

# 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](mailto: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: Rep. Mark Pocan
2. a. Name of Accompanying Relative: Phillip Frank OR  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 8/25/23 Return: 9/4/23  
b. Dates at Personal Expense, if any: 9/1/23 - 9/3/23 OR  None
4. Departure City: Chicago, IL Destination: Kathamandu, Nepal Return City: Chicago, IL
5. Sponsor(s), Who Paid for the Trip: Cooperative for Assistance and Relief Everywhere, Inc. (CARE)
6. Describe Meetings and Events Attended (attach additional pages if necessary):  
Attended multiple days of meetings in Kathamandu and Bhairahawa that focused on root causes of labor migration, human trafficking, and forced/bonded labor, and how US investments are empowering communities to access safe and dignified social and economic opportunities in Nepal.
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: 9/19/23

# COMMITTEE ON ETHICS

## 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 in 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, Cooperative for Assistance and Relief Everywhere (CARE)

1. Sponsor(s) who paid or provided in-kind support for the trip: Humanity United

2. Travel Destination(s): Kathmandu and Lumbini, Nepal

3. Date of Departure: 8/25/23 Date of Return: 9/4/23

4. Name(s) of Traveler(s): Mark Pocan, Philip Frank

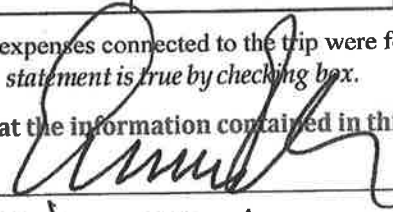
*Note:* You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

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	\$7107.41	\$563.29	\$433.41	\$1217.11- Interpreter, Security, Travel Insurance
Accompanying Family Member	\$7107.41	\$563.29	\$433.41	\$1217.11- Interpreter, Security, Travel Insurance

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:  Date: 9/8/23

Name: Eric Johnson Title: Secretary

Organization: CARE

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

Address: 151 Ellis Street NE Atlanta GA 30303

Telephone: 404-216-9696 Email: ericjohnson@care.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.

last updated 7/2023

# 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.


**This form and any attachments may be submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto: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: Rep. Mark Pocan

**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: 1026 Longworth HOB

Telephone Number: 5-2906

Email Address of Contact Person: glenn.wavrunek@mail.house.gov

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COMMITTEE ON ETHICS

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 on Ethics at 202-225-7103 or via email: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Rep. Mark Pocan
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Cooperative for Assistance and Relief Everywhere, Inc. (CARE) and Humanity United Foundation
3. City and State OR Foreign Country of Travel: Kathamandu and Bhairahawa, Nepal
4. a. Date of Departure: 8/25/23 Date of Return: 9/4/23  
b. Yes  No  Will you be extending the trip at your personal expense?  
If yes, list dates at personal expense: 9/1/23 - 9/3/23
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: Phillip Frank
  - (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, invitation, 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 Member of Congress it is important to understand the role of the US within the international community. This trip to Nepal is an opportunity for that as well as to develop a greater understanding of regional politics, economics and culture.
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: \_\_\_\_\_

# 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's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

**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. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Sponsor who will be paying for the trip:  
Cooperative for Assistance and Relief Everywhere, Inc. (CARE)
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, services, or in-kind assistance 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: Humanity United Foundation
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: August 25th Date of Return: September 4th
7. a. City of departure: Chicago, IL  
 b. Destination(s): Kathamandu and Bhairahawa, Nepal  
 c. City of return: Chicago, IL
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. \_\_\_\_\_

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 the statement is true by clicking the 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:

CARE is host to the delegation and responsible for logistics and content of the trip. CARE is a leading humanitarian organization focused on combating global poverty. Humanity United provided CARE a grant to fund a congressional tour but has not contributed to planning the trip.

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:  
Please see Addendum C

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. 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): Meal costs will comply with the U.S. government per diem rate of \$107 in Kathmandu and \$90 in other areas of Nepal, including Bhairahawa.

