



U.S. House of Representatives

COMMITTEE ON ETHICS

MEMBER/OFFICER POST-TRAVEL DISCLOSURE FORM ☒ Original ☐ Amendment

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, by email at gifttravelreports@mail.house.gov**, 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: Theodore E Deutch
2. a. Name of Accompanying Relative: _____ OR None ☒
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: June 26, 2022 Return: June 29, 2022
b. Dates at Personal Expense, if any: _____ OR None ☒
4. Departure City: Fort Lauderdale Destination: Brussels, Belgium Return City: Ft. Lauderdale
5. Sponsor(s), Who Paid for the Trip: The German Marshall Fund of the United States
6. Describe Meetings and Events Attended (attach additional pages if necessary):
See Agenda attached

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 the Additional Sponsor Form(s)*;
 - 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 attached sponsor's agenda.
Signify statement is true by checking the 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.

Member / Officer Signature: _____

Date: July 13, 2022



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SPONSOR POST-TRAVEL DISCLOSURE FORM

☒ Original ☐ Amendment

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 ten 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: The German Marshall Fund of the United States
2. Travel Destination(s): Brussels, Belgium
3. Date of Departure: June 26, 2022 Date of Return: June 29, 2022
4. Name(s) of Traveler(s): See Attachment B

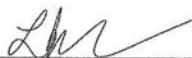
Note: You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$9,507.77	\$585	\$270	N/A
Accompanying Family Member	N/A	N/A	N/A	N/A

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:  Digitally signed by Laura-Hope Gammell
Date: 2022.07.06 14:24:20 -04'00' Date: 07/06/2022

Name: Laura-Hope Gammell Title: Corporate Secretary & Chief of Staff

Organization: The German Marshall Fund of the United States

☒ I am an officer of the above-named organization. Signify statement is true by checking box.

Address: 1744 R Street NW, Washington, D.C. 20009

Email: lgammell@gmfus.org Telephone: 1.202.683.2671

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.



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TRAVELER FORM

1. Name of Traveler: Theodore E Deutch
2. Sponsor(s) who will be paying or providing in-kind support for the trip:
The German Marshall Fund of the United States
3. City and State OR Foreign Country of Travel : Brussels, Belgium
4. a. Date of Departure: June 26, 2022 Date of Return: June 30, 2022
b. Yes ☐ No ☒ Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes ☐ No ☒ Will you be accompanied by a family member at the sponsor's expense? If yes:
(1) Name of Accompanying Family Member: _____
(2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
(3) Yes ☐ No ☐ Accompanying Family Member is at least 18 years of age:
6. a. Yes ☐ No ☒ Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?
b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:
7. Yes ☒ No ☐ *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and Additional Sponsor Forms.

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.
As a senior member of the House Foreign Affairs Committee, Chairman of the Subcommittee on the Middle East, North Africa, and Global Counterterrorism and a member of the Subcommittee on Europe, Energy, Environment and Cyber, my participation in this conference will serve to inform the committee's work on strengthening the US-Transatlantic relationship during an increasingly challenging time for security and cooperation in Europe.
9. Yes ☐ No ☒ Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?
10. 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.

Signature of Employing Member _____ Date _____



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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 website (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:
The German Marshall Fund of the United States
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):
Please see addendum A
5. Yes ☐ No ☐ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: June 26, 2022 Date of return: June 30, 2022
7. a. City of departure: Fort Lauderdale, FL
b. Destination(s): Brussels, Belgium
c. City of return: Fort Lauderdale, FL
8. **Check only one.** I represent that:
 - 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 only one of the following:**
 - a. ☒ I checked 8(a) or (b) above; **OR**
 - b. ☐ I checked 8(c) above but am not offering any lodging; **OR**
 - 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 you checked this box, explain why the second night of lodging is warranted:



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10. ☒ Attached is a detailed agenda of the activities 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 only one of the following:**
- 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. ☐ *Not Applicable.* 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:
- Please see addendum B
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 the box.*
15. **Check only one.** I represent that either:
- 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):
- 2) Provide the reason for selecting the location of the event or trip:
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Doubletree Hilton City: Brussels, Belgium Cost Per Night: \$195.00
- Reason(s) for Selecting: conference site; hotel has the capacity and ability to serve as conference venue
- 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 the box.*



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COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$10,000	\$195 (Doubletree Hilton: \$195/night)	\$90/day
For each Accompanying Family Member	N/A	N/A	N/A

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	N/A	N/A
For each Accompanying Family Member	N/A	N/A

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

19. Check only one:

- a. ☒ I certify that I am an officer of the organization listed below; OR
b. ☐ Not Applicable. Trip sponsor is an individual or a U.S. institution of higher education.

