Employee Post-Travel Disclosure Form

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual Financial Disclosure Statements of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, B-81 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: Christopher Quintyne

2. a. Name of Accompanying Relative: 
   □ Spouse □ Child □ Other (specify): 
   OR None □

3. a. Dates: Departure: August 17, 2019 
   Return: August 25, 2019
   □ Spouse □ Child □ Other (specify): 
   OR None □

4. Departure City: Baltimore, MD 
   Destination: Krakow, Poland 
   Return City: Baltimore, MD

5. Sponsor(s), Who Paid for the Trip: Auschwitz Institute for Peace and Reconciliation

6. Describe Meetings and Events Attended: Seminar on atrocity prevention.

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 the 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 statement is true by checking the box: □

   b. If not, explain:

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

Signature of Traveler: ___________________________ Date: 8/08/19

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: ___________________________ Date: 8/18/19

Signature of Supervising Member: ___________________________
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 ten 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: Auschwitz Institute for Peace and Reconciliation

2. Travel Destination(s): Oswiecim, Poland

3. Date of Departure: August 17, 2019 Date of Return: August 25, 2019

4. Name(s) of Traveler(s): Mr. Christopher Quintyne
   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 Question 4:

<table>
<thead>
<tr>
<th>Traveler</th>
<th>Total Transportation Expenses</th>
<th>Total Lodging Expenses</th>
<th>Total Meal Expenses</th>
<th>Total Other Expenses (dollar amount per item and description)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Air: $865.33</td>
<td>$227.77</td>
<td>$232.95</td>
<td>Materials: $99.54, Auschwitz-Birkenau Tours: $36.22</td>
</tr>
<tr>
<td></td>
<td>Local: $89.40</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Accompanying Family Member</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

Signature: [Signature]

Date: August 28, 2019

Name: Dr. Tiberiu Galis

Title: Executive Director

Organization: Auschwitz Institute for Peace and Reconciliation

I am an officer of the above-named organization. Signify statement is true by checking box: ☑

Address: 2 West 45th Street, Suite 1602, New York, NY 10036

Telephone: 212-575-2605 Samantha.capicotto@auschwitzinstitute.org Email: [Email]

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

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

Version date 12/2018 by Committee on Ethics
TRAVELER FORM

1. Name of Traveler: Christopher Quintyne

2. Sponsor(s) who will be paying for the trip: The Auschwitz Institute for Peace and Reconciliation (AIPR)

3. Travel Destination(s): Krakow and Oswiecem, Poland

4. a. Date of Departure: August 17, 2019  Date of Return: August 24, 2019
   b. Will you be extending the trip at your personal expense? ☐ Yes ☐ No
      If yes, list dates at personal expense:

5. a. Will you be accompanied by a family member at the sponsor’s expense? ☐ Yes ☐ No  If yes:
      (1) Name of Accompanying Family Member:
      (2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify):
      (3) Accompanying Family Member is at least 18 years of age: ☐ Yes ☐ No

6. a. Did the trip sponsor answer “Yes” to Question 8(c) on the Primary Trip Sponsor Form (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)? ☐ Yes ☐ No
   b. If yes, and you are requesting lodging for two nights, explain why the second night 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 serve as Legislative Counsel to Representative Jeffries where my policy portfolio includes issues in connection with social welfare. This trip will provide training on civil and human rights, social welfare and atrocity prevention and will be held at the former German Nazi concentration and death camps at Auschwitz.

9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, 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.

    Signature of Employing Member
    Date 6/11/2019
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 website (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: Auschwitz Institute for Peace and Reconciliation

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): Please see the attached addendum, page 2, for a complete list of invited congressional staffers and the justification for their invitation.

5. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☐ No

6. Date of Departure: August 17, 2019 Date of Return: August 24, 2019

7. a. City of departure: Baltimore, MD; New York, NY
   b. Destination(s): Krakow and Oswiecim, Poland
   c. City of return: Baltimore, MD; New York, NY

8. Check only one. I represent that:
   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 only 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 you checked this box, explain why the second night of lodging is warranted:

Version date 12/2018 by Committee on Ethics
10. Attached is a detailed agenda of the activities 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 only one of the following:**
   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. Not Applicable. 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:

   **AIPR is a 501(c)3 non-profit organization. Our mission is to support states in developing and strengthening policies and practices for the prevention of genocide and other mass atrocities through education, training and technical assistance. Please see the attached addendum, page 1, for detailed information in response to this question.**

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. **Check only one.** I represent that either:
   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):

   ____________________________

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

   ____________________________

16. **Name, nightly cost, and reasons for selecting each hotel or other lodging facility:**
   Hotel Name: **Center for Dialogue and Prayer**  City: **Oświęcim, Poland**  Cost Per Night: **$35.00**
   Reason(s) for Selecting: Please see the attached addendum, page 3, for our reasons in selecting this facility.

