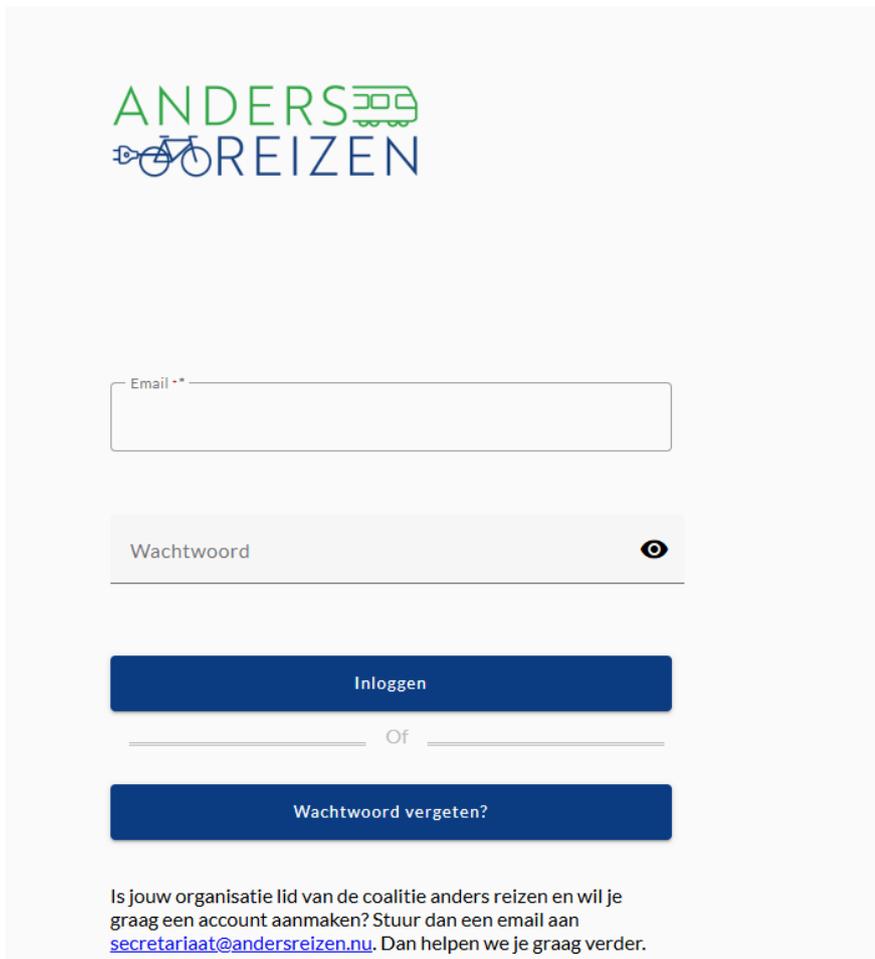


Instruction Monitoring and Impact Tool Coalitie Anders Reizen

<https://mobiliteitfootprint.andersreizen.nu/>

Introduction

It's that time again! Every member of the Coalitie Anders Reizen has been asked to complete the Monitoring Tool. In this Monitoring Tool from the Coalitie Anders Reizen, we collectively record the CO2 emissions from business mobility for participating companies annually. This allows us to map the progress of our ambition: a 50% reduction in CO2 emissions from business mobility by 2030 compared to 2016 per FTE. The insights from the tool help us understand the effects of certain measures and which mobility policies have the greatest impact. The resulting benchmarking and insights are highly valued by our members. This year, we've made a number of changes. You can find them here: <https://mobiliteitfootprint.andersreizen.nu/>. This document also contains the entry instructions. If you have any questions, please email secretariaat@andersreizen.nu



ANDERS 
COREIZEN 

Email **

Wachtwoord 

Inloggen

Of

Wachtwoord vergeten?

Is jouw organisatie lid van de coalitie anders reizen en wil je graag een account aanmaken? Stuur dan een email aan secretariaat@andersreizen.nu. Dan helpen we je graag verder.

