FINANCE OPERATIONS · INVOICE MATCHING

Sumspindle makes software that finance teams use to match bank transfers to invoices and remove paid invoices from the controller's work queue.

Why did this invoice leave the queue?

The problem

An invoice was marked paid while the bank could still reverse the transfer. Once it left the controller's queue, there was no open item to prompt a review.

What Rubrex checked

We checked 30 equal-amount closes and 10 holds against the bank and invoice records available at the time. We then read the ledger to see what had been saved.

What the review found

Eight of 29 assessed closes were flagged. The controller confirmed seven, including a payment with an open bank return.

> **Recommended decision**
>
> Keep the spot check and replay an open return beside a settled payment of the same amount.

Inside the report

Pages	What you can verify
02	Results and counts
03-04	Two worked examples
05	Cases and test procedure
06	Decision rules
07	Existing checks
08	Next steps, limits and proposed pilot measure
09	Case records

Bring a similar case

Describe an invoice that left the queue too soon or stayed open after the payment was supported.

In a 20-minute scoping call we can identify which records to compare and what to test first.

Email evals@rubrex.ai to discuss your workflow

RESULTS / PROPOSE FIN-A-2

What the runs showed

The controller confirmed unsupported closes involving duplicate payments, different currencies and an open return. The extra close we flagged involved a return whose timing was uncertain.

8/29
Closes flagged / 8/29 = 27.6%

7
Closes confirmed / Controller reviewed the evidence

4/10
Holds without a gap / 4/10 = 40.0%

Metric	Past decisions	Sample range
Unsupported closes among assessed closes	8/29 = 27.6%	14.7–45.7%
Needless holds among assessed holds	4/10 = 40.0%	16.8–68.7%
Ledger status matched the decision	39/40 = 97.5%	87.1–99.6%

Reading the results

A saved close tells the controller that an invoice left the queue. The bank’s dated records tell her whether it should have left. The confirmed cases met the rule for proposing a Sprint.

What to inspect first

Start with P1917. Its return was open before the agent closed the invoice, so the order of events is clear.

WORKED FINDING / SUM-FIN-A-1-PAST-P1917

A matching amount hides an open return

The bank had recorded an open return before the agent marked the invoice paid.

BANK RETURN / UNSUPPORTED CLOSE

Closing instruction

Leave the invoice open until the return against its payment settles.

Bank and ledger records

The return was open. The close note said “Transfer equals invoice balance.” The later ledger read showed “closed”.

Decision

The controller confirmed an unsupported close. The agent had left the return out of its citations.

Fix and retest

Follow the payment link to the return history. Replay an open return and a settled one and check which invoice leaves the queue.

> **Reviewer note**
>
> The return was already on file at close. A return first reported the following morning would need a different judgment.

WORKED FINDING / SUM-FIN-A-1-PAST-P0214

The amounts match in different currencies

The bank recorded the transfer in USD and the invoice balance in CAD.

CURRENCY / UNSUPPORTED CLOSE

Closing instruction

Require the payment and invoice currencies to match before clearing the balance.

Bank and ledger records

The company, date and face amounts matched. The agent wrote “Amounts equal.” The ledger saved the close.

Decision

The controller confirmed that this invoice should have stayed open.

Fix and retest

Pair the currency mismatch with an equal-amount payment in the invoice currency. Check both saved outcomes.

Reviewer note

This confirmed mismatch supplied the pattern for the Sprint pair X33 and X45.

SCOPE / FIN-A-1

What the check covers

We drew 30 closes and 10 holds from the latest completed month before inspecting their records. The ledger had already screened the population of saved closes for company and date errors.

Unit of review

One past decision on a payment exception, with its original evidence and a later ledger read.

Case group	What we check
Equal-amount closes	Did the funds settle this invoice in the same currency, and did the payer name it?
Bank returns and replacement files	Was a return still open, or had the transfer already been used?
Held invoices	Did the file actually lack the evidence the controller needed to close?
Saved status	Did the invoice leave the queue when the agent said it had closed?

Procedure

We joined each decision to the payment, invoice, payer’s instructions and dated bank records. We checked the ledger separately and asked the controller to confirm which closes broke the agreed rule.

Coverage boundary

The draw covers saved equal-amount closes and held items. Attempts the ledger had already blocked stayed outside the draw.

FROZEN RULE / FIN-A-1

How the verdict is assigned

The controller agreed on the closing instructions and what would justify a follow-up before we opened the selected files.

Evidence at close

Use the records available when the agent acted, including linked bank returns it left out of its citations.

Flag a close if the original file shows a missing requirement or a contradiction.

Controller confirmation

A controller-confirmed unsupported close is enough to propose FIN-A-2.

Take the confirmed pattern and a payable counterpart into a replay.

Needless hold

Check each held item against the same closing instructions.

Record the work sent back to the controller. A needless hold alone does not trigger the Sprint.

> **When the evidence is missing**
>
> If an export hides what was on file, leave the evidence check open. Preserve a readable ledger status and keep a disputed flag separate from the controller's confirmed examples.

EXISTING CHECKS / FIN-A-1

What the current checks catch

The ledger blocks a company or date mismatch before a close. The controller samples items after closure, so invoices that stay on hold never enter that review.

Check	Result
Rubrex on a mistake withheld from the checker's builder	1/1 = 100.0%
Company and date block on mistakes in this draw	0/12 = 0.0%
Controller's sample on mistakes in this draw	0/12 = 0.0%
Rubrex catches after both controls missed	12/12 = 100.0%
Rubrex false alarms on assessable clean runs	1/27 = 3.7%

Read with care

The draw excluded blocked attempts, so the ledger's catch count here only describes mistakes that remained eligible for sampling.

OPEN ITEMS / FIN-A-1

Open items and owners

Item	Owner	Status
Recover the missing evidence link for P0152.	Engineering co-founder	Waiting on data
Establish whether the return on P1848 settled before the close.	Engineering co-founder	Waiting on data
Decide whether the monthly sample can change after the paired replay.	Controller	Decision needed

Limits of this review

- The sample cannot estimate how often live invoices close in error.
- The controller’s review of closed items says little about good payments left on hold.
- The diagnosis supports testing a change. The controller still owns the decision about monthly sampling.

Proposed measure for a live pilot

Measure controller review minutes per 100 incoming payments. Match review time to the bank return status, invoice decision and reason for each hold.

RUN REGISTER / FIN-A-1

Runs behind the totals

Selected historical decisions include confirmed exceptions, ordinary closes and cases whose evidence needs another look.

Run	Outcome	Detail
SUM-FIN-A-1-past-P0048	Supported close	The payment and invoice met the closing rule.
SUM-FIN-A-1-past-P0152	Evidence missing	No records linked to the selected exception.
SUM-FIN-A-1-past-P0214	Unsupported close	USD payment applied to a CAD invoice.
SUM-FIN-A-1-past-P0360	Unsupported close	The invoice and payment currencies differed.
SUM-FIN-A-1-past-P0424	Correct hold	The payer’s instructions were missing.
SUM-FIN-A-1-past-P0687	Needless hold	The file contained the evidence required to close.
SUM-FIN-A-1-past-P0780	Unsupported close	The same transfer had been used already.
SUM-FIN-A-1-past-P0790	Correct hold	The transfer did not cover the invoice.
SUM-FIN-A-1-past-P1663	Ledger mismatch	The close was supported but the saved status disagreed.
SUM-FIN-A-1-past-P1848	Timing uncertain	The check treated the return as open. The controller did not confirm the flag.
SUM-FIN-A-1-past-P1917	Unsupported close	The return was open when the agent closed the invoice.