

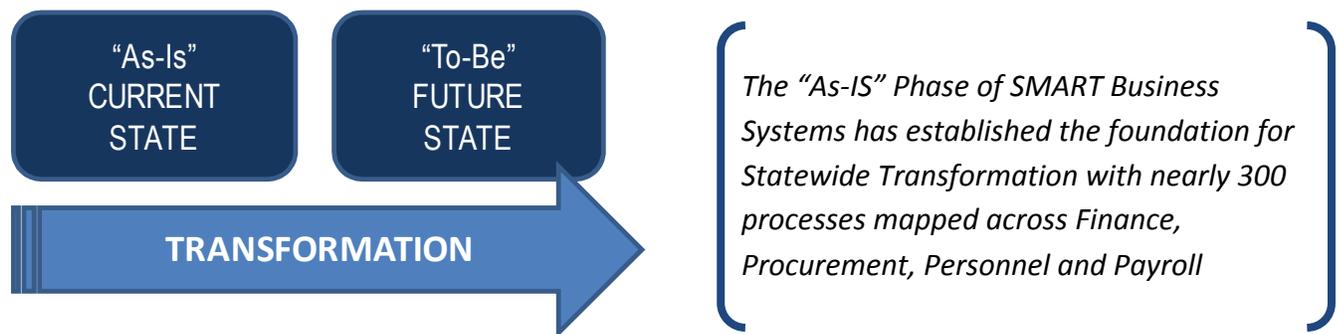


“As-Is” PROCESS MAPPING SESSIONS ARE COMPLETE

Thanks to all who participated in “As-Is” Process Mapping Sessions!

The “As-Is” Process mapping sessions enabled the State to define and document how each functional area conducts business in the current state (As-Is) and to lay the foundation for defining how functions will operate (via process improvements and technology innovation) in the future state (To-Be).

The “As-Is” Phase of SMART Business Systems has established the foundation for Statewide Transformation with nearly 300 processes mapped across Finance, Procurement, Personnel and Payroll!



Information obtained during the SMART Business Systems “As-Is” Process Mapping phase includes:

- Process Trigger (What starts the process)
- Steps in the Process
- People Involved in the Process
- Systems Used in the Process
- Decision Points and Approvals
- Legal Constraints and Known Exceptions
- Inputs/Outputs (Forms, Reports, etc.)
- Pain Points/Wish List

OUTPUT FROM THE “AS-IS” PROCESS SESSIONS

Output includes visual diagrams of each process (process maps) and a full process narrative to document process descriptions, triggers, steps, roles, systems, constraints and other critical information to feed “To-Be” requirements. Nearly 300 Process Maps and Narratives have been developed across Finance, Procurement, Personnel and Payroll.

EXPECTED BENEFITS

In addition to the inherent value of having a centrally archived description of core business processes, the “As-Is” process mapping output will drive key decisions regarding the transformed “To-Be” environment. Understanding where improvements are needed along with the unique requirements of the state will enable the development of business requirements and vendor selection. Key benefits include:

- Drive “To-Be” (Future State/Transformed State) Definitions and Design.
- Uncover operational pain points to feed requirements, specifications and vendor selection.
- Enable cross-functional understanding of current environment.
- Develop clarity regarding what is working well and what needs transformation.
- Serve as point of reference for new vendor and throughout transformation.

NEXT STEPS

The “As-Is” will feed the “To-Be” Narrative work. In addition, we will continue to reach out to Agencies across the State throughout the project for input, insight and understanding.

NEED MORE INFORMATION?

Please send requests for information to the SMARTBusiness@finance.alabama.gov e-mail.