

BONAIR®

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review

implementation

Thousands of entries for calculation

Microsoft Dynamics AX is in line with our requirements as well as the spirit of our times. We would like to use all the possibilities that it offers by implementing additional modules and tools and also by making it available to a wider group of employees – says Halina Abouhilal, director of the Economic and Financial Department and the head of the implementation team at Polska Grupa Energetyczna Dystrybucja Białystok Sp. z o.o. [page 6]



implementation

Transparent information, faster decisions

The analysis and reporting system implemented at TVN SA by Bonair shortened the cycle of reporting and data generation necessary for decision-making. *By employing Microsoft SQL Server 2005 and Office Performance Point Server 2007 we were able to build an environment for the creation of analyses and reports as well as advanced management mechanisms – explains Rafał Pogonowski, manager of the Business Intelligence Team at Bonair SA. [page 3]*



Merry Christmas!



The Management and employees of Bonair SA would like to wish you a Christmas filled with warmth and laughter as well as a prosperous New Year in personal and business matters

Andrzej Wach
Management Board
President

Jan Szymanowski
Management Board
Vice-President

Daniel Olejniczak
Management Board
Member

New services and products part of Bonair's offer

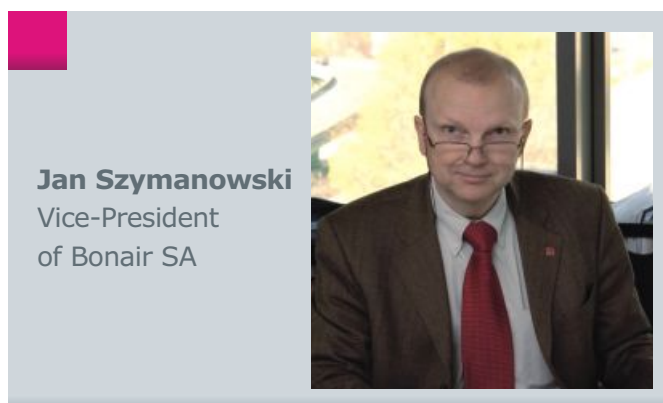
Bonair SA has expanded its offer in order to support our clients even better in reaching their business objectives. Amongst others, the past year has witnessed the introduction of project management as well as business process modelling services. We are also constantly working on improving our Business Intelligence tools offer. [page 2]

Ladies and Gentlemen

It has now been four years since the launch of Bonair's corporate quarterly. Over this time, we have attempted to keep you up to date on what we have been doing, what projects we have been implementing and the projects that we have been able to proudly share with you.

In the current issue of our quarterly, you will be able to read about an implementation of the Microsoft Dynamics AX system in the power industry – at PGE Dystrybucja Białystok. This was a complicated implementation and as such, a big success attained through joint efforts under the difficult conditions of the industry's transformation. We also write about the implementation of Business Intelligence analytical solutions at TVN, which was the first implementation project of Microsoft PerformancePoint in Poland.

Autumn also marks a period of many trade fairs and conferences. We should therefore mention that our representatives participated in Microsoft's world-wide technological conferences: Professional Development Conference in Los Angeles and Business Intelligence 2008 in Seattle. We also took part in the Convergence 2008 conference dedicated to Dynamics applications that was held in Copenhagen.



Jan Szymanowski
Vice-President
of Bonair SA

I hope you enjoy reading this quarter's issue and as it is a Christmas issue, on behalf of the editorial team, the management and the employees of our company, I would like to sincerely thank you for another fruitful year of cooperation and wish you a prosperous new year, particularly in business, and further successful projects with Bonair in 2009.

Jan Szymanowski

New services and products part of Bonair's offer

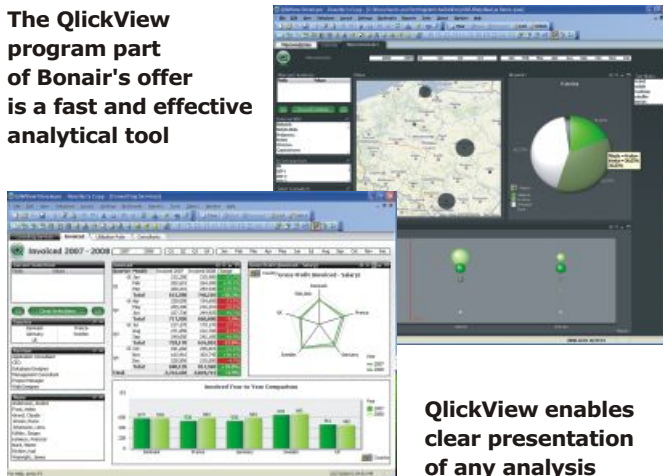
We are happy to inform you that Bonair SA is constantly expanding its offer in order to anticipate the market demands and to support our clients even better in reaching their business objectives.