Contents:

3	Log in
4	Step 1: My details
5	Step 2: Measures
6	Step 3: FTE & Employees
7	Step 4: Data entry
8-9	Step 4: Data entry for private vehicle fleet (yellow and gray license plates)
10	Step 4: Data entry for mobility services
11	Step 4: Data entry for commuting
12-13	Step 4: Data entry for business travel
14	Step 4: Data entry for flights/international travel
15	Step 4: Data entry for other purposes
16-18	Step 4: Data entry, Finalize entry

Log in

Are you logging in for the first time or have you forgotten your password? Follow the instructions below to create a new password.



ANDERS 
 COREIZEN 

Wachtwoord vergeten

Vul uw email adres in en u krijgt een instructie mail met toegangscode voor het aanmaken van een nieuw wachtwoord.

Email*

sample@some.com

Vraag toegangscode aan

Of

Ik heb al een toegangscode

Of

Inloggen

Instructions for creating a password:

- Click on “Forgot your password?”;
- Enter your email address;
- Click on “Request access code”;
- You will then receive an email with instructions for creating a new password.
- Copy the access code you received and return to the website.
- Click on “I already have an access code”;
- Enter the access code, your email address, and the new password.
- The new password will be generated and you will be redirected to the login page.

Note: The Monitoring and Impact Tool is email-based. If a colleague needs to be added as a user, please provide their name, email address, and phone number. We can then create a new user account for that person.

Step 1 my details

STAPPEN

- ≡ Introductie
- ☰ Stap 1: Mijn gegevens**
- 🔧 Stap 2: maatregelen
- 🔧 Stap 3: FTE & Mederwerkers
- 🔧 Stap 4: Data invoer

In step 1, many details linked to the account are already filled in,

Stap 1: Mijn Gegevens

E-mail:
jeroen.roseboom@andersreizen.nu

Telefoonnummer:

Naam bedrijf:
Testen

Branche/type organisatie:

Welk basisjaar wil je gebruiken:

Toestemming:

- Ik geef toestemming voor het benchmarken van de data met herkenbaarheid van mijn bedrijf.
- Ik geef toestemming voor het benchmarken van de data zonder herkenbaarheid van mijn bedrijf.
- Andere leden mogen mij benaderen voor informatie over de doorgevoerde maatregelen/best practices.
- Andere leden mogen mij niet benaderen voor informatie over de doorgevoerde maatregelen/best practices.

Step 2: Measures



In step 2 we can enter the measures taken in 2025 within the different categories.

Stap 2: **Maatregelen**

Welke nieuwe best practices hebben jullie doorgevoerd in 2025?
Door het klikken op onderstaande icoontjes kun je aangeven welke best practices je hebt doorgevoerd in je organisatie.

Opslaan

Maatregelen Zakelijke mobiliteit/Dienstreizen

Nationaal

Kilometer vergoeding dienstreizen van per kilometer;

Fietsvergoeding bedraagt per kilometer;

OV: Vergoeding 2de klasse;

OV: Vergoeding 1ste klasse;

Deelauto: vanaf huis;

Deelauto: vanaf kantoor;

Click the icon to select the category within which you implemented new measures in 2025. Measures selected in previous years are still checked, so you don't need to change anything.

1. Measures for company cars
2. Measures for commuting
3. Measures for business mobility

Step 3: FTE & Employees

STAPPEN

- Introductie
- 📄 Stap 1: Mijn gegevens
- 👤 Stap 2: maatregelen
- 👤 Stap 3: FTE & Mederwerkers**
- 👤 Stap 4: Data invoer

In step 3 we enter the number of employees and the number of FTEs employed at the beginning and end of the reporting year.

Generieke jaargegevens - Testen

Jaar: **
2025 Invoer afgerond

FTE begin jaar: ** 1 1	FTE eind jaar: ** 3 2	Gemiddeld FTE: 2
Medewerkers begin jaar: ** 2 3	Medewerkers eind jaar: ** 6 4	Gemiddeld Medewerkers: 4

1. Record the number of contract hours on January 1st, 2025, divided by the number of contract hours for a full-time employee.
2. Record the number of contract hours on January 1st, 2026, divided by the number of contract hours for a full-time employee.
3. Record the number of employees employed as of January 1st, 2025, with a contract of 20 or more hours of paid work per month.
4. Record the number of employees employed as of January 1st, 2026, with a contract of 20 or more hours of paid work per month.

