



Data Management – Product Sheet

Data Requirements

- Text: Identify organization's data requirements, including:
 - ✓ Executive reporting
 - ✓ Savings
 - ✓ Preferred supplier usage and pricing
 - ✓ Program and regulatory compliance
 - ✓ Traveler security
- Determine need for integrations with group air and other travel systems

Meetings Technology

- Develop meetings technology requirements
- Develop and issue RFP
- Create scoring mechanism
- Oversee vendor presentations
- Oversee implementation of new system

Data Quality

- Work with third-party to implement middleware solution to ensure data quality
- Develop processes to ensure that agency is compliant with data quality standards