

Functional Document - Agent Commission

1.0 Overview

Business Context and Application Overview

The Agent Commission reports in BW is part of the global sales folder. It provides visibility on the commission paid to the companies appointed by Solvay to sell the products locally. It has been designed for controllers that supervise the commission paid.

Application User Profile

Describe the key User profiles that exist for the application.

General role/Viewer role:

Approver role:

Target Users:

- Financial controllers

VERSION	DATE	MODIFIED BY	DESCRIPTION
0.01	19.12.2023	Azadeh Nasiri	Initial draft

Application Type

Data Product Type

- ☐ Dashboard
- ☐ Report
- ☐ Advanced analytics
- ☐ AI
- ☐ Others <specify which one>

Technologies

- ☐ BW
- ☐ Tableau
- ☐ QlikSense
- ☐ Talend
- ☐ Dataiku
- ☐ Others <specify which one>

Data Sources

Note: list of all applications and various environment

- ☐ SAP PF1 (Production environment)
- ☐ SAP WP1
- ☐ SAP PI1
- ☐ BW (versions)
- ☐ iCare CRM
- ☐ CORE CRM
- ☐ Others <specify the name of the source>

2.0 Business Process

There are four types of commission processes:

- **variable** commissions to external agents or **non-integrated** Solvay agents (Solvay companies not in PF1 or WP1)
- **variable** commissions to **integrated** Solvay agents (Solvay companies in PF1 or WP1):
 - inter-company process: commissions between companies in the same SAP system
 - bridge process: commissions between companies in different SAP systems
- **fixed** commissions for **non-integrated** Solvay agents
- **fixed** commissions for **integrated** Solvay agents

The "[6155 - Training March 2017 - global overview](#)" [presentation](#) gives a good explanation of the processes.

The current agent commission process has been implemented by the project 6155 "*New agency contract management and remuneration*" that went live on January 2017. Please note these processes are common across PF1 and WP1.

Agent Master Data

Each Agent is represented by both a customer and a vendor because the customer is needed for the commission note (see below) and the vendor is needed for the payment in FI.

- Non-integrated agents have a customer and a vendor that share the same code starting with 39. Both the customer account group and the vendor account group is **ZXAG**. They have the same code in all systems (PF1, PRS, P11, WP1).
- Integrated agents are represented by the usual intercompany customer and vendor of the company code.

TODO : self-invoicing / ITI vendors

Variable Commissions

Variable Commissions setup:

Variable commissions are set up using sales pricing condition records so that a pricing condition is created automatically in the sales order. The commission rate is a percentage of the sales price.

- For non-integrated agents, the condition types are **CV** and **CV2** (there can be maximum 2 non-integrated agents for the same sales order). The search term of these condition records is the agent customer number (always starting with 39*).
- For integrated agents, the condition types are **CVA** and **CV1** (there can be maximum 2 integrated agents for the same sales order). The search term of these condition records is split in two parts:
 - company code of the Solvay company who is the agent, preceded by a "P" if this company is in PF1 or a "W" if this company is in WP1.
 - company code of the Solvay company pays the commission, preceded by a "P" if this company is in PF1 or a "W" if this company is in WP1.

For example, sales in sales org CGDE (company 0005) with company code 7523 in WP1 as agent will have a pricing condition record of type CVA or CV1 with the search term "W7523P0005".

Creation of the Commission notes:

The program ZZV_COMM_VAR will run once a month in the background to automatically create the commission notes to pay the agents based on the billing docs with condition types CV, CV2, CVA and CV1.

- For non-integrated agents, a **credit note** (order type CC/CD) is generated in the "commission" sales area of the **paying company**.
- For integrated agents, a **sales order** (order type ZCO/ZCR) is generated in the "commission" sales area of the **agent company**.

For PF1 companies, the "commission" sales area is **ccPn/99/99** where "cc" is the company's country code and "n" is running number. For example, KRP1/99/99 is the "commission" sales area for Solvay Specialty Polymers Korea. For WP1 companies, the "commission" sales area is **ccZn/TA/99** where "cc" is the company's country code and "n" is running number. For example, BRZ1/TA/99 is the "commission" sales area for Rhodia Brasil.

The sales office and sales group are both "MBU".

The material used in this sales order depends on the BFC market / activity 1 of the sold materials (see view ZZV_COMM_MAT_V for the list of materials). The BFC market / activity 1 is linked with the business area (itself coming from the plant and the material division via the table T134H) through the table ZZF_BFC_DIV_CONV.

The plant is linked to the company code via the table Z1FCYWERKS.

Examples of flows

Flow	Description
Morning project commission UAT	Set up of new commissions in company code 3383 / sales org KRP1 Paid commissions: • variable non-integrated • variable integrated (bridge) Received commissions: • variable integrated (interco) • variable integrated (bridge)

Fixed Commissions

TBC - no info can be found

Transactions

- **ZZV_COMM_LOG** : log of past commissions (variable and fixed)
- **ZPV_PR_COM** : list of CV* pricing condition records
- **ZZV_COMM_VAR** : create the commission notes for variable commissions
- **ZZV_COMM_FIX** : create the commission notes for fixed commissions

The [User guide on errors of ZZV_COMM_VAR and ZZV_COMM_FIX](#) explains how to manage common errors in these two transactions.

Tables / views

- View **ZZV_COMM_MAT_V** : materials used in the commission credit/debit notes
- Table **ZZF_BFC_DIV_CONV** : conversion business area BFC market / activity 1
- Table **ZZV_COMM_CTRL** : log of the commission notes created via ZZV_COMM_VAR
- Table **ZZV_COMM_FIX_CTR** : log of the commission notes created via ZZV_COMM_FIX

Project Playbook

Procedures

Procedures for the rollout, merger, carve-in/carve-out of Solvay company and its impact on the agent commission processes can be found in the [folder "Rollout: Useful documents"](#) of the project 6155. Some documents in the project folder need to be updated when implementing a project.

The APDM team and the IS-RtR-Interco team are also involved in the set up of commission in case of rollout, merger, carve-in/carve-out of Solvay company.

Mass maintenance of CV* pricing condition records

For most key combinations, there is a LSMW to create or change the validity end date of CV* pricing condition records. The templates are also available in the [folder "Rollout: Useful documents"](#) of the project 6155.

Data cut-over

Open orders containing a CV* pricing condition which has been modified needs to be corrected manually. The CV* condition types in the billing documents are copied from the sales order rather than being re-determined based on the pricing condition records so old CV* conditions may remain in the system after the condition records have been updated.

The sales orders containing a CV* pricing condition can be listed with the [transaction ZZV_PR_CHECK_PC](#) then the ones that are open can be found with the [transaction Z1V_LIST_ORDERS](#).

3.0 Application Feature Overview

4.0 Functional Specification

4.1 General Data/Calculations

This section will approach the concepts/definitions that will be used in all the reports and required to understand the data from the reports.

Could be specific fields, closing activities, additional information to work and understand the reports.

4.2 Process Detail

4.2.1. Report/Process Definition

Domain	<insert name>
Application	>insert name>
Provider	<insert name>
Existing Documentation	<insert link>

This section represents the process with detail information for the application. Can include specific or special cases, complex logics , calculations, flows, among others.

5.0 Non-functional Descriptions

Please populate the relevant section and delete those that are not applicable.

5.1 Usability

5.2 Regulatory Compliance

5.3 Security

5.4 Performance

5.5 Reliability

5.6 Scalability

5.7 Compatibility

5.8 Availability

5.9 Refresh of the Data