Step 4: Data entry

In step 4 we will enter the personnel mobility data for the reporting year in the various categories.



1. **Fleet - Yellow License Plate**, for registering kilometers traveled with vehicles from your own fleet with a yellow license plate. This can be owned or leased vehicles.
2. **Fleet - Gray License Plate**, for registering kilometers traveled with vehicles from your own fleet with a gray license plate. This can be owned or leased vehicles.
3. **Mobility Services**, for registering kilometers traveled by mobility service providers. This refers to “companies that offer mobility services to employers.” This does not include leased cars that are registered in the company’s name and belong to the fleet.
4. **Commuting Mobility**, for registering employees’ own commuting expenses for which they receive reimbursement from their employer.
5. **Business Travel**, for registering national business travel that the employee claims from their employer.
6. **Air Travel/International Travel**, for registering business air travel and international train travel.
7. **Other**: We offer the option to enter the total CO2 emissions if data per category is not available. However, a condition is that this data has been validated by an accountant.

Step 4: Data entry for private vehicle fleet (yellow and gray license plates)

Fleet - Yellow and Gray License Plate, for recording the kilometers traveled by vehicles from your own fleet with yellow or gray license plates. This can include owned or leased vehicles.

Jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.









Pagina Opslaan
7
8
9

Brandstofsoort	Aantal voertuigen	Km Woon-werk	Km Zakelijk	Km Privé	Totaal km	Verbruik	Eenheid	Aantal voertuigen vorig jaar	Totaal km vorig jaar	Verbruik vorig jaar
▼ Benzine										
Benzine (E10)	1.000	200.000	1.500.000	8.600.000	10.300.000	20.000	ltr	1.167	182.736	12.347
Motorfiets benzine	0	0	0	0	0	0	ltr	0	-	0
Bromfiets/Scooter benzine	10	800	1.000	600	2.400	0	ltr	0	-	0
Diesel (B7)	12	12.344	0	0	12.344	6.000	ltr	1.224	60.974	3.143
Motorfiets diesel	0	0	0	0	0	0	ltr	0	-	0
▼ (Plug-in) Hybrides										
Hybride Benzine (E10)	100	500	5.000	2.000	7.500	600	ltr	1.900	15.980	850

1. The first column lists the subcategories of the private fleet category. These subcategories are aligned with the WPM data.
2. Enter the number of vehicles per subcategory in this column.
3. Enter the total number of commuting kilometers per subcategory in this column.
4. Enter the total number of business kilometers per subcategory in this column.
5. Enter the total number of private kilometers per subcategory in this column. If there is no conclusive mileage record, a flat-rate method can be used to break down the private kilometers.

The flat-rate method involves subtracting commuting mileage from the total annual mileage per vehicle type, as well as a fixed average (flat-rate) for private mileage. This leaves the business mileage for the annual report. This is done separately for each vehicle type and fuel type.

For the flat rate method you need to do the following:

- The total annual kilometers per mode of transport form the starting point.
- You can subtract this from your commute mileage. If you don't have a mileage log, you can determine these commute mileage per fuel type using a survey, which you can read more about in Chapter 6.
- You subtract private mileage from the result. You can do this based on a fixed number of kilometers per vehicle. "Flat rate" means a fictitious, fixed number. This number of kilometers is based on the average number of private kilometers driven in the Netherlands. The fixed number of kilometers varies by type of vehicle 12:
 - For the deduction of private kilometers, a figure of 8,900 kilometers per lease car per year must be used, unless the number of private kilometers driven per year is no more than 500 kilometers (demonstrable according to the Dutch Tax and Customs Administration's additional tax rules). In that case, you may enter 'zero' for the number of private kilometers driven.

- For an (electric) motorcycle, you can also assume 8,900 private kilometers per lease motorcycle per year.
- If your employee leases an (electric) bicycle, moped or scooter and also uses it for private purposes, you can assume 7% private use.

