

HR symbolic account mapping

Tasks to be completed when documenting an operation (from creation to publication)

1. Enter the **Title of the operation / page**

2. Add the following Labels:

- Scope of applicability: ww, country_accounting
- Country or group of countries (if applicable): belux, china, france, italy, lam, nam,uk_ie, bulgaria, dach, netherlands, iberia, poland, latvia, australia, india, japan, south_korea, thailand, singapore, new_zealand, emea_transversal, apac_transversal
- Unit and Domain according to the [List of labels to be used in the Finance Service Line space](#)
 - E.g. 1: WW Operation in Financial Accounting under domain "Central Finance Processes & Compliance":
 - Labels to be used: **ww, financial_accounting, central_fin_proc_compliance**
 - E.g. 2: France Operation in Financial Accounting:
 - Labels to be used: **country_accounting, france, financial_accounting**
(for country operations, the Domain is always country_accounting)

3. Fill in all fields as described above

4. Name the title of each section using OPD methodology naming convention - **Infinitive verb without the "to", mainly action verb...something) -" I do something..."**

5. Once the description of the operation is completed, ensure it is approved and published by launching the [SBS-Finance approval workflow](#)

Domain: Central Finance Processes & Compliance

Responsibility area: Coordinate symbolic accounts creation between HR and Finance

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Scope



ERP



Frequency

Spot requests

References

T030 (SE16)

OBYE, OBYG, OBYU, OBYL,

Z1F_ACC_DETERMINE

Forms

Attachments

<< HR symbolic account mapping >>

1. Objective and Scope

1.1. Objective of this Operation

The aim of this operation is to describe what are the features to have in mind when a new symbolic account to link wage types to GL accounts in Finance environments

1.2. Scope

The scope of this operation is PF1 and WP1 target systems, directly linked to the countries operating Payroll in EuRHeka system.

2. Definitions

3. Tasks description

The purpose of this operation is to have the customization of T030 table with the necessary symbolic accounts, GL accounts and other features to allow the Payroll interface to run smoothly in the Finance target systems of PF1 and WP1. After this customization, HR partner should be informed of the adjustments made following his original request, so that the mapping of Wage types and Symbolic accounts can be aligned between Payroll and Finance systems. The Mapping of Wage type and Symbolic accounts is not managed by Finance.

3.1. I receive a request from HtR to create a new symbolic account for a new wage type.

Wage types are the basic elements for payroll. Any operations impacting the payroll are identified in the system using "Wage types". Every time a new wage type is to be created, it must be linked to a symbolic account.

This symbolic account can already exist or not. If not, HtR Payroll team should send a notification and request it to distribution list SBS.FinanceSL-Fin_Acc_SU_GL_Payroll@solvay.com, containing all the information needed for a correct mapping.

In the request, there should be an explanation of the reason for the adjustment, background (including the scope, if global or country based), nature of the wage type (accruals, impact in the net paid, no impact in the net paid, without impact in the payroll posting)

I have to take into consideration that the Wage types are defined by country and that the same WT code may have different meanings depending of the country.

Global WT codes exist for WW operations – these can be easily identified because they either are 4G or 9G* (G* for Global).

The link between "Wage types" in HR system and "GL accounts" in Accounting system is managed through "Symbolic accounts"

3.2. I assess the nature of the wage type.

I assess the nature of the wage type and ask for more details if needed. I should take into consideration the following:

Wage types can be grouped into different categories:

- directly linked to the net paid
gross salary elements
social security due by the employee
withholding tax due by the employee
other reduction due by the employee (ex : participation on company car)
net premium
- linked to the salary w/o impact on the net paid
social charges and other advantages paid by the employer
- accruals
Bonus accruals
Holidays paid accruals
Etc.
- w/o impact on the payroll posting
used for calculation of the payroll (ex : advantage on company car, mobile phone)

Based on the nature, we can have to impact only:

1. Profit and Loss accounts (gross salary elements/net premium/social charges and other advantages paid by the employer), with **one symbolic account**.
2. Balance sheet accounts (social security due by the employee, withholding tax due by the employee, etc.) with **one symbolic account**.
3. Profit and Loss accounts and Balance Sheet accounts for the accruals (accruals and reversal of accruals) with **two symbolic accounts**.

There is a direct link between the nature of the account and the transaction:

Transaction
HRC - Expense Account (P&L account)
HRF - Balance Sheet Account
HRK - Vendor Account
HRA - Technical Account

The screenshot shows the SAP interface for the Chart of Accounts. At the top, there are two buttons: "COCA" and "HRC". The "COCA" button is selected, and the text "Solvay - Corporate chart of accounts" is displayed. Below this, the "Transaction" button is selected, and the text "HR postings, expense accounts" is displayed. Below the buttons, there is a table titled "Account assignment".