20. I certify by my signature that

- a. I read and understand the Committee's Travel Regulations;
b. I am not a registered federal lobbyist or registered foreign agent; and
c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Heather Conley Date: 5/24/2022

Name: Heather Conley Title: President

Organization: The German Marshall Fund of the United States

Address: 1744 R Street NW, Washington, D.C. 20009

Email: hconley@gmfus.org Telephone: (202) 683-2650

INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

1015 Longworth House Office Building
Washington, D.C. 20515

ethicscommittee@mail.house.gov | 202-225-7103
More information and forms available at ethics.house.gov

Theodore E. Deutch, Florida
Chairman
Jackie Walorski, Indiana
Ranking Member

Susan Wild, Pennsylvania
Dean Phillips, Minnesota
Veronica Escobar, Texas
Mondaire Jones, New York

Michael Guest, Mississippi
Dave Joyce, Ohio
John H. Rutherford, Florida
Kelly Armstrong, North Dakota



ONE HUNDRED SEVENTEENTH CONGRESS

U.S. House of Representatives
COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

David W. Arrojo
Counsel to the Chairman

Kelle A. Strickland
Counsel to the Ranking Member

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

June 13, 2022

The Honorable Theodore Deutch
U.S. House of Representatives
2323 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 Belgium,¹ scheduled for June 26 to 30, 2022, sponsored by the German Marshall Fund of the United States.

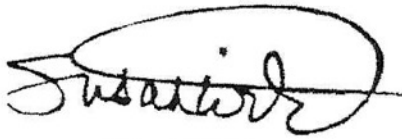
You must complete a Member/Officer Post-Travel Disclosure Form and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this 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 \$415 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.

Because the trip may involve meetings with foreign government representatives, we note that House Members may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$415] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

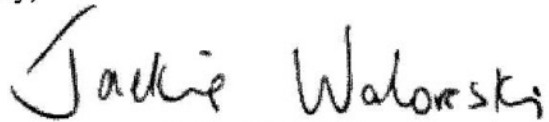
¹ Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Susan Wild", with a large, loopy flourish at the end.

Susan Wild
Acting Chairwoman

A handwritten signature in black ink, appearing to read "Jackie Walorski", with a large, loopy flourish at the end.

Jackie Walorski
Ranking Member

SW/JW:mc

House Ethics Addendum A

Brussels Forum 2022

The following Members and staffers were invited due to their expertise and legislative responsibilities in the various policy areas that will be explored at the conference.

Members:

- Congresswoman Steve Cohen (D-TN)
- Congressman Jim Costa (D-CA)
- Congressman Ted Deutch (D-FL)

Staff:

- Natasha Wood, Legislative Assistant, Congressman Jim Costa
- Jack Steinberg, Staff Associate, House Foreign Affairs Subcommittee on the Middle East, North Africa and Global Counterterrorism
- William Connor, Senior House Staff Representative, Commission on Security and Cooperation in Europe



The German Marshall Fund's
BRUSSELS FORUM
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Brussels Forum Agenda

Winning the Strategic Future—In the Spirit of the Marshall Plan

DoubleTree by Hilton Brussels City Hotel

Saturday, June 25

7:15 Jack Steinberg arrives in Brussels, Belgium and departs on personal time until conference begins

Sunday, June 26

7:15 Senator Chris Murphy, Jessica Elledge, William Connor, and Natasha Wood arrive in Brussels, Belgium and depart on personal time until conference begins.

Monday, June 27 *On-the-Record Sessions- Location: Ballroom*

7:15 Congressman Ted Deutch arrives in Brussels, Belgium and departs on personal time until conference begins

7:45 Congressman Jim Costa arrives in Brussels, Belgium and departs on personal time until conference begins

9:30 Congressman Steve Cohen arrives in Brussels, Belgium and departs on personal time until conference begins

Monday, June 27 *On-the-Record Sessions- Location: Ballroom*

13:45 – 14:30 **Welcome and Opening Remarks:**
Ms. Heather A. Conley, President, The German Marshall Fund of the United States

A Conversation: The Beginning of a New Era
H.E. Alexander De Croo, Prime Minister, Kingdom of Belgium
Moderator: Ms. Heather A. Conley, President, The German Marshall Fund of the United States

14:30 – 15:00 **A Conversation:**



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Brussels Forum Agenda

H.E. Roberta Metsola, President of the European Parliament

Moderator: Ms. Maïa De La Baume, Reporter, Politico

15:00 – 15:30

Executive Time

15:30 – 16:15

Session #1: A Marshall Plan for Ukraine

The Hon. Steve Cohen, Member and Co-Chair of Helsinki Commission, US House of Representatives

The Hon. Martin Klus, Deputy Foreign Minister, Slovak Republic

The Hon. Odile Renaud-Basso, President, European Bank for Reconstruction and Development

The Hon. Olga Stefanishyna, Deputy Prime Minister, Ukraine (*virtual*)

Moderator: Mr. Ravi Agrawal, Editor in Chief, Foreign Policy

Spotlight: Dr. Sharon Fitzgerald, Partner, DLA Piper

16:15 – 16:45

A Conversation: A Marshall Plan for Eastern Europe

Ms. Katarina Mathernova, Deputy Director General, Neighborhood and Enlargement Negotiations, European Commission

The Hon. Nicu Popescu, Minister of Foreign Affairs and European Integration, Moldova

Moderator: Ms. Teri Schultz, Freelance Journalist

16:45 – 17:15

A Conversation: Climate Action in Uncertain Times

The Hon. Frans Timmermans, Executive Vice President, European Commission

Moderator: Ms. Fiona Harvey, Environment Correspondent, The Guardian

17:15 – 18:00

Executive Time

18:00 – 18:30

A Conversation: Energy Security and Energy Transition in Uncertain Times

Mr. Darren Woods, Chairman and Chief Executive Officer, ExxonMobil

Moderator: Mr. Tom Wilson, Senior Energy Correspondent, Financial Times

18:30 – 19:30

Introduction: H.E. Jens Stoltenberg, Secretary General, NATO (*virtual*)



