

### GENERAL

onesto

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#### Administration To use this function, please get in touch with your onesto contact.

GENERAL

The yellow and/or red traffic lights for flights, hotels and rental cars can now be booked by representatives or travel managers if desired.

They need a special, new right in onesto in order to be able to carry out this action. Bookers without this special authorization can still book flights, hotels and rental cars within the travel policy (green traffic light).

The yellow traffic light can be used either by the booker (without special authorization) or by travel managers with the above-mentioned special right.

If a booker needs to contact the representative or travel manager for a booking marked red, a message can be configured that appears in a pop-up window:

(	$\overline{\mathbf{C}}$	Flight				$\odot$	
			Search	> 🕑 Results 🔉 Fli			
<							
I							
	•	11:00	Munich   MUC	_	FLEX Economy (F)		
	0	12:45	Paris   CDG				
			Violation of travel policy	y		×	
			Your selection is not allo arranger / travel manag		our travel policy! Please contact you	ur travel	
		20:50	Par	ОК			
	٢	22:20	Munich   MUC	Air France			
	0	For Rebool	king-/Cancellationfees please click <u>HERE</u> o	r contact your travel	agency.		

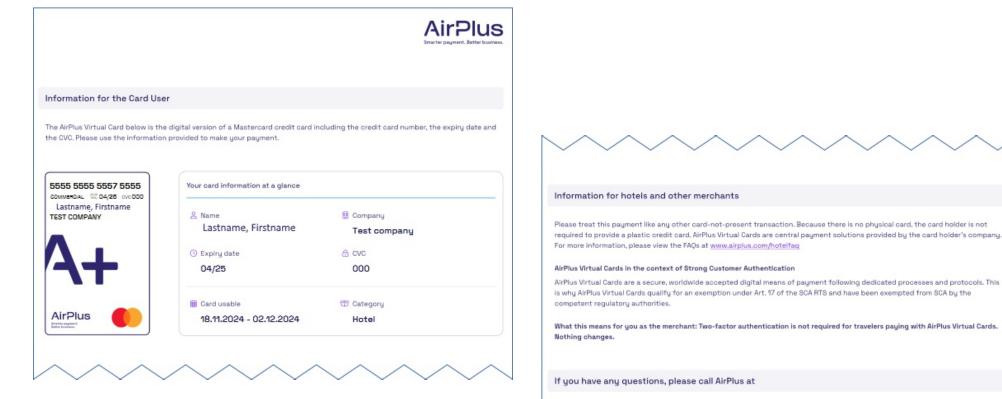


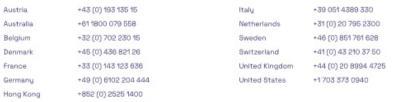
# II. New layout AirPlus Virtual Cards

#### Administration The setting is automatic and cannot be set administratively.

GENERAL

The layout of AirPlus Virtual Cards was adapted according to the provider's specifications. From this release onwards, the print version of the virtual card will be available in the new layout and displayed like this:









With this release we offer the option of making multiple selections for companies in the reports/statistics area. Checkboxes are now available for this functionality:

	printout date: Wed, 23.10.2024 09:49
Company	
Search  X Uncheck selection	Perform and send as CSV Send periodically Perform
- imported company confectory	^
KMU GmbH Beschaffungsmanagement (kmu)	
KMU Basic (basic)	
onesto KMU Test GmbH (1253650312)	
onesto pro Demo (1243016472)	KMU Basic (basic)
KMU Plus (plus)	
Firma James Thomas K. (3721051069)	~

This means you can now access reports for several different companies without pulling a CSV file and then filtering it to individual companies.

