



## PUBLIC TRANSPORTATION

### WEEKLY SUBSCRIPTION

### MONTHLY OR ANNUAL SUBSCRIPTION

80%<sup>1</sup> reimbursement on presentation of supporting documents and a sworn declaration

When? Since July 1<sup>st</sup> 2024

Who? Employees on permanent or fixed term contracts (including apprentices and trainees)

### OCCASIONAL

Reimbursement upon supporting documents & a sworn declaration under the **FMD scheme capped at €300/year<sup>1</sup>**

When? From January 1<sup>st</sup> 2025

Who? Employees on permanent or fixed-term contracts (including apprentices)

### Use of the expense report management tool KDS NEO<sup>2</sup>

#### For each trip

- I register on KDS on draft (or I save): date + photo of supporting document

#### Reimbursement

- Minimum €50 or at year end or if leaving the company: send expense claim + receipt

#### + Sworn declaration

### Contact us!



A question?  
Need for help?  
**Your CFE-CGC representatives** are here to inform & accompany you...

### Useful Docs

Download your essential documents (KDS processes, sworn declaration, etc.)



## CYCLE

### CYCLIST WITH A BIKE

Reimbursement based on supporting documents and a sworn declaration in the frame of the **FMD capped at €300/year<sup>1</sup>**

170 RT\* (340 journeys) → €300    130 RT (260 journeys) → €200€  
80 RT (160 journeys) → €100    50 RT (100 journeys) → €50

\* RT = Round Trip

When? Since January 1<sup>st</sup> 2025

Who? Employees on permanent or fixed term contracts (including apprentices)

### Use of the expense report management tool KDS NEO<sup>2</sup>

#### Each time I make a trip

- I register my trip and its date in the sworn document that I upload.

#### Reimbursement once a year, if one of the point is reached

- At year end or if leaving the company: send expense claim + receipt (receipt will be a sworn document)

### CYCLIST EQUIPPED WITH LLD BIKE (Leasing Long Duration)

Choice of bike according to budget (max. €2,500)

+ equipment + maintenance & insurance

36-month lease with signed contract

**80 RT/year** with the bike from the LLD (supporting document)

#### Co-financing of equipment:

70% AIRBUS

30% EMPLOYEE

When? From September 1<sup>st</sup> 2025

Who? Employees on permanent contracts (after probation period)



## COVOITURAGE

### DRIVER OR PASSENGER

Reimbursement based on supporting documents and a sworn declaration in the frame of the **FMD capped at €300/year<sup>1</sup>**

170 RT\* (340 journeys) → €300    130 RT (260 journeys) → €200€  
80 RT (160 journeys) → €100    50 RT (100 journeys) → €50

\* RT = Round Trip

When? Since January 1<sup>st</sup> 2025

Who? Employees on permanent or fixed term contracts (including apprentices)

### Use of the expense report management tool KDS NEO<sup>2</sup>

#### Each time I make a trip

- My trip is registered in the covoiturage partner system.

#### Reimbursement once a year, if one of the point is reached

- At year end or if leaving the company: send expense claim + supporting document from the partner for each date

#### + Sworn declaration



### MIX OF TRANSPORT MEANS

Means of transport may be mixed up to the maximum cap of €300 per calendar year. Each measure will have its payment ceilings applied separately.

#### The following are excluded from these schemes:

any employee who has a company car, a car allowance or already benefiting from Airbus public transport.

