

The Road to AP Automation Begins in the Mailroom

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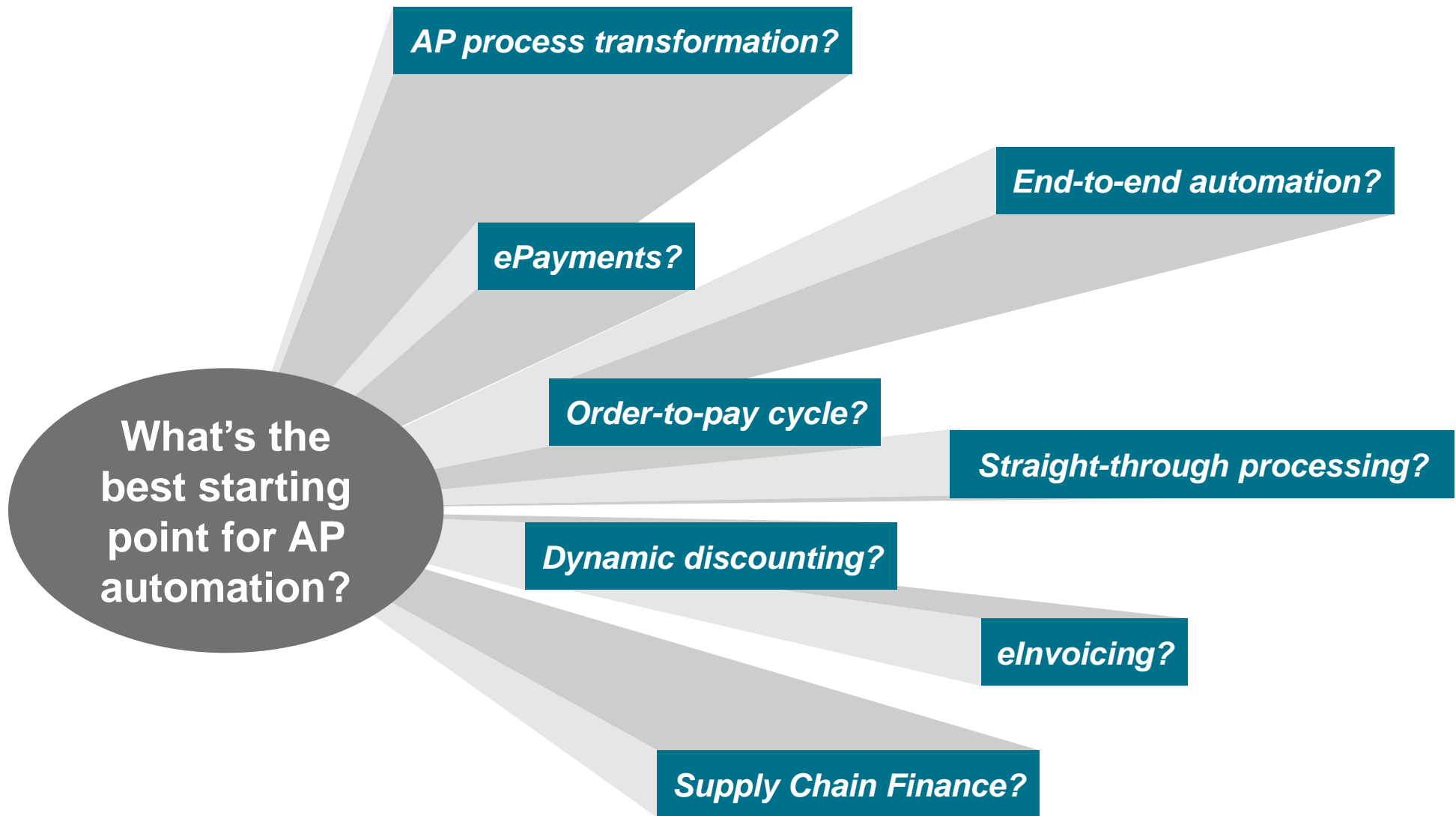
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AP Automation: Beyond the Buzz



Demystifying Buzz Words—Putting AP Automation into Context

Guiding Principles for AP Automation

- Start with the end in mind
 - End-to-end automation
 - Order-to-pay process
 - Straight-through processing (STP)
- Use building blocks
 - ePayments
 - eInvoicing
 - Working capital financing
 - Supply Chain Financing as collaborative model
- Make change an iterative process
 - Add building blocks following initial success