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Session #3: Re-establishing Europe's Ruptured Security Environment

The Hon. Jim Costa, Member, U.S. House of Representatives

The Hon. Mircea Geoană, Deputy Secretary General, NATO

The Hon. Artis Pabriks, Deputy Prime Minister and Minister of Defense, Latvia

Dr. Nathalie Tocci, Director, Istituto Affari Internazionali

Moderator: Mr. Shashank Joshi, Defense Editor, The Economist

Response: Ms. Maria Laine, Vice President, International Business Development,
Defense Space & Security and Global Services, Boeing

19:30 – 21:30

Networking Dinner Reception

Location: Jardin Hospice

21:45

Chatham House Rule Night Owls

Session 1 - A Simulation: What If? Russian and Chinese Opportunism in Africa

Location: Marshall Lounge

Mr. Laurent Kasindi, Global Program Quality Specialist, Search for Common Ground

Dr. Janka Oertel, Director, Asia Program, European Council on Foreign Relations

Mr. Manuel Lafont Rapnouil, Head of Policy Planning, Ministry for Europe and Foreign Affairs, France

Amb. Michael McFaul, Director, Freeman Spogli Institute for International Studies, Stanford University

Moderator: Ms. Kristina Kausch, Resident Senior Fellow, The German Marshall Fund of the United States

Session 2: Implications of NATO Enlargement

Location: Oak Room

Mr. Carl Bildt, Co-Chair, European Council on Foreign Relations

Amb. Baiba Braže, Assistant Secretary General for Public Diplomacy, NATO

The Hon. Ted Deutch, Member, US House of Representatives

Moderator: Mr. Kevin Baron, Executive Editor, Defense One

Session 3: US Midterm Elections: What to Watch?

Location: Mulberry Room



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Mr. Will Hurd, Managing Director, Allen & Company LLC
Dr. Tim Naftali, Clinical Associate Professor, New York University
Ms. Jessica Taylor, Senate and Governors Editor, The Cook Political Report with Amy Walter
Moderator: Dr. Stefan Grobe, Brussels Correspondent, Euronews

Tuesday, June 28

8:00 – 9:00

Chatham House Rule Breakfast Session

Russia after Putin

Location: Marshall Lounge

Ms. Olga Irisova, Political Analyst, Co-Founder and Editor in Chief, Riddle

Mr. Vladimir Milov, Russian Opposition Politician

Ms. Galina Timchenko, Executive Director, Meduza

Moderator: Ms. Julia Ioffe, Founding Partner and Washington Correspondent, Puck News

9:15 – 9:45

Spotlight: The Global Economy in Turmoil?

Dr. Maria Demertzis, Deputy Director, Bruegel

Amb. John B. Emerson, Vice Chairman, Capital International

Moderator: Dr. Jacob Kirkegaard, Senior Fellow, The German Marshall Fund of the United States

9:45 – 10:30

Session #4: Natural and Man-Made: Today's Food and Climate Insecurity

The Hon. Jim Costa, Member, US House of Representatives

Ms. Megan Greene, Senior Fellow, Harvard Kennedy School

Mr. Bernhard Lorentz, Founder, Deloitte Center for Sustainable Progress, Deloitte

Ms. Eileen O'Connor, Senior Vice President for Strategic Communication and Policy, Rockefeller Foundation

Moderator: Ms. Matina Stevis-Gridneff, Brussels Bureau Chief, The New York Times

10:30 – 11:00

Executive Time

11:00 – 11:30

Session #5: Bridging the Transatlantic and Transpacific

The Hon. David McAllister, Member of the European Parliament, MMF '00



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The Hon. James Risch, Member, US Senate

Moderator: Ms. Heather A. Conley, President, The German Marshall Fund of the United States

11:30 – 12:15

Session #6: Democracy at Home and Abroad

The Hon. Chris Murphy, Member, US Senate

Ms. Laura Thornton, Director, Alliance for Securing Democracy, The German Marshall Fund of the United States

The Hon. Joseph Wu, Foreign Minister, Taiwan (virtual)

Moderator: Ms. Bethany Allen-Ebrahimian, China Reporter, Axios

12:15 – 14:15

Networking Lunch

14:15 – 15:00

Session #7: The Foreign Policy of Technology

The Hon. Eva Kaili, Vice President and Member of the European Parliament

Mr. Peter Harrell, Special Assistant to the President, Senior Director for International Economics and Competitiveness, White House National Security Council

Ms. Karen Massin, Head of Government Affairs and Public Policy, EU Institutions, Google

Moderator: Amb. Karen Kornbluh, Senior Fellow and Director, Digital Innovation and Democracy Initiative, The German Marshall Fund of the United States

15:15 – 16:15

Chatham House Rule Break-out Sessions

1. Digital Democratic Ukraine

Location: Oak Room

Dr. Andreas Eberhardt, Founding Director and CEO, Alfred Landecker Foundation

Mr. Thomas Kleine-Brockhoff, Vice President and Executive Director, Berlin office, The German Marshall Fund of the United States

Ms. Marta Prochwicz-Jazowska, Program Manager and Analyst, The German Marshall Fund of the United States

Moderator: Ms. Karolina Grzegorzczuk, UX Design, Techlab.ee

2. Assessing Transatlantic Competitiveness in Times of Crisis

Location: Mulberry Room



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Ms. Heidi Crebo-Rediker, Adjunct Senior Fellow, Council on Foreign Relations
Dr. Jan Mischke, Partner, McKinsey Global Institute
Moderator: Dr. Jacob Kirkegaard, Senior Fellow, The German Marshall Fund of the United States

#3: Refugee Protection: Boosted or Busted?

