

# TRANSFORMING A TASK-INTENSIVE PROCESS INTO A HANDS-OFF PROGRAM

## OUR PROMISE

Runzheimer is the premier relocation and living costs intelligence solution, powered by Motus. Understanding that today's workforce is driven by data, Runzheimer provides employers and their mobile workers with the actionable insights and tools needed for a successful move. Our world-class solutions support companies with everything from equitable compensation calculations between multiple locations to understanding relocation-related expenses and needs.

**With comprehensive data, Runzheimer empowers employers to win the war for talent while getting the most from their budget.**

## KEY RESULTS

- Reduced administrative time to manage program
- Increased employee satisfaction, while keeping costs in compliance

## THE CHALLENGE

Today, employees are used to wearing many hats in one job function. With companies reducing expenses or growing while trying to minimize operating costs, it has become the norm. For a large national retailer, this was exactly the case. To say the HR manager, who handled corporate relocation, was stretched thin is an understatement.

Before talking to Runzheimer, this retailer had a "receipt intensive" program. Each transferee had a certain number of days allowed for a home finding trip which included airfare, rental car, hotel, food and other miscellaneous expenses.

Employees would have to pay for the trip with personal funds and then submit their receipts for reimbursement. One trip could generate 40-50 receipts. The HR manager had to manually audit each trip to be sure employees were in compliance with company policy. With over 200 relocations a year that could mean as many as 10,000 receipts annually. And this was only part of their job!

## THE SOLUTION

Runzheimer met with the HR team and reviewed their policy and process. As a result, we highlighted all of the administrative inefficiencies and offered a better solution. Runzheimer recommended that this retailer move to a Lump Sum Allowance program. Moving to this program meant that the company would provide a lump sum of funds based on family size, company policy, distance and pre- and post-move destinations, in advance of the home finding trip. This change in their relocation reimbursement process greatly reduced the administrative time to manage the program while enhancing its flexibility, increasing employee satisfaction and keeping costs in compliance. A win for both the company and their employees.

