

CNV-3022 Business Partners - Collection Management (UDM000)

Status	100%
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Purpose

The purpose of this document is to define the conversion approach to create Business Partners - FI Customer Collection Management (UDM00)

Business Partner - FI Customer Role captures the Customer's FI data attributes such as Reconciliation Account, Tax Code, etc. at the Company Code level.

Conversion Scope

The conversion scope of this document covers the approach for converting active Customer Master Data from legacy source systems into S/4HANA Business Partner Collections Management (UDM000) master data, in line with the defined Master Data Design Standard.

Customer relevancy has already been determined through CNV3007, and once the customers in scope are finalized and extracted, the Collections Management fields for those customers will be reviewed in the legacy system. The necessary transformation rules will then be applied according to the defined source-to-target mappings.

Currently, Collections Management is handled through a third-party system (PCM).

As part of the S/4HANA migration, two options have been identified. This conversion specification approval by Syniti team is valid only if **Option 2** is used.

Option 1: Automated Derivation:

- This will be achieved through the implementation of BADI UDM_CHNG_SGMT_DATA_C, which is triggered by program UDM_CHANGE_SEGMENT (transaction code UDM_BP_GRP).
- **Step 1:**
 - Transaction code - UDM_BP_PROF
 - This mass update program can be used for the first 2 steps in separate runs:
 - Assign the Collection Management role
 - Assign Collection Profile

The screenshot shows the SAP interface for the transaction 'SAP Collections Management: Assign/Change BPartner Collection Profile' (UDM_BP_PROF). The interface is divided into three main sections: General Selections, Credit Management Selections, and Collection Profile to Be Entered. In the General Selections section, there are input fields for Business Partner, Created On, Business Partner Category, Business Partner Grouping, and Create Collections Mgt Role (which is set to 'Enter Collection Profile'). There are also 'to' fields and selection icons for Business Partner, Created On, and Business Partner Grouping. In the Credit Management Selections section, there are input fields for Score and Risk Class, and 'to' fields with selection icons. In the Collection Profile to Be Entered section, there is an input field for the Collection Profile.

- **Step 2:**

- Transaction Code - UDM_BP_GRP
- Can be used for the last 2 steps:
 - Assign Collection Group
 - Assign Collection Specialist

The screenshot shows the SAP Collections Management: Change Business Partner Segment Data screen. The top bar includes the SAP logo and the title. Below the title bar, there are fields for 'Collection Segment', 'Collection Group', 'Business Partner', 'Created On', 'Business Partner Category', and 'Business Partner Grouping'. Each field has a corresponding 'to:' field and a button with a right-pointing arrow. The 'Business Partner Category' field is a dropdown menu. Below these fields, there is a section titled 'Credit Management Selections' with fields for 'Score' and 'Risk Class', each with a 'to:' field and a right-pointing arrow button. The bottom section is titled 'Segment Data To Be Entered' and contains a 'Collection Group' field with a red border, a 'Collection Specialist' checkbox, and a 'Test Run' checkbox.

Option 2: Static Load via Data Collection Template (DCT):

The required Business Partner (BP) role for Collections Management must first exist in the S/4HANA system, after which the existing Business Partner (customer) will be extended with the Collections Management role.

- **Step 1:**
 - Transaction code - UDM_BP_PROF
 - This mass update program can be used for the first 2 steps in separate runs:
 - Assign the Collection Management role
 - Assign Collection Profile

The screenshot shows the SAP Collections Management: Assign/Change BPartner Collection Profile screen. The top bar includes the SAP logo and the title. Below the title bar, there are fields for 'Business Partner', 'Created On', 'Business Partner Category', and 'Business Partner Grouping'. Each field has a corresponding 'to:' field and a button with a right-pointing arrow. The 'Business Partner Category' field is a dropdown menu. Below these fields, there is a section titled 'General Selections' with a 'Create Collections Mgt Role' radio button, and two radio buttons for 'Enter Collection Profile' and 'Replace Collection Profile'. Below this, there is a section titled 'Credit Management Selections' with fields for 'Score' and 'Risk Class', each with a 'to:' field and a right-pointing arrow button. The bottom section is titled 'Collection Profile to Be Entered' and contains a 'Collection Profile' field.