Symbolic ac...	Employee group	Debit	Credit
C090	PT1	6200030000	6200030000
C090	PT2	6200030000	6200030000

Configuration Accounting Display : Automatic Posts - Accounts

Posting Key Rules

Chart of Accounts **COCA** olvay - Corporate chart of accounts
Transaction **HRF** HR postings, financial accounts

Account assignment

Symbolic ac...	Employee group	Account
A894	MX1	2455025100
A894	NL0	2455025100

3.3. I request the update of T030 with the new symbolic account in the target Finance system.

I request the update of T030 with the new symbolic account, based on:

country;
company code to impact (if it is PF1 or WP1 system);
category of the wage type and consequently the nature of the account to impact

After having in mind the country, the target system and the nature of the wage type to be mapped, I request the update of T030 by adding information to the following fields:

1. **Chart of accounts** (COCA for PF1; Z001 for WP1)
2. **Transaction:**

(reflects

HRC - Expense Account (P&L account)

HRF - Balance Sheet Account

HRK - Vendor Account

HRA - Technical Account)

3. **Valuation group code** (corresponds to the symbolic account);
4. **Account modification** (corresponds to the code of the country modifier)
5. **GL account debit** ((should be the same as GL account credit)
6. **GL account credit** (should be the same as GL account debit)

Example of a Balance Sheet modification (premium wage type), for Great Britain, WP1 system:

1. Chart of accounts: Z001;
2. Transaction: HRF
3. Valuation group code: A022
4. Account modification: GB3
5. GL account debit: 15600100
6. GL account credit: 15600100

This request must be addressed to IT-GAC team in the ticket system available, with the information collected above.

Service One > Financial Services > IT- General Accounting & Close (GAC/Treasury & Invoice to Cash (TITC)/Other Processes

Submitted
Mar 30, 2022 at 2:44 PM

Last updated
Apr 4, 2022 at 5:39 AM

Requested for email
tamires.santos@solway.com

Requested for company
SOLVAY N.V/ S.A.

Title
WP1 - Update Symbolic Accounting

User ID
BRS0037

Name
Tamires de Oliveira Silva Santos

Requester Site
CURITIBA (JOAO NEGRAO)

Email ID
tamires.santos@solway.com

Category L2
IT Finance-General Acc&Close (GAC)

Category L3
Financial master data management

Category L4
IT - Symbolic (HR) accounts

D4
No

Business justification / Obtained approvals
Dear IT,

Urgency
Low

Could you kindly create and update in T030 the symbolic account fo GB3 as following?

Chart Acc. Z001;
Chart of accounts description: RCS;
Transaction: HRF
Val. Gr. Code A022
Acct modification: GB3
GL account: 15600100 PROVISION FOR RETIREMENT-LT (debit)
GL account: 15600100 PROVISION FOR RETIREMENT-LT (credit)

Best regards,

Impact
Low

3.4. I confirm T030 is updated, following the request.

I am able to confirm the modifications done in T030 via display transaction ZZ*_ACC_DETERMINE, by selecting the correct Chart of Accounts (COCA for PF1/Z001 for WP1) and Transaction Key HR* (includes HRF,HFC,HRK,HRA), all applicable to the PP9 Interface.

Global Account Determination Report

Program selections

Chart of Accounts: Z001

Transaction Key: HR*

Valuation Grouping Code: [] to []

SAP | ZIF_ACC_DETERMINE | wp1

Global Account Determination Report

Chrt/Accts	Chart of accounts description	Tra...	Val.Gr.C...	Acct m...	Val. Class	Descript.	G/L acct	Description	G/L Account	Description
Z001	RCS - Common chart of accounts	HRF	A004	GB3			43900101	SOCIAL CR SOC SEC	43900101	SOCIAL CR SOC SEC
Z001	RCS - Common chart of accounts	HRF	A009	GB3			46900200	SUNDRY CR SAVE PLAN	46900200	SUNDRY CR SAVE PLAN
Z001	RCS - Common chart of accounts	HRF	A010	GB3			42900100	STAFF CR REM PAY	42900100	STAFF CR REM PAY
Z001	RCS - Common chart of accounts	HRF	A012	GB3			44900800	STATE TAX PERSONNEL	44900800	STATE TAX PERSONNEL
Z001	RCS - Common chart of accounts	HRF	A013	GB3			43100100	SOCIAL DR REIMB	43100100	SOCIAL DR REIMB
Z001	RCS - Common chart of accounts	HRF	A015	GB3			46900200	SUNDRY CR SAVE PLAN	46900200	SUNDRY CR SAVE PLAN

3.5. I inform HtR partner of the newly created symbolic account.

I inform HtR partner of the newly created symbolic account by replying from the distribution list email SBS.FinanceSL-Fin_Acc_SU_GL_Payroll@solva.com.

In the reply, identify clearly that the modifications have been done and that HtR partner must liaise with external party so that the wage type is linked to the new symbolic account on PP9 environment side.

End of document.