

Travel Incorporated Your Expert on **Government Travel**

Travel Incorporated White Paper - 2021





GOVERNMENT SERVICES

TIGov is a trusted government travel management company. TIGov brings over 40 years of specialized expertise and servicing over 20 unique offices within Federal government agencies including over 250k Government and Contractor users.

Today's government organizations are challenged by the ongoing necessity of cost containment, while maintaining flexibility to immediately shift priorities, including the deployment of teams on a moment's notice. Enhanced technology is critical to respond to the ongoing shifts in focus.

This Whitepaper outlines how TIGov approaches these opportunities and delivers consistency in excellence both through our proprietary technology and our verified government travel specialists to service all of your unique needs.

Emergency Deployment

The one constant for Federal Government emergency deployment is never having the luxury of a set timeframe, nor advance notice of when you will be required to deploy your teams in time of need. You are faced with ever changing and evolving situations that may require a small specialty force, or an extensive group to deploy. TIGov is here for you any time of day, ready to support your needs.

Understanding the necessity of rapid response for emergency deployment, TI has developed

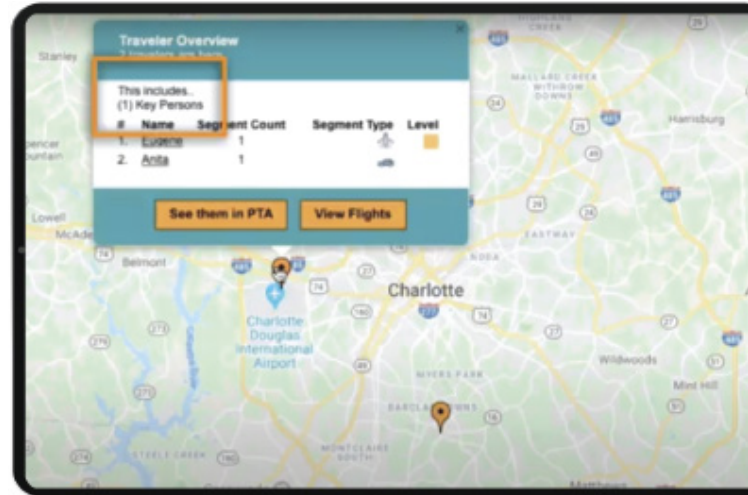
proprietary technology which is used today to deploy thousands of front line workers to hurricane disaster areas, wildfires, Covid-19 response and global incidents. TIGov utilizes our proprietary technology to automate travel rosters by importing the roster, syncing with Concur profiles and building reservations.

The TI Roster is designed with the highest levels of accuracy and efficiency as our primary goal is to ensure your front line travelers are delivered safely to their time critical mission.

Instructions	Traveler Information						
Trip Comments	First Name	Middle Name	Last Name	Gender	DOB	Cell Phone	Primary Email
Must leave after 4pm	Jane	Mary	Doe	F	1/22/75	404-555.1212	email@email.com
Reserve SUV - will be the driver for all travelers	Mary	Anne	Johns	F	3/5/90	404-555.1213	email@email.com
Travel with Jason Fitzgerald	Peter	Paul	Smith	M	6/3/72	404-555.1214	email@email.com
Travel with Peter Smith	Jason	Mark	Fitzgerald	M	5/1/87	404-555.1215	email@email.com
Air Information							
Home City	Miles	Departure Airport	Air Outbound Date	Air Return Date	Preferred Carrier	Preferred Outbound Departure Time	Prefered Return Departure Time
Livingston, MT	47	BZN	15-Apr-23	1-May-23	None	5p	11a
Duluth, GA	27	ATL	15-Apr-23	1-May-23	United	6a	11a

