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Overview

This Job Aid details the procedure for the impairment of an asset.

Transactions:

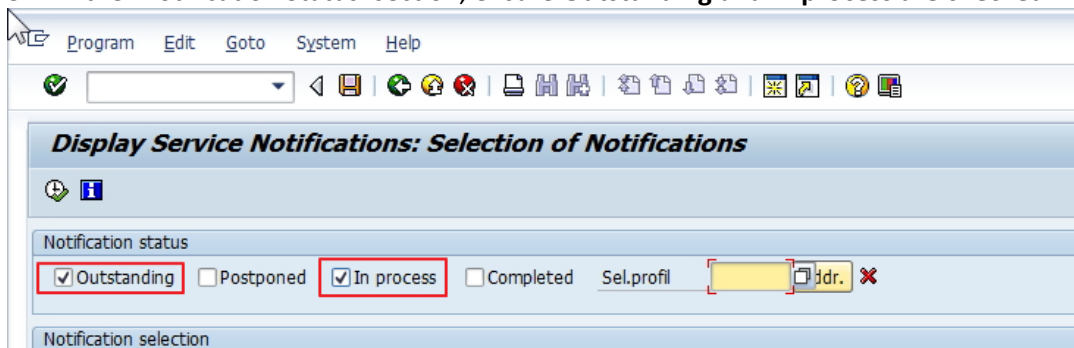
T1 – Impairment of Asset:

Note 1: Tables with breakdown of Impairment Process, Notifications and Transaction Types are provided in Appendix for your easier reference.

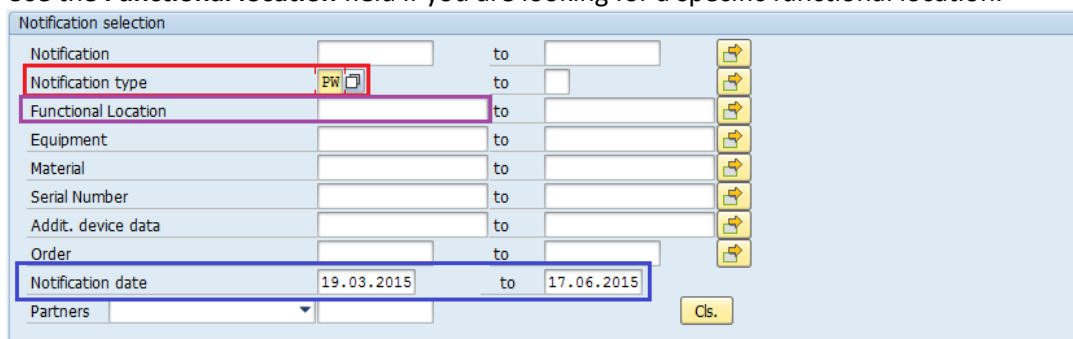
Note 2: Both the FA.15 and FA.16 roles can review and report on Notifications (IW59), however only the FA.15 “Financial Accounting: Asset Accounting User” users can post the actual impairment.

T-1.1 – Review notifications for impairment

1. Log in to Umoja ECC.
2. Execute Transaction code **IW59** to get the report on current Notifications in the system.
3. In the ‘Notification Status’ section, ensure **Outstanding** and **In process** are checked:



4. In ‘Notification selection’, select **Notification Type** PW and an appropriate **Notification date** range. Use the **Functional location** field if you are looking for a specific functional location.



- In 'General Data/Administrative Data' select **Coding** UNWRTOFF and for **Coding Code** use UN09

General Data/Administrative Data

Description		to		→
Created by		to		→
Created on		to		→
Notification Time	00:00:00	to	00:00:00	→
Reference date		to		→
Coding	UNWRTOFF	to		→
Coding Code	UN09	to		→
Priority		to		→
Reported by		to		→

- In 'Others', make sure Layout is /ASSETNOTIF

Others

Paging status		to		→
Layout	/ASSETNOTIF			
Ref. field monitor				

- You can, if necessary, in 'Location Data/...' filter by Maintenance Plant

Location Data/Acc.Assignment/Maint. Plan

Maintenance plant	KE00	to		→
Location		to		→
Room		to		→
Sort field		to		→
Plant section		to		→
ABC indicator		to		→

- Alternatively, you can specify Equipment numbers, Asset numbers, or Notification numbers (if you know them) for selection.

