



## Benefits

- Secure online procure-to-pay solution with no hardware or software to install
- Manages the entire purchasing process from initial order to final invoice payment
- Reduce handling costs
- Automate manual processes
- Free-up staff to concentrate on core business activities
- Eliminate circulation of paper invoices
- Eliminate storage and retrieval costs
- Improve workflow control, information accuracy and transparency
- Real-time reporting allowing complete visibility
- Environmentally friendly



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## Procure 2 Pay (P2P) - automate manual processes and reduce costs

**Converga's Procure 2 Pay (P2P)** solution is a leading edge procure-to-pay service that addresses the entire purchasing process from the initial order through to the final invoice payment. It combines the power of **Converga's Paperless Accounts Payable (PAP)** and **Converga's Buyer Module** to provide a truly automated, paperless solution.

Purchase orders and invoices can be instantly approved online - dramatically reducing operational costs and eliminating long manual processes.

P2P also guarantees your business a point of difference. By adopting a system that uses cutting edge technology to achieve environmental sustainability you are genuinely meeting the corporate responsibilities that are becoming an essential part of today's successful business planning.

### **Paperless Accounts Payable (PAP)**

Converga's PAP system is a superior workflow solution that recognises both paper and electronic supplier invoices and seamlessly incorporates them into a single, instantly accessible system.

It is a secure online solution with no software or hardware to purchase and no installation or license fees - it can be implemented right away.

### **Buyer**

Converga's Buyer Module greatly simplifies the procurement and subsequent invoice matching process. Users of Buyer can leverage catalogues or perform ad-hoc requisitioning to create shopping carts. Buyer can then utilise existing approval workflows or new ones to route requisitions for approval. Once approved the requisition is transformed into a purchase order and delivered to the supplier. Goods and services can be "received" within the system facilitating a two or three way match process and straight through processing to the ERP. Operational expenses (OPEX) as well as Capital expenditures can be managed by the system. Also included in Buyer is a specific Capex module that can be used for approving capital expenditure requests and checking against budget limits and authorisation rules.



## Other Converga Solutions:

- Scanning and Data Extraction
- Paperless Accounts Payable
- Digital Mail

## Let Converga take you on a journey of innovation

We've already led some of the world's largest and most complex organizations, both public and private, along a path of innovation. During the journey you'll gain strategic advantages, ongoing cost savings and world-class best practice capabilities. Also, importantly for today's organisation, our solutions help our clients reduce their impact on the environment.

### Why take the journey with us?

We are a global leader in Business Process Outsourcing and Business Process Co-Sourcing services.

### World-class Technology Centres

Our Converga Technology Centres are an excellent demonstration of our leading-edge approach to capture, storage and the transformation of raw data into valuable information. We will help implement best practice process capabilities across your information value chain.

### Secure

Converga incorporates a range of security measures designed to keep your documents safe – including secure log-ins for authorised users, audit trails and business-driven access controls and restrictions. Our clients include some of the world's largest banks, insurance companies and retailers. All our client's enjoy the same level of security as our largest customers.

### What we do and how we do it

Converga has a range of office and business solutions which use imaging, data capture, document management and workflow technologies to provide clients with real competitive advantage. We specialize in Information Logistics and Business Process Outsourcing, and in order to provide our customers with effective solutions, we leverage our experience, processes, people, technology and partners to deliver innovation, exceptional customer service and cost savings.

### Who we are

Converga is a 100% owned subsidiary of New Zealand Post and joins their extensive list of strategic investments within the Information Technology, Business Process Outsourcing, and logistics markets. When Converga began operations in 1994, the company was best known as a provider of mailroom services. As the demand for Information Management services increased we emerged as a specialist in Business Process Outsourcing with a particular focus on automation.

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