

Expense

Project related expenses form part of organization's regular business activities where employees incur expenses such as transportation, meals, lodging, etc.

Without a system in place, unauthorized expenses can get approved, expense applications can get ignored, receipts and other supporting documents can be misplaced, resulting in an inefficient process that negatively affects both the employee and the company.

With iSuweldo Expense module, you will be able properly account for project expenses and streamline your expense report process keeping tab of your company's expenses.



Features of iSuweldo Expense module include:

Multiple Expense Types

You can create an unlimited number of expense types to suit your company's operational needs.

Configurable Expense Rules

You can configure your own set

of rules associated with each of your expense types specifying the minimum/maximum amount of the expense, whether receipt is always required and other configuration options including restricting specific employees from accessing expenses.

These rules enable more control on what employees can do with their expenses applications creating standards and limits in accordance with your company's expense policies.

Project Charging

Expenses incurred are associated to corresponding projects enabling you to properly account for the expense of each project. With this, the company is able to accurately account for employee expenses incurred for each project.

Employee Self-Service

iSuweldo Expense module's web-based intuitive interface, enables employees to easily create and submit their expense applications for approval. It allows you to organize and monitor your expense reports from anywhere even while you are out of the office as the expenses are incurred.

Approval Groups

With iSuweldo Expense, you have the ability to define customized approval hierarchies for each employee.

iSuweldo®



Expense Attachments

You can attach any type of file to your expense application to include the supporting documents such as scanned copies of receipts and other documents.



Reimburse your Employees

iSuweldo Expenses is fully integrated with iSuweldo payroll system enabling the company to reimburse your employees' project related expenses.

Expense Reports

iSuweldo Expense reports enable you to know where money is being spent and allows you to easily track your company expenses.

Get iSuweldo Expense now. For inquiries call us at 491-7310.