

U.S. House of Representatives
Committee on Ethics

18 DEC -7 PM 1:46

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: WYNDEE PARKER
2. a. Name of accompanying relative: _____ or None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates of departure and return: Departure: 10/22 Return: 10/24 (TO LAX)*
b. Dates at personal expense (if any): _____ or None
4. Departure city: DC (DCA) Destination: SAN FRANCISCO Return city: _____
5. Sponsor(s) (who paid for the trip): Software.org (SFO)
6. Describe meetings and events attended: SEVERAL MEETINGS RELATED TO CYBER SECURITY (ITINERARY ATTACHED)
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 FLEW TO LOS ANGELES ON THE FINAL DAY OF TRIP FROM SFO THEN BACK TO LAX. THOSE 2 LEGS WERE OFFICIAL TRAVEL AND COVERED BY MY OFFICE.

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.
SIGNATURE OF TRAVELER: [Signature] DATE: 11/8/18

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: Nancy Pelosi DATE: 11.8.18

SIGNATURE OF SUPERVISING MEMBER: Nancy Pelosi

**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): _____
The Software Education Foundation d.b.a. Software.org: the BSA Foundation ("Software.org")
2. Travel Destination(s): San Francisco, CA
3. Date of Departure: Monday, October 22, 2018 Date of Return: Wednesday, October 24, 2018
4. Name(s) of Traveler(s): Moira Bergin, Jeffrey Dressler, Scott Glabe, Mark Iozzi, Wyndee Parker, Robert Parmiter
(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	\$697.65	\$507.00	\$159.63	
Accompanying Relative				

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: Chris Hopfensperger Title: Executive Director

Organization: The Software Education Foundation d.b.a. Software.org: the BSA Foundation ("Software.org")

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

Address: 20 F Street, NW 8th Floor, Washington, DC 20001

Telephone number: 202-530-5135

Email Address: chris@software.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: Wyndee Parker
2. Sponsor(s) (who will be paying for the trip): The Software Education Foundation d.b.a Software.org; the BSA Foundation (Software.org)
3. Travel destination(s): San Francisco, CA
4. a. Date of departure October 22 Date of return: October 24
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.
Ms. Parker is the National Security Advisor to the Office of the Democratic Leader. As such she is responsible for overseeing cyber security matters, the Department of Defense and other relevant entities.
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: 9/20/2018

Nancy Pelosi
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):
The Software Education Foundation d.b.a Software.org: the BSA Foundation ("Software.org")
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 attachment 1
5. Is travel being offered to an accompanying relative of the House invitee(s)? Yes No
6. Date of departure: Monday, October 22, 2018 Date of return: Wednesday, October 24, 2018
7. a. City of departure: Washington, DC
b. Destination(s): San Francisco
c. City of return: Washington, DC
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

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): _____

The cost of meals per day is not expected to exceed the per diem percent allowed \$57.00 for October 22 \$76.00 for October 23 and \$57.00 for October 24

2) Provide reason for selecting the location of the event or trip: _____

San Francisco, California was chosen due to the number of software companies with major offices located in close proximity to one another. This allows Software.org to share insight into the software industry's approach to cybersecurity through in-depth, on premises conversations with industry experts.

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

Hotel name: Holiday Inn Sunnyvale City: Sunnyvale Cost per night: \$208.00

Reason(s) for selecting: We selected the Holiday Inn Sunnyvale as the lodging for this trip because the cost was at the per diem rate.

Hotel name: Hyatt House Emeryville City: Emeryville Cost per night: \$299.00

Reason(s) for selecting: See attachment 3.

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 Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	\$900.00	\$507.00	\$190.00
For each accompanying relative			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee		
For each accompanying relative		

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: Chris Hopjensberger

Title: Executive Director

Organization: The Software Education Foundation d.b.a. Software.org

Address: 20 F Street, NW 8th Floor, Washington, DC 20001

Telephone number: 202-530-5135

Email address: chris@software.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

10/17/18



ONE HUNDRED FIFTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

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Staff Director and Chief Counsel

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Director of Administration

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

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Counsel to the Ranking Member

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

October 19, 2018

Ms. Wyndee Parker
Office of the Democratic Leader
H-204, The Capitol
Washington, DC 20515

Dear Ms. Parker:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Sunnyvale and Emeryville, California, scheduled for October 22 to 24, 2018, sponsored by Software Education Foundation d.b.a. Software.org: the BSA Foundation ("Software.org").

