

# Going places

‘Road warriors’ share tips on how to cut costs

By Stephen Davis

**B**oeing, a favored supplier to the global travel industry, also buys a lot of what the travel industry sells: Seats on airplanes. On any day, 1,000 of your fellow employees are hoisting carry-ons into overhead bins, hunting for the light switch in a dark hotel room or studying a dubious “chef’s special” on a café menu.

Several Boeing travelers shared with *Boeing Frontiers* their tips for complying with company policy while lowering costs to Boeing—as well as a few of their road memories.

## Larry West, Shared Services Group

Trips in the past six months: 2

Reason for travel: Audit Virtual Office Hoteling Centers.

Travel advice: “Try WebEx meetings to book trips with several travelers. It ensures we arrive the same time—saving a car rental—and stay near each other.”

Travel memory: “When setting up the St. Louis centers, the hotel’s breakfast cook quickly remembered my preferences. It really made me feel welcome.”

## Allen Loveless, Commercial Airplanes

Trips in the past six months: 9

Reason for travel: Collaborate with partners, subsidiaries.

Travel advice: “When organizing a meeting, make commitments quickly so others can plan and book early. Choose the location that incurs the fewest travelers.”

Travel memory: “We were leaving Chicago during the winter and the weather was deteriorating. Then Midway Airport closed. Worried about finding a hotel, we called the Boeing Travel after-hours desk. They found a room within minutes. And by the time we got to the hotel, they had found us another flight out.”

## Jennifer Yost, Integrated Defense Systems

Trips in the past six months: 2

Reason for travel: Program Management Reviews and negotiations with prime customers, U.S. Air Force and Northrop Grumman.

Travel advice: “Find cost-effective nonstop flights. The time loss and potential for problems when changing planes can prove costly.”

Travel memory: “Learning to drive on the left in Australia because it was safer and less stressful than riding with some co-workers!”

## Duff Graham, Boeing Capital Corporation

Trips in the past six months: 7

Reason for travel: Collaborate with airlines, financiers to develop airplane financing solutions; represent BCC at industry events.

Travel advice: “Make the most of your time at the destination. Prepare for the meeting before traveling.”

Travel memory: “On a Morocco trip, we were invited to have dinner with a local family and watch a soccer match on TV, which was powered with a car battery. As soon as they tuned in, all the neighbors crammed into the very small room. It reminded me that our business helps connect the world.”

If you have traveled recently and have advice to share, e-mail your tips to [SharedServicesGroup@boeing.com](mailto:SharedServicesGroup@boeing.com). Feel free to send tips about all parts of the travel process: travel, how to meet the 12-day expense-reporting requirement and how to keep your company-provided charge card in balance. ■

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Jennifer Yost prepares to head out from the Developmental Center in Seattle. Among her travel strategies: Taking cost-effective nonstop flights to bypass flight connections.

JIM ANDERSON/BOEING

## PLAN EARLY, BOOK EARLY

Once you and your manager have decided travel is essential, plan carefully and act quickly to minimize overall costs.

“Our goal is to assist employees in making smarter travel choices that save Boeing money,” said Yvette Winn, director, SSG Travel & Expense Services. “If you ask my team how to do that, we sum it simply as ‘Plan early. Book early.’ Company policy asks that of all employees. But knowing a few ways how to do it helps us all.”

### Tips for planning early:

- Confirm venues and agendas well before the meeting date. This gives presenters and participants time to book early and purchase airfare at lower rates.
- Not everyone may need to travel. Consider using video and Web technologies to tie in some presenters.
- Use Travel’s meeting services if your group will include more than 10. They often can negotiate better deals.

