

Original Amendment

U.S. House of Representatives LEGISLATIVE RESOURCE CENTER
Committee on Ethics

18 AUG 28 PM 4:25

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, 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: Katie Morley
- 2. a. Name of accompanying relative: _____ or None
- b. Relationship to Traveler: Spouse Child Other (specify): _____
- 3. a. Dates of departure and return: Departure: 08/04/2018 Return: 08/13/2018
- b. Dates at personal expense (if any): 08/10/2018 - 08/12/2018 or None
- 4. Departure city: Dulles, Virginia Destination: Bangladesh; Thailand Return city: Dulles, Virginia
- 5. Sponsor(s) (who paid for the trip): United Nations Foundation
- 6. Describe meetings and events attended: See Post-Trip Agenda Attachment

- 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: Komsey DATE: 8/28/18

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: Rep. Steve Womack DATE: 8/28/18

SIGNATURE OF SUPERVISING MEMBER: Steve Womack

Version date 2/2015 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): United Nations Foundation

2. Travel Destination(s): Bangladesh (Dhaka, Cox's Bazar); Thailand (Bangkok, Ubon)

3. Date of Departure: 08/04/2018 Date of Return: 08/13/2018

4. Name(s) of Traveler(s): Katie Morley


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

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

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Other Expenses (dollar amount per item and description)
Traveler	\$2708.87	\$742.00	\$477.91	\$160 Visa; \$99.47 Dulles Airport Cab
Accompanying Relative	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: 

Name: Peter Yeo Title: Senior Vice President

Organization: United Nations Foundation

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

Address: 1750 Pennsylvania Ave NW
Washington, D.C. 20006

Telephone number: 202-887-9040

Email Address: pyeo@unfoundation.org

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

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

U.S. House of Representatives
Committee on Ethics

TRAVELER FORM

1. Name of Traveler: Katie Morley
2. Sponsor(s) (who will be paying for the trip): United Nations Foundation
3. Travel destination(s): Bangladesh (Dhaka, Cox's Bazaar); Thailand (Bangkok, Ubon)
4. a. Date of departure 08/04/2018 Date of return: 08/11/2018
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: 8/11/18-8/13/18
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.
As the health and foreign affairs legislative assistant who also handles SFOPS and LHHS for my office, this trip will allow me to see firsthand how federal dollars are being used in Bangladesh and Thailand.
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

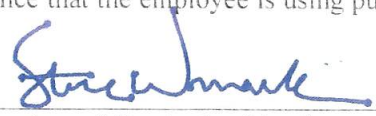
10. **FOR STAFF TRAVELERS:**

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: 7/3/18



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): _____
United Nations Foundation
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: _____
Bill and Melinda Gates 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):
See Attachment 1 of 2 below.
5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: 08/04/2018 Date of return: 08/11/2018
7. a. City of departure: Dulles, Virginia (Washington Dulles International Airport)
b. Destination(s): Bangladesh (Dhaka, Cox's Bazaar); Thailand (Bangkok, Ubon)
c. City of return: Dulles, Virginia (Washington Dulles International Airport)
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:

See Attachment 2 of 2 below.

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

a. Mode of travel: Air Rail Bus Car Other (Specify: _____)

b. Class of travel: Coach Business First Charter Other (Specify: _____)

c. If travel will be first class or by chartered or private aircraft, explain why such travel is warranted:

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

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

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

b. The trip involves events that are arranged specifically *with regard* to congressional participation:

If "b" is checked:

1) Detail the cost per day of meals (approximate cost may be provided): _____
Meal costs are estimated at \$90 per day, which is below the maximum per diem in both countries.

2) Provide reason for selecting the location of the event or trip: _____
This trip focuses on the intersection between vaccine preventable diseases, malaria treatment and control, and improved child health outcomes. Bangladesh is an important case study because it has achieved high immunization rates and Thailand has seen a drastic drop in malaria incidence, primarily through collaborative support from U.S., UN, and multilateral partners.

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

Hotel name: The Westin City: Dhaka Cost per night: \$158

Reason(s) for selecting: Chosen for availability of rooms, security concerns, and is centrally located for site visits and briefings.

Hotel name: The Athenee Hotel Bangkok City: Bangkok Cost per night: \$146

Reason(s) for selecting: Chosen for availability of rooms, security concerns, and is centrally located for site visits and briefings.

