

U.S. House of Representatives  
Committee on Ethics

LEGISLATIVE RESOURCE CENTER

EMPLOYEE POST-TRAVEL DISCLOSURE FORM

18 SEP 14 PM 3:11

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: Carly Frame
2. a. Name of accompanying relative: \_\_\_\_\_ *or* None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates of departure and return: Departure: 8/25/2018 Return: 9/1/2018  
 b. Dates at personal expense (if any): \_\_\_\_\_ *or* None
4. Departure city: Washington, DC Destination: Kyiv, Ukraine Return city: Washington, DC
5. Sponsor(s) (who paid for the trip): Atlantic Council's Eurasia Center
6. Describe meetings and events attended: The group met with government officials and civil society in Ukraine to learn more about current events in the country and the U.S. - Ukraine relationship.
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: Carly Frame DATE: 9/14/18

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: BRENDAN BOYLE DATE: 9/14/18

SIGNATURE OF SUPERVISING MEMBER: Brendan J Boyle

17

**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): Atlantic Council's Eurasia Center

2. Travel Destination(s): Ukraine

3. Date of Departure: 8/25/2018 Date of Return: 9/1/2018

4. Name(s) of Traveler(s): See attached

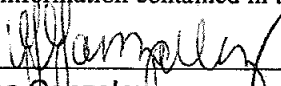
(NOTE: You may list more than one traveler on a form only if all information is identical for each person listed.)

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	\$2398.61	\$939.54	\$576.90	N/A
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: Geysha Gonzalez Title: Deputy Director, Eurasia Center

Organization: Atlantic Council

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

Address: 1030 15th Street NW, Washington, DC 20005

Telephone number: (202) 599-8620

Email Address: gggonzalez@atlanticcouncil.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: Carly Frame
2. Sponsor(s) (who will be paying for the trip): Atlantic Council Eurasia Center
3. Travel destination(s): Ukraine
4. a. Date of departure 8/25/18 Date of return: 9/1/18  
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.  
I am Congressman Boyle's Foreign Policy Advisor and this trip is  
connected to his work on the House Foreign Affairs Committee. The  
Congressman is active on issues related to Ukraine and Russia.
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: 7/25/18

  
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): \_\_\_\_\_  
Atlantic Council's Eurasia Center
2. I represent that the trip will not be financed (in whole or in part) by a registered federal lobbyist or foreign agent (signify that the statement is true by checking box):
3. Check only one: I represent that:
  - a. the primary trip sponsor has not accepted from any other source funds intended directly or indirectly to finance any aspect of the trip  or
  - b. the trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds  or.
  - c. the primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_
4. Provide names and titles of ALL House Members and employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary):  
See attached
5. Is travel being offered to an accompanying relative of the House invitee(s)?  Yes  No
6. Date of departure: 08/25/2018 Date of return: 09/01/2018
7. a. City of departure: Washington, DC, USA  
b. Destination(s): Ukraine  
c. City of return: Washington, DC, USA
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:
- The Atlantic Council promotes constructive leadership and engagement in international affairs. The Council's Eurasia Center aims to enhance transatlantic cooperation and generate awareness about Eurasia, including Ukraine. The Atlantic Council is the full sponsor of the trip and is organizing and conducting all aspects of the trip. The Eurasia Center, as a program within the Atlantic Council, is primarily 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 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): \_\_\_\_\_  
 \$130 maximum (approximate)
- 2) Provide reason for selecting the location of the event or trip: \_\_\_\_\_  
The location was selected in order to increase awareness among congressional staffers about the current situation in Ukraine and the surrounding region, and provide them with information they can use in their official capacities as congressional staffers.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel name: Opera Hotel City: Kyiv Cost per night: \$160  
 Reason(s) for selecting: Location, rate, availability, and previous experience with hotel
- Hotel name: Premiere Palace Hotel Kharkiv City: Kharkiv Cost per night: \$140  
 Reason(s) for selecting: Location, rate, availability, and previous experience with hotel
- 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	\$2400	\$940	\$710
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	N/A	N/A
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: \_\_\_\_\_

Geysa Gonzalez

Title: \_\_\_\_\_

Associate Director, Eurasia Center

Organization: \_\_\_\_\_

Atlantic Council

Address: \_\_\_\_\_

1030 15th Street NW, Washington, DC 20005

Telephone number: \_\_\_\_\_

(202) 599-8620

Email address: \_\_\_\_\_

ggonzalez@atlanticcouncil.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

August 23, 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. Carly Frame  
Office of the Honorable Brendan F. Boyle  
1133 Longworth House Office Building  
Washington, DC 20515

Dear Ms. Frame:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Ukraine,<sup>1</sup> scheduled for August 25 to September 1, 2018, sponsored by the Atlantic Council.