Location: Marshall Lounge

Ms. Britta Behrendt, Head of Taskforce for Ukrainian Refugees, Interior Ministry, Germany

Mr. Ralph Genetzke, Director, International Center for Migration Policy Development, Brussels

Mr. Patrice Quesada, Senior Emergency and Post-Crisis Specialist, International Organization on Migration, Brussels

Mr. Girmay Zahilay, Council Member, King County Council, Washington State; TILN '22

Moderator: Ms. Astrid Ziebarth, Senior Fellow Tech and Society, The German Marshall Fund of the United States

Response: Ms. Nilufer Ramazanova, Regional Distribution Lead, World Central Kitchen

15:56 Congressman Cohen and William Connor depart on their train to London

16:30 – 17:00 **Session #8: The Role of Cities in Fortifying Democracy**
Introduction: **Mr. Steven Bosacker**, Director, GMF Cities Program, The German Marshall Fund of the United States

The Hon. Rafał Trzaskowski, Mayor, City of Warsaw

Moderator: Ms. Cathryn Clüver Ashbrook, Executive Vice President and Senior Advisor, Bertelsmann Foundation

17:00 – 17:45 **Session #9: Rebuilding Trust in Elections**
Mr. Jamie Fly, President, Radio Free Europe/Radio Liberty; Manfred Wörner Alumni '04

Mr. Will Hurd, Managing Director, Allen & Company LLC

Ms. Therese Pearce Laanela, Head, Electoral Processes, International IDEA

Moderator: Ms. Laura Thornton, Director, Alliance for Securing Democracy, The German Marshall Fund of the United States



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17:45 – 19:00

Intelligence Squared Debate: Should We Isolate Russia?

For:

The Hon. Radan Kanev, Member of the European Parliament

Amb. Michael McFaul, Director, Freeman Spogli Institute for International Studies,
Stanford University

Against:

Ms. Emma Ashford, Senior Resident Fellow, Atlantic Council

Dr. Jonas Shaende, Chief Economist, Fiscal Policy Institute

Moderator: **Mr. David Ariosto**, Host and Moderator, Intelligence Squared

19:00 – 21:30

Break-Out Dinners

21:45

Chatham House Rule Night Owls

#1: How Unlimited Is the “No Limits” Partnership? A Discussion on Sino-Russian Relations *Location: Oak Room*

Ms. Kristine Berzina, Senior Fellow and Head, Geopolitics Team, Alliance for
Securing Democracy, The German Marshall Fund of the United States

Dr. Janka Oertel, Director, Asia Program, European Council on Foreign Relations

Mr. Chris Socha, Staff Director, U.S. Senate Committee on Foreign Relations

Moderator: **Mr. Andrew Small**, Senior Transatlantic Fellow, Asia Program, The
German Marshall Fund of the United States

#2: Approaching the Tipping Point—Can We Still Avoid a Climate Crisis?

Location: Mulberry Room

Mr. Hans van der Loo, Chairman, Institute for Integrated Economic Research

Moderator: **Ms. Megan Richards**, Visiting Senior Fellow, The German Marshall Fund
of the United States

#3: Democracy vs. Authoritarianism: Who Is Winning the Fight?

Location: Marshall Lounge

Mr. Jamie Fly, President, Radio Free Europe/Radio Liberty; Manfred Wörner Alumni
'04

The Hon. Mária Kolíková, Minister of Justice, Slovakia

Ms. Katarina Mathernova, Deputy Director General, Neighborhood and



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Enlargement Negotiations, European Commission

Mr. Valeriu Paşa, Policy Expert and Program Manager, WatchDog.MD, Policy Designers Network Alumni '20

Dr. Alexander Sokolowski, Deputy Assistant Administrator, Bureau for Europe and Eurasia, United States Agency for International Development

Moderator: **Mr. Jonathan Katz**, Senior Fellow and Director, Democracy Initiatives, The German Marshall Fund of the United States

Wednesday, June 29

8:00 – 8:45

Chatham House Rule Breakfast Session

Location: Marshall Lounge

#1: Türkiye: What Now, What Next?

