



Brix Gains Efficiency, Compliance & Savings with ExpensePath

“We have had a great experience with ExpensePath. Setup was quick and easy, our Employees liked it immediately, it has dramatically cut our processing time in Finance, and it provides better visibility and controls for Brix.”

- Paul Eller, VP of Finance and Administration



Industry

Communications Solutions

Employees

150 in the US and Canada

Challenges

- Employees submitted expense reports late
- Processing expense reports from submission through reimbursement took weeks
- Limited ability to set policies relevant to employees

Results

- Employees submit weekly
- Total process times went from weeks to 2 days
- Data flows into General Ledger without manual re-keying
- Appropriate policies set for groups of employees allows cost tracking
- Reduction in certain categories of T&E expense

Background

Through its subsidiaries, Pana Pacific and American Wireless, The Brix Group manufactures and distributes communications solutions to the consumer and commercial vehicle markets. The Company has approximately 150 employees, including a significant salesforce throughout the United States. Prior to ExpensePath, the Brix expense reporting process consisted of an Excel template that employees submitted with their receipts. Brix’s key issues:

- Expense reports were often submitted late (past 30 days).
- Processing took weeks and was time-consuming for Finance.
- Opportunities to set and enforce policies were limited.

Brix easily and immediately improved these with ExpensePath.

Employees Now Submit On-Time

Brix Finance wanted expense reports done monthly, but most employees were submitting every 1 or 2 months (and many waited 3 or 4 months). ExpensePath changed that immediately. Employees found it much easier to capture receipts and expense data, especially with free mobile apps that could record information in real-time. According to Paul Eller, VP of Finance and Administration, “With ExpensePath, our employees now submit expense reports weekly so we have a much more consistent process and better financial data”.

2 Days to Process Instead of Weeks

While it previously took a couple weeks to process most expense reports, ExpensePath has cut that to 2 days. According to Norma Sanchez from Accounts Payable, “Since we started using ExpensePath, employees know

that if they submit their expense report by close of business Wednesday, they will be reimbursed that Friday.” A few ways ExpensePath has done this:

- Missing info and violations are highlighted to employees so they submit necessary information correctly and usually within Brix policy.
- Expense reports are automatically routed to approvers. Managers get automatic email notification and can approve with one click on mobile.
- Reviewers immediately see issues because violations are automatically highlighted.
- Receipts and expense items are re-ordered chronologically so Finance does not have to sort through a stack of receipts to match to line items.
- Once approved, Finance easily exports the data fully configured to Brix’s accounting system (JD Edwards), thereby eliminating the need to rekey all that expense data.

The Right Policies

With ExpensePath, Brix can set and easily track rules for certain expenses. For example, sales employees have been placed in groups with monthly mileage allowances based on their coverage areas. ExpensePath highlights overages, even if submitted across multiple expense reports throughout the month. As a result, employees govern themselves, managers are aware of budgeting, and Finance has automated controls to improve compliance. Brix has even seen a reduction in Tip expenses because employees are more confident that they are capturing all their expenses for reimbursement.



Expense Management
Automation

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