

U.S. House of Representatives
Committee on Ethics

18 MAR 12 PM 1:50

MEMBER / OFFICER POST-TRAVEL DISCLOSURE FORM OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

This form is for disclosing the receipt of travel expenses from a private source for travel taken in connection with a Member or officer's official duties. This form does not eliminate the need to report privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with House Rule 25, clause 5, you must **complete this form and file it with the Clerk of the House, B-106 Cannon House Office Building, within 15 days after travel is completed.** Please do not file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Rep Bill Shuster
2. a. Name of accompanying relative: _____ or None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates of departure and return: Departure: 3/1/18 Return: 3/4/18
b. Dates at personal expense: _____ or None
4. Departure city: Washington, DC Destination: San Juan, PR Return city: Washington DC
5. Sponsor(s) (who paid for the trip): Republican Main Street Partnership
6. Describe meetings and events attended (attach additional pages if necessary): Trip itinerary attached
Meetings / policy briefing / tours
7. Attached to this form are EACH of the following (signify that each item is attached by checking the corresponding box):
 - a. a completed Sponsor Post-Travel Disclosure Form;
 - b. the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and Grantmaking or Non-Grantmaking Sponsor Forms;
 - c. page 2 of the completed Traveler Form submitted by the Member or officer; **and**
 - d. the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (Signify that statement is true by checking box):
b. If not, explain: _____

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses on the attached Sponsor Post-Travel Disclosure Form were necessary and that the travel was in connection with my duties as a Member or officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER: _____

Bill Shuster

DATE: 3-12-18

**U.S. House of Representatives
Committee on Ethics**

SPONSOR POST-TRAVEL DISCLOSURE FORM

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. *A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within 10 days of their return.* You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

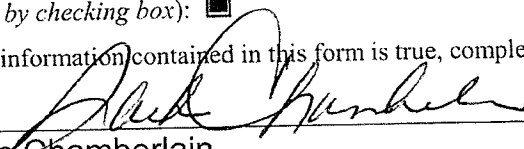
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) (who paid for the trip): Republican Main Street Partnership
2. Travel Destination(s): San Juan
3. Date of Departure: 3/1/18 Date of Return: 3/4/18
4. Name(s) of Traveler(s): Rep Bill Shuster
(NOTE: You may list more than one traveler on a form only if all information is identical for each person listed.)
5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in response to Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	466.90	567	163	81
Accompanying Relative				

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. (*Signify statement is true by checking box*):

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name: Sarah Chamberlain Title: President

Organization: Republican Main Street Partnership

I am an officer of the above-named organization (*signify statement is true by checking box*):

Address: 325 7th Street NW Suite 610

Washington, DC

Telephone number: 202-393-4359

Email Address: sharon@rmsp.org

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at (202) 225-7103.

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. *Form (and any attachments) may be faxed to the Committee at (202) 225-7392, sent or delivered to the Committee at 1015 Longworth, or e-mailed to travel.requests@mail.house.gov.*

YOUR COMPLETED REQUEST MUST BE SUBMITTED TO THE COMMITTEE NO LESS THAN 30 DAYS BEFORE YOUR PROPOSED DEPARTURE DATE. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. You must receive explicit approval from the Committee before you depart on this trip.

Name of Traveler: Congressman Bill Shuster

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: 

Name of Signatory (if other than traveler): _____

For staff, name of employing Member or committee: _____

Office address: 2079 Rayburn HOB, Washington, D.C. 20515

Telephone number: 202-225-2431

Email address of contact person: Rebekah.Sungala@mail.house.gov

- Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form please contact the Committee:

Committee on Ethics
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)
Travel email: travel.requests@mail.house.gov

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

1. Name of Traveler: Congressman Bill Shuster
2. Sponsor(s) (who will be paying for the trip): Republican Main Street Partnership
3. Travel destination(s): San Juan, PR
4. a. Date of departure 3/1/18 Date of return: 3/4/18
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: _____
5. a. Will you be accompanied by a relative at the sponsor's expense? Yes No
b. If yes:
(1) Name of accompanying relative: _____
(2) Relationship to traveler: Spouse Child Other (specify): _____
(3) Accompanying relative is at least 18 years of age: Yes No
6. a. Did the trip sponsor answer "yes" to Question 9(d) on the Primary Trip Sponsor Form (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)? Yes No
b. If yes, explain why the second night of lodging is warranted:

7. Primary Trip Sponsor Form is ~~attached~~, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.

Members were invited based on their committee expertise. Tour is based on transportation, appropriations, E+C and infrastructure. Cong. Shuster is chair of T&I committee

9. Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, and/or arranging the trip? Yes No

~~10A~~ FOR STAFF TRAVELERS:

TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Date: _____

Signature of Employing Member

**U.S. House of Representatives
Committee on Ethics**

PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a Traveler Form at least 30 days before the start date of the trip. The trip sponsor should NOT submit the form directly to the Committee. The Committee Web site (ethics.house.gov) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor (who will be paying for the trip): _____
Republican Main Street Partnership
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box):
3. Check only one: I represent that:
 - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip *or*
 - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds *or*.
 - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.If "c" is checked, list the names of the additional sponsors: _____
4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):
Congressman Bill Shuster (see attached) Members were invited based on their committee expertise. Tour is based on transportation, appropriations, E&C and infrastructure
5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: 3/1 Date of return: 3/4
7. a. City of departure: Washington, DC
b. Destination(s): San Juan
c. City of return: Washington, DC
8. I represent that (check one of the following):
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: *or*
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: *or*
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. Check one of the following:
 - a. I checked 8(a) or (b) above:
 - b. I checked 8(c) above but am not offering any lodging:
 - c. I checked 8(c) above and am offering lodging and meals for one night: *or*
 - d. I checked 8(c) above and am offering lodging and meals for two nights:If "d" is checked, explain why the second night of lodging is warranted: _____

10. Attached is a detailed agenda of the activities the House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees) (indicate agenda is attached by checking box):

11. Check one:

- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (signify that the statement is true by checking box): *or*
b. N/A – trip sponsor is a U.S. institution of higher education.

12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

this educational tour is designed to have policy briefings and discussion on transportation, E&C,
infrastructure and Puerto Rico recovery updates. Site visit planned to tour cargo ship and witness
their distribution operation. the ship is one of the first natural gas operations in the US. Visit Amgen
manufacturing plant

13. Answer parts a and b. Answer part c if necessary.

- a. Mode of travel: Air Rail Bus Car Other (Specify: _____)
b. Class of travel: Coach Business First Charter Other (Specify: _____)
c. If travel will be first class or by chartered or private aircraft, explain why such travel is warranted:

14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). (signify that the statement is true by checking box):

15. I represent that either (check one of the following):

- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: *or*
b. The trip involves events that are arranged specifically *with regard* to congressional participation:

If "b" is checked:

1) Detail the cost per day of meals (approximate cost may be provided): _____
\$59

2) Provide reason for selecting the location of the event or trip: _____
See above This previously scheduled tour will now focus on recovery efforts, transportation and infrastructure

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel name: Marriott San Juan City: San Juan Cost per night: 189

Reason(s) for selecting: currently one of the few hotels open in the area that offer meeting facilities

Hotel name: _____ City: _____ Cost per night: _____

Reason(s) for selecting: _____

Hotel name: _____ City: _____ Cost per night: _____

Reason(s) for selecting: _____

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. (signify that the statement is true by checking box):

18. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	462.40	567	103
For each accompanying relative			103

	<i>Other</i> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	75	meeting facilities and registration
For each accompanying relative		


NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check one:

- a. I certify that I am an officer of the organization listed below. *or*
- b. N/A – sponsor is an individual or a U.S. institution of higher education.

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.

21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: 
 Name: Sarah Chamberlain
 Title: President
 Organization: Republican Main Street Partnership
 Address: 325 7th Street NW Suite 610 Washington DC 20004
 Telephone number: 202 393 4359
 Email address: sharon@rmsp.org

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Ethics
 U.S. House of Representatives
 1015 Longworth House Office Building
 Washington, DC 20515
 (202) 225-7103 (phone)
 (202) 225-7392 (general fax)

Susan W. Brooks, Indiana
Chairwoman
Theodore E. Deutch, Florida
Ranking Member

Kenny Marchant, Texas
Leonard Lance, New Jersey
Mimi Walters, California
John Ratcliffe, Texas

Yvette D. Clarke, New York
Jared Polis, Colorado
Anthony Brown, Maryland
Steve Cohen, Tennessee



ONE HUNDRED FIFTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

February 24, 2018

Thomas A. Rust
Staff Director and Chief Counsel

Donna Herbert
Director of Administration

Megan Savage
*Chief of Staff and Counsel to
the Chairwoman*

Daniel J. Taylor
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

The Honorable Bill Shuster
U.S. House of Representatives
2079 Rayburn House Office Building
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to San Juan, Puerto Rico, scheduled for March 1 to 4, 2018, sponsored by the Republican Main Street Partnership.

