TR - Treasury: Workflow Scenarios

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Icons

Icon	Meaning
⚠	Caution
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Contents

TR - Treasury: Workflow Scenarios

See also:

BC - Workflow Scenarios in the Applications [Ext.]

Workflow Scenarios in Treasury

You can use the following workflows in Treasury:

- Release workflow - business partner (TR)

    Available as support for releasing the business partner.

- Workflow Datafeed (TR-TM)

    Available as support for datafeed.

- Release workflow - financial transaction (TR-TM)

    Available as support for releasing financial transactions.

- Workflow for releasing master data in the Loans area (TR-LO)

    For the main functions involved in processing master data and flow data, a staggered release procedure based on the multiple-control principle is available in Loans Management.

See also:

Release Workflow - Business Partner [Page 11]

Datafeed Workflow (TR-TM) [Page 7]

Financial Transaction Release Workflow (TR-TM) [Page 9]

Release [Page 16] master data in the Loans area (TR-LO)

Datafeed Workflow (TR-TM)

Purpose

The datafeed function allows you to incorporate current market data in your business transactions via an open interface.

The datafeed workflow helps you to recognize and eliminate any errors straight away that might have occurred during data transfer or Customizing.

When you transfer data in a batch (scheduling a job), the data cannot be checked immediately. This explains why

- you may find incorrect data in the database or

- the link to the market data provider was defective and no data was received.

If any of these error occur, this workflow is started and a mail is sent to the relevant processing agent.

Process flow

If an error occurs, a mail is sent to the various processing agents. They can display the error directly from their inbox and correct it.

Different processing agents are responsible for the two different types of errors that occur:

- the Treasury department is responsible for Customizing errors

- the System Administration is responsible for data transfer errors.

Customizing (TR-TM Datafeed)

Integration

Workflow template WS20000083 is delivered with the system for the datafeed interface.

Activities

1. Event linkage for 'PROTOCOL' event from object BUS1094
   If an error occurs during market data transfer, the PROTOCOL event is started.

   You must activate this event linkage in the workflow.

2. You must assign organizational objects (organizational units, jobs, positions) to tasks TS 20000200 (display market data) and TS 20000205 (display technical errors).
   You can store these organizational objects in the HR Organizational Management or in the Workbench of the workflow.
   When you create organizational objects, you have to assign jobs or positions to them, In turn, you can assign users to the positions.

   Organizational unit X → position Y → user

   or organizational unit X → job Y → position Z → user

Financial Transaction Release Workflow (TR-TM)

Purpose

A Treasury transaction usually passes through a series of processing steps. A release can be necessary, for example, when an entire Treasury transaction has been entered and has to be checked by a superior (entry release). It may also be necessary to release a transaction after settlement, in other words, before it is posted (posting release). All release procedures are ultimately authorization or control procedures with organizational attributes. As a result, the Treasury transaction release procedure is supported by the workflow.

The transaction release strategy is supported for the application components Money Market, Foreign Exchange, Derivatives, and Securities.

Prerequisites

- Define release procedures and release conditions in Customizing for basic functions by choosing *Define Release Procedure.*

- Define an organizational model for the standard role.

  Users must be found in the system to make the individual approvals. To do this, a standard role (20000034) has been incorporated into the workflow definition. It has, however, not yet been filled. To define approval levels for users, you create a responsibility in the standard task and assign it to a user or a position.

- Enter the organizational model for standard role 20000035 for missed deadlines.

- You must activate the event linkage of workflow template WS20000139 in order to start the workflow.

To do this, see *BC Organizational Management* in the SAP Library:

Role [Ext.]

- Defining Roles using Function to be Executed [Ext.]

- Defining Roles Using Organizational Data [Ext.]

- Define Roles using Responsibilities [Ext.]

Process Flow

The TR transaction release mainly comprises the following components:

- Integration of organizational management in the SAP Business Workflow (organizational plan, task distribution according to the person responsible/job descriptions, dynamic task distribution at runtime from the context of the workflow and the processed objects).

- Integration of release management in the SAP Business Workflow (process structure of the release, consideration of release strategies that can be customized in Treasury at the runtime of the workflow).