- Execute report

Program Edit Goto System Help

Display Service Notifications: Se

Execute Order

10. Filter Notifications based on Type (if not identified in selection as PW) and Notification System Status (NOPR and NOPT)

Notification	Notif.date	Typ	Description
10000001	19.03.2015	PW	Write-off request : Sedan Car
10000002	24.03.2015	PW	test GM, FA donation
10000040	16.06.2015	PW	Retirement without Revenue
10000041	16.06.2015	PW	Retirement without Revenue
10000042	16.06.2015	PW	Retirement without Revenue
10000043	16.06.2015	PW	Retirement without Revenue
10000044	16.06.2015	PW	Retirement without Revenue
10000045	16.06.2015	PW	Retirement with Revenue
10000049	16.06.2015	PW	Impairment
10000050	16.06.2015	PW	Impairment

System status	Use
NOPR NOPT	APP
NOPR	
NOPR	AA
NOPR NOPT OSTs	REV
NOPR OSTs	DIN
NOPR OSTs	REV
NOPR NOPT OSTs	REV
NOPR OSTs	REV
NOPR OSTs	APP
OSNO OSTs	RQ

11. Filter Notifications based on Notification User Status (REWA - Review Approved)

Notification	Notif.date	Typ	Description	Order	Ord...	Sales Ord.	System status	UserStat...	Asse
10000040	16.06.2015	PW	Retirement without Revenue				NOPR	AAPD	310
10000041	16.06.2015	PW	Retirement without Revenue				NOPR NOPT OSTs	REWA	310
10000042	16.06.2015	PW	Retirement without Revenue				NOPR OSTs	DINP	310
10000043	16.06.2015	PW	Retirement without Revenue				NOPR OSTs	REWA	310
10000044	16.06.2015	PW	Retirement without Revenue				NOPR NOPT OSTs	REWA	330
10000045	16.06.2015	PW	Retirement with Revenue				NOPR OSTs	REWA	330
10000049	16.06.2015	PW	Impairment				NOPR OSTs	REWA	520
10000050	16.06.2015	PW	Impairment				OSNO OSTs	RQCR	520

12. You can export report in Excel format if more convenient to use.

- Review each approved (REWA, Review Approved) Notification to confirm all relevant documents (approvals) are included and information is sufficient to proceed with Impairment. You can view Notification with double-click on Notification Number.

Display Service Notifications: L

S	Notification	Notif.date	Typ	Desc
	10000001	19.03.2015	PW	Writ
	10000002	24.03.2015	PW	test
	10000040	16.06.2015	PW	Retir
	10000041	16.06.2015	PW	Retir
	10000042	16.06.2015	PW	Retir
	10000043	16.06.2015	PW	Retir
	10000044	16.06.2015	PW	Retir
	10000045	16.06.2015	PW	Retir
	10000049	16.06.2015	PW	Impa
	10000050	16.06.2015	PW	Impa

- For any impairment related to a Building Component / Subasset (e.g. Foundation/Basement), make sure that the Notification contains both the Asset Subnumber and the full Functional Location of the subasset (e.g. 200412.002.EX.SS)

Notification | Location data | Items | Tasks | Activities | Sales

Reference object

Functional loc.	200678.0302.EX.EC	Central Area: Catering Gener-Exterior-EC
Equipment		
Assembly		

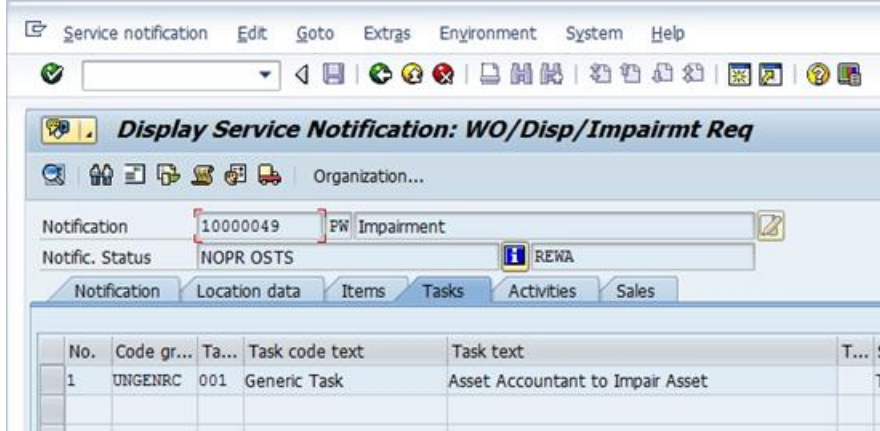
Notification | Location data | Items | Tasks | Activities | Sales