2) Provide the reason for selecting the location of the event or trip: \_\_\_\_\_  
The U.S. Government is an important development partner in Nepal and is working to respond to human trafficking as well as forced- and child-labor in the country

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

Hotel Name: Dwarika's Hotel City: Kathmandu Cost Per Night: \$185.90

Reason(s) for Selecting: The hotel offers western-style accommodation with ample security

Hotel Name: Tiger Palace City: Bhairahawa Cost Per Night: \$80

Reason(s) for Selecting: The hotel offers western-style accommodation with ample security

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.*

18. **Total Expenses for each Participant:**

<input checked="" type="checkbox"/> Actual Amounts <input type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$7,248.87	\$717.70	\$518.00
For each Accompanying Family Member	\$7,248.87	\$717.70	\$518.00

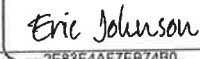
	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$583.00	Interpreter, Security, Airport VIP Service, Travel Insurance, Visa
For each Accompanying Family Member	\$583.00	Interpreter, Security, Airport VIP Service, Travel Insurance, Visa

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.**

DocuSigned by:  
  
Signature: \_\_\_\_\_ Date: 7/21/2023  
Name: Eric Johnson Title: General Counsel  
Organization: Cooperative for Assistance and Relief Everywhere, Inc (CARE)  
Address: 151 Ellis St NE, Atlanta, GA  
Email: eric.johnson@care.org Telephone: 808-381-6901

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

Michael Guest, Mississippi  
*Chairman*  
Susan Wild, Pennsylvania  
*Ranking Member*

David P. Joyce, Ohio  
John H. Rutherford, Florida  
Andrew R. Garbarino, New York  
Michelle Fischbach, Minnesota

Veronica Escobar, Texas  
Mark DeSaulnier, California  
Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Keelie Broom  
*Counsel to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

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

August 22, 2023

The Honorable Mark Pocan  
U.S. House of Representatives  
1026 Longworth House Office Building  
Washington, DC 20515

Dear Colleague:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your and your spouse's proposed trip to Nepal,<sup>1</sup> scheduled for August 25 to September 4, 2023, sponsored by Cooperative for Assistance and Relief Everywhere, Inc. (CARE), and Humanity United. We note that this trip includes three days at your personal expense.

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 \$480 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 \$480] 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.

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<sup>1</sup> 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>.

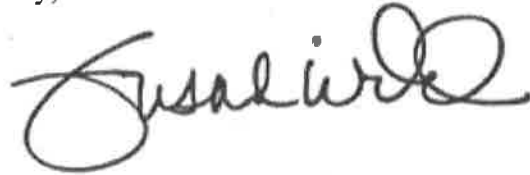


If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Handwritten signature of Michael Guest in black ink.

Michael Guest  
Chairman

Handwritten signature of Susan Wild in black ink.

Susan Wild  
Ranking Member

MG/SW:amr

**AGENDA: Learning Tour to Nepal, August 28-31**  
**CARE**

**Sunday, August 27, 2023**

**Travel Day**

- Morning                      See Addendum D for arrival details
- 11:00AM-12:30 PM        Lunch with CARE Nepal team to learn about CARE's presence in the country and CARE's main development and humanitarian priorities in Nepal  
*Note: Required programming for Kildee, optional for other members*
- 12:30-2:30 PM              Tour of Kathmandu Durbar Square and surrounding areas to learn about the history of Nepal and how its past continues to influence the economic development of the country  
*Note: Required programming for Kildee, optional for other members*
- 4:30-5:00 PM                Welcome Briefing to introduce CARE staff and delegates to one another and provide an overview of trip themes, briefings, and program  
Location: Dwarika's Hotel Library Lounge  
  
*Participants: Delegation, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*
- 5:00-7:00 PM                Scene Setter Dinner Briefing to give delegates an overview of labor, migration, and human rights in Nepal and understand the challenges facing Nepalis, especially women and girls  
Location: Krishnarpan Restaurant, Dwarika's Hotel  
  
*Participants: Delegation, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain), Dr. Ganesh Gurung, Renu Adhikari (WHS), Mona Sherpa (CARE Nepal)*

Overnight: Dwarika's Hotel, Kathmandu

**Monday, August 28, 2023**

**Kathmandu to Lumbini**

- 9:00-9:30 AM                Transfer to Site Visit 1
- 9:30-11:30 AM                Site Visit 1: Shramik Sanjal "Before Migration" Orientation to understand the experience of migrants before they leave Nepal and discuss effective ways to build cohesion between migrant populations and host communities.  
Location: Tribhuvan International Airport, Kathmandu