- **Step 2:**
 - The required Collections Management data will be collected using a Data Collection Template (DCT) and subsequently loaded into S/4HANA

The preferred option is **Option 1: Automated Derivation**, where all Collections Management migration elements are automated and logic is implemented to automate the assignment of the :

- Collection Management Role
- Collection Profile
- Collection Segment
- Collection Group
- Collection Specialist

If full automation is not feasible for any reason, the alternative option is **Option 2: Static Load via Data Collection Template (DCT)**.

List of source systems and approximate number of records:

Source	Scope	Source Approx. No. of records	Target System	Target Approx. No. of records
PF2	Customer Master Data General Information	55371	S4	4200
WP2	Customer Master Data General Information	36983	S4	24000

Additional Information

Multi-language Requirement

NA

Document Management

NA

Legal Requirement

NA

Special Requirements

NA

Target Design

Below is the target design relevant to **Option 2: Static Load via Data Collection Template (DCT)**

Table	field	Data Element	Field Description	Data Type	Length	Requirement
UDMBPSEGMENTS	PARTNER	BU_PARTNER	Business Partner	CHAR	10	System generates the value.
UDMBPSEGMENTS	COLL_SEGMENT	COLL_SEGMENT	Collection Segment	CHAR	10	System generates the value.
UDMBPSEGMENTS	COLL_GROUP	COLL_GROUP	Collection Group	CHAR	10	System generates the value.
UDMBPSEGMENTS	COLL_SPECIALIST	COLL_SPECIALIST	Collection Specialist	CHAR	12	System generates the value.
UDMBPSEGMENTS	VALID_FROM	VALID_FROM	Valid From	DATS	8	System generates the value.
UDMBPSEGMENTS	VALID_TO	VALID_TO	Valid to	DATS	8	Conditional
UDMBPSEGMENTS	LAST_CONTACT	LAST_CONTACT	Main Contact Person	CHAR	10	System generates the value.
BUT100	RLTYP	BU_PARTNERROLE	BP Role	CHAR	6	Mandatory

Data Cleansing

NA

Conversion Process

NA

Data Privacy and Sensitivity

NA

Extraction

NA

Extraction Run Sheet

NA

Selection Screen

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

Data Collection Template (DCT)

Below is the DCT is relevant to **Option 2: Static Load via Data Collection Template (DCT)**

Field	Field Description	Rule
UDMBPPROFILE - PARTNER	Business Partner	Map from source to target using Business Partner mapping table.
UDMBPPROFILE - COLL_PROFILE	Collection Profile	One collection profile and will be provided by functional team
UDMBPSEGMENTS- COLL_SEGMENT	Collection Segment	This will be provided by functional team
UDMBPSEGMENTS-COLL_GROUP	Collection Group	This will be provided by functional team
UDMBPSEGMENTS-COLL_SPECIALIST	Collection Specialist	Details in attached spreadsheet

Extraction Dependencies

NA

Transformation

Below is the transformation is relevant to **Option 2: Static Load via Data Collection Template (DCT)**

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 Syniti ADMM 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 Syniti ADMM
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

NA

Transformation Rules

Rule #	Source system	Source Table	Source Field	Source Description	Target System	Target Table	Target Field	Target Description	Transformation Logic
1	DCT	N/A	N/A	N/A	S/4HANA	UDMBPSEGMENTS	PARTNER	Business Partner	Map from source to target using Business Partner mapping table.
2	DCT	N/A	N/A	N/A	S/4HANA	UDMBPSEGMENTS	COLL_SEGMENT	Collection Segment	Copy from DCT
3	DCT	N/A	N/A	N/A	S/4HANA	UDMBPSEGMENTS	COLL_GROUP	Collection Group	Copy from DCT
4	DCT	N/A	N/A	N/A	S/4HANA	UDMBPSEGMENTS	COLL_SPECIALIST	Collection Specialist	Copy from DCT
5	PF2/WP2	N/A	N/A	N/A	S4HANA	BUT100	RLTYP	BP Role	Default to UDM000

Transformation Mapping

Mapping Table Name	Description
Legacy Customer-BP Master Mapping	Legacy to S4 Business Partner customer mapping