   Hotel Name:  City:  Cost Per Night:
   Reason(s) for Selecting:

   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:**

<table>
<thead>
<tr>
<th>Actual Amounts</th>
<th>Total Transportation Expenses per Participant</th>
<th>Total Lodging Expenses per Participant</th>
<th>Total Meal Expenses per Participant</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>☑ Good Faith Estimates</td>
<td>☐</td>
<td>☑</td>
</tr>
</tbody>
</table>

For each Member, Officer, or Employee:
- **Local:** $100.00
- **Air:** See addendum
- $210.00
- $300.00

For each Accompanying Family Member:
- $45.00; $50.00

<table>
<thead>
<tr>
<th>Other Expenses (dollar amount per item)</th>
<th>Identify Specific Nature of “Other” Expenses (e.g., taxi, parking, registration fee, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each Member, Officer, or Employee</td>
<td>$45.00; $50.00</td>
</tr>
<tr>
<td>For each Accompanying Family Member</td>
<td></td>
</tr>
</tbody>
</table>

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

19. **Check only one:**
- a. I certify that I am an officer of the organization listed below: ☐ OR
- b. Not Applicable. Trip 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:** [Signature]

**Date:** June 27, 2019

**Name:** Dr. Tiberiu Galis

**Title:** Executive Director

**Organization:** Auschwitz Institute for Peace and Reconciliation

**Address:** 2 West 45th Street, Suite 1602, New York, NY 10036

**Telephone:** (212) 575-2605

**Email:** Tibi.galis@auschwitzinstitute.org (Contact for this form is Samantha.capicotto@auschwitzinstitute.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, D.C. 20515

Phone: 202-225-7103  General Fax: 202-225-7392
August 8, 2019

Mr. Christopher Quintyne
Office of the Honorable Hakeem Jeffries
2433 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Quintyne:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Poland,1 scheduled for August 17 to 24, 2019, sponsored by The Auschwitz Institute for Peace and Reconciliation (AIPR).

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 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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1 Please be aware that the Committee’s review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Sergeant at Arms (SAA) for a safety and security briefing prior to your departure. SAA may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department’s Smart Traveler Enrollment Program at https://step.state.gov.
If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

[Signatures]

Theodore E. Deutch
Chairman

Kenny Marchant
Ranking Member

TED/KM: adw
Primary Sponsor Travel Form – Addendum

About the Auschwitz Institute & the Raphael Lemkin Seminar for the Promotion and Protection of Civil and Human Rights, U.S. Edition:

The Auschwitz Institute for Peace and Reconciliation (AIPR) is a nongovernmental organization that provides education, training, and technical assistance to States to develop and improve upon their atrocity prevention policy, incorporating a whole of government approach. With offices in New York - USA, Buenos Aires - Argentina, Kampala – Uganda, Bucharest – Romania and Oswiecim – Poland, AIPR is building a worldwide community of policymakers and practitioners with the tools and the commitment to prevent atrocity at home and abroad.

AIPR shares a national, and global, concern that the increasingly hostile environment of exclusion and social fragmentation in the U.S. is heightening the risk, and occurrence, of identity-based marginalization and violence. As history shows us, such threats to civil and human rights can, if unchecked, become part of an escalating process of destruction that may lead to identity-based mass atrocity. We wish to use the lessons learned from the field of atrocity prevention to help build capacity in our government partners to detect relevant risk factors for civil and human rights abuses, identify appropriate response tools to promote and protect those rights, and recognize the best practices to foster resiliência in targeted communities.

This course is offered to U.S. Government officials, congressional staffers and civil rights practitioners who are engaging in atrocity prevention through the implementation of rule of law, policymaking, program development and advocacy. The Seminar welcomes roughly 20 participants, as well as an international teaching team, including prominent academics, government officials and other leading experts in the fields of atrocity prevention and civil and human rights protection.

The seminar, held on site of the former German Nazi concentration and death camps at Auschwitz, utilizes the "power of place" to bring a heightened degree of awareness and sensitivity to previous genocides and the lessons from our past failures. At the same time, the seminar fosters an understanding of the responsibility of states to prevent atrocity and empowers our participants with the tools to act. Through an engaged pedagogy of small group exercises, case studies, simulations, guided discussions, and other active learning assignments, participants will develop a shared understanding of their collaborative role in preventing atrocity by promoting and protecting civil and human rights. The seminar will follow the Chatham House Rule in which participants are free to use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed.

The goals of the seminar are:

- To introduce participants to the concepts of genocide and mass atrocity, and the processes by which these crimes occur.
• To instill in participants the values of promoting and protecting civil and human rights and examine the factors which put societies at risk for violating those rights.
• To emphasize the ways in which the promotion and protection of civil and human rights by government officials and civil rights practitioners plays a role in the prevention of identity-based mass atrocities.
• To apply those lessons to the challenges facing our participants today in a deeply divided society.

