



U.S. House of Representatives

COMMITTEE ON ETHICS

Employee Post-Travel Disclosure Form

Original Amendment

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.

- Name of Traveler: Emma Norvell
- a. Name of Accompanying Relative: _____ **OR** None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
- a. Dates: Departure: August 18, 2019 (Arrival Aug. 19) Return: Depart Aug. 26, 2019 (Arrival Aug. 27)
 b. Dates at Personal Expense, if any: _____ **OR** None
- Departure City: Arlington, VA Destination: Zambia, Botswana, Ni Return City: Arlington, VA
- Sponsor(s), Who Paid for the Trip: Conservation International Foundation
- Describe Meetings and Events Attended: We met with local directors of programming for projects on the ground in the region as well as members of a conservancy in Namibia working w local tribes to secure exectuve conservation
- Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
 - a completed *Sponsor Post-Travel Disclosure Form*;
 - 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*;
 - page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - the letter from the Committee on Ethics approving my participation on this trip.
- 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: _____

LEGISLATIVE RESOURCE CENTER
2019 SEP 10 AM 9:24
OFFICE OF THE CLERK OF THE HOUSE OF REPRESENTATIVES

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

Signature of Traveler: Date: 9/9/19

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: Rep Gilbert R Cisneros Jr Date: 9/9/19

Signature of Supervising Member:

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COMMITTEE ON ETHICS

Sponsor Post-Travel Disclosure Form

Original Amendment

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.

- Sponsor(s) who paid for the trip: Conservation International (primary trip sponsor)
Gordon and Betty Moore Foundation (grantmaking sponsor)
- Travel Destination(s): Zambia, Botswana, Namibia (Okavango Delta river Basin)
- Date of Departure: August 18, 2019 (Arrival Aug. 19) Date of Return: Depart Aug. 26, 2019 (Arrival Aug. 27)
- Name(s) of Traveler(s): Chris Crawford, Emma Norvell, Eric Amidon, Iain Hart, John Insinger (Senate staffer)
Note: You may list more than one traveler on a form only if all information is identical for each person listed.
- Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

Good Faith Estimate	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$3,941.5	\$2,302.58 (Single) \$1835.83 (Double room)	\$787.67	\$50 Visa fees for Zambia
Accompanying Family Member	N/A	N/A	N/A	N/A

- 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: *J. James Roth* Date: 9/9/19

Name: James Roth Title: Senior Vice President, GPGR

Organization: Conservation International

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

Address: 2011 Crystal Dr. #600, Arlington, VA 22202

Telephone: 703-341-2400 Email: jroth@conservation.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.



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TRAVELER FORM

1. Name of Traveler: Emma Norvell
2. Sponsor(s) who will be paying for the trip: Conservation International Foundation
3. City and State **OR** Foreign Country of Travel : Zambia, Botswana, Namibia (Okavango Delta river Basin)
4. a. Date of Departure: August 18, 2019 (Arrival Aug. 19) Date of Return: Depart Aug. 26, 2019 (Arrival Aug. 27)
 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.

As the Legislative Director for Congressman Cisneros, a member of the House Armed Services Comm,
I oversee the Congressman's national security priorities and will benefit from direct exposure to the ties
between international conservation and national security interests.

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

7/19/2019



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 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: Conservation International Foundation
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box:
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors: _____
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 find list attached
5. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
6. Date of Departure: August 18, 2019 (Arrival Aug. 19) Date of Return: Depart Aug. 26, 2019 (Arrival Aug. 27)
7. a. City of departure: Arlington, VA
b. Destination(s): Zambia, Botswana, Namibia (Okavango Delta river Basin)
c. City of return: Arlington, VA
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: _____



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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:

See attached addendum

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

Commercial Bush flights are required because road travel would present safety or security risks and take a prohibitively long time (8+ hours).

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): The approximate cost per person per day is \$51-\$140. These prices reflect the only meal options available at the remote sites.

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

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

Hotel Name: Please find attached City: _____ Cost Per Night: _____

Reason(s) for Selecting: _____

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:*



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18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$2,241.50	\$2,669.50	\$1,605
For each Accompanying Family Member	N/A	N/A	N/A

	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	N/A	N/A
For each Accompanying Family Member	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 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:  Date: 007188199

Name: Richard B. Nash

Title: SVP and General Counsel

Organization: Conservation International Foundation

Address: 2011 Crystal Drive, Suite 600, Arlington, VA 22202

Telephone: 703-341-2411

Email: nash@conservation.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

Theodore E. Deutch, Florida
Chairman
Kenny Marchant, Texas
Ranking Member

Grace Meng, New York
Susan Wild, Pennsylvania
Dean Phillips, Minnesota
Anthony Brown, Maryland

John Ratcliffe, Texas
George Holding, North Carolina
Jackie Walorski, Indiana
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

David W. Arrojo
Counsel to the Chairman

Christopher A. Donesa
Counsel to the Ranking Member

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

August 15, 2019

Ms. Emma Norvell
Office of the Honorable Gilbert Ray Cisneros, Jr.
431 Cannon House Office Building
Washington, DC 20515

Dear Ms. Norvell:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Namibia, Botswana, and Zambia,¹ scheduled for August 18 to 27, 2019, sponsored by Conservation International, with financial support from the Gordon and Betty Moore Foundation.

