



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.

1. Name of Traveler: Cindy Buhl
2. a. Name of Accompanying Relative: _____ OR None ☒
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: November 15, 2019 Return: November 18, 2019
b. Dates at Personal Expense, if any: _____ OR None ☒
4. Departure City: Washington, DC Destination: El Salvador Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Washington Office of Latin America (WOLA)
6. Describe Meetings and Events Attended: See attached.
7. Attached to this form are *each* of the following, *signify that each item is attached by checking the corresponding box*:
 - a. ☒ a completed *Sponsor Post-Travel Disclosure Form*;
 - b. ☒ the *Primary Trip Sponsor Form* completed by the trip sponsor *prior* to the trip, *including all attachments and 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: _____

LEGISLATIVE RESOURCE CENTER
2019 DEC -2 PM 3:26

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

Signature of Traveler: *Cindy Buhl* Date: 12/2/2019

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. James P. McGovern Date: 12/2/2019

Signature of Supervising Member: *James P. McGovern*



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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.

1. Sponsor(s) who paid for the trip: WASHINGTON OFFICE ON LATIN AMERICA (WOA)

2. Travel Destination(s): SAN SALVADOR, EL SALVADOR

3. Date of Departure: NOV. 15, 2019 Date of Return: NOV. 18, 2019

4. Name(s) of Traveler(s): MS. CINDY BUHL

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:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$ 598.16	\$ 350.46	\$ 62.25	\$ 12.00 (TAXI CARD)
Accompanying Family Member				

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: Geoffrey F. Thale Date: Dec 2, 2019

Name: Geoffrey F. Thale Title: ACTING President

Organization: WASHINGTON OFFICE ON LATIN AMERICA

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

Address: 1666 CONNECTICUT AVENUE, NW, WDC 20009

Telephone: 202-797-2771 Email: gthale@woldo.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: Cynthia ("Cindy") M. Buhl
2. Sponsor(s) who will be paying for the trip: Washington Office on Latin America (WOLA)
3. City and State **OR** Foreign Country of Travel : El Salvador
4. a. Date of Departure: November 15, 2019 Date of Return: November 18, 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 am Rep. McGovern's Legislative Director and advise the congressman on foreign policy and
immigration issues. I have in-depth knowledge of these issues spanning over 30 years, including the
roots and current crisis facing US-Salvadoran relations.
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 10/15/19



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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: Washington Office on Latin America (WOIA)
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):
Representative James P. McGovern, Ms. Cynthia Buhl, Legislative director for Rep. McGovern (explanations attached).
5. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☒ No
6. Date of Departure: November 15, 2019 Date of Return: November 18, 2019
7. a. City of departure: Washington DC
b. Destination(s): San Salvador, El Salvador
c. City of return: Washington DC
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
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: Hotel Intercontinental Camino Real City: San Salvador Cost Per Night: \$121.08
Reason(s) for Selecting: See attached
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 checked="" type="checkbox"/> Actual Amounts <input type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$581.16	\$362.26	\$180
For each Accompanying Family Member			
	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	\$140 \$80	Ground Transportation Interpretation	
For each Accompanying Family Member			

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: October 16, 2019

Name: Geoffrey Thale

Title: Vice President, Programs

Organization: Washington Office on Latin America (WOLA)

Address: 1666 Connecticut Avenue, NW, Washington, DC 20009

Telephone: 202 797 2171

Email: gthale@wola.org

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

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Washington, D.C. 20515-6328
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November 13, 2019

Ms. Cynthia Buhl
Committee on Rules
408 Cannon House Office Building
Washington, DC 20515

Dear Ms. Buhl:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to El Salvador,¹ scheduled for November 15 to 18, 2019, sponsored by Washington Office on Latin America.

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".

Theodore E. Deutch
Chairman

A handwritten signature in blue ink, appearing to read "Kenny Marchant".

Kenny Marchant
Ranking Member

TED/KM:jls

6. Describe Meetings and Events Attended.

I, along with my boss, Congressman McGovern, used the trip to update my understanding of the human rights situation in El Salvador, and how Congress and the Administration might help advance human rights and the rule of law in El Salvador. With Congressman McGovern, I had meetings with the directors of the National Commission on the Disappeared in El Salvador, with the Rector of the Jesuit University of Central America, the director of their Human Rights Institute and their Institute on Public Opinion, with the U.S. ambassador to El Salvador and the Embassy team, and with visiting delegations from the United States, including the organization of Salvadoran-Americans whose family members had been disappeared in the armed conflict, the network of U.S. Jesuit colleges following major human rights cases in El Salvador, and Alianza Americas, the network of "hometown associations" that follow concerns of their communities of origin in El Salvador. On behalf of Congressman McGovern, I participated in a round table discussion with seven Salvadoran human rights groups, ranging from Oxfam in El Salvador to a grassroots network of former political prisoners and torture victims. I attended Congressman McGovern's speech to an audience at the Jesuit university on U.S. relations with El Salvador. I also attended a talk by Cardinal Michael Czerny on environmental and human rights concerns in the Americas, and an evening procession and mass on the occasion of the 30th anniversary of the killing of six Jesuit priests and their companions in El Salvador. Finally, I attended and spoke at an event commemorating Leonel Gomez, who had played a major advisory role in the congressionally sponsored investigation of the murder of the Jesuit priests in El Salvador.