6. Enter the total fuel or electricity consumption per subcategory in this column.
7. This column shows the number of vehicles registered in the previous reporting year.
8. This column shows the calculated number of kilometers driven in the previous reporting year. These are calculated kilometers based on the recorded consumption.
9. This column shows the recorded consumption in the previous reporting year.

      								Pagina Opslaan		
Brandstofsoort	Aantal voertuigen	Km Woon-werk	Km Zakelijk	Km Privé	Totaal km	Verbruik	Eenheid	Aantal voertuigen vorig jaar	Totaal km vorig jaar	Verbruik vorig jaar
Motorrijets du	<input type="text"/>	<input type="text"/>	<input type="text"/>							
(Plug-in) Hybr	1							1		
Hybride Benzine (E10)	<input type="text"/>	<input type="text"/>	<input type="text"/>							
Waarvan elektriciteit						<input type="text"/>	<input type="text"/>			
Hybride Diesel (B7)	<input type="text"/>	<input type="text"/>	<input type="text"/>							
Waarvan elektriciteit						<input type="text"/>	<input type="text"/>			

1. For the entry of consumption in the subcategory (plug-in) Hybrid vehicles, we enter the consumption of electricity in addition to the fuel consumption in liters.

jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.

      								Pagina Opslaan		
Brandstofsoort	Aantal voertuigen	Km Woon-werk	Km Zakelijk	Km Privé	Totaal km	Verbruik	Eenheid	Aantal voertuigen vorig jaar	Totaal km vorig jaar	Verbruik vorig jaar
Aardgas/LNG	<input type="text"/>	<input type="text"/>	<input type="text"/>							
Bio - CNG	<input type="text"/>	<input type="text"/>	<input type="text"/>							
E85	<input type="text"/>	<input type="text"/>	<input type="text"/>							
Diesel (HVO blend)	<input type="text"/>	<input type="text"/>	<input type="text"/>							
Biodiesel (HVO100)	<input type="text"/>	<input type="text"/>	<input type="text"/>							
(e-)fietsen/lopen	<input type="text"/>	<input type="text"/>	<input type="text"/>							
Totaal	3.268	428.644	1.557.000	8.671.500	10.657.144			4.891	1.406.116	
Vershil	-1.623				9.251.028					

1. Here you see the total number of vehicles in the subcategories within the “own fleet” category (yellow registration).
2. Here you see the total number of commuting kilometers in the subcategories within the “own fleet” category (yellow registration).
3. Here you see the total number of business kilometers in the subcategories within the “own fleet” category (yellow registration).
4. Here you see the total number of private kilometers in the subcategories within the “own fleet” category (yellow registration).
5. Here you see the total number of total kilometers in the subcategories within the “own fleet” category (yellow registration).
6. Here you see the total number of vehicles in the subcategories within the “own fleet” category (yellow registration) from the previous reporting year.
7. Here you see the total number of kilometers in the subcategories within the “own fleet” category (yellow registration) from the previous reporting year.
8. Here you see the difference in the number of vehicles between the reporting year and the previous reporting year.
9. Here you see the difference in the total kilometers traveled between the reporting year and the previous reporting year.

Step 4: Data entry for mobility services

Mobility services, for the registration of kilometers traveled provided by mobility service providers. This refers to “companies that offer mobility services to employers.” This does not include leased cars that are registered in the company’s name and are part of the fleet.

Jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.