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.

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,

A handwritten signature in blue ink, appearing to read "Theodore E. Deutch". The signature is fluid and cursive, with the first name being the most prominent.

Theodore E. Deutch
Chairman

A handwritten signature in blue ink, appearing to read "Kenny Marchant". The signature is cursive and somewhat stylized, with the first name being the most prominent.

Kenny Marchant
Ranking Member

TED/KM:mso

Primary Trip Sponsor Form Addendum

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:

Founded in 1987, Conservation International (CI) has worked with partners to protect more than 1.5 billion acres of the most critical landscapes and seascapes around the world. Today, the ties between conservation and security are clear. The world is less safe when criminals profit from stealing and poaching its wildlife and natural resources. Shortages of freshwater, food, and other natural resources lead to instability and conflict. Educating our guests on the need of targeted U.S. investment in international conservation and how these efforts contribute to America's long-term foreign policy objectives and enhance U.S. security. CI is the organizing/conducting trip sponsor.

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

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

Last year Congress passed the Defending Economic Livelihoods and Threatened Animals (DELTA) Act, legislation that specifically targets preservation of the Okavango Delta and the waterways and migrating wildlife that depend on it. Now law, the DELTA Act authorizes the U.S. Government to provide assistance for resource management and to combat illegal poaching and wildlife trafficking - deemed by Congress as national security threats to the United States. This trip will give senior Congressional staff a ground-level perspective on how the DELTA Act will help stabilize and preserve this large, remote and critically important region.

16. Reason(s) for Selecting:

Each specific lodge was chosen based on security concerns on the ground and proximity to those sites most important to accomplishing the educational purposes of the trip. Lodging close to these sites is quite limited and the chosen lodges were the best options available in close proximity to the sites that also permitted the group to stay together in a safe and secure hotel. Additional detail provided where appropriate in the table below:

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

Hotel Name: Avani Resort City: Livingstone, Zambia Cost Per Night: \$201.60

Reasons for Selecting: Best option available to keep the group together in the same location for security and proximity.

Hotel Name: Cresta Mowana Safari Resort City: Kasane, Botswana Cost Per Night: \$382.95

Reasons for Selecting: Selected due to location of the Elephant Protection Initiative and availability in Chobe National Park during peak season.

Hotel Name: Lianshulu Bush Lodge City: Lianshulu, Namibia Cost Per Night: \$192.00

Reasons for Selecting: Availability in the Kavango-Zambezi (KAZA) Transfrontier Conservation area and to keep the group together in the same location for security and proximity.

Hotel Name: Capture Africa Mobil Camp City: Okavango, Botswana Cost Per Night: \$659.00

Reasons for Selecting: It is important to stay in the Okavango Delta to showcase the conservation work within the region. Accommodations in the Okavango delta are expensive due to the rural and remote nature of the area. The group will be staying in canvas tents at this site to keep the costs as low as possible

Primary Trip Sponsor Form Addendum

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:

Founded in 1987, Conservation International (CI) has worked with partners to protect more than 1.5 billion acres of the most critical landscapes and seascapes around the world. Today, the ties between conservation and security are clear. The world is less safe when criminals profit from stealing and poaching its wildlife and natural resources. Shortages of freshwater, food, and other natural resources lead to instability and conflict. Educating our guests on the need of targeted U.S. investment in international conservation and how these efforts contribute to America's long-term foreign policy objectives and enhance U.S. security. CI is the organizing/conducting trip sponsor.

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

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

Last year Congress passed the Defending Economic Livelihoods and Threatened Animals (DELTA) Act, legislation that specifically targets preservation of the Okavango Delta and the waterways and migrating wildlife that depend on it. Now law, the DELTA Act authorizes the U.S. Government to provide assistance for resource management and to combat illegal poaching and wildlife trafficking - deemed by Congress as national security threats to the United States. This trip will give senior Congressional staff a ground-level perspective on how the DELTA Act will help stabilize and preserve this large, remote and critically important region.

