

GLOBAL BUSINESS TRAVEL



Social, Diversity and Inclusion

Our global success depends upon a truly inclusive and diverse workforce that is reflective of, and responsive to, the needs of our diversified client portfolio. This is why we make long-term investments in our people and communities by celebrating diversity and inclusion.

- We ensure our workforce represents the cultural and racial diversity of the places in which we are located.
- We promote gender-parity to help our female colleagues equitably advance in their careers and to achieve gender-balanced leadership.
- We honor our LGBTQIA community by creating a safe working environment for people of all sexual orientations, and gender identities and expression.

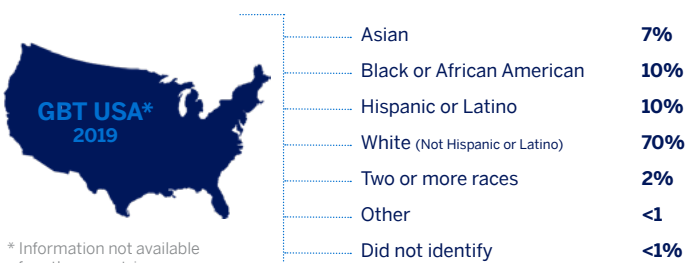


EQUAL EMPLOYMENT OPPORTUNITY

We don't discriminate on the grounds of race, ethnicity, gender, gender expression, disability, religion, sexual orientation, marital status, citizenship, age, or any other legally protected characteristic or status in each of the countries in which we operate. In addition, subject to law, GBT will reasonably accommodate the known disabilities of employees. We also seek to maintain a non-discriminatory environment free from intimidation, harassment, or bias based upon these grounds.

DIVERSITY AND INCLUSION

In 2019, GBT began working with Direct Employers, an association providing customizable recruitment outreach and partnerships with 140 diversity, disability, and veteran organizations.



Executive Leadership Team	44%
Vice Presidents	25%
Directors and Managers	58%
Supervisors and Team Leaders	70%
Individual Contributors	75%
All GBT Employees	72%



Cultivating Leadership

In early 2019, we partnered with an international talent management firm to conduct leadership assessments with 15 high potential women directors. The assessments focused on identifying leadership strengths and potential development opportunities. Participants then received detailed reporting outputs, and one-to-one coaching debrief sessions.

Three of these directors have since been promoted to Vice President.



Employee Resource Groups (ERGs)

Open to all employees, ERGs are groups of like-minded minority employees and their allies, formed to act as a resource for members and the organization as a whole.



EMPLOYEE LEARNING AND DEVELOPMENT

We significantly expanded the number of learning offerings available. We grew our course catalog to over 35,000 titles in 13 different languages, giving employees more control of their developmental paths than ever before.

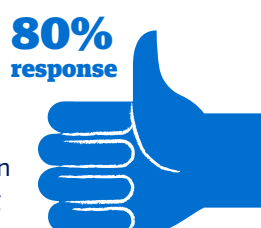


Global Tuition Reimbursement

We provide tuition reimbursement to both full-time and part-time employees worldwide for degree-level qualifications at the undergraduate or postgraduate level.

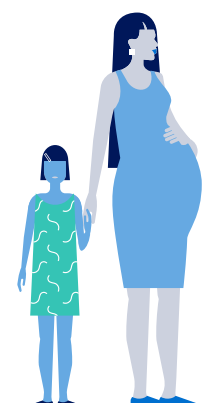
EMPLOYEE SATISFACTION AND ENGAGEMENT

In 2019, we announced six new key behaviors, and then conducted a Global Engagement Survey, asking 37 questions designed around those behaviors. Of our 18,000 employees, nearly 80% responded, exceeding even the benchmark set by high performing organizations.



SUPPORTING OUR COLLEAGUES WHO HAVE FAMILY RESPONSIBILITIES

- U.S. Salary Continuation for Birth Mothers
- U.S. Paid Bonding Leave
- Surrogacy and Adoption Assistance Policies.



FLEXIBLE WORKPLACE

The FlexWorx program has four components:



FLEXTIME

Employees may start and finish work at varied times, as long as they meet their goals and are available during core business hours.



FLEXWEEK

Employees may make arrangements with their manager to work a weekly scheduled number of hours during a compressed working week.



FLEXJOB (Job Share)

Two employees share the duties and responsibilities of one full-time position on a daily or weekly basis.



FLEX@HOME (Home Based)

Certain jobs may be performed full-time from a home office. In 2019, 42% of our total population, including 80% of our U.S. population, worked virtually.

Click [here](#) to view the complete Environmental, Social, and Governance 2019 Report.