Mr. Özgür Ünlühisarcıklı, Director, Ankara office, The German Marshall Fund of the United States

Dr. Ian Lesser, Vice President,
The German Marshall Fund of the United States

Moderator: Ms. Xenia Wickett, Director, Wickett Advisory

8:55– 9:00

Scene Setter: Dr. Ian Lesser, Vice President, The German Marshall Fund of the United States

9:00 – 9:50

Introduction: **Mr. Charles Powell**, Director, Elcano Royal Institute (*virtual*)

Session #10: NATO Public Forum Live from Madrid—NATO in an Era of Great Power Competition, Part I: A Conversation with Leaders

9:50 – 10:35

Session #11: NATO Public Forum Live from Madrid—NATO in an Era of Great Power Competition, Part II: Panel Discussion

Mr. Carl Bildt, Co-Chair, European Council on Foreign Relations

Ms. Alice Ekman, Senior Analyst Asia, European Union Institute for Security Studies, Paris

Mr. David Ignatius, Columnist, The Washington Post

Ms. Julia Ioffe, Founding Partner and Washington Correspondent, Puck News (*virtual*)

Mr. Luis Simon, Director, Brussels Office and Senior Analyst, Elcano Royal



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Institute (*virtual*)

Moderator: Ms. Heather A. Conley, President, The German Marshall fund of the United States (*virtual*)

10:10

Senator Chris Murphy departs from Brussels on his return flight

10:35 – 11:20

Session #12: NATO Public Forum Panel Live from Madrid—Tech Trends Today, Tech Threats Tomorrow: Is NATO Fit for the Digital Age?

Mr. Kevin Baron, Executive Editor, Defense One

Ms. Francesca Bria, President, Italian National Innovation Fund (*virtual*)

Amb. Casper Klynge, Vice President for European Government Affairs, Microsoft, MMF '09

Mr. Alex Romero, Chief Operating Officer, Constella Intelligence (*virtual*)

Mr. David Van Weel, Assistant Secretary General, Emerging Security Challenges, NATO (*virtual*)

Moderator: Ms. Natalia Drozdiak, EU Foreign Policy Reporter, Bloomberg News (*virtual*)

11:20 – 12:00

Closing Session: Winning the Strategic Future—What Does It Take?

Ms. Heather A. Conley, President, The German Marshall Fund of the United States (*virtual*)

Prof. Timothy Garton Ash, Professor of European Studies, Oxford University

Dr. Ian Lesser, Vice President, The German Marshall Fund of the United States

12:00

Congressman Ted Deutch, Jack Steinberg, and Jessica Elledge depart from Brussels on their return flight

Thursday, June 30th

14:00

Natasha Wood departs from Brussels on her return flight

Friday, July 1st

12:00

Congressman Jim Costa departs from Brussels on his return flight

House Ethics Addendum A

Brussels Forum 2022

The following Members and staffers were invited due to their expertise and legislative responsibilities in the various policy areas that will be explored at the conference.

Members:

- Congresswoman Steve Cohen (D-TN)
- Congressman Jim Costa (D-CA)
- Congressman Ted Deutch (D-FL)

Staff:

- Natasha Wood, Legislative Assistant, Congressman Jim Costa
- Jack Steinberg, Staff Associate, House Foreign Affairs Subcommittee on the Middle East, North Africa and Global Counterterrorism
- William Connor, Senior House Staff Representative, Commission on Security and Cooperation in Europe

House Ethics Addendum B

Brussels Forum 2022

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:

The German Marshall Fund seeks to promote cooperation and understanding between the United States and Europe on transatlantic and global issues. Brussels Forum brings together influential political, corporate, and intellectual leaders from all continents to discuss relevant transatlantic policy issues. The German Marshall Fund is responsible for all aspects of Brussels Forum, including the recruitment of participants and the planning of the conference agenda. Foreign government funds will not be used to pay for any part of the trip, including participation in the Forum itself.



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2022

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Winning the Strategic Future – In the Spirit of the Marshall Plan

Saturday, June 25

Throughout Day Participants depart on individual itineraries to Brussels

Sunday, June 26

Throughout Day Participants arrive in Brussels on individual itineraries and prepare for start of conference the next day.

Monday, June 27th

12:30 – 13:30 Informal Lunch

13:45 – 14:30 **Welcome and Opening:**
Ms. Heather A. Conley, President, The German Marshall fund of the United States
(confirmed)

A Conversation: The Urgency of the Moment
H.E. Alexander De Croo, Prime Minister, Kingdom of Belgium (confirmed)

A discussion on what lessons and inspiration can we take from The Marshall Plan to face the challenges of the current decade.

14:30 – 15:15 **Keynote Address:**
H.E. Volodymyr Zelenskyy, President, Ukraine (invited)

A Conversation: The War in Ukraine and the Future of the International System
H.E. Andrzej Duda, President, Poland (tentatively confirmed)
H.E. Volodymyr Zelenskyy, President, Ukraine (invited)
Moderator: TBD



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A discussion on how Russia's war on Ukraine affects the future of foreign policy and the international system.

15:15 – 16:00

Session #1: A Marshall Plan for Ukraine

Introduction: **The Hon. Annalena Baerbock**, Minister of Foreign Affairs,
Germany *(invited)*

The Hon. Helga Schmid, Secretary General, Organization for Security and Cooperation
in Europe *(confirmed in general)*

The Hon. Ivan Korcok, Minister of Foreign Affairs, Slovakia *(confirmed in general)*

OR

The Hon. David Lammy, Shadow Foreign Secretary, United Kingdom *(invited)*

Senior U.S. Representative i.e. Rep. Cohen

Moderator: TBD

A discussion on what lessons and inspiration we can take from the Marshall Plan to rebuild Ukraine after the war.

