

Last Update:

04/09/13 10:02 AM

# PO10 - Maintain Charge Object Assignments

## PO10

## **Publisher Information**

## File Name

r\_PO10 - Maintain Charge Object Assignments.doc

#### Link 1

Link 2			
Link 3			
Link 4			

#### Job Role

Insert Job Role rows as necessary.

Transaction	User Data		Description
PO10			PO10 - Maintain Charge Object Assignments
Client	Language	<b>Doc Туре</b>	Job Role
		BPP	



## Trigger:

A charge object assignment to an Organizational Unit needs to be maintained.

#### **Business Process Procedure Overview**

Charge Objects can be assigned to an Organizational (Org) Unit or Position in BEACON. Charge Object assignments are created/loaded to the Org Unit or Position via a load file selected in transaction ZPTA030. After the initial load, a Charge Object assignment to an Org Unit is displayed or maintained using transaction PO10. Similarly, a Charge Object assignment to a Position is displayed or maintained using transactions PO10 and PO13 are identical with the exception of the organizational level at which Charge Object assignment maintenance can be performed.

A Charge Object Maintainer will have access to the Charge Object Assignment Infotype (OM Infotype 9015) in PO10 and PO13.

This BPP will detail:

1) Maintaining a Charge Object Assignment for an Org Unit 2) Displaying a Charge Object Assignment for an Org Unit

### **Access Transaction:**

Via Menu Path	Human Resources >> Organizational Unit >> Expert Mode					
Via Transaction Code	PO10					



## **Procedure:**

#### **SAP Easy Access**



#### 1. Update the following **required** and **optional** fields:

Field Name	Field Name Description		Values
Command	White alphanumeric box in upper left corner used to input transaction codes	R	Enter value in Command. <b>Example:</b> PO10





**Tip:** To display or maintain a Charge Object Assignment at the Position level, select transaction PO13.

2. Press ENTER.



## Maintain Organizational Unit

C Organizational unit Edit Goto Utilities(	M) Settings System Help	SAP
8 🛛 🖉	🏵 😧 😫 🖧 😫 🏝 🏝 🕰 🕮 📰 🖉 🗐 🖫	S.
Maintain Organizational Un	it	
🎾 🗅 🖉 🚱 🖬 🖉 🏦 🗡		
Find by Corganizational unit Search Term Structure Search	Plan version       01 Current plan         Organizational unit       Image: Constraint of the second s	399
	V   E1D (1) 2L	JU 🔄 DET DAUTZ INS M

## 3. Update the following **required** and **optional** fields:

Field Name	Description	R/O/C	Values
Organizational unit	Code identifying the	R	Enter value in Organizational unit.
	organizational unit.		Example: 14200642



**Tip:** If the Org Unit or Position Identifier is not known, select the matchcode on the field to search for the desired identifier.

#### 4. Press ENTER.



Ę

**Information:** Scroll down in the *Infotype selection* area to access the Charge Object Assignment Infotype.

- 5. Click Charge Object Assignment button.
- 6. Click All OAll radio button.



**Tip:** Select **All** in the *Time Period* selection area to view all Charge Object Assignments for the Org Unit or Position.

7. Click Change infotype (F6) button.



**Tip:** Select the *Display* button instead of the *Change* button if no maintenance to the Infotype is needed.



**Information:** In the example provided, there are 85 charge objects assigned to Org Unit 14200642. The number of charge object assignments is displayed in the bottom right of the *Charge Object Assignment* area.



**Tip:** Use the *Previous Record* and *Next Record* buttons to navigate to the Charge Object Assignment that needs to be maintained.



#### **Change Charge Object Assignment**

다 Infotype Edit Goto View System H	elp			SAP		
🖉 📃 👌 📙	😋 😧 😫 I 🖴 Hi 🖽 I 🏝	ቲን ይን ዘ 🐹 🖉 🛯 🔞 📑		J.		
🕫 🗉 Change Charge Object Assignment						
	Organizational unit	42G250000899 DOT DOH DIV 2 B	RI NEW BERN			
Find by	Planning Status	Active				
🗢 🗖 Organizational unit	Validity	11/01/2007 (a)to 12/31/99	99 🔗 Display change infor			
🛗 Search Term				I		
(🛱) Structure Search	Charge Object Assignment /					
	Charge Object 54654	54654				
	Activity					
	Element					
	Sub-Element					
			Record 1 of 85			
			D E1D (1) 200 🖪	be1da01z INS 🚺		

8. Click Next record (Shift+F7) button.

**Information:** When the desired Charge Object Assignment is displayed, make the appropriate changes to displayed fields. In the example, the end date is delimited so that the charge object is valid only until the end of calendar year 2007.

٩



### **Change Charge Object Assignment**

년 Infotype Edit Goto View System H	elp								SAP
🖉 🚺 🖉	😋 😧 😫 🛛 🖓	路   約 約	£ 1 \$	i 🙇 I	🔞 🖪				×.
🕫 Change Charge Obje	ct Assignmen	t							
	Organizational unit	ganizational unit 42G250000899 DOT DOH DIV 2 BRI NEW BERN							
Initial by ✓ □ Organizational unit	Validity	0	1/01/2007	to	12/31/999	99 🕝 🚱	Display c	hange infor	1
Search Term									1
	Charge Object Assi	gnment							
	Charge Object	zzchargeobj	zzcharge	eobj_de	sc			1	
	Activity	zzactivity	zzactivity	_desc				]	
	Element	zzelement	zzeleme	nt_desc	;			1	
								-	
	Sub-Element	zzsubelemen	t zzsubele	ement_o	ies				
						Recon	d 2	of 85	
							▶ E1	D (1) 200 🖪	be1da01z INS 褌 🦯

## 9. Update the following **required** and **optional** fields:

Field Name	Description	R/O/C	Values		
to	Ending date of the specified	R	Enter value in to.		
	date range		Example: 12/31/2007		

- 10. Click Save (Ctrl+S) button.
- **11.** The system task is complete.

#### Launch WEB HELP

