

XCELER8

TECHNOLOGIES INC.

THE ESSENTIAL CAS SELECTION GUIDE FOR PHILIPPINE BUSINESSES





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Today, every business can benefit from a financial management solution that helps streamline and automate financial processes which can be very tedious and time-consuming when performed manually. While accounting solutions are widely available, Philippine businesses need to comply with very specific accounting regulations from the Bureau of Internal Revenue (BIR) which are not always supported by these systems.

[Revenue Regulation No. 9-2009](#) from the BIR mandates large taxpayers to keep electronic books of accounts and accounting records. Large taxpayers are also required to register and maintain a Computerized Accounting System (CAS), and even the process of CAS accreditation can be quite taxing.

If you are a business owner seeking to comply with the BIR, you need to carefully consider your options in terms of not just the CAS itself, but also the vendor who will be supplying and helping you implement and support it.

HOW TO CHOOSE THE RIGHT CAS FOR YOUR BUSINESS

Start by determining your selection criteria. Create a checklist of non-negotiable requirements versus nice-to-haves that will ensure BIR compliance while helping your business to save time, standardize processes and adopt best practices.



1 System Features and Capabilities

When comparing different computerized accounting systems, here are the key features you should consider:



Handles key accounting processes

One of the top considerations for getting a CAS, if not the most important one, is the system's ability to handle key accounting processes. It's meant to simplify things for your business, so you should check how well it handles accounting processes such as accounts receivable, accounts payable, and journal entries.

Streamlines financial operations

Inaccurate accounting and inefficient financial processes can drag down the rest of your business. To avoid this, you need a CAS that allows you to automate, integrate, and manage all the financial processes in your business within a single solution. This will help you eliminate duplicate data entries and errors, and ensure that the key business functions affected by your financial data such as procurement, inventory, and sales are all running smoothly.

Produces accurate and timely financial information

It's no secret that manual accounting is prone to human error, but it's also worth noting that computerized accounting systems accessed by multiple users can still produce digital errors and corrupt data. Accuracy and timeliness are essential CAS features that you should always consider. The solution should support accurate financial management and timely processing.



Shows a unified view of financial reports and analytics

Not having the right visibility on the full range of your business's financial information can keep you from making informed decisions and completing financial reports on time. Ideally, your CAS solution should give you a unified financial view of your business by integrating accounting data with your procurement, inventory, sales, and operational data. This way, you're assured that you're making sound decisions that lead your business to the right direction.

