

CASE STUDY

# FINANCE PROCESS EXCELLENCE For a Communication & Tech Company

## ABOUT THE CLIENT

A global enterprise with offices in 10 locations across the world and a pioneer in the research impact and technology solutions space, Our client provides AI products and solutions for scientific editing and publication support, medical writing, translation, English education, publishing, business and media transcription



## BUSINESS CHALLENGE

With Offices across the globe and non-integrated accounting applications, our client faced

- Stressful and time-consuming month end close process,
- Delayed invoice processing and duplicate payments affecting credibility
- Low visibility across spends and Inaccurate provisioning



## Challenges

> 70% Non PO Based invoice processing

Incomplete Supplier Master

No defined TAT for PO to invoice pay-out process

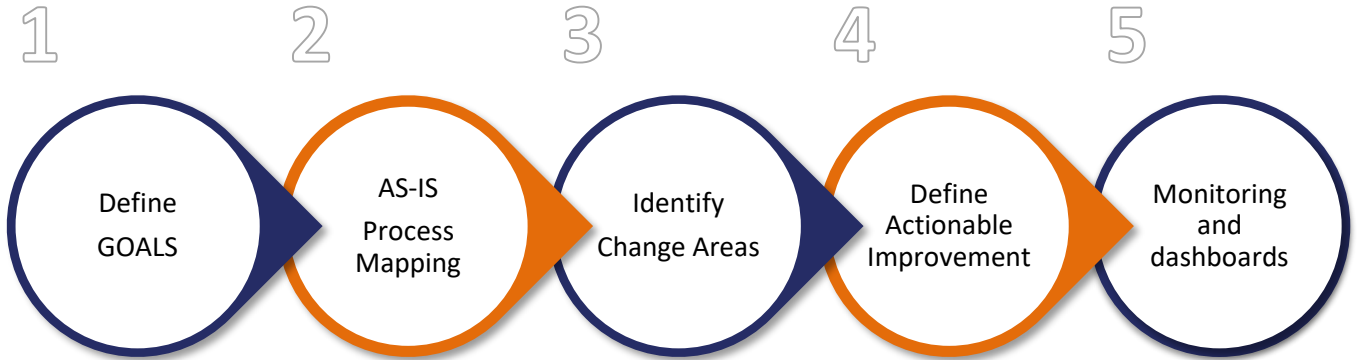
Manual data points across invoices adding to data capture complexities

Multiple levels of approvals adding to delays

Ineffective budgetary controls

# FINANCE TRANSACTIONAL EXCELLENCE

## APPROACH



### Define GOALS



- Identify the **specific quantified GOALS** of problem statement that turn into deliverables
- **Alignment of GOALS** with the process owners

### AS-IS Process Mapping



- Review of historical data to corroborate perception of management with reality
- Review of data robustness & underlying process
- Pictorial process mapping with gaps

### Change Areas



- Presenting to management the reality vs expected process
- Charting out areas that require improvements
- Aligning with process owners on change areas

### Improvement



#### Actionable

- Step by Step detailing of actionable for each agreed change area
- Each actionable clearly states responsibility, TAT and dependencies, if any
- Mapping of GOALS addressed through each actionable

### Dashboards



- Create Dashboard for the management that highlight progress of transaction excellence
- Develop consolidated action tracker with clear responsibility, proposed completion dates, order of completion.



## BUSINESS IMPACT & VALUE CREATION

### Transactional Excellence



- Finance dashboard to monitor progress
- Streamline month close process by grouping the activities into “Start early”, “Require strengthening”, “Continue AS-IS”
- Chart of month close activities with source/ timelines/ responsibility ensuring 4<sup>th</sup> day closure
- Design supplier catalogue, Payment File generation for all entities & Change in Payment Scheduling
- Elimination of redundant activities in PO-Invoice process and Optimised team’s bandwidth

## ABOUT US



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