ENSTO

suncode
business process management

FLOW OF INVOICES
IN **ENSTO POL**
COMPANY

ENSTO POL IS A BRANCH OF ENSTO GROUP – INTERNATIONAL, MANUFACTURING, FAMILY BUSINESS GROUP FROM FINLAND. ENSTO IS THE EXPERT IN THE FIELD OF ENERGY SAVING. THE GROUP HAS ITS OFFICES IN 20 COUNTRIES, HIRING 1,650 EMPLOYEES, AND THE COMPANY'S ANNUAL TURNOVER REACHES 260 MILLION EURO.

ENSTO POL SPECIALIZES IN SALES AND TECHNICAL CONSULTING IN TERMS OF ENERGY NETWORKS, INDUSTRIAL ENCLOSURES, LIGHTING SYSTEMS AND SYSTEMS FOR CHARGING SYSTEMS FOR ELECTRIC VEHICLES.

Considering the wide experience of Suncode specialists in the scope of workflow solutions implementation, Ensto Pol has decided to entrust them with the deployment of the Plus Workflow system. The implementation has embraced the headquarters in Straszyn and a couple of offices in Poland. The project included the analysis, optimization, and reflection of business processes in the Plus Workflow system. The solution, delivered by Suncode, has automated the process of cost and commercial invoices flow, sales invoice distribution, and business trip management.

The documents reaching the Enso Pol are scanned in several locations - in the headquarters with the usage of a dedicated scanner, and, in the other company branches, by multi-function devices. After scanning, the documents are transferred to proper Plus Workflow users responsible for their description, verification, and acceptance.

THE FLOW OF COST AND COMMERCIAL INVOICES

Due to the implementation of the system for cost and commercial invoices flow, Ensto Pol has obtained control over the company's costs. The company has also eliminated errors of incorrect data input, illegible signatures, or wrong cost allocation. The launched solution has tools that enable verification of data correctness, i.e., the control of invoice value with account assignment, control of duplicates, data completeness verification, etc. This excludes the possibility of a human error occurrence and strengthens the process efficiency. In the scope of commodity invoices management, the Plus Workflow enables matching invoices with goods receipt notes and verifying if an invoice is issued as ordered and delivered. All the invoices register, approve, and allocate in the Plus Workflow system, are posted in the IFS system. Moreover, due to the implemented interfaces, the Plus Workflow displays information about errors that occurred in the integrated IFS system.

DISTRIBUTION OF COST INVOICES

Another important element of the implementation was the introduction of a solution for the distribution of sale invoices. In this part of the implementation, Suncode specialists have introduced a module that automatically sends the sales invoices issued in the IFS system to the company's clients. Due to that, Ensto Pol's employees can easily control, for instance, when the document reached the addressee and whether the recipient confirmed its reception. Therefore, Ensto Pol may constantly monitor the status of sent invoices and quickly verify all the mistakes.

All sales invoices issued in the IFS system are registered and archived in an electronic repository of the Plus Workflow system.

Porvoo, Ensto Central

APPLIED BUSINESS AND TECHNICAL **SOLUTIONS**

In the case of business trip management, which also has been optimized, an employee may execute the business trip application process in the Plus Workflow. The application is sent directly to the acceptance of a responsible person, which significantly reduces manual work. The supervisor also has the option of delegating an employee directly in the system. Moreover, the system may verify the availability of a car, hotel, or flight. It also helps to prepare the advance payment for employees. Importantly, expenses are controlled even before the departure, and the final costs are booked in the IFS system. The Plus Workflow system also ensures that the business trip is accounted for correctly. A dedicated module, enabling an employee to enter the data about the delegation, is also available. After typing the suitable data, the system automatically calculates diets, lump sums, and summarizes all of the costs. All in accordance with the requirements of Polish law.

Ensto branches in the world

The Plus Workflow system supports employees of the headquarters in Straszyn and other departments in Poland. Additionally, the Plus Workflow has been integrated with the IFS Application, used by Ensto Pol. The introduced solution has optimized document flow, minimized the possibility of error occurrence, and increased cost control. The benefits of the Plus Workflow implementation have convinced Ensto Pol to introduce the same solution to the Czech branch of the group.

In 2018, Ensto Pol was awarded the Digital Finance Award for implementing IT systems for finance management.

Suncode's professional services have contributed to the enhancement of business processes in our company. The cooperation was effective. The obtained financial benefits satisfied us so much that we decided to implement the system also in the Czech branch of Ensto.

Jacek Wagner, Executive Director

WE MAKE
YOUR BUSINESS
PROCESS **EASIER**