If you want to incorporate the settlement release supported by the workflow, you have to make the related settings in Customizing.

Financial Transaction Release Workflow (TR-TM)

You can choose between a one-level, two-level and three-level release strategy. The release can be performed by one, two or three people. In other words, it supports the dual-control principle involving two or three employees.

You can determine which procedure you want to choose in Customizing depending on the company code, the product type, and the transaction type. To do this, you create release procedures and release conditions.

You have to define the processing agents in standard role AC20000034. You can maintain one or several agents for each release step and for each release procedure.

If a release is rejected, the last processing agent is informed by the release point and the transaction can be changed or reversed. It then has to be released again.

You also have the option of displaying a reporting overview (Transaction Release: Work Item List [Ext.]) showing you which release was processed when, and by whom, for each Treasury transaction.

Overview graphic: Essential release features
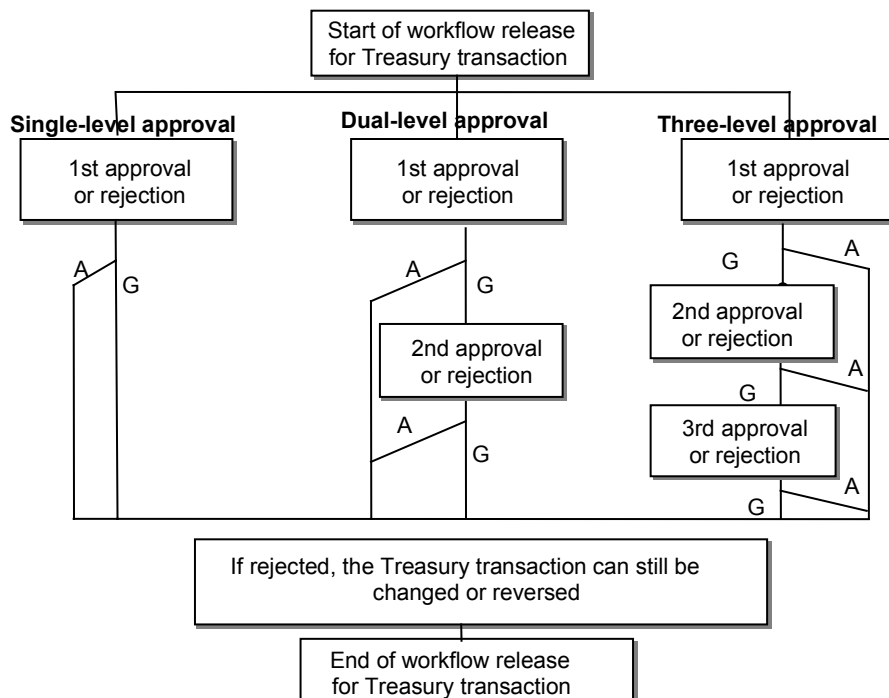
Release Workflow - Business Partner

Purpose

In Treasury you can set up control instances for changes to the business partner using the release procedure. These enable the release procedure to control whether one or several users must release new business partners or business partners that have been changed.

- In the Treasury Management area, you can only create financial transactions with business partners that have been released.

- The release procedure is integrated in the Loans area so that you can create a loan with a business partner that has not yet been released, but you cannot continue processing the loan (for example, make postings) until you have released the master data for the loan.

The release procedure for the business partner has been set up using a Business Workflow, for which SAP has defined the standard role 20000053 'TRLOAPPROVAL' and the Workflow template WS20000263 'WSTRLOAPPROV'.

Prerequisite

See also:

Customizing [Page 13]

Process

Interdependencies

When you actively release the business partner, you cannot create any financial transactions with a business partner that has not yet been released in **Treasury Management**.

For more information on release dependencies in the Loans area, see: Release [Page 16]

Starting the release procedure

Each time you create or change a business partner, the system generates a new work item, which starts the release procedure. The work item appears automatically in the business workplace inbox of the person who is authorized to process the object and release it.

Release using the Business Workplace

You release a business partner using the Business Workplace. To do this, choose *Office → Workplace → Inbox.*

See also:

Operation [Page 14]

Overview of work items

Using the report program 'Transaction Release: Work Items for Loans [Ext.]', you can display all the work items within a certain period of time by selecting release object *BPAR* (business partner).