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

Reason(s) for selecting: _____

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

18. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	\$2500 (flights and ground)	\$820	\$270
For each accompanying relative	N/A	N/A	N/A

	<i>Other</i> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	\$150; \$80; \$160	Taxi to/from IAD; Airport parking; Visas
For each accompanying relative	N/A	N/A

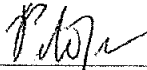
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check 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: Peter Yeo

Title: Senior Vice President

Organization: United Nations Foundation

Address: 1750 Pennsylvania Ave, NW, Suite 300, Washington DC 20006

Telephone number: (202) 887-9040

Email address: pyeo@unfoundation.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)

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): Bill & Melinda Gates Foundation
has been designated a § 501(c)(3) nonprofit charitable organization by the Internal Revenue Service.
 Yes No
2. Name of Primary Trip Sponsor: United Nations Foundation
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: _____

Name: Kim Webber

Title: Program officer

Organization: Bill & Melinda Gates Foundation

Address: 1300 I St NW Washington DC 20005

Telephone number: 202-662-8195

Email: Kim.webber@gatesfoundation.org

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

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

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

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

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



ONE HUNDRED FIFTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

July 27, 2018

Thomas A. Rust
Staff Director and Chief Counsel

Donna Herbert
Director of Administration

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

Daniel J. Taylor
Counsel to the Ranking Member

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

Ms. Katherine Morley
Office of the Honorable Steve Womack
2412 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Morley:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Bangladesh and Thailand,¹ scheduled for August 4 to 13, 2018, sponsored by the United Nations Foundation, with financial support from the Bill & Melinda Gates Foundation. We note that this trip includes three days at your personal expense.

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 \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

¹ We note that the U.S. Department of State (State Department) has issued a travel warning concerning travel to Bangladesh, *available at* <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories/bangladesh-travel-advisory.html>. We also note that the U.S. Department of State (State Department) has issued a travel warning concerning travel to Thailand, *available at* <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories/thailand-travel-advisory.html>. You may wish to contact the State Department regarding the safety of your proposed trip.

Ms. Katherine Morley

Page 2

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$390] 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 filed with the Committee, and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

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

Sincerely,



Susan W. Brooks
Chairwoman



Theodore E. Deutch
Ranking Member

SWB/TED:adw

Attachment 1 of 2

4) Names and titles of all House Staffers

- **Jakob Johnsen, Legislative Director and Defense Policy Advisor, Congressman Hal Rogers (R-KY-05)**

Jake is currently serving as Legislative Director and Defense Policy Advisor for Congressman Hal Rogers, Chairman Emeritus of the House Appropriations Committee, Chairman of the State and Foreign Operations Subcommittee, and member of the Defense and Commerce, Justice, and Science Subcommittees. Jake previously served as an Infantry Officer in the United States Army.

- **Elizabeth Leibowitz, Appropriations Associate and Foreign Affairs Legislative Assistant, Congresswoman Nita Lowey (D-NY-17)**

Liz is the Appropriations Associate and Foreign Affairs Legislative Assistant for Congresswoman Nita Lowey, the Ranking Member on the House Appropriations Committee and State and Foreign Operations Subcommittee. Liz is responsible for all foreign affairs policy recommendations and legislative proposals.

- **Suzi Plasencia, Senior Legislative Assistant, Congresswoman Kay Granger (R-TX-12)**

Suzi serves as a Senior Legislative Assistant for Congresswoman Kay Granger, a member of the House Appropriations Committee and Chairwoman of the Defense Subcommittee. Suzi handles policy related to global and domestic health, as well as six different appropriations portfolios.

- **Grady Bourn, Legislative Director, Congressman John Carter (R-TX-31)**

Grady is currently working as the Legislative Director for Congressman John Carter, who serves on the House Appropriations Committee. Judge Carter is the Chairman of the Homeland Security Subcommittee and a member of the Defense and Commerce, Justice, and Science Subcommittees. As Legislative Director, Grady handles the foreign affairs, science, and financial services portfolios.

- **Katie Morley, Legislative Assistant, Congressman Steve Womack (R-AR-03)**

Katie is the Legislative Assistant for Congressman Steve Womack, a Member of the House Appropriations Committee and House Budget Committee. On the Appropriations Committee, Rep. Womack serves on the Defense, Military Construction and Veterans Affairs, and Labor, Health and Human Services Subcommittees. Katie handles policy related to foreign affairs, health, trade, and education.

