


CNV-1071 Activity Types

Status	
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Purpose

The purpose of this document is to define the conversion approach of activity types into S4HANA. Activity types describe the activity produced in a cost centre within a controlling area. At SyWay, activity types are used to quantify the cost of the services that a department provides to other areas or to production orders, projects or activities in manufacturing, research and development, IT projects etc.

The scope of this conversion spec refers to the migration of Activity types into S/4HANA system.

Conversion Scope

The scope of this document covers the approach for creating a new Activity Types into S/4HANA following the MDS [DD-FUN-050 Master Data Standard_1071-Activity Types](#), which will be listed as part of scope list with new numbering will be in scope of migration. This object's conversion from source to target is an approved DCT document. Therefore, relevancy rules are not applicable for this object as it uses DCT approach with full construct design.

List of source systems and approximate number of records. Note: Target records are expected to be lower after finalization of the design.

Source	Scope	Source Approx No. of Records	Target System	Target Approx No. of Records
PF2	Activity Types	8994	S/4HANA	~ 2570 ~
WP2	Activity Types	1099	S/4HANA	~ 350 ~

Additional Information

Multi-language Requirement

Activity Types will primarily be managed in English. However, according to KDD055, this master data standard will be implemented in 4 core languages.

- English (EN)
- French (FR)
- Italian (IT)
- Chinese (ZN)

Note: Other language requirements were not finalized while developing this document, refer to Jira ID # PDM 604.

Document Management

N/A

Legal Requirement

N/A

Special Requirements

N/A

Target Design

The technical design of the target for this conversion approach.

Table	Field	Data Element	Field Description	Data Type	Length	Requirement
						R = Required : Mandatory field O = Optional: Not mandatory. If a value is entered it doesn't impact Business Process. C = Conditional: Not mandatory. If a value is entered it impacts Business Process or Reporting.
CS LA	KOKRS	KOKRS	Controlling Area	CHAR	4	R
CS LA	LSTAR	LSTAR	Activity Type	CHAR	6	R
CS LA	DATAB	DATAB	Valid-from Date	DATE	8	R
CS LA	DATBI	DATBI	Valid-to Date	DATE	8	R
CS LA	LANGU	LANGU	Language in Which Texts Are Saved	CHAR	80	O
CS LT	KTEXT	KTEXT	Name	CHAR	20	R
CS LT	LTEXT	LTEXT	Description	CHAR	40	R
CS LA	LEINH	LEINH	Activity Unit (ISO Format)	UNIT	3	R
CS LA	LATYP	LATYP	Activity Type Category	CHAR	1	R
CS LA	LATYPI	LATYPI	Variant Activity Type Category	CHAR	1	O
CS LA	KSTTY	KSTTY	Valid Cost Centre Categories	CHAR	8	R
CS LA	AUSEH	AUSEH	Output Unit (ISO Format)	UNIT	3	O
CS LA	AUSFK	AUSFK	Output Factor	DEC	5	O
CS LA	VKSTA	VKSTA	Allocation Cost Element	CHAR	10	C
CS LA	SPRKZ	SPRKZ	Lock Indicator	CHAR	1	O
CS LA	FIXVO	FIXVO	Predistribution of Fixed Costs	CHAR	1	O
CS LA	TARKZ	TARKZ	Price Indicator	CHAR	3	O
CS LA	YRATE	YRATE	Price Calc. w. Period-Based Avg. Prices	CHAR	1	O
CS LA	TARKZ_I	CO_TARKZ_I	Actual Price Indicator	CHAR	3	O
CS LA	MANIST	CO_MANIST	Actual Quantity Set	CHAR	1	O
CS LA	MANPLAN	CO_MANPLAN	Plan Quantity Set	CHAR	1	O

Data Cleansing

Data Cleansing is not relevant for this object because the entire Activity types will be afresh designed in S/4HANA. If any cleansing is deemed necessary, it will be performed outside of the system, as a result, the cleansed Activity Types will be populated directly in the Data Collection Template (DCT).

ID	Criticality	Error Message/Report Description	Rule	Output	Source System
N/A					

Conversion Process

Although source extraction is planned, no relevancy or extraction rules are implemented. The Data team will collect the new Activity Types manually in the DCT to support the To-Be design, and an ETL process will be followed to the Target loads.

