

# BSA Report

## BSA report

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A Solvay BUSINESS SUPPORT ACTIVITY (BSA) includes all teams active in the same functional domain, whether in Group Functions, GBUs, SBS or Transformation center.

You can find more information on the BSA in this [presentation](#).

## BSA report

A report is published every month by the reporting platform to follow-up BSA costs mixing HR (FTE) and finance data (costs).

## BSA definitions



List o BSAs maintained in the system on 08 Mar 2023 with their definition updated in 01 Oct 2020

### BSA Finance

| GROUP FUNCTIONS                                                                                                            | SBS                                                                                                                                | TRANSFORMATION CENTER | SUPPORT FUNCTIONS IN GBUS                                                                                                       |
|----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Treasury managers</li><li>• Controller for HR</li><li>• Assistant to CFO</li></ul> | <ul style="list-style-type: none"><li>• Country Accounting Manager</li><li>• Credit management specialists</li><li>• ...</li></ul> |                       | <ul style="list-style-type: none"><li>• GBU Finance Directors</li><li>• Plant controllers</li><li>• Secretary Service</li></ul> |

### BSA Procurement

| GROUP FUNCTIONS                                                                                                                                       | SBS                                                                                                                                      | TRANSFORMATION CENTER                                                                                                          | SUPPORT FUNCTIONS IN GBUS                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Category GENEX Buyer</li> <li>• Purchasing Process Leader</li> <li>• Purchasing Officer Assistant</li> </ul> | <ul style="list-style-type: none"> <li>• End User Partner Specialist</li> <li>• Provisioning design specialist</li> <li>• ...</li> </ul> | <ul style="list-style-type: none"> <li>• Demand Mgt leader</li> <li>• S<sup>3</sup> Program Director</li> <li>• ...</li> </ul> | <ul style="list-style-type: none"> <li>• Site Buyer</li> <li>• GBU Head of Purchasing</li> <li>• Assistant in Purchasing Division</li> <li>• ...</li> </ul> |

## BSA Human Resources

| GROUP FUNCTIONS                                                                                                                                          | SBS                                                                                                                      | TRANSFORMATION CENTER                    | SUPPORT FUNCTIONS IN GBUS                                                                                                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Talent acquisition specialists</li> <li>• Finance HR director</li> <li>• HR Assistant</li> <li>• ...</li> </ul> | <ul style="list-style-type: none"> <li>• Payroll operations specialists</li> <li>• HR services</li> <li>• ...</li> </ul> | Head of E. Practices & HR Dir Ex. Center | <ul style="list-style-type: none"> <li>• Site HR</li> <li>• HR &amp; Admin. Assistant</li> <li>• GBU HR directors</li> <li>• ...</li> </ul> |

## BSA Industrial

There are 5 BSAs industrial: HSE, Operation, Other, GEC, Environment

1. All the people from CBS INDUS Function.
2. All the people from the Functional Area Industrial: this is an HR classification based on the Job Family. The Job Families linked the FA Industrial are: Production, Maintenance, Quality management and quality control, HSE, Engineering & Construction, Technology, Industrial management, Manufacturing excellence.

## BSA Communication

TO BE COMPLETED

## BSA Digital & IT

## BSA General Counsel

## BSA GPA

## BSA Facilities

## BSA General Management

## BSA Group Security

## BSA MBU

## BSA R&I

## BSA SBS

## BSA Strategy

## BSA Supply Chain

## BSA Sustainability

## BSA Sales & Marketing

## BSA Transformation

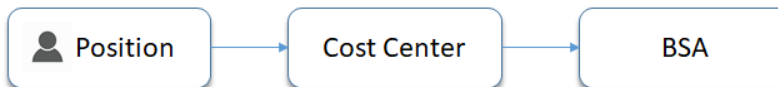
## How does the report work ?



The cost center is used as a unique key between Finance database and HR database.

The report is based on postings done on cost centers.

Each headcount are linked to a cost center in the HR database

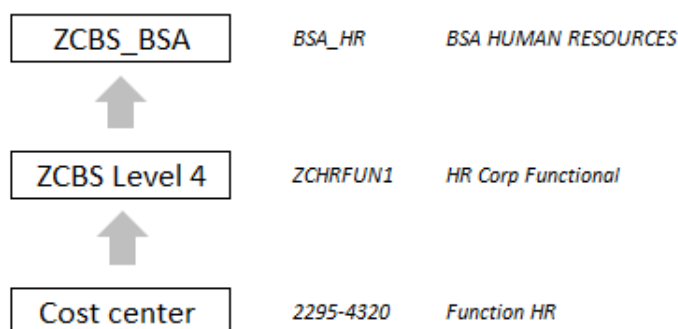


## Assignment of a cost center to a BSA

A cost center is assigned to a unique BSA => **One** cost center = **One** single BSA.

