interchange	included in	C/Other available	
7603-0001 AKOAS Item Production 1	MARHO	480	-	1	1	0,340
	AMG	480	-	1	1	0,340
	MACH	480	-	1	1	0,340
7603-0002 AKO AS Packing	MARHO	480	-	1	1	0,340
	AMG	480	-	1	1	0,340
	MACH	480	-	1	1	0,340
7603-0003 PVC AS Salt Production	MARHO	420	-	1	1	0,340
	AMG	420	-	1	1	0,340
	MACH	420	-	1	1	0,340
7603-0004 PVC Polymerization	MARHO	480	-	1	1	0,340
	AMG	480	-	1	1	0,340
	MACH	480	-	1	1	0,340
7603-0005 PVC Packing	MARHO	420	-	1	1	0,340
	AMG	420	-	1	1	0,340
	MACH	420	-	1	1	0,340
7603-0006 EPC Compounding	MARHO	360	420	1	4	47,880
	AMG	360	420	1	4	47,880
	MACH	360	420	1	4	47,880
7603-0007 EPC Packing	MARHO	360	420	1	1	0,340
	AMG	360	420	1	1	0,340
	MACH	360	420	1	1	0,340

**S\_ALR\_87013611**

Start: Selection: Actual/FRA/Restbase Date: 14-04-2015

Cost Center Group: 7603-0001 AKO AS Item Production  
 System responsible: 5000194  
 Reporting period: 1-10-12-2015

Activity Types: **Act: Actv**

Match: **Match: PPA: 0/0/0 (200/0/0)**

Match: **Match: Subcode**

**2C-ACTIVITY CYCLES**

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

**IAC 01.09**

Cost centers	Activities	Cycles			
		8035-0000	8035-0001	8035-0002	8035-0003
8035-2100 ZIG GM	40	10	4	36	10
8035-2101 ZIG Plant Manager	40	10	4	36	10
8035-2102 ZIG Plant Supervisor1	40	10	4	36	10
8035-2103 ZIG Plant Supervisor2	40	10	4	36	10
8035-2104 ZIG Plant Supervisor3	40	10	4	36	10
8035-2105 ZIG Plant Supervisor4	40	10	4	36	10
8035-2106 ZIG Plant Supervisor5	40	10	4	36	10
8035-2107 ZIG Plant Supervisor6	40	10	4	36	10
8035-2108 ZIG Plant Supervisor7	40	10	4	36	10
8035-2109 ZIG Plant Supervisor8	40	10	4	36	10
8035-2110 ZIG Plant Supervisor9	40	10	4	36	10
8035-2111 ZIG Plant Supervisor10	40	10	4	36	10
8035-2112 ZIG Plant Supervisor11	40	10	4	36	10
8035-2113 ZIG Plant Supervisor12	40	10	4	36	10
8035-2114 ZIG Plant Supervisor13	40	10	4	36	10
8035-2115 ZIG Plant Supervisor14	40	10	4	36	10
8035-2116 ZIG Plant Supervisor15	40	10	4	36	10
8035-2117 ZIG Plant Supervisor16	40	10	4	36	10
8035-2118 ZIG Plant Supervisor17	40	10	4	36	10
8035-2119 ZIG Plant Supervisor18	40	10	4	36	10
8035-2120 ZIG Plant Supervisor19	40	10	4	36	10
8035-2121 ZIG Plant Supervisor20	40	10	4	36	10

**KSU9**

Controlling Area: 8124 Rhodo Asia Pacific  
 Cycle: 813000 8035 Hengshang - Budget  
 Segment Name: 8035-2100 ZIG GM

Segment Header / Sender/Receiver / Sender Values / Receiver Tracing Factor

Sender: 8035-2100 ZIG GM  
 Cost Center: 8035-2100  
 Cost Element: 8035-2100

Receiver: 8035-0000, 8035-0001, 8035-0002, 8035-0003, 8035-0004, 8035-0005

**STEP 5**

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

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**

	Validation					Comments	Contact	Last control
	1	2						
	2a	2b	2c	WP1	PM	GCCO	RCOM	
Asia								
CH Baotou	✓	✓	✓	✓	✓	✓	✓	Fully completed xxx@solvay.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						
	2a	2b	2c	WP1	PM	GCCO	RCOM	
China								
CH Baotou	✓	✓	✓	✓	✓	✓	✓	Fully completed xxx@solvay.com 05-12-2015
CH Chengyang	✓	✓	✓	✓	✓	✓	✓	Fully completed xxx@solvay.com 06-12-2015
CH Chengxiang	✓	✓	✓	✓	✓	✓	✓	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 10-12-2015
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