16. Reason(s) for Selecting:

Each specific lodge was chosen based on security concerns on the ground and proximity to those sites most important to accomplishing the educational purposes of the trip. Lodging close to these sites is quite limited and the chosen lodges were the best options available in close proximity to the sites that also permitted the group to stay together in a safe and secure hotel. Additional detail provided where appropriate in the table below:

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

Hotel Name: Avani Resort City: Livingstone, Zambia Cost Per Night: \$201.60
Reasons for Selecting: Best option available to keep the group together in the same location for security and proximity.

Hotel Name: Cresta Mowana Safari Resort City: Kasane, Botswana Cost Per Night: \$382.95
Reasons for Selecting: Selected due to location of the Elephant Protection Initiative and availability in Chobe National Park during peak season.

Hotel Name: Lianshulu Bush Lodge City: Lianshulu, Namibia Cost Per Night: \$192.00
Reasons for Selecting: Availability in the Kavango-Zambezi (KAZA) Transfrontier Conservation area and to keep the group together in the same location for security and proximity.

Hotel Name: Capture Africa Mobil Camp City: Okavango, Botswana Cost Per Night: \$659.00
Reasons for Selecting: It is important to stay in the Okavango Delta to showcase the conservation work within the region. Accommodations in the Okavango delta are expensive due to the rural and remote nature of the area. The group will be staying in canvas tents at this site to keep the costs as low as possible

Southern Africa Congressional Trip

Dates: August 19-26 (on ground)

Day 1 (Aug 19) – Livingstone/Vic Falls, Zambia

- 12:30 PM** Flight from Washington, DC to Livingstone, Zambia arrives, clear customs
- 1:30 – 2:30 PM** Transfer to Avani Resort, check-in.
- 3:00 – 5:30 PM** Visit Victoria Falls where we will hear an overview of the upcoming trip, including the major conservation efforts by each organization, and how they relate to decision making by the U.S. Government.
- 5:30 – 7:00 PM** Welcome dinner.

Day 2 (Aug 20) – Chobe National Park, Botswana

- 6:30 – 11:00 AM** Road transfer from Livingstone to Kasane (clear customs at border)
- 11:00 – 12:00 AM** Check in to Cresta Mowana Safari Resort, Kasane, Botswana
- 12:00 – 3:00 PM** Lunch with **Ruud Jansen**, Executive Secretary of Gaborone Declaration For Sustainability in Africa to hear about the Elephant Protection Initiative (EPI)
- The Elephant Protection Initiative (EPI) is an Africa-led solution to the elephant crisis. Conservation International, along with Stop Ivory, are Co-Secretariats of the Initiative, which includes 18 African nations and 26 leading international NGOs and IGOs. EPI works to support and deliver upon two key international agreements: the 2010 African Elephant Action Plan – signed by all 38 African countries with remaining elephant populations – and the UN Sustainable Development Goals.
- 3:00 – 6:00 PM** Afternoon game drive to witness firsthand the Elephant prides, and other wildlife, benefitting from EPI conservation efforts.
- 7:00 – 8:30 PM** Dinner and further discussion on Elephant Protection Initiative, especially as it relates US Government involvement and decision making.

Day 3 (Aug 21) – Chobe National Park, Botswana

6:30 – 10:30 AM Early morning game drive to continue the viewing and discussion of the elephant prides and the conservation efforts in the region.

11:00 – 1:00 PM Lunch and discussion with **Julia Levin**, Country Director from Conservation South Africa.

Conservation International has been piloting work with communities to eliminate the sources of conflict between cattle farmers and wildlife protection and restore traditional rangelands. Conservation International is now expanding this successful program to Botswana.

2:00 – 5:00 PM Afternoon drive visit communities and wildlife rangelands to better understand the conflicts and solutions from a field perspective.

6:30 – 8:30 PM Dinner and presentation by WCS Central Africa Regional Director, **Emma Stokes**, regarding the successful model(s) of USG investment in CARPE.

The Central Africa Regional Program for the Environment (CARPE) is a long-term initiative of the United States Government to promote sustainable forest management, biodiversity conservation, and climate change mitigation in the Congo Basin through increased local, national, and regional natural resource management capacity.

Day 4 (Aug 22) – Caprivi Region, Namibia

9:00 – 10:00 AM Transfer to Kasane airport

10:00 – 10:30 AM Bush plane flight Kasane- Katima Mulilo Airport (clear customs)

11:30 – 11:45 AM Transfer to Lianshulu Bush Lodge, Zambezi Region, Namibia

12:00 – 1:00 PM Lunch

2:00 – 5:30 PM Afternoon drive to visit private concessions

Visit private concession connected with KAZA supporting changes in Namibia and Zambia's national policy framework, including giving communities the right to manage and benefit from their own wildlife. Getting that legal framework right is at the core of community-based conservation, and fundamental to the achievement of the KAZA vision.