- All cost centers are assigned to a group (level 4) of the [ZCBS hierarchy](#) and some groups (level 4) of the [ZCBS hierarchy](#) are assigned to a BSA through another hierarchy ZCBS\_BSA. (For instance the cost center 2295-4320 Function HR is included in the group ZCHRFUN1 of the [ZCBS hierarchy](#) that is itself included in the group BSA\_HR of the ZCBS\_BSA hierarchy. Then the cost center 2295-4320 is assigned to the BSA Human Resources.)

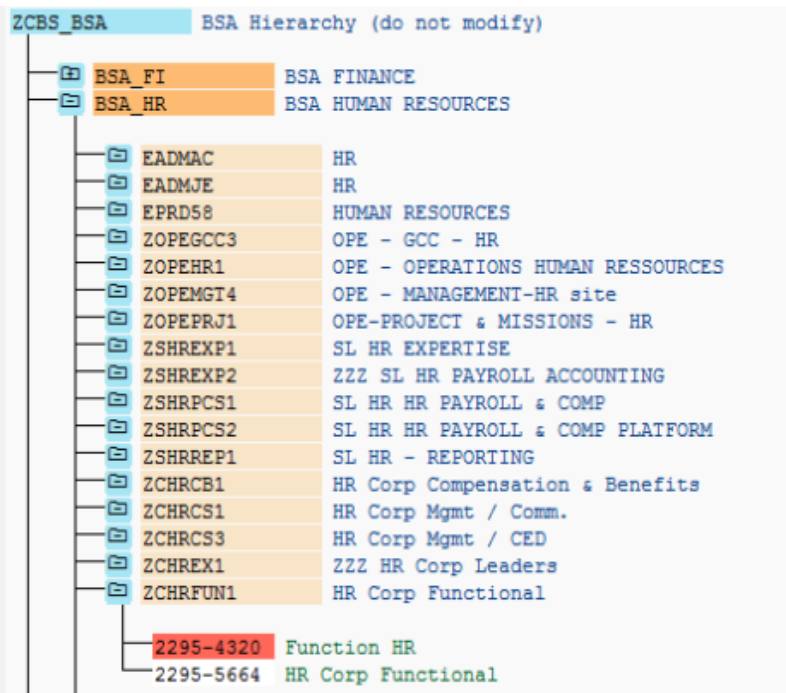
### Example



## Where to find the ZCBS\_BSA hierarchy ?

- **File** : A file is available in gdrive [here](#) (be careful it may not be the very last version, it is always better to look at the data directly in SAP or BW)
- **In SAP**

Run the transaction [KSH3 - Display cost center hierarchy](#) in WP1 with the [controlling area](#) Z013, and enter ZCBS\_BSA.



- **In BW** : Use the report [FC - Cost centers master data](#) to get an updated list of cost centers assigned to each BSA

| BSA Group |             | Cost Center |                      |
|-----------|-------------|-------------|----------------------|
| BSA_FI    | BSA FINANCE | 1C163AFEE0  | ZZ AUDIT FEE         |
| BSA_FI    | BSA FINANCE | 1D16310000  | ZZ SD-Finance        |
| BSA_FI    | BSA FINANCE | 1H16300001  | FINANCE & CORP DEVEL |
| BSA_FI    | BSA FINANCE | 1L16300001  | Regional Finance     |
| BSA_FI    | BSA FINANCE | 1L16300003  | Tax                  |
| BSA_FI    | BSA FINANCE | 1L16300007  | SBS OPE CCT CASH COL |
| BSA_FI    | BSA FINANCE | 1L16300009  | SBS OPE FINANCE      |
| BSA_FI    | BSA FINANCE | 1L16300013  | SBS SL FIN TREAS OPE |
| BSA_FI    | BSA FINANCE | 1L16300014  | SBS SL FIN SA ACC PL |
| BSA_FI    | BSA FINANCE | 1L16300015  | SBS OPE CCT AR       |
| BSA_FI    | BSA FINANCE | 1L16300022  | SBS SL CCT CM        |
| BSA_FI    | BSA FINANCE | 1L16300024  | SBS SL FIN REP PLAT  |
| BSA_FI    | BSA FINANCE | 1L16300027  | SBS SL FIN FA GL     |
| BSA_FI    | BSA FINANCE | 1L16300028  | SBS SL FIN - MGT ACC |
| BSA_FI    | BSA FINANCE | 1L16300030  | SBS SL FIN SA CAMCAD |
| BSA_FI    | BSA FINANCE | 1L16300099  | SBS SL FIN FA IC     |

## How to improve the accuracy of the BSA reporting?

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- **Headcount update**

If the headcount is linked to a wrong cost center you can update this cost center by using a freshdesk ticket -->Go to Freshdesk / HR Request / System updates / eWS NGA.

- **Cost center update**

If your cost center is linked to a wrong node in the ZCBS hierarchy, you can update it by submitting a [workflow through PF1](#) .

## BSA ALLOCATION - Global presentation

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