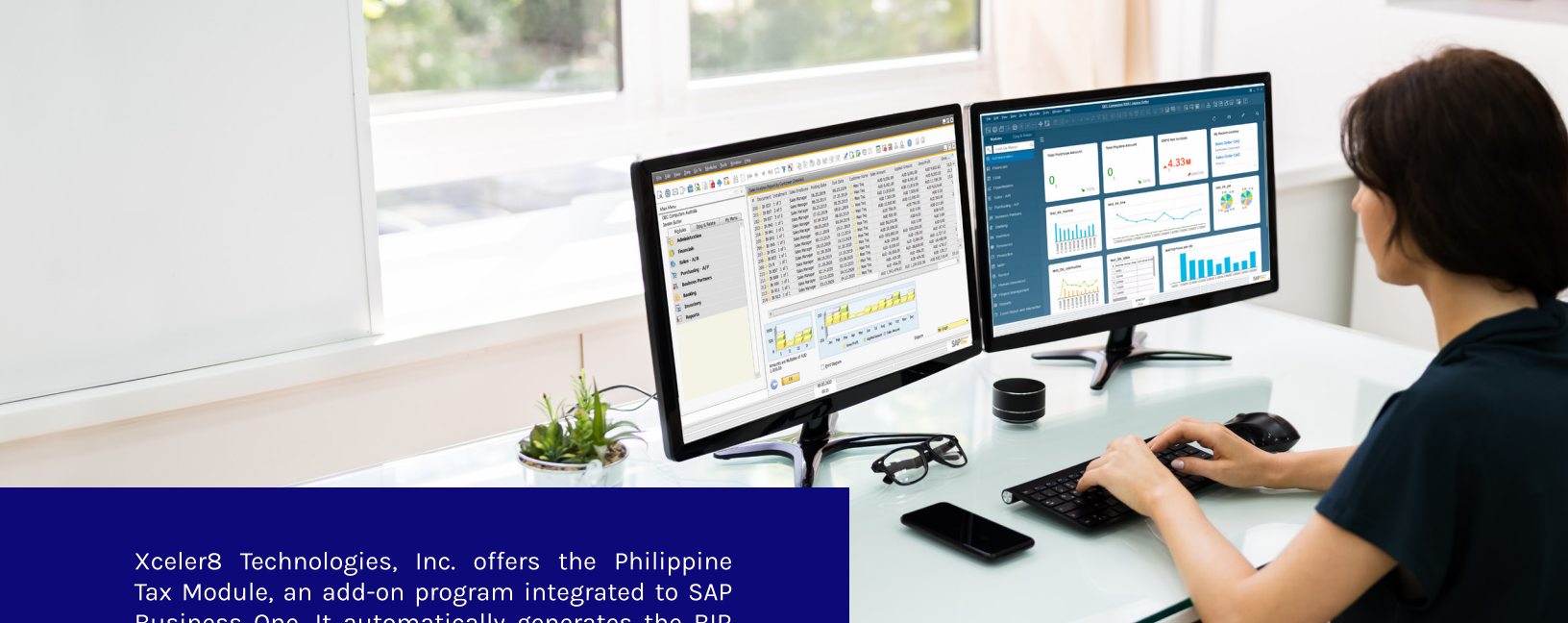
Customizability and scalability

The right CAS solution for your business is dependent on your organization's needs. When choosing a CAS, it's important to consider support for customization and scalability. The solution should be able to cater to the unique needs of your business and support your growth down the line.

BIR-compliant

Aside from meeting your financial operation needs, it's important that your CAS solution is compliant with BIR standards, so you can generate reports on time and avoid paying penalties for noncompliance. [BIR expects](#) a CAS to have the following components:

- General Journal and other subsidiary records
- Sales Book, Purchases Book, Accounts Receivable Book, Accounts Payable Book, Inventory Book, Subsidiary Ledgers, and other accounting records
- Any application system which generates subsidiary ledger and is part of official accounting documents
- Any application system which generates reports required by the BIR
- Point of Sale (POS) Machine/Cash Register Machine (CRM) connected to a network or linked to CAS



Xceler8 Technologies, Inc. offers the Philippine Tax Module, an add-on program integrated to SAP Business One. It automatically generates the BIR forms, reports, and .dat files that you need for tax filing, making it easier to prepare and submit taxes on time.

2 Vendor Capabilities

When selecting a CAS for your business, you should also carefully consider who you're purchasing from. Performing objective evaluation on CAS vendors is a crucial step to minimize the risk of implementation failure. Here are the assessment criteria to consider:

Credentials

How qualified is the vendor to provide a BIR-compliant CAS tailored to your business needs? Review their capabilities and specialization, as well as their previous work. Request for a demo as needed. If you're presented with different enticing offers, go back to your non-negotiable requirements. It's important to determine who can deliver and successfully implement the CAS functions that your business will utilize.



Local track record

How has the vendor helped other local businesses? What were their previous customers' feedback? Performing research on the vendor's track record in terms of performance and implementation success will give you insight into how your partnership with them may look like.



Local support

What kind of customer service and after-sales support do they provide? What is their turnaround time for resolutions? Don't forget to consider how easy or difficult it will be for your team to get hold of vendor support in case you encounter system glitches along the way. Having prompt access to experts on the vendor's side is an important factor in the user experience.

Pricing offers and payment terms

For some companies, the vendor's prices and payment terms can make or break the business deal. Even if you're not operating within a tight budget, it's still good practice to check if you're being offered competitive pricing and payment terms. Protect your business from overspending by ensuring that you're getting a CAS solution that's worth the amount you'll be paying for.

CONSIDER AN ALL-IN-ONE BIR CAS ACCREDITATION PACKAGE

Xceler8 Technologies, Inc. provides all-in-one packages that combine a BIR-compliant CAS with accreditation assistance and onboarding services and support. Explore solutions like our **BIR CAS Accreditation Package**, a comprehensive software and services package that includes the following:

- 5 SAP Business One Starter user licenses
- Complete access to SAP Business One Core functions and features
- Philippine Tax Module
- SAP Business One maintenance support
- 3 months of free helpdesk support
- 30 man-days implementation

Contact Xceler8 Technologies today to [request a proposal](#)

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