7:00 – 8:30 PM Dinner and further discussion on the private concession visits, especially as it relates US Government involvement and decision making.

Day 5 (Aug 23) – Caprivi Region, Namibia

- 6:30 – 10:00 AM** Early morning drive to continue the site visits to communities within the private concessions.
- 11:30 – 2:00 PM** Lunch and discussion with representatives from the Kavango Zambezi Transfrontier Conservation Area (KAZA TFCA)
- KAZA TFCA was established to sustainably manage the Kavango Zambezi ecosystem, its heritage and cultural resources based on best conservation and tourism models for the socio-economic wellbeing of the communities and other stakeholders in and around the eco-region through harmonization of policies, strategies and practices.
- 3:00 – 6:30 PM** Visit community sites directly supported by KAZA TFCA
- 7:30 – 9:00 PM** Dinner and further discussion on the work KAZA TFCA is doing in the region, especially as it relates US Government involvement and decision making.

Day 6 (Aug 24) – Okavango Delta

- 8:00 – 11:00 AM** Flight Lianshulu Bush Lodge- Katima Mulilo (clear customs)-Kasane
- 11:30 – 12:00 PM** Transfer and check in Capture Africa Mobile Camp, Okavango Delta, Botswana
- 12:30 – 1:00 PM** Lunch with The Nature Conservancy Okavango Director Sekgowa Motsumi to discuss the conservation efforts of OKACOM (the Permanent Okavango River Basin Water Commission) as well as the impact of the recently enacted Defending Economic Livelihoods and Threatened Animals (DELTA) Act.
- Signed into law in December 2018, the Defending Economic Livelihoods and Threatened Animals (DELTA) Act, aims to promote sustainable economic growth through trans-boundary conservation programs in the Okavango River Basin. This DELTA Act directs the Department of State and the U.S. Agency for International Development to work with Angola, Botswana, Namibia, and neighboring countries to develop a strategy to: (1) promote responsible natural resource and wildlife management practices in the greater Okavango River Basin, (2) protect migration routes of elephants and other threatened wildlife species, (3) combat wildlife poaching and trafficking, (4) address local health needs, and (5) catalyze economic growth.

During the first-hand excursions OKACOM and Mr. Motsumi will discuss the potential impact of the DELTA Act and how the conservation and policy strategies being enacted in the region are critical for maintaining this incredible ecosystem.

- 2:30 – 4:30 PM** Afternoon mokoro (traditional canoe) excursion to highlight the region and gain a deeper understanding of the work of OKACOM, especially as it relates to the DELTA Act.
- 6:30 – 8:30 PM** Dinner with Okavango River Basin Commission (OKACOM) as well as Sekgowa Motsumi, TNC Okavango Director

Day 7 (Aug 25) – Okavango Delta

- 6:30 – 10:30 AM** Early morning boat trip with the intent of diving deeper into the Okavango Region, and exploring further into the bush to understand better the vast conservation issues of this unique region.
- 11:30 – 1:00 PM** Lunch and further discussion with staff from OKACOM
- 2:30 – 5:30 PM** Afternoon game drive to gain a terrestrial perspective to the conservation issues.
- 6:30 – 8:00 PM** Final farewell dinner, to include a discussion of all that we have seen and how the US Government involvement and decision making can greatly support these important and critical conservation efforts.

Day 8 (Aug 26) – Travel day

- 9:30 – 11:00 AM** Early afternoon flight to Maun International Airport
- 2:30 PM** International commercial flights home Maun

Invitations Sent

Conservation International has invited the following staffers on a seven-day trip to Africa due to their or their members efforts in the field of conservation.