Data Privacy and Sensitivity

N/A

Extraction

Perform full data extraction from relevant tables in the source systems into Syniti Migrate. There will be no relevancy criteria is applied to the extracted records, The DCT is applicable for the Target loads.

1. Syniti Migrate connects to the sources.
2. An initial extract of the relevant Activity Types will be made available to assist business with any standardization.

Extraction Run Sheet

Req #	Requirement description	Team responsible
1.	The new Activity Types will be collected using the Data Collection Template (DCT)	R2R Data Team

Selection Screen

Selection Ref Screen	Parameter Name	Selection Type	Requirement	Value to be entered/set
N/A				

Data Collection Template (DCT)

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

DCT - 1 for Activity Types with English language

Table & Field Name	Field description	Rule
CSLA - KOKRS	Controlling Area	Defaults to 'XXXX' (XXXX will be finalized after config item)
CSLA - LSTAR	Activity Types	
CSLA - DATAB	Valid-from Date	First Day of fiscal period when the activity type is created
CSLA - DATBI	Valid-to Date	Set to be '31.12.9999'
CSLA - LANGU	Language in Which Texts Are Saved	
CSLT - KTEXT	Name	
CSLT - LTEXT	Description	
CSLA - LEINH	Activity Unit (ISO Format)	
CSLA - LATYP	Activity Type Category	Set to be '3'
CSLA - LATYPI	Variant Activity Type Category	Set to be '2'

CSLA - KSTTY	Valid Cost Centre Categories	
CSLA - AUSEH	Output Unit (ISO Format)	
CSLA - AUSFK	Output Factor	
CSLA - VKSTA	Allocation Cost Element	Choose an appropriate secondary cost element, there will be a relationship of 1:1 in between the activity type and the secondary cost element
CSLA - SPRKZ	Lock Indicator	
CSLA - FIXVO	Predistribution of Fixed Costs	
CSLA - TARKZ	Price Indicator	Set to be '1'
CSLA - YRATE	Price Calc. w. Period-Based Avg. Prices	
CSLA - TARKZ_I	Actual Price Indicator	Set to be '5'
CSLA - MANIST	Actual Quantity Set	
CSLA - MANPLAN	Plan Quantity Set	

DCT - 2 for Activity Types that use a language other than English. Activity types with Descriptions will be collected in multiple languages, hence a separate DCT will be used

Field Name	Field description	Rule
CSLT-KOKRS	Controlling Area	Defaults to 'XXXX' (XXXX will be finalized after config item)
CSLT - LSTAR	Activity Types	
CSLT - SPRAS	Language Key	Input Language Key, ex: If Chinese, CN
CSLT-DATBI	Valid to	Set to be '31.12.9999'
CSLT - KTEXT	Name	Enter content as per data type and length permitted
CSLT - LTEXT	Description	Enter content as per data type and length permitted

Extraction Dependencies

Item #	Step description	Team responsible
N/A		

Transformation

To prepare the data for Target, the Target fields are mapped to the corresponding Legacy field (DCT will be the source for this object)

1. Perform value mapping and data transformation rules.
 - a. Legacy values are mapped to the to-be values (this could include a default value)
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	R2R Data Team
2.	Generate Load Files	R2R Data Team
3.	Monitor the transformation progress and ensure that performance and completion are within the allowed timelines	R2R Data Team

4.	Review and Validate Error and Preload Reports	R2R Data Team
5.	Log defects for any kind of errors and address resolution	R2R Data Team
6.	Re-transform the pre-load files, validate and ready for load (This step is applicable If step 5 is active, else No)	R2R Data Team
7.	Proceed for final loads	R2R Data Team

