

PF2 - (Z700, Z703) Raw Material and Packaging material maintenance

Table of contents

1. INTRODUCTION

1.1. Objectives and scope of this procedure

2. STANDARD OPERATING PROCEDURE DESCRIPTION

2.1. Prerequisites

2.2. Article Creation

Purchased Articles

Purchased and Sold Articles

PF1/050: Article Modification: General Rules

PF1/050 to PF1/020: Article Transfer – General Rules

Creation of Complementary Views PF1/020

REACH Regulation - PF1/020

3. REFERENCES

Description of material groups:

4. ATTACHMENTS

Scope



APAC



EMEA



LAM



NAM

ERP



PF1

References

Attachments

- [Packaging materials Short description rules.doc](#)
- [Short description – General Rules.doc](#)
- [Industrial Gases Specific rules \(ZM5210\).docx](#)
- [Availability check codes.xlsx](#)
- [Logistics Data \(Sales view\).doc](#)

1. INTRODUCTION

1.1. Objectives and scope of this procedure

This OP explains how to create, modify and suppress a purchased material for Chemicals and Plastics sectors in ERP **PF2/050** and **PF2/020** , for the following material types:

- Z700 Raw Materials
- Z703 Packaging

2. STANDARD OPERATING PROCEDURE DESCRIPTION

2.1. Prerequisites

The request of article creation is normally sent via [form](#) :

date: 13 Sep 2021 11:54:29

Purchased materials (raw materials & packaging)	
E-mail to reply	joao.drapala@solvay.com
Phone - Tél.	55 41 3316-5255
Urgency - Urgence	Urgent (24h)
Material type - Type article	Z703 (PACK/EMB)
Similar article - Similaire à	20159438
Short description - EN	IBC AC+PE 1000L DN150 - UN BRG MAUSER
In regional version - en version régionale	IBC AC+PE 1000L DN150 - UN BRG MAUSER
Purchase order text - EN	IBC CAPACIDADE 1000L COR NATURAL CONFORME ESPECIFICACAO D10-EP-0522 REVISAO 02, OBS: VALVULA DE DESCARGA TIPO BORBOLETA COM ROSCA GROSSA
Purchase order text - Texte de commande (local language)	IBC CAPACIDADE 1000L COR NATURAL CONFORME ESPECIFICACAO D10-EP-0522 REVISAO 02, OBS: VALVULA DE DESCARGA TIPO BORBOLETA COM ROSCA GROSSA
Material Group - Groupe marchandise	ZM7520 IBC's
Base unit of Measure - Unité de quantité base	PC - piece(s)
Net weight - Poids net	60
Old Material Number - Ancien Numéro Article	
Plant (1)	CUP
Purchasing grp (1)	RCA
Tax indicator for material - Indic. Taxe Article (1)	1 Product Normal rate
Availability check	02 - Individ.requirements
Commodity code - Code douane (1)	86090000
Plant (2)	
Purchasing grp (2)	
Tax indicator for material - Indic. Taxe Article (2)	
Availability check (2)	
Commodity code - Code douane (2)	

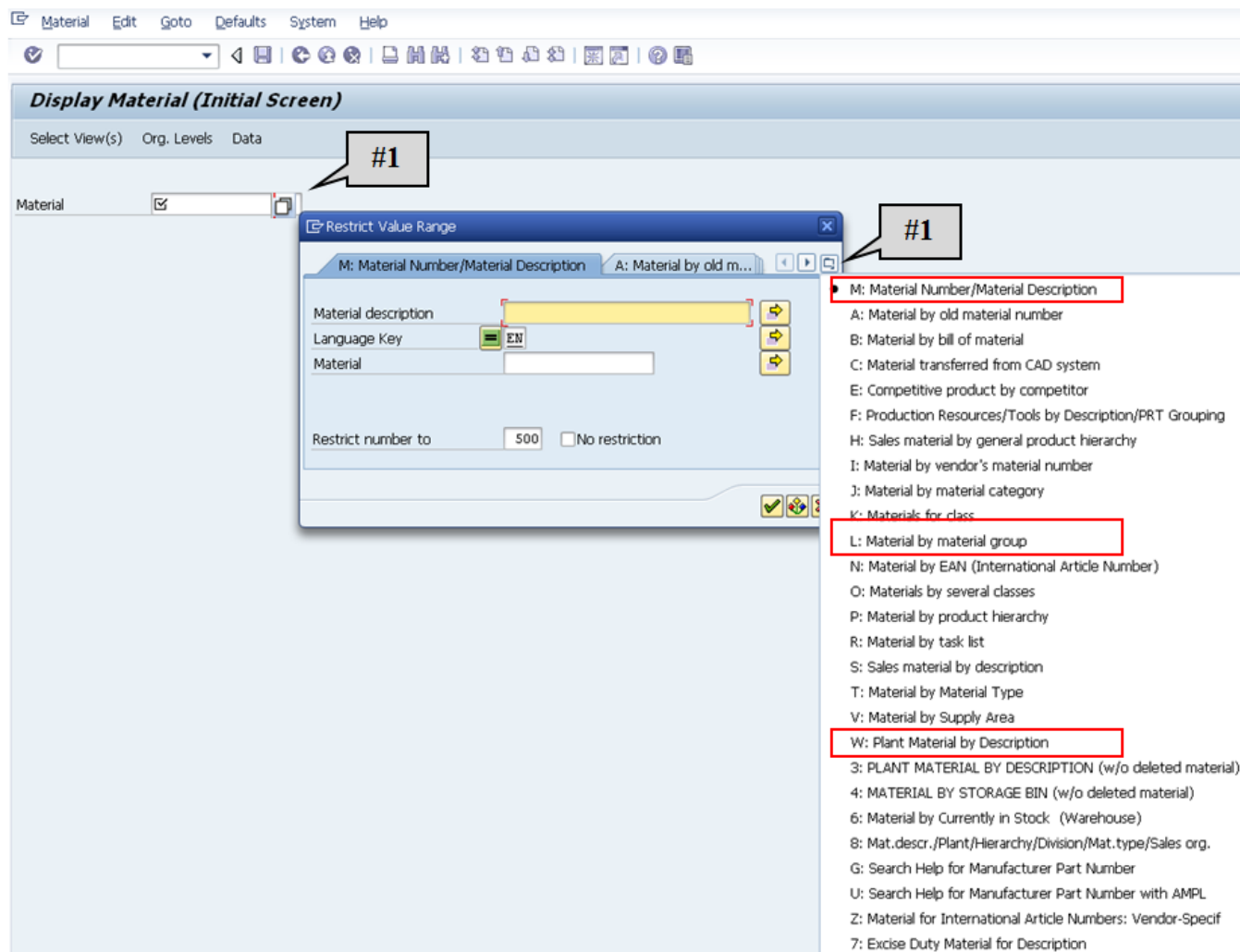
2.2. Article Creation

Articles are created in system PF2/50 with transaction MM01 « Create Material ». It is essential to create the article having another reference as model. For Packaging materials is always necessary to request approval to responsible buyer before or after creation if the request does not provide any doubts. See contacts in this [GDOC](#).

#	Main activities	Key points
0	Enter transaction MM03 – Display Material	Mandatory to confirm if article is already created whenever a creation requested is submitted.



#	Main activities	Key points
1	Open selection option in Tab Material and perform the search using TAB codes M,L and/or W: M Material Numbers/Material Description L Material by material group W Plant Material by Description	Use Short description text and the material group code as key points for the search.