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

### Cycle Master Data Extraction Report

[H]Cycle -strt wth oper area	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Start Date	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Text language	EN			
[H]Valid To	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Created on	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Date of last change	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Date of the last exec	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Type of allocation	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Actual/plan indicator	<input type="text" value=""/>	to	<input type="text" value=""/>	
[S]Locked	<input type="text" value=""/>	to	<input type="text" value=""/>	

Choose the following variant "COSTING MODEL"

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

Updating the cycles and start date

### Cycle Master Data Extraction Report

[H]Cycle -strt wth oper area	<input checked="" type="checkbox"/> FO01cccc*	to	<input type="text" value=""/>	
[H]Start Date	01.01.2020	to	31.12.2020	
[H]Text language	EN			
[H]Valid To	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Created on	<input type="text" value=""/>	to	<input type="text" value=""/>	
[H]Date of last change	<input type="text" value=""/>	to	<input type="text" value=""/>	

Cycle should be completed like this:

Multiple Selection for [H]Cycle -strt w

Select Single Values (2)

O. Single value	<input checked="" type="checkbox"/> FO01CCCC*
	<input checked="" type="checkbox"/> 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'.

[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	Z001BEP				3		
CCSS	Z001BEP				4		
CCSS	Z001BEP101	01.01.2002			5	USTEAM1	
CCSS	Z001BEP101	01.01.2002			6	UOTHER1	

## 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**

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.

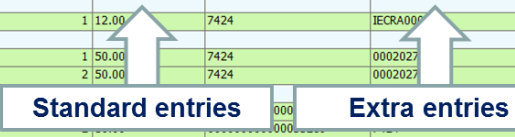
- But multi-object split info is excluded here.
- Column with '[S-T]' prefix in label is not available in the option.
- Extended output with multi-object split
  - This layout is recommended ONLY when user needs to check the multi-object split percentage.
  - Column with '[S-T]' prefix in label is feed 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	0002000398	0002027650
4	115	R	4	10.00	00000000000053289	7424	0002000398	0002027650
4	115	R	5	10.00	00000000000053289	7424	0002000398	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			
	R	6	5.00	0195-1400			
	F						
				0195-1000			
				0195-1100			
				0195-1110			
	R	4	10.00	0195-1200			
	R	5	5.00	0195-1300			
	R	6	5.00	0195-1400			

R means receiver

### 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	
	0195-1000	
<b>Single object</b>	0195-1000	
	0195-1000 to 0195-1300	
	0195-1000 to 0195-1400	
<b>From... to...</b>	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 wth oper area: Z026816000 to

[H]Start Date: 01.01.2015 to

[H]Text language: EN

**Operating concern + "\*"**

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

[H]Start Date: 01.01.2015 to

[H]Text language: EN

**"\*" + cycle code**

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

[H]Start Date: 01.01.2015 to

[H]Text language: EN

**No selection**

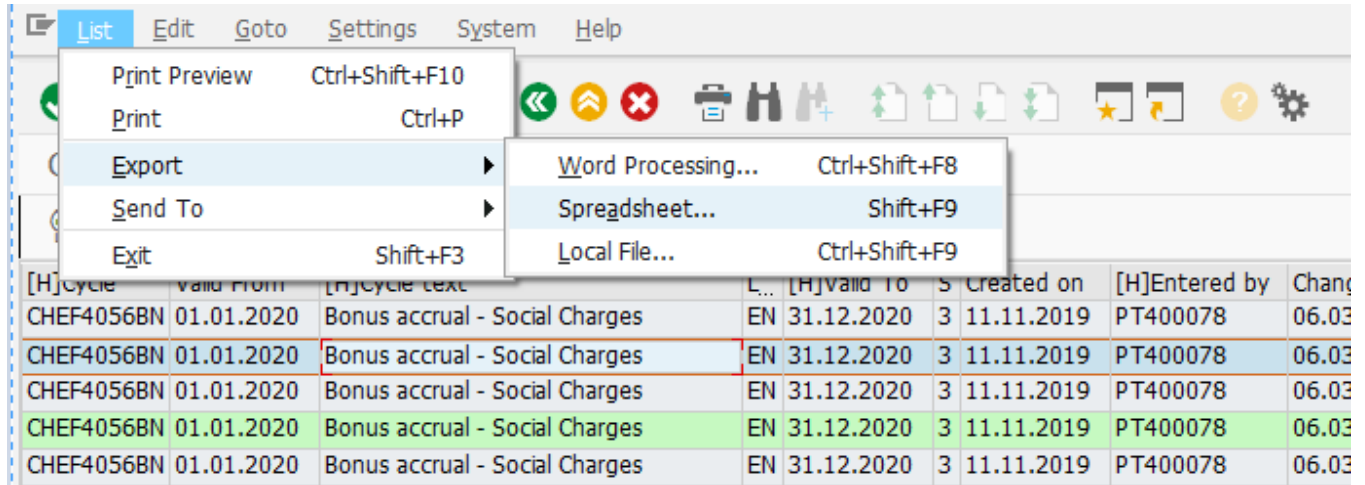
[H]Cycle: to

[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



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

Welcome to the Business Warehouse troubleshooting. You will find here most of the error messages, their meaning and solutions.

