

## Payment Card Implementation

### Project Management - Multinational Oil Company

#### The Challenge

To produce savings for the business by reducing the cost to process the invoices from high volume, low value payments throughout the European operations.

#### Outcome

The procurement card process was implemented successfully throughout Europe and the client has made considerable cost savings as a result.

#### SkillSet Approach

Our client was in the early stages of a programme to implement American Express' Procurement Card for low value services across its UK and European operations.

SkillSet was engaged to assist the client through the formal project approval stages and then to manage the implementation.

During the solution selection phase of the project we assisted the client in the preparation of the decision support pack for the formal approval. We undertook stakeholder engagement, project planning, benefit analysis and benefit case preparation. The project successfully passed through its approval gate into implementation.

During implementation we managed the people aspects of the roll-out as well as overseeing the implementation of Amex's AccountingLink software.

The scope covered over 15,000 employees on over 30 sites in the UK, then extending to several European countries.

We managed activities including:

- **Programme Management**
- **Stakeholder engagement**
- **Process Mapping**
- **Documentation updates**
- **Contractual negotiations**
- **Communications**
- **Data migration**
- **Training**
- **Benefit tracking and reporting**