

Controlling

Internal Order

Internal Order in SAP S4 HANA

Internal Orders in SAP S/4HANA are temporary cost objects used to plan, collect, and analyse costs (and occasionally revenues) for specific, short-term tasks or events, such as trade fairs or R&D projects.

Once collected, these costs are settled to permanent receivers like Cost Centers or Profitability Analysis (CO-PA)

Type of Internal Order

Real Orders: Capture and hold actual costs. At period-end, these accumulated costs must be settled and transferred to other receiver cost objects, such as a cost center or profitability segment

Statistical Orders: Used purely for management analysis and reporting. They do not carry actual costs; instead, the actual costs go to a "true" cost object like a cost center, while the statistical order provides additional informational tags. They cannot be settled or budgeted

Configuration

1. Activate Order Management in Controlling Area. (OKKP)
2. Define Internal Order Type (KOT2_FUNCAREA)
3. Create Internal Order (KO01)
4. Create Internal Order Groups (KOH1)
5. Plan Internal Order (KPF6)
6. Post Expenditure (FB50)
7. Internal Order Wise Report (KOB1)

1.Activate Order Management in Controlling Area. (OKKP)

SAP

Change View "Activate components/control indicators": Details

New Entries

More

Controlling Area

Basic data

Activate components/control indicators

Assignment of company code(s)

Controlling Area: HP30

Controlling Area HP30

Fiscal Year: 2026

to: 9999

Activate Components

Cost Centers: Component active

☒ AA: Activity Type

Order Management: Component active

Commit. Management: Component not active

Acty-Based Costing: Component Not Active

ProfitAnalysis: ☐ costing-based ☐ Margin Analysis

☐ Projects

☐ Sales Orders

☐ Cost Objects

☐ Real Estate Mgmt

☐ W. Commit. Mgt

Other Indicators

☒ All Currencies

☐ Variances

Define Internal Order Type (KOT2_FUNCAREA)

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Display IMG

Existing BC Sets

Apply Filter

Change Log

Compare

Where Used in Tran

Structure

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Cross-Application Components

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Mobile Application Integration Framework Configuration

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SAP Portfolio and Project Management

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Financial Accounting

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Financial Supply Chain Management

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Multi-Bank Connectivity Connector

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Strategic Enterprise Management/Business Analytics

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Controlling

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General Controlling

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Cost Center Accounting

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Internal Orders

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Requirements

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Activate Order Management in Controlling Area

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Order Master Data

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Define Order Types

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Maintain Number Ranges for Orders

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Change View "Order Types": Details

New Entries

More

Order Type:

TRAD

 Trade fare Order Type for HP30

Order category:

Internal Order (Controlling)

Number range interval:

A - ZZZZZZZZZZZZ

General parameters

Control indicators

Settlement prof.:

Strat seq. sett.rule:

Planning Profile:

000001

 General pl...

Execution Profile:

Budget Profile:

Object class: *

Overhead costs

Functional area:

Model Order:

Collective order without automatic goods movement

CO Partner Update:

Semi-active

Commit. Management

Revenue Postings

Integrated Planning

Archiving

Status management

Residence Time 1: Months

Residence Time 2: Months

Status Profile:

Release Immediately

Status dependent field select.

Create Internal Order (KO01)

< SAP

Create Internal Order: Master data

Settlement Rule

More

Order: * IN30

Order type: TRAD

Trade fare Order Type for HP30

Description: Internal order for Trade Fare for HP30

Assignments

Control data

Prd-end closing

General data

Investments

Assignments

Controlling Area: HP30

Controlling Area HP30

Company Code: HP30

HP India Pvt. Lmt.

Business Area:

Plant:

Functional Area:

Object Class: * Overhead

Profit Center: PCA1

Responsible CCtr:

User Responsible:

WBS Element:

Requesting CCtr:

< SAP

Create Internal Order: Master data

Settlement Rule

More

Order: * IN30

Order type: TRAD

Trade fare Order Type for HP30

Description: Internal order for Trade Fare for HP30

Assignments

Control data

Prd-end closing

General data

Investments

Status

System status: REL

Tech. comple

Allowed transacts.

Control data

Currency: INR

Indian Rupee

Order category: 1

Internal Order (Controlling)

☐ Statistical order

Actual posted CCtr:

☐ Plan-integrated order

☐ Revenue postings

☐ Commitment update



Create Internal Order: Initial screen



 Master Data

More 

Controlling Area:  Controlling Area HP30

Order Type: Trade fare Order Type for HP30

Reference

Order:



Order was created with number IN30 [View details](#)

Create Internal Order Group - KOH1

< 

Create Order Group: Structure

+

-

↶

 Same Level

 Lower Level

 Order

Deselect



More ▾

HP_TRADE

Intrnale Order Group - HP30

IN30

Internal order for Trade Fare for HP30

Create Cost Element for Internal Order

<

SAP

Display G/L Account Centrally

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✉

Edit financial statement version

Edit set

Time-Dependent Attributes

More ▾

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🔄

📄

▾

Company code HP30

> 📁 ASSET

▾ 📁 EXPENSE

📄 400000 Salary A/c

📄 400001 Rent a/c

📄 400002 Purchase Account

📄 400003 Employee Sal. A/c

📄 400004 Salary A/c - CO

📄 400005 Salary A/c - CO

📄 400006 Purchase Account GST

📄 400007 Purchase Account TAX

📄 400008 Raw Mat. Consum A/c

📄 400009 PRD a/c

📄 400010 Misc. Exp. A/c

📄 400030 Depp. Exp. Machine

📄 400031 Loss Due to Scrap Ac

📄 400032 Loss on Sales Asset

📄 400040 Petrol exp. a/c

📄 400041 Settlement CE.

