

Finance Process overview

	Summary Details
Process Name	Investment Triggers
Process Owner(s)	Kathryn Edwards (Corporate Finance Manager), Ryan Price (Investment Accountant Finance)
Process Objective	Ensure investment allocations are valid, accurately calculated and recorded in the ledger.
Process Scope	<p>The process includes the process to create investment allocations percentage rates and upload of the rates into FDM, investment data import from source systems into FDM, automated processing/calculations of investments allocations within FDM and posting of the investments adjustments from FDM to Agresso.</p> <p>The investment reporting is excluded from this process as it is covered separately.</p>

Summary of Findings and Recommendations

Below is a list of findings or recommendations identified in the premium process:

	Summary Details	Classification (design gap, control gap, process improvement)
1	Investment data load from source systems/input files to FDM is significantly manual via the FDM control sheet and prone to human error. Finance should consider making this process automated.	Process improvement
2	The posting of investment allocation journals from FDM to Agresso is significantly manual via posting engine sheet and prone to human errors. Finance should consider making this process automated.	Process improvement
3	The process for business upload of investment allocation percentages into FDM need some work. This may need some FDM development. Current percentages were updated by FDM development team as it was easier for them rather than business	Process improvement

Future Development Requirements

Below is a list of findings or recommendations identified

	Summary Details
1	Automation of investment data load from source systems/input files to FDM.
2	Automation of the posting of investment allocation journals from FDM to Agresso.

3	Develop a process or mechanism to enable business to upload investment allocation percentages into FDM.
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Risk Register Controls

No risk register controls were identified.



