

# Travel Management Summary



Back Office Data  
Open Universiteit  
Based on Invoice Date

	2020												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>Airlines</b>													
Gross Air Volume	€2.235	€8.588	€329	€0	€0	€0	€273	€0	€191	€0	€186	€0	€11.802
Refund Air Volume	€0	€0	(€926)	(€948)	€0	(€235)	(€1.369)	(€1.915)	(€194)	€0	(€3.867)	(€191)	(€9.645)
Net Air Volume	€2.235	€8.588	(€597)	(€948)	€0	(€235)	(€1.097)	(€1.915)	(€2)	€0	(€3.681)	(€191)	€2.157
Refund Volume %	0 %	0 %	281.5%	0 %	0 %	0.0%	501.5%	0 %	101.6%	0 %	2.079.0%	0 %	81.7%
# of Invoices	5	25	8	6	8	0	2	0	1	0	1	0	56
# of Refunds	0	0	2	1	0	1	5	6	1	0	15	1	32
Net Transactions	5	25	6	5	8	- 1	( 3)	( 6)	0	0	( 14)	( 1)	24
Refund Trans %	0 %	0 %	25.0%	16.7%	0 %	0.0%	250.0%	0 %	100.0%	0 %	1.500.0%	0 %	57.1%
Total Miles	20.340	101.585	46.761	( 13.420)	8.432	- 2.090	( 10.701)	( 21.264)	( 44)	0	( 19.314)	( 418)	109.867
# Tickets Booked Online	0	3	3	2	0	0	0	( 2)	0	0	0	0	6
Volume Booked Online	€0	€1.439	€329	€0	€0	€0	€0	(€329)	€0	€0	€0	€0	€1.439
% Tickets Booked Online	0 %	12.0%	50.0%	40.0%	0 %	0.0%	0 %	33.3%	0 %	0 %	0 %	0 %	25.0%
Average Gross Amt	€447	€344	€41	€0	€0	€0	€137	€0	€191	€0	€186	€0	€211
Average Refund Amt	€0	€0	(€463)	(€948)	€0	(€235)	(€274)	(€319)	(€194)	€0	(€258)	(€191)	(€301)
Average Net Amt	€447	€344	(€100)	(€190)	€0	€235	€366	€319	€0	€0	€263	€191	€90
Avg Cost Per Mile	0,11	0,08	( 0,01)	0,07	0	0,11	0,10	0,09	0,05	0	0,19	0,46	0,02
Int'l Air Volume	€2.235	€8.588	(€597)	(€948)	€0	(€235)	(€1.097)	(€1.915)	(€2)	€0	(€3.681)	(€191)	€2.157
Int'l Air Volume %	100,0%	100,0%	100,0%	100,0%	0 %	100,0%	100,0%	100,0%	100,0%	0 %	100,0%	100,0%	100,0%
Int'l Air Tickets	5	25	6	5	8	- 1	( 3)	( 6)	0	0	( 14)	( 1)	24
Int'l Avg Net Amt	€447	€344	(€100)	(€190)	€0	€235	€366	€319	€0	€0	€263	€191	€90
Int'l Total Miles	20.340	101.585	46.761	( 13.420)	8.432	- 2.090	( 10.701)	( 21.264)	( 44)	0	( 19.314)	( 418)	109.867
Int'l Cost per Mile	0,11	0,08	( 0,01)	0,07	0	0,11	0,10	0,09	0,05	0	0,19	0,46	0,02
Domestic Air Volume	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0
Domestic Air Volume %	0 %	0 %	0 %	0 %	0 %	0.0%	0 %	0 %	0 %	0 %	0 %	0 %	0 %
Domestic Air Tickets	0	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Avg Net Amt	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0
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	€694	€197	€309	€0	€0	€0	€0	€0	€0	€0	€0	€0	€1.200
Rail Refund Volume	(€99)	€0	(€168)	€0	€0	€0	€0	€0	€0	€0	€0	€0	(€267)
Net Rail Volume	€595	€197	€141	€0	€0	€0	€0	€0	€0	€0	€0	€0	€933
Rail Refund Volume %	14,3%	0 %	54,4%	0 %	0 %	0,0%	0 %	0 %	0 %	0 %	0 %	0 %	22,3%
# of Rail Invoices	8	5	2	0	0	0	0	0	0	0	0	0	15
# of Rail Refunds	2	0	2	0	0	0	0	0	0	0	0	0	4
Net Rail Transactions	6	5	0	0	0	0	0	0	0	0	0	0	11
Rail Refund Trans %	25,0%	0 %	100,0%	0 %	0 %	0,0%	0 %	0 %	0 %	0 %	0 %	0 %	26,7%
Total Miles	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Gross Rail Amt	€87	€39	€155	€0	€0	€0	€0	€0	€0	€0	€0	€0	€80
Average Rail Refund Amt	(€50)	€0	(€84)	€0	€0	€0	€0	€0	€0	€0	€0	€0	(€67)
Average Net Rail Amt	€99	€39	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€85

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	2020												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
<b>Hotel Bookings</b>													
Hotel Rooms Booked	18	18	(4)	(16)	(5)	0	2	0	1	0	0	1	15
# of Room Nights	50	54	(10)	(73)	(25)	0	4	0	2	0	0	28	30
Hotel Costs	€7.288	€3.668	(€968)	(€11.951)	(€525)	(€990)	€475	€0	€276	€0	€0	€4.658	€1.931
Avg # of Room Nights	2,8	3,0	2,5	4,6	5,0	0,0	2,0	0	2,0	0	0	28,0	2,0
Avg Cost per Night	€146	€68	€97	€164	€21	€0	€119	€0	€138	€0	€0	€166	€64
<b>Car Rental Bookings</b>													
Cars Booked	0	0	0	0	0	0	0	0	0	0	0	0	0
# of Days	0	0	0	0	0	0	0	0	0	0	0	0	0
Car Rental Costs	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0
Avg # of Days	0	0	0	0	0	0,0	0	0	0	0	0	0	0
Avg Cost per Day	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0	€0
<b>Total Cost</b>													
Totals	€10.118	€12.453	(€1.424)	(€12.899)	(€525)	(€1.225)	(€622)	(€1.915)	€274	€0	(€3.681)	€4.467	€5.021