Expense Analytics Report

Executive Summary

Lorry Arul Mitra from the Finance department incurred a total expense of 117 AED between 2025-02-25 and 2025-02-27. A significant portion (76.07%) of the spending was on Travel, followed by Office Supplies (17.09%) and Healthcare (6.84%). The majority of the travel expense was a single transaction with 'burgiraa'.

Key Findings:
1. Travel expenses dominated the spending for this week.
2. A single large transaction with 'burgiraa' constitutes the bulk of the travel cost.
3. Spending is within defined policy categories for the Finance department.
4. No spending limits are defined in the provided policy, limiting deeper analysis of potential overspending.

Financial Analysis

Total Spend: AED 117.00
Trend: N/A (First week data)

Expense Categories:

Category	Amount	Percentage	Trend
Office Supplies	AED 20.00	17.09%	N/A (First week data)
Travel	AED 89.00	76.07%	N/A (First week data)
Healthcare	AED 8.00	6.84%	N/A (First week data)

Compliance Analysis:

Overall Compliance: 100%

Recommendations:

• Define spending limits for each category within the Finance department policy to enable more effective

compliance monitoring.

Spending Patterns

Not enough data to determine seasonal trends.

The top merchant is 'burgiraa' with a single transaction of 89 AED. Other merchants include 'Faber', 'magnati', and 'Mediclinic' with significantly lower amounts.

Unusual Activities:
• The large single transaction with 'burgiraa' for travel requires further investigation.

Optimization Recommendations

Savings Opportunities:
• Negotiate potential discounts with frequently used merchants like 'burgiraa' if travel expenses continue at this level.

Process Improvements:
• Implement a pre-approval process for large travel expenses to ensure adherence to company policy and budget.

Forecasted Spend: Insufficient data to provide a reliable forecast. Future reports will include forecasting once sufficient historical data is available.