Wagenpark Geel Kenteken
 Wagenpark Grijs Kenteken
 Mobilitieits diensten
 Woon-werk mobiliteit
 Zakelijk verkeer
 Int. Reizen
 Overig

1	Brandstofsoort	2	Aantal reizen	3	Km Woon-werk	4	Km Zakelijk	Totaal	5	Aantal reizen vorig jaar	5	Totaal km vorig jaar
Mobilitieitsdiensten	Deelauto benzine	<input type="text" value="300"/>	<input type="text" value="300"/>	<input type="text" value="600"/>	<input type="text" value="900"/>	<input type="text" value="0"/>						
	Deelauto diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	Deelauto (plug-in) hybride	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	Deelauto elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	▶ Deelauto Anders	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	Deelmotorfiets benzine/diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	Deelmotorfiets elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	Deelbromfiets benzine	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	Deelbromfiets elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
	Deel (e-)fiets	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
OV mobiliteitskaart	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	
6	Totaal	300	300	600	900	0	0	0	0	0	0	
	Verschil	300			900							

1. The first column lists the subcategories of the mobility services category. These subcategories are aligned with the WPM data.
2. Enter the number of trips per subcategory in this column.
3. Enter the total number of commuting kilometers per subcategory in this column.
4. Enter the total number of business kilometers per subcategory in this column.
5. Because we did not yet have the mobility services category available in the tool last year, the values for 2024 will not yet be available.
6. The total of the entries for all subcategories is shown here.

Step 4: Data entry for commuting

Home-work mobility, for the registration of commuting at the employees' own expense for which they receive compensation from the employer.

Jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.

 Wagenpark Geel Kenteken
 Wagenpark Grijs Kenteken
 Mobiliteits diensten
 Woon-werk mobiliteit
 Zakelijk verkeer
 Int. Reizen
 Overig

	1	2	3		4	5
	Brandstofssoort	Aantal reizen woon werk verkeer	Aantal km	Een.	Aantal reizen woon werk verkeer vorig jaar	Aantal km vorig jaar
Woon-werk mobiliteit	Auto: Hybride diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Auto: Elektriciteit	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="1"/>	<input type="text" value="20.000"/>
	▼ Auto: Brandstof anders	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Auto: LPG	<input type="text" value="800"/>	<input type="text" value="25.000"/>	km	<input type="text" value="1"/>	<input type="text" value="20.000"/>
	Auto: Aardgas/CNG	<input type="text" value="10"/>	<input type="text" value="75.000"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Auto: Bio-CNG	<input type="text" value="90"/>	<input type="text" value="700"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Auto: E85	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Auto: HVO20/HVO30	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Auto: HVO100	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Motorfiets: benzine/diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Motorfiets: elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Bromfiets: benzine	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Bromfiets: elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Fiets/e-bike	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
	Openbaar vervoer (OV)	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>
Vermeden door thuiswerken	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>	
6	Totaal	1.510	402.700		603	220.000
7	Verschil	907	182.700			

- The first column lists the subcategories of the Commuting Mobility category. These subcategories are aligned with the WPM data.
- Enter the number of commuting trips per subcategory in this column.
- Enter the total number of commuting kilometers per subcategory in this column.
- This column shows the values entered into the tool last year.
- This column shows the total number of entries entered into the tool last year.
- This displays the total number of entries from all subcategories.
- This displays the difference between the entries for the current reporting year and the previous reporting year.

Step 4: Data entry for business travel

Business travel, for the registration of national business trips declared by the employee to the employer.

Jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.

Wagenpark Groen Kenteken
 Wagenpark Grijs Kenteken
 Mobiliteits diensten
 Woon-werk mobiliteit
 Zakelijk verkeer
 Int. Reizen
 Overig

1	Brandstofssoort	2	Aantal reizen	3	Aantal km	Eenheid	4	Aantal reizen vorig jaar	5	Aantal km vorig jaar
Zakelijk verkeer	Auto: Hybride benzine	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: Hybride diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: Elektriciteit	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	▼ Auto: Brandstof anders	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: LPG	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: Aardgas/CNG	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: Bio-CNG	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: E85	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: HVO20/HVO30	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Auto: HVO100	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Motorfiets: benzine/diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Motorfiets: elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Bromfiets: benzine	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Bromfiets: elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	km	<input type="text" value="0"/>	0	<input type="text" value="0"/>	<input type="text" value="0"/>		
	Fiets/e-bike	<input type="text" value="120"/>	<input type="text" value="129.300"/>	km	<input type="text" value="124"/>	134.353				
6	▶ Zakelijk gedeclareerd OV	<input type="text" value="0"/>	<input type="text" value="12.120"/>	km	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>			
7	Totaal	220	141.520		124	134.353				
	Verschil	96	7.167							

- The first column lists the subcategories of the Business Travel category. These subcategories are aligned with the WPM data.
- In this column, enter the number of trips per subcategory.
- In this column, enter the total number of business kilometers claimed by employees per subcategory.
- This column shows the values for the number of trips entered in the tool last year.
- This column shows the values for the number of kilometers entered in the tool last year.
- This displays the total number of entries for all subcategories.
- This displays the difference between the entries for the current reporting year and the previous reporting year.

Jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.

Wagpark Geel Kenteken
 Wagpark Groen Kenteken
 Mobiliteits diensten
 Woon-werk mobiliteit
 Zakelijk verkeer
 Int. Reizen
 Overig

Pagina Opslaan

Brandstofsoort	Aantal reizen	Aantal km	Eenheid	Aantal reizen vorig jaar	Aantal km vorig jaar
Auto: Hybride diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Auto: Elektriciteit	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
▼ Auto: Brandstof anders	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Auto: LPG	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Auto: Aardgas/CNG	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Auto: Bio-CNG	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Auto: EB5	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Auto: HVO20/HVO30	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Auto: HVO100	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Motorfiets: benzine/diesel	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Motorfiets: elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Bromfiets: benzine	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Bromfiets: elektrisch	<input type="text" value="0"/>	<input type="text" value="0"/>	km	0	0
Fiets/e-bike	<input type="text" value="120"/>	<input type="text" value="120 300"/>	km	124	134.333
▼ Zakelijk gedeclareerd OV	<input type="text" value="0"/>	<input type="text" value="€ 2.000"/>	km	0	0

For entering business-declared public transport kilometers, we offer options to convert the cost of public transport trips to kilometers traveled. You can then choose to enter the number of kilometers or the actual public transport costs incurred. By clicking the triangle next to the “Business Declared Public Transport” line, you’ll see the option to enter in euros.

See below for the explanation from the WPM guidelines.

Enter the total amount in whole euros that employees have declared for public transport tickets purchased by themselves.

Expense claims for business trips made with a self-purchased ticket or a personal public transport chip card are in euros. To convert euros to kilometers, research agency CE Delft calculated that public transport costs an average of 15 euro cents per kilometer. This means that for every euro spent on public transport, 6.06 kilometers were traveled. If you enter the number of whole euros, the form automatically converts this to kilometers and then to CO2 emissions.

Step 4: Data entry for flights/international travel

Flying / international travel, for the registration of business air travel and international train travel.

Jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.















	Brandstofsoort	Aantal reizen	Aantal km	Eenheid	Aantal reizen vorig jaar	Aantal km vorig jaar
	Internationale treinreizen	130	12.500	km	124	12.442
Vliegen	▼ DEFRA					
	Defra: Regional Economy < 460 km	12	4.700	km	1	500
	Defra: Short-haul Economy < 3700 km	2	6.500	km	0	0
	Defra: Short-haul Businessclass < 3700 km	0	0	km	0	0
	Defra: Long-haul Economy > 3700 km	0	0	km	0	0
	Defra: Long-haul Premium Economy > 3700 km	0	0	km	0	0
	Defra: Long-haul Businessclass > 3700 km	0	0	km	0	0
	Defra: Long-haul First class > 3700 km	0	0	km	0	0
	► CO2 Emissie Factoren					
	Totaal	144	23.700		12.548	51.488
	Verschil	-12.404	-27.788			

Step 4: Data entry for other purposes

Jaar: 2025. Door het klikken op onderstaande icoontjes kun je aangeven welke data je wilt invoeren voor jouw organisatie.

