

# Procédure établissement DCG

<b>Status</b>	Approved
<b>Owner</b>	ERGUIZA-ext, Pinky Love
<b>Stakeholders</b>	

## Purpose

The purpose of this document is to define the conversion approach to create EAM Characteristics in S/4 HANA.

Legacy Plant Maintenance Characteristics is using a diverse range of formats across the different systems. There are instances where the same characteristics are duplicated within and across sources, with informal words, and linked to Plant Maintenance Classes but are not used by Plant Maintenance objects at all. This results in data inconsistency. As per SyWay design, EAM Characteristics will be standardized.

## Conversion Scope

The scope of this document covers the approach for converting active EAM Characteristics from Legacy Source Systems into S/4HANA following the EAM Characteristics Master Data Design Standard.

Characteristics define a single custom field used to capture specific properties, attributes or values of an object. In SAP, Classes and Characteristics together form the "Classification System".

For Syensqo, Characteristics will be used to record key attributes supporting reliability categorization and various analyses. It will be primarily used for information and reporting of attribute data across a large set of technical objects (e.g. Functional Location Structure). These Characteristics will be created centrally and assigned to relevant Classes.

From the current source systems' perspective, Class and Characteristic concepts already exist (but in slightly different structure). Characteristic data and their allowed values are independently managed between PF2 and WP2. While these have been identified as source systems, a considerable amount of data construction will be required to support the production of data load sheets in the desired format.

While these systems serve as sources, extensive construction will be necessary to produce properly formatted data load sheets for S/4 HANA. The scope of this document covers the approach for converting active Characteristics from Legacy systems (PF2, WP2) and creation of New EAM Characteristics into S/4 HANA following the Characteristics Master Data Design Standard.

The data from legacy system includes:

1. Characteristics assigned to Classes with below Class Type
  - 001-Materials: PM Assembly (PF2, WP2)
  - 002-Equipment class (PF2, WP2)
  - 003-Functional location (PF2, WP2)
  - 018-Task list class (WP2)
  - 019-Work center class (PF2, WP2)
  - 037-Measuring point (WP2)
2. Valid from [Current Date]
3. Status = 1 (Released)

The data from legacy system excludes:

1. Characteristics for Deletion (Deletion Indicator = X)

List of source systems and approximate number of records

Source	Scope	Source Approx No. of Records	Target System	Target Approx No. of Records
PF2, WP2	<p>Characteristics will be collected via DCT. An initial extract of the relevant Characteristics will be provided in google sheet format to assist business in decision making on including any relevant Characteristics from PF2 and WP2 as EAM Characteristics.</p> <p>Any additional Characteristics that need to be created to support the new design may be added in the DCT.</p> <p>A review and standardization will be done across all characteristics in the DCT.</p>	6,500		13,000

## Additional Information

### Multi-language Requirement

EAM Class description will be made available in English.  
 Multi language is supported for EAM Characteristics. Login via a different language will have its description displayed in the logon language if the language key is maintained in the Characteristics.

### Document Management

Not Applicable

### Legal Requirement

Not Applicable

### Special Requirements

Not Applicable

## Target Design

The technical design of the target for this conversion approach.

Table	Field	Data Element	Field Description	Data Type	Length	Requirement

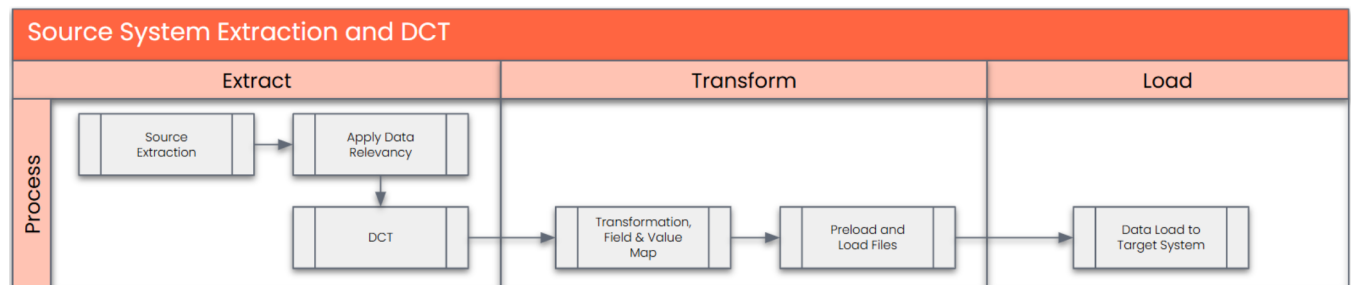
## Data Cleansing

No data cleansing is required for Characteristics in the legacy systems. If any cleansing is deemed necessary, it will be performed outside of the systems.