You must complete a Member/Officer Post-Travel Disclosure Form and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. You must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Susan W. Brooks
Chairwoman

Theodore E. Deutch
Ranking Member

SWB/TED:re



Congressional Educational Tour

March 2-4, 2018

Host Hotel

San Juan Marriott Resort

1309 Ashford Avenue

San Juan, PR

Tel: 787-722-7000

Friday, March 2nd

Transfer from The Marriot 10am

Amgen – Pharmaceutical Manufacturing Plant

Senior Executive Briefing and tour

Transfer to :

FEMA Recovery Center

Estadio Evaristo

“Varo” Roldan

Carr 181 Interior

Calle 1 y Calle 3

Gurabo, PR 00778

Welcome Dinner and Puerto Rico Briefing 6pm

Marriott Hotel – Tuscany Ballroom

Welcome by Representative Jenniffer Gonzales- PR

Puerto Rico Recovery update – Thomas Rivera, President of the Senate

And Johnny Mendez – Speaker of the House

Saturday, March 3rd

Policy Briefing Breakfast

8am

Marriott Hotel – Atlantic View 1

Chairman Bill Shuster – Transportation and Infrastructure

Representatives Dan Donovan and John Rutherford

Panel discussions

Panelist – Transportation and Infrastructure Allie Valocchi Cloyes (Air Traffic controllers), Elizabeth Baker (Airline Pilots), Matt Miller (PG&E) Bill Hanson (Cargo) and Kevin Bargo (ULA)

Environment – Justin Stokes (Audubon) and Kameran Onley (The Nature conservatory)

Transfer to Maritime Tote and Port of San Juan

11:00am

Maritime Tote is one of the largest natural gas cargo ships sailing from San Juan to Jacksonville

Briefing by the Tim Nolan, President of Tote Maritime – Puerto Rico

Briefing by Eduardo Pagaan – VP and General Manager of Caribbean services

Transfer to United Methodist Church - Recovery and Relief Center

Bishop Hector Ortiz

Church is in need of baby supplies...RMSP will be making a donation

Marriott Hotel – Tuscany

630pm

Puerto Rico – Recovery update and Dinner

Mayor Marcano of Naguabo and Fautino R. Fuertes school. Naguabo is a town located on the east coast of the island that was completely devastated by Hurricane Maria.

Teachers and Students will participate in the Recovery update discussion

The school is in need of supplies. RMSP will be donating pencils, paper, notebooks, Please feel free to donate school supplies

Appropriations – Representative Kevin Yoder and Representative Jaimie Herrera Beutler

Sunday, March 4th

Marriott – Atlantic View Room

8am

Policy Briefing and Breakfast

Healthcare – Nickie Currie (Amgen) Erica Steiner (Elanco) and Shelly Stewart(Takeda)

Panelist – Mathew Miller (PG&E), Nickie Currie (Amgen)
Eric Seiner (Elanco) and Shelley Stewart (Takeda)

Workforce Development – Representative Roger Marshall

Panelist – Lisa Horn (SHRM), Kyle Makarios(Carpenters)
Program concludes

12pm

Lunch on your own

Return to Washington

2pm

REPUBLICAN
MAINSTREET
PARTNERSHIP

Congressional Educational Tour

March 2-4, 2018 (Draft)

Friday, March 2nd

Member/Donors Arrival	12pm
San Juan Marriott Resort 1309 Ashford Avenue San Juan, PR Tel: 787-722-7000	
Transfer from the Marriott to Amgen	2pm
Amgen – Pharmaceutical Manufacturing Plant	230pm-4pm
Senior Executive Briefing and Tour	
Recovery Status	
Transfer to the Marriott	430pm
Welcome Dinner and Puerto Rico Briefing	6pm – 830pm
Marriott Hotel – Atlantic Meeting Room 1	
Welcome by Representative Jenniffer Gonzales- PR	
Puerto Rico Recovery update – Thomas Rivera, President of the Senate And Johnny Mendez – Speaker of the House	