Account assignment

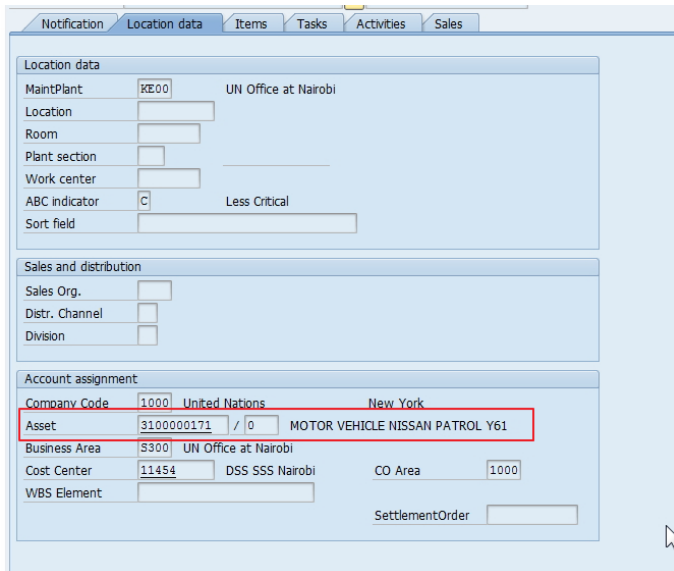
Company Code	1000	United Nations	New York
Asset	1200001752	1	Central Area: Catering Gener-Exterior-EC
Business Area	S300	UN Office at Nairobi	

If the impairment is related to a Building Component and does NOT have both the Asset/Subasset and the functional location of the component, contact your PMU colleagues to have it updated.

- Confirm Impairment Task has been created in the Notification, in Tasks tab, and assigned to Asset Accountant.



16. For all applicable Notifications, from the report itself, identify all Asset Numbers for Impairment, and corresponding Notification numbers. You can verify Asset number in Notification, in Location data Tab.



T-1.2 – Impairment of the Asset

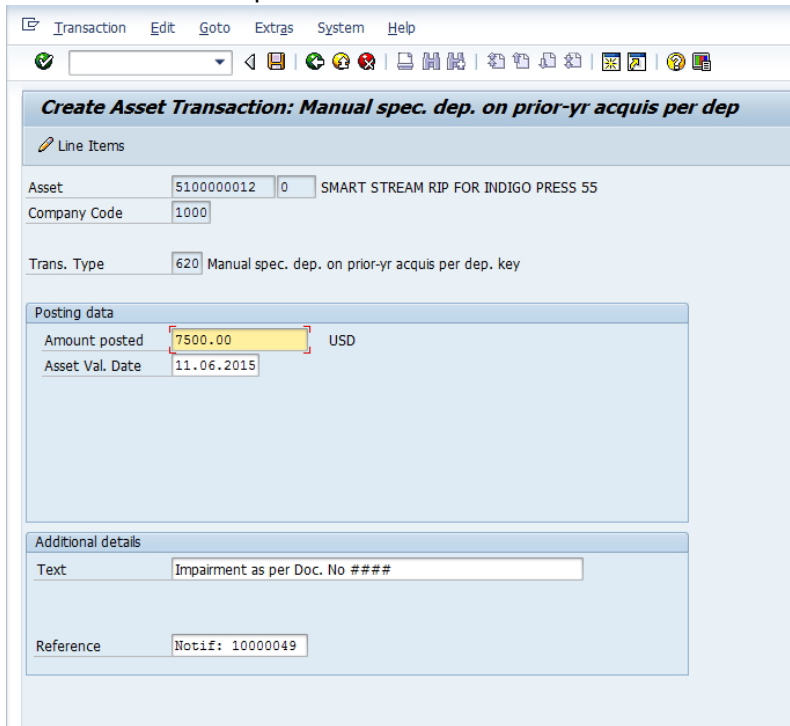
Impairment of the Asset is done by users granted Enterprise Role of “Financial Accounting: Asset Accounting User” (FA.15).