This year, we have introduced project management services to our offer. Our highly qualified project managers, who possess certificates in official management methodology, can assist you in your management projects. For the purposes of IT project management, we have adopted standards based on PMBoK as well as methodology. We offer support in pre-project works, project initiation and organisation and also in project execution management and project completion amongst others.

Bonair SA specialists' involvement helps to attain greater effectiveness of planned as well as already commenced projects and increase the effectiveness of project teams operating inside the company. We ensure the security of projects in the IT area for our clients.

In the expansion of our market offer, we have also included business process modelling services. The aim of this undertaking is to present a map of processes that is used during the specification of requirements for IT solutions. These process maps also facilitate the cataloguing of the business processes affected by the operation of the implemented system and the definition of the implementation's scope.

The QuickView program part of Bonair's offer is a fast and effective analytical tool



QuickView enables clear presentation of any analysis

We are also constantly working on improving our Business Intelligence tools offer. Next to the Performance Management class system that is part of our offer – Microsoft Office PerformancePoint Server – we also provide a Polish budgeting and analysis system – **Eureca**. Another new interesting tool for analyses done in computer memory is **QuickView**, with its analytical possibilities unparalleled on the market. The tool is very fast in the preparation of analytical solutions as well as in use.

Conferences, presentations

13th January 2009, Qubus Hotel in Krakow and 4th February 2009, Sheraton Hotel in Warsaw

Bonair will make presentations in two cities as part of the MOST (Microsoft Office System Technology) Roadshow devoted to Microsoft technologies in management organised by Microsoft jointly with almost 30 of its partners. The topic of Bonair's presentations will be Microsoft Office PerformancePoint Server 2007 as part of the "Business analysis management" block.

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BONAIR
BUSINESS IT SOLUTIONS

Analysis and reporting systems at TVN SA

> Transparent information, faster decisions

TVN SA could shorten the cycle of reporting and data generation necessary for decision-making, and at the same time increase the level of confidence in the data thanks to the implementation of an analytical and reporting solution based on the Microsoft Office Performance Point Server 2007 platform.

Reporting for the purposes of decision-making requires at least two aspects: speed and confidence in the data. In practice, these two requirements often exclude one another, which nonetheless does not mean that it is not worth trying. This was the assumption adopted by TVN SA. Together with Bonair, the company launched a project aimed at considerably speeding up the generation of analyses and reports for managers, although on the condition of maintaining the same level of confidence in the data.

The results more than lived up to the expectations. The data preparation time was significantly shortened and the confidence level was not only maintained but even increased. Bonair helped TVN SA to automate, formalise and improve the methods which had been in place for years of obtaining data from many source systems; very diverse systems ranging from typical systems through to custom-written systems and calculation sheets updated on a cascading basis.

Automation was only the first stage of works. Despite being difficult, it was worth the effort since today, reports on the basis of which managers make decisions are updated much faster and more frequently than previously. Next, we plan to replace table data with managerial desktops which will make available synthetic sets of indicators and charts. And this is the function that Microsoft Office PerformancePoint Server 2007 will perform – says Tomasz Nitsch, IT Director at TVN SA.

The integration of management data at TVN SA encompassed three operational areas: commercial time sales, audience rating surveys (data from external companies) and finances (payments).

The merging of data from these three areas in one system has enabled managers to have a clear view of the actual effectiveness of the units for which they are responsible. If the aggregated data proves to be insufficiently detailed, users can take advantage of very user-friendly tools for ad hoc analysis.



Thanks to solid data as well as tools that facilitate the extraction of applications, decisions can be made quickly and their effects are more predictable – adds Tomasz Nitsch.

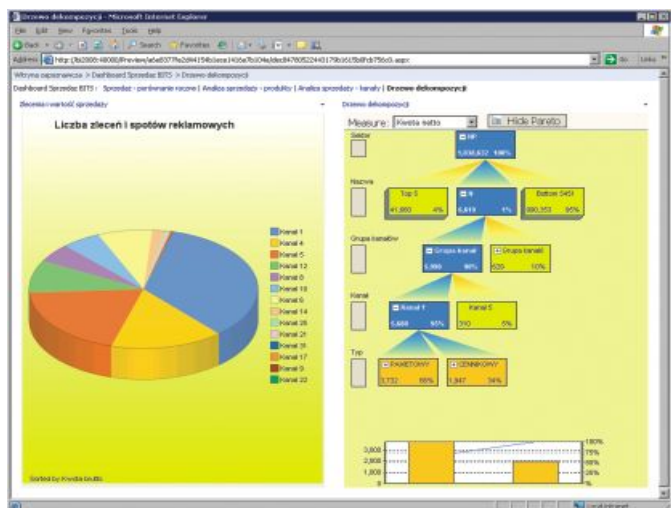
These analytical tools in fact constitute the ProClarity package, which is part of the Microsoft Office PerformancePoint Server 2007 analytical and reporting solution. The data sources for the Microsoft ProClarity tools are integration, analytical and reporting services of the data management environment – Microsoft SQL Server 2005.

