



SAP Concur 

Public Sector Brochure: HR

Increase Employee Retention, Productivity and Safety with Easy-to-Use Tools for **HR** **Professionals**

Keeping Your **Most Valuable Resources** Safe

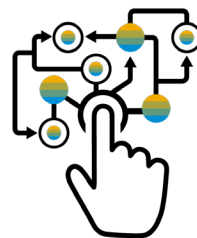
It's no secret that business travel is essential to the operation of many government agencies, contractors and educational institutions. In fact, global business travel spend topped \$1.2 trillion in the US in 2015, according to a 2016 GBTA report. This means that HR professionals have increased pressure to ensure the safety and security of their employees, faculty, and staff as they travel on behalf of their agency, organization or institution. How can you ensure that you are upholding your duty of care responsibilities in addition to the regular demands of your job, such as maximizing employee satisfaction and retention?

Take an **Employee-Centric Approach** to Travel and Expense Management

As an HR professional, it is top-of-mind to create an environment that enables employees to be productive and happy – and in doing so, you retain and attract high-performing talent. Today's employees are increasingly looking to their workplaces to provide tools similar to those they use in their personal lives. Equipping your people with tools designed to provide a great experience and help accomplish essential work, empowers them to achieve your organization's objectives more efficiently and effectively. When considering a travel and spend management solution, it's important to place emphasis on those that provide a user-friendly experience.

By focusing on providing employees with tools they will love to use your agency or institution can:

- **Simplify** the travel and expense reporting process with mobile tools that make it easy for employees to stay happy and productive—spending more time achieving core mission objectives and less on expense reports.
- **Connect** your T&E travel system to the tools your agency or institution already uses like your ERP or HRIS system, to ensure all the data you need is in one place.
- **Ensure safety** of employees, faculty, and staff no matter where they are headed with tools to locate, communicate with 24/7 and provide assistance if necessary.

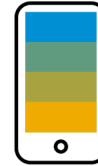


78% of employees say it's very important to work for a digitally enabled company or digital leader¹

SAP Concur: Your Partner in User-Friendly Solutions

In addition to offering best-in-class expense and travel solutions, SAP Concur can be your partner in providing tools that make your people's lives easier.

- **User-friendly mobile tools.** Attract the next generation of workers by providing tools they can use on the go. With Concur Expense® and Drive, you can help keep your employees productive whether traveling between campuses or meeting with citizens on government services.
- **Streamlined workflows.** Speed up approvals and reimbursements whether pre-approving travel, processing invoices or putting precautions in place to limit improper spending with solutions like Concur® Travel and Concur® Invoice.
- **Keep your talent motivated.** Managers can readily review expense reports and invoices from any device, saving time and ensuring your people get paid faster, which helps to improve employee satisfaction and retain valuable talent.
- **Deliver on duty of care.** With Concur® Locate and Active Monitoring, you can quickly pinpoint, communicate with and provide assistance to your employees, faculty, and staff no matter where they are.



50 PERCENT

of millennials say they would quit a job if the proper technology was not provided by their employer³



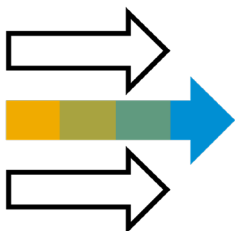
30 PERCENT

of agencies say that they would like to improve employee satisfaction with their current spend management solution⁴



22 PERCENT

want to decrease lengthy reimbursement times⁴



Visit [Concur.com](https://www.sap.com/concur) or reach out to your representative to learn more about how SAP Concur helps HR professionals in educational institutions and government agencies improve employee experience and refocus resources so you can focus on what matters most.

¹MIT Sloan Management Review, “Is Your Business Ready for a Digital Future?”

³NextGov, Government Transformation Starts With Digital Employee Experiences, 2017

⁴Modernizing the Tracking of State and Local Government Spend, GovLoop, 2017

GB PUBLIC SECTOR PERSONA HR ENT enUS (18/06)

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