📄 400044 Trade Fare Exp. a/c

> 📁 INCOME

> 📁 LIABILITIES

> 📁 Tax and Duties

G/L Account: * 400044 Trade Fare Exp. a/c

Company Code: * HP30 HP India Pvt. Lmt.

Type/Description

Control Data

Create/bank/interest

Key word/translation

Information (C/A)

Control in Chart of Accounts HP30 Operational Chart of Account of HP30

G/L Account Type: Primary Costs or Revenue ▾

Account Group: EXPENSE ▾

Detailed Control for P&L Statement Accounts

P&L statmt acct type: X

Description

Short Text: Trade Fare Exp. a/c

G/L Acct Long Text: Trade Fare Exp. a/c

Consolidation Data in Chart of Accounts HP30 Operational Chart of Account of HP3

Trading Partner No.:

< Planning Cost Elements/Activity Inputs Change: Initial screen

Entry

☐ Free

☒ Form-Based

[illegible]

Post Expenditure (FB50)

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SAP

Enter G/L Account Document: Company Code HP30

Tree On

Company Code

Hold

Simulate

Park

Editing Options

More

Basic Data

Details

Document Date: 12.06.2026

Currency: INR

Posting Date: 12.06.2026

Period: 3

Reference:

Doc.Header Text:

Document Type: *SA G/L Account Document

Cross-CC Number:

Company Code: HP30 HP India Pvt. Lmt. Bengaluru

Amount Information

Total Dr.

110,000.00 INR

Total Cr.

110,000.00 INR

2 Items (No entry variant selected)

	St...	G/L acct	Short Text	D/C	Amount in doc.curr.	Text	Lo...	Com...	Trading...	Busi...	Part...	Cost center	Order	Fin...	Sales c
☐	☒	400044	Trade Fare Exp...	Debit	110,000.00			HP30					IN30		
☐	☒	100000	HDFC Bank	Credit	110,000.00	Bank account		HP30							
☐	☐							HP30							
☐	☐							HP30							

Document 100030 was posted in company code HP30

<
Display Document: Data Entry View

Display Currency
 General Ledger View
More ▾

Exit

Data Entry View

Document Number: 100030	Company Code: HP30	Fiscal Year: 2026
Document Date: 12.06.2026	Posting Date: 12.06.2026	Period: 3
Reference:	Cross-Comp.No.:	
Currency: INR	Texts Exist: ☐	Ledger Group:

C...	Item	K...	Sr	Account	Description	Amount	Crcy	Tx	Co	Profit Ctr	DocumentNo	Cl	G/L Account	S...	C...	Acc...	D/C	B...	TF	WT	Tz	LC	Amo...	Vz	Assign.	Text	Tr	Order
HP30	1	40		400044	Trade Fare Exp. a/c	110,000.00	INR			PCA1	100030		400044			S	S					110,000...						IN30
	2	50		100000	HDFC Bank	110,000.00-	INR				100030		100000			S	H					110,000...	20260612	Bank acc...				

Internal Order Wise Report (KOB1)

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SAP

Display Actual Cost Line Items for Orders : Initial Screen

Further Selection Criteria...

More

Controlling Area: HP30

Order: IN30

to:

or

Order Group:

Cost Element: 400044

to:

or

Cost Element Group:

Posting Data

Posting Date: 01.06.2026

to: 30.06.2026

Settings

Layout: 1SAP

Primary cost posting

More Settings

Selection Screen Definition

Edit Selection Screen

Internal Order wise Report

		SAP		Display Actual Cost Line Items for Orders	
				Document Master Record	
				Layout Order Report Currency	
				Primary cost posting Internal order for Trade Fare Indian Rupee	

Cost Element	Cost element name	Σ Val.in rep.cur.	Total quantity	PUM	Offsetting Acct	Name of Offsetting Account
400044	Trade Fare Exp. a/c	110,000.00			S 100000	FC Bank
Order IN30 Internal order for Trade Fare for ...		■ 110,000.00				
		■■ 110,000.00				

Internal Order Variance Report Plan Vs. Actual

SAP

SAP Easy Access

More

> Cross-Application Components

> Logistics

> Accounting

> Financial Accounting

> Financial Supply Chain Management

> Controlling

> Cost Element Accounting

> Cost Center Accounting

> Internal Orders

> Master Data

> Planning

> Budgeting

> Actual Postings

> Period-End Closing

> Year-End Closing

> Information System

> Reports for Internal Orders

> Plan/Actual Comparisons

S_ALR_87012993 - Orders: Actual/Plan/Variance

S_ALR_87012994 - Orders: Current Period/Cumulative

S_ALR_87012995 - List: Orders

S_ALR_87012996 - List: Orders by Cost Element

S_ALR_87012997 - List: Cost Elements by Order

Additional Characteristic

< SAP

Orders: Actual/Plan/Variance

Column

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>

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More

Print

Exit

Variation: Order

> * Order Group

HPPETROLORDR Petrol Expenses Order for HP30

IN30 Internal order for Trade Fare for HP30

TRADEFAREIO TRADE FARE Internal Order for HP30

Orders: Actual/Plan/Variance

Date: 12.06.2026 19:09:42

Page: 2 / 2

Order/Group

IN30

Internal order for Trade Fare for HP30

Reporting period

3 - 3 2026

Cost Elements	Actual	Plan	Var. (Abs.)	Var. (%)
400044 Trade Fare Exp. a/c	110,000.00	100,000.00	10,000.00	10.00
* Costs	110,000.00	100,000.00	10,000.00	10.00
** Balance	110,000.00	100,000.00	10,000.00	10.00