SAP Concur [C·]

The ABCs of
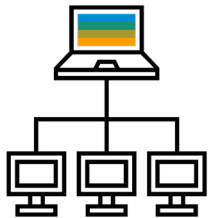# Expansion & Optimization

Preparing your organization and teams for future growth requires a solid foundation. Through platform and vendor consolidation, as well as adherence to industry best practices, you can transform your program into a well-oiled machine, capable of responding to market pressures and opportunities as they arise.

THE BEST RUN **SAP**

Align Teams and Processes

Have you ever worked for an organization where there's processes on top of processes and none of them make sense? We've all been there, and it can be frustrating. SAP Concur solutions can help connect teams and processes across the globe, optimizing your current platform and providing support at every stage of evolution.

CONNECTED SYSTEMS

By moving to a singular spend management solution, you can ensure best practices are implemented globally. With localized templates and policies, your team can quickly gain an accurate view of spend across every department and every country.
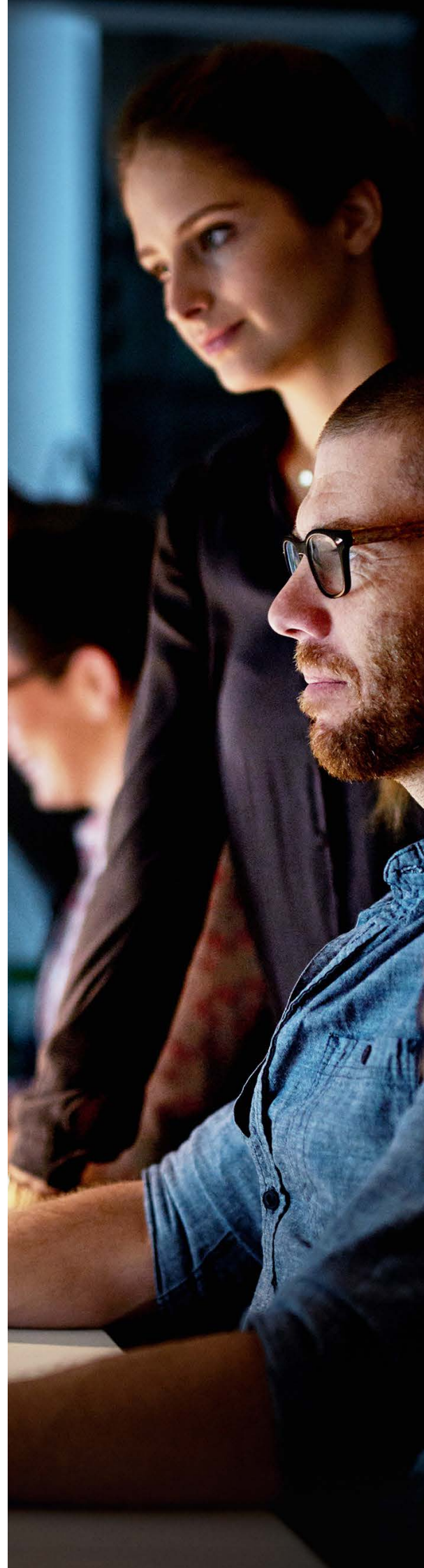
STREAMLINE PROCESSES

Your global locations will have different policies, requirements, vendors, and partners. Reduce the pain of managing global process discrepancies and gain a better understanding of where spend is happening. Your teams can maximize their time while you get more out of your investment.

IMPROVE USER EXPERIENCE

Consolidate support and implement localized workflows to remove friction around submitting expenses. Regardless of location or language, it'll be easier for your end users to get the data needed faster.
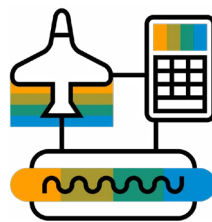
Better Visibility into Spend Data

It can be increasingly difficult to get visibility into all of your spend data without the right tools and processes in place. Solving this challenge requires more than a one-and-done solution. You need a partner who can evolve and grow with you. SAP concur solutions can help you get the transparency you need to maximize your budget and strategize growth.
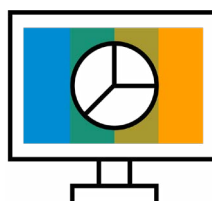
SEE SPEND HOLISTICALLY

Being able to pivot based on key business moments is crucial. Supply the right information (localized for language, currency and policy) at the right time to drive informed decisions with consistent data.

EMPLOYEE SPENDING

How employees spend is constantly growing and evolving, and has made non-compliant spending difficult for organizations to track. The right technology provides visibility into all channels of employee spend with the flexibility to adjust programs and policies, in near real time, globally.
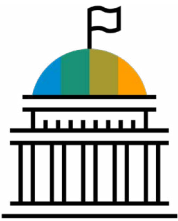
INSIGHTS TO FUEL GROWTH

Insights into revenue and spending are needed to improve forecasting and inform growth opportunities. Leverage reporting tools and dashboards from a single solution to more accurately plan and pave the way for growth and expansion.

