



## ACCESS TO DETAILS THAT MATTER

**Making business decisions without a clear understanding of the details surrounding your current business operating environment can leave you behind the curve in today's competitive market. Getting your hands on the details that matter can help you understand your business control processes and make informed decisions to support business continuity. The way to gain access to this information is through Business Process Reviews (BPR), which provide insight for management into an organization's processes, identify risks and help you confirm that you have the proper controls in place.**

BPRs serve as an effective tool to evaluate the current control environment. BPRs capture valuable internal knowledge and existing procedures and policies to determine if adequate controls exist. Do you have a plan for business continuity should a key executive leave your organization? A BPR can assist with documenting the previously held responsibilities to make it easy to train new employees so your organization doesn't miss a beat. Whether performing succession planning,

evaluating staff performance or mitigating risks, a BPR can assist management with accomplishing numerous objectives. BPRs assist organizations in understanding their risks and business processes, while providing insight into industry best practices.

### BENEFITS OF BPR INSIGHTS

- **Obtain Transparency for Decision Making** – A BPR documents your businesses processes, beginning-to-end, to give you a clear understanding of how it's currently working and how it can improve.
- **Proactively Prevent Fraud** – A BPR can help determine where controls are needed to protect against fraud.
- **Business Continuity** – A BPR can assist with documenting critical responsibilities held by key employees so that you can continue performing at optimum levels should you need to transition responsibilities to a new resource.
- **Optimize Employee Efficiency** – A BPR can provide insight into the efficiencies of your current processes and employee performance to reduce rework and avoid process deviations.
- **Gain Guidance through Business Growth** – If your business is experiencing quick growth or undergoing restructuring, a BPR can reduce the

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Proactively helping you  
**PREVENT FRAUD**  
and reduce compliance risks

pain points associated with change and help steer your business in the right direction to meet your goals.

### COMMON TYPES OF BUSINESS PROCESS REVIEWS

BPRs can be tailored to meet the unique needs of your business. Our team specializes in offering customized solutions to help you identify risk and bring clarity to your business. Below, we've listed the most common types of BPRs performed by Warren Averett's Consulting Group.

- Period-End Close
- Revenue and Accounts Receivable
- Cash
- Accounts Payable and Disbursements
- Inventory
- Payroll

### HOW BPRs WORK

During the BPRs, our team will identify gaps and inefficiencies in the current control process and provide best practice recommendations and process improvement suggestions. After the controls review, management is provided a formal "Report of Findings" that includes a summary of the work performed, detailed process documentation (if elected) and process improvement suggestions to ensure that your controls are efficient and effective.

A BPR can give you access to key information pertaining to your business controls and processes to help you identify risk and proactively prevent fraud. After delivering the key insight in the report of findings, our team can help you as you discuss your next steps based on industry best practices and the particular needs of your business. If desired, our team can assist with implementing the recommended work to be performed. Our team is highly experienced in business process controls, information technology controls, risk management and cyber-related projects, giving you peace of mind and factual, reliable observation.



OUR TURF IS EVER EXPANDING  
TO HELP YOU  
THRIVE IN YOURS

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visit [warrenaverett.com/offices](http://warrenaverett.com/offices)

### WHAT YOU CAN EXPECT FROM US

- **Observations**
- **Recommendations** / process improvement suggestions
- **Summary** of work performed
- **Documentation** of the process of the current state, if elected

For more information on Warren Averett's Business Process Review services, contact one of our professionals at 800.759.7857 or visit [www.warrenaverett.com](http://www.warrenaverett.com).