

Efficiency, Compliance, Cost Reduction...delivered

The Background



Established in 1994, DigiPoS was formed to bring to retailers the high technology solutions critical to their success. Operating across 16 subsidiaries, DigiPoS delivers innovative technology to retailers and point of service businesses, developing hardware, software and professional services for its clients. Digipos is a leader in technology development in terms of system design, through to integration of software applications and hardware solutions.

Previously, the company had used pre printed paper forms completed manually, requiring the receipts to be attached and submitted for approval and then paid in a fortnightly payment run. This left the Finance Team burdened with the time consuming processing and payment functions, and called on Digipos to use internal resources to control the company's spend and enforce the expense policy. For greater control and peace of mind for employee expenses, Digipos turned to GlobalExpense, Europe's leading end to end expense management solution.

The Challenges



DigiPoS's workforce includes a large number of field engineers incurring expenses every day. The business wanted to ensure that staff were not expected to subsidise the business from their own pockets through the fortnightly re-imburement, at the same time as improving visibility of the expense spend and policy enforcement.

Some of the benefits realised by DigiPoS through adopting the **GlobalExpense** service include:

- Transferring the high volume low value processing, storage and payment tasks to GlobalExpense has meant the Finance Team has been free to focus on more business critical activities
- Improved visibility for claimants and for the business, and faster reimbursement for staff claiming expenses
- Detailed management information quickly and easily available to identify individual claim patterns or issues, and help enforce the expense policy
- The validation and storage of claims / receipts within DigiPoS has been outsourced to GlobalExpense, removing an onerous task from the business

By working with GlobalExpense, DigiPoS benefits from peace of mind for Income Tax and VAT compliance in the event of an HMRC audit. In addition, the end to end service provided by GlobalExpense ensures that the staff at DigiPoS have been supported from the very start, including the expert training provided to both claimants and administrators, and the dedicated Helpdesk support as soon as the company went live with GlobalExpense.

KEY FACTS



Client

DigiPoS



TRANSFORMING RETAIL THROUGH TECHNOLOGY

Annual Expense Spend:
£33,700 p.a.

No. of receipts per month:
171 on average per month

Number of claimants:
15 on average per month

Previous system:
Pre-printed paper forms,
manually completed

KEY BENEFIT

**An efficient,
compliant solution
to deliver policy
control and speed
up reimbursement
for claimants**

The Impact



Following a swift implementation, GlobalExpense went live with DigiPoS in October 2008. The staff at DigiPoS are now able to submit their claim securely at any time, anywhere, simply through access to the internet, thanks to the secure web-based submission system. The management information and detailed reporting provided through GlobalExpense has vastly improved the visibility and transparency of the business' expense spend, and DigiPoS will work closely with the business' dedicated Account Manager to make maximum use of the information available to delivery further efficiencies and control.

The Finance Team is now able to focus its energies on more business critical activities, no longer needing to waste the team's time on the time consuming and costly burden of receipt processing and claim payment. Utilising the automated policy enforcement functionality has given the company complete visibility of its expense spend, whilst at the same time ensured that any audit visit by HMRC results in a clean bill of health for VAT and Income Tax compliance.

CLIENT QUOTE



Paul McNab, Financial Controller for DigiPoS, said:



"I've been delighted with the GlobalExpense system and service since day one. Thanks to outsourcing the painful processing functions, we are able to focus on more value-adding activities. With the peace of mind for compliance, the speed of reimbursement and the level of visibility and control provided, deciding whether or not to go with GlobalExpense is a no-brainer."



GlobalExpense – Europe's number one end to end expense management solution. Take control and cut costs with GlobalExpense!