

# **Accounting Processes and Systems**

## Accounting sub-processes aligned by typical large company organization model

#### **Business Units**

Time & Attendance

- Tracking aligns w/ Payroll rules, Cost Accounting
- PTO tracked, segmented
- Proper review/approval

# Procurement

- Vendor selection process
- Competitive quotes (full landed cost)
- Vendor Master File
- Supply chain risk mgmt

## Cost Accounting

- Cost methods: project, standard, process, etc.
- · Variable cost attribution
- Overhead allocations
- Activity Based Costing

#### Order Entry & Billing

- Customer Master File
- Price allocation for Revenue / Profitability
- Consolidated billing?
- · Sales Taxes, VAT

### Revenue Recognition

- ASC606 methodology
- Deferred costs or revenue (Contract Assets / Liabs)
- Changes in assumptions or estimates

#### **Shared Services**

Payroll

- Pay Shift, OT, PTO rules
- Federal, State, Local withholding, remittances
- Benefits, 401K W/H's



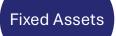
- Vendor Master File
- Invoice input, approvals
- A/P aging
- · Discount programs
- Pay channels



- Pre-trip Approvals
- Travel & Expense Policy
- Expense Report Review, Approvals
- Travel Card Programs

Accounts Receivable

- · A/R aging
- Contact, escalation rules
- 3rd party collections
- · Bad Debt write-off
- Cash Application process



- Capex Approval Process
- · Automated Depreciation
- Intangible Assets
- Impairment, End of Life
- Prepaids & Amortization

#### General Accounting +

General Ledger

- G/L Structures
- Prepaids & Amortization
- Accruals
- Acctg Policies & Controls

Close & Consolidate

- Closing process
- Inter-company balances and eliminations
- · X-entity consolidation
- GAAP vs. Statutory

Accounts Reconciled

- Account Reconciliation standards, templates, frequency, reviews
- · Item aging

Cash & Treasury

- · Bank account mgmt
- Credit card programs
- Investments
- · Debt agreement mgmt
- Payment releases

Taxes

- · Entity filings and fees
- · Sales Taxes, VAT
- Federal, State/Local Taxes
- Proactive Tax Planning
- Deferred Taxes