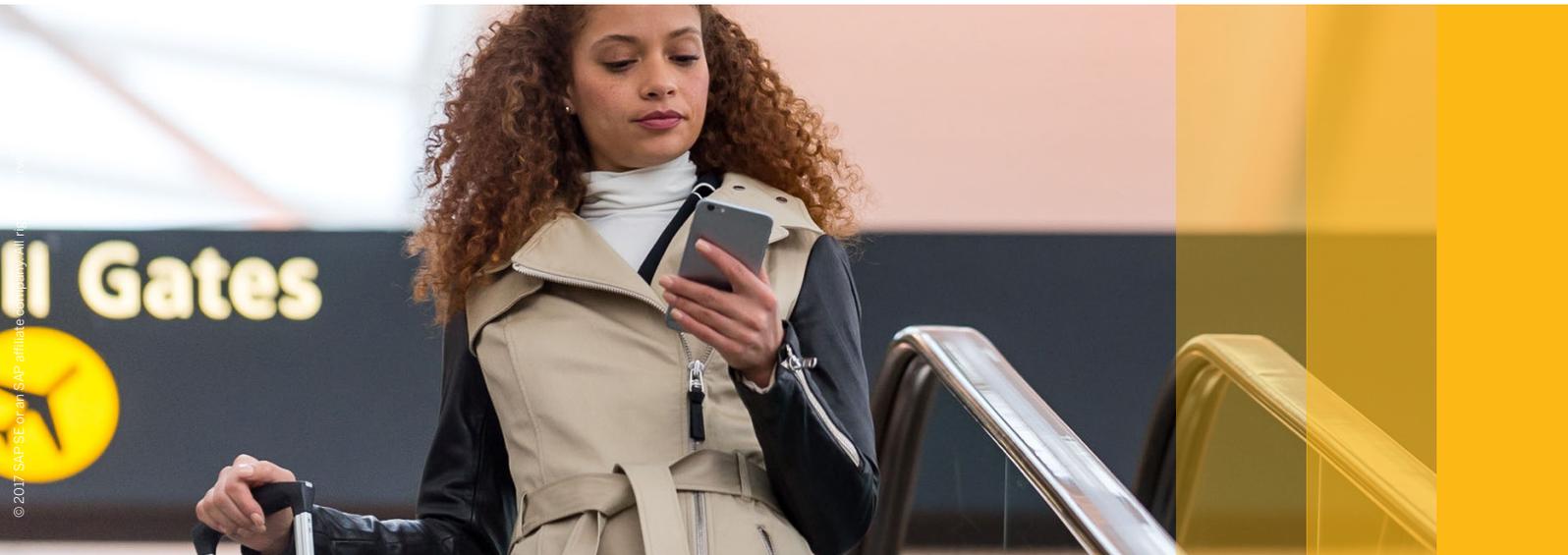


SAP Concur Solution/Duty of Care | EXTERNAL

Three Benefits of **Concur Locate**

The Answer to Duty of Care.





Does Your Business Find Duty of Care Difficult to Manage? There is a Better Way.

Taking care of employees can be a challenge on a good day. But when they're on the road, running into everything from the annoyance of cancelled flights to the violence of political unrest, connecting with and protecting them is crucial.

Do you know how to locate your employees? Can you reach them immediately? Or get them home quickly if needed?

What Business Executives Are Saying...*

46% said that health and travel security incidents had an impact on business continuity in 2016.

43% said the greatest challenge in mitigating travel risk during a crisis was access to information about the situation.

43% said the greatest challenge was communication.

70% plan to improve communication this year to mitigate the risk to their mobile workforce.

1. Easily Locate Your Employees

The Problem

Employees have more ways to book business trips than ever before. They're being targeted on a daily basis by hotels, airlines and other travel providers who promise better deals by booking direct. So while they might be using your booking tool, they're not using it for every booking. That means you don't have a complete itinerary for every employee.

Ultimately, you might not always know where your employees are or what challenges they're facing.

The Solution

SAP Concur is the only provider that can consolidate all employee location data from a variety of sources. The SAP Concur system can combine booking, expense, credit card and mobile data in real-time.