Congressional Staffers Invited to Participate in Seminar

The Auschwitz Institute for Peace and Reconciliation has the pleasure of inviting the following congressional staffers to its upcoming Raphael Lemkin Seminar for the Promotion and Protection of Civil and Human Rights:

Mr. Anthony Lemma, District Director, Rep. Grace Meng (NY-06)
Mr. Christopher Quintyne, Legislative Counsel, Rep. Hakeem Jeffries (NY-08)
Ms. Sandra Ung, Special Assistant, Rep. Grace Meng (NY-06)

We have invited the above staffers to this program because each of them has a portfolio focusing on issues of holocaust remembrance, civil and human rights, and/or atrocity prevention. Additionally, they are all high ranking members of their respective congressional teams, and we hope that by providing this training, they will return to their offices with an expanded skill set to push the civil and human rights agendas forward here at home. It is crucial that we have congressional support and action for addressing risk factors for atrocity crimes that we currently face in the United States, and we hope that this seminar will provide a foundational education to the staffers enabling more effective preventive efforts to take place through the legislature.

Duration of Travel and Detail of Expenses Covered by AIPR as the Sole Sponsor

The course curriculum will begin on Monday, August 19th and conclude on Friday, August 23rd. We will therefore make travel bookings for the staffer that have them arriving in Krakow, Poland on Sunday, August 18th and departing the following Saturday, August 24th.

Airfare

• Round trip economy class airfare to and from Krakow, Poland
• Total Price for 3 Staffers: $3,209.09 USD
  o Sandra Ung: $1237.43 USD
  o Anthony Lemma: $1106.33 USD
  o Christopher Quintyne: $865.33 USD
• No visa required
Local Transportation

- Airport pick up and drop off
- Transportation to conference site and meal locations throughout the week
- Total Price per Person: $100 (estimate) – Final cost on post travel sponsor form

Accommodation

- Center for Dialogue and Prayer (Centrum Dialogu i Modlitwy w Oświęcimiu):
  - This conference center and upscale boarding house is located directly across the street from the Auschwitz camp, where days 1 and 2 of the seminar will be held, and is also where days 3-5 of the seminar will be held. We have been staying at this facility for all of our organized training programs at Auschwitz since 2008 and have a close relationship with the facility director and manager. The Center fosters the perfect environment for safe and candid discussion and learning around the difficult issues raised during the seminar. Participants will have their own room, private bathroom and shower, with all necessary amenities provided.
  - Total Price: $35 per night x 6 nights = $210 (estimate) - Final cost on post travel sponsor form

Meals

- Breakfast, lunch, dinner and 1-2 coffee breaks per day are provided to all participants of the seminar during the course
- On their travel days (Aug. 18th and 24th), meals are provided based on their travel itinerary
- Total Price: $300 per person (estimate) - Final cost on post travel sponsor form

Tours of Auschwitz-Birkenau

- Privately guided tours of Auschwitz I and Birkenau on days 1 and 2 of the seminar (participants in groups of 4-5)
- Total Price: $45 per person (estimate) - Final cost on post travel sponsor form

Materials

- Bag, notebook, pen, folder, printed program, thumb drive containing reading materials for the course, and accompanying text "Confronting Evil: Engaging our Responsibility to Prevent Genocide", Dr. James Waller, Academic Programs Director, AIPR
- Total Price: $50 (estimate) - Final cost on post travel sponsor form

Total Estimated Cost of Attendance:

Sandra Ung: $1942.43 USD
Anthony Lemma: $1811.33 USD
Seminar Agenda (Summary & Hourly)

Raphael Lemkin Seminar for Promoting and Protecting Civil and Human Rights
Oswiecim, Poland

Summary of the Program

Monday, August 19 – Introductions and Context
• Opening of Raphael Lemkin Seminar for Promoting and Protecting Civil and Human Rights
• Introduction to the Concepts of Genocide, Atrocity Crimes, and Prevention
• The Holocaust: The Death of Democracy and the Rise of Nazism (1933-1939)
• Guided Study Visit: Auschwitz I

Tuesday, August 20 – Process and Place
• The Holocaust: The Final Solution as Process (1939-1945)
• Between Memory, Commemoration and the Authentic Site: Auschwitz as a Reference Point for Contemporary Societies
• Background Briefing: Auschwitz II-Birkenau
• Guided Study Visit: Auschwitz II-Birkenau
• Survivor Art Exhibit: "The Labyrinth" by Marian Kolodziej
• Group Debriefing of Auschwitz Experience

Wednesday, August 21 – Identity-Based Marginalization and Violence
• Identity in Deeply Divided Societies
• Exercise: Understanding Personal and Social Identities
• Becoming Evil: The Psychology of How Ordinary People Commit Atrocities
• Protection Approaches: Prevention of Identity-Based Marginalization and Violence

Thursday, August 22 – Continuum of Atrocity Prevention: Upstream, Midstream, and Downstream
• Upstream Atrocity Prevention: Risk Factors in Deeply Divided Societies
  o Case Studies: Representation of Native American and African American Experiences in US History
• Midstream Atrocity Prevention: Responding to Attacks on Civil and Human Rights
  o Case Study: 2017 Hate Crime Statistics Report
• Downstream Atrocity Prevention: Rebuilding Deeply Divided Societies
  o Case Study: Trauma and Mental Health Legacies of Identity-Based Marginalization and Violence