16:00 – 16:45

Session #2: A Marshall Plan for Eastern Europe: Georgia and Moldova – Towards EU Membership?

The Hon. Maia Sandu, President, Moldova *(invited)*

The Hon. Salome Zourabichvili, President, Georgia *(invited)*

Senior European Representative

Moderator: **Mr. Markus Preiss**, Deutsche Welle

A discussion on integrating Georgia and Moldova into the Western system.

16:45 – 17:15

A Conversation:

The Hon. John Kerry, Special Presidential Envoy for Climate,
United States *(invited)*

The Hon. Frans Timmermans, Executive Vice President,



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European Commission
Moderator: **TBD**

(confirmed)

A discussion on climate change and its impact on humanity.

17:15 – 17:45

Coffee break/Networking

17:45 – 18:15

A Conversation:

H.E. Jens Stoltenberg, Secretary General, NATO
OR

(invited)

The Hon. Mircea Geoana, Deputy Secretary General, NATO

Amb. Julie Smith, Ambassador, U.S. Mission to NATO

(confirmed in general)

Moderator: **TBC**

A conversation on the current state of NATO.

18:15-19:00

Session #3: Reestablishing Europe's Ruptured Security Environment

The Hon. Artis Pabriks, Deputy Prime Minister and Minister of Defense,
Latvia

(confirmed in general)

U.S. Member of Congress

The Hon. Kajsa Ollongren, Minister of Foreign Affairs, the Netherlands *(invited)*

General Tod Wolters, SACEUR, SHAPE

(invited)

Moderator: **Mr. Shashank Joshi**, *The Economist*

A discussion on the future of Europe's security environment/cooperation after the Russian invasion of Ukraine.

19:00 – 21:30

Networking Dinner

21:45

Off-the-record Night Owls



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#1: Russia's Southern Game: NATO's Southern Flank After the Ukraine Invasion

Gen. (ret.) Philip Breedlove, Distinguished Professor,

Georgia Institute of Technology

(confirmed in general)

Dr. Florence Gaub, Deputy Director, Futurate Institute

(confirmed in general)

Amb. Michael McFaul, Professor of Political Science,

Stanford University

(confirmed in general)

Chair: **Ms. Kristina Kausch**, Resident Senior Fellow,

The German Marshall Fund of the United States

(confirmed)

An off-the-record discussion about Russia's influence on the Sahel.

#2: Defending against Authoritarianism

Amb. Mark Gitenstein, Ambassador,

U.S. Mission to the European Union

(confirmed in general)

Dr. Jamie Fly, President, Radio Free Europe

(confirmed in general)

Mr. Valeriu Pasha, Policy Expert and Program Manager,

WatchDog.MD

(confirmed in general)

Dr. Daniela Schwarzer, Open Society Foundations

(confirmed in general)

Moderator: **Mr. Jonathan Katz**

A discussion on responding and combatting rising authoritarianism.

#3: How Unlimited is the 'No Limits' Partnership? Sino-Russian Relations

The Hon. Reinhard Butikofer, Member, European Parliament

(confirmed in general)

Dr. Laura Rosenberger, Senior Director for China, National Security Council

(invited)

Moderator: **Mr. Andrew Small**, Senior Transatlantic Fellow, Asia Program, The German Marshall Fund of the United States

(confirmed)

A discussion the Russian-Chinese relationship.



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Tuesday, June 28th

7:45 – 8:45

Off-the-record Breakfast Sessions

#1: Russia's Future after Putin

Mr. Olga Irisova, Political Analyst, Cofounder, Editor-in-Chief *(confirmed)*

Mr. Vladimir Milov, Russian Opposition Politician *(confirmed)*

Ms. Galina Timchenko, Executive Director, Meduza *(confirmed)*

Moderator: tbd

A discussion on the future of Russian society and politics after Putin.

Welcome Congressional Delegation

9:00 – 9:45

A Conversation: Climate Change in an Era of Energy Insecurity and Strategic Competition

The Hon. Annikien Huitfeldt, Minister of Foreign Affairs, Norway *(invited)*

Mr. Darren Woods, CEO, ExxonMobil *(confirmed in general)*

Moderator: TBD

A discussion of how energy insecurity affects climate change.

9:45 – 10:30

Session #4: Natural and Man-Made: Today's Food and Climate Insecurity

Amb. Cindy McCain Director, World Food Program *(invited)*

The Hon. Cem Ozdemir, Minister of Agriculture, Germany *(invited)*

Dr. Rajiv Shah, President, The Rockefeller Foundation *(invited)*

Member of Congress i.e. Jim Costa

Senior Private Sector Representative

Moderator: TBD

A discussion on the current state of food and climate insecurity and how the two are



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interconnected.

10:30 – 11:00

Coffee Break

11:00 – 11:30

Session #5: Dealing with a Weakened Russia

The Hon. David McAllister, Member, European Parliament

(confirmed)

Amb. Michael McFaul, Director, Freeman Spogli Institute for International Studies,
Stanford University

(confirmed in general)

Moderator: **TBD**

A discussion focused on security and diplomacy as Russia's power weakens.