- **Barry Smith, Legislative Director, Congressman Brian Mast (R-FL-18)**
Barry serves as the Legislative Director for Congressman Brian Mast, who sits on the House Foreign Affairs Committee, the House Veterans Affairs Committee, and the House Transportation and Infrastructure Committee. As Legislative Director, Barry focuses primarily on foreign affairs, defense, and veterans' issues, and is a former United States Marine.
- **Elyssa Malin, Legislative Assistant, Congressman Jim Langevin (D-RI-2)**
Elyssa serves as Legislative Assistant for Congressman Jim Langevin (D-RI), where she covers foreign affairs and health care policy. Congressman Langevin serves on the House Armed Services Committee.

Attachment 2 of 2

12) Sponsor's interest and role in organizing the trip:

The UN Foundation works to educate all Americans, including the U.S. Congress, on the importance of a strong U.S.-UN relationship, with a particular focus on global health issues such as global immunization, malaria, and child health. This learning trip provides an opportunity for congressional staff to learn about UN and U.S. Government agencies' global health activities in Bangladesh and Thailand. The participants will meet with high-level UN and U.S. officials and technical experts in the United Nations Children's Fund (UNICEF), the World Health Organization (WHO), the U.S. Centers for Disease Control and Prevention (CDC), and the United States Agency for International Development (USAID). Through first-hand tours of health care clinics, health commodity supply chains, diagnostic laboratories, and medical research centers, the delegation will learn about U.S.-UN collaboration to deliver life-saving child health interventions in urban, rural, and refugee camp settings, with particular focus on immunization services and malaria treatment and control issues.

UNF is the sole sponsor of the trip, organizing all aspects of the program and logistics. UNF handles all outreach to congressional offices and is the contact for planning purposes.

**UN Foundation Learning Trip to Bangladesh and Thailand
August 4 – 11, 2018**

All Times Local

*Dhaka +10 hours from Washington, D.C.
Bangkok +11 hours from Washington, D.C.*

Saturday, August 4

Travel

Attire: Casual.

8:30am Meet UNF at IAD near Emirates counter

10:55am Depart IAD on Emirates EK 232

Sunday, August 5

Travel/ Arrival/ Dhaka

Attire: Casual for travel and dinner.

8:05am Arrive Dubai

10:30am Depart Dubai on EK586

5:20pm Arrive Dhaka, transfer to hotel
*Dhaka Hazrat Shahjalal International Airport
Transportation in Westin Shuttle*

7:00pm – 9:00pm Welcome Dinner with Robb Linkins, CDC
*Westin Dhaka, Seasonal Taste Restaurant, Level 2
Discussion of the Measles & Rubella Initiative (M&RI), CDC global
immunization activities in Bangladesh, and Bangladesh routine
immunization*

Overnight Westin Dhaka
Main Gulshan Avenue, Plot-01, Road 45, Gulshan-2
Dhaka 1212, Bangladesh
Phone: +880 2-9891988

Monday, August 6

Dhaka

Attire: Business casual.

7:00am Breakfast

7:45am	Depart hotel
8:00am – 9:40am	Briefing with UN Country Team, UNICEF Representatives, Deputy Representatives, Chief of Field Office and Section Leads <i>UNICEF Satellite Office</i> <i>Opportunity for delegation to engage with UN representatives and field team to learn about UN agency work in Bangladesh. Representatives from UN country team, UNICEF, UNDP, UNHCR</i>
9:40am – 10:00am	Transfer to U.S. Embassy
10:00am – 11:15am	U.S. Embassy Briefing with Country Team and Health Team (Amb, DCM, Pol/Econ, DoD, CDC, USAID) <i>USAID Conference Room</i> <i>Opportunity for delegation to engage with USG technical team and learn more about USG investments and programming in Bangladesh. Discussion led by U.S. Ambassador to Bangladesh, and included representatives from the US Embassy country team, CDC, USAID, Department of Defense (DoD)</i>
11:15am – 12:00pm	Transfer to Mohakhali
12:00pm – 12:30pm	Institute of Epidemiology, Disease Control, and Research (IEDCR) Visit <i>Conf. Rm. 222</i> <i>Delegation will learn about CDC support for Field Epidemiology Training Program, Emergency Operations Center (EOC) activity, disease surveillance, outbreak response, and disease research activities. Representatives from IEDCR and CDC.</i>
12:30pm – 12:40pm	Drive to International Centre for Diarrheal Disease Research (icddr,b)
12:40pm – 2:10pm	Visit and Working Lunch at icddr,b <i>Dhaka hospital tour, including ICU, Short Stay Ward, Breastfeeding Counseling Room, Immunization Room, Nutrition Rehabilitation Unit with Dr. Azharul Islam Khan, Chief Physician. Tour of Mucosol Immunology and Vaccinology Lab with Dr. Firdausi Qadri. Followed by lunch with presentations and discussion.</i>
2:10pm – 2:15pm	Transfer to site visit
2:15pm – 2:45pm	Visit cold chain warehouse with UNICEF and WHO <i>EPI Building</i> <i>View cold chain and warehouse storage of vaccines, learn about the supply chain logistics and procurement, and inspection</i>
2:45pm – 3:45pm	Travel to clinic <i>Nagar Matrisadan Kendro, KMSS, J-2/A Extension Pallabi – Gate 01</i>