Example: Description_EN: LABEL PP ADH 60X105>FOMB Z TOL 2000S (maximum 40 alphanumeric positions, spaces included)

Tab M Material Numbers/Material Description

Always use a star *** to define your search:

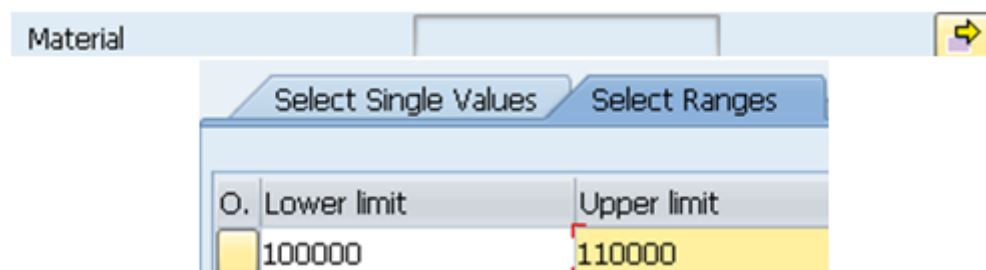
- LABEL*60X105*

If output retrieved shows a high number of records, your search, should be more restricted, continue to add more info.

- LABEL*60X105*FOMB*

Tab L Material by material group

You can restrict search using the range numbers that identifies article Type using multiple selections button 

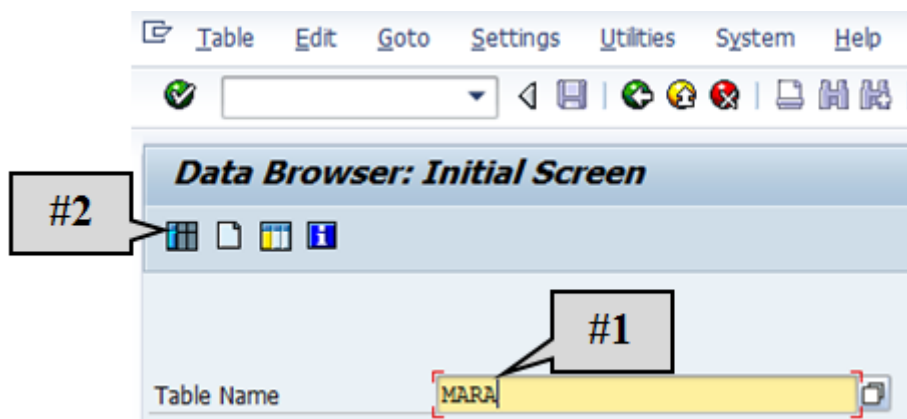


Articles may have an automatic numbering - Code A - or a manual one – Code M.				
Type	Description	N° from	N° to	A/M
Z700	Raw Materials	100000	110000	≠ A
Z703	Packaging	20000000	29999999	A

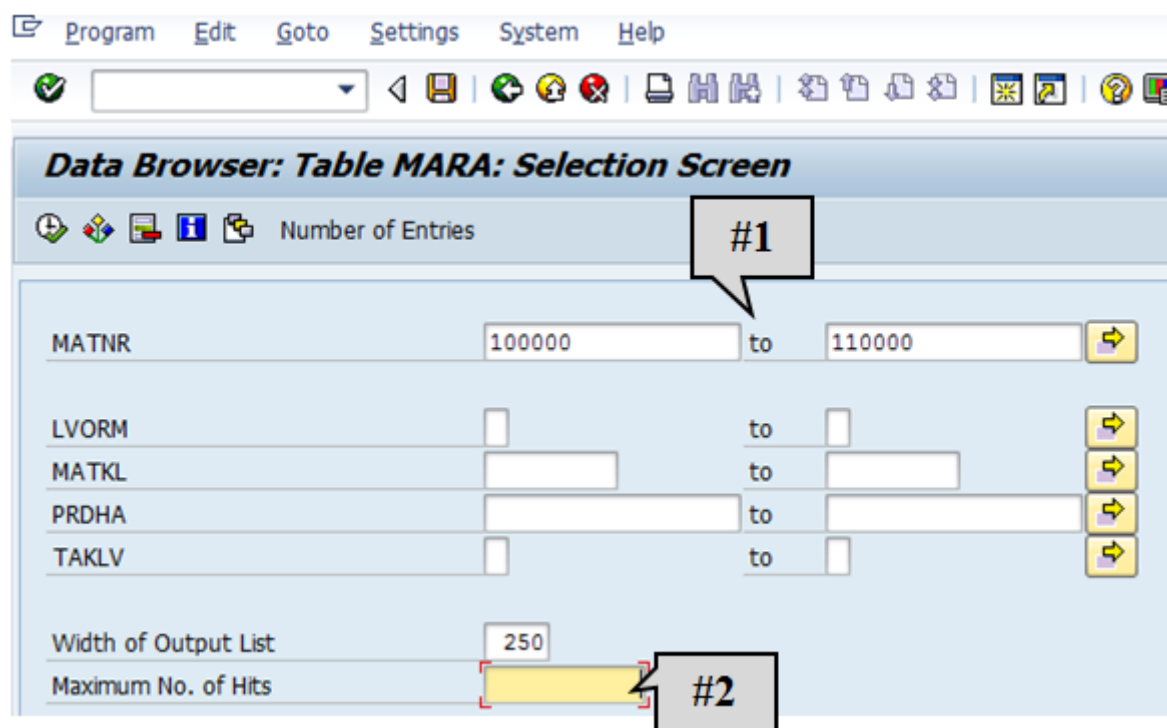
Raw Materials – Z700 (100000 > 110000)

NOTE: The limit of 110000 for Raw materials was already reached, ~~because of this we are using free numbers in Raw materials range to perform new creations.~~
~~List shared in this GDoc~~ because of this we are using automatic numbering.

OBS. Until definition of a new range for raw materials, is not necessary to perform the following steps to find the correct number to use. Use Gdoc mentioned above.



#	Main activities	Key points
1	Introduce words "MARA", table that allows selection of a new / available code to be used for a new creation.	
2	Execute	



#	Main activities	Key points
1	MATNR: Insert the numbering range of material type to be completed	
2	Maximum No. of Hits: System proposes automatically a specific number of hits – Leave it always blank	

Table Entry Edit Goto Settings Utilities Environment System Help

Data Browser: Table MARA Select Entries 9.271

Table: MARA
Displayed Fields: 22 of 214 Columns: 2 List Width 0250

	MANDT	MATNR	ERSDA	ERNAM	LAEDA	AENAM	VPSTA	PSTAI	LVORM	MTART	MERSH	MATKL	BISMT	MEINS
050	0	0000000000109683	20.12.2013	BE03177	20.12.2013	BE03177	KCVEX	KCVC		2700	C	ZM6161	J964	KG
050	0	0000000000109682	18.12.2013	BE03177	18.12.2013	BE03177	KEVC	KEVC		2700	C	ZM3110		KG
050	0	0000000000109681	18.12.2013	BE03177	18.12.2013	BE03177	KEVC	KEVC		2700	C	ZM3110		L
050	0	0000000000109680	18.12.2013	BE03177	18.12.2013	BE03177	KEVC	KEVC		2700	C	ZM3110		KG
050	0	0000000000109679	18.12.2013	BE03177	18.12.2013	BE03177	KEVC	KEVC		2700	C	ZM3110		KG

#	Main activities	Key points
1	MATNR: Select the column in order to allow you to filter information	Control the numbering sequence, it is possible to find unassigned numbers, despite the fact there is already a numbering ahead
2	Select button Sort Descending in order to look up for the last numbering used in creation. Numbering to be used in next creation will be 109684	

PF2/050 Article Creation – MM01

#	Main activities	Key points
1	Industrial Sector: always Chemical Industry - C	
2	Material Type: Raw Materials Z700 Packaging Z703	
3	Material: If creation s for Raw materials, complete field with the numbering retrieved manually. Use numbering previously retrieved from GDoc .	
4	Material: Insert the article that suits as model to create the new code (Same material type and group)	

Identify in the request the views that need to be created. Normally as Raw and Packaging materials are only purchased only the following views need to be created. If is necessary sales, you should also create the sales views (page 17).

