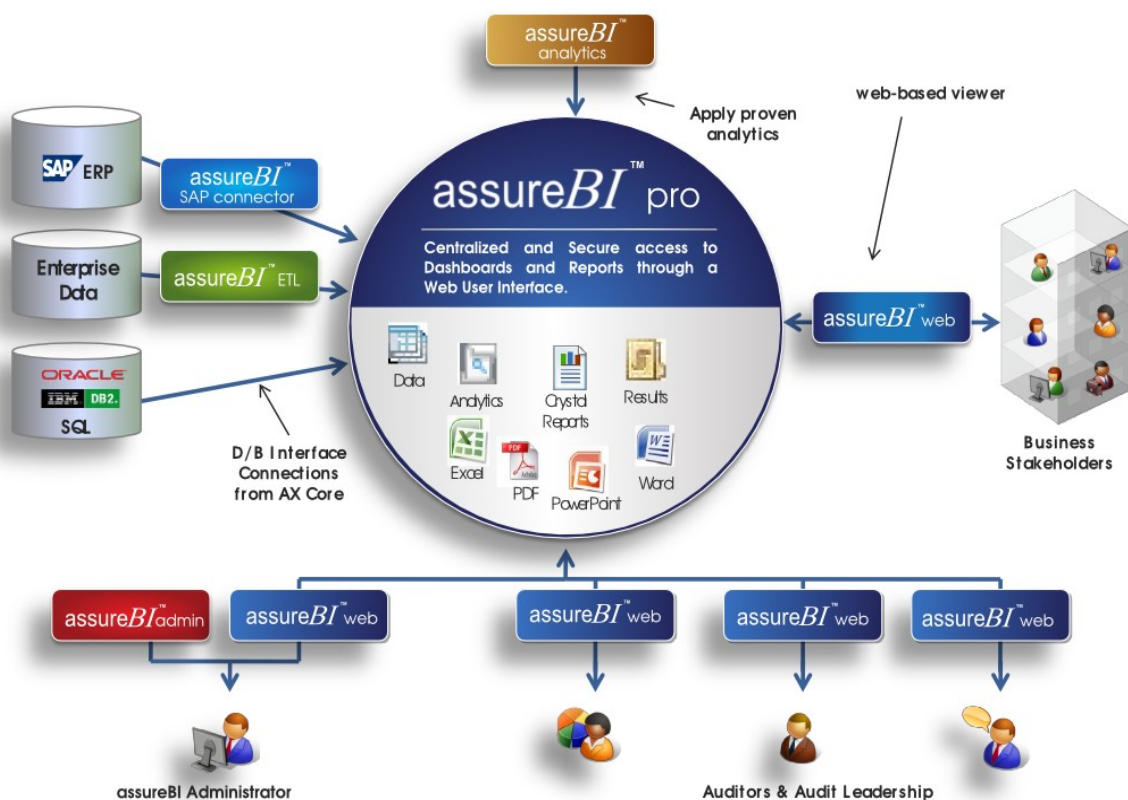


**how to do  
more with less  
and manage  
bottom line  
better..**



**assureBI** is a management control and monitoring platform that is designed to help your company be more responsive and efficient. assureBI gives your company powerful tools that can help you quickly identify and control the exceptions. SSPL in its endeavor to provide automated solution to manage, analyse and audit the complicated ERP systems such as SAP, Oracle, PeopleSoft, JDEdwards, BaaN etc. assureBI Audit Solution answers most of the audit challenges. assureBI Audit covers following areas of audit concern and solution is fully expandable, and customizable to the user requirements and needs.

## Solution Architecture



## Procure to Payment Cycle

### Vendor Master Module

1. Vendor Master with Employee Master for possible matches on various parameters, such as addresses. Analyze the exception with the exposure to the business and price benefits.
2. Vendors with same alternative payee.
3. Invalid PAN details from Vendor Master.
4. PAN number associated to multiple vendors.
5. Vender marked for deletion but still have outstanding debit/ credit balances.
6. Checking of Duplicate Vendors in Master File.
7. Unusual transactions with vendors from tax havens.

### Purchase Order Module

8. Purchase Requisition and Invoice Payments.
9. Split Requisitions with release strategy details.
10. Purchase orders without purchase requisition.
11. Split Purchase Order with release strategy details.
12. Purchase Order without release strategy.
13. Purchase Order to delivery cycle time variance.
14. Purchase Order without latest Goods Receipt date.
15. Purchase orders without request for quotations.
16. Purchase Orders to vendors marked for deletion.
17. Tax codes (used in Purchase Order) comparison for same material purchased more than once.
18. List the open Purchase Orders.
19. Purchase Order amendment logs.