11:30 – 12:00

GMF Spotlight: Taiwan

The Hon. Joseph Wu, Foreign Minister, Taiwan

(interested)

The Hon. Gabrielius Landsbergis, Foreign Minister, Lithuania

(invited)

A discussion on diplomatic relations with Taiwan and China.

12:00 – 12:45

Session #6: Bridging the Trans-Atlantic and Trans-Pacific

The Hon. Yoshimasa Hayashi, Minister of Foreign Affairs, Japan

(interested)

The Hon. Chris Murphy, Member, U.S. Senate

(confirmed in general)

Senior Australian Representative

The Hon. Michael Roth, Member and Head of Foreign Affairs Committee, German
Bundestag

Moderator: **TBD**

A discussion on building the Atlantic-Pacific relationship.

12:45 – 14:30

Networking Lunch



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14:30 – 15:15

Session #7: The Foreign Policy of Technology

The Hon. Valdis Dombrovskis, Executive Vice-President,
European Commission

(invited)

Mr. Peter Harrell, Senior Director for International Economics and Competitiveness,
White House National Security Council

(invited)

Senior Google Representative

U.S. Representative

Moderator: TBD

A discussion on how technology policy can now also be considered a foreign policy tool.

15:30 – 16:30

Break-out Sessions

#1: Digital Democratic Ukraine

A discussion on the importance on how to rebuild a digitally-resilient Ukraine.

#2: Refugee Protection in the EU: Boosted or Busted?

Mr. Hugo Brady, Senior Strategic Advisor, International Center for Migration Policy
Development

(invited)

Ms. Elizabeth Collett, Special Advisor to IOM Director General, UN Migration *(invited)*

Ms. Britt Behrend, head of Taskforce for Ukrainian Refugees, Interior Ministry,
Germany

A discussion on the current state of migrant conditions and rights in Europe.

16:30 – 17:00

GMF Spotlight: Rebuilding Trust in Elections

Mr. Will Hurd, Managing Director, Allen & Company LLC

(confirmed)



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Dr. Therese Pearce-Laanela, Head Electoral Processes,
International IDEA *(confirmed)*
Mr. Jake Tapper, Anchor, CNN *(invited)*
Moderator: **Ms. Laura Thornton**, Director, Alliance for Security Democracy, The
German Marshall Fund of the United States *(confirmed)*

A discussion on restoring faith in elections in the West.

17:00 – 17:45 **Session #8: The Role of Cities in Fortifying Democracy**
The Hon. Rafal Trzaskowski, Mayor, City of Warsaw *(confirmed in general)*
European Mayor i.e. TILN
Moderator: **Ms. Catherine Cluever Ashbrook** *(confirmed)*

A discussion on the importance of local governance.

17:45 – 19:00 **Intelligence Squared Debate**

19:00 - 21:30 Off-the-record break-out dinners

21:45 Off-the-record Night Owls

#1 U.S. Mid-Term Elections

#2: Dealing with the Next Global Pandemic/Building Resilient Societies

A discussion on lessons learned from the COVID19 pandemic.

#3: Implications of NATO Expansion



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Mr. Carl Bildt, Co-Chair, European Council on Foreign Relations *(invited)*
Mr. Manuel Lafont-Rapnouil, Head of Policy Planning,
Government of France *(confirmed in general)*
The Hon. Tytti Tuppurainen, Minister for European Affairs and Ownership Steering,
Finland *(invited)*
Member of Congress i.e. Deutch

A discussion on what NATO expansion means to Europe/Western security.

Wednesday, June 29th

8:00 – 9:00

Off-the-record Breakfast Sessions

TBD

9:00 – 9:30

Session #10: NATO Engages Panel- Great Power Competition

H.E. Boris Johnson, Prime Minister, UK

H.E. Kaja Kallas, Prime Minister, Estonia

H.E. Emanuel Macron, President, France

Virtual link to the NATO Summit in Madrid

9:30 – 10:15

Session #11: NATO Engages Panel- NATO and Great Power Competition

Dr. Hal Brands, Henry A. Kissinger Distinguished Professor of Global Affairs, Johns
Hopkins University

Mr. David Ignatius, Columnist, The Washington Post *(invited)*

Moderator: **Dr. Alexandra de Hoop Scheffer**, Senior Fellow and Director, Paris Office,
The German Marshall Fund of the United States



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A discussion on how NATO and its member states can address dual challenges coming from Russia's war in Ukraine and the rising influence of China.

10:15 – 11:00

Session #12: NATO Engages Panel- Tech Trends Today, Tech Threats Tomorrow: Is NATO fit for the Digital Age? (Bruno)

Mr. David Van Weel, ASG Emerging Security Challenges, NATO

The Hon. Casper Klynge, Vice President for EU Government Affairs, Microsoft (*invited*)

Mr. Alex Romero, COO, Constella Intelligence

Moderator: Natalia Drozdiak OR Manuel Muniz

A discussion on NATO's technological preparedness.

