

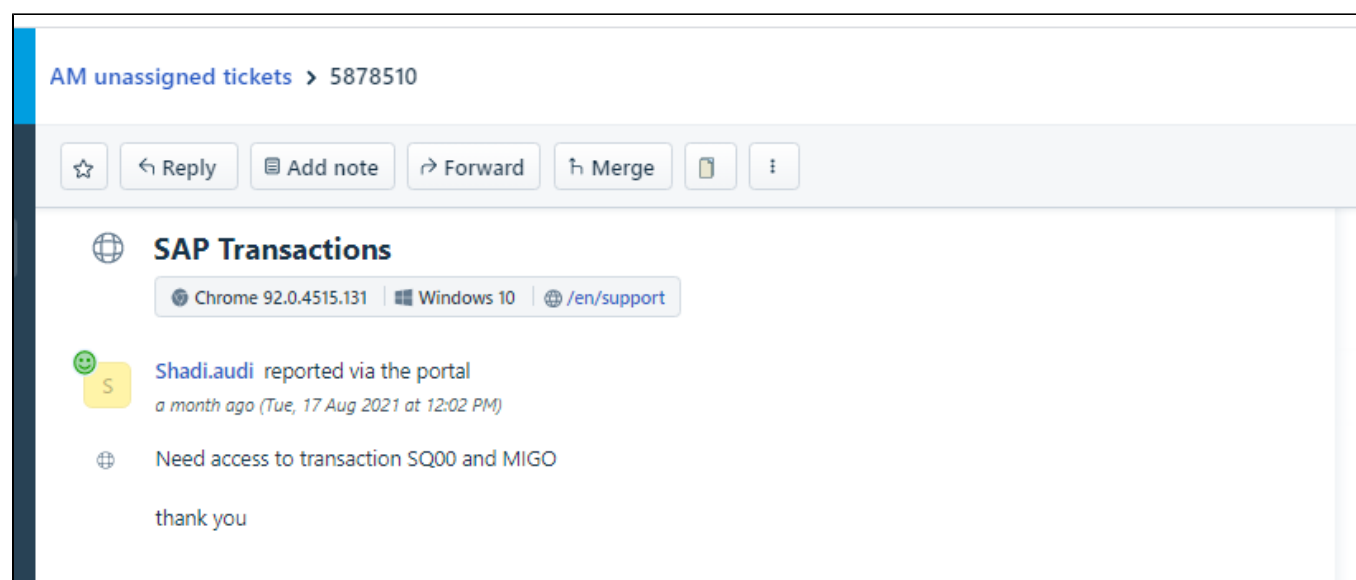
PF1, SF1 and QF1 - Transaction Access, Missing Access, Additional Access

This article outlines the process which needs to be followed when managing a request for transaction access, missing access and additional access (eg. Plant, Sales Org, etc.) in the PF1 and SF1 system.

 PF1 is the Production Environment, SF1 is the Pre Production Environment and QF1 is Quality Environment.

Identifying the Tickets :

When the users mentions that he / she needs access to a Plant, Sales org, etc. or if the user has added a screenshot of an error or the SU53, then it can be identified as a Missing Access. If the user needs access to a Transaction, then it can be identified as ticket for Transaction Access. The users generally do exist in the system. These tickets may have the accompanying information like the *Name of the User / ID, Reference User Name / ID, Systems*, etc. Below is an example of how the ticket may look like.



The screenshot shows a SAP Support ticket interface. At the top, it says "AM unassigned tickets > 5878510". Below this is a toolbar with icons for star, reply, add note, forward, merge, and a menu icon. The main content area has a header "SAP Transactions" with a globe icon. Below the header, it shows the user's browser and OS: "Chrome 92.0.4515.131 | Windows 10 | /en/support". The ticket body starts with a green smiley face icon and the text "Shadi.audi reported via the portal" followed by "a month ago (Tue, 17 Aug 2021 at 12:02 PM)". Below this, there is a globe icon and the text "Need access to transaction SQ00 and MIGO". The ticket ends with the text "thank you".