First	Last	Position	Member
John	Insinger	Chief of Staff	Sen. Risch
Chris	Crawford	Chief of Staff	Rep. Carter
Eric	Amidon	Chief of Staff	Rep. Zeldin
Emma	Norvell	Legislative Director	Rep. Cisneros
Iain	Hart	Legislative Director	Rep. Garamendi
Brandt	Anderson	Subcommittee Staff Director	Sen. Young
Caren	Street	Chief of Staff	Rep. Bass
Mary	Chief	Chief of staff	Rep. Smith
Brian	Rell	Chief of Staff	Rep. Aderholt
John	Connell	Chief of Staff	Rep. Young
Eliza	Baker	District Director	Rep. Crenshaw
David	Karvelas	Chief of Staff	Rep. Buchanan
Jaqueline	Hsieh	Legislative Assistant	Rep. Meng
Elizabeth	Marbry	Senior Policy Advisor	EPW
Payn	Griffin	Deputy Chief of Staff	Rep. Brauns
Rachel	Gentel	Professional Staff	House Committee on Natural Resources
James	Langenderfer	Chief of Staff	Rep. Mast
Sarah	Nolin	Press Aid	Rep. Rooney
Luke	Hailand	Chief of Staff	Sen. Inhofe
Doug	Campbell	Deputy Staff Director	HFAC (D)
Jason	Steinbaum	Staff Director	HFAC (D)
Joshua	Woodward	Chief of Staff	YOHO
Brendan	Shields	Staff Director	HFAC (R)
Toni-Marie	Higgins	Chief of Staff	Sen. Boozman
Jason	Thielman	Chief of Staff	Sen. Daines
Michael	Neeham	Chief of Staff	Sen. Rubio
Chad	Kreikemeier	Chief of Staff	Sen. Shaheen
Lisa	Goeas	Chief of Staff	Sen. Ernst
Brennen	Britton	Chief of Staff	Sen. Moran
Curtis	Swager	Chief of Staff	Sen. Gardner
Michelle	Altman	Chief of Staff	Sen. Lankford
Stacey	McBride	Chief of Staff	Sen. Blunt
Dayne	Cutrell	Chief of Staff	Sen. Shelby
Matthew	Waldrip	Chief of Staff	Sen. Romney
Megan	Bell	Chief of Staff	Rep. Rogers
Clay	White	Chief of Staff	Rep. Stewart
Sean	Dillon	Deputy Chief of Staff	Rep. Granger
Johnna	Carlson	Chief of Staff	Rep. McCaul
Asher	Hildebrand	Chief of Staff	Rep. Price
Stacey	Palmer-Barton	Chief of Staff	Rep. Chabot
Joshua	Grogis	Chief of Staff	Rep. Cole

Jenifer	Bradley	Chief of Staff	Rep. Rutherford
Jonathon	Day	Chief of Staff	Rep. Wilson
Micah	Ketchel	Chief of Staff	Rep. Waltz
Ethan	Saxon	Chief of Staff	Rep. Sherrill
Andrew	Renteria	Chief of Staff	Rep. Fitzpatrick
Jessica	Carter	Chief of Staff	Rep. Rooney
Brittany	Lynch	Senior Professional Staff Member	Rep. Thompson

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July 16, 2019

Dear Ms. Norvell,

I am pleased to invite you on a seven-day trip to Southern Africa to experience firsthand how U.S. investment in international conservation efforts contribute to America's long-term foreign policy objectives and enhance U.S. economic and national security interests around the globe.

Trip participants will depart from the U.S. on Sunday, August 18, 2019, and meet with the rest of the delegation in Livingston, Zambia, on Monday, August 19. The trip ends with departure from Livingston on August 26. Conservation International will cover the cost of airfare, ground transportation, lodging and meals.

On this trip, we will learn about U.S.-supported efforts to combat wildlife trafficking and poaching to curb the damaging effects of the illicit wildlife trade. We will learn of the important role that cross-border collaboration has in protecting wildlife, enhancing ecotourism and providing adequate livelihoods to the 1 million residents of the Okavango River Basin. These conservation efforts play a significant role in protecting nature for the benefit of humanity.

Considering Southern Africa's vital role in regional and global biodiversity, we will see where international conservation efforts are proving to be highly successful and how lessons learned from this region can be applied to other regions around the globe.

During the trip there will be meetings with government officials from Botswana, Namibia and Zambia. We will also meet with regional U.S. Government officials, representatives from local non-governmental organizations, corporate partners and wildlife conservation experts.

Careful efforts have been made to make this experience valuable to your work. Therefore, we will provide you with brief reading materials that will provide information and insight into U.S.-supported conservation efforts in the region.

In closing, this trip has come together rather quickly and your decision to attend is requested as soon as possible, the Ethics Committees require travel paperwork to be submitted by July 19. We look forward to seeing you in Southern Africa.

Sincerely,

A handwritten signature in blue ink that reads "Dawson J. Hunter".

Dawson Hunter
Senior Director
U.S. Government and Policy
Conservation International

Southern Africa Congressional Trip

Dates: August 19-26 (on ground)

Congressional Interest in the Region

Last year Congress passed the Defending Economic Livelihoods and Threatened Animals (DELTA) Act, legislation that specifically targets preservation of the Okavango Delta and the waterways and migrating wildlife that depend on it. Now law, the DELTA Act authorizes the U.S. Government to provide assistance for resource management and to combat illegal poaching and wildlife trafficking - deemed by Congress as national security threat. This trip will give Sr. Congressional staff a ground-level perspective on how the DELTA Act will help stabilize and preserve this large, remote and critically important region.