Transformation Dependencies

List the steps that need to occur before transformation can commence

Item #	Step Description	Team Responsible
1	Source Data Integrity - Ensure extracted data is complete, accurate, and consistent. - Validate that data types and formats align with transformation requirements.	Syniti
2	Referential Integrity - Ensure dependent records are transformed together or in advance	Syniti
3	Transformation Logic and Mapping - Define data mapping rules between source and target schemas.	Data Team
4	Performance and Scalability Considerations - Optimize transformation processes for large datasets. - Ensure system resources can handle transformation workloads	Syniti
5	Logging and Error Handling - Maintain detailed logs of transformation activities. - Define error-handling procedures for failed transformations	Syniti

Pre-Load Validation

Project Team

Completeness

Task	Action
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Verify count	1. Verify counts between source and target databases. 2. Identify missing or duplicated records.
Validate the mandatory fields	Validate there is value for all the mandatory fields

Accuracy

Task	Action
Validate the transformation	Validate the fields which require transformation have the value after transformation instead of the original field value
Check Data Consistency	1. Compare field values across systems 2. Validate data formats and structures

Business

Completeness

Task	Action
Verify Count for all customers	Verify that the record count in the pre-load file is the same as the record count based on the relevancy (including deduplication) results
Verify Relevancy Rules	Verify that the relevancy rules were correctly applied

Accuracy

Task	Action
Verify Data Accuracy	Verify that all the data in the load table/file is accurate as per signed-off transformation rules
Review Error Reports	Verify that all necessary error reports have been validated, and that errors have been addressed.
Verify Transformation Rules	Verify that the transformation rules are correct and have been carried out correctly

Load

A custom program will be built to load the Collection Profile, Collection Group, and Collection Agent in one go through Syniti ADMM.

Load Run Sheet

Item #	Step description	Team responsible
1	Load Sample Business Partners	Data
2	Validate sample Business Partners	Data
3	Load remaining Business Partners	Data
4	Validate data loaded for Business Partners	Data
5	Load Sample BP Type – Customer Contact Persons	Data
6	Validate sample BP Type – Customer Contact Persons	Data
7	Load remaining BP Type – Customer Contact Persons	Data

8	Validate data loaded for BP Type – Customer Contact Persons	Data
9	Load Sample BP Type – Vendor Contact Persons	Data
10	Validate sample BP Type – Vendor Contact Persons	Data
11	Load remaining BP Type – Vendor Contact Persons	Data
12	Validate data loaded for BP Type – Vendor Contact Persons	Data
13	Load Sample BP Type - Bank Contacts (First Name, Last Name)	Data
14	Validate sample BP Type - Bank Contacts (First Name, Last Name)	Data
15	Load remaining BP Type - Bank Contacts (First Name, Last Name)	Data
16	Validate data loaded for BP Type - Bank Contacts (First Name, Last Name)	Data
17	Load Sample BP Type – BP General, FI Customer, FI Vendor	Data
18	Validate sample BP Type – BP General, FI Customer, FI Vendor	Data
19	Load remaining BP Type – BP General, FI Customer, FI Vendor	Data
20	Validate data loaded for BP Type – BP General, FI Customer, FI Vendor	Data
21	Load Sample Vendors Default Partner	Data
22	Validate sample Vendors Default Partner	Data
23	Load remaining Vendors Default Partner	Data
24	Validate data loaded for Vendors Default Partner	Data
25	Load Sample BP - General for remaining customer roles	Data
26	Validate sample BP - General for remaining customer roles	Data
27	Load remaining BP - General for remaining customer roles	Data
28	Validate data loaded for BP - General for remaining customer roles	Data
29	Load Sample BP – Customers with Default Partner	Data
30	Validate sample BP – Customers with Default Partner	Data
31	Load remaining BP – Customers with Default Partner	Data
32	Validate data loaded BP – Customers with Default Partner	Data
33	Load Sample BP - Bank Role	Data
34	Validate sample BP - Bank Role	Data
35	Load remaining BP - Bank Role	Data
36	Validate data loaded BP - Bank Role	Data
37	Load Sample BP Relationship Contact Person to Organisation (Will create KNVK records)	Data
38	Validate sample BP Relationship Contact Person to Organisation (Will create KNVK records)	Data
39	Load remaining BP Relationship Contact Person to Organisation (Will create KNVK records)	Data
40	Validate data loaded for BP Relationship Contact Person to Organisation (Will create KNVK records)	Data
41	Load Sample BP - Carrier	Data
42	Validate sample BP - Carrier	Data
43	Load remaining BP - Carrier	Data
44	Validate data loaded BP - Carrier	Data
45	Load Sample BP - Credit Management	Data
46	Validate sample BP - Credit Management	Data
47	Load remaining BP - Credit Management	Data