Purchased Articles

MM01 – Views to be completed

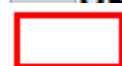
Basic
(MARA)

Basic Data
Classification

Purchasing
(MARC)

Management of view « Basic data 1 » MARA

Purchasing
Purchase Order Text



Mandatory Fields to complete in all type of articles



Not mandatory

#	Main activities	Key points
1	Raw Materials: Normally the Unit is KG (Requester can define a different one: L, TN, M3... Packaging: Specific according to type - Follow procedure. document DIA/CPN (Folder : Topic : 02.12 - Procurement - materials coded in ERPs) « Units of measure »	Raw Materials can be considered dangerous (transportation and handling). It is requester responsibility to advice. If article is transported and / or sold, requester should provide to Data & Analysis team the SDS- Safety Data Sheet, MSDS – Material Safety Data Sheet, PDS – Product Data Sheet in order to define the logistics areas according to the hazard class of the product. • Base Unit of measure can only be modified if no stock exists for all plants. • Z700 Raw Materials – Gross and Net weight is the same. • Z703 Packaging – CPN is obliged to fill weight
2	Division: « ZZ » for Purchased and Sold articles- if out NETV	
3	Material Group: if information is missing, we can search using product name, in case of doubt, contact requester	
4	General item category group:» NORM – if product is a Raw Material Z700; VERP – if product is a packaging Z703	
5	Gross Weight: Standard is 1, it can be # according to request.	
6	Net Weight: 1	
7	Weight Unit: Reference Unit of gross and net weight	

Management of view « Basic data 2 » MARA

#	Main activities	Key points
1	Dangerous Goods Indicator Profile: If product is considered dangerous select indicator 001	
2	Environmentally relevant: This field is going to be used to indicate that an SDS(safety data sheet) has to be sent to the customer	Always flagged
3	Screen is complete - Go to view : Additional Data	

Material Edit Goto Environment System Help

Display Material 182654 (Z700-Chemicals (trade))

Main Data #2

Descriptions Units of measure Additional EANs Document data Basic data t...

Material 182654

#1

Language	Material Description
EN	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
DE	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
FR	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
IT	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
NL	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
PT	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
RU	Бикарбонат натрия тех(25/1200 пал.)
ES	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
FI	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H
BG	BIR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H

- Descriptions
- Units of measure
- Additional EANs
- Document data
- Basic data text
- Inspection text
- Internal comment

#	Main activities	Key points
1	TAB Descriptions: Material Text or « Short Text » is defined in 9 languages FR-EN-DE-NL-IT-ES-PT-BG-FI and has a maximum of 40 alphanumeric positions. This text is for internal usage and obeys some rules. It is always written in Caps Lock, except for Russia.	• The management of short and long text is done in English, being afterwards translated to local language (9 standard languages – described in point 1 of table). • The same is applied for the following languages: (AR) Arabic, (TH) Thai, (KO) Korean, (ZH) Chinese, (JA) Japanese. • If article is defined for a plant or company code which is not included in any of the 9 standard languages, the required language is created using English as model, the same is applied to Tab internal comment. • For BG, RU and other non-Latin languages the short texts in Cyrillic is created in PF2/050 by Russian and Bulgarian users through transaction ZZR_MAT_TEXT_TRANS (+DOC).
2	Go back to Main Data in order to define Long/Commercial Text	

Long / Commercial Text Customizing
Articles Purchased
Managed at TAB [Purchase order text](#)

Material Edit Goto Environment System Help

Display Material 109138 (Z700-Chemicals (trade))

Additional Data Org. Levels

Foreign trade import Purchase order text MRP 1 MRP 2 MRP 3

Material 109138 TOCOPHEROL * F25

Purchase order text

Langs maintained Language English

English French

TOCOPHEROL
In 25 kg drum

#1

#	Main activities	Key points
1	In Standard, Commercial text is created in EN, FR+ local language of plants for which article is defined.	

Articles Purchased and (RE) Sold
Managed at TAB [Internal Comments](#)

Material Edit Goto Environment System Help

Display Material 182654 (Z700-Chemicals (trade))

Main Data

Inspection text Internal comment

Material 182654 IR TEC 0/50 *DEVN S50 1MPT+PE P1200HT H

Internal comment

Langs maintained Language English

Bulgarian Dutch English French German Italian Russian Spanish

BICAR TEC 0/50 SODIUM BICARBONATE
IN 50 KG BAGS IN PLASTIC MATERIAL ON
1200 KG PALLET WITH SHRINKFILM
ISPM 15 heat treated

An article purchased can be resold internally
to other plants (stock transfer).

An article purchased can be resold directly
to a customer



- KEY POINT**
- In both situations the **View Sales** must be created in the article. When a view sales exists the long/commercial text has to be managed in Internal Comments TAB – SAP copies the content directly to both views (sales text) and (purchase order text)
 - In Standard the internal comments are managed in 6 languages: FR-EN-DE-NL-IT-ES but several languages can be found, since it has to be customized also for receiver's languages (customers and/or plant/plants).
 - Texts in (BG), (ZH) and (RU) are added locally.
 - How to verify if long /commercial texts is correctly setup: Transaction **SQ00** » user group name **M1** » **Utilisateurs IBS-BDM** » Variant – **ARTC OM-TEXT**. [ADD SCREEN SHOT](#)

Units of measure in Additional Data

Material 109152 IALCO 71688 * 625

X	AUn	Measu...	<... Y	BUn	Measu...	EA/UPC	Ct	Au	A	Length
1	KG	kg	<... 1	KG	kg					0,000
1.000	1KG	kg	100%	<... 1.000	KG	kg				0,000
1.000	VKG	kg	% sale	<... 1.000	KG	kg				0,000
1	BAG	bag	<... 25	KG	kg					0,000
1	TO	t	<... 1.000	KG	kg					0,000

Callouts: #1 points to the first row (KG to kg). #2 points to the second and third rows (1KG to kg and VKG to kg). #3 points to the fourth row (BAG to kg).

#	Main activities	Key points
1	A Purchased article Raw Materials has normally one unit of measure :KG (most frequent)	You can identify in short text 625 that material is packed in a bag of 25 Kg. In cases in which packaging is clearly defined, it has to be identified in Units of measure Tab.
2	If a view sales is created, add the standard measures: 1KG, VKG,TON and 1LB	
3	Line that identifies BAG is not standard. (Read Key points)	
2	If article is defined as base unit of measure LB (Pounds) is mandatory to define also: 24445 KG = 53892 LB (example material 109750)	

Management of view « Classification » MARA

Assignment Edit Goto Value assignment Extras Environment System Help

Classification

Object

Material 109620 ACETATE DE SODIUM TRIHYDRATE *S25

Class Type ZZM Material distribution (ALE)

Assignments

Class	Description	St...	S..	I...	Itm
CHIMIE	Chemitry Supply Chain	☐	1	☒	20

Entry 1 / 1

Class type of article is «ZZM» - **Material distribution (ALE)**» and Class and must contain always as value key **CHIMIE – Chemistry Supply Chain** to allow article to be transferred to PF2/020.

Management of view « Purchasing » MARC

Material Edit Goto Environment System Help

Display Material 102800 (Z700-Chemicals (trade))

Additional Data Org. Levels

Sales text Purchasing Foreign trade import Purchase order text

Material 102800 IMESTONE * GR

Plant RBAA SCHM-DE /RHEINBERG (SODA)

#1

General Data

Base Unit of Measure KG #5

Purchasing Group D00

Plant-sp.matl status

Tax ind. f. material 1 #2

Material freight grp

Batch management

Order Unit

Material Group ZM6514 #1

Valid from

Qual.f.FreeGoodsDis.

Autom. PO

#4

Purchasing values

Purchasing value key Z1 #3

1st Reminder/Exped. 4 days

2nd Reminder/Exped. 8 days

3rd Reminder/Exped. 12 days

StdValueDelivDateVar 0 days

Shipping Instr.