### Goods Receipt Module

20. Good Receipt from un-approved vendors.
21. Goods Receipt and Purchase Order quantity variance.
22. Goods Receipts to Payment cycle time analysis.
23. Goods receipt without purchase invoices.
24. Goods Receipt taken beyond latest Goods Receipt date mentioned in Purchase Order.
25. Defective goods analysis.
26. Goods Receipt to Payment cycle time report.
27. Purchase Order without Goods Receipt/ Inward Receipt control.

28. Verification of vendors for delayed delivery.

### Purchase Invoice Module

29. Purchase Orders Post Purchase Invoice.
30. Purchase Order, Purchase Invoice Amount Variance.
31. Product price variance for provided by same vendor as well with different vendors.
32. Purchase Order Vendor different from Invoice Party.
33. Double bill booking.
34. Invoice date before Good Receipt date.

### Purchase Voucher Module

35. Manual Payments.
36. Delayed payment posting and report.
37. Purchase Order and Purchase Voucher Services Amount Variance.
38. Debit/ Credit notes raised to blocked vendors.
39. Payments made to high risk vendors or vendors from high risk geographies.
40. Payments made from a bank account of the company outside the country of operations.

### Special Report Module

41. Favored Vendor analysis.

## Order to Cash

### Customer Master Module

1. Customer Master with Employee Master relationship
2. Customer Master, with invalid inputs and missing important information.

### Sales Order Module

3. Sales orders created for unapproved customer masters.
4. Sales Order Quantity, Delivered Quantity comparison for short or wrong delivery.
5. List of Open Sales Order to Post Due Date.

### Goods Dispatched Module

6. Order to dispatch cycle time / Order - Dispatch - Delivery cycle time.
7. Quality Check failed materials dispatch.

### Sales Invoice Module

8. Identify credits taken beyond terms of payment days.
9. High value credit invoices balances and credit notes.
10. Credit Note without Rebate Agreement.
11. Sales Invoices cancelled.
12. Excisable items billed without excise being charged.
13. Traded items billed with excise.
14. Dealer price charged to Non-Dealer.

#### **Account Receivable Module**

15. Sales Return Analysis.
16. Sales 3 way match between Sales Order, Delivery and Payment Received.
17. Accounts Receivable - Client Credit Review.
18. Cheque Dishonor details with customer information and amount involved.

#### **Special Report Module**

19. Favored Customer Analysis.

#### **Inventory Management**

1. Material Price Change Manually
2. Items Purchased But Not Used
3. Aging Analytics.

#### **Cost management**

1. Accounts Receivables customer Billing Review
2. Accounts Payables Payment Term Review

#### **Human Resource**

1. Unauthorized changes in Employee Master related to payout, and Segregation of Duties.
2. Unauthorized and un-approved additions to Payroll Master.
3. Common bank account numbers with multiple employees.
4. Payroll calculations as per system and what it should be.
5. Hiring without business line requests.
6. Segregation of Duties violation as per corporate policies.
7. Clock cards/ Timesheets vs. Payroll Reports variance.
8. Unauthorized modifications to time & attendance details.
9. Attrition trend across periods and reasons analysis.
10. Performance incentive mis-match.

11. Identify payments to terminated or non-existent employees.
12. Verify commission calculations.
13. Person has applied for leave but claimed expenses on travel or any other expenses heads.
14. Staff Leave Analytics.
15. Personal ID Verification.
16. Rewards and Appraisals Analytics.
17. Staff Loans Analytics.

#### **Finance/ Accounts**

1. Fixed Assets Analytics.
2. Manual Postings.
3. Weekend Transactions for Exceptions.
4. Open General Item Accounts Analytics.
5. Analyze, select, and confirm shareholders' accounts and equity.
6. Calculate financial ratios (and changes) for sales/assets, debt/equity, etc.
7. Compare summaries by major account in any order (low-high, high-low).
8. Compute weighted and average interest rates across any periods.
9. Calculate and sort percentage variances in accounts between periods
10. Prepare trial balances by tax groups and calculate various tax provisions
11. Print custom balance sheets, P&L statements, cash flow analyses, etc.
12. Select any journal entry for test and audit purposes from any period.
13. Speed closing with quick account reconciliations and adjustment transactions.
14. Verify feeder systems data in a consolidated ledger.
15. Confirm consistent use of ledger accounts and codes.
16. Debit – Credit Note reconciliation. Outstanding old debit memos
17. Unauthorized expenses claimed.

18. Expenses not pertaining to a person but claimed, such as Marketing Expenses claimed by Execution Officer, cross expenses of functionality.
19. Match Vendor Master with Employee Master for possible matches on various parameters, such as addresses.
20. Over the limit expenses are claimed and paid.
21. Payments made through bank accounts outside the country of operation.
22. Payments made to agents/ accountants/ consultants who have not been hired earlier.

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