

BR: Commissions - Closing

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:

Responsibility area:

Table of contents

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- [Table of contents](#)
 - [1. Objective and Scope](#)
 - [1.1. Objective of this Operation](#)
 - [1.2. Scope](#)
 - [2. Definitions](#)
 - [3. Tasks description](#)
 -

Scope



? Unknown Attachment

ERP



? Unknown Attachment

Frequency



? Unknown Attachment

? Unknown Attachment

References

Forms

Attachments

<< BR: Commissions - Closing >>

1. Objective and Scope

1.1. Objective of this Operation

This procedure was created to guide the issuance of Commission Notes.

1.2. Scope

This procedure is applicable for company of Brazil in WP1 ERP.

2. Definitions

See [Finance Glossary](#):

- [WP1](#)

3. Tasks description

Issuance of service invoices, of the ND referring to each closing of the month.

3.1. I go to.

Go in transaction ZWOC30 and user variant below

Variant 7523: COMISSOES_LAM

BILLING REPORT

General Selection Parameters

Company	7523	to		
Sales Organization	BR01	to	BR21	
Distribution Channel	TA	to		
Departure Plant		to		
Receiving Plant		to		
Order Type		to		
PO Type		to		
Creation Date		to		
Sold-to party		to		

Not display cancelled items
 Modify Qty / Values according the button below
 Search for STO Flow
 Search for Tolling Flow

Display modifiable orders

Billing Selection

Business Place		to		
Billing Type		to		
Item Category		to		
Billing Date	01.01.2016	to	31.01.2016	
Payer		to		
Material		to		

Layout

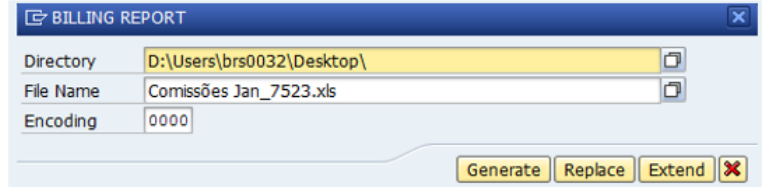
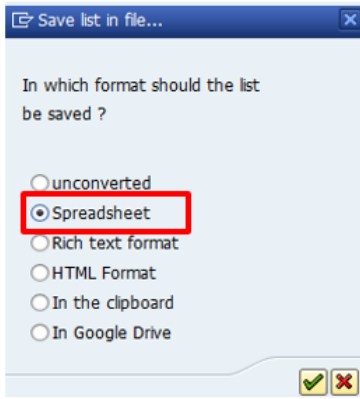
Layout: /PIS_COFINS

Where should the data be read?

Production data
 Archiving data
 Both

Extract the report to an excel file by using the option:

List --> Export --> LocalFile



Copy all the information of the extracted file starting on cell B13, on sheet "ZWOC30"