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.

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.

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

Ms. Carly Frame  
Page 2

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



**U.S. House of Representatives  
Committee on Ethics**

**Primary Trip Sponsor Form**

4. House employees invited

- (1) Sergio Espinosa, Legislative Director, Office of Congressman Gene Green
  - a. Reason for inviting: Ukraine and the surrounding region are relevant to the staffer's official professional portfolio at the House of Representatives.
  
- (2) Carly Frame, Foreign Policy Advisor, Office of Congressman Brendan Boyle
  - a. Reason for inviting: Ukraine and the surrounding region are relevant to the staffer's official professional portfolio at the House of Representatives.
  
- (3) Rachel Huggins, Legislative Director and Helsinki Commission Staffer, Office of Congressman Michael Burgess
  - a. Reason for inviting: Ukraine and the surrounding region are relevant to the staffer's official professional portfolio at the House of Representatives.
  
- (4) Corey Jacobson, Legislative Director and Senior Policy Advisor, Office of Congressman Colonel Ted Lieu
  - a. Reason for inviting: Ukraine and the surrounding region are relevant to the staffer's official professional portfolio at the House of Representatives.
  
- (5) Nicholas O'Boyle, Legislative Director, Office of Congressman Ron Estes
  - a. Reason for inviting: Ukraine and the surrounding region are relevant to the staffer's official professional portfolio at the House of Representatives.

**U.S. House of Representatives  
Committee on Ethics**

**Sponsor Post-Travel Disclosure Form**

4. Names of travelers:

- (1) Sergio Espinosa, Legislative Director, Office of Congressman Gene Green
- (2) Carly Frame, Foreign Policy Advisor, Office of Congressman Brendan Boyle
- (3) Rachel Huggins, Legislative Director and Helsinki Commission Staffer, Office of Congressman Michael Burgess
- (4) Corey Jacobson, Legislative Director and Senior Policy Advisor, Office of Congressman Colonel Ted Lieu
- (5) Nicholas O'Boyle, Legislative Director, Office of Congressman Ron Estes

## Agenda: Ukraine Study Trip, 2018

August 25, 2018 to  
September 1, 2018  
Ukraine

### Saturday, August 25, 2018

6:10 p.m.                      **Departure from Washington, DC**  
Location: Washington Dulles International Airport  
Flight: Lufthansa Flight 419

### Sunday, August 26, 2018

8:00 a.m.                      **Arrival in Frankfurt, Germany**  
Location: Frankfurt Airport

9:55 a.m.                      **Departure from Frankfurt, Germany**  
Location: Frankfurt Airport  
Flight: Lufthansa Flight 1490

1:15 p.m.                      **Arrival in Kyiv, Ukraine**  
Location: Boryspil International Airport

2:30 p.m. – 3:30 p.m.      **Travel to Hotel, Check-in**  
Location: Opera Hotel, 53, B. Khmel'nitskogo Street, Kyiv, Ukraine, 01054  
Transportation: Shuttle

6:00 p.m. – 9:00 p.m.      **Briefing and Dinner: The State of Ukraine**  
Location: The Last Barricade, Maidan Nezalezhnosti, 1, Kyiv, Ukraine, 02000  
Transportation: Shuttle  
Briefers and topics of discussion:  
Ambassador John Herbst, Director, Eurasia Center, Atlantic Council (Ukraine's political, economic, and security situation)  
Ms. Geysa Gonzalez, Associate Director, Eurasia Center, Atlantic Council (the Atlantic Council's past and upcoming work on Ukraine)  
Relevance: Staffers received an overview of Ukraine's current situation from to perspective of a former US ambassador and others who work on Ukraine.

