

Project System
SAP Implementation at IESCO
Training Document
Budget Updates
CE PMU – PD GSC

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Budget Updates

1 Purpose

Document

This Document covers the budget aspects other than original budget. In case of revision of estimate budget is also revised.

Prerequisites

Depending on the project situation and scenario whether there is a need of Additional Budget / Transfer Budget or Budget Return.

1.1 Process Steps (PMU / GSC)

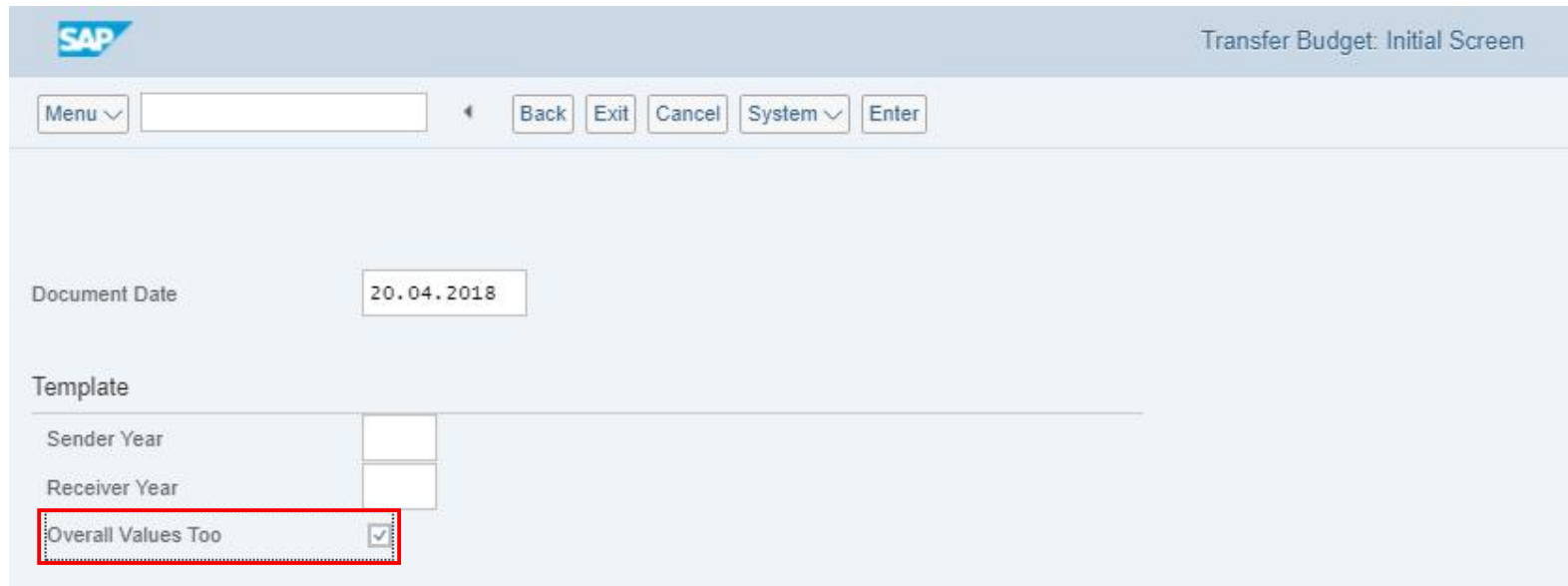
1.1.1 Budget Transfer

Use

It is used to transfer budget from one WBS to another WBS of same or different projects.

Procedure

1. Open "Transfer Project Budget" App from Fiori Launchpad:
2. Select Overall Values Too



The screenshot shows the SAP 'Transfer Budget: Initial Screen'. At the top, there is a SAP logo and the title 'Transfer Budget: Initial Screen'. Below the title bar, there is a navigation area with a 'Menu' dropdown, a search field, and buttons for 'Back', 'Exit', 'Cancel', 'System', and 'Enter'. The main content area contains the following fields:

- Document Date:** A text field containing '20.04.2018'.
- Template:** A section with three sub-fields:
 - Sender Year:** A text field.
 - Receiver Year:** A text field.
 - Overall Values Too:** A checkbox that is checked, highlighted with a red rectangle.

