systematiX
Digital X'perience Partner
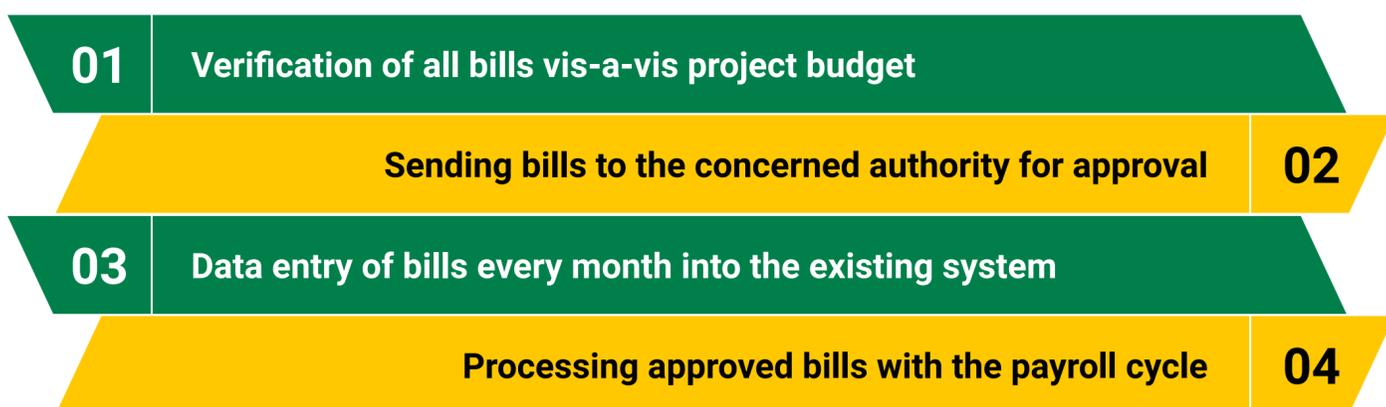
mahyco grow

Smart Expense Reimbursement Solution

800+ field force's expense settlementperiod cuts down to 5 from 45 days

Summarizing Situation

Maharashtra Hybrid Seeds Company Private Limited (Mahyco) focuses on research and development, production, processing, and marketing of seeds for India's farming fraternity. They are one of the pioneers of high-quality hybrid and open-pollinated seeds.

800+ field staff couriers their expense bills to the finance team for reimbursement monthly. These bills are towards the expenses such as farming hand tools, manure, tea, seeds, pesticides, etc. done for executing farming projects on-ground in interior locations of India where connectivity is poor. Bills from the entire field force were approximately 4000 every month. The projects are budgeted therefore finance team needs to keep tab on the expenses vis-a-vis budget.

Earlier Expense Bill Settlement Process at Corporate HQ

01	**Verification of all bills vis-a-vis project budget**
Sending bills to the concerned authority for approval	**02**
03	**Data entry of bills every month into the existing system**
Processing approved bills with the payroll cycle	**04**

During verification, sometimes there are queries from the finance team on specific bills, and the reimbursement goes on hold till resolution. The process is completely manual and the entire cycle from the despatch of physical bills to the settlement of the same takes 45 days.

Business Impact

The finance department had a big team to manage this process manually, and the time lag was huge. The field person had to keep the record of bills for month-long and then courier it to the head office. The finance team had to verify bills, get approvals, coordinate with the field person to resolve queries, manually enter all the bills into ERP system, and file physical bills for audit purpose. As a result, Mahyco was incurring very high operational cost and faced grievance from both the finance team as well as field force.

Resolution

A web and mobile solution completely changed the working for Mahyco. Instead of batch processing once a month, the digital solution enabled field force to enter details of the bills in a feature-packed and easy bill entry form, take a picture of the physical bill and upload it anytime, anywhere. The form permits uploading bills against existing suppliers or get a new supplier approved in an automated workflow. Queries, if any, are discussed and resolved on the same platform. The mobile client is designed very light so that it works even in places with poor connectivity and also offline when no network.

Decentralization of the process helped reduce the data entry burden on the finance team. The entry made by field team is sent to the ERP application using APIs.

With this solution, the manual process is transformed into an enhanced digital process that improved employee productivity and made the process error-free.