Payments Transformation: a Good Place to Start

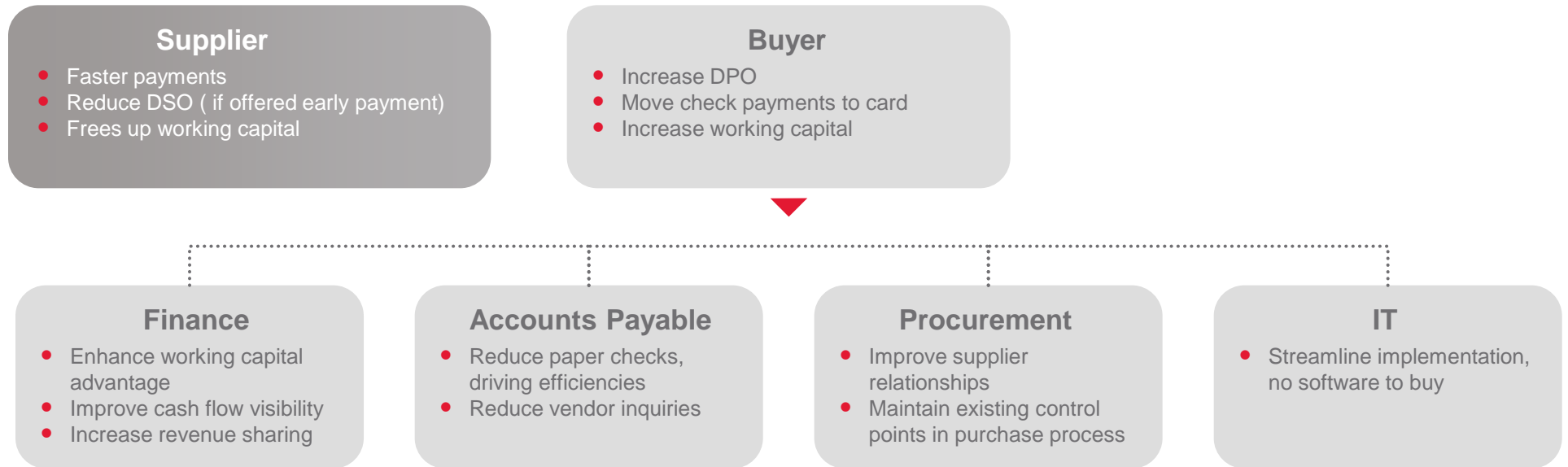
Advanced Practice: A Comprehensive Approach

- Start with payments transformation
 - Easiest to implement
 - Fewest internal stakeholders
 - Least amount of process change
- Use an integrated ePayments strategy
 - Focus first on AP card payments
 - Drive more spend through your card program
 - Turn AP into a profit center
 - Gain momentum from quick, measurable results
 - Move next to ACH
 - Outsource remaining check production