This report is in the *Treasury Information System: Treasury Reports → Treasury: Operative View → Transaction → Transaction Release → Transaction Release: Work Items for Loans.*

Release Workflow - Business Partner

Release Workflow - Business Partner

Customizing

Prerequisites

Before you can make the specific settings for the business partner workflow, you must first make the standard Customizing settings for the Workflow by choosing *Basis Components → Business Management → SAP Business Workflow*.

Procedure

In order to use the release workflow for the business partner, you are also required to make settings in Customizing for the Basic Functions area in Treasury in the following IMG activities:

- By choosing *'Activate Release'*, you can activate the release for the business partner.

- By choosing '*Maintain and Activate Release Parameters',* you can specify the number of release steps you require for each role category.

- By choosing '*Adjust/Copy Workflow Template*', make the following settings:

    - By choosing '*Define Standard Role'*, you create the responsibilities for the standard roles delivered with the system, to which you assign users, positions, organizational units, work centers, jobs, or people. Using the settings you make here, the system determines the Responsible Agent [Ext.] during the workflow run.

    - By choosing '*Adjust Workflow Template*', you then have to activate the event linkage.

        For more information on how to do this, see the documentation for the IMG activities.

Operation

Prerequisites

See also:

Customizing [Page 13]

Procedure

Triggering the release procedure

Each time you create or change a release object, the system generates a new Work Item [Ext.], which triggers the release procedure. The work item automatically appears in the Business Workplace inbox of the person authorized to process and release the work item.

Release using the Business Workplace

1. Choose *Office → Workplace → Inbox.* The business partners you want to release are displayed in a table, which is output via the ABAP List Viewer [Ext.].

2. Select a work item and choose *Execute.* The system displays the **Release history** of the object, in which the changes about the release status are logged. The release history is divided into several sections:

    a. It displays the *Date* and the *Time* the object was created or changed.

    b. The name of the person who created, changed, or released the object appears in the fields *First name* and *Last name,* and in the field *User*. You also see details for the *Telephone* (area code and connection), the *Extension,* and the *Department.*

    c. The release procedure assigns a *Release status* to the release objects waiting to be released. The release status provides information about the current status of the data record. The first digit represents the number of employees involved in the release. The second digit indicates the number of releases that are still required.

    A data record has to pass through two release levels and be released by two users who are independent of each other. The initial status assigned to a data record when it is created is 22. After it has been released once, its status changes to 21, and 20 after the second release. This status means that the record has been released completely.

    d. You use the *Release indicator* to see if an object is new ('I'), or if it has just been changed ('U'). After you release the object, this field remains blank.

    e. The release principle for the object that is indicated in the field *Description* is the one that corresponds to the numeric *Release status.*

    You can also display the *Release history* of a release object when you create or change it, without being able to process or release the object there.

3. Using the *Change release object* function, you can change the data of an object you have already created. After you have saved your changes, the inbox for the Business Workplace reappears automatically. The changes you made result in a new work item being generated,

which replaces the old one. You can now process and release this item again using the *Execute* function.

4. Using the *Display release object* function, you can display the data for an object. This automatically opens a new session and enables you to compare the object data displayed with the change documents, which you can call up alongside using the *Display change documents for object* function. The *Display change documents for object* function is only available for master data for loans, the business partner, and for the objects.

5. You release the release object using the *Release* function. If the release has been completed, and the second digit of the release status is zero, this means the business partner data has been released.

6. You also have the option of rejecting the release object. By choosing *Reject release,* the release object is returned to the person who initiated the release workflow. This means, it appears as a work item to be processed in this person's Business Workplace inbox. You should give your reasons for rejecting this work item in an attachment.

For more information, see *BC Basis Components → Business Management (BC-BMT) → SAP Business Workflow (BC-BMT-WFM).*

Release

Use

You can apply a multiple-level release procedure to the main functions involved in processing master data and flow data. The release procedure is based on the dual control principle, and can be set up differently for individual areas. For example, you can require two employees to release loan master data but three employees to release disbursements. A release status is used to determine the release levels.

