Process Audit with SAP Mapping

Process Audit with SAP Mapping for a Mid-Size Chemical Manufacturing Company focusing on process Gaps and how SAP supports & controls the process for all the Operating functions.

Project Overview

- **Client:** *Leading Chemical Manufacturing company being India's Largest player in Acetyls space & having a direct presence in Europe.*
- **Problem Statement:** *Lack of confidence on system reports leading to maintenance of Manual control sheets instead of reliance on SAP system.*
- **Objective:** *Identify weaknesses in process control and corresponding SAP configuration and identify the underlying derivatives behind these manual processes and suggest how SAP can be used optimally.*
- **Coverage:** *3 locations with over 75 + employees*

Project Challenges

- **Documentation:** *Process critical SOP's, process document and flowcharts were completely missing.*
- **SAP System:** *SAP Blueprint was missing. User's not well versed with system functionality and features.*
- **Process:** *SOD issues; Reliance on Manual controls leading to time wastage; Control gaps & process issues in each cycle.*

Project Methodology

- **DMAIC Approach:** *Define, Measure, Analyse, Improve and Control*
- **Tools**: *Use of six sigma tools like Process walk through, Fishbone, SIPOC to identify and analyse wastage & Gaps.*
- **Documentation:** *Creating and documenting process flows and process variables for each process*
- *Review of **configuration of SAP Masters** and document level **controls***
- **Interviews:** *Personal interview of **each human** resource and **questionnaire**.*
- *Analysis of SAP data to identify **exceptions and deviations***

The Benefits

250+ Observations with recommendations and Process Documents delivered.

- **Time Wastage**: *Identified Wastage Elimination (Duplication, Automation of manual activities, process gaps) being 17% of observations.*
- **Process Gaps**: *Suggested Process controls / process modification either mapped to SAP Controls or compensatory manual controls – 45% of observations.*
- **SAP Config & Control Gaps**: *Mapped each process to SAP functionalities & system controls. Suggested SAP Config changes as per required process & regulatory compliance needs – 38% of all recommendations.*
- **Documentation**: *Created Framework for comprehensive SOP's / process documents.*

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