Referencing the legislation, Members specifically referenced the endangered wildlife in the Okavango and surrounding region:

- **Congressman Engel:** *“Closer collaboration with our partners in Angola, Namibia, and Botswana will help support both the people and the wildlife living in the greater Okavango River Basin. Working together in a spirit of mutual respect, we can help promote sustainable development, prevent wildlife trafficking, and preserve this unique and irreplaceable ecosystem. That’s what this bill aims to do, and I’m glad to join with Representative Fortenberry and Chairman Royce in this bipartisan effort.”*
- **Congressman Royce:** *“Today the critical Okavango River Basin is near a breaking point. Unwise development and wildlife poaching and trafficking threatens to destroy this rare inland delta. To save this unique habitat, its iconic wildlife and the communities that rely on the responsible management of the watershed, we must strengthen coordination among governments in the region and leverage public-private partnerships. We’ve seen this work before, with the Congo Basin Forest Partnership.”*

To provide a thorough understanding of the DELTA Act and the people, wildlife and landscape that Members designed the legislation to impact, the detailed itinerary (below) was carefully put together. Each stage will transport congressional staff into areas within the Okavango Delta or that have a direct impact on the waterways and wildlife that traverse it, thereby providing a wholistic perspective of the ecosystem targeted by the DELTA Act. As Congress noted in the findings of the DELTA Act:

*(1) The greater Okavango River Basin, which ranges from the highland plateau of Angola to northeastern **Namibia** and northern **Botswana**, and also provides critical natural resources that sustain wildlife in **Zambia** and Zimbabwe, is the largest freshwater watershed in southern Africa.*

Considering the close proximity of wildlife and the illegal activity that Congress has targeted in the DELTA Act, lodging was selected to ensure safety of trip participants. As noted by Congressman Royce when referencing the criminals who operate in the Okavango Delta region:

“These deadly groups undermine regional stability. They spread violence. They disrupt local governance.”

Travel Day (Aug 18) Washington DC to Livingstone, Zambia

6:30AM- 7:54 AM United flight #2254 Washington DC- Newark, NJ

(Aug 18)

10:40 – 8:05AM South African Airways Flight#204 Newark to Johannesburg

Day 1 (Aug 19) – Livingstone/Vic Falls, Zambia

12:20 PM South African Airways Flight #48 from Johannesburg to Livingstone, Zambia arrives, clear customs.

1:30 – 2:30 PM Transfer to Avani Resort, check-in.

3:00 – 5:30 PM Visit Victoria Falls on the Zambezi River where we will hear an overview of the upcoming trip, including USG-supported conservation efforts in the region that further the US's security and economic interests.

Trip participants will also learn how the Zambezi, Africa's 4th largest river, is vital to the health of the Okavango Delta. One of the Zambezi's tributaries, the Cuando River flows into the Okavango Delta. Thus, on the first day of the trip, participants will get an immediate introduction into how a major upstream water source impacts the Okavango Delta and the entire region.

5:30 – 7:00 PM Welcome dinner.

Day 2 (Aug 20) – Chobe National Park, Botswana

6:30 – 11:00 AM Road transfer from Livingstone to Kasane (clear customs at border)

11:00 – 12:00 AM Check in to Cresta Mowana Safari Resort, Kasane, Botswana

12:00 – 3:00 PM Lunch with **Ruud Jansen**, Executive Secretary of Gaborone Declaration For Sustainability in Africa to hear about the Elephant Protection Initiative (EPI)

The Elephant Protection Initiative (EPI) is an Africa-led solution to the elephant crisis. Conservation International, along with Stop Ivory, are Co-Secretariats of the Initiative, which includes 18 African nations and 26 leading international NGOs and IGOs. EPI works to support and deliver upon two key international agreements: the 2010 African Elephant Action Plan – signed by all 38 African countries with remaining elephant populations – and the UN Sustainable Development Goals.

3:00 – 6:00 PM Afternoon site visit with **Ruud Jansen** to witness firsthand the Elephant prides benefitting from EPI and Government of Botswana conservation

effort. These elephant herds migrate hundreds of miles, passing into and through the Okavango Delta.

7:00 – 8:30 PM

Dinner with **Ruud Jansen** and further discussion on Elephant Protection Initiative and US Government efforts to protect elephants and other species in the region through Congressionally-initiated USAID and State Department programs to combat wildlife trafficking and the USFWS Multinational Species Conservation Fund and END Wildlife Trafficking Act.