1. Execute Transaction code **ABAA** to start impairment of the asset.
2. In the first screen enter:
 - 2.1. **Asset Number** (and **Sub-Number** if applicable)
 - 2.2. **Document Date** and **Posting Date** (Posting Period will be automatically assigned)
 - 2.3. Select correct **Transaction Type**:
 - 620** for Asset acquired in prior years
 - 630** for Asset acquired in current year

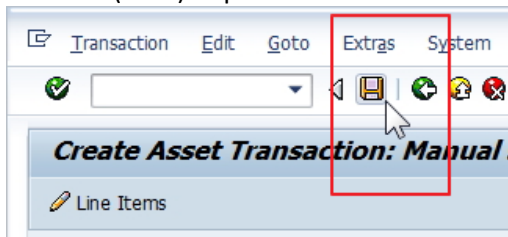
The screenshot shows the SAP 'Unplanned depreciation: Initial Screen' interface. The window title is 'Transaction Edit Goto Extras System Help'. The main title is 'Unplanned depreciation: Initial Screen'. The form contains the following fields:

Company Code	1000
Asset	5100000012
Subnumber	0
Date specif.	
Document Date	18.06.2015
Posting Date	18.06.2015
Posting Period	6
Transact.	
Transaction Type	620 Manual spec. dep. on prior-yr acquis per dep. key

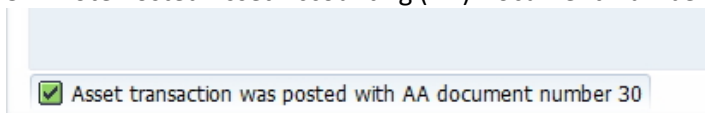
3. In the next screen record:
 - 3.1. **Amount posted** – Impairment Amount
 - 3.2. Enter effective date of impairment in **Asset Val. Date**
 - 3.3. Enter description in **Text** and enter the Service Notification # in the **Reference** field



4. Post (Save) Impairment:



5. Note Posted Asset Accounting (AA) Document Number:



Note: This will **not** post in Financial Accounting until Depreciation is run/posted for this period.

6. Review Asset using transaction AW01N, by looking at Special Depreciation and Transactions:

Company Code: 1000 United Nations
 Asset: 5100000012 0 SMART STREAM RIP FOR INDIGO PRESS 5500
 Fiscal year: 2015

Planned values Book depreciation in local currency

Value	Fiscal year start	Change	Year-end	Crcy
APC transactions	48,740.17		48,740.17	USD
Acquisition value	48,740.17		48,740.17	USD
Ordinary deprec.	11,778.87-	2,140.40-	13,919.27-	USD
Special depreciation		7,500.00-	7,500.00-	USD
Unplanned dep.				USD
Write-up				USD
Value adjustment				USD
Net book value	36,961.30	9,640.40-	27,320.90	USD
Down payments				USD

Transactions

AssetValDate	Amount	TType	Transaction type name	Crcy
11.06.2015	7,500.00-	620	Manual spec. dep. on prior-yr acquis per dep. key	USD

T-1.3 – Adjust Useful Life of Asset, if necessary

Adjustment of Useful Life is done by users granted Enterprise Role of “Financial Accounting: Asset Accounting User” (FA.15).

1. If an adjustment of useful life is necessary use transaction **AS02**, and first go to ‘Deprec. Areas’ tab – from there, double click on depreciation row:

Change Asset: Master data

Asset values

Asset: 5100000012 0 SMART STREAM RIP FOR INDIGO PRESS 5500
 Class: 510 Print Pub Equip Company Code: 1000

General Time-dependent Allocations Origin Net Worth Tax Insurance Leasing Deprec. Areas

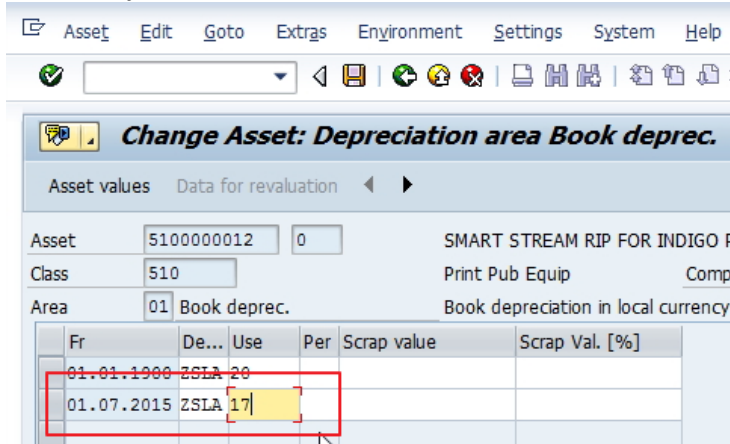
Valuation

A.. Depreciation area	DKey	UseLife	Prd	ODep Start
01Book deprec.	ZSLA	20		01.03.2010