Note:

- **Sender year** is the year, from which the sender object takes budget funds
- **Receiver year** is the year in which the receiving object receives additional budget funds
- When you choose the indicator **Overall values too**, the total budget is changed by the same amount as the annual budget

- Click Enter button, Transfer budget List screen will appear.

LNo	Sender WBS element	Receiver WBS element	Amount	Curr.	Total
1	PG.1713-1718.1.002.3	PG.1713-1718.1.002.2	1,700.00	PKR	✓
2					✓
3					✓

- Update the following required and optional fields:

Field name	Description	User action and values	Comments
Sender WBSE		Example: PG.1713-1718.1.001.3	Enter the WBSE from which you want to transfer the budget
Receiver WBSE		Example: PG.1713-1718.1.001.2	Enter the WBSE at which you want to receive the budget.
Amount		Example: 1700	Enter the budget amount you want to transfer.
Sender Total		Example: Selected	The total budget for the sender is changed in the same amount as the annual budget

- Click Check button
- Click Save button.

Result:

Budget Transfer Document will be generated in the system.

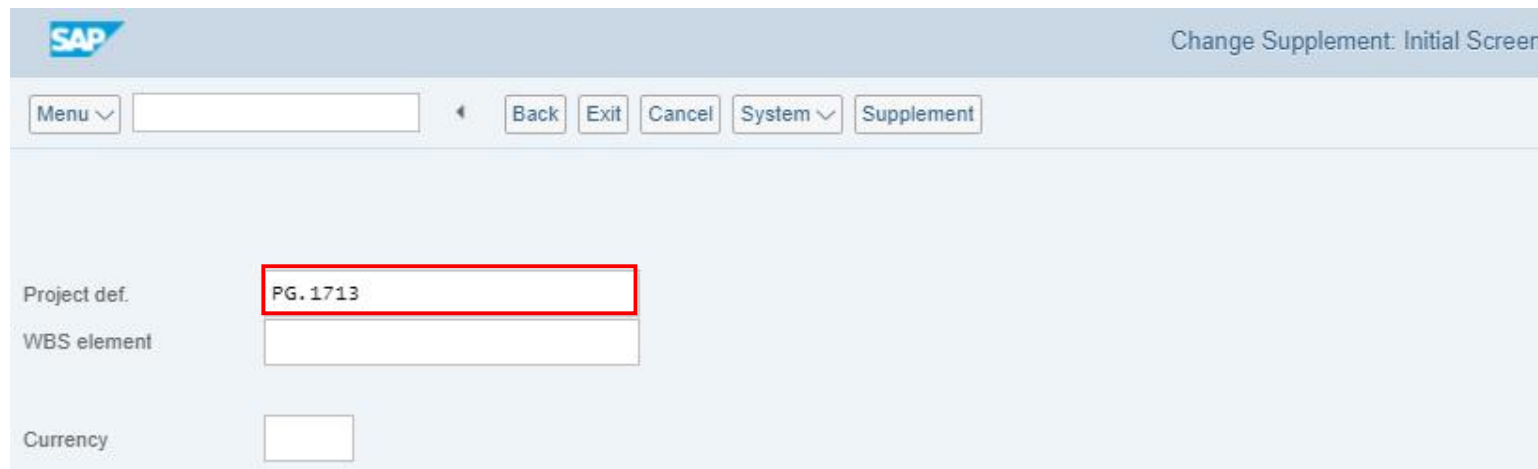
1.1.2 Budget Supplement

Use

It is used to add additional budget to meet revised plan requirement for execution of project which are controlled through budgets.

Procedure

1. Open "Edit Budget Supplement" App from Fiori Launchpad:



2. Update the following required and optional fields and press enter:

Field name	Description	User action and values	Comments
Project Def.		Example: PG.1713	Enter the project definition, for which you want to add supplements.

