

A close-up photograph of a red safety strap with a silver metal buckle. The strap is made of a thick, braided red fabric. The buckle is a polished metal with a rectangular shape and a circular hole on the left side. The strap is looped through the buckle, and the background is a dark, out-of-focus grey.

# Before your employees check in for business travel

Check out the compliance issues.

**KPMG LINK Business Traveller powered  
by KPMG LINK Work Force**



Your  
business  
is going  
places

# Assessing your risks of business

In an increasingly global marketplace, opportunities for your business can emerge anywhere. As a company you need to be in the right place at the right time and so do your employees. Business travel is vital to your success.

KPMG LINK Work Force breaks down the borders that exist between you, your employees and your vendors offering a single technology solution to make managing your global workforce easy, effective, and transparent.

## Managing regulations

As your global workforce becomes more diverse and mobile you need to keep on top of an increasingly complex and demanding regulatory environment. Now, more than ever, you need to know where your employees are, what activities they are performing and what the implications are for the individual and the organization.

## Reducing risks

For many large multi-national companies, having visibility of employee travel has become a business-imperative to reduce risks and costs. A lack of formal policies, procedures and systems can cause companies to overlook payroll, tax and social security obligations, lead to the creation of permanent establishments, and result in immigration non-compliance.

## Ensuring continuity

Overlooking such compliance issues can have a detrimental domino effect on your organization's ability to operate effectively on a global basis and lead to financial and reputational risks and exposures. Projects and future business may be put at risk. What's more, international border agencies may refuse your employees entry or departure and in extreme cases, employees may be detained.



# See where you're going

KPMG LINK Business Traveller (Business Traveller) is a market leading tool for tracking and assessing business travel. It provides companies with greater visibility and control in dealing with the compliance and risk aspects associated with business travel, with minimal interruption to employees and the business.

## Track, assess, comply

Business Traveller tracks the travel of all employees within your organization. Employees can manually record or update travel details and receive instant trip analysis and guidance, while you receive fast, accurate and tailored tax, social security, corporate tax and immigration assessments to help address travel-related issues. It also considers specific state de minimis regulations, reciprocity rules, local payroll statutes and other activity exemptions (e.g. training attendance).

Users can also perform a pre-assessment to identify potential tax, social security and immigration consequences, allowing your business to make executive decisions prior to travel.

## KPMG LINK anywhere

From the palm of the hand, our mobile application allows employees to leverage components of the Business Traveller application to track their travel itinerary, be notified of actions and access instant travel assessments and information.

Using the unique, yet optional, geolocation features of the application, the user can enable their mobile devices to update their travel automatically when they arrive in a new country or state.

Our state of the art mobile application puts the power of Business Traveller in your employees hands providing a convenient and accurate way to help ensure travel compliance.

## Get connected, be informed

Working seamlessly with your existing corporate travel, Human Resource, Payroll and other systems, Business Traveller enables your employee's travel records to be automatically updated following a travel booking. You can then receive assessments and reports based on the corporate travel data fed into the system.

Management information and reports are available 24/7, all accessible through a live digital dashboard panel for program administrators, where instructions and feeds to payroll and other processes can also be triggered and managed.

## Instant detailed assessments

Utilizing broad ranging and market-leading logic, Business Traveller generates instant tax, social security, corporate tax and immigration assessments – going beyond a simple day count test.

The flexible and easy to configure system considers treaty and agreement provisions, director rules, EU multi-state, US state-to-state, economic employer, visa and work permit requirements, and more.

You can also set flags to let employees know if they have actions to take and if they are clear to travel. You then receive email or system messages detailing travel details, assessments and any action required.

# The KPMG difference

Business Traveller can help transform the way your business manages global business travel. Employees can conveniently record travel and receive instant pre-travel instructions, either online or via their mobile device, enabling your business to address compliance issues on a timely basis or better still, avert an issue before it even arises.

Business Traveller can also be used to monitor and assess travel periodically, with no employee input required.

With consistent compliance controls, live statistics and management information for your global travel population, you can analyze travel trends, identify cost savings and discover new business opportunities.

All while reducing the time and cost involved in administering travel and global mobility programs. This means you can focus on where your global business should go next, rather than worry about where your globally mobile employees have been.

KPMG offers an integrated, centrally managed global compliance process. Our experienced network of professionals will not only strive to ensure that you have great technology, but also work alongside you for your global mobility needs – travel policies, payroll requirements, tax returns, certificates of coverage, compensation sourcing, visas and work permits, audits and much more.

## Something special

Business Traveller has analyzed over two million trips over the last year alone – providing accurate immigration, tax and social security assessments – in an instant. It can help you address the ongoing challenge of managing your global and US state-to-state business travellers, put corporate governance in place and identify commercial opportunities.





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