



Who does it benefit?

Raise, approve and generate purchase orders; as well as two-way invoice matching.

“The best invoice management process starts with an order!”



Benefits to finance:

Budget holders, who are currently just responsible for their budget, are now also accountable, by committing spend and having it approved, **before** making a purchase.

Commitment accounting: a view on all open orders not yet matched to an invoice which delivers visibility you would not currently have without an ordering process.

Increased efficiency around processing invoices too; if they match to the order they can be auto-processed, further reducing human interaction with each transaction.

Time to focus on just handling the exceptions to pre-set rules, not every transaction.

The ordering process is fully auditable. Finance will know when a draft order was raised, who approved it and when, any comments associated to this, matching status etc.

Easy to use for non-finance users, which will increase and ease adoption across the business.

Utilising an ordering process reduces the risk of unauthorised spend.



Benefits to the budget holders and their teams:

Trackability, status of open draft orders, including where they are in the approval process.

Orders can be automatically submitted to suppliers which saves you from sending an email or making a phone call.

Much quicker than any existing manual ordering and approval process.

Repeat ordering available.

Improved supplier relationships through improved communication by utilising an automated purchase order and invoice management application.

The system allows for more informed decision making based on committed spend.

Mobile approvals application available.

