U.S. House of Representatives
Committee on Ethics

EMPLOYEE POST-TRAVEL DISCLOSURE FORM

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

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

1. Name of Traveler: John Laufer

2. a. Name of accompanying relative: or None
   b. Relationship to Traveler: Spouse Child Other (specify):

   b. Dates at personal expense (if any): or None


5. Sponsor(s) (who paid for the trip): Partnership for a Secure America

6. Describe meetings and events attended: See enclosed forms

7. Attached to this form are EACH of the following (signify that each item is attached by checking the corresponding box):
   a. A completed Sponsor Post-Travel Disclosure Form;
   b. The Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and Grantmaking or Non-Grantmaking Sponsor Forms;
   c. Page 2 of the completed Traveler Form submitted by the employee; 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 that statement is true by checking box):
   b. If not, explain:

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

SIGNATURE OF TRAVELER: ____________________________ DATE: 6/24/13

I authorized this travel in advance. I have determined that all of the expenses listed on the attached Sponsor Post-Travel Disclosure form were necessary and that the travel was in connection with the employee’s official duties and would not create the appearance that the employee is using public office for private gain.

NAME OF SUPERVISING MEMBER: Pedro Pierluisi DATE: 6/25/13

SIGNATURE OF SUPERVISING MEMBER: ____________________________

Version date 2/2013 by Committee on Ethics
U.S. House of Representatives  
Committee on Ethics  

SPONSOR POST-TRAVEL DISCLOSURE FORM  

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

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

1. Sponsor(s) (who paid for the trip): Partnership for a Secure America  

2. Travel Destination(s): Airline Center, Warrenton VA  

3. Date of Departure: 6/15/13 Date of Return: 6/16/13  

4. Name(s) of Traveler(s):  
   (NOTE: You may list more than one traveler on a form only if all information is identical for each person listed.)  

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

<table>
<thead>
<tr>
<th>Traveler</th>
<th>Total Transportation Expenses</th>
<th>Total Lodging Expenses</th>
<th>Total Meal Expenses</th>
<th>Other Expenses (dollar amount per item and description)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$31</td>
<td>$90</td>
<td>$92</td>
<td>$196 conference services over 2 days</td>
</tr>
<tr>
<td></td>
<td>Accompanying Relative</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

Signature:  
Name: Nathan Sermonis  
Title: Deputy Executive Director  
Organization: Partnership for a Secure America  

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

Address: 2000 P St. NW, Suite 505  
Washington, DC 20006  

Telephone number: 202-293-8580  
Email Address: sermonis@psaonline.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.  

Version date 2/2013 by Committee on Ethics
U.S. House of Representatives  
Committee on Ethics  

TRAVELER FORM  

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

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

Name of Traveler: John Laufer  

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: Rep. Pedro Pierluisi (PR)  

Office address: 1213 Longworth House Office Building  

Telephone number: 202-225-2615  

Email address of contact person: john.laufer@mail.house.gov  

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

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

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

If there are any questions regarding this form please contact the Committee:  
Committee on Ethics  
1015 Longworth House Office Building  
Washington, DC 20515  
(202) 225-7103 (phone)  
(202) 225-7392 (fax)  
Travel email: travel.requests@mail.house.gov  

Version date 2/2013 by Committee on Ethics
U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

1. Name of Traveler: John Laufer

2. Sponsor(s) (who will be paying for the trip): Partnership for a Secure America

3. Travel destination(s): Warrenton, VA

4. a. Date of departure: 6/18/13 Date of return: 6/16/13
   b. Will you be extending the trip at your personal expense? Yes No
      If yes, dates at personal expense:

5. a. Will you be accompanied by a relative at the sponsor’s expense? Yes No
   b. If yes:
      (1) Name of accompanying relative:
      (2) Relationship to traveler: Spouse Child Other (specify):
      (3) Accompanying relative is at least 18 years of age: Yes No

6. a. Did the trip sponsor answer “yes” to Question 9(d) on the Primary Trip Sponsor Form (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or foreign agent and you are requesting lodging for two nights)? Yes No
   b. If yes, explain why the second night of lodging is warranted:

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

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

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

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.

