



# FIVE TOP TIPS FOR CREATING AN INCLUSIVE TRAVEL PROGRAMME

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There are significant benefits to developing a diverse employee base, but what does this mean when it comes to taking care of business travellers? Take a look at our five top tips for creating an inclusive travel programme which both empowers and protects your people.

## WRITE YOUR POLICY FOR EVERYONE - DON'T SINGLE OUT SPECIFIC GROUPS

From the LGBTQ+ community to female travellers and those with hidden disabilities, there are many individuals who can be made vulnerable by travelling to specific areas of the world, or indeed simply by travelling. To create an inclusive programme, avoid singling out specific groups. Instead aim to educate everyone, helping colleagues to keep each other safe.

For more information on the dangers of only educating select groups take a look [here](#).

## CREATE AN OPEN DOOR CULTURE

Make it easy for people to come to you in confidence to discuss their concerns and to explore the risks of travelling to a specific destination. Make it known that the travel programme is designed to support everyone, and that choosing not to travel is always an option.

## PUT THE ONUS ON TRAVELLERS TO SELF EDUCATE, BUT PROVIDE THEM WITH THE TOOLS TO DO SO

An inclusive programme should enable travellers, not create fear or boundaries. Lean on your TMC and other trusted partners for key advice. For instance, for an overview of sexual orientation laws across the world for 2019 take a look at the map provided by Ilga [here](#).

## ESTABLISH WHERE EMPLOYEES CAN TURN FOR HELP IN UNFAMILIAR LOCATIONS PRE TRAVEL

Planning is everything. Where to turn for help will depend on numerous factors so it's critical to establish this pre travel. If travellers are not confident in going to the local police or medical services, then they should look to their own embassy or consulate for support or advice.

## MAKE PROMOTING NEW INITIATIVES WITHIN YOUR BUSINESS PART OF YOUR TRAVEL PROGRAMME COMMUNICATION STRATEGY

Travel suppliers, from airlines to hotels and airports to ground transport are making progress all of the time. Recent headlines include [Virgin Atlantic's hidden disability scheme](#) and [United's non - binary gender booking option](#).

If you missed Reed & Mackay's Diversity and Inclusion webinar you can watch it [here](#), or access the full report [here](#).