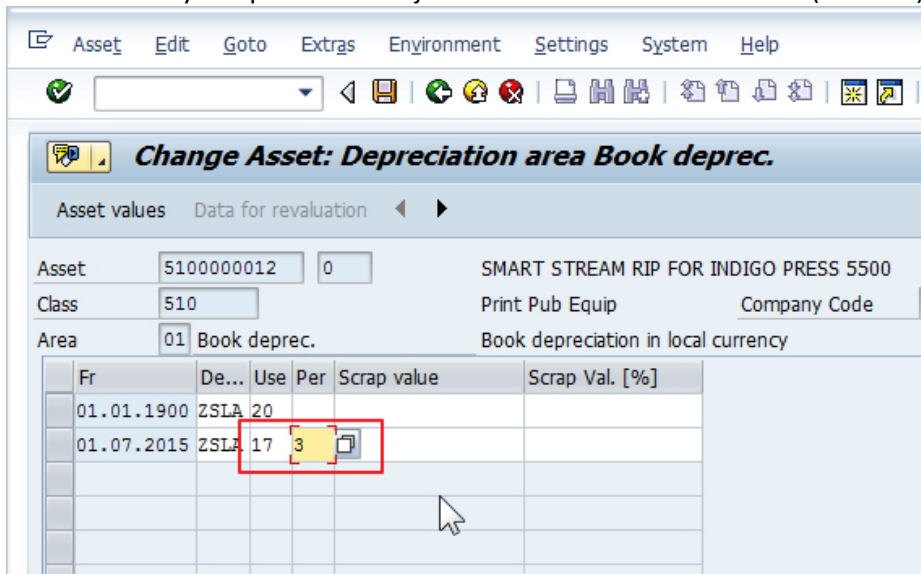
- Set correct date for effective date of Impairment and change of useful life – note that the date must be the first day of the month:



- Set adjusted useful life in that row:



- If necessary it is possible to adjust useful life to include months (i.e. 1-11) in the Per field:

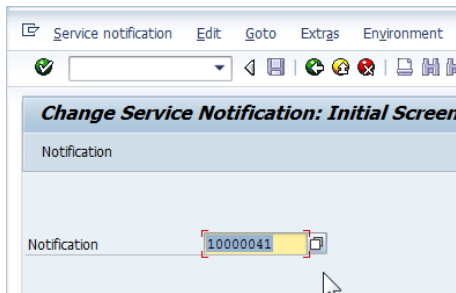


- Save the record.

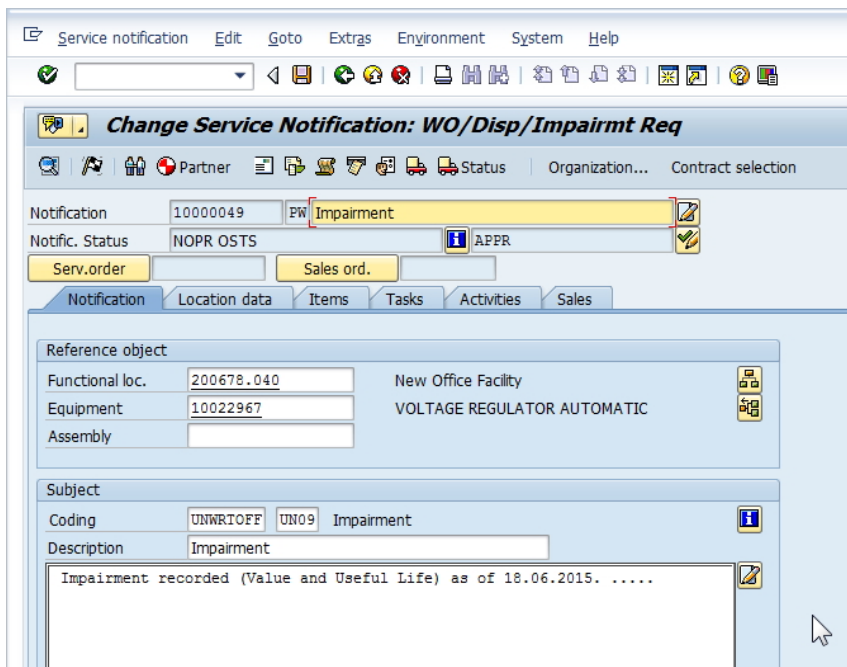
T-1.4 – Update the notification status to completed