*Participants: Delegation, Shramik Sanjal field staff, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*

11:30 – 12:00 PM Transfer to Lunch Briefing

12:00-2:00 PM Lunch Briefing with U.S. Mission to learn about U.S. development and humanitarian investments in Nepal and U.S. government policies in the region  
Location: The Village Café, Kathmandu

*Participants: Delegation, 3-4 representatives from the U.S. Mission to Nepal, likely Ambassador Dean R. Thompson and Deputy Chief of Mission Jason P. Meeks, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*

2:00-2:30 PM Transfer to airport

2:30-3:00 PM Charter Flight from Kathmandu to Bhairahawa

3:00- 3:30 PM Transfer to hotel and check in

3:30- 5:00 PM Downtime

5:00-5:30 PM Transfer to Site Visit 2

5:30-7:30 PM Site Visit 2: Visit Maiti Border Crossing to meet with Maiti's anti-trafficking monitors and local law enforcement and learn about the challenges of human trafficking between India and Nepal.

*Participants: Delegation, 2-3 representatives from Maiti Nepal, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*

7:30-8:00 PM Transfer to Hotel

Dinner at leisure

Overnight: Tiger Palace Hotel, Bhairahawa

**Tuesday, August 29, 2023**

**Lumbini**

8:30-9:30 AM Panel Discussion with CARE UDAAN Staff and Participants to learn about the challenges of keeping children, especially girls, in school, understand the drivers of child labor and meet with students to understand their perspectives  
Location: Tiger Palace Hotel, Bhairahawa

*Participants: Delegation, 3-4 CARE field staff, 5-10 program participants, and CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*

9:30-10:30 AM

Transfer to Site Visit 3

10:30-1:30 PM

Site Visit 3: Visit CARE Tipping Point project to meet with young women who have participated in leadership and economic empowerment trainings and currently lead Girls' Rights Forums advocating for their right to remain in school and free from child marriage and/ forced-labor; meet with families to discuss child and early forced marriage

Location: Bhairahawa

*Participants: delegation, 2-3 CARE Tipping Point field staff, 5-8 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*

1:30-1:45 PM

Transfer to Maya Devi Temple

1:45-3:00 PM

Maya Devi Temple in Bhairahawa to visit the birthplace of Gautama Buddha and learn about the history of Buddhism and the region

3:00-4:00 PM

Transfer to Site Visit 4

4:00-6:00 PM

Site Visit 4: Visit Read Global library and community center and tour services available to local communities, join an alternative livelihood training as well as a simulation/role play drama to provide information to local communities about safe migration

Location: Bhairahawa

*Participants: Delegation, 2-3 Read Global field staff, 8-10 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*

6:00-7:00 PM

Transfer to Hotel

7:00-8:30 PM

Dinner at Leisure

Overnight: Tiger Palace Hotel, Bhairahawa

- 7:45-8:30 AM Transfer from hotel to Airport
- 9:00-9:30 AM Charter flight from Bhairahawa to Kathmandu
- 9:30-10:15 AM Transfer from airport to lunch
- 10:15-11:45 AM Brunch with Former Child Laborers and Trafficked Women from Good Weave Foundation and Global Fairness Initiative (GFI) to learn about various programs in Nepal that aim to transform the country's labor industry by eliminating child, forced, and bonded labor through empowering workers to know their rights and how to use their voice.  
Location: Dechenling Garden of Joy Restaurant
- Participants: delegation, 3-4 representatives from Samata Foundation and GFI, and CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*
- 11:45-12:15 PM Transfer to Site Visit 5
- 12:15-1:45 PM Site Visit 5: Tour Good Weave Carpet Factory and meet with former child laborers in the carpet industry and learn about the Good Weave certification system that pushes factories to eliminate child, forced, and bonded labor and ensure a safe working environment.  
Location: Kathmandu
- Participants: delegation, 2-3 representatives from Good Weave, 2-3 program participants, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*
- 1:45-2:30 PM Transfer to Site Visit 6
- 2:30-4:30 PM Site Visit 6: Visit Good Weave Shelter and School to learn about the challenges of child labor in the country, understand the drivers of child labor and meet with children rescued and given proper education after being forced into labor  
Location: Kathmandu
- Participants: delegation, 4-5 representatives from Good Weave, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*
- 4:30-5:00 PM Transfer back to hotel