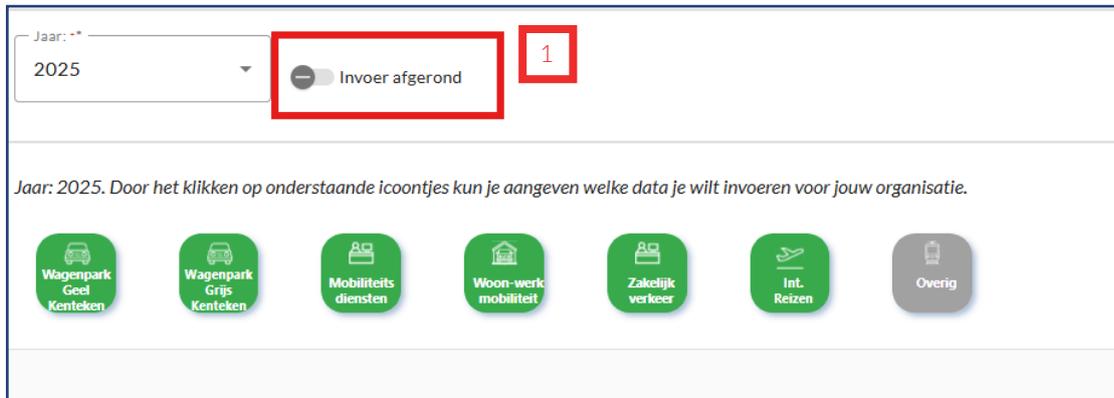
 Wagenpark Geel Kenteken
 Wagenpark Grijs Kenteken
 Mobiliteits diensten
 Woon-werk mobiliteit
 Zakelijk verkeer
 Int. Reizen
 Overig

We bieden de mogelijkheid om het totaal co2 in te vullen indien data per categorie niet beschikbaar is. Hierbij is wel een voorwaarde dat deze data gevalideerd is door een accountant. Bij het aanvinken geef je aan dat dit het geval is, anders kunnen we deze data niet meenemen

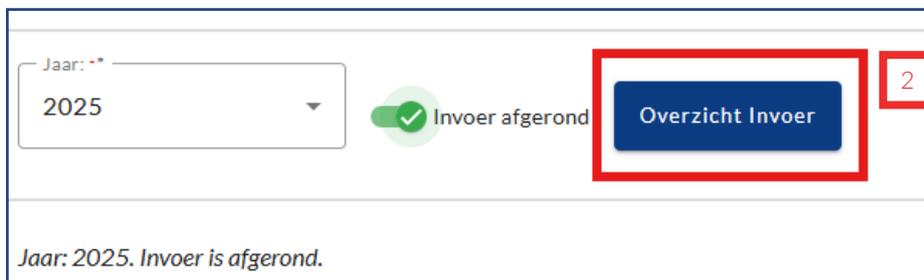
	Brandstofsoort	Uitstoot in kg CO2	Eenheid	Uitstoot vorig jaar
Overig	Wagenpark Geel kenteken	<input type="text" value="0"/>	direct	0
	Wagenpark grijs kenteken	<input type="text" value="0"/>	direct	0
	Woon-werk Mobiliteit	<input type="text" value="0"/>	direct	0
	Zakelijk verkeer	<input type="text" value="0"/>	direct	0
	Internationaal reizen	<input type="text" value="0"/>	direct	0
	Totaal	0		0
	Verschil	0		

For all previous categories, the “other” entry has been removed as an option for input. For companies that still want to use “other,” it has been moved to a different category. Note: An auditor’s report is required for this category, and data entered through this category cannot be used to link to the WPM registration form.