Underdel. Tolerance 0,0 percent

Overdeliv. Tolerance 25,0 percent

Min. Del. Qty in % 0,0 percent

Unltd Overdelivery

Acknowledgment Reqd

Other data / manufacturer data

GR Processing Time 0 days

Quota arr. usage

Post to insp. stock

Source list

Critical Part

JIT Sched. Indicator

#	Main activities	Key points
1	Base Unit and Material group is automatically copied from Basic Data 1 screen – MARA Table	Batch management Flag is mandatory when the material is used mixed with others to achieve a final product. These materials are also identified at the end of <u>Short Text Description</u> with abbreviations:

[BM] – Batch management

VITRIDE 70 % sol. TOLUENE * F [BM]

Materials that are handled in batch management belong to plants managed by Solvay Specialty Polymers business.

2 Tax ind. F. material: « 1 » by default (**Read Key Points 2**)

3 Purchasing Value Key: By default **Z1**. If different, requester will specify.

4 Autom. PO: Since 2007 is mandatory to have field flagged

5 Purchasing group – provided by requester, according to Country and Plant. If not provided and urgent, PG can be completed with: e. g. Belgium: B00; France F00, and so forward.

Key points 2

Mandatory fields to complete

Tax ind F. Material - « Z » - when the correct tax to be applied in the article creation is not yet defined, to avoid blocking the creation of an article this code can be applied;

« 0 » - Applied in Raw Materials for Solvay Specialty Polymers for all plants in USA.

« 2 » - Applied only to **PT (3S 01.06.2006)** – Article Type Z700, Material group – ZM5410 – Electricity – Should be dully provided by requester

« 1 » - If a request is done for a different Tax code, address the request to **SDD** in order to verify if table ZZRTAXIM needs to be completed

Not Mandatory to complete

Material freight group – Field is automatically fulfilled if material is defined for a sales organization.

Order Unit – The order unit will be fill in, if, the unit of measure in which the product is ordered is different. Information to be provided by requester. This is a field MARA, common to all divisions defined in article.

GR processing time – Number of working days necessary to control and give entry of materials in the warehouse.

Critical Part – PF2/050 - If field is flagged; the transfer of Data to PF2/020 concerning the purchasing views will be blocked.

Var OUn - Since this is MARA table, if we flag the field, info will be active for all plants defined in article.

« 1 » - This field should be active for the Industrial Gas article (ZM5210), managed by ePW and for Raw materials used by Solvay Specialty Polymers US (SPOL-US)

Management of view « Foreign Trade: Import Data » MARC

The screenshot displays the SAP 'Display Material' screen for material 102800, identified as 'LIMESTONE * GR'. The 'Foreign trade import' view is active. Key fields include:

- Material:** 102800 (highlighted with a red box and callout #1)
- Plant:** RBAA
- Foreign trade data:**
 - Comm./imp. code no.: 25210000
 - Export/import group: (empty)
 - CAS number (pharm.): (empty)
 - PRODCOM no.: (empty)
 - Control code: (empty) (highlighted with a red box and callout #2)
- Origin / EU market organization / preferences:**
 - Country of origin: DE
 - Region of origin: 05
 - Preference status: Not maintained
 - Vendor decl. status: Not maintained
- Legal control:**
 - ExemptionCertificate: (empty)
 - Iss.date of ex.cert.: (empty)
 - Exemption cert. no.: 00000000

Buttons for 'Customs tariff prefs' and 'Legal control' are visible at the bottom right of their respective sections.

Main activities

Key points

1	Comm./imp. Code no. – Intrastate codes are mandatory for all borders transactions. Code is communicated by requester.	Intrastate codes are maintained for EU, if a country out of EU asks to identify a code in the article, request should be addressed to SDD to complete table T604. Designation of code must be always provided.
2	Country and Region of origin are not completed.	

How to manage view « Purchase Order Text » MARC

Change Material 20009782 (Z703-Packaging. & access.)

Additional Data Org. Levels Check Screen Data

Foreign trade import Purchase order text MRP 1 MRP 2 MRP 3

Material 20009782 PAL WOOD 1140x1140+138CP3 4ENT NEW /REC

Purchase order text

Langs maintained

- Dutch
- English
- French
- German
- Italian

Language Italian

Pallet in soft wood
Dimensions : 1140x1140+138
Type: CP3 New or Recycled
4 entries
To NOTE : Blocks exclusively in Hardwood. (1 block in Sc allowed, in order to ease lawful marking)

Create Text

Create text in Spanish

Copy from English

#1 #2 #3

#	Main activities	Key points
1	Allows deleting a language in the article, in case of creating with reference, the article copied can be defined with languages that do not suite your request. Allows adding a language in the article.	<u>Purchase order text is only managed if article does not have a sales view</u> Texts are addressed to suppliers and customers; they have details concerning product description and packaging. In Standard the purchase order text tab is managed in 2 languages: FR-EN + language of plant defined in article.
2	Choose in drop down list the language you wish to create	
3	Use English as standard language to create another	

Purchased and Sold Articles

MM01 – Views to complete

Basic
(MARA)

	Basic Data 1
	Basic Data 2
	Classification

Sales
(MVKE)

	Sales: Sales Org. Data 1
	Sales: Sales Org. Data 2
	Sales: General/Plant Data
	Foreign Trade: Export Data
	Sales Text

Purchasing
(MARC)

	Purchasing
	Foreign Trade: Import Data
	Purchase Order Text

Management of view « Sales Org. Data 1 » MVKE

Material Edit Goto Environment System Help

Display Material 102800 (Z700-Chemicals (trade))

Additional Data Org. Levels

Classification Sales: sales org. 1 Sales: sales org. 2 Sales: Gen...

Material 102800 LIMESTONE * GR
Sales Org. 4056 SOLVAY CHEM (DE)
Distr. Chl 11 ERP Commercial

General data

Base Unit of Measure **KG** kg Division **ZZ** CODE OF G...
Sales unit ☐ Sales unit not var.
Unit of Measure Grp ☐
X-distr.chain status ☐
DChain-spec. status ☐
Delivering Plant ☐
Material Group **ZM6514** CALCIUM COMPOUNDS
☒ Cash discount Conditions

Tax data

C...	Country	Ta...	Tax category	T Tax classification
AT	Austria	MWST	Output Tax	1 Products Normal rate
BE	Belgium	MWST	Output Tax	1 Products Normal rate

Entry 1 of 10

Quantity stipulations

Min.order qty 0,000 KG Min. dely qty 0,000 KG
Delivery unit 0,000
Rnding Profile ☐

#	Main activities	Key points
1	Base Unit, Division and Material group are automatically copied from Basic Data 1 screen (MARA Fields)	
2	Cash Discount: Mandatory to flag – Common to articles with sales view	
3	Tax Classification: (Read key point table 2)	
4	Delivery Unit: is the weight of the packaging defined for the product (if bulk field will be empty)	
5	D.Chain-spec. status: if there is a request to delete an article for a sales org. – select code 50.	

KEY POINT 2	Article – Tax Classification– MG03STEUER-TAXKM			
	Standard Tax = 1			
	Tax Category	MWST – Output Tax	LCFR – License France	LCIT – License Italy

Classification	« 1 »	« A »	« 0 »
PT	« 2 »	Exception - Type Z700 EEPurchasing Group ZM 5410	

Management of view « Sales Org. Data 2 » MVKE

Material Edit Goto Environment System Help

Display Material 102800 (Z700-Chemicals (trade))

Additional Data Org. Levels

Sales: sales org. 1 Sales: sales org. 2 Sales: General/Plant For...

