

U.S. House of Representatives
Committee on Ethics

LEGISLATIVE RESOURCE CENTER

EMPLOYEE POST-TRAVEL DISCLOSURE FORM **18 MAR 20 AM 9:42**

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, 135 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: DIANA L. RIOS
2. a. Name of accompanying relative: _____ or None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates of departure and return: Departure: 02/21/2018 Return: 02/22/2018
 b. Dates at personal expense (if any): 02/22/2018 - 02/25/2018 or None
4. Departure city: Danville, VA Destination: Los Angeles Return city: Washington, DC
5. Sponsor(s) (who paid for the trip): Alliance to Save Energy
6. Describe meetings and events attended: Attended meeting with energy stakeholders who w/ed us how they have moved towards energy efficient models to support climate change initiatives.
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: Diana Rios DATE: 3/19/2018

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: Jimmy Gomez DATE: 3/19/2018

SIGNATURE OF SUPERVISING MEMBER: Jimmy Gomez

Rios, Diana

From: Toribio, Ben
Sent: Monday, March 19, 2018 4:32 PM
To: Rios, Diana
Subject: Post-Travel Amendment Required
Attachments: Post-Travel Disclosure - Employee.pdf

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

To: Diana Rios
Date: March 19, 2018
Re: Post-Travel Disclosure—Alliance to Save Energy

The Committee received a copy of your post-travel disclosure from the Office of the Clerk. After reviewing your submission, I found the following error(s) that must be corrected with Clerk's Office in 135 CHOB in order to complete the post-travel disclosure process:

1. Employee Post-Travel Disclosure Form
 - Q#3 is blank. Please list the travel dates and make sure you provide an answer to Q#3 (b) as well
 - Q#6 is blank. You must provide a response to this question.

Instructions:

1. DO NOT RE-SUBMIT ANY OTHER PORTION OF YOUR POST-TRAVEL DISCLOSURE.
2. Complete a new EMPLOYEE POST-TRAVEL DISCLOSURE FORM (attached to this email) and check the **Amendment** box located at the top of the form.
3. Take your submission directly to the **Clerk's Office in 135 CHOB**.

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