Date: 6/14/13

Signature of Employing Member
U.S. House of Representatives
Committee on Ethics

PRIMARY TRIP SPONSOR FORM

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

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

1. Sponsor (who will be paying for the trip):
   ________________________________
   Partnership for a Secure America

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:
   Carnegie Corporation of New York

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):
   See Attached

5. Is travel being offered to an accompanying relative of the House invitee(s)? □ Yes □ No

6. Date of departure: June 15, 2013 Date of return: June 16, 2013

7. a. City of departure: Washington, D.C.
    b. Destination(s): Warrenton, V.A.
    c. City of return: Washington, D.C.

8. I represent that (check one of the following):
   a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: □ or □
   b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: □ or □
   c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event and lobbyist/foreign agent involvement in planning, organizing, requesting, or arranging the trip was de minimis under the Committee’s travel regulations. □

9. Check one of the following:
   a. I checked 8(a) or (b) above: □
   b. I checked 8(c) above but am not offering any lodging: □
   c. I checked 8(c) above and am offering lodging and meals for one night: □ or □
   d. I checked 8(c) above and am offering lodging and meals for two nights: □

   If “d” is checked, explain why the second night of lodging is warranted:
10. Attached is a detailed agenda of the activities the House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees) (indicate agenda is attached by checking box): ☐

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

12. For each sponsor required to submit a sponsor form, describe the sponsor’s interest in the subject matter of the trip and its role in organizing and/or conducting the trip:
   Carnegie is focused on educating future leaders in national security and foreign policy. The purpose of this trip is to foster and promote bipartisanship, a goal that Partnership for a Secure America (PSA), as a 501-(c)(3) registered non-profit, aims to support. PSA has sole responsibility for organizing and conducting 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:

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

15. I represent that either (check one of the following):
   a. The trip involves an event that is arranged or organized without regard to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ or ☐
   b. The trip involves events that are arranged specifically with regard to congressional participation: ☐
      If “b” is checked:
      1) Detail the cost per day of meals (approximate cost may be provided):
         $46
      2) Provide reason for selecting the location of the event or trip:
         This location is close to Washington, D.C. to allow travel for participants and speakers.

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

<table>
<thead>
<tr>
<th>Hotel name</th>
<th>City</th>
<th>Cost per night</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airline Center</td>
<td>Warrenton, VA</td>
<td>$90</td>
</tr>
<tr>
<td>Reason(s) for selecting:</td>
<td>Location provides appropriate lodging, food, and conference facilities within reasonable distance of Washington, D.C.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hotel name</th>
<th>City</th>
<th>Cost per night</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reason(s) for selecting:</td>
<td></td>
<td></td>
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</thead>
<tbody>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reason(s) for selecting:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. (signify that the statement is true by checking box): ☑

18. **TOTAL EXPENSES FOR EACH PARTICIPANT:**

<table>
<thead>
<tr>
<th></th>
<th>Total Transportation Expenses per Participant</th>
<th>Total Lodging Expenses per Participant</th>
<th>Total Meal Expenses per Participant</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each Member, Officer, or employee</td>
<td>$35</td>
<td>$90</td>
<td>$92 (over 2 days)</td>
</tr>
<tr>
<td>For each accompanying relative</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Other Expenses (dollar amount per item)</th>
<th>Identify Specific Nature of “Other” Expenses (e.g., taxi, parking, registration fee, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each Member, Officer, or employee</td>
<td>$191</td>
<td>Conference services over 2 days</td>
</tr>
<tr>
<td>For each accompanying relative</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

19. Check one:
   a. I certify that I am an officer of the organization listed below. ☑ or ☐
   b. N/A – sponsor is an individual or a U.S. institution of higher education. ☐

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

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

   **Signature:**

   **Name:** Nathan Semonis

   **Title:** Deputy Director

   **Organization:** Partnership for a Secure America

   **Address:** 2000 P St. NW Suite 505, Washington, D.C. 20036

   **Telephone number:** 202-293-8580

   **Email address:** sermonis@psaonline.org

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

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

*Version date 4/2013 by Committee on Ethics*
U.S. House of Representatives
Committee on Ethics

GRANTMAKING TRIP SPONSOR FORM

This form should be completed by a public charity or private foundation (both as defined under section 501(c)(3) of the Internal Revenue Code) that provides a grant of funds to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

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. I certify that (name of your organization): CARNegie CORPORATION OF NY has been designated a § 501(c)(3) nonprofit charitable organization by the Internal Revenue Service.
   ☐ Yes ☐ No

2. Name of Primary Trip Sponsor: PARTNERSHIP FOR A SECURE AMERICA

3. I certify that my organization (complete a or b):
   a. ☑ Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. or
   b. ☐ Has had a direct role in the organizing, planning, or conducting of a trip to
      (destination) on (date) that is being organized or arranged by the above-named Primary Trip Sponsor.