Material 102800 Limestone * GR

Sales Org. 4056 SOLVAY CHEM (DE)

Distr. Chl 11 ERP Commercial

Grouping terms

Matl statistics grp ☐ #1

Volume rebate group ☐

Gen. item cat. grp NORM Standard item

Pricing Ref. Matl ☐

Product hierarchy ZZ #1

Commission group ☐

Material pricing grp ☐ #2

Acct assignment grp 31 ERP Out NET ...

Item category group NORM Standard item

CODE OF GESTION

Material groups

Industrial Origin ☐

Packaging type GR #4

Quality code N #5

Market segment ☐

End-use ☐

Product attributes

☐ Product attribute 1 ☐ Product attribute 2 ☐ Product attribute 3

☐ Product attribute 4 ☐ Product attribute 5 ☐ Product attribute 6

☐ Product attribute 7 ☐ Product attribute 8 ☐ Product attribute 9

☐ Product attribute 10

#	Main activities	Key points
1	Product hierarchy and Gen Cat.grp: Field Identical to Basic Data 1 – MARA Fields	3. <u>Item Category group</u> : A packaging article (Z703) will be defined as NORM in 'Item Category group' when it has a sales view.
2	Acct assignment grp: «31» Raw Materials - Not NETV «37» Packaging - Not NETV	4. <u>Packaging Type</u> : When we cannot identify the article conditioning, packaging type is « DI ».
3	Item Category group: NORM (Read Key Points)	E.g. O/W – odd weight
4	Packaging type: Raw Material Z700: this field is complete according to packaging type in which article is conditioning. Consult Purchase order text to get the info, it also can be seen in short description: *GR (Bulk). Key Points	

5 Quality code: « N » - No other selection is used.

Foreign trade import | Purchase order text | MRP 1

Material: 106130 | DICHLOROMETHANE PURE * O/W

Purchase order text

Langs maintained: Dutch, English

Language: DICHLOROMETHANE RPE

Management of view « Sales: General/Plant » MVKE

Material: 20009782 | PAL WOOD 1140x1140+138CP3 4ENT NEW /REC

Plant: CHM | SBEFR-FR /CHEVIGNY-ST-S.

General data

Base Unit of Measure: PC piece(s)

Gross Weight: 0,000 KG

Net Weight: 0,000

Availability check: 02 Indivd.requirements

Replacement part: ☐

Qual.f.FreeGoodsDis.: ☐

Material freight grp: NMZZZ

Shipping data (times in days)

Trans. Grp: NM Non dang. misc.mat.

LoadingGrp: NMZZ Non dang. misc. spot

Packaging material data

Matl Grp Pack.Matls:

Packaging mat. type:

Allowed pkg weight: 0,000

Allowed pkg volume: 0,000

Maximum level: 0

Stackability factor: 0

Excess wt tolerance: 0,0

Excess volume tol.: 0,0

Callouts: #1 (Availability check: 02), #2 (Trans. Grp: NM), #3 (LoadingGrp: NMZZ), #4 (Material freight grp: NMZZZ)

#	Main activities	Key points
1	Availability Check: By default value key is 02, can be different, specified by GBU (excel in attachments)	The 2 first characters are common in points 2 -> 3 -> 4 See in attachments the procedure for Logistic data
2	Trans. Grp 2 characters – 1 st character identifies the danger level, 2 ^o character identifies the product characteristic, e.g. if it is liquid, in bulk.	
3	Loading Group: 4 characters – type of packaging in which product will be transported and delivered	

4 Material freight grp: 5 characters, equal to point 3, it only differs on last character: identifies the business

Management of view « Foreign trade export » MVKE

Material Edit Goto Environment System Help

Display Material 102800 (Z700-Chemicals (trade))

Additional Data Org. Levels

Sales: General/Plant Foreign trade export Sales text Purchasing

Material 102800 LIMESTONE * GR

Plant RBAA SCHM-DE /RHEINBERG (SODA)

#1

Foreign trade data

Comm./imp. code no. 25210000 "Limestone flux; limestone and other cal Un

Export/import group

CAS number (pharm.)

PRODCOM no.

Control code

#2

Origin / EU market organization / es

Country of origin DE Region of origin 05

CAP product list no.

CAP prod. group

Preference status Not maintained Customs tariff prefs

Vendor decl. status Not maintained

Legal control

ExemptionCertificate Exemption cert. no. 00000000

Iss.date of ex.cert.

Military goods Legal control

#	Main activities	Key points
1	Comm. /imp. Code no. : Intrastate codes are mandatory for all cross -borders transactions. Code is communicated by requester. Intrastate codes are maintained for EU, if a country out of EU asks to identify a code in the article, request should be addressed to SDD to complete table T604. Designation of code must be always provided.	.
2	Country and Region of Origin: Fields are not completed.	

Management of view « Sales text » MVKE

Material Edit Goto Environment System Help

Display Material 20136472 (Z703-Packaging. & access.)

Additional Data Org. Levels

Foreign trade export Sales text Purchasing Foreign trade im...

Material 20136472 CYL 40L >36BAR

Sales Org. 4060 SOLVAY FLUOR

Distr. Chl 11 ERP Commercial

Sales text

Langs maintained

- Dutch
- English
- French
- German
- Italian
- Spanish

English

CYLINDER LT40 - 36BAR

When Sales view are created the long texts are managed only in Internal Comments (pages 10 and 11)

PF2/050: Article Modification: General Rules

Modifications are performed in PF2/050 with transaction MM02

Materials Deletion

Performed in **PF2/050** with transactions MM02 « Change Material »

MM06 « Flag Material for Deletion »

MM17 « Mass Maintenance: Materials »

Before deleting an article you must check if there is an existing stock - Transaction **MB52** in **PF2/020** - **PF2/020**

Program Edit Goto System Help

Display Warehouse Stocks of Material

#1

Database Selections

Material 106960 to 

Plant MJS to 

Storage Location to 

Batch to 

#2

Scope of List

Material Type to 

Material Group to 

Purchasing Group to 

Selection: Special Stocks

☐ Also Select Special Stocks

Special Stock Indicator to 

Settings

☐ Display Negative Stocks Only

☐ Display Batch Stocks

☐ No zero stock lines

☐ Do Not Display Values

Display Options

☒ Hierarchical Representation

☐ Non-Hierarchical Representation

Layout 

#	Main activities	Key points
1	Insert article/s number	
2	If deletion is for 1 or specific plants, you can restrict the output selecting the desire plants. For more than 1 record select Multiple Selection button 	

List Edit Goto Settings System Help

Display Warehouse Stocks of Material

Material	Material Description	Plant Name 1	Unrestricted Unit		Transit/Transf.	In Quality Insp.	Restricted-Use	Blocked	Returns
Sloc SL	Total Value Cray	Total Value	Total Value	Total Value	Total Value	Total Value	Total Value	Total Value	Total Value
106960	MCB - MONOCHLOROBENZEN RECLAIM * GR [BM]	AQS	SSP-US	/AUGUSTA					
0001	14.043,279 KG	0,000	0,000	0,000	0,000	0,000	0,000	0,000	
	2.786,32 USD	0,00	0,00	0,00	0,00	0,00	0,00	0,00	
106960	MCB - MONOCHLOROBENZEN RECLAIM * GR [BM]	MJS	SSP-US	/MARIETTA					
0001	0,000 KG	0,000	0,000	0,000	0,000	0,000	0,000	0,000	
	0,00 USD	0,00	0,00	0,00	0,00	0,00	0,00	0,00	
0002	0,000 KG	0,000	0,000	0,000	0,000	0,000	0,000	0,000	
	0,00 USD	0,00	0,00	0,00	0,00	0,00	0,00	0,00	
0003	0,000 KG	0,000	0,000	0,000	0,000	0,000	0,000	0,000	
	0,00 USD	0,00	0,00	0,00	0,00	0,00	0,00	0,00	
* Total									
	2.786,32 USD	0,00	0,00	0,00	0,00	0,00	0,00	0,00	

#	Main activities	Key points
1	E.g. Material 106960 is defined for 2 plants: AQS and MJS from Solvay Specialty Polymers – US. Only the plant AQS has stock, all store locations in plant MJS have value 0	

MM02 « Change Material » **PF2/050 – Material Deletion**

Deletion Flag – Plant level

Change Material (Initial Screen)

Select View(s) Org. Levels Data

Material: 106960

Change Number:

#1

Organizational Levels

Organizational levels

Plant:

Stor. Location:

Valuation type:

Possible Entries: Plants

Maint.	Plant	Name 1
X	AIS	SSP-US /ALPHARETTA
X	AQS	SSP-US /AUGUSTA
X	GDS	SSP-US /GREENVILLE
X	MJS	SSP-US /MARIETTA
X	SLZ	SSP-US /BAY SAINT LOUIS

Classification **Purchasing** Foreign trade import Purchase order...