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.

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

Sincerely,

Handwritten signatures of Susan W. Brooks and Theodore E. Deutch in blue ink.

Susan W. Brooks
Chairwoman

Theodore E. Deutch
Ranking Member

SWB/TED:kej

**US House of Representatives
Committee on Ethics
Attachments to Private Sponsor Travel Certification Form**

Attachment 1 – Question # 4 – Names, titles, and explanation for invitation for all House invitees

Software.org is inviting the congressional staff below because of their work on policy issues, including cybersecurity and national defense that are of importance to the software industry.

Name	Title	Office
Jeffrey Dressler	National Security Advisor	House Speaker Paul Ryan
Wyndee Parker	National Security Policy Advisor	House Minority Leader Nancy Pelosi
Daniel Silverberg	Senior Policy Advisor	House Minority Whip Steny Hoyer
Scott Glabe	Deputy Staff Director	House Permanent Select Committee on Intelligence
Robert Parmiter	Chief Counsel for Subcommittee on Crime, Terrorism, Homeland Security, and Investigations	House Judiciary Committee
Joe Graupensperger	Chief Counsel for Subcommittee on Crime, Terrorism, Homeland Security, and Investigations	House Judiciary Committee
Moira Bergin	Staff Director for Subcommittee on Cybersecurity	House Homeland Security Committee
Mark Iozzi	Counsel	House Foreign Affairs Committee

Attachment 2 – Questions # 12 – Sponsor's interest and role

Software.org, the BSA Foundation is an independent, and nonpartisan international 501(c)(3) research organization that helps policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. We believe that by working together to examine these issues we can better prepare for the future and help shape government policies and industry culture that will promote both technological advancement and widespread growth.

Software.org seeks to take Congressional staff on an educational cybersecurity-focused tour of global software companies at their San Francisco and Silicon Valley area facilities. We have invited staff on the Judiciary, Homeland Security, Intelligence, and Foreign Affairs committees, as well as Leadership offices in order to provide them with an in-depth conversation on the industry's approach to cybersecurity. Software.org planned and organized all aspects of the trip, made lodging and travel arrangements, and corresponded with businesses involved to set up events and tours at each location. Software.org is the sole sponsor for this trip, including responsibility for covering cost of meals throughout the trip.

Attachment 3- Question 16 - Reason for Selecting lodging #2

During our trip, a city-wide event in San Francisco is increasing hotel prices to \$200-300 over the per diem rate and requiring the Delegation to commit to a three-night stay. The Hyatt House Emeryville was chosen as lodging for the second night of travel because of its proximity to companies we will visit on the third day of travel and because its rate (\$299) was closest to per diem.



Day 1 (Monday, October 22)

- 7:00 AM Meet at gate, Ronald Reagan International Airport (DCA)
- 8:05 AM EST United Flight 2042 from DCA to San Francisco International Airport (SFO)
- 11:00 AM PST United 2042 arrives at SFO
- 12:00 PM Bus transport to Salesforce.
- 12:30 PM **Salesforce – Lunch Served at Salesforce**
Location: 1 Market Street, Suite 300
- At Salesforce, attendees will meet with the company's senior security experts for an in-depth conversation about the company's approach to cybersecurity, the threat landscape, and the role of public policy in promoting stronger cybersecurity solutions.
- 2:30 PM Depart Salesforce. Bus transport to Adobe.
- 3:00 PM **Adobe**
Location: 601 Townsend Street, San Francisco
- During the visit to Adobe, the delegation will meet with Brad Arkin, the company's Chief Security Officer, to discuss the cyber threat landscape and how public policy impacts cybersecurity programs.
- 4:00 PM Depart Adobe. Bus transport to Workday.
- 4:30 PM **Workday**
Location: 160 Spear Street, San Francisco
- Attendees will meet with Workday's senior cybersecurity executives for an in-depth conversation on the company's approach to cybersecurity and the modern threat environment.
- 5:30 PM Depart Workday. Bus transport to Bistro Boudin
- 6:00 PM Arrive at Bistro Boudin
- 6:00 PM **Dinner with Siemens Head of Cybersecurity**
Location: Bistro Boudin, 160 Jefferson Street, San Francisco
- Over dinner at Bistro Boudin, attendees will engage in a detailed conversation on Siemens's approach to cybersecurity with Leo Simonovich, VP and Global Head, Industrial Cyber and Digital Security.
- 8:00 PM Dinner concludes. Attendees depart for Sunnyvale Hotel
Location: 852 W El Camino Real, Sunnyvale, CA 94087
- 9:00 PM Arrive at Sunnyvale Hotel.