 This troubleshooting relates to "**Analysis** - The troubleshooting for the **Analyzer** has been [moved here](#).

## When opening Analysis

After an Excel crash, the Analysis menu is no longer visible.

Problem: After a Microsoft Excel crash, you reopen Analysis but the Analysis bar is no longer visible in the menu with the following error message :

 Unknown Attachment

Solution: To solve this you need to re-active the Analysis plug-in which has been deactivated by Excel.

1. Open Excel -> File -> Options

 Unknown Attachment

2. Open "Options" -> Add-Ins -> In Manage, select "Disabled Items" -> Go.

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3. In the "Disabled Items" dialog box, select the Analysis Add-In.

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4. In Manage box, select "COM Add-ins", press Go

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5. Check the box in front of "Analysis", then click OK.

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6. Then Analysis ribbon is activated.

## Installation and troubleshooting : Installation Check

If you receive a message error you can check the installation log file by the installation check as described below:

- 1. Press Start - Run
- 2. Enter nwcheckworkstation
- 3. Continue the appearing wizard
- 4. Before clicking Finish make sure Checkbox "Collect diagnostic information for SAP Support" is checked
- 5. information for SAP Support" is checked
- 6. Press Finish

On this file you have much information and to find the specific one you will check at the error folder. On the folder you will be able to see the below error:

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## My report and Analysis are opened in two Excel programs

You need to first open "Analysis for Microsoft Excel", then open your BW file ( by File --> Open or Recent ).

Go to [Open a workbook \( saved on your local drive \)](#) for more detail.

## Error message "Cannot run the macro "CallbackAfterWorkbookClosed""

Problem : Get the following error when opening Analysis, and the mouse cursor is all the time in "refreshing" status even no refreshing at all.

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Solution : In Analyzer 7 , change the following Workbook setting to "Run Macro on Refresh".

? Unknown Attachment

## Can't access to SAP Logon

Problem : When opening a query/workbook, this screen is displayed, instead of the list of Servers.

## ? Unknown Attachment

Solution :

1. Click on SKIP
2. On the Analysis toolbar, go to SETTINGS

## ? Unknown Attachment

3. On Platform settings, select "NetWeaver" as your Preferred Platform

## ? Unknown Attachment

4. Close all Excel files and restart Analysis to normally have access to the BW reports.

## When saving workbook

### Can't save workbook onto WBP server

Problem: Users can't save a workbook onto the "My documents" folder in WBP server

## ? Unknown Attachment

Solution : No solution at the moment. It's like that

## Why there is no data after I save the workbook ?

Problem : Why there is no data after I save the workbook ?

Solution :

In Design Panel / Components tab, on workbook level, uncheck the "Remove Data Before Saving" option.

BW team use this option to save a template ( with no real data ) on the server. So for many workbooks on the server, this option is checked by default.

## ? Unknown Attachment

## When Refreshing

### Can't refresh a workbook from others

Problem : I can't refresh a workbook from my colleague with error message :

## ? Unknown Attachment

Solution :

The issue is due to your SAPLogon.ini being different from your colleague. You may need to ask local IT to upgrade your SAPLogon.ini.

Or a temporary solution :

In Design panel / Components tab, relocate the data source:

## ? Unknown Attachment

## When Filter by Member

### Unable to see the list of all members

Problem : when you do "Filter by Member", you can't select from a list.

Solution 1 : Change the Maximum if it's too small. Otherwise,

Solution 2 : Click "Add" to get the "Find Members" window. Then do a search.

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Analysis : The reason for the two windows above is that the items number exceeds the Maximum number.

See below :

? Unknown Attachment

? Unknown Attachment

Solution 3 : Choose "Paste from Clipboard" way as below.

## In Design Panel

### Unable to see the workbook structure in Design Panel / Components tab

Problem: Unable to see the workbook structure in Design Panel / Components tab

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Solution :

1. Right click on desktop, and select "Personalize".

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2. Click on Display.

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3. Select "Smaller - 100%(default)", and apply. You need to relogin to make the change effective.