Friday, August 23 – Genocide and Atrocity Prevention in Action
- Capstone Simulation: Promoting and Protecting Civil and Human Rights in the US
- The Way Forward: Lessons Learned and Next Steps
- Private Seminar Wrap Up with Congressional Staffers
- Closing Dinner and Certificate Distribution

**Hourly Agenda**

**Saturday, August 17**

16:21 Departure of Staffers Anthony Lemma and Sandra Ung on flight DL 46 from JFK Airport (NYC) landing at Amsterdam Airport (Netherlands) at 5:55 local time on August 18th

18:27 Departure of Staffer Christopher Quintyne on flight DL 2613 from Baltimore Airport landing at Atlanta Hartsfield Jackson Airport at 20:26 local time

22:40 Departure of Staffer Christopher Quintyne on flight DL 9375 from Atlanta Airport landing at Amsterdam Airport at 12:55 local time on August 18th

**Sunday, August 18**

9:20 Departure of Staffers Anthony Lemma and Sandra Ung on flight DL 9584 from Amsterdam to Krakow Airport

11:15 Pick up of Staffers Anthony Lemma and Sandra Ung at Krakow Airport on flight DL 9584 from Amsterdam (drive to seminar location in Oświęcim is roughly 45 minutes)

15:00 Late Lunch at Dialogue Centre
1. M. Kolbego St.
32-602 Oświęcim
http://www.cdim.pl/en

14:20 Departure of Staffer Christopher Quintyne from Amsterdam Airport on flight DL 9651 to Krakow Airport

16:15 Pick up of Staffer Christopher Quintyne at Krakow Airport on flight DL 9651 from Amsterdam (drive to seminar location in Oświęcim is roughly 45 minutes)

20:00 Dinner and Meet-and-Greet at Dialogue Centre

**Monday, August 19 – Introductions and Context**
7:00  Breakfast

7:45  Bus Departs Dialogue Centre for Auschwitz-Birkenau State Museum Conference Room (Block 23)

8:15-8:45  Opening of Raphael Lemkin Seminar for Promoting and Protecting Human Rights
   • Ms. Samantha Capicotto, Director of Policy and Planning, Auschwitz Institute for Peace and Reconciliation (AIPR)
   • Dr. Andrzej Kacorzyk, Deputy Director, Auschwitz-Birkenau State Museum
   • Dr. James Waller, Cohen Professor of Holocaust and Genocide Studies, Keene State College (NH-US) and Director of Academic Programs, AIPR

8:45-10:15  Introduction to the Concepts of Genocide, Atrocity Crimes, and Prevention
Dr. James Waller, Keene State College/AIPR
Handout: Definitions of Genocide and Mass Atrocity Crimes
Relevancy to Official Duties: This module will provide our participants with a foundational understanding of the legal concepts of genocide and other atrocity crimes, as well as an overview of what is ‘atrocity prevention’ as a concept and a field of practice. This module ensures that our participants have the requisite vocabulary necessary to understand all the information that will be provided to them in the training modules that follow. The content is relevant for their official duties in that they are engaging in atrocity prevention through working on issues of human and civil rights, but they may not classify it as such and therefore are not using all the tools they have at their disposal to protect and expand those rights. Those tools will be provided throughout the remainder of the week.

10:15-10:30  Coffee Break

10:30-12:00  The Holocaust: The Death of Democracy and the Rise of Nazism (1933-1939)
Dr. James Waller, Keene State College/AIPR
Handout: Nazi Party Platform (1920)
Relevancy to Official Duties: This module will provide our participants with an understanding of the process by which the Holocaust was perpetrated. It is the first case study of this training curriculum that will be used by our instructional team to
impair upon our participants the understanding that genocide is in fact a process that takes many years to perpetrate by its architects. Because it is a process, there are ways to recognize its signs and symptoms and the ability to prevent it from unfolding further at many stages. This module will walk the participants through the historical perpetration of the Holocaust from its early beginnings to the end result, which is Auschwitz, where they will be physically sitting. It is relevant to the work of our Staffers because they will start to recognize the parallels in the early stages of the Holocaust to the issues that we are facing today in the US. This is not to say that we will have genocide in the US, but it is important for them to recognize that we do have risk factors that must be addressed and their work on human and civil rights issues may be framed as atrocity prevention for this reason.

12:15-13:00  Lunch Break – Imperial Hotel

13:15-16:15  Guided Study Visit: Auschwitz I (smaller groups)
Guides from Auschwitz-Birkenau State Museum
Relevancy to Official Duties:

- Physically walking through the camp of Auschwitz I (the concentration camp of the Auschwitz Complex) imparts a gravity to the importance of working on atrocity prevention that few other sites can convey. This tour consists of the Auschwitz I concentration camp main exhibition, including converted barracks containing exhibits of shoes, suitcases, clothes and other personal effects of the murdered victims of the camps. The exhibition also includes a full historical description of the Nazi concentration and extermination camp system throughout Europe, deportation statistics and information and other descriptions of how the Holocaust was physically perpetrated by the Nazi regime along with visual aides. The tour additionally entails a walk through of the original gas chamber at Auschwitz I and an exhibit about how the killing was perpetrated using the gas chambers and crematoria system at the camps.

