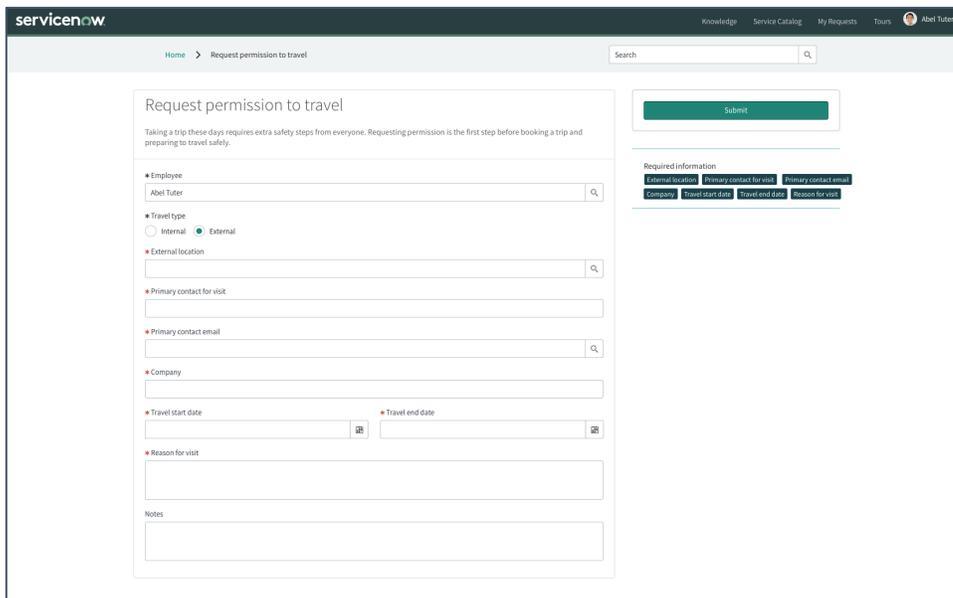


ServiceNow® Employee Travel Safety

Support the health and safety of your workforce when traveling for business

With the possibility of ongoing COVID-19 resurgences, organizations are encouraged to evaluate which business trips are seen as essential. This will require companies to fully engage with clients to determine the safety status of travel destinations and establish narrow criteria to deem what is necessary for business travel. As employers allow business travel where it is safe and compliant with government orders, they should also assess how they can make employees feel more comfortable and safe when traveling.



Employees submit travel requests that prompts managers to pre-authorize business travel.

The ServiceNow® Employee Travel Safety application gives organizations the ability to pre-authorize business travel for employees based on the safety status of the destination. This solution enables employees to submit workplace travel requests, triggering automated outreaches for customers to complete questionnaires regarding their site location status. Managers can make informed decisions on travel requests upon reviewing customer location site information and leveraging local COVID-19 trend data while keeping in mind the health and safety of their employees. Employees are prompted to enroll in daily health verifications before and throughout the duration of the trip and daily contact tracing check-in requests are sent to employees while traveling to ensure safety guidelines are being followed and their travel is safe.

Employee Safety Travel is part of a suite of ServiceNow® Safe Workplace applications and can be used in coordination to help organization prepare its workforce and workplaces and resume operations after emergencies and pandemics like COVID-19.

Safe Workplace suite

The Safe Workplace Suite provides core capabilities, for assessing workforce and workplace readiness and for taking steps to reopen.

- **Contact Tracing**, help employers rapidly identify employees potentially exposed to COVID-19 to support a healthy workplace
- **Employee Readiness Surveys**, Gauge readiness to return to the workplace and determine how to make employees feel safe
- **Employee Health Screening**, screen employees before entering the workplace to verify compliance with your entry requirements
- **Employee Travel Safety**, pre-authorize business travel for employees based on safety status of the destination
- **Workplace PPE Inventory Management**, manage your PPE inventory across locations and facilities to meet the physical safety needs of your workforce
- **Workplace Safety Management**, deliver a self-service workspace reservation process with pre-defined safe distancing plans, shift assignments, and sanitation schedules
- **Safe Workplace Dashboard**, get a complete view of your readiness to reopen sites, displaying data from all the Safe Workplace apps so you can quickly evaluate your current state