

## ***BANK TRANSFER***

After payroll is executed , SAP DME process will transfer payment amounts to employee's bank account. To execute bank transfer you need to complete 2 steps

### STEP 1 ) Run Preliminary DME Program.

Transaction: PC00\_MXX\_CDTA , XX = Country Molga

#### Overview: -

- This program prepares the payroll results for the DME (Data Medium Exchange) process
- It uses information from the HR Master Data (infotype 0001, 0002, 0006, 0009) and information from the payroll results (payroll program tables WPBP and BT).
- It creates a file that contains data which complies with bank regulations.
- If the values are inaccurate, you will need to correct the errors and re-run the preliminary DME program
- If the values are accurate, you will use the file as input for creating the bank transfer txt files..

#### Program Input Screen

## Preliminary Program - DME for Several Payment Runs

Further selections   Search helps   Sort order

**Payroll period**

Payroll area: Y0 from 01.01.2012 To 31.0

Current period   1 2012  
 Other period

Period

**Selection**

Personnel Number	<span style="border: 1px solid red; padding: 2px;">11000001</span>	↕
Global ID (IT0709)	<input style="width: 80%;" type="text"/>	↕
Prev.Pers. number (IT0032)	<input style="width: 80%;" type="text"/>	↕
Employment status	<input style="width: 80%;" type="text"/>	↕
Company Code	<input style="width: 80%;" type="text"/>	↕
Payroll area	<input style="width: 80%;" type="text"/>	↕
Pers.area/subarea/cost center	<input style="width: 80%;" type="text"/>	↕
Employee group/subgroup	<input style="width: 80%;" type="text"/>	↕

**Additional data**

Off cycle payroll:

Wage type:  to

Test  
 Set flag for transfers

Enter Payroll area & Personnel Number. Rest Selection Criteria can be kept default. Click Execute

Output

## Pre-program Data medium exchange Various payment processes

Pre-program Data medium exchange Various payment processes		
Date of launching the report	:	29.12.2008 18511P
Selected and Evaluated Persons:	:	1
Persons Not Selected	:	0
Transfers Without Errors	:	1
Transfers that were not performed	:	0
Transfers already performed	:	0

Note down the Program Run Date and Identification Feature

### STEP 2) Create the DME file

Transaction : PC00\_MXX\_FFOT , XX = Molga

#### Overview:

- This program uses the successful file created by the preliminary DME program.
- It produces a Payment Summary, a DME Accompanying Sheet, and a DME File (per company code) for each paying bank.
- The DME File may need to be uploaded into designated software that enables a bank transfer between your company and your paying bank.

### Program Input Screen

Program run date	29.12.2038		
Identification feature	18511P		
<input type="checkbox"/> Proposal run only			
<b>Company code selection</b>			
Paying company code	2900	to	<input type="text"/>
Sending company code	<input type="text"/>	to	<input type="text"/>
<b>Further selections</b>			
Payment Methods	T	to	<input type="text"/>
Payment Method Supplement	<input type="text"/>	to	<input type="text"/>
House Bank	0'6	to	<input type="text"/>
Payment Document Number	<input type="text"/>	to	<input type="text"/>
<b>Print control</b>			
<input checked="" type="checkbox"/> DME output	<input type="radio"/> BACWAY with password	? / ?	PasswordVa
	<input checked="" type="radio"/> PT2000 format		
	<input type="radio"/> EFTS forma: (Bol)		
	<input type="radio"/> EMS format (AIB)		
<input type="checkbox"/> No Product-Specific Hdr./Tr.	Printer	<input type="text"/>	<input type="checkbox"/> Print Immediately
<input checked="" type="checkbox"/> Print payment advice notes	Printer	<input type="text"/>	<input type="checkbox"/> Print Immediately
<input type="checkbox"/> Print log			


Enter Program run date and Identification feature obtained from the pre-DME program , Paying Company Code , Payment method ,House bank, Account ID, Currency. Execute


Output:

Overview of the files generated (DME)		
Name	File name	
DME file (TemSe) - bank 016	DTA090831123321_1004	
Overview of the lists generated		
Name	Dataset	Spool number
Payment summary	LIST6S	0000030023

Double click on the spool number

*Output Controller: List of Spool Requests*



System	Spool no.	Type	Date	Time	Status	Pages	Title
ND1	15421		20.02.2007	17:11	.	3	Payment summary