In the area of integrated travel expense, there is now also a search function in the list of cost centers and cost units:

		Travel Expense Report		
🔘 Domestic trip 🛛	Foreign trip			
Trip name				
Start Date		🏥 at 🗕 🗸 : 🗕 🗸		
Destination	City, street or airport	¢		
End Date		🇰 at 🗕 🕶 : 🗕 👻	11111256	
Cost center		^		
· ///- //	123 0123	م ^		
For each day of	123		y has paid or will pay for you.	
	123 45			
Date	123123		Dinner	Accommodation
	1231231			
Go to itinerary	<b>1231231233</b> 12313			iew calculation Save changes
	12313	~	·	
	And a second			

This makes the correct assignment for the user quick and easy.

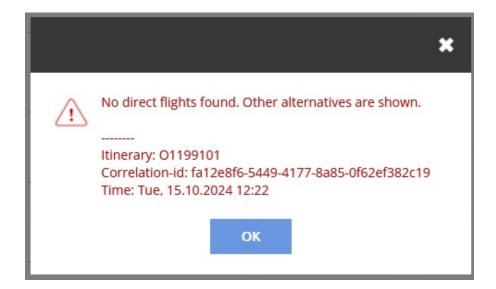
ID 12616 🔅



# V. Reference to current order number in error messages

#### Administration The setting is automatic and cannot be set administratively.

To be able to process support requests more quickly, from this release onwards the current order number, the Correlation ID as well as the timestamp will be included in the error message. The Correlation ID is unique to each message and allows the support team to perform a targeted check with less further inquiries.





# VI. Change in XML data export

Administration To use this function, please get in touch with your onesto contact.

The order data export includes the onesto bookings, depending on the settings, once when the travel order is archived or after each change.

In certain cases, an additional, final export might be required for customer-internal further processing.

This can now be set administratively, which means that the archiving resets the date of the last change and also triggers a new export.

#### ID 13902, 13922, 14003, 14033, 14034, 14111

This release brings the following changes and improvements to the bahn.business interface:

#### Central invoice recipient

In addition to the ticket, bahn.business customers receive an invoice sent to the traveler's email address. With this setting, the invoice can be redirected to a central email address (e.g. when using a company credit card).

RAIL

One email address per company/subcompany is possible. The traveler can change this address during the booking process in the rail portal. This cannot be influenced by onesto.

To use this function, please get in touch with your onesto contact.

#### Rail connections with third-party providers / partial route tickets

In the rail portal it is possible to book connections with routes from other providers (e.g. Flixtrain or individual transport associations).

However, the ticket for those bookings is only valid on the rail section and, if applicable, the validity area of a city ticket. For all other routes tickets must be purchased on site or directly from the respective carrier.

We now also display this information in the onesto order and on the onesto itinerary.

Tue, 03.12.2024	15:29	Coburg	ICE	2nd class
	17:53	Berlin Hbf	ICE 92 (DB Fernv	
	18:08	Berlin Hbf		2nd class
	0 20:25	Hamburg Hbf	FLX 1366 (FlixTra	
	The ticket i	is not valid for one section of the journey. In this case anoth	ner ticket is required!	L

### ID 13902, 13922, 14003, 14033, 14034, 14111

#### Uniform link for travelers and representatives to the bahn.business portal

The rail portal is now accessed uniformly for travelers and deputies and enables easy selection to book tickets or make seat reservations.

RAIL

In addition, the traveler can log in to the customer account via the login function to use other Deutsche Bahn functions such as automatic transfer of Bahncards and bookings into DB Navigator.

	Welco	me					
	<b>Register now</b> Create a business user account and benefit from additional services.						
[		Book ticket Book a ticket for a selected connection.		كْر	<b>Reserve seat</b> Reserve a seat without a ticket.	÷	
	Q	<b>Search orders</b> View order details for printing and editing.	÷	*	<b>Book BahnCard Business</b> Book a BahnCard Business 25, BahnCard Business 50 or BahnCard 100 here.	<i>→</i>	



### ID 13902, 13922, 14003, 14033, 14034, 14111

#### Retrieval of ticket information from bahn.business

The ticket can now be accessed directly from the onesto trip, with the newly created link to the trip details in the train portal:

