factoHR
HR Solution for Growth

TAKE A LEAP

A mobile first, plug-n-play,
travel and expense management software for
the modern workforce

Best Software Award	Happiest User Award	Best Software Award
WORLD HRD CONGRESS	crozdesk	TECHPLUS itVARnews

Travel & Expenses Management

Extensive travel, claim and reimbursement

- Extensive travel policy configuration with group travel
- Approval & deviation workflow
- Travel expense claim with multi currency & multi timezone
- CTC & Non-CTC reimbursement
- Payment scheduling
- Auto attendance during business travel

Travel Expenses

Select Employee

0001 Ms Shreya
REFERENCE NO : 18940

APPLIED DATE	CLAIM
10-02-2020	Dome

0012 Mr Nilesh
REFERENCE NO : 18940

APPLIED DATE	CLAIM
23-01-2020	Dome

Travel Expenses `Approved`   Save   Cancel   Submit for Approval

CLAIM # (AUTO)	DATE APPLIED	APPROVED BY	APPROVED ON
Claim	07-02-2020	Manager	11-Feb-2019

EMPLOYEE
Employee

TRAVEL TYPE
Travel Type

TRAVEL REQUEST
T292

PURPOSE
Purpose

JOURNEY START DATETIME
Journey Start Datetime

JOURNEY END DATETIME
Journey End Datetime

Trusted by 1500+ customers & 1.5 million employees
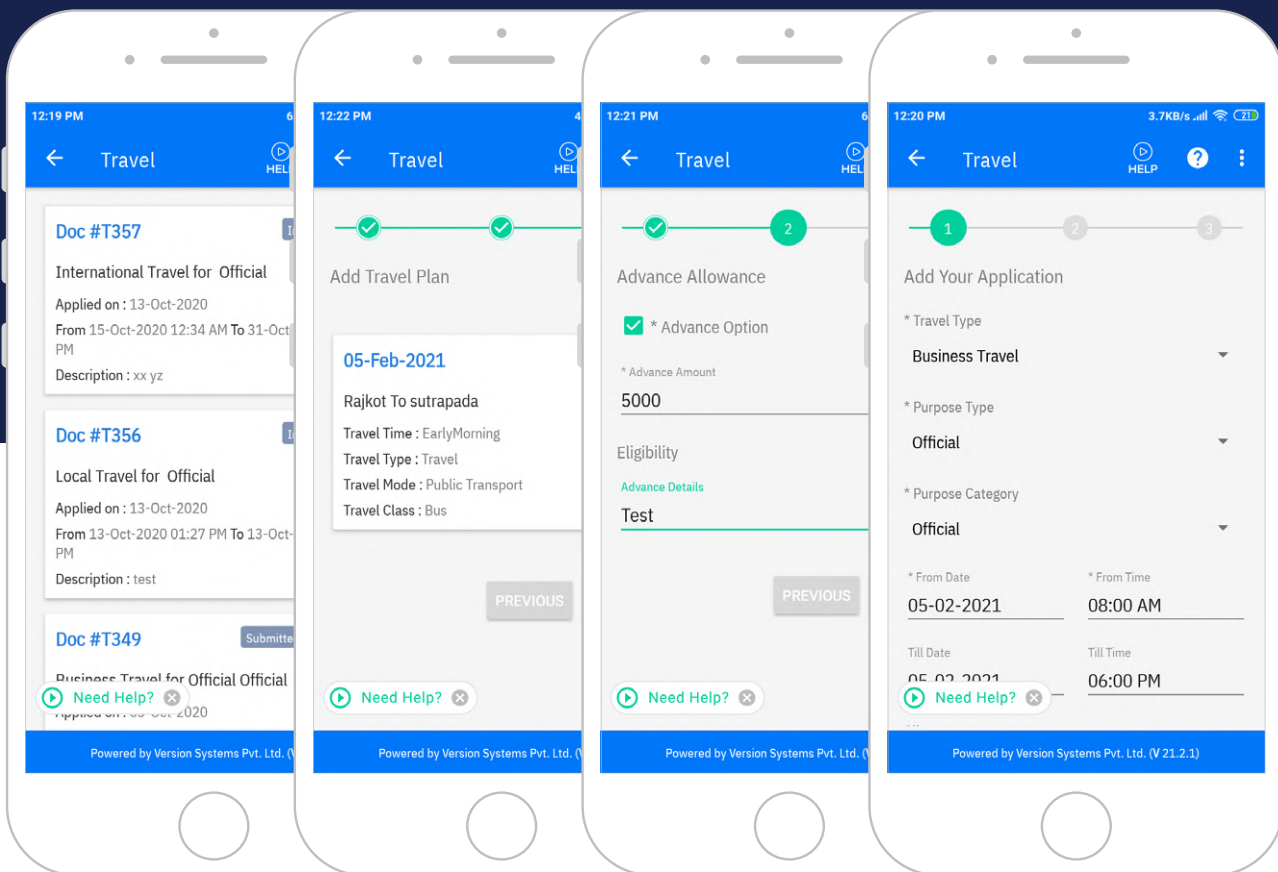
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Exclusive Features of Travel Management

Extensive Policy Configuration

We can configure all the types of travel & eligibilities based on department, designation, grade, level location, etc. along with maximum limit to take advance for the employees.

Workflow of Approval

We can configure workflow of approval for expense, claim & reimbursement & action can be taken through email, mobile app & web portal. Also, we can also configure separate workflows to manage deviations.

Multi-currency & Multi Timezone

Overcome the complexities of converting the foreign currencies into home currencies as factoHR's expense management system automates this calculation, thereby minimizing errors.

Attendance Integration

No need to raise requests for attendance regularization for the days travelled as factoHR's travel module automatically marks the presence on approved travel applications.

CTC & Non-CTC Reimbursement

Both CTC & Non-CTC reimbursement along with its compliances can be taken care in factoHR. Employee can apply for different type of claims according to eligibility of the employee from mobile app as well as web portal.

Payment Scheduling

In Payment Scheduling, All the summary of approved applications will be visible. From Payment Scheduling, finance person can do batch wise payment with salary, reimbursement or off-cycle separately.

"The largest manufacturer of agarbatti (incense stick) in the world, with the family of around 3000 employees explain why they have switched to factoHR's payroll software and improved their work efficiency and productivity by 40%.

Mr. Devanathan Raghavan - Chief Financial Officer of N. Ranga Rao & Sons