# ACCOUNTS PAYABLE and SARBANES-OXLEY

Strengthening Your Internal Controls

MARY S. SCHAEFFER

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order to run a leading edge and competitive company How to Comply with Sarbanes-Oxley Section 404 Michael J. Ramos, 2004-03-29 Designed specifically for Sarbanes Oxley Section 404 compliance How to Comply with Sarbanes Oxley Section 404 features A step by step approach to engagement performance Original material from a leading expert in auditing and accounting Practice aids including forms checklists illustrations diagrams and tables In depth explanations to help professionals understand how best to approach the internal control engagement Examples and action plans providing blueprints for implementing requirements of the Act Order your copy today **Internal Controls in Accounts Payable** Mary S Schaeffer, 2014-03-26 Internal controls are a framework of policies procedures analysis and strategies put in place by an organization to prevent fraud ensure the veracity and reliability of financial and accounting information and to protect the organization's financial assets including but not limited to its cash flow When it comes to accounts payable not only do strong internal controls help prevent improper and duplicate payments they tend to lead to a more efficient procure to pay process Controls are all in the details and this book walks professionals through the discrete tasks comprising and impacting the payment function Internal controls in your accounts payable function really do matter Ignoring them could cost you in ways you never imagined Table of Contents Introduction Chapter 1 Why Internal Controls Matter Chapter 2 The Basics of Internal Controls Theory Chapter 3 The Basics of Internal Controls In Practice Chapter 4 Fraud Prevention Controls and Practices Chapter 5 Internal Controls and Duplicate Payments Chapter 6 Where Internal Controls Break Down Chapter 7 Purchase Orders and Their Role in Internal Controls Chapter 8 Invoice Processing The Core of the Accounts Payable Function Chapter 9 Invoice Related Control Issues Chapter 10 When Paying by Check The Internal Control Migraine Chapter 11 Check Related Control Issues Chapter 12 Corporate Procurement Cards An Alternative to Paper Checks Chapter 13 Electronic Payment Alternatives A Better Payment Approach Chapter 14 The Master Vendor File Where It All Begins Chapter 15 The Travel and Entertainment Component Expense Reimbursements Chapter 16 Computers Tablets and Smartphones The Often Overlooked Control Component Chapter 17 Controls to Prevent Bribing Foreign Government Officials Chapter 18 Other Issues That Present Control Concerns Chapter 19 The Policy and Procedures Manual Tying It All Together Glossary Index

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