RAIL

•	Reservation numb	er: 12277383	0194		50.30 €	🛃 🖾 🔟
	Wed,20.11.2024	07:15	Stuttgart Hbf	ICE 2nd cla	55	
		08:46	Augsburg Hbf	ICE 991 (DB Fern		
	booked on:		Thu, 17.10.2024 14:58 by Hemmerich, Marc Phone numbe	r +49 8251 899934		
	Travellers:		Builder Garfield			
	Remark:		Flexpreis City-Ticket: Stuttgart Hbf. Augsburg Hbf			

The ticket can now be easily accessed from here:

Stuttgart Hbf – Augsburg Hbf	
Order number 122773830194 booked on 17. Oct 2024 Garfield Builder Payment via AIRPLUS •••• 8687	
<b>Wed 20. Nov</b> 2024 07:15 - 08:46	You will need this on the train
	Ticket
Download ticket as PDF Q Cancel* Komfort Check-in	Discount card (e.g. BahnCard) if applicable
* Immediate cancellation possible up to 180 minutes after booking	ID document

Administration To use this function, please get in touch with your onesto contact.

### ID 13807, 13820, 13827, 13917, 13968 🔅

With this release, crucial enhancements and improvements were made for the PST partner interface so that the transition for NVS customers to the new partner interface can start.

#### Seat reservation for one route only

With this extension it is possible to reserve a seat for only one route when booking a return journey. This can be done using the new seat map or automatic allocation.

RAIL

Rail				
		Providers > Search train > Results > Train details > Confirmation		
<				
		🔄 Tue, 10.12.2024	) 01:44 h	
(	08:01	Augsburg Hbf	ICE 2nd class Seat	
(	09:45	Stuttgart Hbf	ICE 612 (DB Fernverkehr AG)	
Super Sparpreis Aktion: non rebookable and not refundable (further fare information)     Thu, 12.12.2024 ③ 01:39 h			ble and not refundable ( <u>further fare information</u> )	
			(	18:14
(	19:53	Augsburg Hbf	ICE 611 (DB 2nd class Fernverkehr AG)	
<b>Super Sparpreis Aktion:</b> non rebookable and not refundable ( <u>further fare information</u> )				
Seat Reservation				
Ticket without seat reservation     Ticket with seat reservation				
Seat reservation for direction Outward journey			X Outward journey	

Administration To use this function, please get in touch with your onesto contact.

RAIL

#### ID 13807, 13820, 13827, 13917, 13968 🛛 🔅

#### Purchase of Bahncards

The partner interface allows Bahncards to be ordered depending on activation via the BMIS.

It is also possible to administratively exclude certain Bahncards from being ordered in onesto.

New compared to the NVS interface:

Ordering other types of Bahncards such as the BahnCard 100 or a trial BC as well as payment with private credit cards are also supported.

#### Use PST for timetable queries

From now on, we will use the data from the PST to display timetable information for offline bookings or if customers have activated multiple search for railway providers (e.g. ÖBB, DB, benerail).

#### Administration of the invoice download in onesto

This setting can be used to deactivate the download and display of the DB invoice when using a company credit card. When using personal credit cards, the invoice download is always active.

New expansions are planned for 2025.02, including:

• Transfer of additional data for VISA company credit cards

# III. benerail - new interface "moove"

Administration To use this function, please get in touch with your onesto contact.

RAIL

With release 2024.11 we are activating the new "moove" interface for beneral bookings. This will gradually replace the existing interface - all customers will be adapted by the end of the year.

#### You can book the full train offer via benerail today in:

- Belgium
- the Netherlands
- Luxembourg
- France (SNCF)
- Denmark
- Eurostar trains

#### With the new interface, we expect the following new offers to be bookable in 2025:

- Spain with RENFE
- France/Benelux with OUIGO!
- new SNCB/NS fast connection from Brussels to Amsterdam
- Poland with PKP (Polish State Railways)

The following improvements are also planned with the new interface:

- Seat request also across different providers
- faster and more stable connections to other providers such as SNCF.