5:00 PM – 6:00 PM Downtime/get ready for reception

7:00 PM – 8:30 PM Reception at with U.S. Mission, Local Government, and NGO Leaders to discuss the role of international partners, the Nepalese government, and NGOs in fostering development and labor rights in Nepal  
Location: Dwarika's Hotel

Participants: delegation and 50-75 representatives from the U.S. Mission, international and local NGOs, civil-society organizations, corporate partners, journalists, and local government officials

Overnight: Dwarika's Hotel, Kathmandu

**Thursday, August 31, 2023**

**Travel Day**

8:00-8:30 AM Transfer to American Club

8:30-10:00 AM Breakfast with Ambassador Thompson, British Ambassador, Japanese Ambassador, and South Korean Ambassador to understand the ways that their governments collaborate to promote development and protect human rights in partnership with the Nepalese Government

Participants: delegation, Ambassador Thompson (USA), Ambassador Rob Fenn (UK), Ambassador Park Taeyoung (South Korea), Ambassador Masamichi Saigo (Japan), Luther Gove (Political Affairs Officer, Political & Economic Section United States of America in Kathmandu), CARE staff (Kalei Talwar, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain) Embassy of Rasik Winfield,

10:00-10:30 AM Transfer to Site Visit 7

10:30-1:00 PM Site Visit 7: Tour Shakti Samuha Shelter to learn about combatting exploitation, violence and trafficking of women and children through comprehensive and rehabilitation programs by promoting education, empowerment, health, and social inclusion  
Location: Kathmandu

Participants: delegation, representatives from Maiti Nepal, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)

1:00-1:15 PM Transfer to Hotel

1:15-2:00 PM Lunch at Leisure

2:00-2:15 PM Transfer to US-Embassy Sponsored Gai Jatra Pride Parade to learn about the ways that the US Embassy engages in cultural diplomacy to promote human rights in Nepal

2:15-3:30 PM Gai Jatra Pride Parade

Participants: delegation, Ambassador Thompson (USA), Jason Meeks (Deputy Chief of Mission, Embassy of United States of America in Kathmandu), Luther Gove (Political Affairs Officer, Political & Economic Section Embassy of United States of America in Kathmandu), CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)

3:30-4:00 PM Transfer to Presidential Residence

4:00-5:30 PM Meeting with Nepali President Ram Chandra Poudel to discuss US and Nepali partnership

Participants: delegation, Ambassador Thompson (USA), Ritu Sharma (CARE USA Staff), Mona Sherpa (CARE Nepal), Mahendra Pandey (Humanity United)

5:30-6:00 PM Transfer to hotel

6:00-7:00 PM Briefing with Blitz Media, NIMJN, and LAPSOJ and U.S. Mission Political Attaché to understand the importance of government accountability in ensuring safe migration for Nepali citizens

Location: Dwarika's Hotel, Kathmandu

*Participants: delegation, 3-5 representatives from Blitz Media, NIMJN, and LAPSOJ, U.S. Mission Attaché, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)*

7:00-7:30 PM Downtime

7:30-8:30 PM Closing Dinner to reflect on trip take-aways and the impact of U.S. support and interventions

*Note: Entire time will be allocated to discussing officially connected programming.*

Participants: delegation, CARE staff (Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Raegan Hodge, Justin Spain)

Overnight: Dwarika's Hotel, Kathmandu



Monday, June 26, 2023

Representative Mark Pocan  
1026 Longworth House Office Building



Dear Representative Pocan:

We are pleased to approach you with a special opportunity to join us on a Learning Tour to Nepal taking place during the August recess from August 25<sup>th</sup> – September 1<sup>st</sup> (inclusive of travel time). This trip will specifically focus on the root causes of labor migration, human trafficking, and forced/bonded labor, and how U.S. investments are empowering communities to access safe and dignified social and economic opportunity in Nepal.