### Monday, August 27, 2018

12:00 p.m. – 1:00 p.m.    **Meeting with Mr. Oleksandr Lytvynenko, Deputy Secretary of the National Security and Defense Council**  
Location: National Security and Defense Council, Petra Bolbochana St, 8, Kyiv, 01161  
Topics of discussion: Mr. Lytvynenko's work in his position, the difficulties Ukraine is facing due to the current conflict, and Ukraine's developing capabilities in cyber defense and counter-propaganda.  
Relevance: Staffers heard an overview of the current conflict in eastern Ukraine, and what the Ukrainian government is doing to combat it.

1:30 p.m. – 3:00 p.m.      **Lunch Meeting with Minister Anatoliy Hrytsenko, Former Defense Minister of Ukraine and Member of the Verkhovna Rada**  
Location: Kozachok Restaurant, Volodymyra Brozhka St, 118, Ukraine, 03038

Topics of discussion: Mr. Hrytsenko's work in his former position, his future plans, and his vision of the overarching future of Ukraine.  
Relevance: Staffers heard the viewpoint of a politician who is still somewhat influential in Ukraine and is currently running for president. They were able to compare it with the views of other former and current politicians.

- 3:30 p.m. – 4:45 p.m. **Meeting with Prime Minister Yulia Tymoshenko, Former Prime Minister of Ukraine and Current Member of the Verkhovna Rada**  
Location: Batkivshchyna Party Headquarters, Turivska St, 13, Kyiv, Ukraine 02000  
Topics of discussion: Ms. Tymoshenko's work in her former position, her future plans, and her vision of the overarching future of Ukraine.  
Relevance: Staffers heard the viewpoint of a politician who is currently running for the position of president of Ukraine, and compare her plans with those of the current president and other presidential candidates.
- 5:00 p.m. – 6:00 p.m. **Country Team Briefing with the US Embassy in Kyiv**  
Location: US Embassy in Kyiv, Aviakonstruktor Igor Sikorsky St, 4, Kyiv, Ukraine, 04112  
Participants: The Hon. Marie Yovanovitch, US Ambassador to Ukraine, and her country team.  
Topics of discussion: The political, economic, and security situation in Ukraine, and the state of the US mission to Ukraine.  
Relevance: Staffers heard about the state of Ukraine from leading US experts on the ground.
- 6:30 p.m. – 9:00 p.m. **Dinner with Mr. Ostap Kryvydyk, Special Adviser to Speaker of the Verkhovna Rada**  
Location: Piccolino Restaurant, Olesia Honchara St, 67, Kyiv, 01054  
Topics of discussion: The operation of the Verkhovna Rada of Ukraine and the career of Speaker Andriy Parubiy.  
Relevance: Staffers heard the viewpoint of one of their counterparts in the staff of the Ukrainian Parliament, giving them a less political perspective of the government and Ukraine's situation.

## **Tuesday, August 28, 2018**

- 10:00 a.m. – 11:00 a.m. **Meeting with Andriy Kobolyev, CEO, and Yuriy Vitrenko, Director for Business Development, Naftogaz of Ukraine**  
Location: B. Khmel'nitskogo St., 6, Kyiv, 01601, Ukraine  
Topics of discussion: The history of Naftogaz as a state-owned company in Ukraine and the company reforms that have taken place within the last few years.  
Relevance: Staffers learned about the history of corruption within an important national company, and the steps the company has taken since 2014 to reform.
- 12:00 p.m. – 1:00 p.m. **Meeting with H.E. Vadym Chernysh, Minister for Temporary Occupied Territories and Internally Displaced Persons of Ukraine**  
Location: Ukrainian Government Building, 12/2 Mykhaila Hrushevskoho St, Kyiv, Ukraine 02000  
Topics of discussion: Mr. Chernysh's work in his political position, the state of the conflict in eastern Ukraine, and the effect that this conflict has had on displaced populations in Ukraine.  
Relevance: Staffers heard the viewpoint of one political voice in Ukraine and learn about the effects of the conflict in eastern Ukraine.