By basing the entire analytical and reporting environment on Microsoft solutions and platforms, TVN SA made an investment in the flexibility and ease of its development. At the same time, the company lowered the maintenance costs of the platform supporting decision-making on a long-term basis.

>> The situation prior to the implementation

The ITI Group is a leading media group in Poland, operating on the television, publishing and internet markets for a number of years. The group includes such companies as: TVN and TVN24 television stations, the "n" high-definition satellite TV platform, Onet.pl – the biggest Polish internet portal and the Pascal publishing house.

As one of the companies part of the Group, over the past few years TVN SA has focused on fast expansion of its program offer. As a result, the needs in the area of management data also increased – more channels means in practice the necessity of better segmentation of the audience and clients (advertisers), as well as the ability to better adjust the offer to their expectations.



Elaboration of the analysis in the given area with the use of a decomposition tree

Tomasz Nitsch, IT Director at TVN SA
” In practice, we had to find not so much a product but rather a company that could grasp a large collection of detailed process conditions and business expectations. A company that would be capable of proposing a cohesive concept of analytical and reporting processes architecture but which at the same time could bring its own vision into life within the deadline and the budget. ”

The requirements in terms of the reporting system constantly increased, not just in terms of the substance but also the speed of reaction to needs. However, this is where a problem arose – the previous reporting method which was largely based on spreadsheets could not meet the increasingly refined needs.

Spreadsheets worked well with a certain number of channels and data. Once their increased however, the time of report generation become longer, which in turn began to interfere with reaching the primary objective of reporting, namely decision-making on an ongoing basis. As such, we had to solve this problem quickly and efficiently – says Jarosław Lech, deputy IT Director at TVN SA.

The company was pressed for time although on the other hand, it was clear that the problem had to be solved systematically in order to be able to use in the future the once constructed environment for many different purposes.

In practice, we had to find not only a product but rather a company that could grasp a large collection of detailed process conditions and business expectations. A company that would be capable of proposing a cohesive concept of analytical and reporting processes architecture but which at the same time could bring its own vision into life within the deadline and the budget – explains Tomasz Nitsch.

In the end, TVN SA chose the solution proposed by Bonair, which was based on Microsoft platforms and technologies.

We proposed to create an analytical and reporting environment whose integration base was to be made up of Microsoft SQL Server 2005 integration, analytical and reporting services, which have already been tried and tested in numerous projects in Poland and around the world. On this basis we planned to build the appropriate environment for the creation of analyses and reports, as well as more advanced manage-

Implementation facts

> Where:

The ITI Group is a leading media group in Poland, operating on the television, publishing and internet markets. The group is comprised of such companies as: TVN and TVN24 television stations, the "n" high-definition satellite TV platform, Onet.pl - the biggest Polish internet portal and the Pascal publishing house. The implementation was carried out for TVN SA, which is part of the ITI Group.

> Why:

A large part of reports and analyses at TVN was previously created through a multi-stage process of integration of reports from field systems in spreadsheets. This was not a fast method but it was effective and allowed for the reflection of numerous business nuances as well as legal conditions related to commercials. Nonetheless, growth in the number of projects together with the analyses becoming increasingly complicated meant that the company was forced to find a way to shorten the report preparation process. This task was entrusted to Bonair, which put forward a realistic concept of integration and a sound long-term solution project.

What:

> The solution proposed by Bonair is based on two layers. Data from source systems are aggregated by integration, analytical and report services from the Microsoft SQL Server 2005 platform. The correct analysis and reporting platform, not just in table form but also in terms of indicators and graphics, is based on the BI Microsoft Office Performance-Point Server 2007 platform as well as the Microsoft ProClarity tools that are part of it.



Rafał Pogonowski

Head of the BI Department at Bonair, responsible for the implementation at TVN SA



” *We proposed to create an analytical and reporting environment whose integration base was to be made up of Microsoft SQL Server 2005 integration, analytical and reporting services, which have already been tried and tested in numerous projects in Poland and around the world. On this basis we planned to build the appropriate environment for the creation of analyses and reports, as well as more advanced management mechanisms that would enable use of not numerical tables but rather automatically calculated indicators.* **”**

ment mechanisms that would enable use of not numerical tables but rather automatically calculated indicators. For this purpose, we intended to use Microsoft Office PerformancePoint Server 2007 and the ProClarity tools that come as part of it – tells us Rafał Pogonowski, the BI Team Manager at Bonair.