Transformation Rules

Rule #	Source system	Source Table	Source Field	Source description	Target system	Target Table	Target Field	Target description	Transformation logic
1	DCT	CSLA	KOKRS	Controlling Area	S/4HANA	CSLA	KOKRS	Controlling Area	Default to 'XXXX'
2	DCT	CSLA	LSTAR	Activity Type	S/4HANA	CSLA	LSTAR	Activity Type	Direct mapping from DCT
3	DCT	CSLA	DATAB	Valid-from Date	S/4HANA	CSLA	DATAB	Valid-from Date	Direct mapping from DCT
4	DCT	CSLA	DATBI	Valid-to Date	S/4HANA	CSLA	DATBI	Valid-to Date	Set to '31.12.9999'
5	DCT	CSLA	LANGU	Language in Which Texts Are Saved	S/4HANA	CSLA	LANGU	Language in Which Texts Are Saved	Direct mapping from DCT
6	DCT	CSLT	KTEXT	Name	S/4HANA	CSLT	NAME	Name	Direct mapping from DCT
7	DCT	CSLT	LTEXT	Description	S/4HANA	CSLT	LTEXT	Description	Direct mapping from DCT
8	DCT	CSLA	LEINH	Activity Unit (ISO Format)	S/4HANA	CSLA	LEINH	Activity Unit (ISO Format)	Direct mapping from DCT
9	DCT	CSLA	LATYP	Activity Type Category	S/4HANA	CSLA	LATYP	Activity Type Category	Direct mapping from DCT
10	DCT	CSLA	LATYPI	Variant Activity Type Category	S/4HANA	CSLA	LATYPI	Variant Activity Type Category	Direct mapping from DCT
11	DCT	CSLA	KSTTY	Valid Cost Center Categories	S/4HANA	CSLA	KSTTY	Valid Cost Center Categories	Direct mapping from DCT
12	DCT	CSLA	AUSEH	Output Unit (ISO Format)	S/4HANA	CSLA	AUSEH	Output Unit (ISO Format)	Direct mapping from DCT
13	DCT	CSLA	AUSFK	Output Factor	S/4HANA	CSLA	AUSFK	Output Factor	Direct mapping from DCT
14	DCT	CSLA	VKSTA	Allocation Cost Element	S/4HANA	CSLA	VKSTA	Allocation Cost Element	Direct mapping from DCT
15	DCT	CSLA	SPRKZ	Lock Indicator	S/4HANA	CSLA	SPRKZ	Lock Indicator	Direct mapping from DCT
16	DCT	CSLA	FIXVO	Redistribution of Fixed Costs	S/4HANA	CSLA	FIXVO	Redistribution of Fixed Costs	Direct mapping from DCT
17	DCT	CSLA	TARKZ	Price Indicator	S/4HANA	CSLA	TARKZ	Price Indicator	Direct mapping from DCT
18	DCT	CSLA	YRATE	Price Calc. w. Period-Based Avg. Prices	S/4HANA	CSLA	YRATE	Price Calc. w. Period-Based Avg. Prices	Direct mapping from DCT
19	DCT	CSLA	TARKZ_I	Actual Price Indicator	S/4HANA	CSLA	TARKZ_I	Actual Price Indicator	Direct mapping from DCT
20	DCT	CSLA	MANIST	Actual Quantity Set	S/4HANA	CSLA	MANIST	Actual Quantity Set	Direct mapping from DCT
21	DCT	CSLA	MANPLAN	Plan Quantity Set	S/4HANA	CSLA	MANPLAN	Plan Quantity Set	Direct mapping from DCT

Transformation Mapping

Mapping Table Name	Mapping Table Description
N/A	

Transformation Dependencies

List the steps that need to occur before transformation can commence

Item #	Step Description	Team Responsible
1	Ensure DCT completeness	R2R Data Team
2	Value Mappings are according to the target design in S/4HANA	R2R Data Team

Pre-Load Validation

Project Team

Completeness

Task	Action
Verify Record Count	R2R 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	R2R Data Team to ensure that all fields listed below pass the checks: <ol style="list-style-type: none">1. Mandatory Fields2. Field and Value Mapping Correctness3. Null Checks4. Filed Length Checks
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 DCT.

Business

Completeness

Task	Action
Verify Record Count	Business Data Owner/s 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	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

Activity types will be migrated using the SAP tool 'Migration Cockpit', Object: Activity Type used for this specific import. Migration template is attached as a reference.

