Travel Cost Reduction and Rationalization

Project Summary

Problem

MSF offices manage travel independently which increases administrative costs and reduces transparency on global costs and environmental impact of MSF-travel. This approach also limits our ability to negotiate better supplier prices.

Proposed Solution

Reduce costs and administrative burden by analyzing and recommending a travel management solution for MSF’s global travel needs.

Potential Impact

- Reduce costs by **10% in 2 years**
- Streamline processes; increase transparency and accountability
- Reduce MSF’s carbon footprint and promote sustainable transport options

Viability

- Presents actionable recommendations
- Uses external efficiency gains fact-base methods
- Leverages internal MSF knowledge and data

Risk Mitigation

- Engages key internal stakeholders in HR / Finance

Scalability

- Targets “low hanging fruit” for efficiency gains
- Uses an approach that is easily replicable across all MSF sections; provides shared data to all sections

Area/Type: Efficiency Gains; Incubator
Sponsor/Support: MSF Germany
Length/Project Status: 4 months; COMPLETE