3:45pm – 4:45pm	Visit evening clinic at Pallabi Healthcare Maternity Centre <i>Tour hospital, learn about infectious disease case management, immunization delivery, cold chain and supply chain challenges, integrated disease surveillance, and microplanning for vaccinations. Representatives from UNICEF, Bangladesh Ministry of Health, CDC, and USAID</i>
4:45pm – 6:00pm	Transfer to hotel
6:30pm – 7:30pm	Reception with USG, UN, Government, NGO partners <i>Westin Dhaka, splash, Level 5</i> <i>Opportunity for delegation participants to learn about implementing partners' work in the field. Reception included representatives from UNICEF country team, UNHCR, Food and Agriculture Organization of the UN, USAID, International Federation of Red Cross and Red Crescent, BRAC development NGO</i>
7:30pm – 8:30pm	Dinner with Muhammad Yunus, UN Foundation Board Member <i>Westin Dhaka, Gold Room, Level 2</i> <i>Opportunity for delegation to engage with Bangladeshi native and Nobel-prize winning social entrepreneur who pioneered microfinance and microcredit as economic empowerment and development tool</i>
Overnight	Westin Dhaka

Tuesday, August 7

Cox's Bazar

Attire: Field dress.

6:00am	Depart hotel <i>Westin Shuttle</i>
7:15am	Check-in for flight
8:15am	Flight to Cox's Bazar Novo Air 931
9:20am	Arrive Cox's Bazar
9:20am – 9:45am	Airport formalities
9:45am – 11:45am	Drive from Cox's Bazar airport to Rohingya camps for visit to emergency programs (by Marine Drive) <i>Packed lunch en-route</i> <i>UNICEF will brief staff delegation during the commute from the airport to the Rohingya camp on the current state of the refugee crisis and health care delivery in an emergency setting, with a focus on child populations</i>

- 11:45am – 2:00pm Moinerghona camp (Camp 12): visit of Outpatient Therapeutic Programme (OTP) for Severe Acute Malnutrition
Visit Outpatient Therapeutic Programme (OTP) to learn about Severe Acute Malnutrition and Blanket / Targeted Supplementary Feeding Programme (BSFP / TSFP). Visit to Health Post to learn about primary health service delivery for beneficiaries living in camps. Included representatives from UNICEF and CDC
- 2:00pm – 3:30pm Drive from Moinerghona camp (Camp 12) to Cox’s Bazar
- 3:30pm – 4:30pm Visit to UNICEF SCANU (Special Care of Newborn Unit)
Learn about SCANU units that contain highly specialized equipment essential to emergency care of sick newborns, including resuscitation of asphyxiated newborns, management and referral care of other newborn illnesses, and screenings. Representatives from UNICEF
- 4:30pm – 4:45pm Transfer to Refugee Relief and Repatriation Commissioner
- 4:45pm – 5:15pm Meeting with RRRC
Courtesy call with RRRC, the local representative of the Ministry of Disaster Management and Relief in Cox’s Bazar, in charge of leading emergency refugee response in coordination with the district authorities, to discuss protection and assistance services for registered refugees in the camps
- 5:15pm – 5:30pm Drive to Sayeman Hotel
- 5:30pm – 7:00pm Check-in and rest at Sayeman Beach Resort, Cox’s Bazar
- 7:00pm – 8:30pm Working Dinner with UN agency heads, government officials
*Dinner at Sayeman Beach Resort
Attendees include UN agency officials, staff will have opportunity to engage in a question and answer-type discussion, reviewing the delivery of health care to refugee populations, obstacles facing delivery of care, and issues facing children in the refugee camps*
- Overnight Sayeman Beach Resort
Marine Drive Road, Kolatali
Cox’s Bazar, Bangladesh
T: +88 01755691917

Wednesday, August 8

Dhaka/ Travel/ Bangkok

Attire: Casual for travel, business casual for dinner.