Plant	Bus. Place	Bill. Desc.	Material	Quantity	UM	Ship-to Pt	Customer	Nota	Fisce	NF Date	CFOP	NCM	Unit Price	ICMS	IPI	PIS	Freight	COFINS	Discount	Insurance	Tax Amou	Net Amou	Total	NF It	Accountin	Currency	Exch. Rt
7606	12	Debit Mer	24866	600	KG	50210	RHODIA O	95387861													0	888	888	95387861	USD	4,1558	
7606	12	Debit Mer	24866	250	KG	50210	RHODIA O	95387862													0	282	282	95387862	USD	4,1558	
7606	12	Debit Mer	24866	400	KG	50210	RHODIA O	95387863													0	581,2	581,2	95387863	USD	4,1558	
7606	12	Debit Mer	24866	300	KG	50210	RHODIA O	95387864													0	479,1	479,1	95387864	USD	4,1558	
7606	12	Debit Mer	24866	300	KG	50210	RHODIA O	95387865													0	479,1	479,1	95387865	USD	4,1558	
7606	12	Debit Mer	24866	250	KG	50210	RHODIA O	95387866													0	303,13	303,13	95387866	USD	4,1558	
7606	12	Debit Mer	24866	6.000	KG	50210	RHODIA O	95387867													0	7.269,00	7.269,00	95387867	USD	4,1558	
7606	12	Debit Mer	24866	1.000	KG	50210	RHODIA O	95387867													0	1.211,50	1.211,50	95387867	USD	4,1558	
7606	12	Debit Mer	24866	1.000	KG	50210	RHODIA O	95387868													0	1.125,50	1.125,50	95387868	USD	4,1558	
7528	9	Debit Mer	55271	29,2	TO	1020	SOLVAY SI	95387869													0	2.280,52	2.280,52	95387869	EUR	4,469	
7528	9	Debit Mer	55271	15.400	KG	1294	SOLVAY SI	95387870													0	725,16	725,16	95387870	USD	4,1232	
7528	9	Debit Mer	55271	15.400	KG	1294	SOLVAY SI	95387871													0	725,16	725,16	95387871	USD	4,1232	
7528	9	Debit Mer	55271	15.400	KG	1294	SOLVAY SI	95387872													0	725,16	725,16	95387872	USD	4,1232	
7528	9	Debit Mer	55271	9	TO	50210	RHODIA O	95387873													0	673,2	673,2	95387873	USD	4,1232	
7528	9	Debit Mer	55271	27	TO	50210	RHODIA O	95387874													0	1.985,85	1.985,85	95387874	USD	4,1232	
7528	9	Debit Mer	55271	15	TO	50210	RHODIA O	95387875													0	1.230,53	1.230,53	95387875	EUR	4,463	

Copy the information of extracted file from cell B13 to the end of the data in the sheet and paste on tab "BASE" starting on cell B13.

After that, column "AC", will be fulfilled automatically with the formul.

Step 2

After filling intab "BASE" go to tab "Resumo" and update Pivotab.

Selectio option refresh in excel.

Excel ribbon: Insert, Page Layout, Formulas, Data, Review, View, Interactive Guide, Acrobat, Options

Formulas ribbon: Group Selection, Ungroup, Sort, Insert Slicer, Refresh, Change Data Source, Clear, Select, Move PivotTable, Calculations

Formula bar: Customer Name

Customer Name	Bus. Place	9	12	Grand Total
1107 SOLVAY USA INC.		96.316,94		96.316,94
50210 RHODIA OPERATIONS		16.455,65	48.749,74	65.205,39
1020 SOLVAY SOLUTIONS ITALIA SPA		10.177,96		10.177,96
1294 SOLVAY SILICA KOREA CO., LTD.		8.969,94		8.969,94
		131.920,49	48.749,74	180.670,23

Sheet tabs: BASE, Resumo, 0009, 0012_JANEIRO, 0012_DEZEMBRO, 0012_Nov

Annotation: Business place (points to column D)

Step 3

The table in fill to each client.

= BANCO DE DADOS FATURAMENTO MENSAL 0009 => 57.507.626/0004-59

DATA: 31 / 1 / 2016

FATURAMENTO - DIVERSOS - NOTA 01

DIA: 27/06/22 NF No.: []

Insert the invoice number generated to the client.

Form fields: COD. CLIENTE, Razão Social, Endereço, Município, UF, CEP, CGC, IE

VENCTO:	VLR BRUTO:		
		IRRF 0,0%	0,00
		CSL RF 0%	0,00
		COFINS RF 0%	0,00
		PIS RF 0,00%	0,00
		VLR A FATURAR	0,00
		ISS 2%	0,00
		PIS 0,00%	0,00
		COFINS 0,0%	0,00

Automatic Calculation.

DISCRIMINAÇÃO: VALOR CORRESPONDENTE A G.I. DIVERSAS, REFERENTE A COMISSÕES RECEBIDAS DO EXTERIOR SOBRE A VENDA DE SEU(S) PRODUTO(S). 1 / 2016

Data according to the date.

Send the calculation file and invoices to the tax area locations.

End of document.