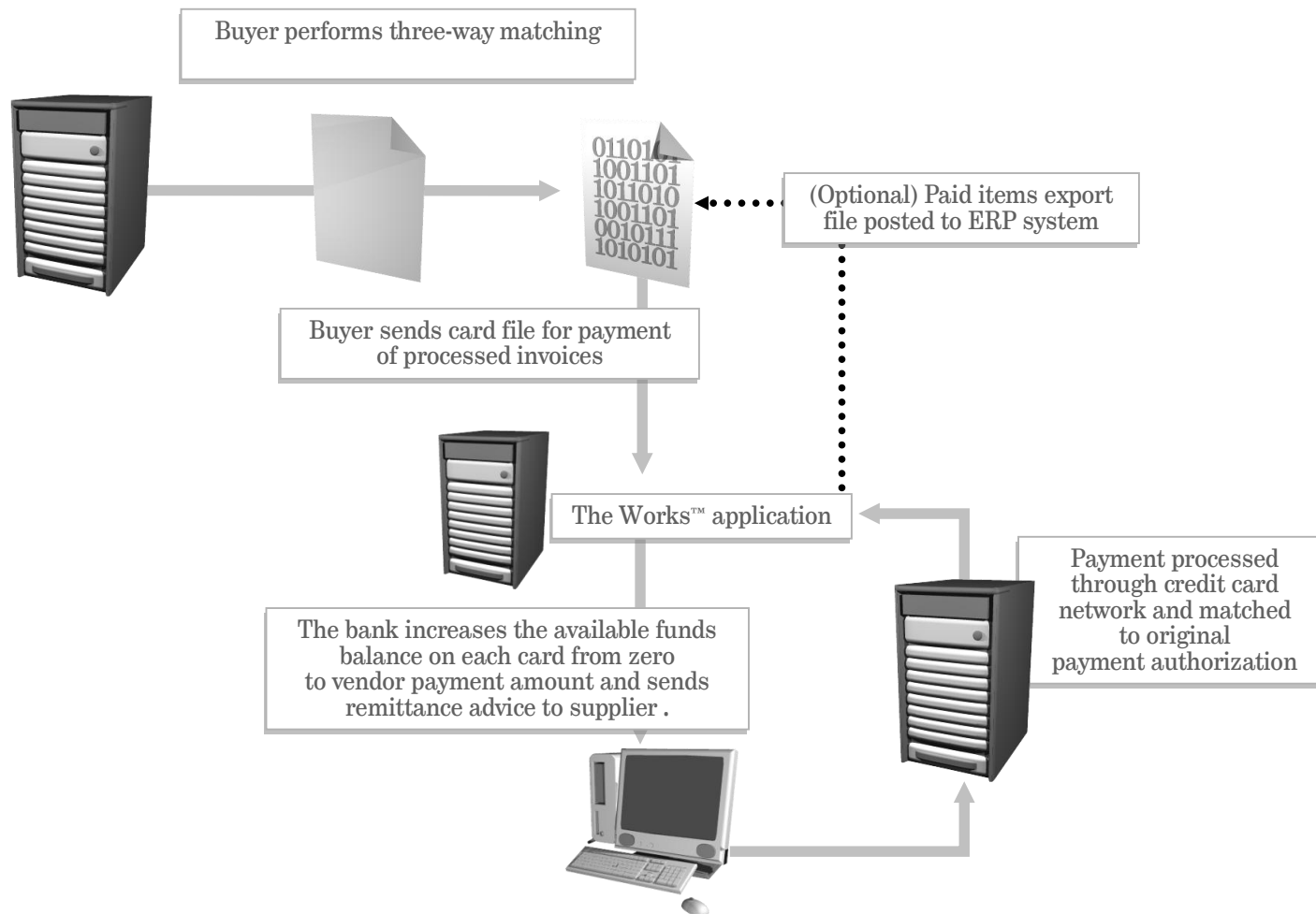
AP card payments are a logical starting point.

Why ePayables?

ePayables is a Win-Win for All



How a Typical ePayables Program Works



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To Add ePayables...

- Give us your AP file
- Sign the ePayables agreement
- Engage in implementation
- Attend training
- Start using the ePayables solution

What to Look for in an AP Card Provider

Technology

- Solution targeted to your needs
- Easy to use
- Meaningful reports

Vendor onboarding expertise

- Collaboration and long-term commitment
- A consultative and iterative process
- Lead role in vendor segmentation, marketing, and enrollment
- Strategies and tools to overcome vendor objections

A quick and measurable ROI builds organization momentum to continue down the road of AP automation.

Océ North America Case Study of ePayables Solution

Lessons learned in building a successful ePayables Program



Company Background and Strategic Objectives

About Océ

- Leading Provider of professional document management and printing solutions
- Active in more than 100 countries with 20,000+ employees
- North America represents 34% of worldwide revenues

Business Challenges

- Grow and improve p-card program
- Automate invoice matching and card payments for inventory vendors

ePayables was a logical starting point.

Implementation Process—Ready, Set, Go

Implementation

- Quick and easy
- Change to payment process only
- Close collaboration on vendor adoption

Benefits

- Streamlined and automated AP process
- Rebate as icing on the cake

Insights into Best Practices

ePayables Lessons Learned

- Don't be afraid to ask vendors—and give them incentives—to enroll.
- Focus staff on program optimization
- Educate internally to drive maximal vendor participation
- Standardize your vendor analysis process
- Stay on top of monthly reconciliation

Where Do We Go From Here?

2011 Building Blocks for AP Automation

- Program optimization
- Integrated payables strategy
- eInvoicing

The Road to AP Automation Starts in the Mailroom

Critical success factors in implementing an ePayables program

- Close collaboration with a banking partner
- Balanced value proposition for buyer and seller
- Program optimization as an iterative process

The road to AP automation

- ePayables as critical building block
- A logical place to start