Material 106960 MCB - MONOCHLOROBENZEN RECLAIM * GR [BM]

Plant AQS SSP-US /AUGUSTA

General Data

Base Unit of Measure KG **#2** Order Unit Var. OUn 1

Purchasing Group SM4 Material Group ZM6148 **#2**

Plant-sp.matl status ☐ Valid from

Tax ind. f. material 0

Material freight grp

☒ Batch management

Purchasing values

Purchasing value key 21

1st Reminder/Exped. 4

2nd Reminder/Exped. 8

3rd Reminder/Exped. 12

Plant-Specific Material Status 17 Entries

MS	Description
01	Blocked for procurement/whse
02	Blocked for task list/BOM
21	Good issue analyse
22	Material in creation
23	Material to be deleted
24	Material deleted
25	Blocked for buy

#	Main activities
1	Enter MM02 – Select plant to be flagged for deletion and select TAB purchasing.
2	Plant-sp.matl status: Select code Z4 – Material deleted Valid from: Date of modification

Deletion Flagg - Central level (purchasing + sales)

Material Edit Goto Environment System Help

Change Material 102800 (Z700-Chemicals (trade))

Additional Data Org. Levels Check Screen Data

Basic data 1 Basic data 2 Classification Sales: sales org. 1

Material 102800 LIMESTONE * GR

General Data

Base Unit of Measure KG kg Material Group ZM6514

Old material number Ext. Matl Group

Division 22 **#1** Lab/Office **#2**

Product allocation Prod.hierarchy 22

X-plant matl status ☐ Valid from

Material authorization group

Authorization Group

Dimensions/EANs

Gross Weight

Net Weight

Volume

Cross-Plant Material Status 17 Entries

MS	Description
01	Blocked for procurement/whse
02	Blocked for task list/BOM
21	Good issue analyse
22	Material in creation
23	Material to be deleted
24	Material deleted
25	Blocked for buy

#	Main activities
---	-----------------

1	Enter MM02 – Do not select any specific plant or sales organization – Select TAB Basic Data 1 X-plant matl status: – Select code Z4 – Material deleted
2	Valid from: Date of modification

Key points

If an article will be deleted in future (local information) but there is still an existing stock in a plant, article should be defined with code **Z3 – Material to be deleted** in field X-plant matl status.

As soon as requester advises that stock is at 0, code can be modified to Z4

Deletion Flagg - Sales Organization level

The screenshot shows the SAP MM02 'Change Material' screen for material 102800. The 'Sales: sales org. 1' tab is active. The 'DChain-spec. status' field is highlighted with a red box and labeled #3. The 'Valid from' field is highlighted with a red box and labeled #4. A pop-up window 'Distribution-chain-specific material status 20 Entries' is shown with '50 FORBIDDEN SALES' highlighted with a red box.

#	Main activities
3	Enter MM02 –Select sales organization to be flagged for deletion – Select TAB Sales: sales org. 1 DChain-spec. status: – Select code 50 – Forbidden Sales
4	Valid from: Date of modification

MM06 « Flag Material for Deletion » **PF2/050**

Material Edit Goto Extras Environment System Help

Flag Material for Deletion: Initial Screen

#1

Material 106960

Plant MJS #2

Stor. Location

Valuation Type

Sales Org.

Distr. Channel

Warehouse No.

Storage Type

Change Number

#	Main activities	Key points
1	Flag material at Central level - MM06 – complete only the material number	
2	Flag the desired option and Save 	

Material Edit Goto Extras Environment System Help

Flag Material for Deletion: Data Screen

#1

Material 106960 MCB - MONOCHLOROBENZEN RECLAIM * GR [BM]

Plant

Storage Location

Material Edit Goto Extras

Flag Material for Deletion: Data Screen

#2

Material 106960

Plant MJS SSP-US /MARIETTA

Storage Location

MM17 « Mass Maintenance » PF2/050

Mass maintenance Edit Goto Environment System Help

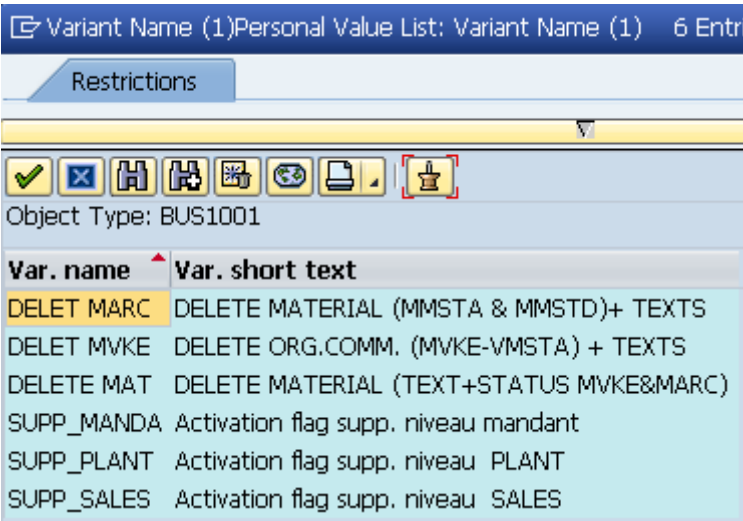
Mass Maintenance: Materials (industry)

Object Type BUS1001 Materials (industry)

Variant Name #1

Tables Fields

Short Description	Table Name
General Material Data	MARA
Material Descriptions	MAKT
Plant Data for Material	MARC
Material Valuation	MBEW
Storage Location Data for Material	MARD
Units of Measure for Material	MARM
Sales Data for Material	MVKE
Forecast Parameters	MPOP
Planning Data	MPGD_MASS
Tax Classification for Material	MLAN
Material Data for Each Warehouse Number	MLGN
Material Data for Each Storage Type	MLGT

#	Main activities	Key points														
1	Enter MM17 – Select Variant according to your needs  Object Type: BUS1001 <table><thead><tr><th>Var. name</th><th>Var. short text</th></tr></thead><tbody><tr><td>DELET MARC</td><td>DELETE MATERIAL (MMSTA & MMSTD)+ TEXTS</td></tr><tr><td>DELET MVKE</td><td>DELETE ORG.COMM. (MVKE-VMSTA) + TEXTS</td></tr><tr><td>DELETE MAT</td><td>DELETE MATERIAL (TEXT+STATUS MVKE&MARC)</td></tr><tr><td>SUPP_MANDA</td><td>Activation flag supp. niveau mandant</td></tr><tr><td>SUPP_PLANT</td><td>Activation flag supp. niveau PLANT</td></tr><tr><td>SUPP_SALES</td><td>Activation flag supp. niveau SALES</td></tr></tbody></table>	Var. name	Var. short text	DELET MARC	DELETE MATERIAL (MMSTA & MMSTD)+ TEXTS	DELET MVKE	DELETE ORG.COMM. (MVKE-VMSTA) + TEXTS	DELETE MAT	DELETE MATERIAL (TEXT+STATUS MVKE&MARC)	SUPP_MANDA	Activation flag supp. niveau mandant	SUPP_PLANT	Activation flag supp. niveau PLANT	SUPP_SALES	Activation flag supp. niveau SALES	6 Variants are created and allows different actions according to Purchasing and Sales view: • DELET MARC: Plant Data for Material + Text • DELET MVKE: Sales Data for Material + Text • DELET MAT: Plant + Sales + Text • SUPP_MANDA: Plant + Sales • SUPP_PLANT: Plant Data • SUPP_SALES: Sales Data
Var. name	Var. short text															
DELET MARC	DELETE MATERIAL (MMSTA & MMSTD)+ TEXTS															
DELET MVKE	DELETE ORG.COMM. (MVKE-VMSTA) + TEXTS															
DELETE MAT	DELETE MATERIAL (TEXT+STATUS MVKE&MARC)															
SUPP_MANDA	Activation flag supp. niveau mandant															
SUPP_PLANT	Activation flag supp. niveau PLANT															
SUPP_SALES	Activation flag supp. niveau SALES															