Bonair's offer was interesting because it met most of TVN SA's fundamental expectations and simultaneously appeared to be realistic. But not only. Interest was stirred even more when employees from the financial department and business analysts learnt about the ProClarity tools.

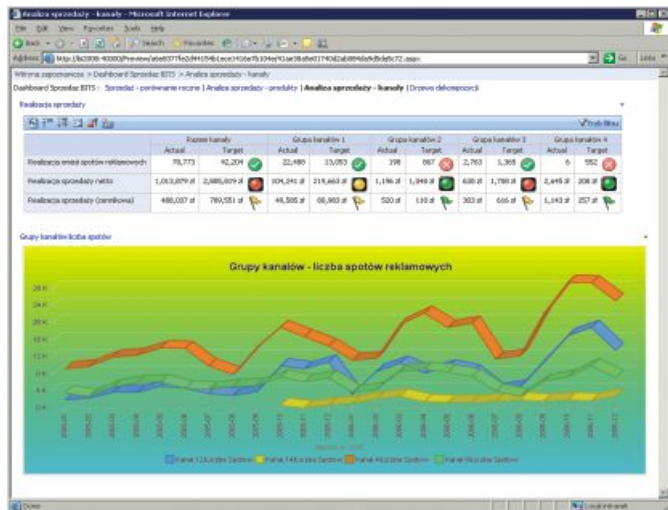
The financial department was impressed by the ease of conducting analyses. Other potential users on the other hand highlighted the clarity of the form and layout of the generated reports. Another very promising area was the flexibility of the platform, which as the preliminary tests showed, could easily draw data from all of our sources. And this is how we were convinced that Bonair's offer, although ambitious, was also realistic – recalls Jarosław Lech, the deputy-director of the IT Department at the TVN SA Group.

>> Current data from all sources

The fundamental challenge for the project was the creation of mechanisms and an environment through which TVN SA could start to automatically gather in one place data from all the source systems.

The most important sources for the warehouse being created were: the system used for the reservation of air-time and registration of the actual sales of commercials, as well as the Sun System financial system operating on an Oracle platform and used for the registration of invoices and due amounts. The third source of data, or rather sources of data were spreadsheets.

Spreadsheets are where currently analysed plans of commercial sales are stored, according to specific TV channels and also the expenditure amounts declared by clients for a given period. Some spreadsheets are related in cascades, which follows from the fact that aggregates and indirect



Monitoring of the realisation of objectives on a result chart

indicators are created during the preparation of data for reporting. Data included in the spreadsheets also comes from external companies, such as the national audience ratings ranking conducted by AGB Nielsen Media Research Sp. z o.o.

>> **Automation, meaning lower risk**

While source data is imported, its structure is validated every time. This concerns all the source data but especially spreadsheets.

Excel spreadsheets are a relatively risky data source for the warehouse because users can enter any data, which can then litter the warehouse. Bonair programmers set a special form for spreadsheets so that they meet the warehouse requirements and at the same time so that users don't get confused with the layout of the fields – explains Michał Bednarski from Bonair. The merging of spreadsheets with the warehouse is a transitional phase. Excel spreadsheets are successively replaced by TVN SA by a data entry and verification application for business users. This means that confidence in the data is constantly growing.

Also administrators have been given an application in the form of the Warehouse Management Application. Thanks to the application, no problem with the processing of data can pass unnoticed – it will be possible to remove any problems and errors before they are included in reports and decisions. *If the processing of data for decision-making purposes is subject to automation then the same must be done with supervision processes. Regardless of this however, an environment constructed in this way is dynamic by nature and assumption that everything will always run smoothly would be unrealistic* – points out Waldemar Bieńko, a Bonair solution architect.

Implementation benefits



- > Current data obtained in uniform cycles from all the sources
- > Lower business risk and greater trust in the data – thanks to the automation of the whole process of their obtainment and processing
- > Significantly faster decision-making thanks to automatic gathering in one place of all the data necessary for the evaluation of a situation
- > Decisions and forecasts based on solid data and not exclusively on intuition
- > Low costs of extension of the environment by new business areas, analytical dimensions, etc.

Jarosław Lech, IT Deputy-Director at TVN SA
„As business becomes more complicated, cause-and-effect relations between different phenomena become less apparent. Decisions can no longer be taken exclusively on the grounds of intuition – and that's why scenario analyses with the use of ProClarity tools come in very handy.”