Day 3 (Aug 21) – Chobe National Park, Botswana

6:30 – 10:30 AM

Early morning site visit with **Ruud Jansen** to continue the viewing and discussion of the elephant prides and the conservation efforts in the region supported by the USFWS Multinational Species Conservation Fund. Many of these conservation efforts will be enhanced by provisions in the DELTA Act.

11:00 – 1:00 PM

Lunch and discussion with **Julia Levin**, Country Director from Conservation South Africa.

Conservation International has been piloting work with communities to eliminate the sources of conflict between cattle farmers and wildlife protection and restore traditional rangelands. Conservation International is now expanding this successful program to Botswana.

2:00 – 5:00 PM

Afternoon site visit with **Julia Levin** visiting communities and wildlife rangelands to better understand the conflicts and solutions from a field perspective. Discuss how the DELTA Act is intended to assist many of these communities in better managing their natural resources and assist them in combatting wildlife trafficking.

6:30 – 8:30 PM

Dinner and presentation by WCS Central Africa Regional Director, **Emma Stokes**, regarding the successful model(s) of USG investment in CARPE.

The Central Africa Regional Program for the Environment (CARPE) is a long-term initiative of the United States Government to promote sustainable forest management, biodiversity conservation, and climate change mitigation in the Congo Basin through increased local, national, and regional natural resource management capacity. Through its funding of the U.S. Fish and Wildlife Service (USFWS) and the U.S. Agency for International Development, Congress has consistently supported CARPE since its inception.

Day 4 (Aug 22) – Caprivi Region, Namibia

Note: Day 4 and Day 5 of the trip will bring Congressional Staff to the Caprivi Region of Namibia, a critical area for the Okavango Delta. The Okavango River flows directly through Namibia's Caprivi Strip, carrying 2.5 trillion gallons of water per year. Without this river, the Okavango Delta – located just downstream – would cease to exist, and substantial amounts of wildlife would perish. The DELTA Act commits U.S. support to resource management, particularly water. These two days will give staff a good perspective on the area and the opportunity to speak with people who have a substantial impact on the Okavango Delta region.

- 9:00 – 10:00 AM** Transfer to Kasane airport
- 10:00 – 10:30 AM** Bush plane flight Kasane- Katima Mulilo Airport (clear customs)
- 11:30 – 11:45 AM** Transfer to Lianshulu Bush Lodge, Zambezi Region, Namibia
- 12:00 – 1:00 PM** Lunch
- 2:00 – 5:30 PM** Afternoon site visit to Mundumu National Park with **Chris Weaver**, director of WWF Namibia and **Dr. Mike Knite**, WWF Transboundary Kaza Coordinator.

This park has seen over the past years a great rebound in wildlife population and is undoubtedly connected to the communal conservancy program that has generated a change of local attitudes toward the wildlife. At Namibia's independence in 1990, this area was largely devoid of wildlife as it had been subjected to extensive poaching during the war for independence. Just prior to independence, communities in the area were further alienated towards wildlife when the outgoing South African Conservation Ministry proclaimed Mudumu National Park without consulting with communities. Consequently, surrounding communities were highly hostile towards wildlife in the early 1990s. This hostility was gradually broken down by the local NGO, Integrated Rural Development and Nature Conservation (IRDNC), who with the support of the USAID funded Living In a Finite Environment (LIFE) Project, introduced the concept of community game guards to local traditional authorities and communities. In 1996, the Namibia Nature Conservation Ordinance was amended to allow for the creation of communal conservancies, which in-turn, paved the way for communities to become benefactors and stewards of wildlife. Today, the Mudumu National Park is surrounded by communal conservancies, resulting what some described as a "biological desert" in the early 1990s into a productive national park with an abundance of wildlife today.

- 7:00 – 8:30 PM** Dinner and further discussion with **Chris Weaver** and **Dr. Mike Knite** on the Mundumu National Park visit, especially as it relates US Government investment in the region via the Congressionally initiated USAID Biodiversity program.

Day 5 (Aug 23) – Caprivi Region, Namibia

- 6:30 – 7:15 AM** Road Transfer to Mashi Conservancy.
- 7:15 – 9:45 AM** Site visit the Mashi Conservancy with **John Kamwi** and **Janet Matota** from IRDNC to continue the site visits to communities. The Okavango River flows directly through Namibia's Caprivi Strip, carrying 2.5 trillion gallons of water per year. Without this river, the Okavango Delta – located just downstream – would cease to exist.
- 9:45 – 10:30 AM** Road Transfer to lodge.
- 11:30 – 2:00 PM** Lunch and discussion with **Nyambe** from the Kavango Zambezi Transfrontier Conservation Area (KAZA TFCA)
- KAZA TFCA was established to sustainably manage the Kavango Zambezi ecosystem, its heritage and cultural resources based on best conservation and tourism models for the socio-economic wellbeing of the communities and other stakeholders in and around the eco-region through harmonization of policies, strategies and practices.
- 3:00 – 6:30 PM** Visit community sites directly supported by KAZA TFCA This will enable staff to speak in-person with communities that have a direct upstream impact on the Okavango Delta.
- 7:30 – 9:00 PM** Dinner and further discussion on the work KAZA TFCA is doing in the region, especially as it relates US Government involvement and decision making.

