

Slide 1 Purpose

To provide information on Navy's Passenger Transportation System.

Slide 2 Mission

Maintain a viable travel system capable of effectively supporting all navy worldwide travel requirements during peacetime, wartime and in contingency situations.

Navy Official Travel Policy

Procure on a "best value" basis, safe, secure, reliable travel services that satisfy navy operational mission requirements.

Slide 3 The Navy Official Travel System

Centrally managed at CNO (n41).

- Policy and program management (n413b).

Executed Regionally By

- 16 Navy Passenger Transportation Offices (NAVPTOS).
- Complemented By Contracted CTOS.
- Provides All Travel Services

Mandatory for Navy Official Travelers to use.

Slide 4 Navy Travel Services System

CNO (n41) has the overall responsibility for transportation/travel (n413b) (REF: OPNAVINST 4600.24D)

Major Claimants include LANTFLT /PACFLT Operation of Field Activities (Navy Passenger Transportation Offices) (REF: OPNAVINST 4650.15)

The Navy Travel Services System includes the following locations within CONUS (Continental United States):

- Charleston
- Corpus Christi
- Great Lakes
- Jacksonville
- New London
- New Orleans
- Norfolk
- Pensacola
- Port Hueneme
- Puget Sound
- Washington DC

The Navy Travel Services System includes the following locations overseas:

- Far East (Yokosuka)
- Guam
- Hawaii (Pearl Harbor)
- Europe (Naples)

Slide 5 Navy Official Travel Services Contracts

- Navy was first service to complete contracting worldwide (Jan 1990).
- Navy was first service to make it mandatory to use CTOs to obtain official travel services.
- Navy CTOS provide complete one-stop travel services to including bq and commercial lodging reservations through total automation.
- Navy has earned over \$100 million in discounts/rebates over life of contracts.

Slide 6 Navy Passenger Transportation Management (N413b) Primary Program Interfaces

- Assistant Secretary Of The Navy (MR&A)(FMC)
- Department Of Defense (ADUSD(TP)) (DTS PMO)
- Headquarters, U.S. Transportation command (TRANSCOM), includes Air Mobility Command (AMC) and Military Traffic Management Command (MTMC)
- Military Service Headquarters
- Navy Major Claimants
- Defense Finance And Accounting Service (DFAS)
- FISC Norfolk Philadelphia Detachment
- Navy Passenger Transportation Offices
- Commercial Industry

Slide 7 Navy Worldwide Contract

- Awarded 28 Aug 01
- Contractor: SatoTravel
- Period: 5 yrs. (1 base year/4 one year option periods).
- Value: \$11 million/annum “Fixed Fee”
- Current Status: Present airline commission rate is 6% percent with caps no greater than \$25.00/ticket

Slide 8 Regional Approach

- One official travel services contract worldwide:
- Two Navy Travel Regions: Navy East – 297 Million and Navy West – 138 Million. Total – 435 Million
- Aligned closely to fleet/PSA areas of responsibility.

Slide 9 NAVPTO Functions

- Traffic management analysis.
- Travel services contract oversight.
- Travel policy oversight/enforcement.
- Support of Navy contingency/mobilization requirements.
- International/transoceanic travel to include AMC (Category B) airlift.
- Reconciliation of central billed accounts.
- Group travel arrangements.
- Locations of Navy ships, afloat staffs and mobile units.
- Assist in implementation of DTS within Navy.

Slide 10 Summary of Travel Services

Commercial Air: Pax – 778,868; Cost – 366,188,724

Government Air: Pax – 27,370; Cost – 20,178,026

Rental Vehicles: Veh – 386,742; Cost – 67,500,383

Commercial Lodging: Res – 214,776; Cost – 63,493,929

Government Lodging: Res – 74,283; Cost – 6,410,531

Total Cost: 523,771,210

Slide 10 Analysis of Navy Government Contract Usage FY 01

- Total passengers – 778,868
- Less routes with no contract fare – 196,356
- Contract fares available – 582,512
- Contract fares used – 538,261 (92%)
- Contract fares not used – 44,251 (7%)

Slide 12 Summary of Navy Car Rental Activity Fiscal Year 2001

This table illustrates the car rental activity for Navy East, Navy West, Navy Central, and Total. It includes, total cars, days rented, rental cost, average daily rate and average days rented.

	Total Cars	Days Rented	Rental Cost	Average Daily Rate	Average Days Rented
Navy East	193,232	943,406	\$29,308,477	31.07	5
Navy Central	77,521	609,866	\$17,340,034	28.43	8
Navy West	115,989	697,741	\$20,851,872	29.88	6
Total	386,742	2,251,013	\$67,500,383	29.99	6

Slide 13 Summary Report of Navy Lodging Activity Fiscal Year 2001

This table illustrates the lodging activity for Bachelor Quarters, Navy Lodge, Commercial Lodging, and Totals. It includes the number of reservations, percent of total bookings, total cost, and average daily rate.

	No. of Reservations	% of Total Bookings	Nights Booked	Total Cost	Average Daily Rate
Bachelor Quarters	74,283	25.17%	402,046	\$6,410,531	15.94
Navy Lodge	6,043	02.04%	1,011	\$1,637,459	52.80
Commercial Lodging	214,776	72.78%	743,130	\$63,493,929	85.44
Totals	295,102	100%	1,176,187	\$71,541,920	51.39

Slide 14 CBA Reconciliation Transaction Flow

The following diagram shows the flow of CBA reconciliation transactions.

CTO reconciles transactions with Sabre.

Sabre reconciles transactions with SatoStar and the Airline Reporting Corporation.

SatoStar reconciles transactions with the Navy Command and the DFAS Payment Office.

SatoStar also reconciles transactions with the Airline Reporting Corporation and the Navy PTO who both in turn reconcile transactions with SatoStar.

The Airline Reporting Corporation also reconciles transactions with the airlines and the Credit Card Vendor.

The Credit Card Vendor reconciles transactions with the airlines, SatoStar, the Navy PTO and the Navy Command.

The Navy PTO and the Navy Command reconcile transactions with each other.

The DFAS Payment Office reconciles transactions with the Credit Card Vendor.

All transactions are done electronically; except for the Credit Card Vendor's paper transactions with the Navy PTO and the Navy Command.

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Questions?