>> **Transparent information, faster decisions**

Source data is fed into TVN SA's warehouse in daily cycles. The same mode of operation applies to how data from the warehouse is drawn by the analytical environment, in which two mini-analytical bases (OLAP cubes) have been defined: Sales and Finances. They constitute the data sources for cross-sectional reports that can act as the direct basis for decisions made by managers.

In a situation whereby income as well as costs can be subject to evaluation, a transparent source of information is created that is truly effective in given areas.

Until now, it was very time-consuming for us to obtain a clear picture of the situation in individual areas. Currently, we are presented with answers to important questions in a few seconds. As a result, decisions can be made faster and their effects are also visible sooner. We have gained great flexibility and simultaneously the possibility of correcting already made decisions on an ongoing basis – that's very valuable – says Marcin Próchnicki, the project manager at TVN SA.

>> **Accurate forecasts thanks to scenarios**

Ongoing reporting of analyses and reports are very effective but the IT needs of TVN SA managers are greater, particularly in the scope of the possibility of forecasting and analysing the effects of various scenarios of a situation's development. And this is where ProClarity tools come to aid.

Managers can currently pose hypotheses and interactively check their effects under set conditions. Accurate forecasting is the essence of modern management – says Marcin Próchnicki.

Another advantage of scenario analyses is the fact that they help to avoid actions or decisions which at first glance could appear beneficial. *As business becomes more complicated, cause-and-effect relations between different phenomena become less apparent. Decisions can no longer be taken exclusively on the grounds of intuition – and that's why scenario analyses with the use of ProClarity tools come in very handy* – tells us Jarosław Lech.

Managers can present analysis results on visual charts that facilitate understanding of the actual meaning of the observed phenomena or trends. TVN SA has purchased a set of Dundas visual components just for this purpose.

Good visualisation helps to relate and understand observed phenomena. It's not just something to make the data look pretty but rather the result of many years of observations – emphasises Jarosław Lech.

>> **Benefits**

The preliminary stage of the project of creation of an analytical and reporting solution for TVN SA was completed with the fulfilment of the company's expectations within the deadline and the budget as stipulated in the agreement.

The most important thing is that reports are created entirely automatically. We gave Bonair detailed guidelines about the rules of data processing and interpretation and they gave it a formal look and completely automated the process. They also introduced mechanisms that validate data at the entry and during processing. We highly appreciate this recurrence and automation – highlights Marcin Próchnicki.

Still, it is only the beginning. Today, managers at TVN SA view reports in table format. The progress is considerable as the data is sure and most of all, up-to-date. However, the interested parties already know that it is possible to achieve even more. Next, we plan to replace table data with manage-

rial desktops which will make available synthetic sets of indicators and charts. We are aiming for each manager to be able to assess a situation in their areas of responsibility just at a glance – explains Jarosław Lech.

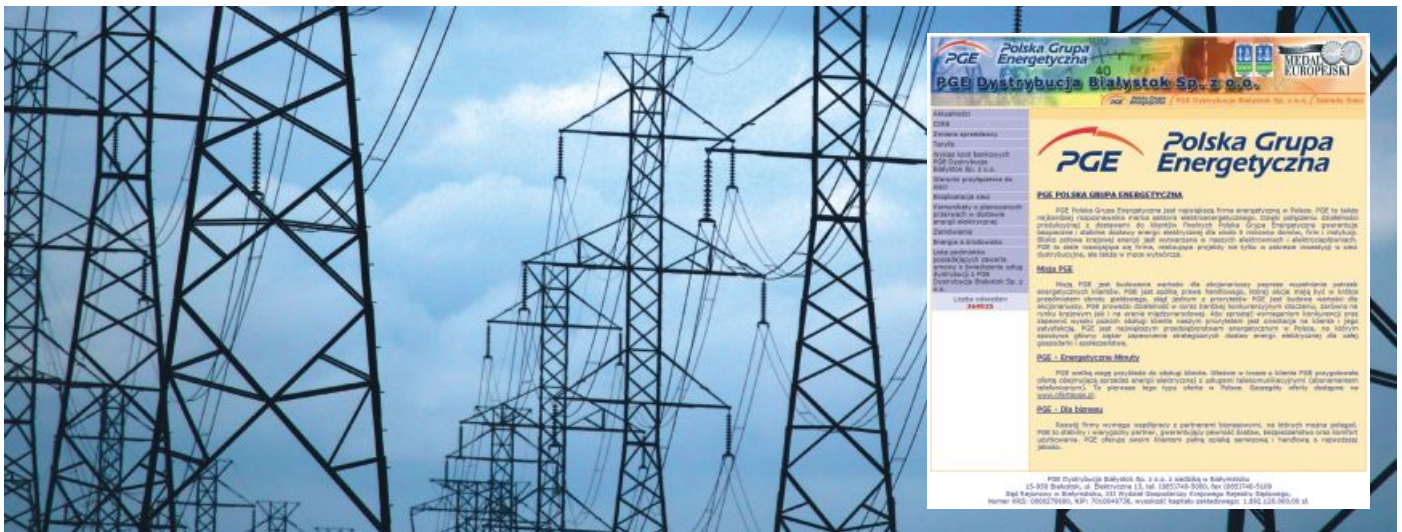
At one of the subsequent stages, TVN SA intends to create successive analytical databases for project costs related to the production of programs and TV shows.