- 8:00am – 8:45am Breakfast and check-out
- 8:45am – 9:00am Transfer to airport

- 9:45am – 10:50am Flight to Dhaka Novo Air 932
Transfer to international terminal
- 11:00am – 12:30pm Lunch debriefing on country visit
*Dhaka Hazrat Shahjalal International Airport
Discussion with Dr. Robb Linkins, Chief of the Accelerated Disease Control and Vaccine Preventable Disease Surveillance Branch, U.S. Centers of Disease Control and Prevention, and UN Foundation staff regarding the current state of health care delivery in Bangladesh, the Rohingya crisis, and obstacles to access for child health care services*
- 1:35 pm Depart Dhaka on Thai Airways TG322
- 5:00pm – 6:00pm Arrive Bangkok, transfer to hotel
*Suvarnabhumi Airport
Transportation in Plaza Athenee Shuttle*
- 6:00pm – 7:00pm Country orientation and security briefing
*Plaza Athenee Meeting Room
Briefing led y David Sintasath, President's Malaria Initiative (PMI) Regional Malaria Advisor, and John MacArthur, CDC Country Director, to learn about USG global health activities, focusing on regional malaria treatment and control programs, infectious disease, regional child immunization activities, and national security orientation*
- 7:00pm – 9:00pm Working dinner and country briefing with USG / President's Malaria Initiative and Global Fund
*Valaya Room, Rain Tree Café, Plaza Athenee
Opportunity for delegation to engage with USG technical team and learn more about USG work. Attendees included representatives from USAID, CDC, U.S. Embassy, and the Global Fund. In a discussion format, the staff will learn more about USG regional and partner activities, and will have the opportunity to ask questions in anticipation of the site visits*
- Overnight Plaza Athenee Bangkok
1 Wireless Rd, Khwaeng Lumpini, Khet Pathum Wan
10330, Thailand
Phone: +66 2 650 8800

Thursday, August 9

Bangkok

Attire: Business casual.

- 4:15am Depart hotel
Boxed breakfast en route
- 6:10am – 7:15am Flight from DMK to Ubon on Nok Air DD9312

- 7:30am – 9:30am Transfer from Ubon to Khun Han District Health Office, Sisaket Province
Staff will be briefed by USAID, PMI, Inform Asia, and Armed Forces Research Institute of Medical Sciences (AFRIMS) about the malaria situation in Thailand, particularly the issues facing disease elimination like migrant populations, vector response, and antimalarial drug resistance
- 9:30am – 11:15am Briefing and Tour at Khun Han District Health Office
Led by Darin Kongkasuriyachai, Chief of Party, Inform Asia: USAID's Health Research Program, opportunity for delegation to engage with local health officials and hospital staff to discuss control and elimination strategies for malaria, as well as the implementation of Thailand's electronic Malaria Information System (eMIS) for surveillance of suspected and confirmed cases; opportunity for staff to engage with local individuals with malaria returning to the facility for treatment for P. vivax malaria
- 11:15am – 12:00pm Tour of Hua Chan Health Promotion Hospital
Rural site visit highlighting health services provided in the border region, how malaria services are being integrated into these hospitals and updated strategies based on local observations of the disease; will also provide an opportunity for staff to see the electronic tracking system; opportunity for staff to observe testing of patient being treated for malaria with a Rapid Diagnostic Test (RDT)
- 12:00pm – 1:00pm Lunch at Hua Chan Health Promotion Hospital
Lunch and round table discussion with staff of Hua Health Promotion Hospital and representatives from the National Malaria Control Program
- 1:00pm – 1:30pm Transfer to Don Aow sub-district
- 1:30pm – 2:00pm Visit of community-based Malaria Post Don Aow
Visit Malaria Post, a volunteer program operated out of the homes of local community members who test, diagnose, and treat malaria patients from local area, which includes rubber plantation workers, utilizing interventions provided by USAID and the Global Fund. Representatives present from USAID, PMI, AFRIMS, Inform Asia, and National Malaria Control Program
- 2:00pm – 4:00pm Case investigation (CIS) activity at a rubber plantation
Observation of malaria testing and intervention distribution (hammock and long-lasting insecticide treated hammock nets) with USAID and AFRIMS, staff observed testing of 75 rubber plantation workers after malaria was confirmed in the area; discussion of the obstacles facing health care providers with migrant population. Representatives present

from USAID, PMI, AFRIMS, Inform Asia, and National Malaria Control Program

- 4:00pm – 5:30pm Travel back to Ubon
- 5:30pm – 6:30pm Dinner in Ubon
Working dinner with USAID and AFRIMS to discuss vital USG investments to malaria elimination in the region, response of USG to emergence of antimalarial drug resistance, and evolution of vector population in Thailand
- 7:40pm – 8:45pm Flight from Ubon to DMK on Air Asia FD3373
- Overnight Plaza Athenee Bangkok

