

# WW - Year end close - Fixed Assets PF2 WP2

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#### 1.1. Objective of this document

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## 1 Objective and Scope

### 1.1. Objective of this document

This document describes the programs that need to be run to open a new fiscal year and to close the previous year in Assets Accounting.

### 1.2 Scope

This operating procedure (OP) applies to PF1&WP1 system and is only performed for companies that use the AA module.

## 2 Reference Documents

## 3 Definitions

### 3.1 Responsibility

- SBS MASU is responsible to make sure that the needed programs have run, or run them otherwise.

### 3.2 Abbreviations

PS: Project System (Sap module)

WBS: Work Breakdown Structure of a project in SAP PS

MC: Material Code

AuC: Asset under construction

PM: Project Manager

CAM: Company Accountant Manager

SBS : Solvay Business Service

MASU: Management Accounting Service Unit

## 4. Main Part: Open and close a fiscal year in AA

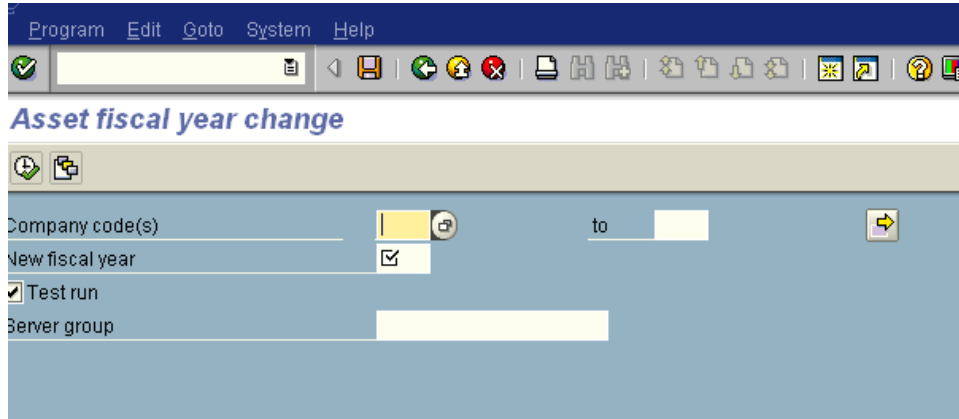
### 4.1. Fiscal year change-AJRW

A fiscal year change is the opening of a new fiscal year for a company code. At the fiscal year change, the asset values from the previous fiscal year are carried forward cumulatively into the new fiscal year. Once the fiscal year change takes place, you can post to assets using value dates in the new fiscal year. At the same time, you can continue to post in the previous fiscal year.

The fiscal year change can only be carried out (even in test mode) for the new fiscal year. The earliest that you can carry out a fiscal year change is in the last month of the old fiscal year. You can choose any point in the new fiscal year for carrying out the fiscal year change. Before you can change to fiscal year YYYY, you must have already closed fiscal year YYYY - 2. You can have a maximum of two fiscal years open for posting at one time. No business transactions can be posted in a new fiscal year before the fiscal year change. You can continue to post in the old fiscal year, even after the fiscal year change. The system automatically corrects any values that are affected by postings in the past.

Note : this transaction is normally included in a job ! In this case, a mail with a Pdf file with the execution results is sent to the person in charge.

Enter transaction AJRW :



The screenshot shows the SAP 'Asset fiscal year change' transaction screen. At the top, there is a menu bar with 'Program', 'Edit', 'Goto', 'System', and 'Help'. Below the menu is a toolbar with various icons. The main area of the screen is titled 'Asset fiscal year change' and contains several input fields and checkboxes. The fields are: 'Company code(s)' with a dropdown menu and a 'to' field with another dropdown; 'New fiscal year' with a dropdown menu and a checkmark icon; 'Test run' with a checked checkbox; and 'Server group' with a dropdown menu. The background is a light blue color.

Enter all company codes needed, no selection on asset classes.  
Select Program Exec. in background  
Remark: You can only carry out test runs with fewer than 1000 assets in the foreground.

When should AJRW be run?