4. Check one:
   a. ☑ My organization does not employ or retain a registered federal lobbyist or foreign agent or
   b. ☐ My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was de minimis under the travel regulations.

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

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

Signature: 5/13/13

Name: NICOLE HOLEY-BUSSE Title: ASSOCIATE CORPORATE SECRETARY AND DIRECTOR

Organization: CARNegie CORPORATION OF NY

Address: 437 MADISON AVENUE NY NY 10022

Telephone number: 3123713200 Email: NB @ CARNegie.org

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

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

Version date 5/2013 by Committee on Ethics
Mr. John Laufer  
Office of the Honorable Pedro Pierluisi  
1213 Longworth House Office Building  
Washington, DC 20515

Dear Mr. Laufer:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Warrenton, Virginia, scheduled for June 15 to 16, 2013, sponsored by the Partnership for a Secure America, with financial support from the Carnegie Corporation of New York.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) 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. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than $350 from a single source on Schedule VII of that statement.

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

Sincerely,

K. Michael Conaway  
Chairman  

Linda T. Sánchez  
Ranking Member

KMC/LTSjls
Spring 2013 CONGRESSIONAL PARTNERSHIP PROGRAM

Richard S. Anderson
*Military Fellow*
Senator James Inhofe (OK)

Chris Averill
*Communications Director*
Representative Sam Graves (MO)

Raymond Bilter
*Legislative Correspondent*
Senator Debbie Stabenow (MI)

Thomas Crockett
*Legislative Counsel*
Representative Spencer Bachus (AL)

Christopher Del Beccaro
*Legislative Assistant*
Representative Jeff Denham (CA)

Kristopher Denzel
*Senior Legislative Assistant*
Representative George Holding (NC)

Ansley Fox
*Legislative Assistant*
Representative Tom Marino (PA)

Tom Garofalo
*Legislative Assistant*
Representative James P. Moran (VA)

Kyle Grantier
*Military Legislative Correspondent*
Senator Tim Kaine (VA)

Scott Goldstein
*Legislative Director*
Representative Henry C. Johnson (GA)

Liz Hermsen
*Senior Policy Advisor*
Senator Robert P. Casey, Jr. (PA)

Andrew Herther
*Budget Analyst*
Senate Budget Committee (Minority)

Sanaa Khan
*Legislative Assistant*
Senate Foreign Relations Committee (Majority)

Hannah Kim
*Communications Director*
Representative Charles Rangel (NY)

Gabriel Kohan
*Summer Foreign Affairs Officer*
U.S. Department of State

Matt Kretman
*Military Legislative Assistant/ Director of Outreach, Office of Member Services*
Representative Chris Van Hollen (MD)

John Laufer
*Legislative Director*
Representative Pedro Pierluisi (PR)
Jason Miller  
*Senior Professional Staff Member*  
House Committee on Homeland Security (Majority)

Andre Nakazawa  
*Legislative Aide*  
Senator Ron Wyden (OR)

Elisabeth Perry  
*Legislative Correspondent*  
Senator John Barrasso (WY)

Sean Snyder  
*Military Legislative Assistant*  
Representative Richard Hanna (NY)

Will Vaughn  
*Defense Fellow*  
Representative Alan Nunnelee (MS)

James Ward  
*Legislative Aide*  
Senator Michael Enzi (WY)

Caitie Whelan  
*Foreign Policy Advisor*  
Representative Sam Farr (CA)
Congressional Partnership Program Retreat Spring 2013

**Saturday, June 15th**

2:30 pm  
Depart from Union Station, Washington, DC

4:00 – 5:00 pm  
Arrive at Airlie Conference Center & Check-in

5:00 – 5:30 pm  
Opening Remarks and Review of Agenda:  
**Graeme Bannerman**, Bannerman Associates/PSA Board of Directors; **Amb. Thomas Miller**, International Executive Service Corps/PSA Board of Directors; **Andrew Semmel**, PSA

5:30 – 7:00 pm  
Airlie House – Meadow Room  
Guest speakers:  
**Graeme Bannerman**, Bannerman Associates; **Richard McCall**, Creative Associates; **Andrew Semmel**, PSA