Transparency in production costs is worth a lot of money. Extension of the solution to include this area will be a quality improvement on the same scale as the automation of collection of sales data – says Tomasz Nitsch.

Microsoft Dynamics AX 3.0 at Polska Grupa Energetyczna Dystrybucja Białystok Sp. z o.o.

> Thousands of entries for calculation

The implementation of Microsoft Dynamics AX at Polska Grupa Energetyczna Dystrybucja Białystok Sp. z o.o. coincided with serious organisational changes at the company, which necessitated additional, time-consuming works. Yet, the determination of the implementation project's participants ensured its success.



The business partnership between Polska Grupa Energetyczna Dystrybucja Białystok Sp. z o.o. and Bonair started 16 years with the implementation of a Unix management system – Bonmaster-2000, developed by Bonair. In mid-2006, a decision was taken to replace two modules of the system – Payroll and Fixed Assets – with the appropriate modules of the Microsoft Dynamics AX system. *These were precisely the two areas that Bonmaster could no longer cope with – estimates Wiktoria Białokozowicz, then the manager of the assets and investment accounting department at Zakład Energetyczny Białystok SA and the key decision-maker in the scope of the Fixed Assets module. We have very big databases on which complicated operations are performed. It's enough to say that the register for fixed assets such as transmission lines, power stations, connectors, etc. plus data on salaries contains thousands of items. Calculation of i.e. the depreciation of individual fixed assets or remunerations requires really complex algorithms – explains Wiktoria Białokozowicz. We thought that if we could manage this area then we'd have no problems with the rest – the newly implemented Axapta modules were to be integrated with the remaining modules in the old system.*

The implementation required for employees of Zakład Energetyczny to determine how data and operations are to appear in the new database. It turned out that Bonair must to

a large extent adapt the possibilities of Microsoft Dynamics AX to meet the presented expectations. The data processing algorithms were created almost from scratch. The implementation was completed already in 2006. The Payroll and Fixed Assets modules in the Bonmaster system were separated. Instead, the Remunerations and Fixed Assets applications in Microsoft Dynamics AX were put into operation.

>> New company – new values

On 30th June 2007, a new power distribution operation was created from the structures of the hitherto Zakład Energetyczny Białystok SA, as a result of which two companies were established: ZEB Dystrybucja Sp. z o.o. in Białystok – currently PGE Dystrybucja Białystok Sp. z o.o. following a name change and an electricity trading company hitherto operating under the name of Zakład Energetyczny Białystok SA. These changes necessitated the division of assets and preparation of an opening balance stating what each company would commence business with. From the IT perspective, this meant the division of data in the system and its assignment to the appropriate company. The most system-cumbersome area of fixed assets fell under the responsibility of PGE Dystrybucja Białystok. The difficulty consisted in that it was necessary to

> Microsoft Dynamics AX 3.0 at Polska Grupa Energetyczna Dystrybucja Białystok Sp. z o.o.

carry out an appraisal of the assets divided between the two companies, namely to determine a fair (market) value of the fixed assets on the date as at which a company begins its operations under a new name. *This required a lot of effort from the employees of our company as well as from Bonair since new values had to be entered separately for each of the several thousand of fixed assets* – explains Wiktoria Białokozowicz. – *A new database of fixed assets was created for the new company, in which data is entered according to new values. At the same time, new algorithms of calculating depreciation was implemented in the new database and the manner of entering depreciation rates was also changed. Furthermore, certain information had to be entered into the database that it previously did not contain.*

Naturally, this was not done manually. The work had to be automated because manual transfer of approximately 50,000 items of fixed assets together with new values into the new database would be impossible, especially when there's no time for it – admitted Wiktoria Białokozowicz. And this is why cooperation was necessary with Bonair, which programmed appropriate "automatons" to do the job.