As a result, the cleansed Characteristics data will be populated directly in the Data Collection Template (DCT).

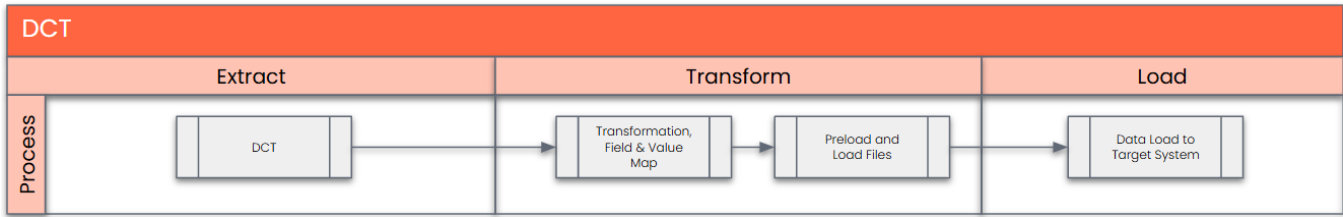
## Conversion Process

The high-level process is represented by the diagram below:



Collection will be done manually in the Data Collection Template for the following scenarios:

- For sites not on SAP-PF2 or WP2 systems
- For new Characteristics that need to be created to support the to-be design



## Data Privacy and Sensitivity

## Extraction

1. Syniti Migrate connects to the sources.
2. An initial extract of the relevant Characteristics will be loaded into a google sheet report to assist business with any standardization.

## Extraction Run Sheet

Req #	Requirement Description	Team Responsible
1	Extract data from source system based on relevancy rule	SyWay Data Team
2	Google Sheet report pre-populated with PF2 and WP2 information to be generated based on relevancy criteria.	SyWay Data Team

## Selection Screen

Selection Ref Screen	Parameter Name	Selection Type	Requirement	Value to be entered/set
Not Applicable				

## Data Collection Template (DCT)

Target Ready Data Collection Template will be created for EAM Characteristics data with exception of some fields which require transformation as mentioned in the transformation rule.

1. The extracted report will be loaded into the required structure using the DCT.
2. Standardization activities (including deduplication, standardization and additions) will be carried out within the DCT.

*Delta Data Management: Initial collection will be done via the report and one-time load to the DCT will be performed. Any delta after the initial collection within the DCT will require business to take due diligence to ensure any subsequent delta cleansing is verified and aligned within the DCT.*

Characteristics DCT Rules

Discuss with Syniti Later if we will plug all languages in one DCT or if to split another DCT for other Languages

Field Name	Field Description	Rule
zLegacy ATNAM	Legacy Characteristic Name	Conditional: Legacy Characteristic Name if comes from PF2 or WP2 Legacy Characteristic Name: For reference only
zLegacy KTEXT	Characteristic description	Conditional: Legacy Characteristic Description if comes from PF2 or WP2 Legacy Characteristic Description: For reference only
ATNAM	Characteristic Name	Mandatory. <ul style="list-style-type: none"> <li>List down naming convention here. E.g Must begin with PM_</li> </ul>

