



E-Gov Travel

A Partnership that Saves

The shared solution of E-Gov Travel is cross-cutting and is consistent with the GSA mission of helping federal agencies. By partnering with agencies, we are together transforming travel.

GSA looks forward to bringing each federal traveler world-class travel management. So get clicking!

*Your questions and comments are always welcome:
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E-Gov Travel, a GSA managed E-Gov initiative, was launched in response to the President's Management Agenda. It is a collaborative, inter-agency initiative which realizes the efficiencies, cost-savings and increased service associated with a common approach to managing Civilian Agency's travel.

The service replaces more than 250 different travel booking, authorization and financial systems and cuts costs by an estimated 50% saving \$450 million over 10 years. The new model aligns all GSA travel programs, including air, lodging and policy into an integrated platform of shared services to better serve travelers.

Three competitively bid E-Gov Travel Service (EST) contracts were awarded to:

- CW GovernmentTravel's E2 Solutions
- EDS's FedTraveler.com
- Northrop Grumman Mission System's GovTrip

Agency collaboration was essential in determining the required ETS capabilities due to the array of interfacing business systems across the government. Collaboration led to an open architecture, XML based data structure solution. ETS requires the use of standard data elements to provide a common nomenclature for interfaces with federal financial and human resource systems — an IT first that greatly reduces agency integration costs.

Collaboration continues with chartered ETS User Groups that share deployment performance and functional experiences. This has enabled changes to the Federal Travel Regulation empowering agencies to actively manage and own their role in the transformation. Additionally, E-Gov Travel works with the Department of Defense to align government-wide travel business data.

ETS gives federal travelers the ability to manage their travel from end-to-end through a common, web-based, government-wide service that integrates:

- **Travel planning and cost estimating** Self-service and assisted travel planning, reservation, and cost estimating capabilities are available. Government rates are provided for services such as airline flights, hotel rooms, and rental cars.
- **Travel authorization** The Federal Travel Authorization for temporary duty (TDY) travel includes detailed itinerary and cost estimate and calculates estimated authorized per diem in accordance with Federal Travel Regulation (FTR) 301-11.
- **Reservations** The self-service and the assisted reservation booking capability creates reservations that comply with appropriate federal and agency travel policies.
- **Fulfillment services** Comprehensive reservation and fulfillment services, both online and agent-assisted, accommodate non-ETS travel management centers that are under direct contract to federal agencies.
- **Filing, processing, and approving official travel claims** ETS supports the creation and electronic routing of travel vouchers used to claim reimbursable expenses for official travel.
- **Travel Reimbursement Data** Standard data output can be used to connect agency financial systems in order to reimburse travelers through direct payments to individually billed and centrally billed accounts.
- **Reporting, data exchange, and more** Standard reports include those listed in the FTR Section 300-70 and Chapter 304. Additionally, ETS provides the capability for ad-hoc and stored queries for all travel data elements within the ETS.

That's not all... ETS is available anywhere you can access the internet. Home, office, airport, hotel...unlike in the past when all your travel planning and arranging had to be done at work, now it can be done when you choose to do it. Also, your authorizing official can approve from anywhere they can access the internet.