Since the company was working in two systems at this breakthrough time, it caused additional work. The financial and accounting module in which the balance sheet and accounting was being created operated in the old Bonmaster system. In order to prepare and opening balance, some of the information from the Fixed Assets and Remunerations modules in Microsoft dynamics AX, i.e.: the balance of operations in fixed assets, had to be transferred to Bonmaster, to the main ledger's account with new values. *To avoid similar perturbations in the future, the company decided to transfer the remaining modules from Bonmaster to Axapta so that everything could be registered in one environment, in one system* – tells us Wiktoria Białokozowicz – *Microsoft dynamics AX was to include*

Implementation facts

> What:

Microsoft Dynamics AX 3.0; modules: Fixed Assets, Finances; Bonair modules: Remunerations and Forms; migration of data from registers in the Bonmaster system; conversion of data from the registers according to new values; training sessions

> Where:

Zakład Energetyczny Białystok SA – currently PGE Dystrybucja Białystok Sp. z o.o., distributor of electricity on the territory of the Podlaskie voivodeship and part of the Warmińsko-Mazurskie and Mazowieckie voivodeships; transmits electricity through overhead and cable lines measuring in total almost 50,000 km; www. dystrybucja.zeb.com.pl

> When:

June – December 2006 – implementation of the Fixed Assets and Remunerations modules

June 2007 – creation of mechanisms for conversion of data from fixed assets registers (50,000 items) according to fair values and execution of the operation

October 2007 – January 2008 – implementation of the Finances module; migration of historical data to the new system for auditing purposes

April 2008 – creation of mechanisms for the conversion of data from fixed assets registers (40,000 items) according to international standards and execution of the operation

November – December 2008 – preparation of an electronic inventory book, implementation of the Forms program (financial reports and tax declarations)



Halina Abouhila, Director of the Economic and Financial Department and project manager

” Microsoft Dynamics AX is in line with our requirements as well as the spirit of our times. We would like to use all the possibilities that it offers by implementing additional modules and tools and also by making it available to a wider group of employees.”

sales, purchases, finances and banks, namely the full financial and accounting module.

Currently, not only the distribution company works on the Microsoft Dynamics AX system. Due to a significantly lower scope of processed data, the trading company uses only the access to historical data. Moreover, Bonair has archived them and made available mechanisms transferring the data from the Unix environment to Windows.

>> Transfer of finances

The implementation of the Finances module was commenced in October 2007. By the end of January, all the necessary data for the new database to function had been transferred and as of February 2008, work was being carried out already on the new system. Still, there was a long way to go before the implementation could be completed. Firstly, various operations from the historical database had to be transferred to the new system. The migration concerned not only the operations performed in the newly established distribution company, which were registered in Bonmaster by the end of 2007, but also those performed still in the mother-company in the first half of 2007. *We had to migrate the operations, mainly balances and turnover related to fixed assets, liabilities and debts, in order to maintain the continuity of data and to be able to use them for comparative and accounting purposes* – explains Wiktoria Białokozowicz. – *Otherwise, now that we are preparing the balance sheet for 2008 we would have had to manually extract the whole history from the previous system.* Meanwhile, in early 2008, the employees and the company were faced with another challenge – the preparation of a database of fixed assets and the operations performed on it in compliance with the requirements of the International Accounting Standards – IAS. The task was made even more difficult by the short deadline of only approx. 3 weeks.

Once again, several thousand items from the register of fixed assets and all the operations performed in it had to be re-valued. *It was difficult but everyone pulled together and we managed to get it done* – says proudly Wiktoria Białokozowicz. A new company was created in the Microsoft Dynamics AX system for entry of assets according to IMS requirements. *We must be able to present records kept according to two standards: Polish and international. However, there is no need to enter operations twice. Thanks to a special application, each document entered in the records according to the Polish act on accounting is automatically transferred to the records kept according to international standards* – tells us Wiktoria Białokozowicz.

>> Tracking down errors

One of the implementation tasks for employees of PGE Dystrybucja Białystok Sp. z o.o. was to indicate the databases and scope of the data for migration to the new system. This required re-analysis of the setting of calculation algorithms so

that they would fulfil their role and not later generate errors in accounting. Another absorbing task came up once Bonair introduced the needed algorithms into the system. The employees had to physically verify the correctness of the migrated data and the calculations performed in the Fixed Assets module, particularly in the liquidation of selected assets, re-calculation according to IAS values or the calculation of salaries taking into account various types of deductions such as tax, social security benefits, etc. After historical data had been transferred to Microsoft Dynamics AX, it had to be checked if balances in the Microsoft Dynamics AX system were on the appropriate accounts; on the appropriate supplies, clients, etc., just as in the Bonmaster system. *The verification process was done from the most general level to the most detailed. If the total amounts were correct then individual analytical amounts were checked. However, if something did not add up, we had to find out where the error was, what it was and the algorithm that caused the erroneous transfer or calculation. All of this required tremendous amounts of work apart from that being done on an ongoing basis and consisting in the entry itself of documents* – tells us Wiktoria Białokozowicz.