- Their tour guide will be one of the Museum’s most seasoned guides with at least 7 years of experience in conducting tours of the camps. Our guides hold scholarly degrees as high as the PhD level in Holocaust and Genocide Studies, as well as other related fields. Their knowledge is extensive on this topic, and they will be able to answer any questions our participants pose on the Holocaust and WWII.

- Our congressional staffers are engaging in efforts to prevent civil and human rights abuses here at home in the U.S. (the early warning signs of atrocity) and it is imperative that they boost their efforts in this time of rising risk factors for atrocity crimes. Touring Auschwitz I, one of the most horrific sites of genocide in our human history, will provide them with a first
person view of what happens when we do not work to prevent. The Holocaust started with many of the risk factors that we currently see in the U.S. and so it is imperative that they continue to focus on promoting and protecting human and civil rights through the various legislative initiatives and programs in their districts they are engaging in and may engage in in the future.

16:30 Bus Departs Auschwitz I for Dialogue Centre
18:45 Bus Departs Dialogue Centre for Stara Poczta Restaurant
19:00 Dinner at Stara Poczta Restaurant in Galicja Hotel
21:00 Bus Returns to Dialogue Centre

Tuesday, August 20 – Process and Place

7:00 Breakfast

7:45 Bus Departs Dialogue Centre for Auschwitz-Birkenau State Museum Conference Room (Block 23)

8:15-9:45 The Holocaust: The Final Solution as Process (1939-1945)
Dr. James Waller, Keene State College/AIPR
Relevancy to Official Duties: This module will provide our participants with an understanding of the broader field of genocide studies and its methodology for studying this human phenomenon as a process. It is a continuation of the first day's module on the topic, but focuses much more on the classified stages of genocide as academic theory and the application of this theory to the real world events of the Holocaust. This again becomes relevant to our Staffers' abilities to recognize risk patterns for atrocity crimes against vulnerable groups in their constituencies they may or may not be working with yet concerning human and civil rights protection. We hope they will begin to apply this lens to their communities when they return home.

9:45-10:00 Coffee Break

10:00-11:15 Between Memory, Commemoration and the Authentic Site: Auschwitz as a Reference Point for Contemporary Societies
Dr. Alicja Bialecka, Representative for the New Main Exhibition, Auschwitz-Birkenau State Museum
Reading: Selections from The Holocaust: Voices of Scholars, edited by Jolanta Ambrosevic-Jacobs (Auschwitz-Birkenau State Museum, 2009).
Relevancy to Official Duties: This module will provide our participants with a deeper understanding of how the Auschwitz-Birkenau Museum has memorialized and continues its commemoration of the Holocaust. The politics of this is extremely complex because the site itself means different things to different victim groups. How to tell their stories of what happened to them on this site is an immense challenge and taking time to process the work of the Museum will help provide our Staffers with the opportunity to think about the ways they engage with and memorialize groups in their communities who may be victims of atrocities, such as diaspora and immigrant communities, the Native American community and the African American community to name a few.

11:15-11:45 Background Briefing: Auschwitz II-Birkenau
Dr. Piotr Setkiewicz, Chief Historian, Auschwitz-Birkenau State Museum
Relevancy to Official Duties: This module will provide our participants with an explanation of what they are going to experience on the tour of Birkenau in the afternoon. This briefing gives a full history of how the camp was built, staffed, run and subsequently partly destroyed by the Nazis shortly before liberation. Without this briefing, the tour would not be as impactful for our participants.

11:45 Bus Returns to Dialogue Centre

12:00-12:45 Lunch Break – Dialogue Centre

12:45 Bus Departs from Dialogue Centre to Auschwitz II-Birkenau

13:00-16:15 Guided Study Visit: Auschwitz II-Birkenau (smaller groups)
Reading: Selection from Primo Levi's *If This Is a Man (Survival in Auschwitz)*, translated by Stuart Woolf (1959), pp. 19-27.
Relevancy to Official Duties:

- This walking tour will encompass Auschwitz II-Birkenau, the death camp of the Auschwitz complex. It is the largest graveyard in the world, where 1.5 million people, mostly Jews, were murdered during the years of 1942 – 1945. Our participants will physically walk in the footsteps of the victims from their arrival to the camp when they stepped off the train and were classified by the Nazi staff, to their entrance into the gas chamber where they were killed. The participants will thus visit the classification area, prisoner barracks and will walk along the 'path of death' until they reach the intake center where victims were stripped of their clothes and belongings, shaved and told they were going to be taking a shower to be cleaned. The tour ends at the main memorial site within the camp, which is near the remains of the destroyed gas chamber, and includes the hall with thousands of photos of victims, collected by the Nazi staff who confiscated their personal effects.
• This tour differs from Auschwitz I in that there are no ‘museum exhibits’. Birkenau has been completely preserved by the Museum Staff since the day it was liberated by the Allied Forces, and thus provides a different experience to our participants from the more traditional exhibition they viewed the previous day at Auschwitz I. They will have the same guide as the previous day’s tour and so they will be very comfortable in their group setting by this time.