Day 6 (Aug 24) – Okavango Delta

NOTE: Much of Day 6 and Day 7 will be spent in and around the Khwai Concession. The Khwai Concession formed by the local Khwai villagers and is managed by the Khwai Development Trust. The area used to be a hunting concession but is now actively managed as a conservation area. Congressional staff will have an opportunity to speak with eco-tourism managers about how Congress – through the DELTA Act and other tools – can help bolster and advance the work to protect the area.

- 8:00 – 11:00 AM** Flight Lianshulu Bush Lodge- Katima Mulilo (clear customs)-Kasane
- 11:30 – 12:00 PM** Transfer and check in Capture Africa Mobile Camp, Okavango Delta, Botswana – Khwai Concession Area
- 12:30 – 1:00 PM** Lunch with **Mr. Phera Ramoeli**, executive secretary of OKACOM (the Permanent Okavango River Basin Water Commission). Mr. Ramoeli will present on the efforts geared towards joint management of this globally important shared watershed as well as the impact of the recently enacted Defending Economic Livelihoods and Threatened Animals (DELTA) Act.

Signed into law in December 2018, the Defending Economic Livelihoods and Threatened Animals (DELTA) Act, aims to promote sustainable economic growth through trans-boundary conservation programs in the Okavango River Basin. This DELTA Act directs the Department of State and the U.S. Agency for International Development to work with Angola, Botswana, Namibia, and neighboring countries to develop a strategy to: (1) promote responsible natural resource and wildlife management practices in the greater Okavango River Basin, (2) protect migration routes of elephants and other threatened wildlife species, (3) combat wildlife poaching and trafficking, (4) address local health needs, and (5) catalyze economic growth.

During the first-hand excursions OKACOM and Mr. Motsumi will discuss the potential impact of the DELTA Act and how the conservation and policy strategies being enacted in the region are critical for maintaining this incredible ecosystem.

2:30 – 4:30 PM Afternoon mokoro boat-based site visit of the Okavango River Basin. Mokoro canoes allow us to access more remote areas that are not accessible by vehicle, highlighting the regional challenges and gaining a deeper understanding of the work of OKACOM, especially as it relates to the DELTA Act.

6:30 – 8:30 PM Dinner with The Nature Conservancy (TNC) Okavango Director, **Mr. Sekgowa Motsumi** to discuss the conservation efforts of focusing on the upper catchment in Angola where more than 95% of the water comes from. TNC is implementing a program that will ensure the livelihoods of the local population are improved from the conservation of the Okavango Basin resources as well as ensuring that its status as a global public resource is maintained.

Day 7 (Aug 25) – Okavango Delta

6:30 – 10:30 AM Site visit by boat of wilderness area that is not accessible by vehicle with the intent of diving deeper into the Okavango Region, and exploring further into the bush to understand better the vast conservation issues of this unique region.

11:30 – 1:00 PM **Mr. Phera Ramoeli** from OKACOM and **Mr. Sekgowa Motsumi** from TNC who will offer a presentation with more details related to TNC's work in Angola where the water comes from within the context of source water protection. The benefits of such interventions flow downstream to benefit the entire watershed particularly the Okavango Delta. TNC's work on the ground as well as the analytics being done, will serve as a proof of concept to inform both national (Angola, Botswana, and Namibia),

regional (OKCOM), and U.S. DELTA Act investments, policies/programs in the region.

2:30 – 5:30 PM Afternoon site visit of the Okavango Delta Region to gain a terrestrial perspective on the conservation challenges of the region.

6:30 – 8:00 PM Final farewell dinner with **Sekgowa Motsumi**, to include a discussion of all that we have seen and how the US Government involvement and decision making can greatly support these important and critical conservation efforts.

Day 8 (Aug 26) – Travel day

9:30 – 11:00 AM Early afternoon flight to Maun International Airport

2:05- 4:05 PM Air Botswana Flight #211: Maun to Johannesburg

6:30PM - 6:25AM South African Airways flight #209: Johannesburg to Washington DC
(Aug 27)