Prerequisites

You must set the relevant release objects to active in Customizing for *Loans* by choosing *Maintain Active Indicators.* You must also define how many employees will be required to release each object under *Define Release Status Parameters.*

Features

If the release object has been set to active, you can use the release workflow to process and release the following:

- *Loan master data*

- *Business partners*

- *Objects*

- *Decision-making*

- *New business tables*

- *Unscheduled repayments*

- *Charges entered as business operations*

- *Charges entered individually*

- *Capital transfers*

- *Reversals*

- *Incoming payment postprocessing*

- *Disbursements*

Interdependencies

One feature of the release procedure is that all the master data for a loan has to be released before further activities can be carried out (such as postings, or generating planned records). The loan master data includes the data for the loan itself, for the collateral object and for all the partners assigned to the loan. Flow data relates to accounting activities, such as disbursement, the individual business operations, incoming payment processing, capital transfers and reversals.

⇨

> Before you release the data, you can make changes. If you make changes to the data after it has been released, you have to release it again. The release status changes back to the initial status.

Moreover, you cannot enter a new flow record for a loan if an existing flow for the same posting application or a different posting application still has to be released. For example, the system will not let you enter a processing charge if a disbursement created previously has not yet been released.

Triggering the Release Procedure

Each time you create a new release object or change an existing one, the system generates a new work item [Ext.], thus starting the release procedure. The work item appears automatically in the Business Workplace inbox of the person authorized to release the object. From here, the authorized employee can process and release the object.

For decision-making, the release procedure must be triggered manually. This is a special case. For more information, see Decision-Making [Ext.].

Release using the Business Workplace

1. Choose *Office → Workplace → Inbox.* The system displays the objects to be released in a table using the ABAP List Viewer [Ext.].

2. Select a work item and choose *Execute.* The system displays the **release history** for the object, where you can see the changes to the release status. The release history is split into several parts:

    a. You see the *Date* and *Time* at which the object was created or changed.

    b. The person who created or changed the object is identified in the *First name*, *Last name* and *User* fields. You also see details for the *Telephone* (area code and number), the *Extension*, and the *Department*.

    c. The release procedure assigns a *release status* to the objects to be released. The release status tells you the current status of the data record. The first digit represents the number of employees required in the release procedure. The second digit is the number of releases still to be made.

    A data record is subject to the dual control principle involving two employees. In other words, two users have to release the record. When you create a record, the system assigns the initial status 22. After the first release, the release status is 21, and after the second release 20. The status 20 indicates that the record has been fully released.

    d. The *Release indicator* tells you whether the object has been created for the first time ('I') or has already been changed ('U'). This field remains empty when you release the object.

    e. The release principle applied (in other words, the number of employees required to release the object) is displayed in the *Description* field, which corresponds to the numeric *Release status*.

    You can also display the *Release history* when you create or change a release object. From here, however, you cannot process or release the object.

3. To change data for an existing object, choose *Change release object.* Once you have saved your changes, the system returns automatically to your business workplace inbox. As a result of the change, the system replaces the existing work item with a new one. You can then process and release the object by choosing *Execute.*

Release

4. To display the object data, choose *Display release object.* The system automatically opens a new session, which allows you to compare the displayed object data with the change documents. To view the change documents, choose *Display change documents for object.* The *Display change documents for object* function is only supported for loan master data, business partners and collateral objects.

5. To release an object, choose *Release.* Once an object has been fully released, in other words, the second digit of the release status is 0, the effect varies according to the type of object:

Loan master data, collateral objects, business partners, new business tables

The data for these objects is released.

Disbursement, unscheduled repayment, enter charges as business operation, enter charges individually

Upon release of the records, the system generates planned records, which are written to the database. These planned records can now be posted.

Capital transfers, incoming payment postprocessing, reversals

When you execute the release, the system posts the data (actual records).

6. You can also reject a release object. If you choose *Reject release* the system returns the release object to the person who initiated the release workflow (it appears as a work item in the person's business workplace inbox). You should specify the rejection reason in an attachment.

For more information, see *BC-Basis* → *SAP Business Workflow (BC-BMT-WFM).*