



Robotic Process Automation (RPA) for Billing Process

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Introduction:



Manually create sales invoices and credit notes in SAP is a tedious and mistake-prone process. Since the start of Covid-19, ALPS' finance team has to manually handle thousands of billings due to non-routine procurement and supply of Covid-19 items to PHIs & Non-PHIs.



We came out with a python RPA program that automated most of the manual billing process. Aside from automation, the program also performs sanity checks to eliminate data entry errors. The application is a big success, and we planned to scale it up to handle more than 10,000 invoices/month for upcoming projects.

Manual Process:



Prepare billing information in master tracker excel



Transfer data from master tracker excel to a PRN template



Output PRN file and manually edit the header line



Upload PRN to in SAP with T-code ZFM115



Execute uploaded batch job in SAP with T-code SM35



Edit invoice display text in SAP with T-code FB02



Download invoice pdf in SAP with T-code ZFM248



Create line item invoice listing pdf from master tracker excel



Merge invoice pdf with invoice listing pdf using adobe acrobat



10mins/doc

RPA Aided Process:



Prepare billing information in master tracker excel



Execute the RPA program to run against the master tracker file



Brew a cut of coffee and monitor the progress



1.5mins/doc

Conclusion:



Fast: RPA is 6x faster. Launched in Jan-2021, it has processed 3000 invoices and saved more than 400 man-hours



Accurate: RPA program detects abnormal data and prevents human errors



Easy: Automation liberated the user from labour intensity manual process