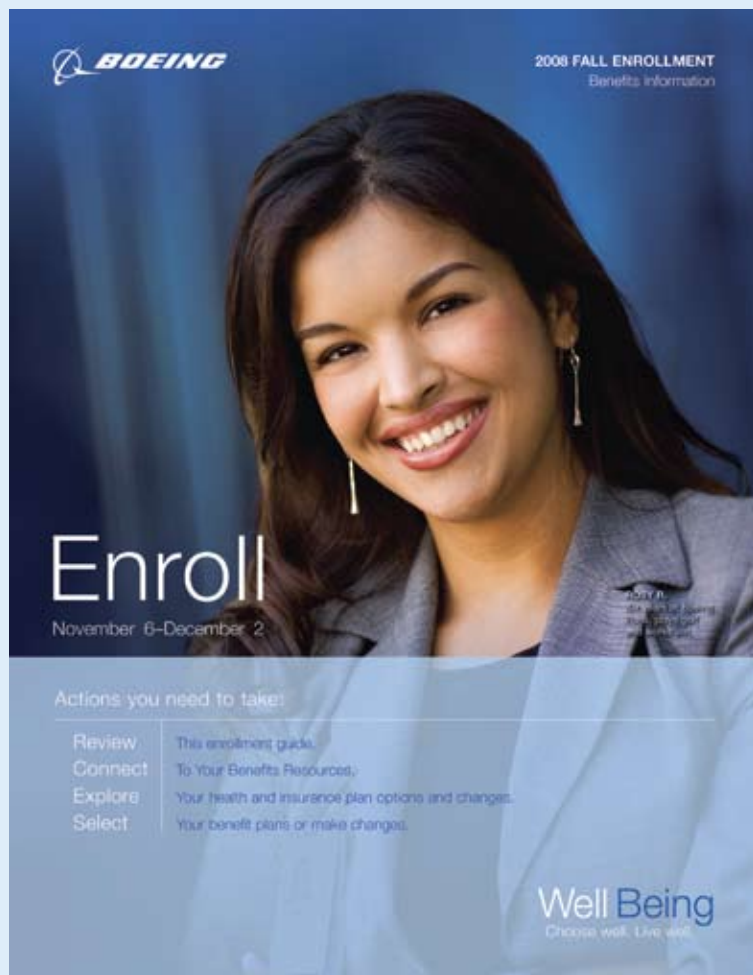
### Tips for booking travel early:

- Make reservations as soon as the travel requirement is known. Low-cost options fade with time: Airfare booked 13 days or more in advance costs, on average, 20 percent less than if booked seven days or less in advance.
- Be flexible to take advantage of alternative airlines and flight times. And choose mid-market Boeing preferred hotels.

—Stephen Davis

# Well Being at Boeing

New initiative aims to help employees reach physical and financial wellness



**This fall, Boeing employees received benefits enrollment information (above) that depicted the Well Being identity. The identity is part of an initiative that aims to help employees achieve a sense of physical and emotional well-being.**

By Susan Birkholtz

**W**hen you and your family feel your best in every way, both physically and emotionally, chances are your productivity and satisfaction in both work and life are at their peak. Also key to a satisfying, low-stress, high-functioning life is feeling financially secure and having the confidence that you'll be able to live comfortably in the years after work.

At Boeing, there are programs, services and tools to help employees achieve just that sense of "well-being" described above, through a comprehensive initiative by the same name. "Well Being" bundles both health and work/life benefits such as the Employee Assistance Program and wellness, retirement savings and planning—basically everything the company offers employ-

ees to help them achieve physical and emotional health as well as financial security in their retirement years. New Well Being tools and resources will be added to existing offerings over the next few years as part of this initiative.

Boeing will be incorporating the Well Being identity and the accompanying phrase, "Choose Well. Live Well.," in materials related to health, work/life benefits and savings planning in the coming weeks and months.

"Benefits enrollment information that employees received in October includes the Well Being identity and includes a new look that features real-life Boeing employees," said Pam French, Boeing Benefits director. "This reflects the company's commitment to focus on the people behind our products—the 'who we are' as well as 'what we do'—in how we communicate about the company."

Rick Stephens, senior vice president, Human Resources and Administration, agreed.

"It's all about people. When employees have reliable information to make sound, proactive decisions about their health and finances they enjoy life more, are better able to contribute their time and talents back to their communities, and are generally more productive at work and at home. Lives are transformed in positive ways," he said. "And it's all about the long term—the more money you have in the piggy bank and the healthier you are as you age, the greater your ability to take advantage of future opportunities."

It's about the long term for the company as well, as Boeing continues to address rising health-care costs, which are increasing an average of 6 to 8 percent a year. Each percentage-point increase equals about \$20 million in increased cost to the company.

Stephens noted that at any given time a couple thousand employees may be out sick or on disability leave, which is obviously not good for those employees or for Boeing.

