



Opensoft e-Claim

OPENSOFTE PTE LTD.

📍 845 Geylang Road #04-02
Tanjong Katong Complex
Singapore 400845

☎ (65) 6346 1511
📞 (65) 6745 0511
🌐 sales@opensoft.com.sg

Expense management is part and parcel of business life. Whether your employees need to claim expenses for business purchases or mileage against business travel, Opensoft Claim Expense offers a fully integrated and customizable expense management system which will save you time and money.



When a new employee starts, you don't need to set them up in the expense system and when an employee leaves or changes manager you don't need to revoke their access or change their reporting lines. You simply need to change their information once in your HR system and the expense system is then fully and seamlessly integrated with no additional overhead on your part.

Your employees can submit expense and mileage claims as well as upload receipts in the same self service portal that they use for HR related tasks. You can use additional access levels so that expense reports don't just go to Managers; they can also go to Finance for dual approval. Your Finance team can even access reports to analyse expense data and costs, helping the functions of HR and Finance to become more closely aligned.





Powerful, Audit Ready, Configurable, Easy to Use

Opensoft helps you efficiently keep track of virtually all the claim expense transactions across your business – whatever its size.

Opensoft Claim Expense can easily be configured to meet the requirements of the smaller to mid-size business, reducing the burden on management and users. Functions can be selected to fit with your need.



You are unique

It is important that we make the operation easy for your employees to use Opensoft . We also know that spending control is a major goal for organisations when choosing an automated solution. With integrated company expense policies in Opensoft, you can create flexible spending policies that can be configured across an entire organisation or differentiated by groups of departments – thus improving compliance and visibility.



Get Visibility at every level

Claim Expense management can be tricky. With full visibility of employee spending Opensoft eliminates the complexities of expense management, so that you can enjoy deeper insights into what employees are spending every level of the organization. With better tools to manage corporate spending, you can concentrate more on your main goals for your company.



Boost Efficiency

Gain complete visibility with Opensoft reporting solutions which empower you with informed real time decision-making capabilities so you can easily convert data into actionable, valuable information. Instant access for managers and executives to reporting, query, and analysis tools enables your organization to proactively manage your business needs.

Key Features

Reimburse employees for business costs

Approve or decline expense line item or by whole report.

Keep a record of all your receipts

Snap photos of your receipts as they happen and attach them to your expense reports so you have a complete record of all expenses at your fingertips.

Record expenses on the go from anywhere

Record expenses wherever you are. Your employees can capture business expenses to create claim expense reports using their smartphones.

Control your expenditures

No more confusion about allowed expenses or spending limits. Integrated company expense policies and ready auditing reports improve compliance and visibility.



Understand where your money is going

Manage expenses to make your business more efficient. View reports based on expense category, policy violations, and more.

Unlimited Claim Expense Transactions Inquiry

Your employees can view all current and historical claim expenses records, at any time. They can easily check the status of an outstanding expense claim and all its associated history, as and when they want to.

Approval Workflow

Define business rules to highlight exceptions based on clock-in & clock-out times, assisting you control your labour costs and compliance to regulatory requirements