11:00 – 11:30

Closing

Ms. Heather A. Conley, President, The German Marshall fund of the United States

(*confirmed*)



Corporate Traveler Washington DC
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4th Floor
Washington, DC 20005 US

Tel: 703 236-1220

CTDC1@corporatetraveler.us



Passenger Information

Agency Locator: YZPDBH

Traveler(s)

DEUTCH / THEODORE ELIOT



Travel Summary

FLL SUNDAY, JUN 26, 2022 12:42 PM	IAD SUNDAY, JUN 26, 2022 3:16 PM	UA 315	A330PT	First/C 01E Confirmed
IAD SUNDAY, JUN 26, 2022 5:35 PM	BRU MONDAY, JUN 27, 2022 7:15 AM +1	UA 950	A330PT	Business/C 12L Confirmed
BRU WEDNESDAY, JUN 29, 2022 12:00 PM	IAD WEDNESDAY, JUN 29, 2022 2:20 PM	UA 951	A330PT	Business/D 05A Confirmed
IAD WEDNESDAY, JUN 29, 2022 5:39 PM	FLL WEDNESDAY, JUN 29, 2022 8:34 PM	UA 2232	A330PT	First/D 02B Confirmed



United Airlines 315

SUNDAY, JUN 26, 2022



FLL



IAD

Fort Lauderdale International
Airport
Fort Lauderdale, FL
United States

Dulles International
Washington, DC
United States

DEPARTURE
12:42 PM
TERMINAL 1

ARRIVAL
3:16 PM



Directions - FLL

Status: Confirmed
Carrier: A330PT
Locator:
Frequent Flyer: No membership number in profile for this airline

Seat: 01E Confirmed
Class: First/C
Equipment: Boeing 737-800 Passenger
Estimated Time: 2 hour(s) and 34 minute(s)/Non-stop
Baggage Allowance: 2 Piece(s)



United Airlines 950

SUNDAY, JUN 26, 2022



IAD



BRU

Dulles International
Washington, DC
United States

Brussels Airport
Brussels
Belgium

DEPARTURE
5:35 PM

ARRIVAL
7:15 AM +1



Directions - IAD

Status: Confirmed
Carrier: A330PT
Locator:
Frequent Flyer: No membership number in profile for this airline

Seat: 12L Confirmed
Class: Business/C
Equipment: Boeing 777-300ER
Estimated Time: 7 hour(s) and 40 minute(s)/Non-stop
Baggage Allowance: 2 Piece(s)



United Airlines 951

WEDNESDAY, JUN 29, 2022



BRU



IAD

Brussels Airport
Brussels
Belgium

Dulles International
Washington, DC
United States

DEPARTURE
12:00 PM

ARRIVAL
2:20 PM

Directions - BRU

Status: Confirmed

Carrier: A330PT
Locator:

Frequent
Flyer: No
membership
number in
profile for this
airline

Seat: 05A Confirmed

Class: Business/D

Equipment: Boeing 777-300ER

Estimated Time: 8 hour(s) and 20 minute(s)/Non-stop

Baggage Allowance: 2 Piece(s)



United Airlines 2232

WEDNESDAY, JUN 29, 2022



IAD



FLL

Dulles International
Washington, DC
United States

Fort Lauderdale International
Airport
Fort Lauderdale, FL
United States

DEPARTURE
5:39 PM

ARRIVAL
8:34 PM
TERMINAL 1

Directions - IAD

Status: Confirmed

Carrier: A330PT
Locator:

Frequent
Flyer: No
membership
number in
profile for this
airline

Seat: 02B Confirmed

Class: First/D

Equipment: Boeing 737-800 Passenger

Estimated Time: 2 hour(s) and 55 minute(s)/Non-stop

Baggage Allowance: 2 Piece(s)



General Remarks

Thank you for booking with Corporate Traveler.
Travel Insurance is always recommended.

Check-in for flights opens 24 hours prior to departure and we suggest checking-in no later than 2 hours prior to departure.

FAA rule is that no passengers will be allowed to go to the departure gates without an electronic or paper boarding pass. Passengers holding electronic tickets will have to check-in at the ticket counter prior to departure if they do not have an electronic or paper boarding pass.

Tickets may be non-refundable and changes may be restricted.

Seat assignments requested at the time of booking are not guaranteed by either the airline or Corporate Traveler.

Frequent Flyer numbers should always be presented to the airline at check-in to ensure they are received.

All travelers require a passport to re-enter the United States. A passport is required for all international destinations. Passport and visa requirements are the responsibility of the passenger and many countries require 6 months validity on your passport for entry.

We recommend you reconfirm all your outbound and inbound flights at least 3 days prior to each journey.

Per airline rules, tickets need to be changed and rebooked as the entire value of the ticket can be forfeited.

Fares are not guaranteed until they are paid in full.

All travelers require a passport to re-enter the United States. A passport is required for all international destinations. Passport and visa requirements are the responsibility of the traveler and many countries require 6 months validity on your passport for entry.

Please note, travel restrictions due to COVID-19 change often. It is the responsibility of the traveler to know what restrictions are in place before planning and departing for international destinations. Be aware of travel restrictions that may be in place prohibiting non-residents from entering or requiring self-isolation upon entry for visitors.

It is important to note that all air passengers boarding an international flight to the United States, including US residents returning home, must show a negative COVID-19 test regardless of vaccination status. The same requirement applies to most international destinations, when departing from the United States and other places of origin.