48	Validate data loaded BP - Credit Management	Data
49	Load Sample BP Collections Management	Data
50	Validate sample BP Collections Management	Data
51	Load remaining BP Collections Management	Data
52	Validate data loaded BP Collections Management	Data

Load Phase and Dependencies

Configuration

Item #	Configuration Item
1	Obtain the approved upload USER ID's to be used (e.g. Firefighter ID)
2	SAP USER profile (SU3) Date and Decimal Notation Formats are in sync with the load format
3	Company Code Configuration
4	BP Grouping
5	Customer Account Group
6	BP Number Range

Conversion Objects

Object #	Preceding Object Conversion Approach
NA	

Error Handling

Error Type	Error Description	Action Taken
Configuration	<configuration> is not valid/missing	If it is a missing configuration item then engage Functional team to expedite and fix the error in the system.
Invalid Data	<parameter> is not valid.	The parameter entry needs to be reviewed (ex. invalid payment terms). If it is an invalid data, business needs to review and correct the source of the data either in PF2/PI2/WP2
Technical Setup	Interface / Connection issue within target system's landscape	N/A – the data will be loaded directly to S/4HANA environment

Post-Load Validation

Project Team

Completeness

Task	Action
Perform Data Count	Validate that migrated data matches source records.
Perform Source-to-Target Comparisons	Validate all the mandatory fields are populated as per the loading file

Accuracy

Task	Action
Data Accuracy	Data team to verify that all the data in the load table/file is accurate as per signed-off transformation rules
Error Reports	Verify that all necessary error reports have been validated, and that errors have been addressed.

Business

Completeness

Task	Action
Perform Source-to-Target Comparisons	Validate that migrated data matches source records counts.
Conduct Post-Migration Reconciliation	Go through reports comparing pre- and post-migration data provided by Syniti.

Accuracy

Task	Action
Verify Data Accuracy	Data team to verify that all the data in the load table/file is accurate as per signed-off transformation rules
Review Error Reports	Verify that all necessary error reports have been validated, and that errors have been addressed.
Validate Loaded Data	Validate, as per the loads files signed-off, that all records were created

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
CURRENT (v. 38)	Mar 24, 2026 17:32	NAIDU-ext, Prasad	
v. 37	Mar 13, 2026 19:33	PILLAY-ext, Lawrence	
v. 36	Mar 13, 2026 19:27	PILLAY-ext, Lawrence	
v. 35	Mar 13, 2026 19:22	PILLAY-ext, Lawrence	
v. 34	Mar 13, 2026 18:56	PILLAY-ext, Lawrence	
v. 33	Mar 13, 2026 16:20	PILLAY-ext, Lawrence	
v. 32	Mar 13, 2026 11:54	NAIDU-ext, Prasad	
v. 31	Mar 13, 2026 10:59	NAIDU-ext, Prasad	
v. 30	Mar 12, 2026 12:23	NAIDU-ext, Prasad	
v. 29	Mar 11, 2026 16:09	NAIDU-ext, Prasad	

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Workflow history

Title	Last Updated By	Updated	Status
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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.

Mar 27, 2026	Actor	Type	Activity	Version
Approved	 GARCIA-ext, Angel Luis	State	changed state to Approved at 9:24 am	v38
Revision under Review	 GARCIA-ext, Angel Luis	State	gave <i>Minor change</i> approval at 9:24 am	
		State	changed state to Revision under Review at 9:24 am	v38
Mar 24, 2026				
Revision in Progress	 NAIDU-ext, Prasad	Edit	updated the page at 5:32 pm	
Mar 18, 2026				
	WENNINGER-ext, Sascha	State	changed state to Revision in Progress at 5:49 pm	v37
From Mar 09, 2026 to Mar 13, 2026				
Edited following Approval	NAIDU-ext, Prasad and PILLAY-ext, Lawrence	Edit	multiple updates from  NAIDU-ext, Prasad and  PILLAY-ext, Lawrence	