Unfortunately, not everything ran smoothly. Simple operations are usually migrated from system to system without any problems. But it is something else when complicated calculations are involved and there are quite a few of these at PGE Dystrybucja Białystok Sp. z o.o. *Standard algorithms are not good enough as there are many exceptions in our company* – explains Wiktoria Białokozowicz. – *Remunerations and deductions need to be calculated so that they are conformant with the collective agreement or tax regulations. In the calculation of depreciation, tax and balance sheet depreciation needs to be taken into account. Errors are bound to come up in such complicated calculations and that's why it took quite a bit of time to correctly determine the settling algorithms in the systems.*

>> Race against time

As can be seen, the implementation participants kept coming up against new challenges. One of the biggest ones was the short time for the execution of individual tasks. For example, the preparation of an appraisal of fixed assets according to international standards and conversion to new values of all the items from the fixed assets register fell in the period of preparation of annual financial reports. *The financial and accounting department has a lot of work on at that time and here, additional tasks had to be carried out as well* – emphasises Wiktoria Białokozowicz. *Apart from that, we were still inexperienced in this area at that stage. It was the*

Implementation benefits

- > Automation of data entry
- > Greater efficiency of the process of data obtainment and processing,
- > Wider scope of the information stored in the system in comparison to the earlier solution
- > The possibility of exporting a large number of reports to Excel and their processing in Excel in various configurations
- > The possibility of preparation of reports that meet audit requirements and contain coherent data regardless of the manner in which it is presented
- > Improved management of fixed assets and planning of investment tasks
- > Execution of new tasks and responsibilities with the use of the same human resources



first time that we introduced international standards to the accounting system at the Białystok company. Yet despite the accumulation of work, we were able to handle everything and with good outcomes at that – sums up Wiktoria Białokozowicz.

The implementation showed that we have a well-organized and disciplined team that was able to cope very well with the deadline. At times, we worked into the late night but at least we now have the satisfaction that everything works as it should – adds Halina Abouhilal, Director of the Economic and Financial Department and implementation project manager.

Both of the ladies we interviewed list amongst advantages of the project broadly understood automation in data registration and processing, and data generation for reports. Organisational changes in the company, its separation from the mother-company required expansion of functions and actions in the area of fixed assets. *The implementation enabled us to automate these tasks. If we continued to carry them out in Bonmaster, we would probably be doing many things manually and would have had to hire additional personnel. Automatic processing enables us to deal with new challenges while still relying on the same human resources* – states Wiktoria Białokozowicz.

Halina Abouhilal notes that many reports can be exported to Excel and processed further in various configurations. *We don't have set company reports; everyone can generate reports for their own needs* – says Halina Abouhilal. – *Yet thanks to the new systems, the data is always consistent. This helps us to avoid misunderstandings and conflicts with auditors inspecting our financial reports. The reports generated for them meet all the criteria.*

>> Exploiting the system to the full

The Microsoft Dynamics AX 3.0 system is used at PGE Dystrybucja Białystok Sp. z o.o. by the financial and accounting plus HR and payroll departments and partly for reporting purposes by monitoring and investment departments that settle the expenditure on fixed assets under construction. Apart from introductory training sessions that presented the system overall, current system users also participated in several-day long workshops. They performed operations on computers that they must now carry out in reality at work. The workshops proved very effective particularly in the implementation of the Finances module that encompasses sales, purchases and banks.

The Fixed Assets, Remunerations and Finances modules operate at the main headquarters of the company in Białystok. The company has six branches in the field with each one servicing a particular area. At the moment, branch employees have access to the Remunerations module and enter data from employee timesheets into it. However, they don't use the Finances and Fixed Assets modules. *We want for each of the employees in accounting offices at these branches to have access to the system and perform accounting operations directly as of early 2009. This will be possible if only we are able to train them by the end of the year. It would mean much greater efficiency as currently, branch employees send us files mostly created in Excel and we then have to enter them generally at the headquarters* – explains Halina Abouhilal.

In total, PGE Dystrybucja Białystok Sp. z o.o. purchased 100 system licences. Not all of them have been used yet but given our future plans, it will still be necessary to buy new licences. *We assume that as of 2009, employees from the monitoring department will be able to use the new system for analysis, budgeting, namely the control of the budget for whose implementation they are responsible* – says Halina Abouhilal. – *Microsoft Dynamics AX is a modern system that's in line with our requirements as well as the spirit of our times. We would like to use all the possibilities that it offers by implementing additional modules and tools and also by making it available to a wider group of employees.* ■