• For our Congressional Staffers, once again they are engaging in efforts to prevent civil and human rights abuses here at home in the U.S. and it is imperative that they boost their efforts in this time of rising risk factors for atrocity crimes, so that we do not arrive at a place like Birkenau. It seems unimaginable that our current society could perpetrate such evil, but history tells us that we have before and we will again if we do not prevent. The remaining modules throughout the week will focus on expanding the toolbox our Staffers have at their disposal to contribute to prevention in the US.

16:30 - 17:00 Bus Departs Auschwitz II-Birkenau for St. Maximilian Kolbe Centre at the Franciscan Monastery in Harmez
Survivor Art Exhibit: “The Labyrinth” by Marian Koldziej
This site visit is relevant to the participants (congressional staffers and other USG officials) in the following ways:

• The exhibition is of the extensive hand drawn artworks of a Polish Jewish survivor of Auschwitz. The drawings depict the extreme horror and trauma of his experience and that of the other prisoners. The drawings were done from 1993, after he suffered a stroke, until his death in 2009.

• The exhibition gives our participants the ability to see Auschwitz, and the experience of atrocity, through the eyes of a single survivor of the camps. It provides a deeper understanding of the legacy of trauma that lives on for decades after the atrocity crimes take place and yet even more reason to work steadfastly towards prevention. The cost is just too great if we do not prevent, and this exhibition allows our participants to see and feel a survivor’s pain, driving home this understanding of the need to act now through their work on civil and human rights protection.

17:15 Bus Returns to Dialogue Centre
18:00 Dinner – Dialogue Centre
19:00 – 20:00 Group Debriefing of Auschwitz Experience
Dialogue Centre – 3rd Floor Meeting Room
Facilitator: Dr. James Waller, Keene State College/AIPR


Relevancy to Official Duties: We have found over the years of conducting these trainings that if we do not create time in the agenda for our participants to share their emotions and their experiential reaction to what they have witnessed over these first two days, they run the risk of being so overwhelmed and upset that they shutdown and become unable to engage in the learning process for the remainder of the training. We therefore conduct this informal debriefing to give them the opportunity to voice some of what they are feeling and begin the effort of processing their experience together. It helps immensely in ensuring that they are open and focused for the learning that will take place throughout the rest of the week.

Wednesday, August 21 - Identity-Based Marginalization and Violence

7:30  Breakfast – Dialogue Centre

8:30-9:00  Welcome to the Centre for Dialogue and Prayer
Ms. Gosia Waligora, Officer for Polish Affairs, AIPR

9:00-10:30  Identity in Deeply Divided Societies
Dr. James Waller, Keene State College/AIPR


Relevancy to Official Duties: This module will provide our participants with an understanding of the politics of identity in a society that suffers from polarization and social division across many aspects of that society. It is important to recognize what identity means to both the victims and the perpetrators of atrocity crimes, and how identity plays a role in the stages of those crimes. The module then provides our participants with further tools to identify fissures in society that may lead to atrocities down the road. This is relevant to our Staffers’ official duties because they are tackling issues in the US concerning immigrant rights, educational disparities among marginalized groups, women and children’s rights, policing of vulnerable groups and other issue areas where identity plays a key role in the life experience of a person here in the US.

10:30-10:45  Coffee Break

10:45-12:15  Exercise: Understanding Personal and Social Identities
Mr. Vahidin Omanovic, Center for Peacebuilding (Sanski Most, BiH)

Relevancy to Official Duties: This module includes an exercise where our participants are each asked to write down six of their most important identities.
These identities could be sister, brother, Congressional Staffer, activist, wife, etc., but they must be the six identities each participant feels is most crucial to their understanding of self. Then Mr. Omanovic will begin asking the participants to cross out the ‘less important’ identities until they are left with their one most crucial identity. The process of crossing out identities is extremely difficult for the participants – think about choosing between wife and mother for example – and they often feel angry about having to choose and get the sense that they are being denied their identity. This is exactly how a victim of atrocity feels when a perpetrator denies them all of their identities except for one – Jew, Rohingya, immigrant, etc. To feel this pain is to then become motivated to prevent it from happening by engaging in work to protect and promote the civil and human rights of their constituencies.

