



Enterprise Resource Planning (ERP) is a set of common business practices and a software system that implements core business practices across an organization. A complete ERP system combines business functions (finance, procurement, budget, payroll, and HR) across an organization’s main resources – its people, money, information and assets – and provides decision makers with real-time enterprise information.

BUDGETING

Includes processes to prepare the budget and manage the execution of the budget.

HUMAN RESOURCES

Used to track different employee and talent management functions such as recruitment, hiring, and performance management.

FINANCE

Managing gov’t funds through the planning, monitoring, and governing an entity’s financial resources.



PAYROLL

Paying employees; allows for organization of payroll to be managed in a structured manner.



Enterprise Resource Planning (ERP) is the integrated management of main business processes, often in real time and mediated by software and technology.



PROCUREMENT

Manages purchase-to-pay, supplier and vendor management, p-cards, and punch out catalogs.



CONTRACT MANAGEMENT

Manages contracts from vendors and partners.

Replacing and streamlining outdated finance systems will be the focal point of the first phase of the OneWa ERP transformation.

How will the state use the ERP?

Currently, Washington agencies have siloed, disparate legacy systems, processes, and ways of working that are unique to each agency. These systems do not talk to each other, and they are difficult to maintain.

HOW THE STATE OPERATES TODAY...



AGENCY A

Uses the statewide budget system, but has very unique processes



AGENCY B

Has its own finance and HR system as a large agency, and has unique processes for using each system



AGENCY C

Purchases some services from DES



AGENCY D

Uses the statewide payroll system, but also uses shadow systems

In implementing an ERP solution and transforming the processes that support the state’s business, OneWa will help ensure decision-makers have access to data that is accurate and timely, standardize common business processes across agencies and improve service delivery.

HOW THE STATE CAN OPERATE WITH AN ERP...

A single enterprise-wide system that integrates and manages **finance**, **procurement**, **HR**, **payroll**, and **budget** information.



AGENCY A



AGENCY B



AGENCY C



AGENCY D



What are the benefits of an ERP system?

There are several benefits to implementing a single ERP system – illustrative benefits are outlined below. Please note that specific ERP capabilities for Washington depend on the design decisions made by state business owners.



Paperless Transactions

ERPs allow agencies and their employees to have increased paperless transactions.

Example: Electronic receipts can be substituted for paper receipts for expense reporting.



Electronic Requests

With appropriate workflows, ERPs can route requests to the appropriate person or group of people who need to approve or be made aware of a transaction.

Example: When a requisition is submitted to purchase an item, once approved (after budget checks), it becomes a Purchase Order (PO).



Real-time Data

Most ERPs provide data in real-time. This allows accurate reporting and information on headcount, information on staff, and organizational structures.



Improved functionality

ERP functionality will help agency leaders better track how taxpayer dollars are spent, and will improve employee access to financial data, requiring less dependence on others to produce reports.

Example: New screens and automation will replace manual processes and spreadsheets.



Simpler Maintenance

The ERP solution vendor can be responsible for routine updates and maintenance. This can reduce maintenance costs associated with outdated, disparate legacy systems.



User-friendly technology

ERP software is intuitive and user-friendly, which can reduce the need for the expensive and shrinking pool of COBOL programmers.



Mobile Capabilities

ERPs allow employees to access data from anywhere with different devices, including mobile devices.

Phase 1a of the One Washington ERP Implementation: Core Finance

There are two major objectives in Phase 1a: AFRS Replacement, and Core Financials implemented in Workday (the selected vendor). Phase 1a implementation will focus on migrating core finance activities from AFRS into Workday. This will be the first step towards moving finance, procurement, HR, payroll, and budget business processes to Workday, the state's new Software-as-a-Service (SaaS) ERP system.

Phase 1a of Workday Functionality will include:



- General Ledger
- Accounts Receivable
- Accounts Payable & Invoicing
- Fixed Assets
- Medicaid & Standard Cost Allocation
- Vendor/Customer Management
- Interagency Billing