Attachment to House Primary Trip Sponsor Form
WOLA El Salvador trip, November 2019

4.

Rep. James P. McGovern

Rep. McGovern has been the leading advocate in the House of Representatives for human rights concerns in El Salvador since he was first elected to Congress in 1996. As a congressional aide to then-Rep. Joe Moakley, Mr. McGovern coordinated the congressional investigation into the murder of six Jesuit priests and two women in 1989, and has followed the legal status of the investigation into the intellectual authors of the killings, and the related rule of law issues, ever since. This trip will commemorate the 30th anniversary of the killing of the Jesuits, and allow Rep. McGovern to meet with human rights groups, activists, and government officials who are following or involved with the current status of the investigation into the Jesuit killings and other human rights cases, as well as to explore the status of rule of law issues in El Salvador today. Rep. McGovern's presence and participation in meetings and events will support human rights actors in El Salvador and deepen his knowledge and ability to advocate with the State Department, the Justice Department, the Salvadoran government, and others about the issues involved.

Ms. Cynthia Buhl

Cynthia Buhl is legislative director for Rep. McGovern, who has been the leading advocate in the House of Representatives for human rights concerns in El Salvador since he was first elected to Congress in 1996. Because of her role as legislative director, and because of her prior work experience, Ms. Buhl has deep knowledge about El Salvador, and is well placed to advise Rep. McGovern. This trip will commemorate the 30th anniversary of the killing of the Jesuits; Ms. Buhl, along with Rep. McGovern will meet with human rights groups, activists, and government officials who are following or involved with the current status of the investigation into the Jesuit killings and other human rights cases, as well as to explore the status of rule of law issues in El Salvador today. Rep. Ms. Buhl's participation will provide her with information and experience that will allow her to advise Representative McGovern, both on the trip and subsequently, on issues related to the Jesuit killings and to massacre and to human rights and rule of law in El Salvador.

10. Please see the agenda below.

12. The Washington Office on Latin America (WOLA) has followed human rights issues in El Salvador, and U.S. relations with El Salvador since the late 1970s. WOLA has worked closely

with interested Members of Congress, and with the State Department and other U.S. agencies on human rights related issues over many years, and continues today to educate and inform U.S. government officials, the media, and the interested public on human rights and rule of law issues, including issues related to transitional justice, and the disappeared.

16. The Hotel Intercontinental Camino Real is centrally located, so that, in a very traffic-heavy city, it is convenient for all of our meetings. In addition, because the hotel is used for many national and international meetings and conferences, it has appropriate security.

Schedule, WOLA El Salvador trip, November 15-18, 2019
30th anniversary of the Jesuit killings

November 15th

3:15 pm Depart Dulles

6:52 pm Arrive San Salvador

8:30 pm Arrive at hotel, check in

9:30 pm Dinner at hotel, schedule review with group

November 16th

9:15 am Leave for Jesuit University of Central America

9:50 am Private meeting with Cardinal Michael Czerny to discuss Jesuit case

10:00-11:30 Attend speech by Cardinal Michael Czerny at UCA

12:00- 2:30 pm Lunch and discussion at UCA with visiting U.S. Jesuit delegations and Aquino Foundation focused on Jesuit case, investigation of the war time disappeared, and rule of law issues

3:00 Speech by Rep. McGovern on El Salvador and U.S. policy , UCA auditorium (livecast to Ignatian Solidarity Network conference in Washington, DC)

4:00 Press availability

5:00 Light dinner near UCA campus

6:00 Candlelight procession in memory of Jesuits

8:00 pm Mass in honor of the martyrs, remarks by Rep. McGovern

November 17th

- 9:30 Meeting with U.S. ambassador and Embassy team
- 11:30 Brunch with Fr. Andreu, Rector of the UCA, plus Fr. Tojeira of the Human Rights Institute, Cardinal Czerny, Sylvia Rosales of the Aquino Foundation
- 1:00- 3:00 Roundtable with human rights activists and National commission on the Disappeared (CONABUSQUEDA) at UCA; side meeting with CONABUSQUEDA commissioners
- 4:00-5:30 Meeting with senior Salvadoran government officials
- 6:00 Remarks at public event commemorating Leonel Gomez, late advisor to the 1989-1992 Speaker's Commission to investigate the Jesuit murders for the U.S. House of Representatives (aka "the Moakley Commission")
- 7:30 Dinner and debrief with delegation, discussion of follow up

November 18th

- 5:00 am Leave for airport
- 8:33 Flight to DC
- 1:40 pm Arrive at Dulles