



Checklist | Aerospace, Defense, and Government Contracting

8 Questions to Ask

About Your Accounts Payable System





Choosing the right accounts payable (AP) system can feel overwhelming.

Especially when there's so much is at stake — like managing rising costs or ensuring compliance and efficiency. How do you know what to prioritize, and how can you compare options effectively?

These 8 questions will help evaluate your AP system to find solutions that improve compliance, visibility, and strategic decision-making.





1

What is the role of my AP staff?

Nearly **40% of CFOs** and **65% of IT leaders** cite operational efficiency and productivity as top priorities.¹ Yet, many AP teams still spend valuable time chasing invoice approvals, managing paper, or fielding vendor inquiries. In aerospace, defense, and government contracting, manual AP processes risk compliance and cash flow issues. By automating the AP process, you can empower your team to focus on strategic initiatives – identifying cost savings, improving processes, and uncovering insights that drive your organization. Your AP professionals are invaluable; it's time to equip them with the tools to succeed.

2

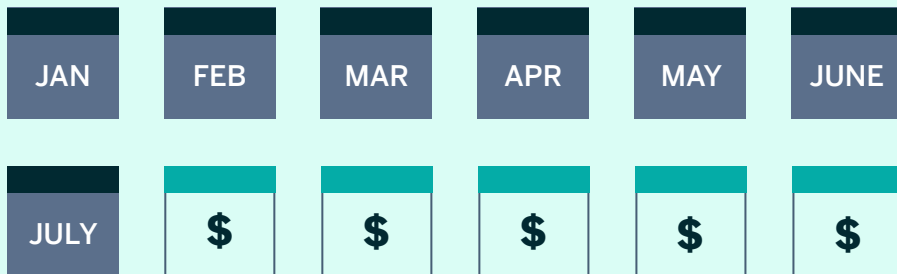
How many individual systems are part of the AP process?

AP processes often involve disparate systems introduced over time – creating a tangled web of integrations, logins, and inefficiencies. In industries where compliance is critical, and cash flow visibility is paramount, fragmented systems can result in errors, delays, and lost savings. A consolidated AP solution reduces complexity, improves visibility across employee spend, and simplifies processes – helping you operate smarter and achieve stronger outcomes.

3 What is my investment?

Every invoice that enters your system costs time, money, and resources – whether it’s through manual labor, software fees, or storage costs. Delays or errors in AP processes can jeopardize your D&B score, disrupt vendor relationships, and hurt compliance performance. The hidden costs of manual processes can add up quickly:

- **Vendor discounts:** Late approvals mean missing opportunities to capitalize on early payment discounts.
- **Labor costs:** Time spent chasing approvals, handling paper invoices, or correcting errors could be used for strategic, value-driven tasks.
- **Lost revenue:** Duplicate payments and errors waste cash that could be reinvested into growth or innovation.
- **Forecasting and visibility:** Poor visibility into cash flow leads to inaccurate planning, impacting decision-making.



ROI in as little as **7 months** with an automated invoice solution²



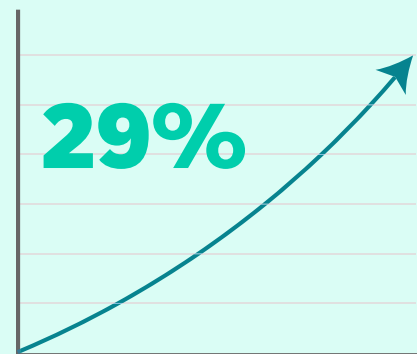


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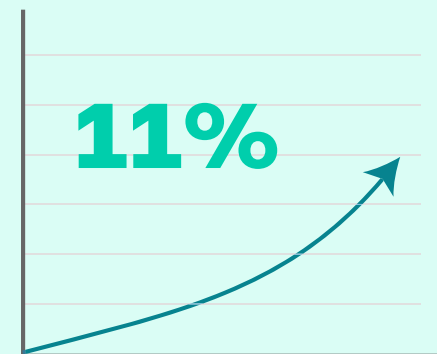
How do we pay our vendors?

Managing payments manually is time-consuming and error-prone. Delayed or missing payments can strain vendor relationships and impact compliance scores. Worse, missing out on early payment discounts means leaving valuable cost-saving opportunities on the table.

