

AmerenUE  
Case No. EO-96-14  
Response to Data Request No. 45

AMRAPS

1. Please provide detail regarding this system.

The overall objective of the AMRAPS project is the installation of an integrated human resources management system that supports the current and future needs of Ameren. The system will support the organization by reducing annual operating expenses, streamlining processes, and supporting the enhancement of employee services.

2. Is AMRAPS merger related?

No.

3. Please provide internal reports/studies/analysis justifying the expenditure of dollars on AMRAPS.

A detailed study or analysis was not fully documented, however, the need for such a system was identified in a November 1994 Internal Audit Report, which is attached.

Exhibit No. 34  
Date 6-3-99 Case No. EO-96-14  
Reporter DURBIN

11/17/94

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INTERNAL AUDIT REVIEW  
OF PAYROLL OPERATIONS  
EXECUTIVE SUMMARY

We have completed a review of payroll operations. The following objectives have been defined for payroll processes:

- Payroll is accurately calculated and disbursed in a timely fashion
- Payroll information is effectively reported to government and employees
- Payroll records are maintained accurately and are easily accessed
- There are effective interfaces with other systems within the company
- Payroll operations are performed in a cost-effective manner
- There are effective accounting processes
- Confidentiality of payroll information is assured

The critical success factors required to achieve the above objectives are discussed in the attached report.

Several systems are involved in payroll processing:

Contract Payroll  
Executive Payroll  
Retirement Trust  
Savings Investment Plan  
Benefits Administration System  
Payroll Distribution System

These systems share data with the Human Resource Information System (HRIS), which maintains employee information.

In conjunction with Contract Payroll, Executive Payroll and Development Department personnel, we have identified the following improvement opportunities:

- Replace the payroll systems with one system that can be integrated with HRIS to eliminate redundant maintenance of programs caused by tax revisions, new contracts and other changes. Provide on-line access to payroll information to eliminate repetitive handling of employment and salary verification requests. Improve payroll history records to eliminate manual accumulation of data for garnishments and employment history requests. Automate several manual processes, such as special checks and fund drive processing.
- Develop on-line, integrated processing of employee information, including personal, withholding and other information.

We estimate annual savings of 10,000 employee-hours could be achieved by the above improvements, as detailed in Appendix A.

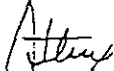
11/17/94

We also evaluated internal accounting controls. These controls provide reasonable assurance that access to assets is permitted in accordance with management authorization and assets and transactions are properly recorded.


Valuable assistance was provided by Mike Hannan, Mary Heger and Ron Kremer. We received excellent cooperation from all personnel contacted during our review.



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