Now, you have an accurate view of where employees are and where they're headed.



Now, you have an accurate view of **where employees are** and where they're headed.



2. Prepare for and Predict Emergencies

The Problem

Locating employees is only half the problem. Knowing and even predicting the risks they might face on their business trips is a major duty of care challenge.

The Solution

SAP Concur uses specialist third-party information to keep businesses informed on real and potential risks. You will know about everything from travel delays and severe weather to violence and unrest. SAP Concur coordinates

risk data with traveller locations - on an interactive map - so you can pinpoint where employees are and who might be affected.

SAP Concur also offers a full operations centre and Active Monitoring solution, powered by HX Global, to support your duty of care.

With SAP Concur, you can have industry-leading risk management experts looking out for your employees.

You will know about everything from travel delays and severe weather to violence and unrest.

3. Communicate with Anyone, Anywhere

The Problem

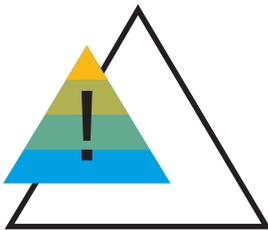
In the event of an emergency, how can you establish two-way communication with employees so you can check if they're safe? What do you do if they're not? Can you manage a travel crisis?

The Solution

SAP Concur will make your employees aware of potential problems before they travel, so they can be prepared.

SAP Concur will also make sure you have multiple ways to reach each employee once they're on the road so you can share information, offer advice and, when necessary, move them to safety.

If there is an emergency - anywhere in the world - SAP Concur is connected to experts at HX Global who specialise in tracking, alerting and assisting business travellers every day of the year.



SAP Concur will make your employees aware of potential problems before they travel, so they can **be prepared**.



Helping You Take Control of Duty of Care.

Keeping your employees safe is essential. It's a critical part of your business operation and without data you can depend on, your employees can't depend on you.

Concur offers more comprehensive, accurate and timely employee location data than any other provider so you can:

- Proactively monitor risks that may affect your employees.
- Communicate with them and connect them to expert support.
- Confidently deliver on duty of care for every employee.

With comprehensive and accurate data, duty of care doesn't have to be difficult.

SAP Concur® solutions take companies of all sizes and stages beyond automation to a completely connected spend management solution encompassing travel, expense, invoice, compliance and risk. For more than 20 years, these leading, innovative solutions have kept customers a step ahead by delivering time-saving tools, connected spending data and a dynamic ecosystem of diverse partners and apps. User-friendly and business-ready, SAP Concur solutions unlock powerful insights that help businesses reduce complexity and see spending clearly, so they can manage it proactively. For more information, visit concur.com/hk.

DUTY OF CARE en NA(17/10)

© 2018 SAP SE or an SAP affiliate company. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or for any purpose without the express permission of SAP SE or an SAP affiliate company.

The information contained herein may be changed without prior notice. Some software products marketed by SAP SE and its distributors contain proprietary software components of other software vendors. National product specifications may vary.

These materials are provided by SAP SE or an SAP affiliate company for informational purposes only, without representation or warranty of any kind, and SAP or its affiliated companies shall not be liable for errors or omissions with respect to the materials. The only warranties for SAP or SAP affiliate company products and services are those that are set forth in the express warranty statements accompanying such products and services, if any. Nothing herein should be construed as constituting an additional warranty.

In particular, SAP SE or its affiliated companies have no obligation to pursue any course of business outlined in this document or any related presentation, or to develop or release any functionality mentioned therein. This document, or any related presentation, and SAP SE's or its affiliated companies' strategy and possible future developments, products, and/or platform directions and functionality are all subject to change and may be changed by SAP SE or its affiliated companies at any time for any reason without notice. The information in this document is not a commitment, promise, or legal obligation to deliver any material, code, or functionality. All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Readers are cautioned not to place undue reliance on these forward-looking statements, and they should not be relied upon in making purchasing decisions.

SAP and other SAP products and services mentioned herein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. All other product and service names mentioned are the trademarks of their respective companies.

See <http://www.sap.com/corporate-en/legal/copyright/index.epx> for additional trademark information and notices.