Audit Compliance With Workflow Automation

October 21, 2015
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Today’s Speakers:

MARTY HERBERT
DIRECTOR, BUSINESS AUTOMATION, CONSULTING MANAGEMENT
Audit Compliance With Workflow Automation

October 21st, 2015
Presenter Name
Marty Herbert
Director, Business Automation, Consulting Management
mherbert@neosystemscorp.com
Who is NeoSystems anyway?

Integrated BPO and Managed Accounting, HR and IT Solutions with Systems Integration

**Strategic Back Office (SBO)**

*noun*

1. The **backbone of a company** performing the vital operations that allow a business to function. 2. Every single business on the planet needs a back office of some size or sophistication level. 3. The SBO enables organizational departments to interface and function seamlessly among one another. At a basic level, the SBO consists of **Finance & Accounting, Contracts, Information Technology, and Human Capital Services**.
Let’s Meet NeoSystems

- Award winning Systems Integrator and BPO Provider
- #1 Finance and Accounting Outsourcing provider to Government Contracting and NPO/NGO market
- Comprehensive Suite of Strategic Back Office Services
  - Accounting
  - Contract Management
  - Financial Planning & Analysis
  - Hosting
  - HR Management
  - IT Infrastructure & Management
  - Consulting and Training
  - Business Management Systems Implementation
  - Compliance
- Incorporated in 2003
- 200 Staff Nationwide
- Office Locations
  - Tysons Corner, VA (HQ)
  - Orlando, FL

COMPANY HIGHLIGHTS

- Over 700 Clients
- Over 50,000 Users
- 90%+ Client Retention Rate
- INC 5000 Fastest Growing Company for 6 Years
## Industry Leading Partners

### NeoSystems Alliances

<table>
<thead>
<tr>
<th>Business Services/ Solution Offerings</th>
<th>Gov Con</th>
<th>Non Profit</th>
<th>Commercial</th>
</tr>
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<tbody>
<tr>
<td>Consulting and Forensic Services</td>
<td>PwC</td>
<td>PricewaterhouseCoopers(PwC)</td>
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<td>ERP – Accounting and Back Office</td>
<td>Deltek</td>
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<td>Human Resources</td>
<td>Ultimate Software</td>
<td>Deltek</td>
<td>Insperity Solium Ethical Advocate</td>
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<td>Document Management and/or Workflow</td>
<td>integrify</td>
<td>Hyland Software</td>
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<td>Contract Management</td>
<td>contactlogix</td>
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<td>Project Management &amp; Resource Planning</td>
<td>SAVIOM Microsoft Office Project</td>
<td>SAVIOM</td>
<td>Microsoft Project</td>
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<tr>
<td>IT Infrastructure &amp; Hosting</td>
<td>Dell</td>
<td>Oracle Citrix Amazon Web Services</td>
<td>Microsoft VMware Deltek</td>
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Why are you here?

The Big Ones:
– FAR
– DFARS Business Systems
– Sarbanes-Oxley
– HIPAA
The Auditor Cometh…
Are you Compliant?

✓ DFARS
✓ SOX
✓ HIPAA
✓ SEC
✓ SFAS
✓ IFRS
✓ GAAP
✓ GAGAS
✓ FISMA

✓ FMA
✓ ITAR
✓ Dodd-Frank
✓ TINA
✓ Small Business Act
Consistency and Efficiency at Odds
Quick Return to Internal Controls

Risk Assessment
Control Environment
Info & Communications
Control Activities
Monitoring
When implemented thoughtfully with the proper toolset, automation can help maintain compliance and audit readiness through the consistency, efficiency, and documentation it brings to processes.
What ISN’T Automation?

Just because something is electronic, does not mean it is automated.
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<th>Description</th>
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**Attempted Acts of Automation**

**THE TRACKER**

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**Installation Drawing**

- Stock Motor Furnace Assembly: HT-1007.05P1
- Drum Plug Funnel Assembly: HT-1006.05P1
- Drum Plug Humidification: HT-1005.05P1
- Boiler: HT-1004.05P1
- Tank: HT-1003.05P1
- Mineral Wool Filter Cane: HT-1002.05P1
- Door Lifting Assembly, Dry, Gutta Percha Style: HT-1001.05P1
- Door Panel: HT-1000.05P1
- Door Carriage: HT-1009.05P1
- Coolant, 2 Plug Cane: HT-1008.05P1
- Door Assembly, Dry, Gutta Percha Style: HT-1007.05P1
- Door Blanket, Dry, Gutta Percha Style: HT-1006.05P1
- Blanket Locking Anchor: HT-1005.05P1

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**NeoSystems**

Grow Ahead... We've Got Your Back Office
Attempted Acts of Automation

THE SHARED FOLDER

- Home
- Neo-Dept-Consulting
- Neo-Dept-Consult-TechClientFiles
- Neo-Dept-HCM
- Neo-Shared Folders
Attempted Acts of Automation
E-MAIL
Attemped Acts of Automation
TRACK CHANGES
Timeliness as a Reason

How many times do you follow up on something?

100 messages x 5 min/message = 500 minutes (8.33 hours)
Let’s Automate Billing!
No, Really, Let’s Automate It!

Accounting -> Project Manager -> Timekeeping

Send Bill <- Client Format <- Status Report
Billing Nirvana?

- Accounting notified by system – Ready to Bill
- Code the Bill – Automated, role-based routing
- PM notified – PM reminded
- Accounting notified by system – Ready to Send
Billing Nirvana!

- Consistent
- Traceable
- Flexible
- Secure
- Auditable
- Efficient

Enhanced Workflow Automation
This Actually Exists

- Improved Efficiency
- Consistent Policy Execution
- Audit Ready
- Pro-Active Alerts
- Traceable
Upcoming Automation Conversations

- **November 3rd – 6th – Deltek Insight**
  - *Nashville, TN – Deltek Insight 2015*
  - Wed @ 2pm: NeoSystems & PwC “Workflow Automation Success Story”
  - Thurs @ 12pm: Invitation Only Luncheon (20 people)
  - Every Day (by Appt): Private Meeting Room, Requirements discussions

- **November 16th – Workshop**
  - “Build Your Own Process in Integrify”
    - [neosystemscorp.com/events](http://neosystemscorp.com/events)

- **February 24th, 2016 – FedPubsSeminar 1-day Course**
  - “Audit Compliance Through Workflow Automation”
    - Eliminate your pain points through process automation
Contact NeoSystems

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Senior Client Executive and Workflow Evangelist
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- Over 200 Classroom Programs
- Multiple New Topics
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- Major accreditation for most programs (CLE, CPE, CLP, CEU)

Related Classroom Program:

- Audit Compliance – February 2016 and October 2016

- 2015 Programs Still Available!
  - November
  - December
Thank you for Attending!

Upcoming Webinars

For playback and listing other webinars go to:

http://www.fedpubseminars.com/Webinars/