

Booking Overview

Process Owner
Excellence Center Demand Management & Purchasing

T&E Expert
Claire Boursier

D&PS Expert
Marie-Line Ardito

Restricted on Scope, information at employee level

Target Users

- ExCom
- Leadership team
- Financial Directors
- Purchasing Function
- Controllers

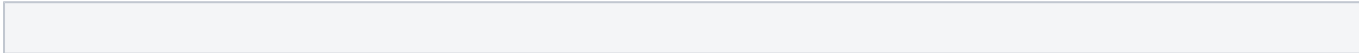
Authorization & Rights

All the accesses must be validated by:

[Excellence Center / Purchasing](#)

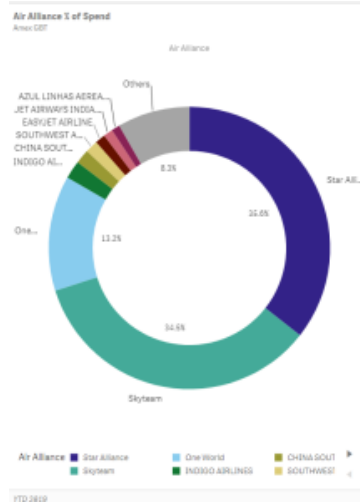
Click here for the [Access form](#) to get access to the T&E Dashboard.

Current authorizations are available on this [file](#).



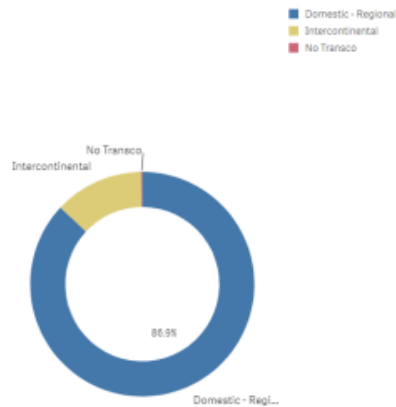
Air Routes Spend

Origin - Destination (non directional) Q	Total Spend	# O&D	% Spend	Average O&D Cost (Selection)	Average Cost (Solvay)
Totals	€13,099,835	44,205	100.00%	€296	€296
BRUSSELS<->LYON	€259,114	1,897	1.98%	€137	€137
ATLANTA<->BRUSSELS	€213,601	125	1.63%	€1,709	€1,709



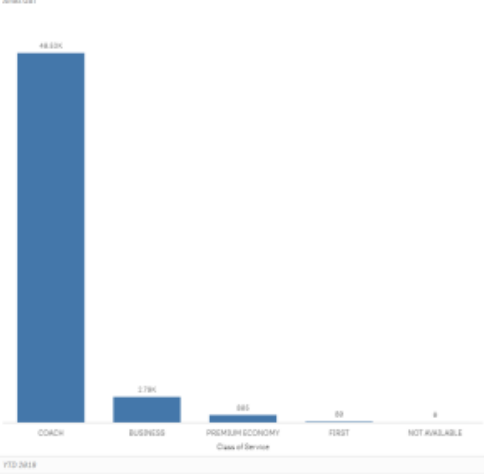
Split Air Tickets Domestic-Regional / intercontinental %

Amex GST



Air Tickets Volume per Booking Class

Amex GST



Spend per Traveler

Air Ticket Amount > 3000 €

Traveler	Ticket Number	Origin Airport	Destination Airport	Class of Service	Regional / Intercontine...	Ticket Amount
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Rail Routes Spend

Origin -Destination (non directional) 	Total Spend	# O&D	% Spend	Average O&D Cost (Selection)	Average Cost (Solvay)
Totals	€941,989	55,936	100.00%	€80	€80
LYON<->PARIS	€293,622	3,828	31.17%	€78	€78
BRUSSELS<->PARIS	€250,907	3,163	26.64%	€80	€80

Hotel City 	Hotel Booked Amount	Number of Nights	% Spend	Average Daily Rate (Selection)	Average Daily Rate (Solvay)
Totals	€4,614,995	38315	100.00%	€120	€120
BRUSSELS	€445,708	3171	9.66%	€141	€141
LYON	€330,014	2487	7.15%	€133	€133

Car Rental Spend

Car Rental City 	Booked Amount 	# Days	% Spend	Average Daily Rate (Selection)	Average Daily Rate (Solvay)
Totals	€823,709	23772	100.00%	€35	€35
HEILBRONN	€82,209	179	9.98%	€459	€459
NEWARK	€78,194	1959	9.49%	€40	€40

* booking costs might be different from final invoiced costs