Enter MM06 and Check if your deletion was well recorded or
Enter SQ00 (PF2/050 and PF2/020) - Select Query M1 – Utilisateurs IBS-BDM

Summary

#	Views	Fields	Organization Level to delete		
			Client	Sales Org.(for each)	Plant (for each)
	Additional data	Short description (#####)	x		
	Sales org. data	Sales specific status (+ date)		50	
	Purchasing	Plant specific status (+ date)			Z4
	Deletion	Deletion flag central level	x		
	Deletion	Deletion flag sales level		x	
	Deletion	Deletion flag plant level			x

Remarks:

- Short description (only for completely deleted materials):
- if the field is not entirely filled by the description, complete the blank positions with #.
- if the field is entirely filled, replace some last positions by #.
- if a material has been created by mistake, set the characters "ERR" between some # at the end of the field.

An automatic program (ALE) copies the settings from PRS towards PF2. But the deletion flags are not automatically copied if they are recorded alone: they

are copied only with another modification  so always combine setting deletion flag with another modification, such as short description (at client level), or status (sales organization or plant level).

If the remaining stock must be kept until it has been completely used, it is necessary to assign specific settings to the material master record, as described here after.

The settings are distributed amongst "Views" and "Fields" as below:

Views:	Fields:	Level organization to deplete:		
		Client	(For each) Sales Org.	(For each) Plant
Purchasing	Plant specific status	-	-	Z3
Sales	Sales organization status	-	51	-

- Short description is not changed at this moment, because it must be still understandable by the users (on completely deleted materials only):

An automatic program (ALE) copies the settings from PRS towards PF2

PF2/050 to PF2/020: Article Transfer – General Rules

All Creations/Modifications in material records in PF2/050 can be manually transferred to PF2/020, allowing requester to have his demand performed and available in a short time delay.

Z2R9 - « SEND MATERIAL IDocs » PF2_050 ERP

Transaction used when number of material records to be sent to PF2_020 are not higher than 5.

Program Edit Goto System Help

Send material Idocs (5 max)

Selection

Material 1	109682	
Material 2		
Material 3		
Material 4		
Material 5		

Destination

☒ PF1_020 ERP Ch/PI Production
☐ SF1_020 ERP Ch/PI Simulation
☐ DE2_040 ERP Development

Insert your article numbers and Execute (destination PF2_020 ERP)

BD10 – « SEND MATERIAL » **PF2_050 ERP**

Transaction used when number of records to be sent to PF2_020 is higher than 5 records.

Program Edit Goto System Help

Send Material

Material 109682 to

Class to

Message Type (Standard) Z_MAT_FOCUS

Logical system

☐ Send material in full

Parallel processing

Server group

Number of materials per proces 20

Insert numbers of articles created using multiple selection button and in message type – Z_MAT_FOCUS

BD87 – « SELECT IDocs » **PF2_050 ERP**

Selections Edit Goto System Help

Select IDocs

IDoc Number to

Created On to

Created At to

Changed On to

Changed At to

IDoc Status to

Partner System to

Selection Options for IDoc

Message Type to

Business Object

Object Key

Insert the range of numbers created and Execute

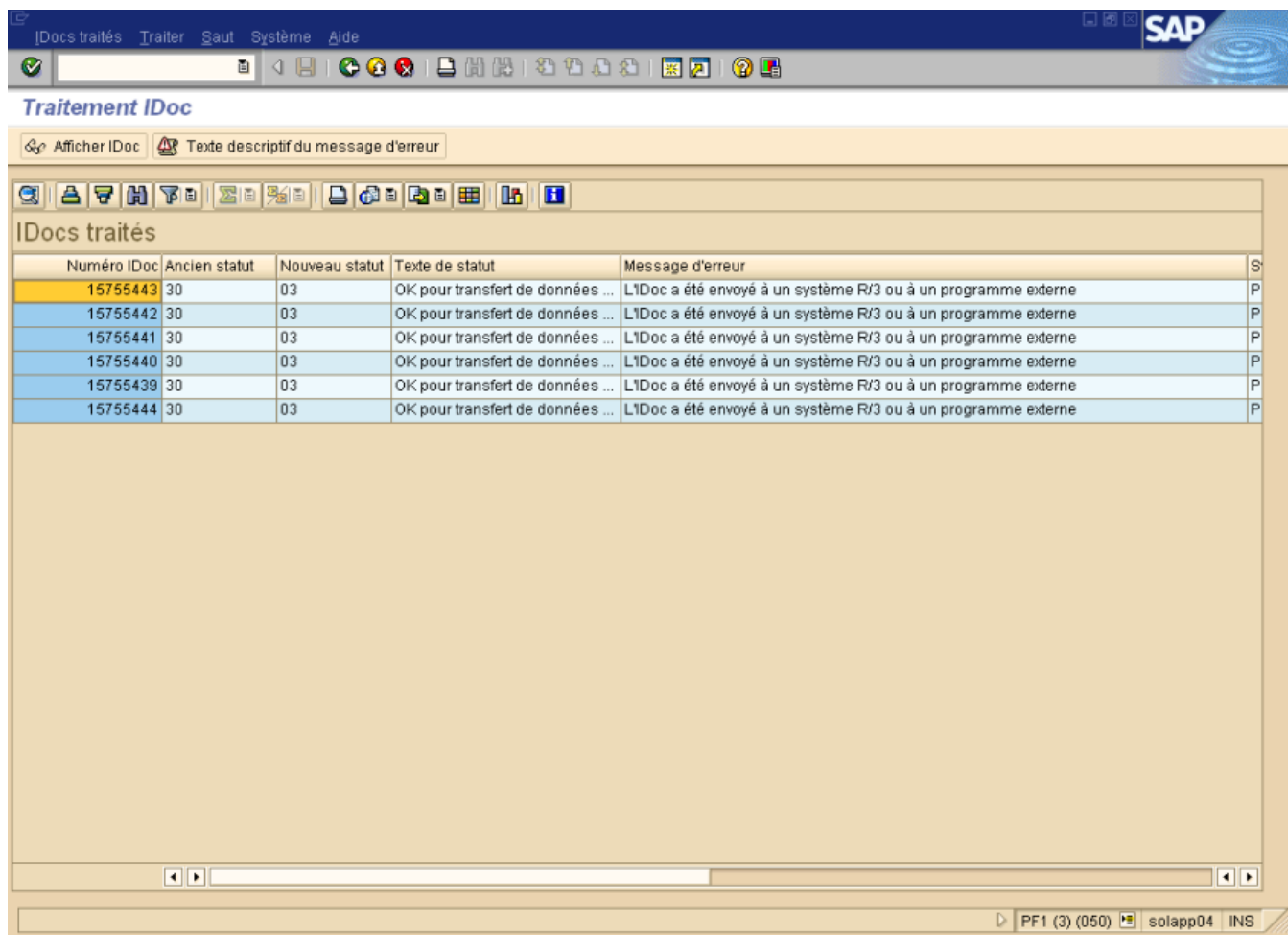
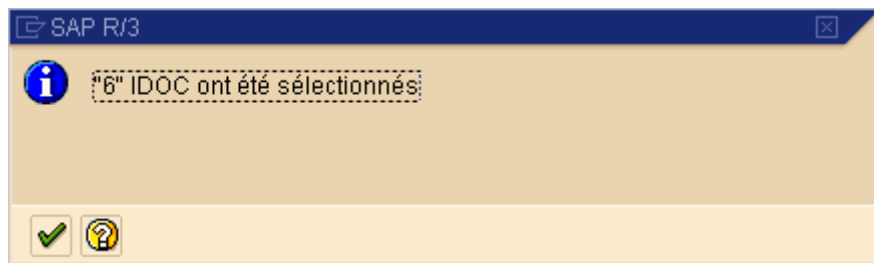
Sélection d'IDocs Traiter Saut Options Système Aide

