

# AP OPTIMIZATION ASSESSMENT

## OVERVIEW

Aligned to the Boost P.A.R.T.S. framework (Pricing, Automation, Reporting, Timing, and Security), this assessment can help your AP team identify gaps in their B2B payment processes that may be driving unnecessary cost, limiting flexibility or constraining working capital.

P	PRICING
	Do we understand the all-in cost to process a single invoice for each payment type we use?
	Are soft costs, such as manual work and exceptions, considered part of the total cost of payment?
	Do we have flexibility to select payment methods based on our financial priorities?
	Do we have flexibility to determine who absorbs transaction costs, whether that's buyer-paid, supplier-paid, or shared?
	Are early payment discounts or incentives actively considered as part of our payment strategy?

A	AUTOMATION
	On average, how many hours does it take to process a single invoice, from approval to posted?
	How many manual touchpoints are involved in processing and executing a payment end-to-end?
	Does our AP process allow us to focus on strategic priorities rather than routine payment tasks?
	Does our AP process allow us to scale payment volume without proportionally increasing FTE effort?
	Can we consistently support on-time supplier payments as volumes and complexity increase?



## LET'S GET STARTED

Learn more about how leading organizations are improving payment efficiency, working capital and supplier experience at [boostb2b.com/buyers](https://boostb2b.com/buyers).

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<b>R</b>	<b>REPORTING</b>
	Do we have clear visibility into payment status, timing, and outstanding obligations?
	Do our suppliers receive complete, structured remittance information at the time of payment?
	Are payment analytics helping us identify patterns and inform our broader working capital strategy?
	Is reporting centralized and consistent, or fragmented across tools and teams?
	Do our payment processes integrate seamlessly with our ERP, enabling accurate, timely data flow?

<b>T</b>	<b>TIMING</b>
	On average, how many supplier payments per month are considered late?
	How often are tradeoffs required between paying on time and managing cash flow?
	Have we evaluated whether certain payment methods consistently result in timely payments?
	Do our suppliers have clarity and confidence around when they will be paid, reducing follow-ups?
	Are we able to take advantage of early payment discounts or incentives without disrupting cash flow?

<b>S</b>	<b>SECURITY</b>
	Do our current AP processes expose sensitive payment data through unsecured manual workflows?
	Have we evaluated the security, compliance, and fraud risk across our different payment methods?
	Are payment details shared via email, spreadsheets or other unsecured methods at any point?
	Are AP payment processes designed to support PCI and compliance requirements?
	Are we confident compliance can be maintained as volumes grow or supplier complexity increases?



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