12:15-13:00  Lunch Break – Dialogue Centre

13:15-15:00  Becoming Evil: The Psychology of How Ordinary People Commit Atrocities
Dr. James Waller, Keene State College/AIPR
Relevancy to Official Duties: This module provides our participants with an understanding of how an ordinary person such as you or I becomes capable of committing extraordinary evil. Dr. Waller focuses on the process by which a friend, community leader and neighbor becomes a rank and file killer during the Rwandan Genocide. The goal of this module is to ensure that our participants become fully aware of how susceptible we all are as human beings to becoming killers under the right circumstances. It is thus important to know what those circumstances are so that we have a hope of preventing them, and we prevent them through many of the legislative initiatives and programs that our Staffers are working on or could be working on in the near future.

15:00-15:15  Coffee Break

15:15-16:45  Protection Approaches: Prevention of Identity-Based Marginalization and Violence
Dr. Kate Ferguson, Co-Executive Director, Head of Research and Policy, Protection Approaches (UK)
Relevancy to Official Duties: In developed societies such as the US and the UK, early warning signs of the process of atrocity often begin with individual acts of human and civil rights abuse, as well as identity-based violence and marginalization of vulnerable groups. These groups may include religious communities, certain immigrant or diaspora communities, as well as racial and ethnic groups. This module will provide an overview of how such groups become marginalized in a society and the various policy tools and preventive mechanisms that our Staffers and other participants can employ to build spaces for inclusion. We hope that our Staffers will then incorporate some of these tools and policy directives into their existing efforts concerning civil and human rights protection and advocacy.

16:45-17:00  Wrap-Up and Closing Announcements

19:00  Bus Departs Dialogue Centre for La Rossa Restaurant
19:30  Pub Dinner – La Rossa Restaurant
21:00  Early Bus Returns to Dialogue Centre
23:00  Late and Final Bus Returns to Dialogue Centre

Thursday, August 22 – Continuum of Atrocity Prevention: Upstream, Midstream, and Downstream

7:30  Breakfast – Dialogue Centre

8:30-8:45  Upstream Atrocity Prevention: Risk Factors in Deeply Divided Societies
Dr. James Waller, Keene State College/AIPR
Handout: "Risk Factors Summary"

Relevancy to Official Duties: This brief module is to give our participants a foundational understanding and overview of early risk factors for atrocity crimes. It is meant to be an introduction for the case studies coming up next in the agenda.

8:45-10:15  Case Study: Representation of Native American Experiences in US History
Mr. Kerri Malloy, Native American Studies, Humboldt State University

Relevancy to Official Duties: Our Staffers are engaging on issue areas in their work that involve the civil and human rights of the Native American community in their constituencies through working on topics such as education, policing, political access and women’s and children’s rights. It is important for them to have a deeper understanding of not only the historical atrocities that were committed against this community, but the continuing oppression and marginalization that they face in order to develop proper policies and programming to heal wounds and build
inclusion. This module will provide the knowledge and tools to start engaging in this work.

10:15-10:30  Coffee Break

10:30-12:00  Case Study: Representation of African American Experiences in US History
Ms. Dina Bailey, Director of Methodology and Practice, International Coalition of Sites of Conscience
Relevancy to Official Duties: Similarly to the previous module, the African American community in the US continues to experience state-sponsored discrimination, marginalization, oppression and in some cases atrocity. Our society on the whole may be working towards reconciliation, social inclusion and justice for victims, but we continue to face grave challenges that present a heightened degree of risk for atrocity crimes against this community. Our Staffers are currently engaged in many initiatives to address these risks, but they are not framed as atrocity prevention programs and therefore do not use some of the mechanisms and tools from this field that could prove more effective than existing approaches. This module will provide them with this expanded toolbox for their work with this community.

12:00-12:45  Lunch Break – Dialogue Centre

13:00-13:15  Midstream Atrocity Prevention: Responding to Attacks on Civil and Human Rights
Handout: “Compartmental Response Tools”
Relevancy to Official Duties: This brief module is to give our participants a foundational understanding and overview of response tools and crisis management mechanisms for atrocity crimes that are ongoing. It is meant to be an introduction for the case study coming up next in the agenda.

13:15-14:45  Case Study: 2017 Hate Crime Statistics Report
Ms. Nakia Ellis, Intelligence Analyst, Public Corruption, FBI Civil Rights Intelligence Unit
Reading: 2017 Hate Crime Statistics Report
Relevancy to Official Duties: This module will provide participants with an overview of the federal statute for hate crimes, defining such crimes in legal terms. It will also provide participants with the ability to identify hate crimes in their communities against victims of vulnerable groups. Finally the module will provide a statistical analysis of patterns of perpetration in terms of geographic locations relevant to our participants and the types of victims most targeted. Our Staffers are currently engaging in policy efforts and programming concerning this area of
risk for members of their community and so they must have the most accurate and up to date knowledge of this reporting by the FBI.

14:45-15:00 Coffee Break

15:00-15:15 Downstream Atrocity Prevention: Rebuilding Deeply Divided Societies
Dr. James Waller, Keene State College/AIPR
Relevancy to Official Duties: This brief module is to give our participants a foundational understanding and overview of response tools and transitional justice mechanisms for atrocity crimes that have been perpetrated in the past and must be prevented from happening again in the future. It is meant to be an introduction for the module coming up next in the agenda.