After a successful test phase with pilot customers, we are going to adapt all customers to the new interface

#### As well as main routes or flex fares in:

- Italy
- Switzerland
- Sweden
- Hungary
- Slovakia
- Czech Republic



# I. Display of the booking code for HRS hotel bookings

#### Administration The setting is automatic and cannot be set administratively.

When booking a hotel via HRS where a separate booking code is required for check-in and the hotel provides this during the booking, the code now appears on the onesto itinerary.

Reservation number: 172905205					
Fri, 15.11.2024	Washington Marriott Georgetown				
Sat, 16.11.2024	1221 22ND ST NW 20037 Washington United States Single room				
Payment: private credit card					
Phone number:	1 2028721500				
Fax number:	1 2028721424				
E-Mail:	mhrs.waswe.gm@marriott.com				
Breakfast:	Breakfast excl.: price unknown				
Accessible:	لج. The hotel provides facilities for accessibility. More details are available directly from the hotel.				
Rate:	Standardzimmer: 1 Kingsize-Bett, Minikühlschrank, 270 sqft/24m²;, WLAN-Zugang gegen Gebühr, Kaffee-/Teekocher Flexibler Tarif Free cancellation until Nov 12, 2024, 23:59(local time).				
Cancellation policy:	stornierbar bis (Ortszeit) Di, 12.11.2024 23:59				
Guaranteed booking:	Your credit card was transmitted to the hotel as guarantee. Mastercard4444				
Arrival:	Guaranteed booking. Your hotel keeps the room(s) for you the whole night.				
Hotel booking number:	PGS5B4-79601345				
Travel-Policy:	<ul> <li>Booking matches the travel policy</li> </ul>				
booked on:	Sat, 09.11.2024 07:20 by Bachmaier, Daniela Phone number +49 (89) 12345				

# ID 14013 🔅

HOTEL





# II. Upgrade new booking.com interface

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With this release we are pleased to offer you the use of the latest version of the booking.com interface.

With this upgrade, additional functions and data diversity are supported by booking.com in the booking process, such as e.g

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- expanded range of accommodations
- new rates (e.g. long stay)
- improved system stability
- error reduction

	IntercityHotel Berlin Hauptbahnhof Berlin ✓ È 奈 P ≁ ∰ ◎ 1.1 km ■ - ✓ -	8.1 y Good
Standard Rat	e	
B.	Standard Twin Room - single occupancy - Free cancellation - Free WiFi (19 m2) Show more Free rooms: 10 cancelable free of charge until (local time):: Tue, 10.12.2024 17:59	100.17 € excl. 21,00 € per night Select
B.	Standard Double Room - single occupancy - Free cancellation - Free WiFi (19 m2) Show more Free rooms: 10 cancelable free of charge until (local time):: Tue, 10.12.2024 17:59	100.17 € ■ excl. 21,00 € per night Select
B.	Double Room - Disability Access - Free cancellation - Free WiFi (27 m2) <u>Show more</u> Free rooms: 10 cancelable free of charge until (local time):: Tue, 10.12.2024 17:59	100.17 € ■ excl. 21,00 € per night Select
B.	Standard Twin Room - single occupancy - Free cancellation - Breakfast included in the price - Free WiFi m2) Show more Free rooms: 10 cancelable free of charge until (local time):: Tue, 10.12.2024 17:59	(19 106.17 € ⇒ incl. 21,00 € per night Select



# III. Presentation of CRC's preferred hotels

Administration To use this function, please get in touch with your onesto contact.

The CRC reservation system offers the option of marking hotels as preferred. This identification can now be read and the hotel can be displayed with a specific logo in the result list.

In addition, different price limits can be set for preferred hotels.

