

# Utilities Top 3 Spend Categories + Tips to Optimize

Leverage your industry data  
and our tips to optimize spend



As an industry under constant regulatory scrutiny and pressure from disruptive competitors with rapidly advancing technology, utilities organizations have a great need for controls and visibility into employee spend. That's why, using internal data from SAP® Concur® solutions, we analyzed the top three spend categories for the utilities industry. Read on for helpful tips to optimize spend, uncover savings, and gain efficiencies for your utilities organization.

**How do the top three categories of spend help your utilities organization optimize your financial operations today and plan for the future?**

## Top 3 Spend Categories

01

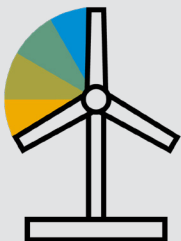
**65% of Spend Categorized as 'Other':** When a spend category consists of many different expense types, the opportunity to quickly review and pivot wanes. As workplace dynamics shifted to a remote or hybrid model, and new spend types like PPE emerge, the need to adjust and have critical visibility into this continues to evolve. Ensuring that spend categories are set up with new expense types that are clear for employees to use is critical to ensure reporting is consistent and relevant.

02

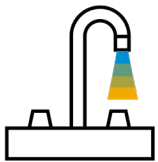
**13% of Spend Categorized as 'Lodging':** Visibility into employee hotel bookings, business travel locations, and preferred hotel supplier selection transitioned from 'nice to have' to 'need to have' data during the global pandemic. Amidst extensive travel restrictions, 'lodging' still comprised 13% of spend in 2021 across the utilities industry. Airfare, meals, and travel-related spend drastically decreased during the pandemic, yet is forecasted to spike in 2022.

03

**6% of Spend Categorized as 'Office-Related':** As teams rapidly shifted to remote workplaces, 'office-related' expenses emerged as the third highest category of employee spend for utilities organizations. Determination of when to travel and when to stay remote has created a significant change to the way that dollars are allocated amidst a global pandemic and has presented a new normal for budgeting strategies.



**Resilience and change readiness are made possible with an integrated employee spend and travel solution.**



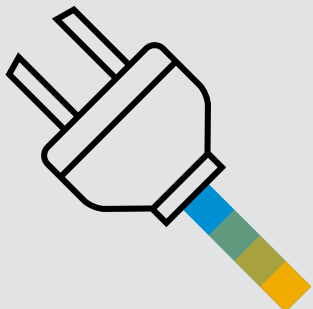
# Tips to Optimize Spend

## Create Relevant Expense Categories

Regular review of your spend categories and the expense types mapped to them will help ensure your policies stay relevant while providing more visibility. If your “Other” expense category is high, digging into that category to understand how it is mapped to individual expense types will provide the opportunity to implement a best practice strategy. When spend categories are used as designed, it provides consistency and relevance within the tool itself, and SAP Concur solutions will be able to guide your program towards optimization, as well as compare and contrast against your peers.

## Build Spend Pre-Approvals

Adding pre-approvals of spend into your travel and expense programs make budgetary and regulatory compliance management within your SAP® Concur® solution the simplest way to manage spend throughout your organization. Regularly adjust your expense program policies and employee communications to account for the way your teams administer, manage and allocate budgets.



When you are ready to optimize employee spend for your organization, visit [Concur.com](https://concur.com) or [email us](#). SAP® Concur® solutions has the platform and industry experience to partner with you.

## About SAP Concur

SAP® Concur® solutions take organizations of all sizes and stages beyond automation to a completely connected spend management solution encompassing travel, expense, invoice, compliance, and risk. For more than 20 years, these leading, innovative solutions have kept customers a step ahead by delivering time-saving tools, connected spending data and a dynamic ecosystem of diverse partners and apps. User friendly and business-ready, SAP Concur solutions unlock powerful insights that help businesses reduce complexity and see spending clearly, so they can manage it proactively. Learn more at [concur.com](https://concur.com) or the SAP Concur [blog](#).

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