3. Enter supplement budget amount against the WBS Element approved

SAP Change Supplement: WBS Element Overview

Menu

Proj.def. 8th STG (Year 2017-2018) Estimate

Period

Overall values

...	Lev	WBS Element	Supplement	Tra...	Current budget	Distributed	Distributable	Assigned	Planned total ...	Release
☐	5	PG.1713-1718.1.001.2		PKR	9,240.00		9,240.00	9,000.00	9,240.00	9,240.00
☐	5	PG.1713-1718.1.001.3		PKR	90,000.00		90,000.00		90,000.00	90,000.00
☐	5	PG.1713-1718.1.001.4		PKR						
☐	4	PG.1713-1718.1.002		PKR	60,000.00	61,300.00	1,300.00-			
☐	5	PG.1713-1718.1.002.1		PKR						
☐	5	PG.1713-1718.1.002.2	1,300.00	PKR	28,000.00		28,000.00			
☐	5	PG.1713-1718.1.002.3		PKR	33,300.00		33,300.00			
☐	5	PG.1713-1718.1.002.4		PKR						

4. Update the following required and optional fields:

Field Name	Description	User action and values	Comments
Supplement for PG.1713-1718.1.002.2		Example: 1300	Enter the budget supplement amount for the selected WBSE.

5. Go to Edit and select Total Up option

Menu Save Back Exit Cancel System Check Document Text

Supplement >

Edit >

Goto >

Settings >

Extras >

System >

Help >

WebGUI File Browser

8th STG (Year 2017-2018) Estimate

Select >

Show/Hide >

Total Up (F9)

Revaluate

Cancel (Escape)

			Tra...	Current budget	Distributed	Distributable	Assigned	Planned total ...	Release
			PKR	9,240.00		9,240.00	9,000.00	9,240.00	9,240.00
		1.001.3	PKR	90,000.00		90,000.00		90,000.00	90,000.00
		1.001.4	PKR						
		1.002	PKR	60,000.00	61,300.00	1,300.00-			
	5	PG.1713-1718.1.002.1	PKR						
	5	PG.1713-1718.1.002.2	PKR	28,000.00		28,000.00			
	5	PG.1713-1718.1.002.3	PKR	33,300.00		33,300.00			
	5	PG.1713-1718.1.002.4	PKR						

6. Supplement budget is adjusted accordingly

Menu
Save
Back
Exit
Cancel
System
Check
Document Text

Proj.def. PG. 1713 8th STG (Year 2017-2018) Estimate

Period Overall

Overall values

...	Lev	WBS Element	Supplement	Tra...	Current budget	Distributed	Distributable	Assigned	Planned total ...	Release
	3	PG. 1713-1718.1	1,300.00	PKR	160,540.00	160,540.00			99,240.00	99,240.00
	4	PG. 1713-1718.1.001		PKR	99,240.00	99,240.00			99,240.00	99,240.00
	5	PG. 1713-1718.1.001.1		PKR						
	5	PG. 1713-1718.1.001.2		PKR	9,240.00		9,240.00	9,000.00	9,240.00	9,240.00
	5	PG. 1713-1718.1.001.3		PKR	90,000.00		90,000.00		90,000.00	90,000.00
	5	PG. 1713-1718.1.001.4		PKR						
	4	PG. 1713-1718.1.002	1,300.00	PKR	61,300.00	61,300.00				
	5	PG. 1713-1718.1.002.1		PKR						
	5	PG. 1713-1718.1.002.2	1,300.00	PKR	28,000.00		28,000.00			

7. Press Save

Result:

Supplement Budget Document will be generated in the system.

1.1.3 Budget Return

Use

It is used to return unconsumed / unutilized budget from the project so that it can be utilized on other projects (it depend on the scenario and requirement of IESCO).