As you may know, CARE has been leading Learning Tour trips with members of Congress all over the world since 2009. The Learning Tour aims to take you off the beaten path to spend time in communities directly benefiting from U.S. investments. We will prioritize time in the field, visiting program sites that allow you to meet with community members and local organizations. With our extensive experience in conducting Congressional education trips and strong connections within the communities you will visit, we are able to venture into particularly remote and challenging contexts. The trip will feature a wide array of implementing partners beyond CARE for you to get a deeper understanding of the work being done. Throughout the trip, you will have a chance to understand both the successes and the challenges facing communities in Nepal, often articulated directly by the program participants themselves. Our goal is to present a comprehensive view of what interventions supported through U.S. investments can accomplish, and the challenges that remain.

Nepal has made significant progress in recent decades in addressing its long-standing challenges with poverty and political instability. Still, a weak domestic job market is pushing millions of Nepalis to seek employment abroad. During this tour we aim to understand the struggles faced by vulnerable populations, such as migrant workers, human trafficking survivors, marginalized castes and ethnic groups, adolescent girls vulnerable to child marriage, survivors of gender-based violence, and survivors of child labor. The tour will highlight the efforts made by community-based organizations to promote positive change by providing information on livelihood skills training, quality education, rescue and rehabilitation services for trafficking victims, and forums for adolescent girls and manual laborers to advocate for their rights.

You will return from the Learning Tour with a comprehensive understanding of the challenges faced by vulnerable communities, as well as the ways in which the United States is investing to save lives, protect livelihoods, and foster resilience for the future.

We sincerely hope that you can join us on this transformative journey. To allow sufficient time for planning, we kindly request that you indicate your interest by Friday, July 07, 2023. Should you require any additional information or have specific preferences to tailor this opportunity to your needs and availability, please do not hesitate to reach out to Rasik Winfield in CARE's Washington, D.C. office, at 706-424-6163 or by email at [rasik.winfield@care.org](mailto:rasik.winfield@care.org).

Sincerely,

A handwritten signature in cursive script that reads "Rachel Hall".

Rachel Hall

Associate Vice President of U.S. Government Advocacy

CARE USA

### **CARE and CARE Action Now Structure Explained**

CARE, a 501(c)(3) organization, is a leading international humanitarian organization fighting global poverty that places special focus on working alongside poor women who, equipped with the proper resources, can assist whole families and entire communities escape poverty through improved basic education, prevent the spread of HIV, increase access to clean water and sanitation, and expand economic opportunities and the protection of natural resources. CARE also delivers emergency aid to survivors of war and natural disasters, and helps people rebuild their lives.

CARE established CARE Action Now in October, 2007 as a related but separately incorporated 501(c)(4) organization. Served by a mostly independent Board of Directors, CARE Action Now undertakes a variety of programs and activities in furtherance the organizations' comparable missions, most notably directly influencing policymakers through public awareness campaigns, briefings, reports, meetings, testimony and other areas based on CARE's experience of working with poor people around the world over more than 60 years. The two organizations share facilities and resources, allocating the costs between them based upon use, as is common in the nonprofit sector. CARE provides periodic funding to CARE Action Now using a written grant mechanism to support the range of its advocacy and lobbying activities. CARE Action Now is increasingly raising funds independent of CARE. This is a common structure for related nonprofit organizations, where a 501(c)(3) organization uses some of its limited funding on lobbying to support a related 501(c)(4) rather than doing the lobbying directly itself.

CARE serves as common paymaster for both organizations, so that all shared employees receive one paycheck from CARE for services provided to either CARE or CARE Action Now. CARE Action Now provides to CARE its allocable share of salary, benefits, and payroll taxes. All staff time that qualifies as "lobbying activity" under the Lobbying Disclosure Act that is conducted by staff registered as lobbyists for CARE Action Now is charged to CARE Action Now under this arrangement, although those employees may also perform non-lobbying services for CARE. CARE Action Now treats its reimbursement payments to CARE as expenditures for salary and related items on its books.

This relationship which is consistent with customary practice leads us to conclude that CARE has properly completed this form, including that it does not employ or retain lobbyists. However, we include this additional information in the interests of full transparency so that the committee may make this determination for itself.



HUMANITY  
UNITED

Jul 21, 2023

House Committee on Ethics  
1015 Longworth House Office Building Washington, DC 20515

This letter is submitted in response to your request regarding a learning trip beginning August 27, 2022. Humanity United made a grant to CARE USA to fund a congressional tour to provide learning opportunities on U.S. foreign assistance programs.