Notification updates can be done by users granted Enterprise Role of “Financial Accounting: Asset Accounting User” (FA.15).

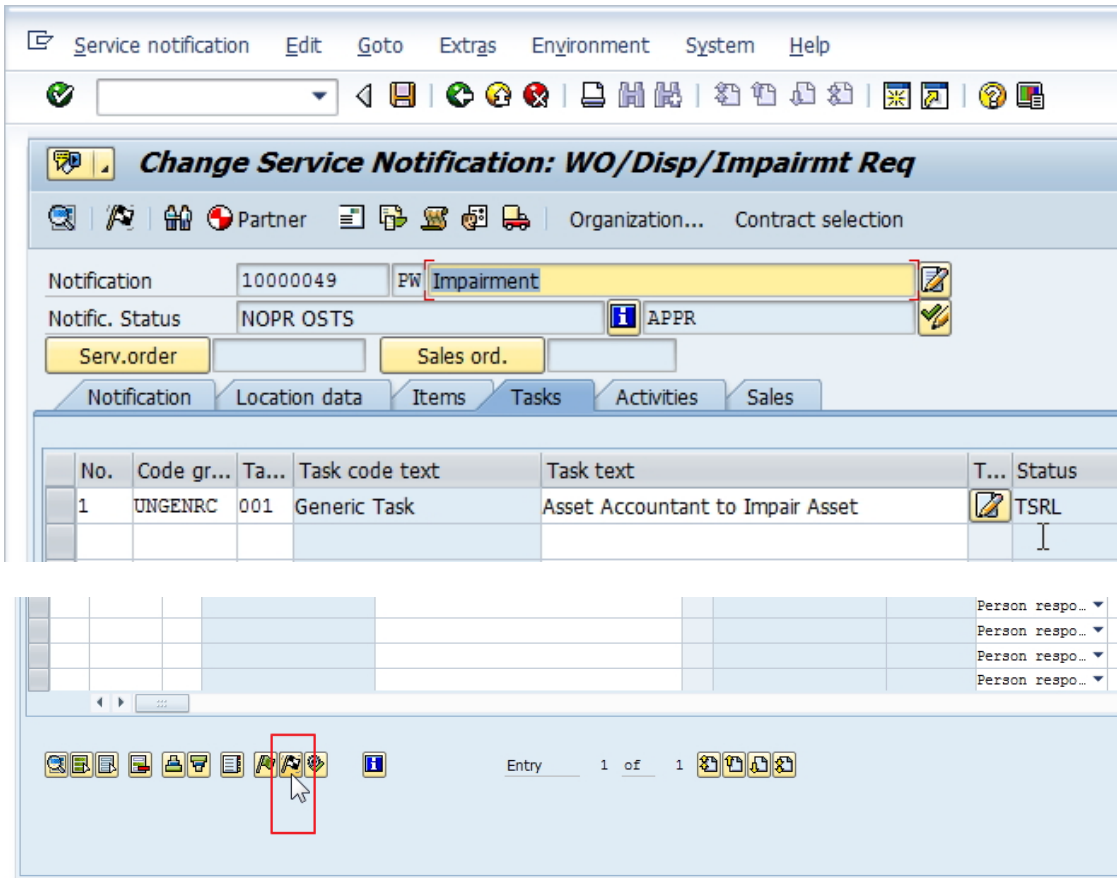
1. Execute Transaction **IW52** to start modifying Notification – use the same Notification number identified in **IW59** above or run **IW59** again to list available Notifications. Enter **Notification** number and press Enter:



