Invoice Optimization Suggestions

Delays:

* Invoices with processing delays (Days_Taken > 5 days):

 + INV001 (9 days)

 + INV005 (7 days)

 + INV012 (6 days)

 + ... (others pending or processed in > 5 days)

* Investigate and resolve causes for these delays:

 1. Check for missing or incomplete information.

 2. Review workflow bottlenecks and optimize processes.

 3. Provide additional training to staff if necessary.

Workload:

* Uneven distribution among Assigned_To (acctnt_1 to acctnt_6):

 + Acctnt_1 has 11 invoices, while others have fewer:

  - INV001, INV007, INV013, ... (all assigned to acctnt_1)

 + Rebalance workload by redistributing tasks or providing support for overallocated staff.

Actionable Steps:

* Review and optimize workflow processes to reduce delays.

* Provide training to staff on efficient task management and communication.

* Implement a system for monitoring and reporting on workflow performance.

* Regularly review and adjust the distribution of tasks among Assigned_To personnel.