- 1:30 p.m. – 2:45p.m.      **Lunch**  
Location: Pizzeria Napule, Mechnikova vul. 9, Kiev 01021, Ukraine
- 3:15 p.m. – 4:00 p.m.      **Meeting with H.E. Andriy Parubiy, Speaker of the Verkhovna Rada of Ukraine**  
Location: Verkhovna Rada of Ukraine, 6-8 Bankova Str., Kyiv, Ukraine 01008  
Topics of discussion: Mr. Parubiy's work in the Verkhovna Rada and his vision of the future of Ukraine.  
Relevance: Staffers heard the viewpoint of a prominent political voice in Ukraine and were able to compare it with other views that they have heard, particularly that of Deputy Speaker Oksana Syroiyd.
- 4:15 p.m. – 5:00 p.m.      **Meeting with Oksana Syroiyd, Deputy Speaker of the Verkhovna Rada of Ukraine**  
Location: Verkhovna Rada of Ukraine, 6-8 Bankova Str., Kyiv, Ukraine 01008  
Topics of discussion: Ms. Syroiyd's work in the Verkhovna Rada and her vision of the future of Ukraine.  
Relevance: Staffers heard the viewpoint of a prominent political voice in Ukraine and were able to compare it with other views that they have heard, particularly that of Speaker Andriy Parubiy.
- 5:15 p.m. – 6:15 p.m.      **Meeting with Dr. Ulana Suprun, Minister of Health of Ukraine**  
Location: Ministry of Health of Ukraine, 7, Mykhaila Hrushevskoho St, Kyiv, Ukraine, 02000  
Topics of discussion: Dr. Suprun's work in her position, her career, and the recent health reforms in Ukraine.  
Relevance: Staffers heard the unique viewpoint of a Ukrainian-American working in the Ukrainian government. They also heard details of the recent overhaul of the healthcare system in Ukraine, which thus far has been described as successful.
- 6:30 p.m. – 9:00 p.m.      **Dinner Discussion: Independent Media in Ukraine**  
Location: Va Bene Bistro  
Participants: Vasyl Myroshnychenko, Co-Founder, Ukraine Crisis Media Center; Victor Tregubov, Founder and Editor-in-Chief, "Petr and Mazepa" (independent news organization); Nataliya Gumenyuk, Head of Hromodske International (independent news source)  
Topics of discussion: The state of the media in Ukraine, disinformation campaigns in the countries, and the independence and freedom of the press.  
Relevance: Staffers learned about the state of the media and Ukraine and how it could affect public opinion locally in the rest of the world.

### **Wednesday, August 29, 2018**

- 6:43 a.m.                      **Departure from Kyiv, Ukraine for Kharkiv, Ukraine**  
Train: 722  
Location: Kyiv-Pasazhyrskiy Railway Station, Vokzalna St, 1, Kyiv, Ukraine, 02000  
Transportation: Shuttle to railway station
- 11:26 a.m.                      **Arrival in Kharkiv, Ukraine**  
Train: 722  
Location: Kharkiv Railway Station, Pryvokzal'na Square, 1, Kharkiv, Ukraine 61052  
Transportation: Shuttle to hotel

- 12:00 p.m. – 1:00 p.m. **Lunch**  
Location: Capri Restaurant, Svobody Sq., 7, Kharkiv 61000, Ukraine
- 1:00 p.m. – 1:30 p.m. **Check in to Hotel**  
Location: Premier Palace Hotel Kharkiv, Nezalezhnosti Avenue, 2, Kharkiv, Kharkivs'ka oblast, Ukraine, 61000
- 2:00 p.m. – 5:30 p.m. **Meeting with Representatives from the Security Service of Ukraine (SBU) and Military Leadership in the Region**  
Location: Office of the Security Service of Ukraine (SBU) in Kharkiv, Ukraine  
Participants: Head of the Eastern Territorial Command of the National Guard of Ukraine Maj. Gen. Yu. Lebid; Ambassador Valery Hrebenuk, Diplomatic Adviser for National Security in the SBU; Ihor Huskov, Chief of Staff of the Head of the SBU  
Topics of discussion: The conflict in eastern Ukraine; hybrid threats presented by the Kremlin; evidence of intelligence-gathering and subversion activities by Kremlin-backed forces.  
Relevance: Staffers received an extensive update on the conflict in eastern Ukraine from security and military experts in the region.
- 6:00 p.m. – 8:30 p.m. **Briefing and Dinner: History of the Ukraine Conflict**  
Location: Capri Restaurant, Svobody Sq., 7, Kharkiv 61000, Ukraine  
Participants: Ambassador Valery Hrebenuk, Diplomatic Adviser for National Security in the SBU; Ihor Huskov, Chief of Staff of the Head of the SBU  
Topics of discussion: The historical roots of the conflict in eastern Ukraine, and an in-depth history of the conflict since 2014.  
Location: Premier Palace Hotel Kharkiv, Nezalezhnosti Avenue, 2, Kharkiv, Kharkivs'ka oblast, Ukraine, 61000