[1071_Source data for CO - Activity type.xml](#)



1071_Source data ...Activity type.xml

The load process includes:

1. Execute the automated data load into target system using load tool i.e., SAP Migration Cockpit.
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	Ensure Pre-load sign-offs are obtained	R2R Data team
2	Ensure the load tools are transported into the correct tool instance	R2R Data team
3	Go to <Load tool>	R2R Data team
4	Load 1 or 2 records for "Create Cost Element Groups" to validate if data is loaded successfully without errors	R2R Data team
5	Proceed with full load if step 4 is successful and validated	R2R Data team
6	Validate few records loaded by accessing standard transactions or tables from S/4HNA E.g. KL03 or FIORI: Manage Activity Types	R2R Data team
7	Generate post load report if step 4 is validated	R2R Data team

Load Phase and Dependencies

Pre-Cut over

Configuration

Item #	Configuration item
1.	Controlling Area
2.	Secondary Cost Elements

Conversion Objects

Object #	Preceding Object Conversion Approach
1067	GL Account Operational COA (Incl. Secondary CE)

Error Handling

Error type	Error description	Action taken
Configuration	Invalid Secondary Cost Element System provides opportunity to review the incorrectly populated data and these need to be analysed and corrected	Consult Functional team to expedite and fix the error in the system
Configuration	Invalid Cost Centre Categories System provides opportunity to review the incorrectly populated data and these need to be analysed and corrected	Consult Functional team to expedite and fix the error in the system
Configuration	Invalid Activity Type Categories System provides opportunity to review the incorrectly populated data and these need to be analysed and corrected	Consult Functional team to expedite and fix the error in the system

Post-Load Validation

Project Team

Completeness

Task	Action
Verify Count	R2R Data Team to verify the record count created in target S/4 HANA by accessing post load reports using 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	Verify that the Activity Types in target S/4 HANA are loaded correctly via load program and validate post load reports using standard t.code KL03 / KL13 or database tables CSLA from S/4 HANA.

Business

Completeness

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

Accuracy

Task	Action
Spot checks	Business should choose some Activity Types and perform comprehensive check of the fields in S/4 HANA
Conversion Accuracy	Verify that the Activity Types in target S/4 HANA are loaded correctly via load program and validate post load reports using standard t.code KL03 / KL13 or database tables CSLA / CSLT 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.
- Data values in DCT are target ready data unless a specific transformation rule is stated for that field in the transformation rules
- Basic required configuration to be completed prior to this conversation

Change log

Version	Published	Changed By	Comment
CURRENT (v. 42)	Feb 23, 2026 10:11	PARA-ext, Anil	
v. 41	Nov 20, 2025 11:44	PARA-ext, Anil	
v. 40	Oct 28, 2025 13:26	PILLAY-ext, Lawrence	
v. 39	Oct 20, 2025 12:16	PARA-ext, Anil	
v. 38	Oct 08, 2025 08:05	PILLAY-ext, Lawrence	
v. 37	Oct 02, 2025 10:27	PARA-ext, Anil	
v. 36	Sept 30, 2025 11:43	PARA-ext, Anil	
v. 35	Sept 29, 2025 09:27	GARCIA-ext, Angel Luis	
v. 34	Sept 23, 2025 18:55	PARA-ext, Anil	
v. 33	Sept 23, 2025 15:56	PARA-ext, Anil	




[Go to Page History](#)

Workflow history

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

Workflow history

This view shows the 5 most recent entries. The complete workflow log is available from the 'Document Activity' menu item.

From Nov 20, 2025 to Feb 23, 2026	Actor	Type	Activity	Version
Approved	 PARA-ext, Anil	Edit	updated the page at 11:44 am	
Nov 03, 2025	 MUTHUSAMY-ext, Kunalan	State	changed state to Approved at 10:17 am (State override) <i>[PMO Comments] Conversion Spec completed as per CS register and functional review completed</i>	v40
Lead Approval	 MUTHUSAMY-ext, Kunalan	State	gave <i>Minor change</i> approval at 10:17 am <i>[PMO Comments] Conversion Spec completed as per CS register and functional review completed</i>	

Oct 29, 2025



GARCIA-ext,
Angel Luis

State changed expiry date to '05 Nov, 2025 11:42 am' at 11:42 am

State changed state to [Lead Approval](#) at 11:42 am

v40

Tech Review



GARCIA-ext,
Angel Luis

State gave *Syniti Team Review* approval at 11:42 am