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## Red Cross in Columns

Problem :

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Solution :

1. Save your work
2. Close all Excel files
3. Restart Analysis tool
4. Refresh your query/workbook

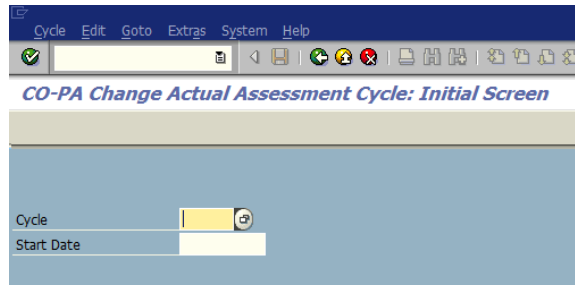


Before starting, make sure you are in the right operating concern with [KEBC - Setting Operating concern](#). List of operating concern : [Rules - CO structure](#)

STEP 1

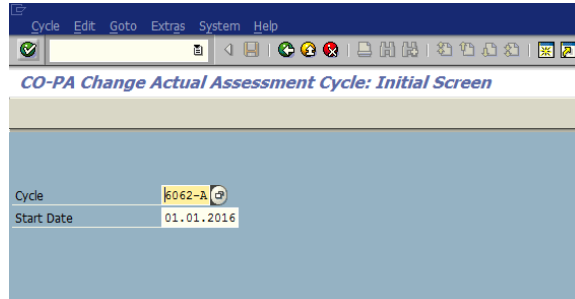
**Start the transaction using transaction code KEU2**

**i** CO-PA Change Actual Assessment: Initial Screen



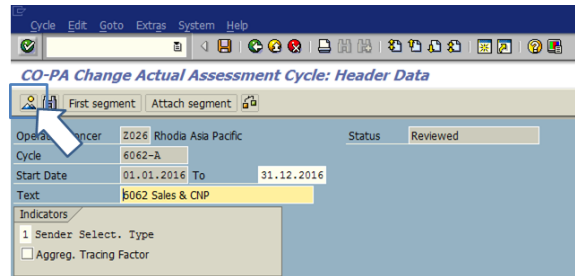
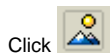
**STEP 2**

Enter the cycle code and the starting date



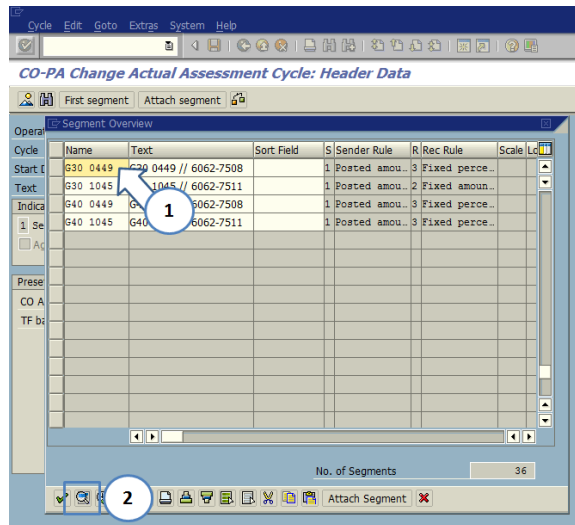
**STEP 3**

Open the Segment Overview dialog box



**STEP 4**

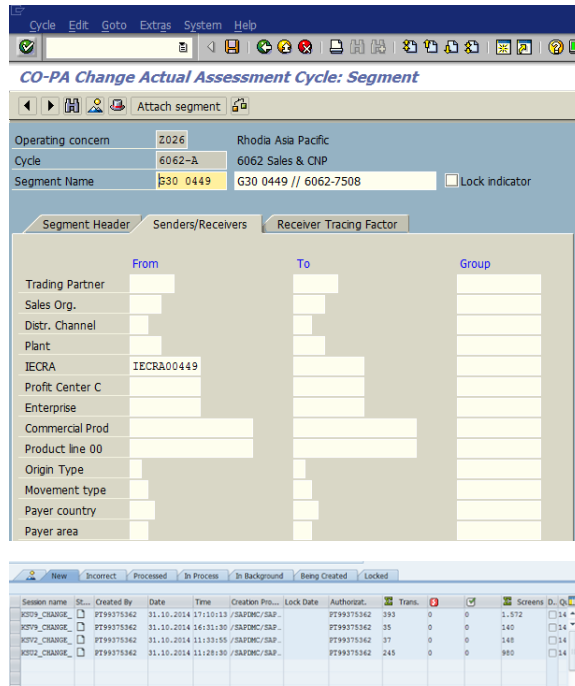
Select the segment to be updated and choose



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.

**Error: Unable to find most recent published version(v.null) of the page as it appears to have been deleted.**

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