#### **Thursday, August 30, 2018**

- 8:00 a.m. **Departure from Kharkiv, Ukraine for Kramatorsk, Ukraine**  
Transportation: Shuttle
- 10:30 a.m. **Arrival in Kramatorsk, Ukraine**
- 10:30 a.m. – 12:00 p.m. **Tour and Briefing on the State of the Operation of the United Forces**  
Location: Headquarters of the Operation of the United Forces, Kramatorsk, Ukraine  
Participants: Ambassador Valery Hrebenuk, Diplomatic Adviser for National Security in the SBU; Ihor Huskov, Chief of Staff of the Head of the SBU; Members of the Operation of the United Forces Kramatorsk Unit  
Topics of discussion: The conflict in eastern Ukraine and the state of Ukrainian forces in the region, specifically the Operation of the United Forces.  
Relevance: Staffers received an update on the conflict in eastern Ukraine from military experts in the region and toured the Kramatorsk base of the Operation of the United Forces.
- 12:00 p.m. – 1:30 p.m. **Lunch and Discussion with Representatives of the Operation of the United Forces**  
Location: Headquarters of the Operation of the United Forces, Kramatorsk, Ukraine  
Participants: Ambassador Valery Hrebenuk, Diplomatic Adviser for National Security in the SBU; Ihor Huskov, Chief of Staff of the Head of the SBU; Members of the Operation of the United Forces Kramatorsk Unit

Topics of discussion: The conflict in eastern Ukraine and the state of Ukrainian forces in the region, specifically the Operation of the United Forces.

Relevance: Staffers received further updates on the conflict in eastern Ukraine from military experts in the region.

2:00 p.m. – 4:00 p.m.

**Meeting with Local Activists and Residents**

Location: Sloviansk, Ukraine

Participants: 20 local residents representing local NGOs, news sources, and government, including: Movement for Strong Communities (NGO), Sloviansk Together (NGO), Ukrainians for Donetsk Oblast (NGO), East and West Together (NGO), Women Helping Veterans (NGO), Sloviansk Community Council, Oblast Administration for Veterans Affairs

Topics of discussion: The effect of the conflict in eastern Ukraine on residents in the area.

Relevance: Staffers learned about the conflict in eastern Ukraine from the perspective of local civilians and activists.

4:48 p.m.

**Departure from Kramatorsk, Ukraine for Kyiv, Ukraine**

Train: 712

Location: Kramatorsk Railway Station

Transportation: Shuttle from Slovyansk to railway station

10:58 p.m.

**Arrival in Kyiv, Ukraine**

Train: 712

Location: Kyiv-Pasazhyrskyi Railway Station, Vokzalna St, 1, Kyiv, Ukraine, 02000

Transportation: Shuttle to hotel

11:30 p.m.

**Check in to Hotel**

Location: Opera Hotel, 53, B. Khmelnytskogo Street, Kyiv, Ukraine, 01054

Transportation: Shuttle

**Friday, August 31, 2018**

9:00 a.m. – 12:00 p.m.

**Meeting with General Vasyl Hrytsak, Head of the Security Service of Ukraine (SBU)**

Location: Security Service of Ukraine 32–35, Volodymyrska Street, Kiev, 01034

Topics of discussion: Specific threats that Ukraine is facing due to Kremlin aggression in the east and throughout the country, and how the SBU has tried to combat Russian aggression and influence in the country.