I send this to confirm that the Humanity United is aware of this project and provided support, through the assistance of grant funding, to CARE USA for this project for the purpose of providing members of Congress, Congressional staff, other key decision-makers and influential individuals with the personal experience and knowledge of U.S. Government programs in the developing world and to provide follow-on information to tour participants, selecting countries that have a broad array of U.S. Government development projects.

However, Humanity United did not play a significant role in the project, or in organizing the related trip, and has not been involved in the selection or invitation of travel participants. Decisions regarding travel participants have been controlled by and under the sole discretion of CARE USA. This funding has not been directly or indirectly earmarked to finance any aspect of this trip.

If we can provide any additional information, please contact me at [mpandey@humanityunited.org](mailto:mpandey@humanityunited.org), or +1.443.985.1710

Sincerely,

*Mahendra Pandey*

Mahendra Pandey  
Senior Manager, Forced Labor & Human Trafficking  
Humanity United

## **Addendum A: Invited House and Senate Members and Staffers**

We invited members of Congress from the below committees and caucuses. These committees and offices hold a particular relevance to the issues of U.S. foreign assistance, U.S. global leadership, and migration and human rights in Nepal which will be the focus of the trip.

- House Foreign Affairs Committee
- Senate Foreign Relations Committee
- House Appropriations Committee
- Senate Appropriations Committee
- Congressional Nepal Caucus
- Congressional Caucus on Human Trafficking
- Tom Lantos Human Rights Commission
- House leadership offices
- Senate leadership offices

### **Members of the House:**

- Rep. Mark Pocan (D-WI-02)
- Rep. Ted Lieu (D-CA-33)
- Rep. Susan Wild (D-PA-07)
- Rep. Dan Kildee (D-MI-08)
- Rep. Joe Morelle (D-NY-25)
- Rep. Ashley Hinson (R-IA-02)
- Rep. Nathaniel Moran (R-TX-01)
- Rep. Norma Torres (D-CA-35)
- Rep. Bonnie Watson Coleman (D-NJ-12)
- Rep. Chellie Pingree (D-ME-01)
- Rep. Chuck Fleishmann (R-TN-03)
- Rep. Mark Green (R-TN-07)
- Rep. Ken Buck (R-CO-04)
- Rep. Kay Granger (R-TX-12)
- Rep. John Carter (R-TX-31)
- Rep. Andy Barr (R-KY-06)
- Rep. Mike Waltz (R-FL-06)
- Rep. Warren Davidson (R-OH-08)
- Rep. French Hill (R-AR-02)
- Rep. David Joyce (R-OH-14)
- Rep. Dan Newhouse (R-WA-04)
- Rep. Mark Amodei (R-NV-02)
- Rep. Marcy Kaptur (D-OH-09)
- Rep. Gerald Connolly (D-VA-11)
- Rep. Maria Salazar (R-FL-27)

- Rep. Gregory Meeks (D-NY-05)
- Rep. Chrissy Houlahan (D-PA-06)
- Rep. Michael McCaul (R-TX-10)
- Rep. Young Kim (R-CA-40)
- Rep. Ami Bera (D-CA-06)
- Rep. Barbara Lee (D-CA-12)
- Rep. Mario Diaz-Balart (R-FL-12)
- Rep. Rosa DeLauro (D-CT-03)
- Rep. Hakeem Jeffries (D-NY-08)
- Rep. Katherine Clarke (D-MA-05)
- Rep. Pete Aguilar (D-CA-31)
- Rep. Steve Scalise (R-LA-01)
- Rep. Tom Emmer (R-MN-06)
- Rep. Elise Stefanik (R-NY-21)
- Rep. Norma Torres (D-CA-35)

Members of the Senate:

- Sen. Raphael Warnock (D-GA)
- Sen. Bob Menendez (D-NJ)
- Sen. Jim Risch (R-ID)
- Sen. Bill Hagerty (R-TN)
- Sen. Todd Young (R-IN)
- Sen. Mitt Romney (R-UT)
- Sen. Chris Van Hollen (D-MD)
- Sen. Cory Booker (D-NJ)
- Sen. Ben Cardin (D-MD)
- Sen. Jerry Moran (R-KS)
- Sen. Jeanne Shaheen (D-NH)
- Sen. Patty Murray (D-WA)
- Sen. Susan Collins (D-ME)
- Sen. Lindsey Graham (R-SC)