AM unassigned tickets > 5894938

☆ Reply Add note Forward Merge



Natalia Baran replied

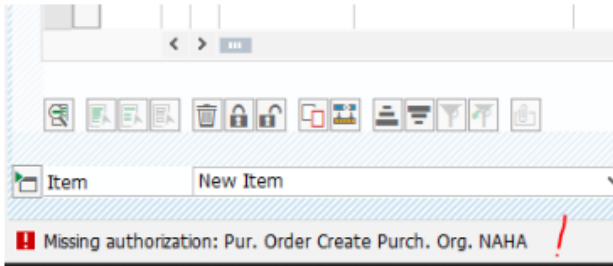
a month ago (Tue, 24 Aug 2021 at 3:52 AM)

To: "sbs-support@support.solvay.com" <sbs-support@support.solvay.com>

Hi,

I do have access to ME21N, but I am not authorized to in Org NAHA, to create a purchase order.

See image below



I have followed your steps, with no result.

With best regards/Met vriendelijke groet,

Approvals :

Before proceeding with these kind of tickets, we need to always check the approvals. We need manager approval to proceed further, either we can find approval already in ticket or If there are approvals are missing in the ticket then we need to ask in ticket to provide approval of manager to proceed on the issue. Also, we need to ask for a Reference User ID if there is a confusion in obtaining the accurate role.

The request is approved if an agent from the L0 Team mentions that the it is approved or if the one requesting the access is the User's Manager. An example can be seen below :

AM unassigned tickets > 5878510



Gary Breaux replied

a month ago (Wed, 25 Aug 2021 at 11:37 AM)

To: "Audi Shadi" <shadi.audi@solvay.com> Cc: sbs-support@support.solvay.com

Yes, I approve.



Gary Breaux PhD

Solvay Chemicals Inc., Peroxides

Business Development Manager

M +1 832 370 4164

3737 Buffalo Speedway, Houston, TX 77098

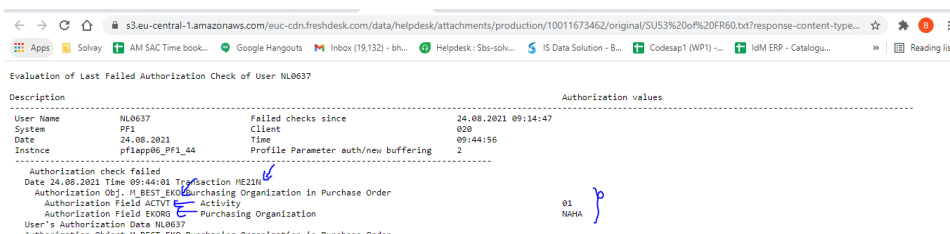


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Providing the Access :

- When we receive a Missing Access request, after we check the approvals, we always need the *SU53 screenshot or text file* in order to obtain the *Object* and the *Object Values*. In the case of a transaction access, the object for the transaction code is generally s_tcode and the object value is the transaction code itself. The SU53 file looks like the below.



- In the above screenshot, M_BEST_EKO is the *Object* and the *Object Values* are ACTVT - 01 and EKORG - NAHA.
- The corresponding role for the transaction or the missing access has to be found out through the transaction SUIM (User Information System Roles Roles by Complex Selection Criteria) based on the users Existing roles, Country, GBU, Function, etc. If we have a reference user we need to copy that user id need to select "With valid assignment of" check box and need to give concerned details then execute.

blocked URL

Roles by Complex Selection Criteria



Update Applications

Selection by Profiles and Authorization Objects

Profile name



Authorization Object



Selection according to authorization values

☐ Always Convert Values

Input Values

Authorization Object 1

Object 1

S_TCODE

TCD - Transaction Code

Value

MIGO

OR

AND

OR

Roles by Complex Selection Criteria

Update Applications

Selection by Profiles and Authorization Objects

Profile name

Authorization Object

Selection according to authorization values

☐ Always Convert Values

Input Values

Authorization Object 1

Object 1

M_BEST_EKO

ACTVT - Activity

Value

01

OR

AND

OR

EKORG - Purchasing Organization

Value

NAHA

OR

AND

OR

- Once the role is found out, the same is assigned to the user in the IDM and ticket is Resolved.



Important

If a user asks to add the role (or in case of a User Creation) in the PF1 system then the same roles has to added in the SF1 system too. But the vice-versa should not be done, i.e. if the user needs access in the SF1 system then the same has to provided only in the SF1 system. Also, if required, we can ask for the Reference User too.

We have now finished the request for the Missing Access for the user in the PF1 and SF1 system.