



WoAG Travel Advice 2018/10

Subject: Entity Engagement Survey

Issue date: 4 June 2018

Dear Entity Travel Managers,

The WoAG Travel Team is currently reviewing how it engages with the entities participating in the WoAG Travel Arrangements (the Arrangements). Since the Arrangements commenced in 2010, we have used a range of events and communication channels to engage with you and your entity. As the Arrangements have evolved, some of these interactions have changed, ceased or been replaced. To ensure our ongoing engagement strategies are targeted, useful and valued, we are seeking your feedback. To collect this feedback, we are distributing an Entity Engagement Survey (the Survey).

Survey Content

The Survey includes five sections, which are intended to capture feedback and gauge interest regarding:

1. Entity User Groups;
2. WoAG Travel Forums;
3. A proposal to introduce Entity Feedback Sessions (comparable to the former Agency Travel Manager Meetings conducted between 2010 and 2015);
4. A proposal to implement electronic registration and sign-in for future WoAG Travel events; and
5. Written communication.

Key Dates

The Survey opened this morning at 9:00 AM (AEST), and will remain open for three weeks.

Open Date: 9:00 AM (AEST) Monday 4 June 2018

Close Date: 5:00 PM (AEST) Friday 22 June 2018

Survey Access

The Survey can be accessed via the hyperlink or URL below. Please contact our team if you have any issues accessing the Survey.

Hyperlink: [Entity Engagement Survey](#)

URL: <https://survey.websurveycreator.com/s.aspx?s=f0747d39-b869-4bff-8bf9-ea9ec6cbdbd8>

Action for Travel Managers

1. Lodge a response to the Survey; and
2. Encourage all members of your Travel Team to lodge a response to the Survey.

Responses to this Survey will be kept anonymous and confidential, however, respondents will have the opportunity to provide their name and contact information if they wish. Please remember to click the "Submit" button at the end of the Survey to ensure your response is lodged.

Please contact our team if you have any questions about the Survey or the information in this Advice.