



# Peace of mind in procurement: 9 steps to stay compliant

Decentralised purchasing, tail spend, spot buying – whichever term you use for these purchases, they're a headache for procurement teams to keep under control. Here's how Soldo enables safe and compliant access to company funds, so everyone in your business can achieve more.



## Governing your spend

### 1 Wallets that map your business

Get spend organised before it happens. Set up wallets that mirror your organisational structure, so you can allocate budgets efficiently and in line with company policies.

### 2 Pre-programmed expense rules

Control who spends, how much and on what. Define roles and permissions to ensure colleagues have access only to the budgets and spend categories relevant to their role.

### 3 Simple, automated workflows

Stop procurement being a bottleneck. Set up simple workflows for requesting and approving card top-ups or temporary virtual payment cards.

## Making payments

### 4 Payment cards you control

Replace petty cash with payment cards giving you granular control. Set restrictions based on user, time, location, merchant or spend category for enhanced oversight and security.

### 5 Temporary virtual cards

Reduce card sprawl. Issue one-off cards for temporary purchases, limit use to the categories you want – for example, fuel or subscriptions – and block the ones you don't, for example ATMs, alcohol or gambling.

### 6 Payment card kill-switches

Stop non-compliant spend before it becomes a problem. Monitor purchases in real time, instantly deactivate cards that are misused, or adjust budget limits to ensure spend stays within the rules.



## Reviewing business spend

### 7 At-a-glance reviews

Capture, review and reconcile expenses accurately. Automatically match expenses with receipts, reduce the risk of errors, and stop non-compliant transactions creeping through.

### 8 Out-of-policy alerts

View up-to-the minute data on business purchases, sorted by teams, role or project. Instantly see where spend is out of policy and take action to remind colleagues of the rules.

### 9 Expense review workflows

Strengthen accountability in your organisation with simple expense review workflows that allow you to approve or deny expenses, or ask for further information as necessary.



## Safeguard procurement spending with Soldo

Soldo's spend management platform allows you to devolve procurement spending to colleagues, without losing control. By integrating strong governance, payment cards and post-spend reviews, you can manage spending with comprehensive visibility and control.

Use Soldo to implement a proactive approach to decentralised spending, empowering the whole company to spend safely and responsibly.

To learn more about how Soldo can help you simplify compliance in procurement, [talk to us](#).

