

# Travel Management Summary



Back Office Data  
Open Universiteit  
Based on Invoice Date

	2017												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>Airlines</b>													
Gross Air Volume	€0	€0	€0	€0	€0	€2.239	€11.465	€7.667	€9.745	€6.037	€5.931	€1.153	€44.237
Refund Air Volume	€0	€0	€0	€0	€0	€0	(€155)	€0	(€139)	€0	(€266)	€0	(€560)
Net Air Volume	€0	€0	€0	€0	€0	€2.239	€11.310	€7.667	€9.607	€6.037	€5.665	€1.153	€43.678
Refund Volume %	0 %	0 %	0 %	0 %	0 %	0.0%	1.4%	0 %	1.4%	0 %	4.5%	0 %	1.3%
# of Invoices	0	0	0	0	0	16	33	32	48	37	19	8	193
# of Refunds	0	0	0	0	0	0	2	0	3	0	1	0	6
Net Transactions	0	0	0	0	0	16	31	32	45	37	18	8	187
Refund Trans %	0 %	0 %	0 %	0 %	0 %	0.0%	6.1%	0 %	6.3%	0 %	5.3%	0 %	3.1%
Total Miles	0	0	0	0	0	17.430	58.610	68.638	81.503	30.671	59.371	13.839	330.062
# Tickets Booked Online	0	0	0	0	0	2	23	24	27	9	7	7	99
Volume Booked Online	€0	€0	€0	€0	€0	€367	€5.829	€4.445	€6.034	€1.928	€1.878	€1.015	€21.496
% Tickets Booked Online	0 %	0 %	0 %	0 %	0 %	12.5%	74.2%	75.0%	60.0%	24.3%	38.9%	87.5%	52.9%
Average Gross Amt	€0	€0	€0	€0	€0	€140	€347	€240	€203	€163	€312	€144	€229
Average Refund Amt	€0	€0	€0	€0	€0	€0	(€78)	€0	(€46)	€0	(€266)	€0	(€93)
Average Net Amt	€0	€0	€0	€0	€0	€140	€365	€240	€213	€163	€315	€144	€234
Avg Cost Per Mile	0	0	0	0	0	0.13	0.19	0.11	0.12	0.20	0.10	0.08	0.13
Int'l Air Volume	€0	€0	€0	€0	€0	€2.234	€11.310	€7.667	€9.604	€6.028	€5.665	€1.153	€43.661
Int'l Air Volume %	0 %	0 %	0 %	0 %	0 %	99.8%	100.0%	100.0%	100.0%	99.9%	100.0%	100.0%	100.0%
Int'l Air Tickets	0	0	0	0	0	14	31	32	43	33	18	8	179
Int'l Avg Net Amt	€0	€0	€0	€0	€0	€160	€365	€240	€223	€183	€315	€144	€244
Int'l Total Miles	0	0	0	0	0	17.430	58.610	68.638	81.503	30.671	59.371	13.839	330.062
Int'l Cost per Mile	0	0	0	0	0	0.13	0.19	0.11	0.12	0.20	0.10	0.08	0.13
Domestic Air Volume	€0	€0	€0	€0	€0	€5	€0	€0	€3	€9	€0	€0	€17
Domestic Air Volume %	0 %	0 %	0 %	0 %	0 %	0.2%	0 %	0 %	0 %	0.1%	0 %	0 %	0 %
Domestic Air Tickets	0	0	0	0	0	2	0	0	2	4	0	0	8
Domestic Avg Net Amt	€0	€0	€0	€0	€0	€3	€0	€0	€2	€2	€0	€0	€2
Domestic Total Miles	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Cost per Mile	0	0	0	0	0	0.00	0	0	0	0	0	0	0
<b>Rail</b>													
Gross Rail Volume	€0	€0	€0	€0	€0	€187	€379	€88	€138	€672	€225	€290	€1.979
Rail Refund Volume	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	(€108)	€0	(€108)
Net Rail Volume	€0	€0	€0	€0	€0	€187	€379	€88	€138	€672	€117	€290	€1.871
Rail Refund Volume %	0 %	0 %	0 %	0 %	0 %	0.0%	0 %	0 %	0 %	0 %	48.0%	0 %	5.5%
# of Rail Invoices	0	0	0	0	0	3	5	1	2	8	3	2	24
# of Rail Refunds	0	0	0	0	0	0	0	0	0	0	2	0	2
Net Rail Transactions	0	0	0	0	0	3	5	1	2	8	1	2	22
Rail Refund Trans %	0 %	0 %	0 %	0 %	0 %	0.0%	0 %	0 %	0 %	0 %	66.7%	0 %	8.3%
Total Miles	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Gross Rail Amt	€0	€0	€0	€0	€0	€62	€76	€88	€69	€84	€75	€145	€82
Average Rail Refund Amt	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	(€54)	€0	(€54)
Average Net Rail Amt	€0	€0	€0	€0	€0	€62	€76	€88	€69	€84	€117	€145	€85

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	2017												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>Hotel Bookings</b>													
Hotel Rooms Booked	0	0	0	0	0	9	21	19	15	13	15	5	97
# of Room Nights	0	0	0	0	0	23	59	42	44	26	38	15	247
Hotel Costs	€0	€0	€0	€0	€0	€2.378	€5.330	€4.327	€5.643	€3.433	€5.270	€1.488	€27.869
Avg # of Room Nights	0	0	0	0	0	2.6	2.8	2.2	2.9	2.0	2.5	3.0	2.5
Avg Cost per Night	€0	€0	€0	€0	€0	€103	€90	€103	€128	€132	€139	€99	€113
<b>Car Rental Bookings</b>													
Cars Booked	0	0	0	0	0	1	0	1	2	0	0	0	4
# of Days	0	0	0	0	0	1	0	2	2	8	0	0	13
Car Rental Costs	€0	€0	€0	€0	€0	€214	€0	€354	€538	€152	€0	€0	€1.258
Avg # of Days	0	0	0	0	0	1.0	0	2.0	1.0	0	0	0	3.3
Avg Cost per Day	€0	€0	€0	€0	€0	€214	€0	€177	€269	€19	€0	€0	€97
<b>Total Cost</b>													
Totals	€0	€0	€0	€0	€0	€5.018	€17.019	€12.436	€15.926	€10.294	€11.052	€2.931	€74.676