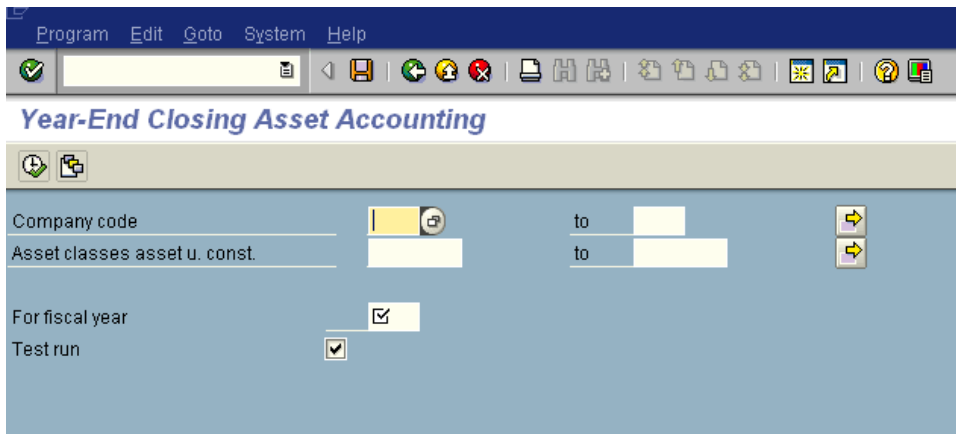
Create a job to run on the **1st of January at midnight** ([taking into account the different time schedules](#)).

## 4.2. Close the previous fiscal year-AJAB

You use the year-end closing program to close the fiscal year for one or more company codes. Once the fiscal year is closed, you can no longer post or change values within Asset Accounting (for example, by recalculating depreciation).

Note : this transaction is normally included in a job ! In this case, a mail with a Pdf file with the execution results is sent to the person in charge.

Enter transaction AJAB :



The screenshot shows the SAP 'Year-End Closing Asset Accounting' transaction screen. The title bar includes 'Program Edit Goto System Help'. The main area contains the following fields and options:

Company code	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>
Asset classes asset u. const.	<input type="text"/>	to	<input type="text"/>	<input type="button" value="→"/>
For fiscal year	<input checked="" type="checkbox"/>			
Test run	<input checked="" type="checkbox"/>			

Enter all company codes needed, no selection on asset classes.

Select Program Exec. in background

Remark: You can only carry out test runs with fewer than 1000 assets in the foreground.

This transaction may be reversed if needed

- for a company code (all depreciation areas), with Transaction OAAQ
- for one or several depreciation areas within a company, with transaction OAAR.

Enter transaction OAAQ :

CoC...	Closed fiscal year	
0001	2007	▲
0003	2007	▼
0005	2007	
0012	2007	
0013	2005	
0014	2005	
0015	2003	
0016	2006	
0017	2006	
0020	2007	
0097	2005	
0107	2006	
0125	2007	
0128	2007	
0143	2007	
0165	2007	▲
0170	2006	▼

◀ ▶ ◀ ▶

Position... Ent

Here you can go to position in order to select the Company code.

Another entry

Company Code 0245

✓ ✕

After that the system will be placed in the select company code

CoC...	Closed fiscal year	
0245	2007	▲
0000	0000	▼

Here we will find the last closed year, so to re-open the previous year is enough to replace the actual value (2007) by the previous year (2006) and save

The system only closes a fiscal year in a company code if:

- The system finds no errors during the calculation of depreciation (such as, incorrectly defined depreciation keys);
- Planned depreciation from the automatic posting area has been completely posted to the general ledger;
- Balances from depreciation areas that are posted periodically have been completely posted to the general ledger;
- All assets acquired in the fiscal year have already been capitalized;

Since this check does not make sense for assets under construction, you can prevent this check from being made for assets under construction by means of the asset class;

- All incomplete assets (master records) have been completed.

The system lists any assets that do not meet the above requirements in the log of the year-end closing. The log also shows the reason for the errors.

Solutions for the following errors:

Errors	Solutions
Transactions not completely periodically posted	In order to be possible to run the transaction AJAB, the ASKB must run first even if there are no amounts to post..
Depreciation not posted completely in asset...	In order to be possible to run AJAB, the AFAB must be run first.
Insurable value could not be determined	Index series "Zxx01" (where xx is the country code) in transaction S_ALR_87009182 was not updated for the new year This table must be defined for the new year with the "Franc P" index. Open a ticket to IS update the table
Asset XXXX is incomplete	Go to transaction AUVA. Just insert the company and run it. In here you can see a list of the incomplete assets and what needs to be completed.

