



**Expense Reduction
Analysts**

Travel review Covid-19

As we are all aware, recent events have impacted heavily on the Travel industry. This has devastated airlines, hoteliers, car providers and travel management companies. Many of these businesses will have restructured their businesses to navigate through this crisis. We have seen most companies suspend travel which presents an opportunity to review Travel. Some of the key areas to look are in the attached document.

Questions to consider...

1. When was the last time you went to the market for a travel management company?

The travel industry keeps evolving with new technology and process improvements (automation), is your TMC pro-active in this area? If not, perhaps a good time to test the market.

2. Do you need help with benchmarking your Air, hotel, car and fee spend?

Data is still 'King'. Are you receiving clean reporting to help with benchmarking or are we still confused with the data received due to your TMC not upgrading their reporting capabilities, ERA can assist?

3. Do you have an online booking tool, is it the right one for your business?

In today's travel landscape, there are many OBT's to choose from, how do you navigate which is right for your business? If you have the right OBT, can save you thousands of dollars!

4. Do you need help with writing an RFP?

Too often travel tenders are sent out to travel management companies with a focus being on transaction fees. It is important to note that transaction fees only make up a small % (approx. 5%) of your travel spend.

The focus should be on the other 95%, which involves service, account management, content, technology, reporting and contract negotiation, to name a few.

5. Do you need help in reviewing your corporate arrangements?

How do you know you are getting the best rate possible from your suppliers (Air, hotel and car)? Are these rates commissionable? ERA's extensive database can benchmark your rates against similar business spends.

6. When was the last time you reviewed your Travel policy, we can help re-write or review?

Many Travel policies are out-dated, don't include critical areas around Travel and too long to read. A travel policy should be relevant and provide key areas to ensure compliance and drive savings.

For more information please contact

Hassan Nasser

M: 0409 700 505

E: hnasser@expensereduction.com

In: [linkedin.com/in/nasser-hassan/](https://www.linkedin.com/in/nasser-hassan/)