"The cost of having this number of employees out of the workplace translates to millions of dollars of lost time, not including the resulting health-care cost and lost productivity," Stephens said. "If we could cut this number in half and slow the rate of health-care cost increases, we can invest that money in more productive ways. Integrating health and financial well-being through this Well Being initiative—both as a business issue and in employees' lives—is one way that we can accomplish these goals."

## AVAILABLE RESOURCES

There's a world of well-being materials employees can access on the Boeing intranet, with many just a click or two away.

- **www.BoeingWellness.com:** A wealth of tools and resources to help you feel your best, with content provided by the Mayo Clinic.

- **BoeingWellness Health Letter:** This letter, created by the Mayo Clinic and customized for Boeing, is mailed monthly to employees' homes.
- **Health Assessment:** The Mayo Clinic Health Assessment is an interactive tool offered on BoeingWellness.com each year where an employee can get a personalized report on the state of his or her health and receive lifestyle coaching.
- **Family Care Resources:** This service provides free, confidential referral services for Boeing employees, retirees and family members, helping them find a variety of services including day care and elder care.
- **Stress Management Web site:** Visit [www.boeing.com/stressmanagement](http://www.boeing.com/stressmanagement) for "one-stop shopping" for all the stress-related resources Boeing offers employees and their family members.
- **Weight management tools:** Free and discounted weight management tools are available to Boeing employees and their family members through [www.BoeingWellness.com](http://www.BoeingWellness.com).
- **Employee Assistance Program:** This confidential service links Boeing employees and their families to experienced counseling professionals for help with personal issues.
- **Flu prevention:** Boeing's free flu shot program is available to employees each fall at company sites in North America.
- **Exercise opportunities:** Many Boeing facilities have health, fitness and activity centers on site. Also, Boeing families in

some parts of the United States qualify for savings of up to 65 percent when they join a fitness club through GlobalFit, which is partnered with Boeing to offer discounts at commercial health clubs.

- **Free & Clear Quit for Life Program:** This award-winning program provides participants a coach to offer advice through a 12-month quit-tobacco plan. The program includes free nicotine replacement therapy products.
- **Preventive care:** Employees and dependents covered by a Boeing medical plan likely are eligible to receive preventive-care exams—often at low or no cost.
- **Care management:** Most of Boeing's health plans offer care-management programs, which provide personalized education and support for people with chronic conditions.
- **Pay and Benefits Profile:** This provides a personalized snapshot of your total pay and benefits package and other sources of income available during retirement—as well as tools to help you estimate your retirement income needs.
- **Retirement income calculator:** The Boeing Savings Plans Online Web site, accessible through TotalAccess, offers savings and retirement planning calculators that provide estimates tailored to the individual employee. ■

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## Republic of Singapore acquires first F-15

The Republic of Singapore Air Force (RSAF) last month joined the list of F-15 "owners" when the first Singapore F-15 was rolled out in a ceremony at Boeing facilities in St. Louis.

Singapore awarded Boeing a contract to build 12 F-15SG aircraft in December 2005 with an option for an additional eight aircraft. In October 2007, Singapore awarded Boeing a second contract for four aircraft and exercised the option for eight aircraft from the 2005 contract, bringing the total aircraft under contract to 24.

During the ceremony, Maj. Gen. Ng Chee Khern, RSAF Chief of Air Force, praised both the aircraft and the team that made the rollout possible.

"We are proud to be on this distinguished list of air forces to operate this platform, which boasts an impressive combat record of 104 victories and zero defeats," he told a crowd of more than 500.

The aircraft will undergo a one-year flight test program to confirm aircraft performance. Flight testing will take place at Boeing facilities in St. Louis and in Palmdale, Calif. F-15SG production deliveries will begin in the second quarter of 2009. The final aircraft in this procurement will be delivered to the RSAF in 2012.

The first F-15 took to the skies in 1972. Since then, more than 1,500 Eagle variants have been produced for the U.S. Air Force



**U.S. Air Force Lt. Gen. Loyd Utterback (right), points out features in the cockpit of the first Singapore F-15 to Maj. Gen. Ng Chee Khern, chief of the Singapore Air Force. RON BOOKOUT/BOEING**

and several foreign countries. In addition to the Republic of Singapore and the Air Force, F-15 aircraft have been delivered and are in service with the Republic of Korea Air Force, Israeli Air Force, Japan Air Self Defense Force and Royal Saudi Air Force.

—Kathy Cook