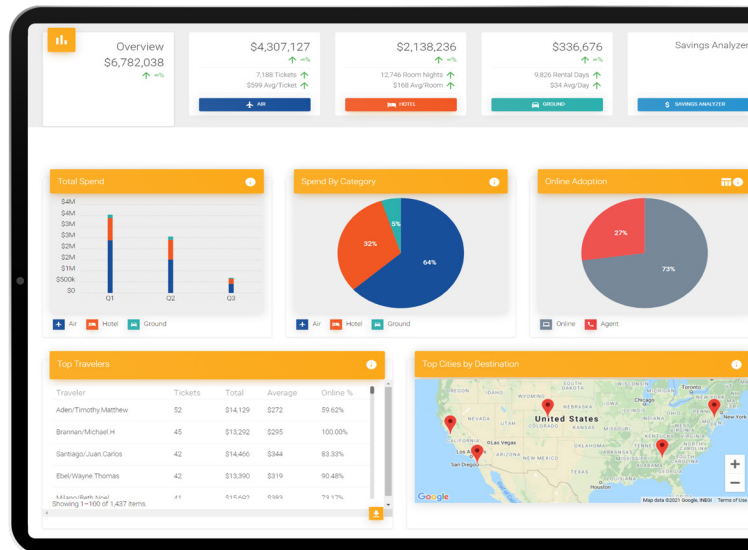
Traveler Tracking and Duty of Care

Your travelers are either stationed, or on temporary assignments all over the world. When a travel event occurs that may impact your travelers, you need a partner who proactively monitors and communicates not only the status of the Travel Alert, but if any of your agency's travelers are impacted. Whether an airport security breach, act of terror or inclement weather, TIGov monitors and distributes the information you need 24/7/365. Rest assured you have a partner that is tracking and monitoring travel impacts on your behalf. TIGov identifies which of your travelers are arriving, departing or connecting through specific areas of risk and provides two-way SMS communication to ensure their safety. You will have the benefit of a comprehensive, real time view of your travelers' locations around the world with **PeopleMap**. All travel, including rental car, hotel and air, can be monitored by location or even while in flight.



Business Intelligence and Reporting

Your data is the backbone to cost containment and traveler buying trends. You need data that is actionable, and will set the basis for your future policy requirements and purchasing parameters. TI developed **real-time reporting** based upon date, business unit or full global search parameters, easily identifying how your travel spend and traveler buying decisions are performing against your budget. Have the added power of predictive analytics 24/7/365 by identifying your highest rate of return through "What If" scenarios. Shifting traveler buying behavior is easy when you have the data, and when you understand the cost savings attributed to each opportunity.





Government Policy Compliance Oversight

It is your responsibility to ensure a fiscally responsible management of your government budget parameters, and TIGov focuses on strict adherence to your policy enforcement, quality control and assurance, and budgeting oversight.

As part of every Federal agency relationship, we monitor compliance to the **Federal Travel Regulations (FTR), Joint Travel Regulations (JTR), and the Agency-specific policies** whereby we provide DCAA audit support. TIGov additionally monitors all guidance and bulletins from the General Services Administration (GSA) as well as the Department of Defense (DoD) Defense Travel Management Office. This includes following compliance with government programs and regulations including but not limited to: FedRooms, Fly America Act, Open Skies Agreement and the GSA City Pair Program.



SDVOSB and Strategic Partnerships

Recognizing the need and importance of supporting Service-Disabled, Veteran- Owned Small Business (SDVOSB) within the travel industry, Duluth Travel Incorporated (DTI), an SDVOSB division within the TIGov family, is well established in servicing the specific travel program requirements of our public sector clients.

Please visit DTI's website for more information: <http://www.dtigov.com>



Trusted Travel Consultants

As an **SAP Concur Elite TMC**, TIGov has in-depth knowledge of ETS2/SAP ConcurGov configurations and a history of building successful and compliant programs. Your attentive travel consultants specialize in Federal Government's FTR/JTR/FAR regulations and compliance. Each TIGov travel consultant completes a minimum of 21 hours continuing education, including courses on the Fly America Act, Open Skies compliance, City Pair Program, FTR and agency specific travel policies.

TIGov welcomes the opportunity to discuss your specific needs and outline an easier way to manage your government travel program. Contact our TIGov experts today to learn more about our government services and the value you will receive.

CONTACT TIGOV



SAP Concur Partner
TMC Elite