Relevance: Staffers learned about very specific steps this element of the Ukrainian government has taken to protect the country, both physically and in the cyber/information space.

11:00 a.m. – 12:00 p.m.

**Meeting with Minister Yuriy Boyko, Member of the Verkhovna Rada and Former Vice Prime Minister of Ukraine**

Location: Verkhovna Rada of Ukraine, 6-8 Bankova Str., Kyiv, Ukraine 01008

Topics of discussion: Mr. Boyko's work in his former position, his future plans, and his vision of the overarching future of Ukraine.

Relevance: Staffers heard the viewpoint of a politician who is rumored to be considering a run for the position of president of Ukraine and compared his plans with those of the current president and other presidential candidates.

1:00 p.m. – 2:00 p.m.

**Meeting with H.E. Yuriy Lutsenko, Prosecutor General of Ukraine**

Location: Office of the Prosecutor General of Ukraine 13/15 Riznytska St., Kyiv, 01011, Ukraine

- Topics of discussion: Mr. Lutsenko's work in his position, the progress that Ukraine has made in confronting corruption, and the work that is still to be done on this topic.  
Relevance: Staffers heard the viewpoint of one political voice in Ukraine and learned more about the prevalence and effects of corruption in Ukraine.
- 3:00 p.m. – 4:00 p.m. **Meeting with H.E. Ivanna Klympush-Tsintsadze, Vice-Prime-Minister for European and Euro-Atlantic Integration of Ukraine**  
Location: Ukrainian Government Building, 12/2 Mykhaila Hrushevskoho St, Kyiv, Ukraine 02000  
Topics of discussion: Ms. Klympush-Tsintsadze's work in her political position and the future of the relationship between Ukraine and the rest of Europe, including the EU and NATO.  
Relevance: Staffers heard the viewpoint of one political voice in Ukraine and learned about Ukraine's relationship with the rest of Europe.
- 4:30 p.m. – 5:30 p.m. **Meeting with Mr. Artem Sytnyk, Director of the National Anti-Corruption Bureau of Ukraine**  
Location: National Anti-Corruption Bureau of Ukraine, 3 Vasylya Surykova St., Kyiv, Ukraine 02000  
Topics of discussion: Mr. Sytnyk's work in his position, the progress that Ukraine has made in confronting corruption, and the work that is still to be done on this topic.  
Relevance: Staffers heard the viewpoint of one political voice in Ukraine and learned more about the prevalence and effects of corruption in Ukraine.
- 6:00 p.m. – 8:30 p.m. **Dinner Discussion: Reform in Ukraine**  
Location: Tsarske Selo, Lavrska St, 22, Kyiv, Ukraine, 02000  
Participants: Dr. Ulana Suprun, Minister of Health of Ukraine; Oksana Markarova, Acting Minister of Finance of Ukraine; Dr. Oleksiy Panych, Member of the Board, Ukrainian Public TV; Minister Aivaras Abromavicius, Former Minister of Economy and Trade of Ukraine; Kateryna Kruk, Analyst for StopFake  
Topics of discussion: Reforms that Ukraine has undertaken in various sectors, and reforms that still need to be addressed.  
Relevance: Staffers heard the viewpoints of current and former members of the government who have prioritized reform and learn what needs to be done to continue serious reform in Ukraine.

### **Saturday, September 1, 2018**

- 10:30 a.m. **Depart for Boryspil International Airport**  
Departing from: Opera Hotel, 53, B. Khmel'nitskogo Street, Kyiv, Ukraine, 01054  
Transportation: Shuttle
- 2:05 p.m. **Departure from Kyiv, Ukraine**  
Location: Boryspil International Airport  
Flight: Lufthansa Flight 1491  
Transportation: Shuttle to airport
- 3:45 p.m. **Arrival in Frankfurt, Germany**  
Location: Frankfurt Airport
- 5:10 p.m. **Departure from Frankfurt, Germany**  
Location: Frankfurt Airport  
Flight: United Airlines Flight 933



7:55 p.m.

Arrival in Washington, DC

Location: Washington Dulles International Airport