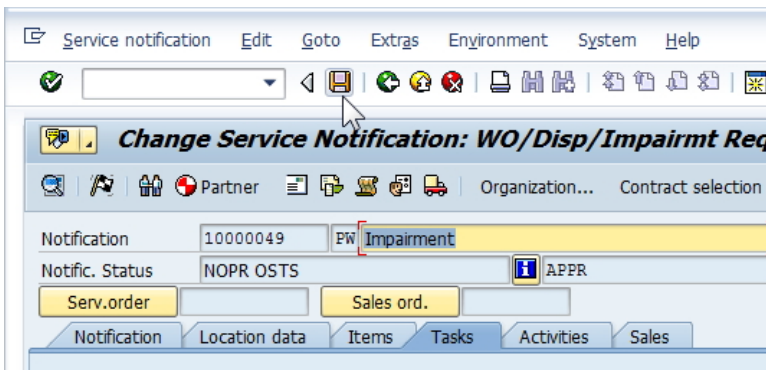
2. Start modifying the Notification, make sure to record comment “Asset ## impaired as of ..., Asset Accounting Document No” in the comments text box in the ‘Notification’ tab’s ‘Subject’ section.



- In 'Tasks' tab identify Asset Impairment task, add any comments to it as required, select the task line and click on Complete Task flag in the **bottom of the screen** to mark Asset Impairment task as complete.



- Save Notification and exit.



Appendix: Notifications Report and Reference Table

Sample of Notifications Report with various types of Notifications and Statuses:

Notification	Notif. date	Typ	Description	Order	Ord.	Sales Ord.	System status	User Stat	Asset	Equipment	Tech Ident No.	Code group	Code group text	Code	Coding code text	Cost Ctr	Functl
10000040	16.06.2015	PW	Retirement without Revenue				NOPR	AAPD	3100000166	10023077	UN013836	UNWRTOFF	Write Off/Impairment Process Codes	UN02	Obsolescence	11426	20067
10000041	16.06.2015	PW	Retirement without Revenue				NOPR NOPT OSTS	REWA	3100000171	10023114	UN014936	UNWRTOFF	Write Off/Impairment Process Codes	UN02	Obsolescence	11454	20067
10000042	16.06.2015	PW	Retirement without Revenue				NOPR OSTS	DNP	3100000172	10023115	UN014937	UNWRTOFF	Write Off/Impairment Process Codes	UN10	Lost	11454	20067
10000043	16.06.2015	PW	Retirement without Revenue				NOPR OSTS	REWA	3100000173	10023131	UN016230	UNWRTOFF	Write Off/Impairment Process Codes	UN17	Gft	11454	20067
10000044	16.06.2015	PW	Retirement without Revenue				NOPR NOPT OSTS	REWA	3300000001	10023043	UN012920	UNWRTOFF	Write Off/Impairment Process Codes	UN17	Gft	11426	20067
10000045	16.06.2015	PW	Retirement with Revenue				NOPR OSTS	REWA	3300000002	10023286	UN019235	UNWRTOFF	Write Off/Impairment Process Codes	UN01	Surplus	11414	20067
10000046	16.06.2015	P1	Transfer				NOPR OSTS	ASGN	4100000119	10023208	UN017683	UNASSN	Assignment	UN03	Transfer	11444	20067
10000047	16.06.2015	P1	Transfer				NOPR	APPR	5100000006	10022914	UN005491	UNASSN	Assignment	UN03	Transfer	11477	20067
10000048	16.06.2015	P1	Transfer				NOPR OSTS	ASGN	5100000012	10023003	UN012068	UNASSN	Assignment	UN03	Transfer	11477	20067
10000049	16.06.2015	PW	Impairment				NOPR OSTS	APPR	5200000051	10022967	UN008383	UNWRTOFF	Write Off/Impairment Process Codes	UN09	Impairment	11426	20067
10000050	16.06.2015	PW	Impairment				OSNO OSTS	RQCR	5200000092	10023259	UN018818	UNWRTOFF	Write Off/Impairment Process Codes	UN09	Impairment	11426	20067

Reference Table for Asset Impairment:

Process	Notification Coding Code	Notification System Status	Notification User Status	Equipment User Status	Transaction Type (Prior Year / Current Year)	
					(DURING RAMPUP)	(IN PRODUCTION)
Impairment	UN09	NOPR	REWA	EQAS	620 / 630	620 / 630
Impairment (When Notification in this Status, it's not ready for Asset Accounting yet)	UN09	OSNO	RQCR	EQAS	N/A	N/A