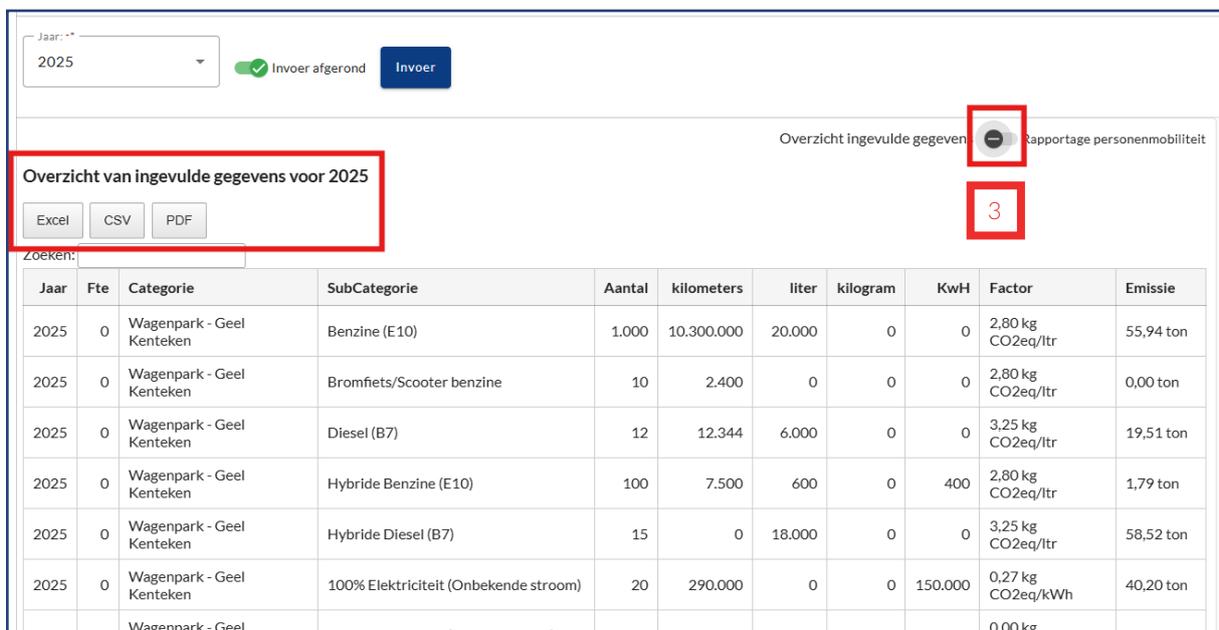
Step 4: Data entry, Finalize entry



1. Slide the “Entry completed” slider to the right.



2. If the slider is to the right, it is not possible to edit or enter new data. Now press the “Entry Overview” button.



3. You will then arrive at a page where you can view two different reports. If you slide the next slider to the left, you will see an overview of the entered data, allowing you to perform a final check of the completeness of the entry. You can download this overview in Excel, CSV, and PDF formats. If you are certain the entry is complete, you can slide the slider to the right.

4. If you slide the slider to the right, you will arrive at the Persons Mobility report. Here, you will find the data sorted according to the WPM entry order.
5. You can download this overview in various formats: Excel, PDF, and compact PDF.
6. On the left side of the screen are the subgroups for the WPM entry. By clicking the triangle, you can display the data per subgroup.

Categorie	Aantal voertuigen/reizen	Ingevlude kilometers	Kilometer
▼ Zakelijk lease en/of eigen wagenpark			
Auto's die op benzine of diesel rijden			
▶ Auto benzine	1.000		1.505.000
▶ Auto diesel	12		2.000
Auto's die behoren tot de (plug-in) hybrides			
▼ Auto (plug-in) hybride (benzine of diesel)	150		7.000
Geel kenteken Hybride Benzine (E10) km zakelijk	100	5.000	
Geel kenteken Hybride Diesel (B7) km zakelijk	50	2.000	

7. After expanding the subgroups, you can also see how the data is structured. For example, under the (plug-in) hybrid group you see the sum of hybrid petrol and diesel

Jaar: **
 2025

 Invoerd  Invoer

Overzicht ingevulde gegevens  Rapportage personenmobiliteit

Rapportage personenmobiliteit voor 2025

Export Excel Export PDF Export PDF (compact)

werkgebonden personenmobiliteit Testen

Aantal werknemers op 1 januari 2025: 101

Categorie	Aantal voertuigen/reizen	Ingevulde kilometers	Kilometer
▼ Zakelijk lease en/of eigen wagenpark			
Auto's die op benzine of diesel rijden			
▶ Auto benzine	1.000		1.505.000

8. Mocht je bij de controles concluderen dat de data invoer nog niet volledig is dan kan je het schuifje invoer afgerond weer naar links zetten en vervolgens op de knop invoer drukken. Je komt dan terug in de pagina "Stap 4 invoer data"