



Accounting manual is one of the most basic documents for any organization and fulfils compliance, controls and staff orientation needs in the finance department. Accounting manuals are also well aligned to organization system needs and also assist in deployment of computerized procedures. SIIPL ERRC provides industry standard templates and practices to help organizations build and deploy accounting manuals. The typical scope and coverage will vary depending on the nature of business – however common areas include finance, treasury, controllership, planning and budgeting.

<p>Customer need</p>	<p>Financial accounting is well defined and regulated as per company law however, implementation and interpretation varies owing to the nature of business. Creating an accounting manual helps bring policies, procedures, controls, authority matrices and reporting to a common understanding across the organization.</p> <p>Accounting manual scope covers a whole gamut of activities across the financial and accounting system of the organization that start from financial planning & budgeting, bookkeeping, establishing controls, reporting, staff responsibility, financial records management etc.</p>
<p>How SIIPL ERRC can help</p>	<p>SIIPL ERRC has ready to use diagnostic questionnaires and an accounting manual frame work which can be customized to your organization. SIIPL ERRC will interact with your finance team and end user departments to help build/modify your accounting manual. Normally such manuals are reviewed once a year for relevant updates as per changes in local laws.</p>
<p>Scope and Deliverables</p>	<p>Accounting manual Revision Guidelines End user orientation slide set</p>
<p>Customer responsibility</p>	<p>Access to decision makers Inputs on existing accounting and internal control procedures followed Access to financial systems and records</p>
<p>Engagement approach</p>	<p>SIIPL ERRC uses a combination of a data gathering exercise followed by documentation and review to create the accounting manual and post the final review with management and / or auditors, releases the same as per organization documentation formats.</p> <p>SIIPL ERRC does the basic document creation if required or simply does the review of the document thereby offering the customer a choice of price points for the effort. The model provides for upto 2 reviews for the effort. Normal implementation can take upto 5-6 days over 2 weeks.</p>
<p>Special Services* (Optional)</p>	<p>Internal control procedures Payroll policy Leave and travel policy</p>

	Re-organize and re structure the F&A Department
Service Reference	SI IPL-ERRC- F&AM-2009-07
Pricing	On request
Additional information	For a complete range of SI IPL ERRC Services, please visit www.siiplconsulting.com/ERRC or email us at errc@siiplconsulting.com

*Offered through our Specialist Services Partners

About Strategic Interventions India Private Limited

Strategic Interventions India Private Limited (SI IPL) is a business and operations advisory firm that is positioned as an organizational catalyst. Incorporated in 2003, it has worked with more than 50 customers from India, US and Singapore on various business, functional and domain aspects in select industry verticals such as manufacturing, healthcare, financial services, ICT & Education, Infrastructure and Retail.

SI IPL specializes in offering growth and change management consulting through its business life cycle services, functional problem solving through functional life cycle services, business transformation and outsourcing through its business transformation services and offers Executive coaching services through its Executive focus services as well. SI IPL projects typically span 6-36 months with clearly laid out milestones and deliverables. All SI IPL engagements involve ongoing knowledge transfer and training to maximize benefit to customers.

About SI IPL-ERRC

SI IPL ERRC is a special business value initiative primarily aimed at MSME (Micro, Small and Medium enterprises) with a comprehensive range of rapid deployment services that are offered through a combination of inbound (at SI IPL office) and outbound (at customer location) to suit short to mid term needs of such enterprises.

Key service groups offered by ERRC include Consulting, Training, Sourcing, Research, Mentoring and Financial advisory. All the services are paid services and are competitively priced and very affordable. SI IPL ERRC also offers an on-demand model that is uniquely suited to MSME needs for very short term needs (typically less than 1 week) using a DIY approach that combines powerful learning tools and an offline support process to keep costs low for MSME companies.

SI IPL ERRC uses a unique Workshop + Workout method which uses small focus groups of decision makers to put the plan together. SI IPL ERRC has its internal desk research capability that is used to pull together basic secondary research data for the plan. SI IPL ERRC has a team of senior functional / subject matter specialists who can be called in for short consultations (telephonic and face to face) during the process to resolve any knowledge gaps. The unique model helps keep costs low for the entrepreneur / organization and also helps build their skills using DIY (do it yourself) techniques for real time knowledge transfer during the consultative process.

<p>strategicinterventions India Private Limited #2, 2nd Floor, RR Chambers, 11th Main, Vasant Nagar, Off Millers Road Bangalore – 560052 Ph. +91-80-22202131/32 Fax. +91-80-22202134</p>	<p>URL: www.siiplconsulting.com Email: errc@siiplconsulting.com ERRC direct line: +91-80-41148279</p>
---	--