15:15-16:45 Trauma and Mental Health Legacies of Identity-Based Marginalization and Violence
Prof. Peter McBride, Group Chief Executive, Inspire (Northern Ireland)
Reading: "The Scale of Conflict-Related Trauma in Northern Ireland" (2018).
Relevancy to Official Duties: There are many groups in US society that have experienced long-term marginalization, discrimination and violence. The result is a collective trauma that must be understood by any actor who is working towards healing, reconciliation and prevention of further victimization. Given that our Staffers are working on issues concerning the civil and human rights of members of these groups in the US, and particularly in a localized fashion in their districts, they must have an understanding of this collective trauma and how that affects whether a policy initiative or program will be successful in producing preventive outcomes.

16:45-17:00 Wrap-Up and Closing Announcements

18:00 Dinner – Dialogue Centre

Friday, August 23 – Genocide and Atrocity Prevention in Action

7:30 Breakfast – Dialogue Centre

8:30-10:30 Capstone Simulation: Promoting and Protecting Civil and Human Rights in the US
Facilitators: Dr. James Waller, Keene State College/AIPR and Dr. Tibi Galis, Executive Director, AIPR

10:30-11:30 Simulation Debriefing

Relevancy of Capstone to Official Duties: This simulation exercise and debriefing entails each of our participants being assigned a role or job in the context of a rising
crisis of atrocity in the US. Our Staffers will be given a role that is relevant to their actual position in Congress and their task will be to apply the skills they’ve acquired throughout the week along with the experience they brought to the seminar to develop a preventive approach to this set of risks with their participant colleagues. We hope that it will give them a strong sense of how to implement this work when they get back home to their offices, as the risks they will be addressing are being experienced in the US right now.

11:30-12:15 Lunch Break – Dialogue Centre

12:30-14:00 The Way Forward: Lessons Learned and Next Steps
Facilitators: Dr. Tibi Galis, Executive Director, AIPR, Ms. Samantha Capicotto, Director of Policy and Planning, AIPR, and Mr. Jack Mayerhofer, Chief of Staff, AIPR

14:00-14:15 Coffee Break

14:15-15:00 Seminar Wrap-Up, Introduction to Alumni Network, Fellowship Program, and Group Photo
Dr. James Waller, Keene State College/AIPR, Dr. Tibi Galis, Executive Director, AIPR, Ms. Samantha Capicotto, Director of Policy and Planning, AIPR, and Mr. Jack Mayerhofer, Chief of Staff, AIPR

Relevancy to Official Duties: The Way Forward module and wrap up session are designed to provide a debrief of the entire week of training and examples of how our participants can use what they’ve learned to develop preventive policy initiatives, programs and other projects when they return to their homes offices. We as an organization will continue to provide support in the form of further training, education and technical assistance opportunities, and we will present these opportunities during these two sessions, along with examples of programs and initiatives alumni of other trainings have engaged in following their time with us at Auschwitz.

15:30 – 16:30 Private Seminar Wrap-Up with Congressional Staffers
Facilitators: Dr. Tibi Galis, Executive Director, AIPR, Ms. Samantha Capicotto, Director of Policy and Planning, AIPR, and Mr. Jack Mayerhofer, Chief of Staff, AIPR

Relevancy to Official Duties: This hour with the Staffers will be spent speaking to them specifically about the current issue areas they are working on that can be expanded upon using the atrocity prevention tools and mechanisms they acquired during the week. We’d like to use this time to already identify areas of risk in their districts that they can focus on when they return to their office and discuss actions to be taken with their Representatives. We will also share with them the specific ways in which we can continue to support their efforts in this area following this seminar.
18:00  Closing Dinner and Certificate Distribution  
Portobello Restaurant, Oswiecim

Saturday, August 24

4:00  Departure from Center for Dialogue to Krakow Airport for Staffers Anthony Lemma and Sandra Ung for flight DL 9631 departing at 6:40 and landing in Amsterdam at 8:40 local time

9:00  Departure from Center for Dialogue to Krakow Airport for Staffer Christopher Quintyne for flight DL 9634 departing at 11:50 and landing in Amsterdam at 13:50

9:55  Departure of Staffers Sandra Ung and Anthony Lemma from Amsterdam Airport flying to JFK Airport (NYC) on flight DL 47 landing at 12:05 local time

17:00  Departure of Staffer Christopher Quintyne from Amsterdam Airport flying to Atlanta Airport on flight DL 9374 landing at 20:25 local time

22:08  Departure of Staffer Christopher Quintyne from Atlanta Airport flying to Baltimore Airport on flight DL 1924 landing at 00:05 (12:05am) on Sunday, August 25th

"Human rights are universal and indivisible. Human freedom is also indivisible; if it is denied to anyone in the world, it is therefore denied, indirectly, to all people. This is why we cannot remain silent in the face of evil or violence; silence merely encourages them."

Vaclav Havel