Select a line item and click on

Argentina (29)		Payment summary - Transferencia Bancaria		Tim
Buenos Aires		Issue date 13.07.2009 Run 13.07.2009 / 18482P		RFP
1	Citibank		Buenos Aires	
Bank acct number	Pmnt no.	Person.no.	Name	PCde/City
Bank number	AR 016	Payee's bank		Citibank Buenos Aires
1111155555	1	29000082	Miss Argentina training	1001 Capital federal
Bank number	AR 016			Total
Subtotal (transactions in local currency):				
Argentina (29)		Payment summary - Transferencia Bancaria		Tim
Buenos Aires		Issue date 13.07.2009 Run 13.07.2009 / 18482P		RFP
1	Citibank		Buenos Aires	
No. of pmnt media	*****1*		Bank acct total amount in	
				*FO
Argentina (29)		Payment summary		Tim
Buenos Aires		Issue date 13.07.2009 Run 13.07.2009 / 18482P		RFP
				Company code total amount in

## Review output

Overview of the files generated (DME)		
Name	File name	
DME file (TemSe) - bank 016	DTA090831123321_1004	
Overview of the lists generated		
Name	Dataset	Spool number
Payment summary	LIST6S	0000030023

Go back to the Output overview screen and double click on the TEMSE file.

Data Medium Overview											
Paying Company Code		2900	Argentina (29)								
Bank country		AR	Argentina								
Data medium											
Run on	Identifi	Propo	Amount paid in local c	Curr	Entered by	Receiver	Format	Exp	Date created	Seq	
13.07.2009	18482P		4,630.42	ARS	ASAFDIE	016	/AR_CITIBANK		31.08.2009	2	

### *Posting to General Ledger*

Posting payroll results to accounting is one of the subsequent activities performed after a successful payroll run. It usually takes place once each payroll period, as well as after each off-cycle payroll run. Once you have exited the payroll run, you need to post the payroll results to the appropriate GL accounts (including cost centres). GL posting does the following-

- Groups together posting-relevant information from the payroll results.
- Creates summarized documents.
- Performs the relevant postings to appropriate GL accounts and cost centers

#### *How posting is evaluated ?*

Each employee's payroll result contains different wage types that are relevant to accounting:

- Wage types such as standard salary, bonuses, and overtime represent **expenses** for the company, which are posted to a corresponding **expense account**.
- Wage types such as bank transfer, employment tax, employee's contribution to social insurance, etc. are the employer's payables to the employee, the tax office, etc. and are posted as **credits** to a corresponding **payables or financial account**.
- In addition, there are wage types such as the employer's health insurance contribution, which represents an expense for the enterprise and, at the same time, a payable to the social insurance agency. For this reason, such wage types

are posted to **two accounts** - once debited as an **expense**, and once credited as a **payable**.

- Other types of wage types also exist, for example accruals, provisions, etc. These types of wage types are usually posted to two accounts, once debited as an **expense** and once credited as a **provision**.

Expenses				Payables			
MA10	Standard salary	1	3000	/559	Transfer	4	2600
MA20	Bonus	2	300	/260	Tax	5	350
MM00	Overtime	3	200	/261	EE SI contrib.	6	550
/3..	ER SI contrib.	7	550	/3..	ER SI contrib.	8	550

Posting to General Ledger is a 2 STEP process :-

### **STEP 1) Create a Posting Run**

**Transaction:** PC00\_M99\_CIPE

#### **Overview:**

- This step creates a posting run based on the payroll results, with a “distinctive number”, a “run type PP”, and the accompanying posting documents.
- The posting run ensures that payroll results for an employee are only posted once
- Processed payroll results for an employee are flagged
- If the posting run is successful, it gets the status “Documents Created”.
- If the posting run is unsuccessful, it gets the status “Incorrect Documents”. Relevant error messages will appear in the Output Log.

A posting run can be executed in 3 Modes:

- A test run without documents (**T**)
- A simulation run with simulation documents (**S**)
- A productive run (**P**)



## **Test (T)**

In a test run, the system checks only whether the balance of expenses and payables is zero, as it should be.

## **Simulation (S)**

In both simulation and productive runs, the system checks all HR and RT tables and the posting information in master data to determine whether they exist and whether they are consistent.

## **Productive Run (P)**

When you choose Execute Run for a productive run, the system performs the following steps:

- Selects the employees and their payroll results for the evaluation
- Creates a posting run
- Creates posting documents

## **Program Input Screen**

Enter Payroll Area , Selection Criteria , Type of Document Creation , Check Ouput Log , Enter Document Date and Choose a Posting Variant. Click Execute.

