



# FA Asset Reconciliation Automation

**Streamlining Financial Operations with Power Query**

Transforming a manual, error-prone reconciliation process into an efficient, automated workflow.

# Current State: The Manual Burden

Our existing reconciliation process for GL vs. FA Addition Report is **time-consuming** and **prone to errors**.



## Manual ID Extraction

Extracting asset IDs from diverse narration text is tedious and inconsistent.



## Debit/Credit Conversion

Manually converting Dr/Cr entries to proper positive/negative values introduces risks.



## Complex Grouping

Grouping and netting entries by Asset ID is a repetitive and time-intensive task.



## High Inaccuracy Risk

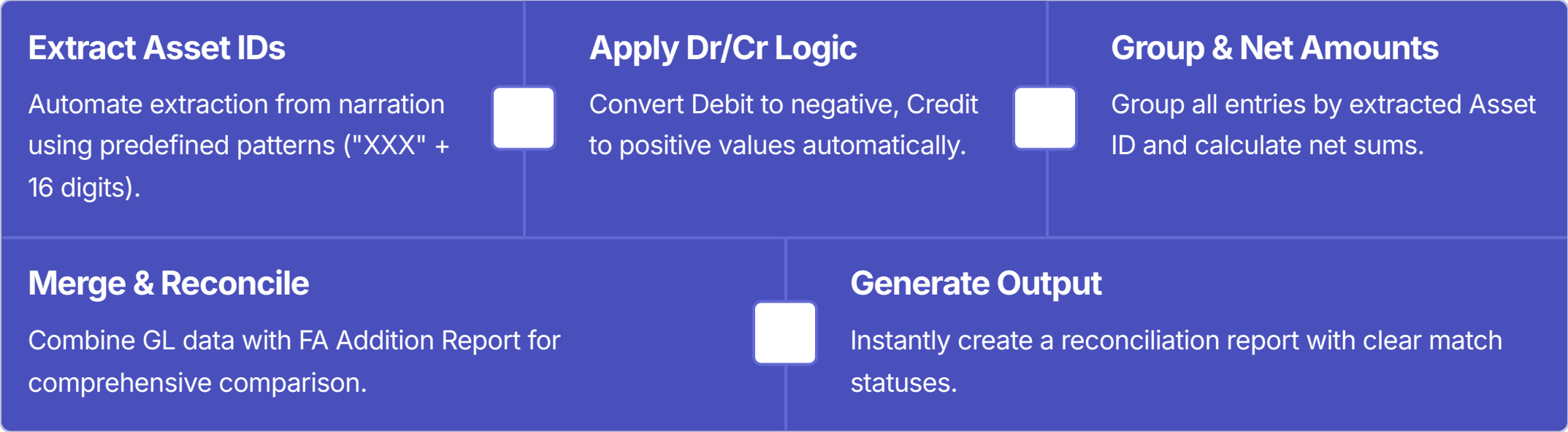
The manual nature leads to significant reconciliation inaccuracies and rework.



The process demands significant manual effort, diverting valuable analyst time.

# Proposed Solution: The Power Query Advantage

Leveraging Excel Power Query for intelligent data transformation, dramatically reducing reconciliation effort from hours to minutes.



# Project Scope & Requirements

Clear boundaries and critical success factors for the automation project.

## In-Scope

### GL & FA Reconciliation

Automation of reconciliation between GL (embedded Asset IDs) and FA Addition Report.

### Match Status Output

Generation of detailed reconciliation output with clear match statuses.

### One-Click Refresh

Easy refresh capability after updating source data for user simplicity.

## Out-of-Scope

### Other FA Processes

Disposals or GL clearing are beyond this project's current scope.

### Source System Changes

No modifications to upstream ERP configurations or source data are planned.

## 1 Performance

Handle up to **50,000 rows** within **2 minutes**.

## 2 Usability

Simple "paste data + refresh" process for end-users.

## 3 Accuracy

**100% reliable** match results for audit readiness.



# Roadmap to Success: Mitigating Risks

**Risk: Narration Format Change**

**Mitigation:** Build robust validation checks and error flags within the Power Query solution.

**Risk: Incorrect Sheet Usage**

**Mitigation:** Provide a locked template with clear, user-friendly instructions for data pasting.

**Risk: High Volume Slowdown**

**Mitigation:** Continuously optimize Power Query steps and disable intermediate loads for efficiency.

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## Acceptance Criteria

**Validation**

Output matches manual reconciliation for sample test period.

**Logic Accuracy**

Difference logic correctly applies: Matched (0), Round Off ( $\pm 10$ ), or Difference.

**User Confirmation**

Users confirm successful reconciliation after data replacement and refresh.