An integrated AP payment system streamlines payments, reduces duplicate payments, and drives **11% cost savings** while improving **invoice capture times by 29%**.³ Automating this process strengthens financial controls and ensures payments are accurate and timely.



improvement in invoice capture time³



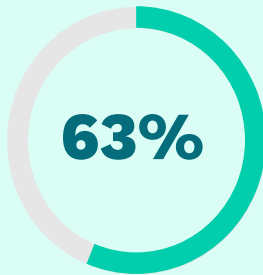
cost savings through supplier negotiated rates³

5

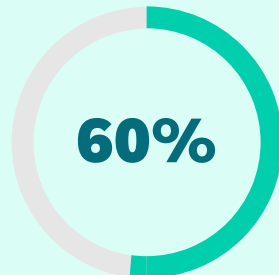
How does the AP process fit into my organization's broader cloud strategy?

We know that technology plays a critical role – **63% of CFOs** are funding cutting-edge technology – 30% more than in 2023, with AI playing an essential role in managing the unexpected.⁴ However, AP processes are often lagging, with **60% of AP professionals** still manually keying invoices into ERP or accounting software.⁵

Cloud technology is essential as federal systems increasingly migrate to cloud platforms. Adoption drives agility, efficiency, and scalability – key priorities for government contracting organizations. Integrating AP automation as part of this strategy modernizes workflows, reduces ownership costs, and improves resilience – positioning your organization to thrive in uncertain times. So, it is wise to consider AP as part of your overall transformation strategy.



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6

Can this help me when it comes to an audit?

The short answer is – yes. Whether ensuring DCAA compliance or meeting internal audit standards, having accurate and easily accessible records is vital. Automated AP systems streamline audits by:

- Validating purchases and approvals
- Preventing mistakes and duplicate payments
- Storing electronic records for easy retrieval

With compliance and best practices built-in, automation reduces exceptions, improves transparency, and makes audits smoother for everyone involved.



Navigate audits with ease. Get expert insights on policy, automation, and risk management to streamline expense workflows. **T&E Audit Guide.**



7

What should I look for in a technology vendor?

Choosing the right technology vendor is critical as organizations face increasing compliance demands, outdated systems, and the need for real-time insights. With 46% of decision-makers prioritizing integration with finance and ERP systems, it's essential to partner with a vendor that understands your industry's complexities.

Look for a vendor that can offer your organization:



Regulatory Compliance & Expertise

Deep knowledge of government regulations, workflows, and cost allocation for public sector organizations.



Customization & User Experience

Flexible, intuitive software with industry-specific features and configurable workflows that meets your organization's needs and objectives.

The Spending Gap



40%

of companies lack real-time AP visibility, making it harder to track cash flow and prevent budget overruns.

37%

of companies lack real-time visibility in T&E, creating risks in compliance, reporting, and cost control.





8

How do I benchmark my KPIs against my peers?

You'll want to assess the performance of your spending and travel against industry standards. Whether improving cash flow visibility or optimizing compliance processes, contextualizing your AP data provides valuable insights for resiliency and efficiency.

Choose a vendor that goes beyond automation – one that helps you track progress, uncover improvement opportunities, and stay ahead of the competition. The right partner enables you to optimize resources, drive growth, and continuously improve.



Don't know where to begin measuring the efficiency of your AP process? Start with our **[Invoice ROI Calculator](#)**.



How SAP Concur can help.

SAP Concur brings over 30 years of expertise and serves more than 49,000 customers globally across diverse industries, including aerospace, defense, and government contracting. By leveraging the largest AP benchmarking database, we empower organizations to reduce costs, improve compliance, and achieve measurable outcomes.

With regular business reviews and a focus on customer success, SAP Concur ensures your AP system delivers ongoing value.

Learn more about how SAP Concur solutions can help make your AP team ready for anything.

Sources:

^{1,2,3}Analysys Mason, "Travel, Expense, and Vendor Invoice Management Study," 2022

⁴CFO Insights Report, "Repositioning for Growth," 2024

⁵IFOL, "Accounts Payable Automation Trends," 2024

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