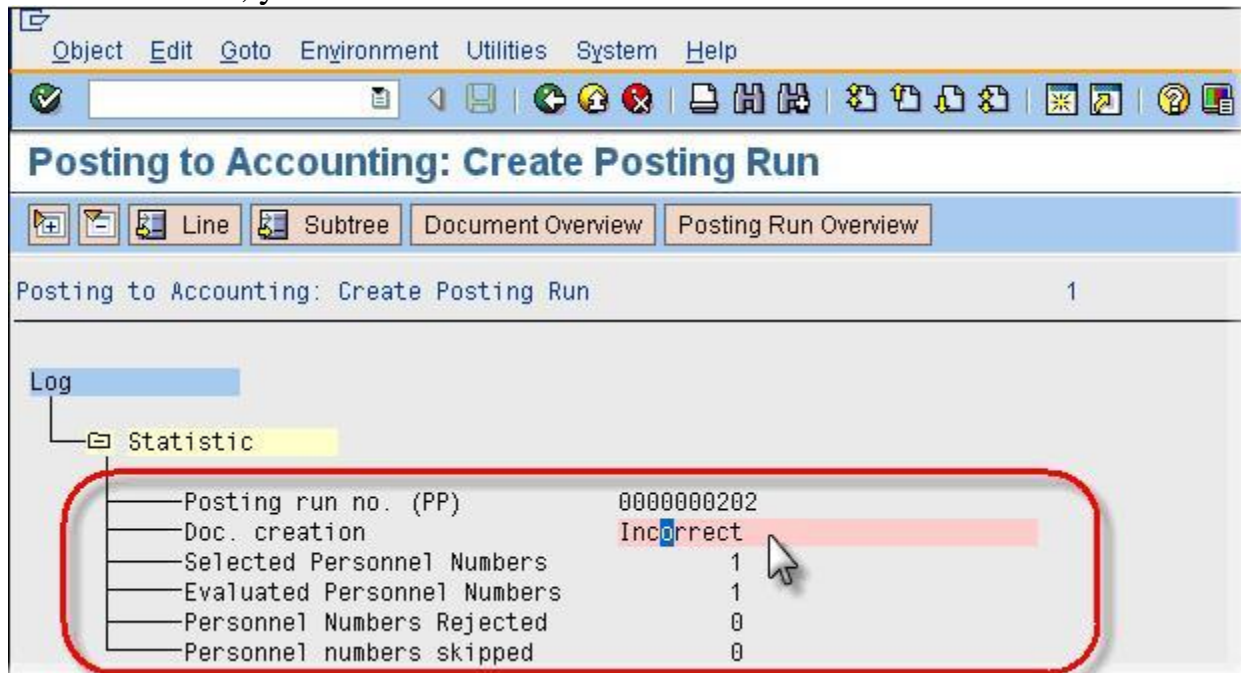
## Posting to Accounting: Create Posting Run

Search Help	
Payroll Period	
Period	Current Payroll Period
Payroll Area	D0 01.08.2010 - 31.08.2010
Period	8 2010
Selection Criteria	
Global ID (IT0709)	
Prev.Pers. number (IT0032)	
Personnel Number	
Payroll area	D0
Run Attributes	
Off-Cycle Payroll Run	
Type of document creation	P Live posting run
<input checked="" type="checkbox"/> Output log	
Text on posting run	
Specify posting date	
<input checked="" type="radio"/> Acc. to Period Definition	
<input type="radio"/> Acc. to Payment Date	
<input type="radio"/> Manually	
Data for document creation	
Document Date	05.10.2010
Posting variant	SAP Standard variant

### Output Log

- The log shows whether the posting run was successful for all personnel numbers.
- You will obtain the list of all employees selected, in “RED” (indicates errors or imbalance) or “GREEN” (indicates no errors).
- In the Output Log, if it is successful posting run, the “Doc. Creation” will indicate Error-Free. If it is unsuccessful, the “Doc. Creation” will indicate Incorrect.

- Write down the posting run number.
- If you select the **Document Overview** button or double click the **Doc. creation** line, you can access the document overview screen



## STEP 2) Editing a Posting Run

**Transaction :** PCP0

**Overview:**

- This step provides an overview of ALL documents created during the posting run.
- Alternatively, you can also access the document overview from the **Create Posting Run** log by choosing the **Document Overview** button or by double clicking on the **Document Creation** line.
- You can drill-down through these documents to identify the reasons for which errors have occurred for unsuccessful posting run (i.e., with an “Incorrect” status).

### **Posting Run Status**

- Initially the posting run status should be **Documents created**.
- If status is **No documents created** and you were expecting documents, go back to the previous **Create a Posting Run** step and retry.
- If there are Incorrect documents review the error message and resolve.

- Once Error are resolved and status is **Document Created** , Select Release Document Button and status will change to **All Document Released**
- Next click Post documents button , Status will change to **Documents Posted**

*Display posting runs*

Active filter using: Status

Typ Name	Selected E Run Number	Text for Run	Run information	Sim Status
<input type="checkbox"/>	0000000092		PArea UB/25/2006	<input type="checkbox"/> No documents created
<input type="checkbox"/>	0000000091		PArea UB/25/2006	<input type="checkbox"/> No documents created
<input type="checkbox"/>	0000000090		PArea UB/25/2006	<input type="checkbox"/> Documents created
<input type="checkbox"/>	0000000086		PArea UB/25/2006	<input checked="" type="checkbox"/> Documents created