Resolution Results

9x faster turnaround in the entire process

15000 man-hours per month saved by decentralizing entry of bills at the origin

Happy employees with expense reimbursement in the same month payroll

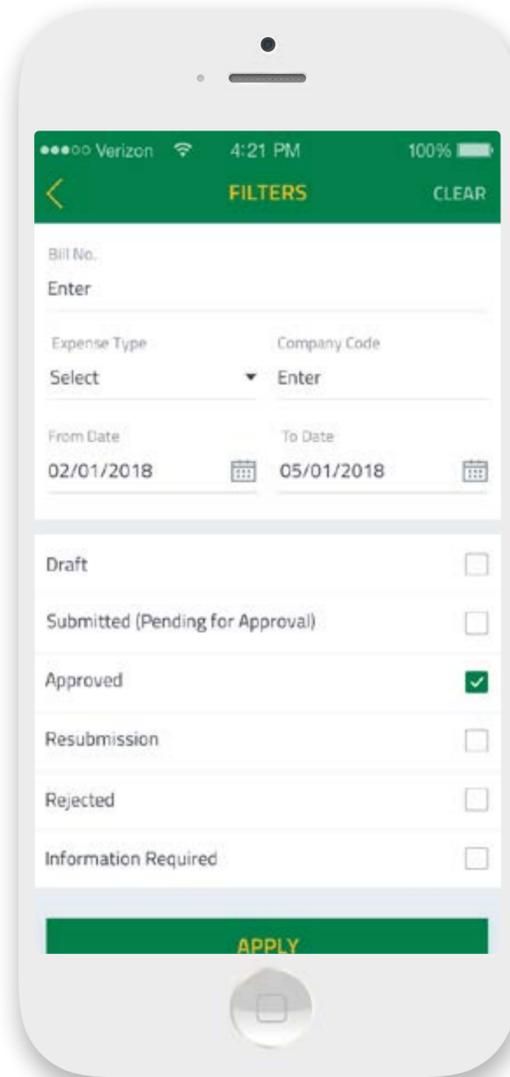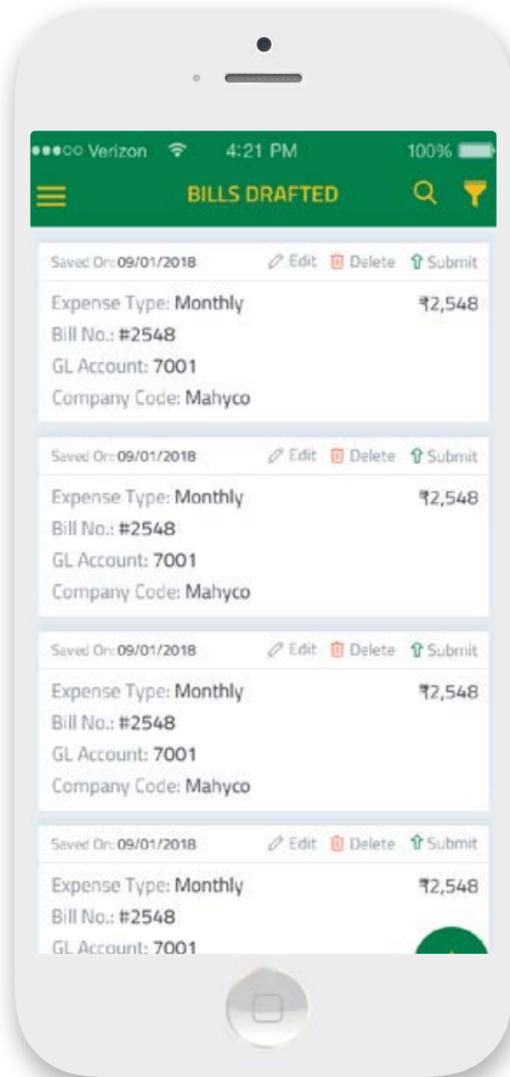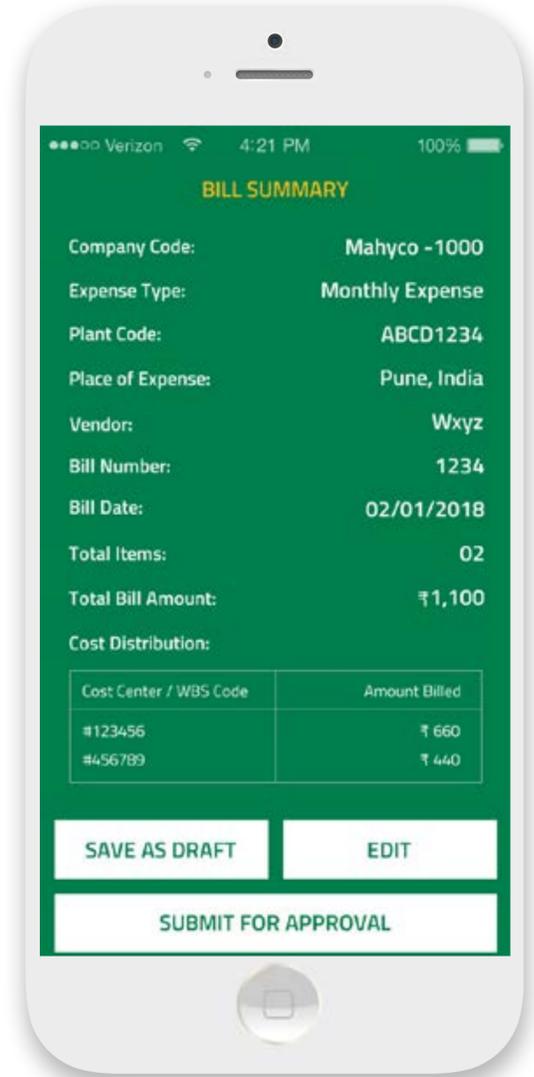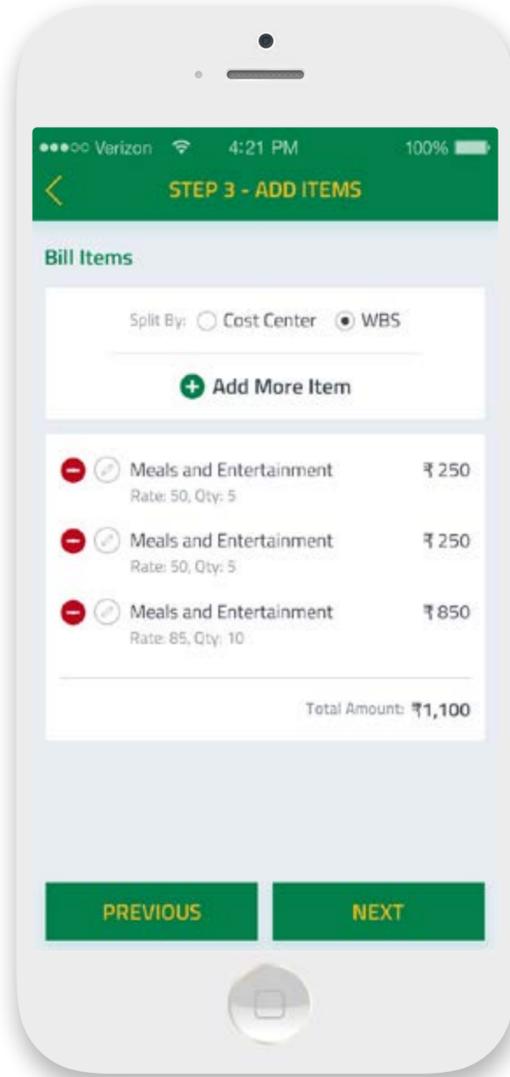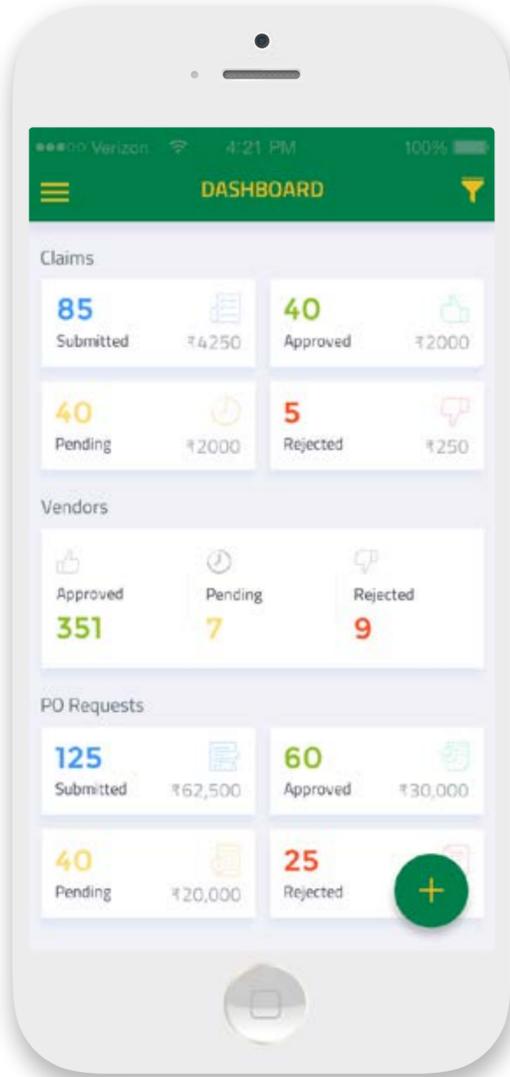Integration with ERP for end-to-end process automation