KTEXT	Characteristic description	Mandatory. <ul style="list-style-type: none"> <li>List down naming convention here.</li> <li>Ensure no duplicate.</li> <li>Ensure populated with Description as per specified Language.</li> <li>Approach if the description is more than 30 characters: Abbreviate to required length (30 Chars) by eliminating vowels, use '&amp;' for 'and', ensure short text best describes the characteristic.</li> </ul>
ATMST	Characteristic Group	Mandatory. Must be a valid Characteristic Group.
ATMST	Status	Always 1 (Released).
ATFOR	Data type of characteristic	Mandatory <ul style="list-style-type: none"> <li>Character format (CHAR): for characteristic values that consist of a character string</li> <li>Numeric format (NUM): for numeric characteristic values</li> <li>Date format (DATE): for characteristic values that represent a date</li> <li>Time format (TIME): for characteristic values that represent a time</li> <li>Currency format (CURR): for characteristic values that are entered in a currency</li> </ul>
ANZST	Number of Characters	Must not have decimal, plus or minus sign. Not applicable for data type: Date and Time
ATKLE	Case Sensitive	Indicator (check box)
ANZDZ	Number of Decimal Places	Conditional. Optional for NUM data type. <b>Defaulted for CURR format.</b>  Blank for others Data Types. If populated, must be less than Number of Characters.
MSEHI	Unit of Measure	Conditional. <b>Optional for NUM format.</b>  <b>Blank for others.</b>  Only valid UOM allowed.
ATSCH	Value with template	
ATKLE	Indicator: Case Sensitive	
ATKLA	Chars Group	
ATEIN	Single value	
ATLIS	Multiple value	
ATAME	Multilingual characteristic	
MSEHI	Unit of Measurement	
ATDIM	Exponent display	
ATMST	Status of a characteristic	
SPRAS	Language Key	

Characteristics Value DCT Rules

Field Name	Field Description	Rule
ATNAM	Characteristic Name	
KTEXT	Characteristic description	

ATWRT	Characteristic Value	
ATWTB	Characteristic value description	

## Extraction Dependencies

Item #	Step Description	Team Responsible
1	Relevancy Criteria for PM Assembly / Construction Types	SyWay A2D Data Team
2	Relevancy Criteria for Functional Location	SyWay A2D Data Team
3	Relevancy Criteria for Equipment	SyWay A2D Data Team
4	Relevancy Criteria for Task List	SyWay A2D Data Team
5	Relevancy Criteria for Work Centre	SyWay A2D Data Team
6	Relevancy Criteria for Measuring Point	SyWay A2D Data Team
7	Data cleansing of legacy EAM Characteristics data must be completed. If standardization within the DCT begins using relevant data from PF2 and WP2 before the cleansing is finalized, it is understood that the business will take due diligence to ensure any subsequent delta cleansing is verified and aligned within the DCT.	Business

## Transformation

The Target fields are mapped to the applicable Legacy field that will be its source, this is a 3-way activity involving the Business, Functional team and Data team. This identifies the transformation activity required to allow to make the data Target ready:

1. Perform value mapping and data transformation rules.
  - a. Legacy values are mapped to the to-be values (this could include a default value)
  - b. Values are transformed according to the rules defined in
2. Prepare target-ready data in the structure and format that is required for loading via prescribed Load Tool. This step also produces the load data ready for business to perform Pre-load Data Validation

## Transformation Run Sheet

Item #	Step Description	Team Responsible
1	Obtain DCT Sign-off from Business	SyWay A2D Data Team
2	<Add steps from Syniti Migrate here>	SyWay A2D Data Team
3	Review and Validate Error and Preload Reports	SyWay A2D Data Team
4	Generate Load Files	SyWay A2D Data Team

## Transformation Rules

There are no transformation rules all values will be copied from DCT.

## Transformation Mapping

Mapping Table Name	Mapping Table Description
Not Applicable	

## Transformation Dependencies

List the steps that need to occur before transformation can commence

Item #	Step Description	Team Responsible
1	Ensure DCT tables completeness	SyWay A2D Data Team
2	Value Mappings are according to the latest design - None for Characteristics	SyWay A2D Data Team

## Pre-Load Validation

### Project Team

### Completeness

Task	Action
Verify Record Count	SyWay A2D Data Team to verify that the total number of relevant records from the DCT is equal to the total number of records in the Preload and Load Sheets.

### Accuracy

Task	Action
Conversion Accuracy	SyWay A2D Data Team to verify that all fields below meet pass the checks: <ol style="list-style-type: none"><li>1. Mandatory Fields</li><li>2. Field and Value Mapping Correctness</li><li>3. Null Checks</li><li>4. Text Length Checks</li></ol>
Review Error Reports	Review and correct the errors. Achieve a zero-error record count as much as possible. Raise defects for data remediated and requiring a correction in the source data.

## Business

### Completeness

Task	Action
Verify Record Count	Business Data Owner/s to verify that the total number of relevant records from the the DCT is equal to the total number of records in the Preload and Load Sheets.

