

# Accounts Payments



## Summary

The dual-purpose design of the Accounts Payments module allows it to be operated by both client and contractor users.

For client users the Accounts Payments module handles contractors invoices, matching them with original order details, and controlling the processes for approval and certification of the claim. Unallocated claims, where there is no match with an order, can also be processed.

Contractors claims may be entered manually, or received electronically - either directly from the Works Management module, or from an external contractor system.

Claims are checked for arithmetical accuracy, and compliance with contract terms. Tolerance levels can also be set to highlight significant differences between orders and invoices, enabling staff to focus on the more contentious claims.

With multiple-defect orders, the value of the claim may be distributed proportionately against all "tagged" defects on the order. This is particularly useful for high-volume, low-value works.

For larger works, claim values may be checked against calculated totals, based on interim and final measures of the work completed.

Supplementary claims and credit notes can also be accommodated.

Part-payment may be authorised and, if required, a defined proportion of the approved claim kept in retention. Payment Certificates can also be produced for approved amounts in electronic or printed form.

Claims processing automatically adjusts both commitment and payment details on the internal expenditure budget file. A full audit trail of claims and approvals is provided, together with all other related events in the life of the works, such as orders, variations, inspections and measures. This enables contractors queries on the progress of claims to be answered quickly and easily.

For a contractor (using the Works Management module) claims are automatically generated when completion details for works are entered (manually or via Insight Mobile).

Facilities are provided to batch up claims, so that they can be sent in bulk. This process can be automated to run on a daily, weekly or monthly basis.

In-built enquiries are provided to allow the contractor to report on claims which are due to be sent, or have been sent and are due to be paid.

Payment Certificates can be received directly from the client. A 'review certificates received' enquiry is also provided.

## Key Features

*Unique dual-purpose design providing client/contractor facilities*

*Sophisticated integration between the client/contractor functions*

*Contractor invoice claims processing*

*Electronic interface with external contractor systems*

*Invoice matching with order details*

*Interim and final invoices*

*Updating "actual spend" details against the expenditure budget*

*Automatic adjustment/cancellation of commitment*

*Claim/Order details comparison*

*Automatic hold/approval in accordance with defined tolerance limits*

*Search by contractor, order number, claim or defect reference*

*Dual-purpose "Awaiting Assessment" enquiry*

*Post-completion measures*

*Certificate of payment production*

*Supplementary invoice and credit note processing*

*Two levels of contract retention*

*Automated bulk retention release*

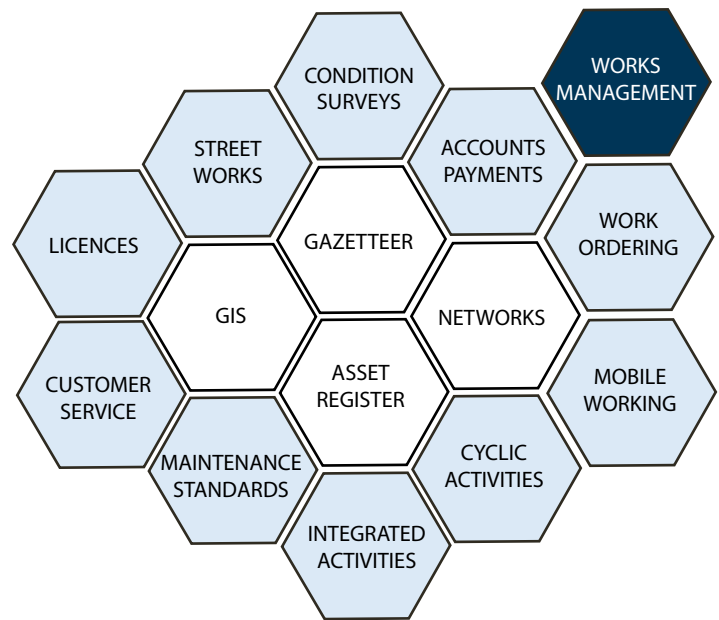
*Unallocated claims processing*

Insight comprises a range of highly integrated modules that can be used in various combinations, to provide individual solutions for the areas shown on the diagram in beige.

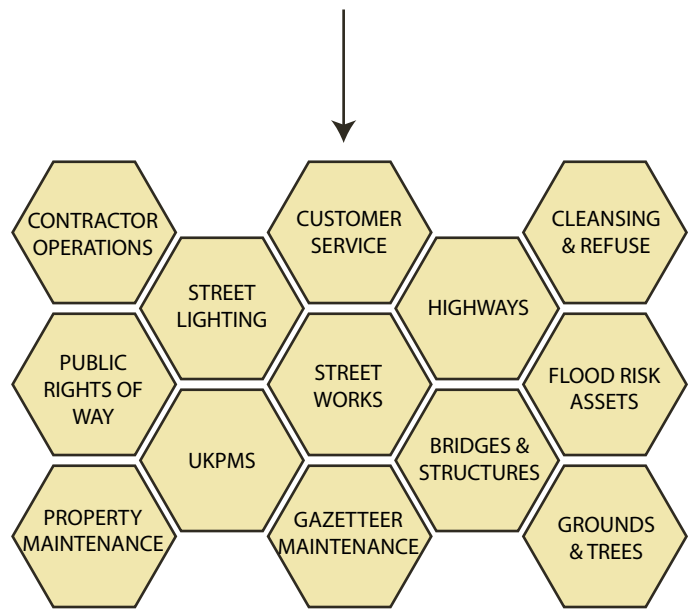
In total, the system provides the capability to manage ALL of these solution areas as part of a single integrated system.

This offers the opportunity for cost and efficiency savings (in line with the Gershon review), by streamlining operational practices and reducing the number of systems used to manage these areas.

Further savings can also be realised, since only one set of interfaces are required to be established and maintained with external and corporate systems.

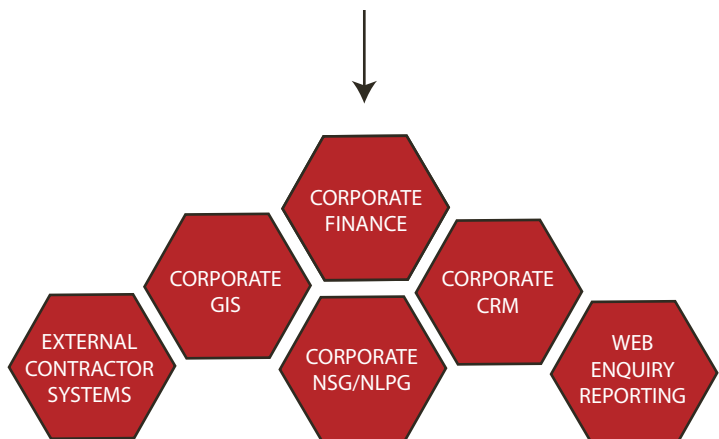


**MODULES**



**SOLUTION AREAS**

WEB SERVICES (XML & SOAP)  
COM and ODBC



**CORPORATE/EXTERNAL SYSTEMS**

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