Catch Risks and Non-Compliance

Globally expanding companies must navigate compliance, foreign taxes and currencies, intricate regulatory structures, as well as manage the complexities of providing support to travelers and remote employees. Ensure your expansion is compliant with SAP Concur spend management solutions, partners, and apps.

MITIGATE REGULATORY RISKS

Each country has its own set of complex tax laws and regulations. To reduce exposure to risks, including FCPA and GDPR violations, you need technology that supports multiple languages, currencies, and auditing capabilities to identify VAT reclaim opportunities and non-compliant spend.
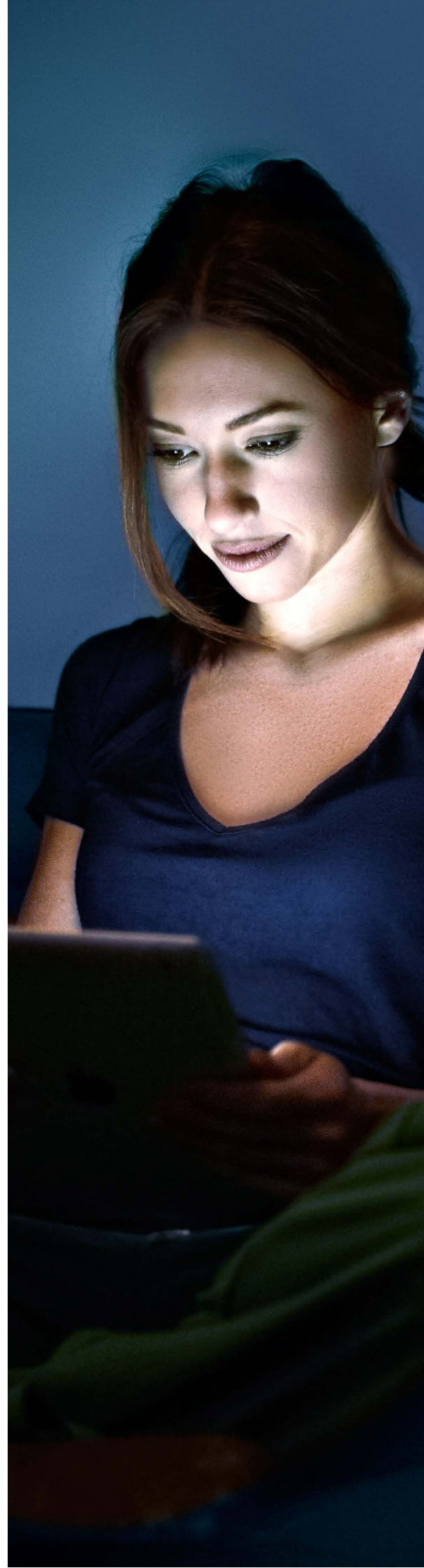
MAINTAIN COMPLIANCE

Managing policies across borders is complicated. Streamlining your travel and expense program with set rules makes it easier for employees to make compliant transactions, and you'll spot red flags before they become problems.

FULFILL DUTY OF CARE

As your global footprint increases, so will global travel. It is your duty to ensure the safety of all employees. By using a consolidated solution that centralizes traveler data, you'll be able to locate and communicate with travelers in the event of an emergency.

Decrease Carbon Emissions

There's a growing recognition that sustainability isn't just about social responsibility, it's also about the future of business. Those who are ready to embrace sustainability often struggle to implement travel policies that account for carbon emissions and offset methods, while also becoming leaders in environmental responsibility. How can SAP Concur solutions help create a travel and expense program that is not only cost effective, but aligns with the reduction of carbon emissions?

DETERMINE YOUR BASELINE

To determine your baseline carbon footprint, gather all flight information from the current or prior year based on employee miles flown. Use the emission factor of your choice (such as GHG Protocol) to calculate your business travel footprint.

IMPLEMENT AND AUTOMATE

Carbon offsetting is one of many economic actions you can take to mitigate the impact of travel emissions. Invest in trusted nonprofit partners and verified carbon offset projects, and automate donations to meet regulatory guidelines.

ENGAGE YOUR TRAVELERS

Develop sustainable travel plans for future travel, and raise awareness of the environmental impact of travel and what can be done to improve it. Improve employee satisfaction and increase compliance to meet your goals by educating your travelers to modify their travel behavior.

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ABOUT SAP CONCUR

SAP® Concur® is the world's leading brand for integrated travel, expense, and invoice management solutions, driven by a relentless pursuit to simplify and automate these everyday processes. The highly-rated SAP® Concur® mobile app guides employees through business trips, charges are directly populated into expense reports, and invoice approvals are automated. By integrating near real-time data and using AI to analyze transactions, businesses can see what they're spending, improve compliance, and avoid possible blind spots in the budget. SAP Concur solutions help eliminate yesterday's tedious tasks, make today's work easier, and support businesses to run at their best.

Grow your business with confidence and **contact your SAP Concur representative today** to see how you can maximize your current solution.

Learn more by visiting us on the web or the SAP Concur blog.

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