Saturday, March 3rd

Policy Briefing Breakfast	8am-930am
Marriott Hotel – Atlantic Meeting Room 1	
Chairman Bill Shuster – Transportation and Infrastructure	
Representative Lloyd Smucker AND Representative Dan Donovan	
Panel discussion	930am-1030am
Panelist – Transportation- Allie Valocchi Cloyes (Air Traffic controllers), Elizabeth Baker (Airline Pilots), Bill Hanson (Cargo)	

Transfer to Maritime Tote and Port of San Juan	11:00am
Maritime Tote is one of the largest natural gas cargo ships sailing from San Juan to Jacksonville	
Briefing by the Tim Nolan, President of Tote Maritime – Puerto Rico	11:30am-12:30pm
Box Lunch served	
Briefing by Eduardo Pagaan – VP and General Manager of Caribbean services	
Tour of San Juan Port and ship	12:30pm – 2pm
Transfer to San Juan Recovery and Food distribution center for displaced individuals and families	230pm- 4pm
Transfer to the Marriott	4pm
Puerto Rico – Recovery update and Dinner	6pm- 830pm
Marriott Hotel – Tuscany	
Appropriations – Representative Kevin Yoder and Representative Jaimie Herrera Beutler	
School supply donations - Remarks by the Puerto Rico Secretary of Education and school children presentation	

Sunday, Mach 4th

Policy Briefing and Breakfast Marriott – Atlantic 1	8am – 930am
Energy and Commerce –update	930am-1030am
San Juan Airport official (one of the first private/public funded airports)	
Panelist – Mathew Miller (PG&E), Nickie Currie (Amgen) Eric Seiner (Elanco) and Shelley Stewart (Takeda)	
Workforce Development – Representative Roger Marshall	1030am-1130am
Panelist – Lisa Horn (SHRM), Kyle Makarios(Carpenters) and Jennifer Latourette (Public Relations)	
Program concludes	12pm
Lunch on your own	
Return to Washington	2pm



CONGRESSIONAL EDUCATION TOUR

SAN JUAN, PR

MARCH 2-4, 2018

LIST OF CONFIRMED DONORS

BILL HANSON – GREAT LAKE DREDGE AND DOCK

JUSTIN STOKES – AUDUBON

ELIZABETH BAKER – AIR LINE PILOTS ASSOCIATION

KYLE MAKARIOS – CARPENTER'S UNION

ALLIE VALOCCHI CLYDES – AIR TRAFFIC CONTROLLERS

LISA HORN – SOCIETY FOR HUMAN RESOURCES MGMT.

MATHEW MILLER – PACIFIC GAS AND ELECTRIC

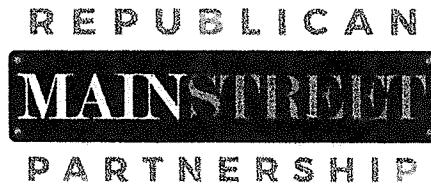
NICKIE CURRIE – AMGEN

ERIC STEINER – ELANCO ANIMAL HEALTH

SHEILY STEWART – TAKEDA PHARMACEUTICALS

JENNIFER LATOURETTE – VAN SOYOC ASSOCIATION

NIKA NOUR – THE ENTERTAINMENT SOFTWARE ASSOCIATION



CONGRESSIONAL EDUCATION TOUR

SAN JUAN, PR

MARCH 2-4, 2018

LIST OF CONFIRMED MEMBERS

CONGRESSWOMAN SUSAN BROOKS (IN-05)

CONGRESSWOMAN JAMIE HERRERA BEUTLER (WA-03)

CONGRESSMAN DAN DONOVAN (NY-11)

CONGRESSMAN ROGER MARSHALL (KS-01)

CONGRESSMAN BILL SHUSTER (PA-09)

CONGRESSMAN LLOYD SMUCKER (PA-16)

CONGRESSMAN KEVIN YODER (KS-03)

CONGRESSWOMAN JENNIFER GONZALEZ (PR)