### Accuracy

Task	Action
Conversion Accuracy	Business Data Owner/s to verify that all the data in the load table/file is accurate as per endorsed transformation/mapping rules (and signed-off DCT data).

## Load

The load process includes:

1. Execute the automated data load into target system using load tool or product the load file if the load must be done manually
2. Once the data is loaded to the target system, it will be extracted and prepared for Post Load Data Validation

## Load Run Sheet

Item #	Step Description	Team Responsible
1	Go to <Load Tool>	SyWay A2D Data Team
2	Load 3 records for "Create Characteristics" function to validate if data is loaded successfully without errors	SyWay A2D Data Team
3	Load 3 records for "Create Characteristic Values" function to validate if data is loaded successfully without errors	SyWay A2D Data Team
4	Load 3 records for "Assign Characteristic Values" function to validate if data is loaded successfully without errors	SyWay A2D Data Team
5	Proceed with full load if steps 2, 3 and 4 are validated	SyWay A2D Data Team
6	Validate few records loaded by accessing standard transactions from S/4HNA E.g. CT04 / CT10 for Characteristics	SyWay A2D Data Team
7	Generate post load report if step 6 is validated	SyWay A2D Data Team

## Load Phase and Dependencies

### Configuration

Item #	Configuration Item
1	T002-Language Keys
2	T006-Units of Measurement
3	TCMG-Characteristic Group
4	TCMS-Characteristic Status

### Conversion Objects

Object #	Preceding Object Conversion Approach
Not Applicable	

### Error Handling

Error Type	Error Description	Action Taken
Configuration	Invalid Language Key	Engage Functional team to expedite and fix the error in the system
Configuration	Invalid Units of Measurement	Engage Functional team to expedite and fix the error in the system
Configuration	Invalid Characteristic Group	Engage Functional team to expedite and fix the error in the system
Configuration	Invalid Characteristic Status	Engage Functional team to expedite and fix the error in the system

## Post-Load Validation

Project Team

Completeness

Task	Action
Verify Count	SyWay A2D Data Team to verify the record count created in target S/4 HANA by accessing post load reports in dspMigrate or standard reports from S/4 HANA.
Verify Logs	Check if there is data that failed to load and perform the necessary actions (e.g. register as post load issue or attempt to load the record again, etc.).

## Accuracy

Task	Action
Conversion Accuracy	SyWay A2D Data Team to verify that the EAM Characteristics data in target S/4 HANA were loaded correctly via dspMigrate post load reports or standard reports from S/4 HANA.

## Business

### Completeness

Task	Action
Verify Count	Download Post Load Reports from dspMigrate and verify that the record count loaded in the target S/4 HANA is the same count as of the endorsed load file.

### Accuracy

Task	Action
Conversion Accuracy	Verify that the EAM Characteristics data in target S/4 HANA were loaded correctly via dspMigrate post load reports or standard reports from S/4 HANA.

## Key Assumptions

- Master Data Standard is up to date as on the date of documenting this conversion approach and data load.
- is in scope based on data design and any exception requested by business.

## See also

## Change log

Version	Published	Changed By	Comment
<b>CURRENT (v. 13)</b>	<b>Mar 17, 2026 07:56</b>	<b>ERGUIZA-ext, Pinky Love</b>	
v. 141	Dec 10, 2025 15:40	ERGUIZA-ext, Pinky Love	
v. 140	Dec 10, 2025 15:22	ERGUIZA-ext, Pinky Love	
v. 139	Nov 13, 2025 12:14	ERGUIZA-ext, Pinky Love	
v. 138	Nov 13, 2025 12:10	ERGUIZA-ext, Pinky Love	
v. 137	Nov 13, 2025 12:01	ERGUIZA-ext, Pinky Love	
v. 136	Nov 13, 2025 11:50	ERGUIZA-ext, Pinky Love	

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<a href="#">v. 135</a>	Nov 04, 2025 14:35	<a href="#">ERGUIZA-ext, Pinky Love</a>	Consolidation of Char Values from 3 fields to 1 DCT Field
<a href="#">v. 134</a>	Nov 04, 2025 14:30	<a href="#">ERGUIZA-ext, Pinky Love</a>	
<a href="#">v. 133</a>	Nov 04, 2025 14:11	<a href="#">ERGUIZA-ext, Pinky Love</a>	

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## Workflow history

Title	Last Updated By	Updated	Status
There are no pages at the moment.			

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