Moniteur de statut pour messages ALE

Sélectionner IDocs Afficher IDocs Tracer IDocs Traiter

IDocs	Statut d'IDoc	Nombre
Selection d'IDocs		
UPDDAT IBT 28.09.2005 , 28.09.2005		
PRS_020		1056
IDocs sortants		944
Doc est prêt à l'envoi (service ALE)	30	14
BANK_SAVEREPLICA		8
Z_MAT_FOCUS		6
OK pour transfert de données au port	03	930
IDocs entrants		112
Document application enregistré	53	112

Position the cursor on Z_MAT_FOCUS, press right button and choose Option: **Process**



All documents were well sent to PF2_020

BD87 « SELECT IDocs » **PF2_020 ERP**

Moniteur de statut pour messages ALE		
Sélectionner IDocs Afficher IDocs Tracer IDocs		
IDocs	Statut d'IDoc	Nombre
Sélection d'IDocs UPDDAT IBT 02.02.2010 , 02.02.2010		
PF1_020		11007
IDocs sortants Erreur lors du transfert de données au port IDoc est prêt à l'envoi (service ALE) OK pour transfert de données au port	02 30 03	5 882 4294
IDocs entrants Document application n'a pas été enregistré Erreur lors de transfert IDOC à l'application IDOC transmis à l'application IDOC est prêt à être transmis à l'application HRMD_A INVOIC Z_MAT_FOCUS Document application enregistré Erreur, impossible de poursuivre le traitement Original d'un IDOC qui a été édité	51 63 62 64 53 68 70	89 8 3 28 26 1 1 5692 5 1

Position the cursor on Z_MAT_FOCUS, press right button and choose Option: **Process**

Creation of Complementary Views PF2/020

Created through transaction MM01 « Create Material » after basic views, Purchasing and Sales (if applied) are available in PF2/020 **Views are managed locally.**

Stock Transfer (Internally) and Purchase – Resale (External – Client)

In a general process Raw materials and Packaging are purchased and "consumed".

Often, inside the same business unit, part of stock of a plant can be transfer to another, (NB Order).

It is mandatory to create View Sales, from an accounting point of view; Site A performs a sale to Site B, this last one purchases the article to consume or to resell to an external client.

Distribution Channel = 11 (Standard)

E.g. Article **100682** - TIO2 RUTILE - KRONOS RN 2056 * S25

A stock transfer will be done from plant JEB to CHM. CHM will place the order.

In PF2/020 transaction **Z1T_CHECK_TRANSFER** allows the feasibility control of a stock transfer

Program Edit Goto System Help

Tools to test customizing of stock transport order

Supplying plant	JEB
Receiving plant	CHM
Purch. organisation	ZZ80
Material	100682
Shipping condition	30
Storage Location	
Manual shipping point	

#	Main activities	Key points
	Supplying plant: Plant that sells material	This example concerns a transaction cross-border, implies that: • a code number for foreign trade (Intrastate code); • For a plant that is selling (JEB), article must be customized as a finish product, e.g. some units of measure must be added (TN, 1Kg, VKG); • If a view sales is now being created for the 1st time in the article, (due to stock transfer), text will be now managed by internal comments Tab, and language of plant receiver has to be added, if not included in the standard customization of 6 languages.
	Receiving plant: Plant that buys material	
	Purch. Organization: ZZ80 – Inter-company purchase	
	Material. Article reference number	
	Shipping Conditioning: 30 (road) – for this specific case	

REACH Regulation - PF2/020

All chemical products must be registered in the European Chemicals Agency (ECHA) data base.

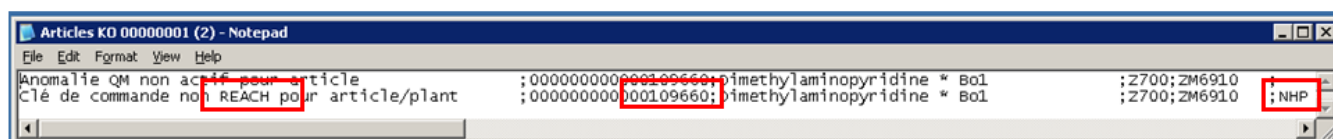
At material level all parameterizations are done in PF2/020 for the following material groups:

Raw Materials

- ZM3110 – LUBRICANTS/OILS
- ZM3610 – ION EXCHANGE RESINS
- ZM3620 – ACTIVE CARBON
- ZM5210 – INDUSTRIAL GASES
- ZM6*

A Job is setup to run a control on these specific raw materials, searching records not customized in Quality management view. The output will be an automatic e-mail with a Notepad document attached, mentioning the complete information about records identified.

from: **Techn. User WJMM-PF1** <WJMM-PF1@solvay.com>
to: **IBS-BDM.ARTCOM@solvay.com**
date: **Wed, Dec 11, 2013 at 11:08 AM**
subject: **Articles KO PF1_020**



The image shows two screenshots from the SAP MM01 'Create Material' transaction. The left screenshot is the 'Create Material (Initial Screen)' with the 'Material' field containing '109660'. A callout box labeled '#1' points to the 'Material' field. The right screenshot is the 'Select View(s)' dialog, where 'Quality Management' is selected in the list of views. A callout box labeled '#2' points to the 'Quality Management' view.

#	Main activities	Key points
1	Enter MM01 « Create material » - Insert material code in both fields as screen above and Press Enter twice.	NOTEPAD relevant information: • QM Control Key to be inserted : REACH • Article Number: 109660 • Plant: NHP Complementary information: • Material Type: Z700 – Raw materials • Material Group: ZM6910
2	Select only View Quality Management and afterwards select the plant.	
3	QM Procurement Active – Always s flagged QM Control Key: • REACH – If plant in CEE • 0000 – if plant out CEE	

3. REFERENCES

This procedure refers to the documents listed in the table below:

File name	Document type	Document title

Description of material groups:

Material group	Description
ZM1xxx	Technical Goods in Electricity.
ZM2xxx	Laboratory products and supplies.
ZM3xxx	Technical Goods - machines and process equipment.
ZM4xxx	General Services.
ZM5xxx	Utilities, Effluents treatment and Industrial Gases, Energy and Fuels.
ZM6xxx	Chemicals, pharmaceuticals and Raw Materials.
ZM7xxx	Logistics and packaging.
ZM8xxx	Probably intended for pharmacy – on standby.

4. ATTACHMENTS

The following documents are attached to this procedure:

- Validation Contacts for packaging creation - [GDOC](#)
- [Packaging materials Short description rules.doc](#)
- [Short description – General Rules.doc](#)
- [Industrial Gases Specific rules \(ZM5210\).docx](#)
- [Availability check codes.xlsx](#)
- [Logistics Data \(Sales view\).doc](#)