7:00 – 7:30 pm  
Smoke House  
Pre-Dinner Reception  
with **Graeme Bannerman; Christos Kyrou; Richard McCall; Hon. Robert C. (Bud) McFarlane; Amb. Thomas Miller; Amb. Ron Neumann; Andrew Semmel**

7:30 – 9:00 pm  
Smoke House  
Dinner with Keynote Speaker:  
**Hon. Robert C. (Bud) McFarlane**, Former National Security Advisor

9:00 – 10:00 pm  
Smoke House  
After-Dinner Reception  
with **Graeme Bannerman; Christos Kyrou; Richard McCall; Amb. Thomas Miller; Amb. Ron Neumann; Andrew Semmel**

**Sunday, June 16th**

* Fellows will separate into two different groups today following first morning speaker.*
Congressional Partnership Program Retreat Spring 2013

8:00 – 9:00 am
Airlie House – Dining Room
Breakfast

9:00 – 12:00 pm
*Group A*
Airlie House – Meadow Room
National Security Council Simulation
Guest National Security Advisor:
Dr. Andrew K. Semmel
Negotiations Expert:
Dr. Christos Kyrou,
Research Director, Center for International
Relations; Adjunct Associate Professor,
American University

9:00 – 10:30 pm
*Group B*
Airlie House – Studio
Guest Speaker: Amb. Ron Neumann,
President, American Academy of Diplomacy;
Former Ambassador to Afghanistan, Algeria, and
Bahrain
*Topic:* Afghanistan

10:30 – 12:00 pm
*Group B*
Airlie House – Studio
Guest Speaker: Abraham Denmark,
Vice President for Political and Security Affairs,
The National Bureau of Asian Research
*Topic:* Geopolitical Trends & Challenges in Asia

12:00 – 1:00 pm
Airlie House – Dining Room
Lunch

1:00 – 4:00 pm
*Group B*
Airlie House – Meadow Room
National Security Council Simulation
Congressional Partnership Program Retreat Spring 2013

Guest National Security Advisor:
Dr. Andrew K. Semmel

Negotiations Expert:
Dr. Christos Kyrou,
Research Director, Center for International Relations; Adjunct Associate Professor, American University

1:00 – 2:30 pm

*Group A*
Airlie House – Studio
Guest Speaker: Amb. Ron Neumann,
President, American Academy of Diplomacy;
Former Ambassador to Afghanistan, Algeria, and Bahrain
Topic: Afghanistan

2:30 – 4:00 pm

*Group A*
Airlie House – Studio
Guest Speaker: Abraham Denmark,
Vice President for Political and Security Affairs, The National Bureau of Asian Research
Topic: Geopolitical Trends & Challenges in Asia

4:00 – 5:30 pm

Airlie House – Meadow Room
Guest speaker: Julia Nesheiwat,
Deputy Assistant Secretary of State for Implementation, Bureau of Energy Resources
Topic: Energy in U.S. National Security and International Relations

5:30 – 6:00 pm

Airlie House – Meadow Room
Wrap-up and Departure from Airlie
Ethics Instruction Sheet – House of Representatives
Congressional Partnership Program
Spring 2013

In August, PSA will hold the Spring 2013 CPP retreat in Warrenton, Virginia. CPP participants must fill out these forms and turn them in to the House Ethics Committee by May 15, 2013. Please note that you WILL NOT be able to participate in the retreat if you do not meet this deadline. Provided below are detailed instructions and information on required documents for the House Ethics Committee.

Documents:
A. Private Sponsor Travel Certification Form (PSTCF)
B. Retreat Itinerary
C. List of participating House staff
D. Carnegie Corporation of New York Grantmaking Sponsor Form
E. Privately Sponsored Travel: Traveler Form (to be filled out by participant and signed by Member)

All of the documents listed above must be submitted as a package to the House Ethics Committee. Documents A – D above have been completed by the Partnership for a Secure America and are provided in your CPP Orientation packet. By May 15th, please compile all documents and:

1. FAX or DELIVER one copy to the House Ethics Committee (1015 Longworth). Fax (202) 225-7392
2. FAX one copy to the Partnership for a Secure America. Fax (202) 747-7732
3. KEEP one copy for personal records and post-travel documentation. Please keep in mind that you will have to resubmit these documents to Ethics after the retreat.

If you have any questions, please do not hesitate to contact Nathan Sermonis at sermonis@psaonline.org or 202-293-8580.