Zero dependencies on cellular network with offline and auto-sync functionality in the client app.

Instant resolution of bill related queries

Mobile App Screenshots

Screen 1 — DASHBOARD

Claims
- 85 Submitted ₹4250
- 40 Approved ₹2000
- 40 Pending ₹2000
- 5 Rejected ₹250

Vendors
- Approved 351
- Pending 7
- Rejected 9

PO Requests
- 125 Submitted ₹62,500
- 60 Approved ₹30,000
- 40 Pending ₹20,000
- 25 Rejected

Screen 2 — STEP 3 - ADD ITEMS

Bill Items

Split By: ◯ Cost Center ⦿ WBS

➕ Add More Item

- Meals and Entertainment ₹ 250
  Rate: 50, Qty: 5
- Meals and Entertainment ₹ 250
  Rate: 50, Qty: 5
- Meals and Entertainment ₹ 850
  Rate: 85, Qty: 10

Total Amount: ₹1,100

[PREVIOUS] [NEXT]

Screen 3 — BILL SUMMARY

Company Code:	Mahyco -1000
Expense Type:	Monthly Expense
Plant Code:	ABCD1234
Place of Expense:	Pune, India
Vendor:	Wxyz
Bill Number:	1234
Bill Date:	02/01/2018
Total Items:	02
Total Bill Amount:	₹1,100

Cost Distribution:

Cost Center / WBS Code	Amount Billed
#123456	₹ 660
#456789	₹ 440

[SAVE AS DRAFT] [EDIT]

[SUBMIT FOR APPROVAL]

Screen 4 — BILLS DRAFTED

Saved On: 09/01/2018   ✎ Edit 🗑 Delete ⬆ Submit
Expense Type: Monthly   ₹2,548
Bill No.: #2548
GL Account: 7001
Company Code: Mahyco

Saved On: 09/01/2018   ✎ Edit 🗑 Delete ⬆ Submit
Expense Type: Monthly   ₹2,548
Bill No.: #2548
GL Account: 7001
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Expense Type: Monthly   ₹2,548
Bill No.: #2548
GL Account: 7001
Company Code: Mahyco

Saved On: 09/01/2018   ✎ Edit 🗑 Delete ⬆ Submit
Expense Type: Monthly   ₹2,548
Bill No.: #2548
GL Account: 7001

Screen 5 — FILTERS   CLEAR

Bill No.
Enter

Expense Type   Company Code
Select   ▼   Enter

From Date   To Date
02/01/2018 📅   05/01/2018 📅

- Draft ☐
- Submitted (Pending for Approval) ☐
- Approved ☑
- Resubmission ☐
- Rejected ☐
- Information Required ☐

[APPLY]

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About Us

Incorporated in 2005, Systematix Infotech has been at the forefront of providing digital transformation consulting and software services to businesses globally. Their focus has been to design solutions that contribute towards the client's success and are sustainable to support the growth and changing dynamics of the business. Our work with over 900+ clients across 2500+ interesting projects speak of our diverse talent, project management and quality management capabilities.

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