Day 2 (Tuesday, October 23)

9:00 AM Group meets in hotel lobby.
Bring luggage to lobby and please check out.
Breakfast served in hotel lobby. Bus transport to Apple.

9:30 AM **Apple**
Location: One Infinite Loop, Cupertino

During the visit to Apple's campus, attendees will meet with company executives for an in-depth conversation about the company's approach to cybersecurity, the current threat landscape, and public policy's impact on digital security.

11:00 AM Depart Apple. Bus transport to DIU.

11:30 AM **DIU – Lunch Served at DIU**
Location: 230 R.T. Jones Road, Mountain View, CA

At DIU's Mountain View headquarters, attendees will meet with DIU leadership to discuss the organization's mission and work. DoD established DIU to accelerate commercial innovation to the warfighter in order to meet the changing demands of today's strategic and technological environments. It is DIU's mission to lead DoD's break with past paradigms of military-technical advantage to become fast adapters -- as opposed to sole developers -- of technology, integrating the advanced commercial capabilities necessary for strategic advantage. In this hyper-competitive environment, DoD is moving to prioritize speed of delivery, rapid and modular upgrades, and quick operational adaptation on the battlefield. The delegation discussion will include a focus on cybersecurity and artificial intelligence, as well as a tour of the department's current work on counter Unmanned Aerial Systems.

1:30 PM Depart DIU. Bus transport to Symantec.

2:00 PM **Symantec**
Location: 350 Ellis Street, Mountain View

Attendees will meet with Symantec executives for an in-depth conversation on the company's approach to cybersecurity and the cybersecurity landscape. Invited attendees include Steve Trilling, Senior Vice President and General Manager, Security Analytics and Research.

3:30 PM Depart Symantec. Bus transport to IBM.

4:00 PM **IBM**
Location: 1850 Gateway Dr #150, San Mateo, CA

During the visit to IBM, attendees will meet with the companies leading cybersecurity experts for an in-depth conversation on the cybersecurity environment and how IBM solutions, such as cognitive cybersecurity technologies, are helping companies stay secure.

5:30 PM Depart IBM. Bus transportation to dinner in the valley.

6:00 PM **Dinner in Silicon Valley**



7:30 PM Depart dinner for Emeryville hotel.

8:30 PM Arrive at Emeryville Hotel

Day 3 (Wednesday, October 24)

8:00 AM Group meets in hotel lobby. Bus transport to Microsoft.
Bring luggage to lobby and please check out. Breakfast served in hotel lobby

8:30 AM **Microsoft**
Location: 1355 Market Street, San Francisco

During the visit to Microsoft, attendees will meet with top cybersecurity officials for an in-depth conversation about the company's approach to cybersecurity, the current threat landscape, and how public policy impacts digital security.

9:30 AM Depart Microsoft. Bus Transport to Okta.

10:00 AM **Okta**
Location: 300 Brannan Street, San Francisco

At Okta, attendees will meet with the company's senior cybersecurity executives to discuss the cyber threat environment, enterprise ID management, and access management, among other things. Invited speakers include Yassir Abousselham, Chief Security Officer for Okta.

11:00 AM Depart Okta. Bus transport to SFO.

12:00 PM Check in at SFO.

1:15 PM PST United Flight 2046 from SFO to DCA.

9:30 PM EST United Flight 2046 lands at DCA.