



*Training Course:  
Corporate Travel Risk Management and Duty of  
Care*

*15 - 19 September 2025  
Madrid (Spain)  
Pestana CR7 Gran Vía*

## Training Course: Corporate Travel Risk Management and Duty of Care

Training Course code: SC236116 From: 15 - 19 September 2025 Venue: Madrid (Spain) - Pestana CR7 Gran Vía Training Course Fees: 6000 € Euro

### Introduction

In today's dynamic global business environment, managing risks associated with corporate travel is critical to safeguarding employees and protecting the organization. This training program is designed to equip travel managers and related professionals with the knowledge and practical skills needed to effectively identify, assess, and mitigate travel risks while fulfilling the organization's duty of care obligations. Participants will learn how to develop comprehensive risk management plans, respond to emergencies, ensure traveler safety, and implement policies that align with legal and ethical standards.

### Target Audience

- Travel Managers and Coordinators
- Risk Management Officers
- HR Professionals involved in employee travel
- Business Managers responsible for corporate travel oversight
- Security and Compliance Officers

### Objectives

By the end of this program, participants will be able to:

- Understand the principles and importance of corporate travel risk management and duty of care.
- Identify and assess various risks related to business travel.
- Develop and implement effective travel risk management policies and emergency response plans.
- Utilize technology and tools to monitor traveler safety and manage incidents.
- Promote a culture of risk awareness and traveler safety within their organizations.

### Outlines

Day 1:

Introduction to Travel Risk Management and Duty of Care

- Overview of corporate travel risk management concepts
- Legal, ethical, and organizational responsibility for duty of care
- Types of travel risks: health, safety, security, political
- Global travel risk landscape and emerging threats
- Roles and accountability in travel risk management

#### Day 2:

##### Travel Risk Assessment and Traveler Safety

- Conducting comprehensive travel risk assessments
- Profiling traveler risk based on destination and activity
- Health risks and management of medical emergencies
- Security threats: terrorism, civil unrest, crime, natural disasters
- Traveler tracking, communication protocols, and alert systems

#### Day 3:

##### Crisis Management and Emergency Response

- Designing crisis management frameworks for travel incidents
- Incident reporting and communication flows
- Emergency evacuation planning and medical assistance
- Coordination with external stakeholders: security firms, insurers, embassies
- Review of real-world case studies and lessons learned

#### Day 4:

##### Travel Policies, Compliance, and Training

- Drafting and implementing travel risk policies and procedures
- Regulatory and legal compliance local and international
- Duty of care documentation and reporting standards
- Employee training and awareness programs

- Travel insurance policies and claims management

#### Day 5:

##### Technology, Monitoring, and Continuous Improvement

- Overview of travel risk management software and platforms
- Real-time traveler monitoring and incident management
- Data analysis, incident reporting, and program evaluation
- Strategies for continuous improvement of travel risk programs
- Building an organizational culture prioritizing traveler safety

## Registration form on the Training Course: Corporate Travel Risk Management and Duty of Care

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
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Personal E-Mail: .....  
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### Company Information

Company Name: .....  
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### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
Position: .....  
Telephone / Mobile: .....  
Personal E-Mail: .....  
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### Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
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### Easy Ways To Register

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