**Addendum B**  
**AGENDA: Learning Tour to Nepal, August 28-31**  
**CARE**

**Sunday, August 27, 2023**

**Travel Day**

- Morning                      Delegation arrives at various times
- 4:30-5:00 PM                Welcome Briefing to introduce CARE staff and delegates to one another and have security and medical briefings  
Location: Dwarika's Hotel Library Lounge
- Participants: Delegation, CARE staff (Rachel Hall; Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
- 5:00-7:00 PM                Scene Setter Dinner Briefing to give delegates an overview of labor, migration, and human rights in Nepal and understand the challenges facing Nepalis, especially women and girls
- Participants: Delegation, CARE staff (Rachel Hall; Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain), Dr. Ganesh Gurung, Renu Adhikari (WHS), Mona Sherpa (CARE Nepal)*

Overnight: Dwarika's Hotel, Kathmandu

**Monday, August 28, 2023**

**Kathmandu to Lumbini**

- 8:00-9:00 AM                Breakfast Briefing to provide an overview of trip themes, briefings, and program sites
- 9:00-9:30 AM                Transfer to Site Visit 1
- 9:30-11:00 AM                Site Visit 1: Shramik Sanjal "Before Migration" Orientation to understand the experience of migrants before they leave Nepal and discuss effective ways to build cohesion between migrant populations and host communities.  
Location: Tribhuvan International Airport, Kathmandu
- Participants: Delegation, Shramik Sanjal field staff, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
- 11:00 – 11:30 AM            Transfer to Lunch Briefing
- 11:30-1:00 PM                Lunch Briefing with U.S. Mission to learn about U.S. development and humanitarian investments in Nepal and U.S. government policies in the region

Location: The Village Café, Kathmandu

*Participants: Delegation, 3-4 representatives from the U.S. Mission to Nepal, likely Ambassador Dean R. Thompson and Deputy Chief of Mission Jason P. Meeks, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

2:00-3:00 PM Transfer to airport

3:00-3:30 PM Charter Flight from Kathmandu to Bhairahawa

3:30- 4:00 PM Check into hotel

4:00- 5:00 PM Downtime

5:00-5:30 PM Transfer to Site Visit 2

5:30-7:30 PM Site Visit 2: Visit Maiti Border Crossing to meet with Maiti's anti-trafficking monitors and local law enforcement and learn about the challenges of human trafficking between India and Nepal.

*Participants: Delegation, 2-3 representatives from Maiti Nepal, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

7:30-8:00 PM Transfer to Hotel

Dinner at leisure

Overnight: Tiger Palace Hotel, Bhairahawa

**Tuesday, August 29, 2023**

**Lumbini**

8:00-9:30 AM Panel Discussion with CARE UDAAN Staff and Participants to learn about the challenges of keeping children, especially girls, in school, understand the drivers of child labor and meet with students to understand their perspectives  
Location: Tiger Palace Hotel, Bhairahawa

*Participants: Delegation, 3-4 CARE field staff, 5-10 program participants, and CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

9:30-10:30 AM Transfer to Site Visit 3

- 10:30-1:30 PM Site Visit 3: Visit Read Global library and community center and tour services available to local communities, join an alternative livelihood training as well as a simulation/role play drama to provide information to local communities about safe migration  
Location: Bhairahawa  
  
Participants: Delegation, 2-3 Read Global field staff, 8-10 program participants, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)
- 1:30-2:30 PM Transfer to Site Visit 4
- 2:30-5:30 PM Site Visit 4: Visit CARE Tipping Point project to meet with young women who have participated in leadership and economic empowerment trainings and currently lead Girls' Rights Forums advocating for their right to remain in school and free from child marriage and/ forced-labor; meet with families to discuss child and early forced marriage  
Location: Bhairahawa  
  
Participants: delegation, 2-3 CARE Tipping Point field staff, 5-8 program participants, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)
- 5:30-6:30 PM Optional: Maya Devi Temple in Bhairahawa to visit the birthplace of Gautama Buddha and learn about the history of Buddhism and the region
- 7:00-8:30 PM Dinner at Leisure
- Overnight: Tiger Palace Hotel, Bhairahawa

**Wednesday, August 30, 2023**

**Kathmandu**

- 7:00-7:45 AM Breakfast at hotel
- 7:45-8:30 AM Transfer from hotel to Airport
- 9:00-9:30 AM Charter flight from Bhairahawa to Kathmandu
- 9:30-10:15 AM Transfer from airport to lunch
- 10:15-11:45 AM Lunch with Former Child Laborers and Trafficked Women from Good Weave Foundation and Global Fairness Initiative (GFI) to learn about various programs in Nepal that aim to transform the country's labor industry by eliminating child,



forced, and bonded labor through empowering workers to know their rights and how to use their voice.

