

A man with a beard, wearing a grey suit, white shirt, and purple tie, is sitting in a wooden chair. He is looking directly at the camera with a serious expression. The background is a dark, textured grey.

STAYING IN CONTROL ISN'T  
OPTIONAL, IT'S ESSENTIAL.

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**R&M** / Approve

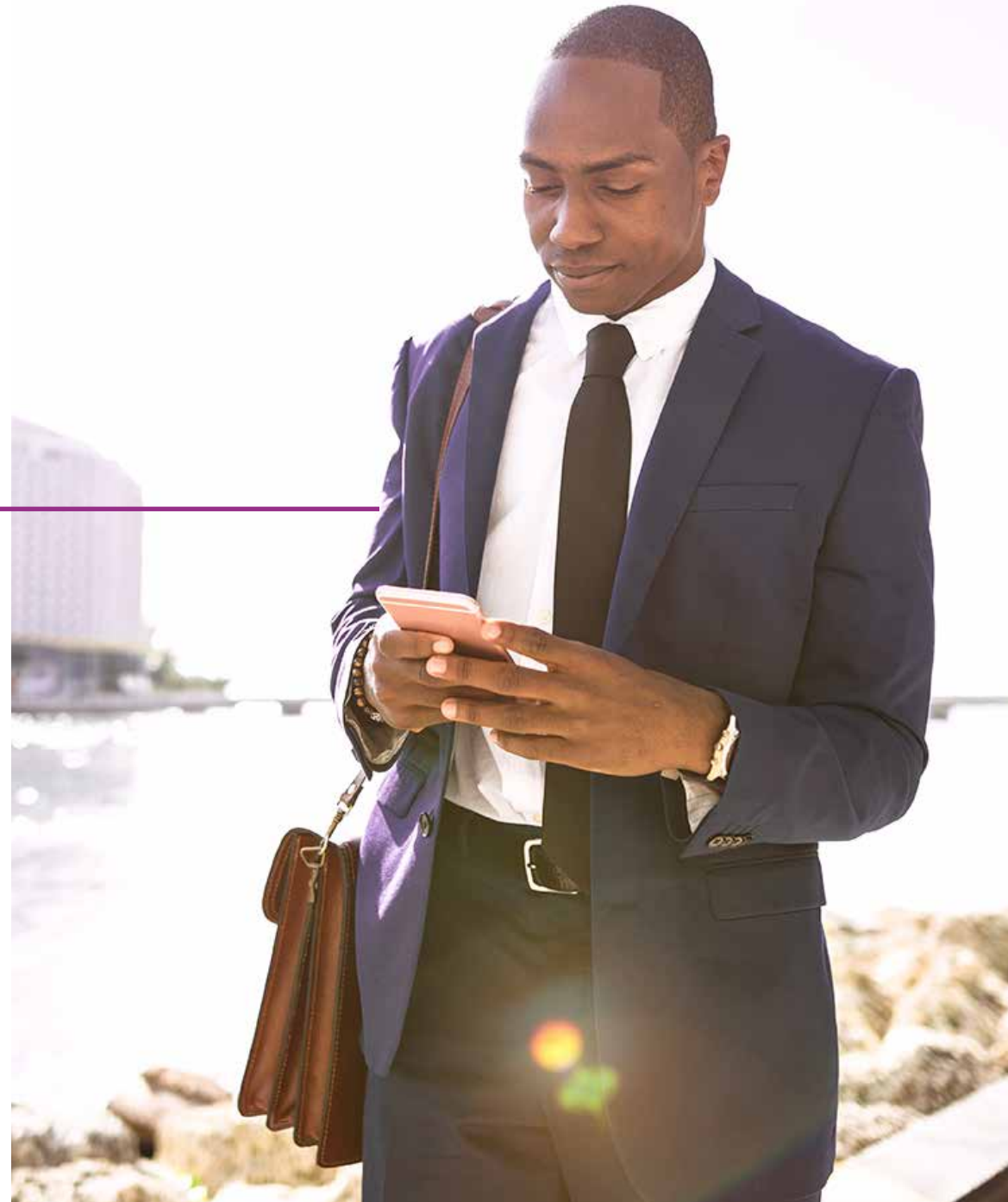
AVAILABLE BOTH ONLINE AND OFFLINE, R&M/APPROVE ENABLES YOUR PEOPLE TO REQUEST, APPROVE AND DECLINE TRIPS – NO MATTER WHERE THEY ARE IN THE WORLD.

R&M/Approve does away with complex paper trails by automating the approval process to help you speed up and secure the best fares. An enhanced audit trail of approval brings greater clarity to decision making, makes trip approval clear to travellers and actively encourages managers to challenge decisions around travel.

R&M/Approve protects your bottom line with fully integrated policy management and approval. No matter how complex your policy, our approval tool is built to adapt.

**Speed up the approval process and protect your bottom line – R&M/Approve**

**R&M/Approve**



## R&M/APPROVE: AT A GLANCE



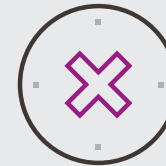
### APPROVE ANYWHERE

Approve trips from any location via desktop, mobile, tablet – no matter where you are.



### EMAIL AUTHORISATION

Save approvers considerable time and speed up process.



### FREE TEXT FIELD

Inclusive free-text field to allow for detailed decline responses.



### APPROVAL STATUS

Available within R&M/Portal to prompt reminders.



### COMPLETE CUSTOMISATION

We support infinite approval levels or reasons for travel.



### CANCEL & RESEND

Ability to cancel and resend approval if price changes – ensuring compliance in every situation.



### ENHANCED VISIBILITY

Improved visibility of fares, accepted and declined, to challenge non-compliant behaviour.



### R&M/MOBILE

Portal can also be accessed through R&M/Mobile, allowing all information to be brought together seamlessly.

### OUR EXTENSIVE R&M TECHNOLOGY SUITE

To find out more, simply talk to the R&M team.

R&M/iQ

R&M/Book

R&M/Portal

R&M/Approve

R&M/Mobile

R&M/Insights