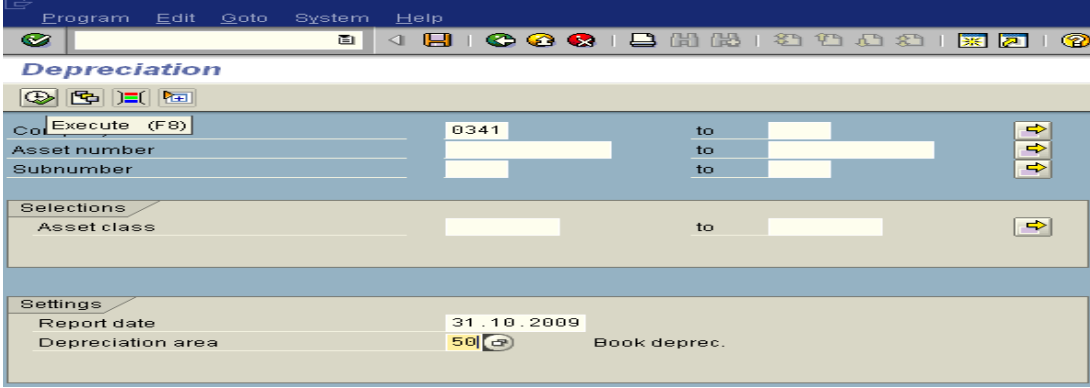
Job log overview for job: Z1F\_CHEOPS\_MAIN / 17095200


Date	Time	Message text	Message class	Message no.	Message type
13.01.2009	17:09:56	Job started	00	516	S
13.01.2009	17:09:56	Step 001 started (program Z1F_CHEOPS_MAIN, variant &0000000004830, user name PT63000155)	00	550	S
13.01.2009	17:10:20	Fiscal year change not yet made for company code 5858	AB	59	E
13.01.2009	17:10:20	Job cancelled after system exception ERROR_MESSAGE	00	564	A

Note:  
In order to prevent some errors, ASKB and AFAB should be run in TEST Mode and if any posting will arise from those transactions MASU should ask to Locals the authorization to perform them in " REAL " mode . In that communication MASU should attach the list of the errors

The errors must be solved until end of January.  
|

Make the following entries :  
Company : XXXX  
Report Date : DD/MM/YY (end of month of posting date)  
Depreciation Area : XX (choose the one requested)



And   
The overall amount in column "Current Year" must be the same as the indicated on the local's request and analyzed by depreciation area:

Depreciation

Report date: 31.10.2009		Unplanned depreciation				Date created: 11.11.2009 1		
Asset	SNo	Asset description	DEP. START	Meth	UL	Acquisition valu	PREVIOUS YEARS	Current year
Asset class total	ZBE79000					87.931,03	31.208,16-	0,00 *
Total - bal. sheet acct for acquis. and prod. costs			1100000000			87.931,03	31.208,16-	0,00 **
Asset class total	ZBE36000					4.106.548,54	36.951,33-	2.132.101,07- *
Asset class total	ZBE3X000					3.431.209,54	171.201,66-	2.326.938,20- *
Total - bal. sheet acct for acquis. and prod. costs			1200200000			7.537.758,08	208.152,99-	4.459.039,27- **
Asset class total	ZBE1X000					1.674.554,42	823,85-	1.088.724,07- *
Asset class total	ZBE2X000					9.060.367,33	36.353,08-	2.455.914,92- *
Asset class total	ZBE4X000					1.113.942,28	0,00	871.440,82- *
Asset class total	ZBE5X000					429.709,88	0,00	330.517,16- *
Asset class total	ZBE6X000					1.285.840,67	3.099,15-	471.141,53- *
Asset class total	ZBE80000					36.049,37	0,00	25.835,38- *
Asset class total	ZBE8X000					526.341,24	0,00	266.615,79- *
Asset class total	ZBE8XSEC					8.065,64	0,00	1.411,44- *
Asset class total	ZBE8X000					3.491.340,20	373.221,60-	1.711,98- *
Asset class total	ZBEDX000					5.697.770,29	506.496,90-	1.040.923,99- *
Total - bal. sheet acct for acquis. and prod. costs			1210000000			23.323.981,32	919.994,58-	6.554.237,08- **
Asset class total	ZBE7X000					306.330,77	0,00	233.431,63- *
Asset class total	ZBE86000					97.932,00	766,94-	77.201,61- *
Total - bal. sheet acct for acquis. and prod. costs			1220000000			404.262,77	766,94-	310.633,24- **
Total - bal. sht. ita						31.353.933,20	1.160.122,67-	11.323.909,59- ***
Total - business area 7610						31.353.933,20	1.160.122,67-	11.323.909,59- ****
Company code total 0341						31.353.933,20	1.160.122,67-	11.323.909,59- ****
Overall t						31.353.933,20	1.160.122,67-	11.323.909,59- *****

If is different please check the amounts between this report, the excel file and list the assets number with differences.

When should we run AJAB?

A job should be created to run at day +11 (taking into account the different time schedules). The variants are already created for the previous year can be used, although the companies should be checked.

The deadline to run AJAB is the 11<sup>th</sup> working day (in January). If, after this date, locals need to do anything related to assets of the previous year, they will have to send a ticket to MASU to open the AA module.

## 5 ATTACHMENTS

(N/A)

End of the OP.