



Webb County Business Office  
Accounts Payable Invoice Activity Analysis  
as of October 19, 2017

Invoice Status

	Daily Average	Week		Total
		10/6-10/12	10/13-10/19	
Received .....	179	711	1,079	1,790
Entered .....	185	798	1,056	1,854
Paid .....	185	918	927	1,845

Invoices Pending to be Processed

Previous Months .....	116
September 2017 .....	282
October 2017 .....	825
Total	<u>1,223</u> * 33%

Invoices in Queue

	Level	Percentage	Sheet	Batch	Invoice
Business Office	1) Entry	3%	2	98	63
	2) Review	3%	2	82	85
		6%	4	180	148
Auditors Office	3) A/P	89%	18	990	2,223
	4) Accountants	5%	3	90	114
	5) Auditor	0%	1	3	3
		94%	22	1,083	2,340
	Total	100%	26	1,263	2,488

Outstanding Invoices

Total 3,711 \* 100%