

Minute Meetings - SDT Finance / Controlling Workshop

Date: March 19, 2025

Participants:

- Tobias Hust
 - Matias
 - Dennis
 - Rodolfo Ortiz Chavarin
 - Stefan
 - Angela Radford
 - Leticia Mellado
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1. Merge of Company Codes and Impact on Modules

Description:

The team discussed the merging of company codes, specifically focusing on the need to ensure that only financial data is brought over. There was emphasis on ensuring that no controlling or other module data, such as CEO, is migrated. It was confirmed that only the relevant financial data should be transferred for the company codes.

2. Questions for Linda Regarding Design and Requirements

Description:

A request was made for a list of questions to be provided to Linda to fully capture the requirements for the design phase. The goal is to ensure that once the questions are answered, there are no issues with the design process. The team aimed to avoid later surprises related to missing data or improper mappings.

3. Validation of Functional and Technical Requirements

Description:

The importance of confirming the functional and technical requirements needed to move forward with the project was discussed. The need for clarity on what needs to be fulfilled, and the confirmation that the design can be built based on these requirements was emphasized. A separate process for additional change requests was also mentioned.

4. Clarification on DSCO Company Codes

Description:

There was a discussion regarding DSCO company codes, with clarification requested on whether only financial data should be brought over. It was confirmed that no other module data, such as controlling data, should be migrated. The team emphasized that controlling information should be excluded and recreated within the system if needed.

5. Meeting Adjustments and Next Steps

Description:

The meeting was scheduled to be shortened to a one-hour checkpoint for Friday. A follow-up meeting was set for the following Tuesday to address any questions and review the progress. The team also discussed ensuring that they were clear on the status of all open topics and action items.

Status and Actions

1. Merge of Company Codes and Impact on Modules

- **Status:** In progress
- **Actions:**
 1. Ensure only relevant financial data is migrated, excluding controlling or other module data.
 2. Confirm that all non-financial data is excluded from the migration process.
- **Responsible:** Rodolfo Ortiz Chavarin
- **Estimated Date:** Ongoing during the migration process.

2. Questions for Linda Regarding Design and Requirements

- **Status:** In progress
- **Actions:**
 1. Prepare and send a list of questions to Linda to capture all requirements for the design phase.
 2. Confirm that all required questions are answered before moving to the next phase.
- **Responsible:** Matias and Dennis

- **Estimated Date:** Questions to be sent by early next week.

3. Validation of Functional and Technical Requirements

- **Status:** In progress
- **Actions:**
 1. Confirm the functional and technical requirements with Linda.
 2. Ensure the design can be built correctly once the requirements are fully understood.
- **Responsible:** Tobias Hust
- **Estimated Date:** Ongoing.

4. Clarification on DSCO Company Codes

- **Status:** In progress
- **Actions:**
 1. Confirm that DSCO company codes will only bring over financial data.
 2. Ensure that no other module data, like controlling, is migrated.
- **Responsible:** Rodolfo Ortiz Chavarin
- **Estimated Date:** Confirmed before the next migration phase.

5. Meeting Adjustments and Next Steps

- **Status:** In progress
- **Actions:**
 1. Confirm the timeline and action items for the Friday and Tuesday meetings.
 2. Finalize the list of questions and required actions for the next steps.
- **Responsible:** Tobias Hust
- **Estimated Date:** Next steps to be discussed in the Friday meeting.

Conclusion:

The meeting primarily focused on confirming the scope and requirements related to the merging of company codes, ensuring only financial data is transferred. There was an emphasis on preparing the necessary questions for Linda to ensure the design phase is built correctly. Clarifications around DSCO company codes were made, and next steps were outlined with upcoming meetings.

Next Steps:

1. **Ensure financial data is correctly migrated for DSCO company codes**
Responsible: Rodolfo Ortiz Chavarin
Estimated Date: Ongoing during the migration process.
2. **Send questions to Linda for capturing all design requirements**
Responsible: Matias and Dennis
Estimated Date: By early next week.

3. **Confirm functional and technical requirements**

Responsible: Tobias Hust

Estimated Date: Ongoing.

4. **Final preparation for the Friday and Tuesday meetings**

Responsible: Tobias Hust

Estimated Date: Next meeting scheduled for Friday.