6		Hotel		1	
•	3 Bd de Neuilly, 92	2400, Paris Tue, 19.11.2024 🕨 Wed, 20.11.2024 🎢 1 Single room			
		✓ Change search	<u></u>	1	
		Hotel search > Results > Booking detai	l > Confirmation	Varian	
<	⊜ <				Show map 🧕
•		<ul> <li>★ ★ ★ ★</li> <li>Melia Paris La Defense</li> <li>Courbevoie</li> <li></li></ul>	● CO <sub>2</sub> 5.63 kg	- No Rating	245.00 €



# I. Representation of luggage for ride service providers (1/2)

### Administration The setting is automatic and cannot be set administratively.

When booking a ride service such as SIXT ride or talixo, we now provide the number of pieces of luggage that can fit in the vehicle during the booking process as well as on the travel itinerary.

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🕞 🖾 Тахі	🕞 🕞 🔄 🧰 Taxi		
Augsburger Straße 14, 86551 Aichach, Germany - Flughafen München 🖬 Mon,25.11.2024 🛇 08:00	Augsburger Str. 14, 86551 Aichach - München, Franz-Joseph Strauß 🛅 Mon.25.11.2024 🎯 08:00		
▼ Change search	▼ Change search		
Search for taxi/saloon > Results > Booking detail > Confirmation	Search for taxi/saloon > Results > Booking detail > Confirmation		
< 🖶 <	< 🖶 <		
Compact car	Fullsize		
SIXT ride experience for little money (or similar car) SIXT ride experience for little money (or similar car) SIXT ride experience for little money (or similar car)	Image: Book of the second		





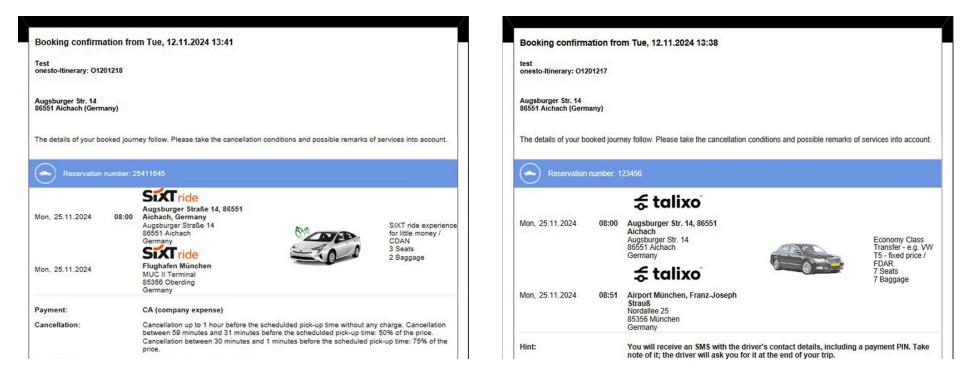


# I. Representation of luggage for ride service providers (2/2)

Administration The setting is automatic and cannot be set administratively.

### ID 13698 🔅

Excerpt from the travel itinerary.



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# I. Announcements

Virtual payment module With the new onesto virtual payment module, we are preparing to connect other payment service providers, such as outpayce from amadeus or Conferma.

**Trainline** Possible extensions to other providers

**Eurowings** Implementation of new direct interface (expected 2025.05)

**Kyte** Expansion to include other providers

**Amadeus NDC (X)** Expansion to include further providers

#### The following topics are also being planned:

- New development onesto2go for iOS and Android
- Integration of additional administrative areas into new layout
- 2-factor authentication for onesto login / administration
- further adjustments to accessibility
- onesto API for booking from third-party systems (e.g. integration into MS Teams)





# II. Shutdown old layout

The old layout will be switched off on December 31, 2024 and will only be available for administrative functions, which are not yet available in new layout. From next year on, booking functions will only be available via new layout.

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We strongly recommend switching to new layout for all customers because otherwise there could be problems/functional restrictions after the introduction of the new rail interfaces.