



365days

We offer a suite of online reports for you to download at your leisure, 24 hours a day, 365 days a year

Management Information (MI)

We believe collecting data is a critical tool for managing travel spend and optimising travel programmes for organisations. More importantly, we aim to bring to life those flat data files into rich, thought-provoking reports that deliver value through improved risk management, governance and cost-saving opportunities to your travel programme.

Accessing your data online

If you would like to access your data quickly, we have provided a suite of online reports for you to download at your leisure, 24 hours a day, 365 days a year. The suite of reports available will vary from a simple breakdown of travel spend by product, to fully customising your own flat data files for further interrogation. Better still, our permission functionality allows you to provide access to online reports for all of your departments. This means that each department can only see their own bookings, while you access data for the whole organisation.

Saving Opportunities and Buying Behaviour

Spend summaries, city-pairs, the time between booking and departure, airline preferences, hotel destination analysis and exception reporting are examples of many items of data that help in the management of your travel programme; but it's the behaviours of travelling staff and bookers that have the greatest impact on cost reduction and value for money. Through our comprehensive partnership management programme, we provide you with insight and advice on how to recognise your organisation's behaviours. As the only travel management company dedicated to the Humanitarian, Faith and Education sectors in the UK, we can also provide you with a benchmark against other organisations and travel programmes.



We automatically collect distance data in kilometres for flights and rail worldwide

Taking care of employees whilst travelling

Centralising data allows you to instantly locate and communicate with your employees, wherever they may be in the world. Furthermore, this allows us to quickly identify any affected bookers and travellers in the event of an incident and to immediately implement a crisis management procedure.

We also provide a 'who is where' report, which is accessible online to form part of your risk management programme. During times of crisis it is crucial that you know exactly where your travellers are and the information contained in this report will provide an accurate picture of travellers whose journeys have been booked via Key Travel.

Carbon Reporting

We know that managing your organisation's environmental impact and keeping track of your carbon footprint is a priority and a governance requirement. We automatically collect distance data in kilometres for flights and rail travel worldwide and provide you with a report in line with the latest DEFRA conversion methodology to calculate CO2 emissions. Working with our Charity and University customers we have also developed the ability to provide these reports by flight segments and cost centre/project codes.