Procedure

1. Open "Post Budget Return from Project" App, from Fiori Launchpad

The screenshot shows the 'Change Return: Initial Screen' in SAP. At the top, there's a header bar with the SAP logo and the title 'Change Return: Initial Screen'. Below the header, there's a navigation bar with a 'Menu' dropdown, a search field, and buttons for 'Back', 'Exit', 'Cancel', 'System' dropdown, and 'Return'. The main area contains three input fields: 'Project def.' with the value 'PG. 1713' (highlighted with a red box), 'WBS element' (empty), and 'Currency' (empty).

2. Update the following required and optional fields and press enter:

Field name	Description	User action and values	Comments
Project Def.		Example: PG.1713	Enter the project definition, for which you want to return budget.

3. Enter Budget Return Amount against the WBS Element.

Menu ▾ Save Back Exit Cancel System ▾ Check Document Text

Proj.def. PG. 1713 8th STG (Year 2017-2018) Estimate

Period Overall ▾ < >

Overall values

...	Lev	WBS Element	Return	Tra...	Current budget	Distributed	Distributable	Assigned	Planned total ...	Release
	5	PG.1713-1718.1.001.2		PKR	9,240.00		9,240.00	9,000.00	9,240.00	9,240.00
	5	PG.1713-1718.1.001.3		PKR	90,000.00		90,000.00		90,000.00	90,000.00
	5	PG.1713-1718.1.001.4		PKR						
	4	PG.1713-1718.1.002		PKR	57,800.00	57,800.00				
	5	PG.1713-1718.1.002.1		PKR						
	5	PG.1713-1718.1.002.2		PKR	28,000.00		28,000.00			
	5	PG.1713-1718.1.002.3	2800	PKR	29,800.00		29,800.00			
	5	PG.1713-1718.1.002.4		PKR						

4. Update the following required and optional fields:

Field name	Description	User action and values	Comments
Return budget from PG.1713-1718.1.002.3		Example: 2800	Enter the budget return amount for the selected WBSE.

5. Go to Edit and select Total Up

SAP Change Return: WBS Element Overview

Menu Save Back Exit Cancel System Check Document Text

Return >

Edit >

Goto >

Settings >

Extras >

System >

Help >

WebGUI File Browser

8th STG (Year 2017-2018) Estimate

Select >

Show/Hide >

Total Up (F9)

Revaluate

Cancel (Escape)

	Tra...	Current budget	Distributed	Distributable	Assigned	Planned total ...	Release
	PKR	9,240.00		9,240.00	9,000.00	9,240.00	9,240.00
1.001.3	PKR	90,000.00		90,000.00		90,000.00	90,000.00
1.001.4	PKR						
1.002	PKR	57,800.00	57,800.00				
1.002.1	PKR						
1.002.2	PKR	28,000.00		28,000.00			
1.002.3	2800 PKR	29,800.00		29,800.00			
1.002.4	PKR						

6. After Total Up, budget is adjusted

Menu ▾
Save
Back
Exit
Cancel
System ▾
Check
Document Text

Proj.def. PG. 1713 8th STG (Year 2017-2018) Estimate

Period Overall < >

Overall values

...	Lev	WBS Element	Return	Tra...	Current budget	Distributed	Distributable	Assigned	Planned total ...	Release
	4	PG.1713-1718.1.001		PKR	99,240.00	99,240.00			99,240.00	99,240.00
	5	PG.1713-1718.1.001.1		PKR						
	5	PG.1713-1718.1.001.2		PKR	9,240.00		9,240.00	9,000.00	9,240.00	9,240.00
	5	PG.1713-1718.1.001.3		PKR	90,000.00		90,000.00		90,000.00	90,000.00
	5	PG.1713-1718.1.001.4		PKR						
	4	PG.1713-1718.1.002	2,800.00	PKR	55,000.00	55,000.00				
	5	PG.1713-1718.1.002.1		PKR						
	5	PG.1713-1718.1.002.2		PKR	28,000.00		28,000.00			
	5	PG.1713-1718.1.002.3	2,800.00	PKR	27,000.00		27,000.00			

7. Press Save

Result:

Budget Return Document will be generated in the system.

Note:

- After doing all above Budgets updates, also release the budget. (The procedure is explained in the original budget training document)