

# € TRAINING

Managing the Cash Cycle via Accounts  
Payable Best Practices

A group of four smiling business professionals (three men and one woman) are seated at a table in a meeting room. They are all wearing white shirts. The woman in the foreground is wearing a black top and a multi-strand necklace. The background is a bright, modern office environment.

15 - 19 December 2024  
Cairo (Egypt)



# Managing the Cash Cycle via Accounts Payable Best Practices

REF: F1324 DATE: 15 - 19 December 2024 Venue: Cairo (Egypt) - Fee: 3520 Euro

## Introduction:

This training program will provide participants a leading-edge forum to significantly improve their working capital management skills. They will gain a comprehensive range of very practical and highly effective tools and approaches that can be immediately implemented upon their return to work.

## Program Objectives:

At the end of this program, participants will be able to:

- Work effectively with the fundamentals of accounts payable.
- Understand and apply the fundamentals of effective transactional management systems.
- Review and comment on payment methods and cash management.
- Understand the need to incorporate risk and uncertainty into transactional processing and cash flow management.
- Identify best practice across all industries by examining case studies from across the globe.

## Targeted Audience:

- Finance Executives.
- Accountants.
- Employees working within Transactional Finance, Accounts Payable or Accounts Receivable process.

## Program Outlines:

### Unit 1:

#### Accounts Payable, Financial Accounting, and the Supply Chain:

- Accounting and financial information: Accounts Payable in context.
- Sources of finance.
- The supply chain.
- Financial position and financial performance.

- Cash flow and Working Capital.
- Importance of Cash Flow.

## Unit 2:

### Achieving World Class in Accounts Payable Processes:

- Defining Best Practice in AP.
- Moving beyond P2P.
- Managing Risk.
- Principles of Best Practice.
- End to End AP Process.
- Defining the issues in Accounts Payable.

## Unit 3:

### Improving Invoice Processing and Operational Management:

- Invoice Handling and Approval Processes.
- Verifying invoice data.
- Paying "low value" items.
- How to avoid duplicate payments.
- Making the best use of staff time: limiting telephone calls to AP.
- Does Petty cash management belong in Accounts Payable?

## Unit 4:

### Harnessing Technology in Accounts Payable Processes:

- Master Vendor File Management - getting it right from the start.
- Travel & Entertainment.
- Policy management.
- Cash advances and employee reimbursement.
- Process improvement through imaging and workflow.



- Using the internet for AP effectiveness.

## Unit 5:

### Making the Payments and Maintaining the Relationships:

- Communications & Customer Relations.
- Payments status information for vendors and internal customers.
- Improving Procure to PayP2PCycle.
- Payments and Payment Solutions: Accounts Payable or Treasury?