

SMART TRAVEL

Business Overview

In a global business environment, travel is necessary & expensive. More companies are seeking ways to reduce necessary travel costs in a tight, unpredictable economy. Shrewd companies are discovering that to control costs, they must adopt a travel management policy incorporating an automated solution.

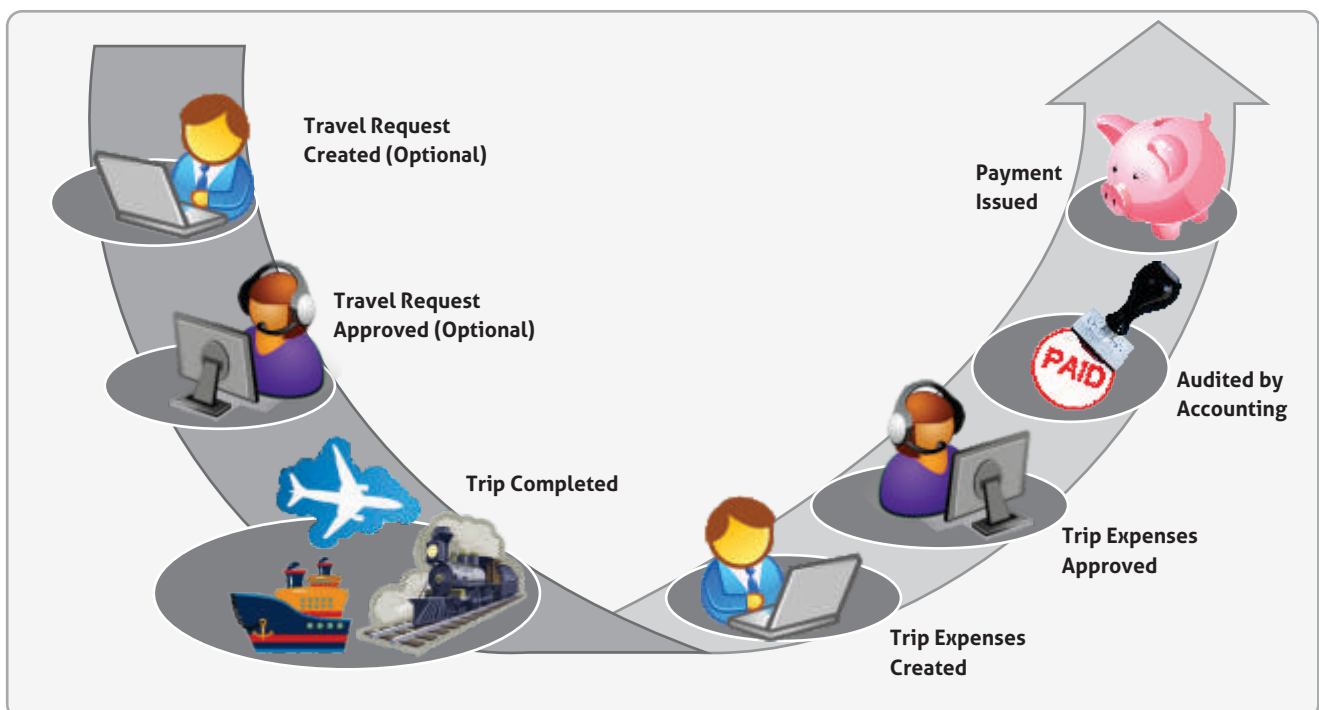
Every business trip begins with booking travel & ends when all travel expenses are reimbursed. & those travel expenses can add up, representing a typical organization's second largest controllable expense. So doesn't it make sense to manage your entire business travel process within one seamless on-demand service? More & more organizations around the globe are utilizing Datamatics to do just that. Datamatics's Smart Travel helps companies streamline all aspects of their travel & entertainment expenses.

Datamatics' Next-Generation Solution

- Datamatics SmartTravel eliminates the traditional expense report by automatically reconciling what was booked with what was actually spent, putting your organization in complete control through the power of visibility & making easier & faster Business Travel a reality
- Datamatics Travel & Expense does more than just combine travel booking & expense reporting into one integrated end-to-end process. Datamatics actually helps your organization control spend - from the time travel is procured all the way through to payment & reporting - by driving compliance & enforcing your policies
- All the data captured during booking & throughout the business trip flows directly into the expense reporting process, which means that now your organization has more visibility into employee spend than ever before

Datamatics' Record to Report Process Workflow

The Travel & Expense Platform provides web based interface to put travel requests & expense claims online which can be audited & approved by Datamatics team eliminating the efforts spent by your accounting team.



Datamatics' Offerings

Datamatics offers comprehensive F&A services for global markets including India & have helped many organizations to achieve their business objectives by forming shared services by collaboration of automation & service delivery improving cost efficiency, control & compliance. Travel & Expense Processing is one of the key offerings under F&A service umbrella which bundles technology & service together enabling you to adopt a transaction based business model.

Travel Planning

- SmartTravel enables business travelers to book flights, hotels, cars as well as look up related information. In addition, the application fully supports communication with travel agencies, making interactions more efficient.

Travel Expense Management

- With easy-to-use functions that speed the entry & processing of travel expense reports & streamline accounting & settlement processes, Smart Travel reduces the administrative workload associated with travel expense accounting. Corporate policy control– SmartTravel enables you to control both travel planning & travel expense management according to corporate travel policies.

Travel Management Reporting

- SmartTravel supports decision-making & facilitates the development & implementation of new travel strategies. Preconfigured reports help you consolidate valuable data for supplier negotiations to further cut direct purchasing costs.

Datamatics with its flexible delivery models enables you to switch from traditional capex to opex based model which allows you to pay per transaction without spending on platform.

The Datamatics' Smart Travel Advantage

Benefit to Employees

- Import expenses from corporate cards AND personal credit/debit cards
- Automatic population of booked travel itinerary information
- Get reimbursed faster through direct deposit
- Automatic currency conversion for the date of purchase
- No more spreadsheets/paper forms

Benefit to Accounting

- Comprehensive Control
- Click to Pay Reimbursement
- Rapid deployment
- Dozens of Reports & extracts
- Elimination of duplicate data entry

Benefit to Approvers

- Instant notification via email
- View all reports awaiting approval
- Ability to manage by exception
- Line Item denials
- One Click approvals
- No more spread sheets

About Datamatics

- Global Information Technology (IT) & Business Process Management (BPM) organization taking you forward on your route to Digital Transformation
- Trusted partner to several Fortune 500 companies globally
- Capabilities built around technology, domain expertise & knowledge of business processes
- Alliances with global technology leaders such as Microsoft, IBM & EMC²
- More than 7,500 employees globally
- Certified for SEI CMMI Level 4 V1.3, ISO 27001:2013 & ISO 9001:2008
- SSAE 16 compliant processes
- Global presence: U.S., UK, Australia, Dubai & India

Associated Services

- **Procure to Pay** – PO Processing, PO & Non-PO Invoices Matching & Verification, Vendor Master Maintenance, Vendor Statement Reconciliation, Vendor Query Help Desk, Check Printing & Posting to Vendors
- **Order to Cash** – Order Processing, Cash Application, Customer Query Management, Credit Verification & Reconciliations

- **Record to Report** –
 - GL maintenance
 - Inventory accounting accruals & fixed assets accounting
 - Ledger closing & reconciliation
 - Month-end close & consolidations
 - MIS reporting, BS / P&L analysis
 - IFRS / Local GAAP reporting support
 - VAT / statutory / external reporting
 - SOX compliance

Contact

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