Friday, August 10

Bangkok/ Travel

Attire: Business.

- 7:15am Breakfast
- 8:00am - 8:30am Transition to U.S. Embassy
สีสุวิ 2 Wireless Rd, Khwaeng Lumpini, Khet Pathum Wan, Krung Thep Maha Nakhon 10330
- 8:30am – 9:30am Briefing at U.S Embassy with Health Policy Working Group
4th Floor Conference Room
Discussion led by Deputy Chief of Mission peter Haymond, including also representatives from USAID, PMI, CDC, DoD, U.S. Embassy. Country briefing and roundtable discussion to review USG global health activities in Thailand, including antimalarial drug resistance, HIV/AIDS, and avian influenza, as well as a review of current political status in country
- 9:30am – 9:45am Transfer to Khlong Toei Market
Rama IV Road | Khlong Toei, Khlong Toei, Bangkok 10110, Thailand
- 9:45am – 10:45am Live Bird Market visit with CDC
Tour and overview of current CDC surveillance efforts in Live Bird Market for emergent health hazards like avian influenza led by CDC Country Director John MacArthur
- 10:45am – 11:30am Transfer to AFRIMS
315/6, Ratchawithi Rd, Thung Phaya Thai, Ratchathewi, Bangkok 10400
- 11:30am – 1:00pm AFRIMS briefing, tour, and working lunch
Command briefed by Colonel Norm Waters, tour of insectary and primate facility by DoD personnel focusing on malaria treatment and intervention development; allowed staff to better understand interagency

operations in addressing malaria, impact of DoD on the disease, and current efforts underway at AFRIMS and the Walter Reed Army Institute of Research in Bethesda, Maryland; tours led by LCMD Nicholas Martin, Deputy, Defense Malaria Assistance Program

- 1:00pm – 1:30pm Travel to Nonthaburi
DDC Building 8 88/21 Tiwanond Road Tambon Bang Khen, Amphoe Mueang Nonthaburi, Chang Wat Nonthaburi 11000
- 1:30pm – 2:45pm Meeting with Director of Bureau of Vector Borne Diseases (National Malaria Control Program)
*Department of Disease Control (DDC) Building
Overview of the Thailand National Malaria Control Program to discuss current local and regional efforts for malaria prevention, control, and surveillance to reduce transmission and curb the spread of drug resistant malaria parasites led by Darin Kongkasuriyachai, Inform Asia, and representatives from the Ministry of Health's Bureau of Vector Borne Diseases. Discussion also included cooperative efforts with the President's Malaria Initiative and impact of USG investments to the region*
- 2:45pm – 3:45pm Briefing with World Health Organization (WHO)
*Office of the Permanent Secretary Building
Briefing with WHO country team to discuss regional and local health programs including malaria, as well as a review of the 2017 World Malaria Report, led by Dr. Deyer Gopinath, WHO Technical Focal Point for Malaria*
- 3:45pm – 4:30pm Tour of Thailand Emergency Operations Center with CDC
Discussion of CDC activities in Thailand and the region, focused primarily on antimalarial drug resistance, avian influenza, and tuberculosis along with tour of the Emergency Operations Center (EOC) capabilities for public health hazards monitoring
- 4:30pm – 5:00pm Lessons learned debrief
Roundtable discussion conducted by the UN Foundation staff, allowing delegation staff to engage in a question and answer-type session regarding briefings, meetings, and site visits in Thailand and Bangladesh
- 5:00pm – 6:00pm Travel back to hotel
Evening departees go to airport directly
- 7:15pm Arrive airport and check-in
- 9:25pm Depart Bangkok on Emirates EK 353

Saturday, August 11

Travel

Attire: Casual.

12:50am	Arrive Dubai
2:20am	Depart Dubai on EK 231
8:40am	Arrive IAD