

Industry | **Manufacturing**

Improving Expense Monitoring and Visibility

Shure Asia Limited

American Express streamlines and strengthens Shure Asia's T&E expense filing system

Positive results prompt client to consider regional rollout

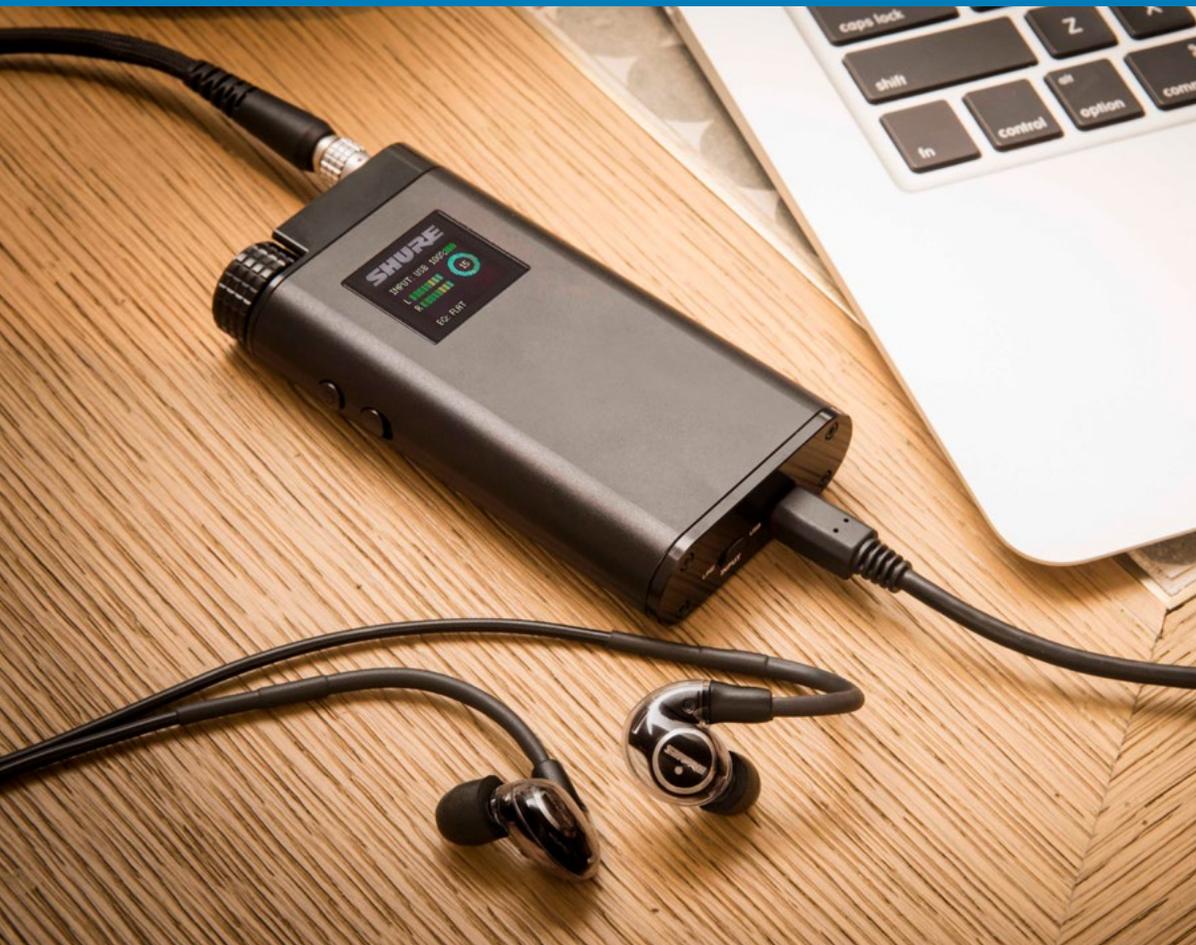


GLOBAL
CORPORATE PAYMENTS

THE CLIENT AT A GLANCE

Shure Asia Limited is a subsidiary of Shure Inc, a high-quality audio product manufacturer. It distributes, sells and markets its products in more than 15 countries in the Asia Pacific region.

SHURE



THE CHALLENGES



Inefficient Expense Management Process

As part of a global corporation with a strong presence across Asia, Shure Asia's associates are required to travel extensively for business meetings, customer service and trainings. Their business travel and entertainment activity generated a large number of hard-copy expense claims which had to be manually filed and reviewed by the finance department. This made the expense filing and approval process time consuming and inefficient.



Lack of Compliance Monitoring

Shure Asia operates in a highly regulated environment, and therefore has strict purchase, travel and expense claim policies to ensure compliance and control. The manual expense claim system could not provide the visibility that the company required and left loopholes for vague claims. Questionable expenses could be buried in the stacks of receipts and papers, creating potential problems that might put the company's integrity at risk.



SOLUTIONS

In 2011, Shure Asia engaged American Express and implemented the Cathay Pacific Corporate Card Programme,

including the powerful online account management tool, American Express @ WorkSM, which has benefitted the company in the following ways:

Consolidated Expense Management

The American Express Corporate Card Programme allowed Shure Asia to consolidate and monitor the business travel expenses of over 50 travelling associates into a single expense management system.

All card transactions can be viewed by administrators in real time through @ WorkSM, creating greater visibility and control. Individual card member account statements and balances can also be monitored online.

Customised Individual Credit Limits

American Express @ WorkSM gave Shure Asia the ability to control and adjust spending limits on individual cards issued to employees. Instead of applying a blanket limit for all cards, the company can now set different spending limits for associates based on their roles and travel needs, to better manage and control business risks.

THE RESULTS

Better Control and Transparency

American Express @ WorkSM provided Shure Asia with centralised online monitoring of realtime transaction data across all card members. This improved control over spending and compliance with corporate policies and legal regulations. It also improved the ability to detect potentially fraudulent spending and allows the company to take quick action when it spots suspicious activity. With easily analysed historical data and a regular payment cycle the company can better forecast cash flow.

Greater Convenience for Employees

The American Express Corporate Card online travel and expense system makes expense reporting faster and easier for employees. The Corporate Card programme is integrated with an online travel and expense system so all transactions are pre-populated, reducing the manual inputs required when filing expense claims. It also significantly reduces the required administration time for claim review and approval, resulting in quicker reimbursement. Shure Asia's associates also receive mileage rewards from their business spending, which increases employee satisfaction.

Programme Expansion in the Region

After seeing the capabilities and positive impact that the American Express Corporate Card programme brought to their Hong Kong office, Shure Asia is considering an expansion of the Corporate Card programme to other locations in Asia. This could include implementing the American Express Corporate Card for associates at the Tokyo office with domestic travel needs across Japan.

“The American Express Corporate Card programme not only makes the lives of our traveling employees easier, but also gives us the visibility that we require from an internal control perspective.”



- Mr. Peter Schulz,
Regional Finance Director of Shure Asia Limited

Visit <https://business.americanexpress.com/hk>
to learn more about the American Express Corporate Card Programs