Location: Dechenling Garden of Joy Restaurant

*Participants: delegation, 3-4 representatives from Samata Foundation and GFI, and CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

11:45-12:15 PM

Transfer to Site Visit 5

12:15-1:45 PM

Site Visit 5: Tour Good Weave/Global Fairness Initiative Brick Factory and meet with former child laborers in the brick industry and learn about the Better Brick Nepal certification system that pushes kilns to eliminate child, forced, and bonded labor and ensure a safe working environment.

Location: Kathmandu

*Participants: delegation, 2-3 representatives from Good Weave, 2-3 program participants, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

1:45-2:30 PM

Transfer to Site Visit 6

2:30-4:30 PM

Site Visit 6: Visit Good Weave Shelter and School to learn about the challenges of child labor in the country, understand the drivers of child labor and meet with children rescued and given proper education after being forced into labor

Location: Kathmandu

*Participants: delegation, 4-5 representatives from Good Weave, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*

4:30-5:00 PM

Transfer back to hotel

5:00 PM – 6:00 PM

Downtime/get ready for reception

7:00 PM – 8:30 PM

Reception at with U.S. Mission, Local Government, and NGO Leaders to discuss the role of international partners, the Nepalese government, and NGOs in fostering development and labor rights in Nepal

Location: Dwarika's Hotel

Participants: delegation and 50-75 representatives from the U.S. Mission, international and local NGOs, civil-society organizations, corporate partners, journalists, and local government officials

Overnight: Dwarika's Hotel, Kathmandu

Thursday, August 31, 2023

Travel Day

- 9:00-10:30 AM Breakfast Briefing with Blitz Media, NIMJN, and LAPSOJ and U.S. Mission Political Attaché to understand the importance of government accountability in ensuring safe migration for Nepali citizens
- Location: Dwarika's Hotel, Kathmandu
- Participants: delegation, 3-5 representatives from Blitz Media, NIMJN, and LAPSOJ, U.S. Mission Attaché, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
- 10:30-11:00 AM Transfer to Site Visit 7
- 11:00-2:00 PM Site Visit 7: Tour Maiti Nepal Shelter to learn about combatting exploitation, violence and trafficking of women and children through comprehensive and rehabilitation programs by promoting education, empowerment, health, and social inclusion
- Location: Kathmandu
- Participants: delegation, representatives from Maiti Nepal, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
- 2:00-2:30 PM Transfer to closing lunch
- 2:30-4:00 PM Closing Lunch to reflect on trip take-aways and the impact of U.S. support and interventions
- Note: Entire time will be allocated to discussing officially connected programming.*
- Participants: delegation, CARE staff (Rachel Hall, Kalei Talwar, Rasik Winfield, Jorge Bagaipo, Patrice Brombeck, Kate Adelung, Justin Spain)*
- 4:00-6:30 PM Downtime for packing or shopping
- 11:30 PM Departure for Airport

### **Addendum C:**

On Monday, August 28, 2023, the delegation will travel on chartered flight from Kathmandu to Bhairahawa. The delegation will return to Kathmandu on a chartered flight from Bhairahawa on Wednesday, August 30, 2023. Due to our schedule and limited flight options within Nepal, as well as tough terrain in Nepal, we have chosen to use a charter plane to get to and from Bhairahawa to ensure the delegation has as much time as possible at the site visits in Bhairahawa focused on education. We have selected a charter plane leased by Buddha Air. The Airline Operating Certificate (AOC) is forthcoming.

Monday, August 28<sup>th</sup> 2023

- 3:00pm Flight from Kathmandu to Bhairahawa

Wednesday, August 30<sup>th</sup>, 2023

- 9:30am Flight from Bhairahawa to Kathmandu