



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, by email at gifttravelreports@mail.house.gov, 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 Bayles
2. a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: September 10, 2021 Return: September 10, 2021
 b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington, DC Destination: Gettysburg, PA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: The Heritage Foundation
6. Describe Meetings and Events Attended:
 We toured the battlefield and discussed the larger implications of decisions made, the operational impact of the decisions made, and what we as Legislative Assistants focusing on military strategy can learn from what happened at Gettysburg.
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 *Additional Sponsor Form(s)*;
 - 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: 09/14/2021

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: Gary Palmer Date: 9.14.21
Signature of Supervising Member:



U.S. House of Representatives

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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.

- Sponsor(s) who paid for the trip: The Heritage Foundation 501(c)(3)
- Travel Destination(s): Gettysburg, PA
- Date of Departure: September 10, 2021 Date of Return: September 10, 2021
- Name(s) of Traveler(s): See attached

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

- 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	\$60.16	None	\$31.00	None
Accompanying Family Member	None	None	None	None

- 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:  Date: 9-14-21

Name: Thomas Binion Title: Vice President, Government Relations

Organization: The Heritage Foundation 501(c)(3)

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

Address: 214 Massachusetts Ave NE, Washington, D.C. 20002

Email: thomas.binion@heritage.org Telephone: (202) 608-6188

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.

4. Names of Travelers:

Christopher Bayles	Legislative Assistant	Rep. Gary Palmer
Mark Erste	Legislative Assistant	Rep. Steve Chabot



U.S. House of Representatives

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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:

The Heritage Foundation 501(c)(3)

2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box.

3. **Check only one.** I represent that:

a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**

b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**

c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

If "c" is checked, list the names of the additional sponsors:

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):

See attached.

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

6. Date of departure: Friday, September 10, 2021 Date of return: Friday, September 10, 2021

7. a. City of departure: Washington, D.C.

b. Destination(s): Gettysburg, PA

c. City of return: Washington, D.C.

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; **OR**

b. I checked 8(c) above but am not offering any lodging; **OR**

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:



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:
- 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 the 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):
- approximately \$30.00**
- 2) Provide the reason for selecting the location of the event or trip:
- It's an ideal education site due to its rich history and strong examples of leadership.**

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

Hotel Name: _____ 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 the box.*



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COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee	\$70.00	None	\$30.00
For each Accompanying Family Member	None	None	None

	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	None	None
For each Accompanying Family Member	None	None

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 by my signature that

- a. I read and understand the Committee's Travel Regulations;
- b. I am not a registered federal lobbyist or registered foreign agent; and
- c. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 8-4-21

Name: Thomas Binion Title: Vice President, Government Relations

Organization: The Heritage Foundation 501(c)(3)

Address: 214 Massachusetts Ave NE, Washington, D.C. 20002

Email: Thomas.Binion@heritage.org Telephone: (202) 608-6188

INSTRUCTIONS

Complete the *Primary Trip Sponsor Form* and submit the agenda, invitation list, any attachments, and any *Additional Trip Sponsor Forms* directly to the Travelers.

Written approval from the Committee on Ethics is required before traveling on this trip. The Committee on Ethics will notify the House invitees directly and will not notify the trip sponsors.

Willful or knowing misrepresentation on this form may be subject to criminal prosecution under 18 U.S.C. § 1001. Signatures must comply with section 104(bb) of the Travel Regulations.

For questions, please contact the Committee on Ethics at:

1015 Longworth House Office Building
Washington, D.C. 20515

ethicscommittee@mail.house.gov | 202-225-7103
More information and forms available at ethics.house.gov

4. List of House employees participating:

Christopher	Bayles	Legislative Assistant	Rep. Gary Palmer
Thomas	Boodry	Legislative Assistant	Rep. Tony Gonzales
Peter	Holland	Senior Legislative Assistant	Rep. Bob Good
Max	Huntley	Military Legislative Assistant	Rep. Rob Wittman
Devon	Murphy	Military Legislative Assistant	Rep. Blake Moore
Mark	Erste	Legislative Assistant	Rep. Steve Chabot

This trip is part of the George C. Marshall Fellowship. All invited House staffers are participants in this Fellowship.

12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

The Heritage Foundation 501(c)(3) is the sole sponsor of this trip. The purpose of this trip is to provide the participants with the opportunity to A) study strategic/military leadership and grand strategy in the historical context of the U.S. Civil War – specifically the Battle of Gettysburg; B) learn from an esteemed military historian and experienced strategic leader about how to apply these historical lessons to the modern world.

GETTYSBURG BATTLEFIELD TOUR

Friday, September 10, 2021
Gettysburg National Military Park

7:15 AM BUS ARRIVES **Washington, D.C.**
 The Heritage Foundation
 214 Massachusetts Ave NE

7:30 AM FELLOWS CHECK-IN AND LOAD BUS

8:00 AM BUS DEPARTS

8:00 – 10:00 AM TRAVEL TO GETTYSBURG, PA
Dr. Steve Bucci gives strategic overview

*This trip is to provide the Fellows with the opportunity to study American military leadership and strategy in the context of the American Civil War. Each Fellow is expected to learn what exactly the tactics and strategies of the Battle of Gettysburg's historical participants were at the time. The battlefield guide, Colonel Tom Vossler (Ret.), will constantly be asking the Fellows questions about why certain actions were taken and how they can apply that knowledge in their current roles. As national security and foreign policy professionals, this relates to their official duties by increasing their knowledge of U.S. government policies and their historic ramifications.

10:00 – 11:30 AM MCPHERSON'S RIDGE **Gettysburg Battlefield Park**
Lincoln Hwy & Stone-Meredith Ave
Cumberland Township, PA 17325
Forenoon First Day of Battle

*During the first stop at McPherson's Ridge, Colonel Tom Vossler (Ret.) will show the strategic locations of U.S. military forces, and ask the Fellows to briefly present their knowledge of specific people and/or events during the first day of the battle. This relates to their official duties by demonstrating to the Fellows how tactics and strategy are enacted in real time.

11:30 – 12:00 PM OAK HILL/OAK RIDGE/SEMINARY RIDGE
 Pick up box lunches from Biggerstaff's Catering.
148 Seminary Ridge, Gettysburg, PA 17325

*During the second stop at Oak Hill, Colonel Tom Vossler (Ret.) will teach the Fellows about how the terrain of the surrounding area affected the people at the time. The Fellows will be asked to give recommendations on how the historical figures could have dealt with the problems they faced. This relates to their official duties by demonstrating how geography can still affect policymaking.

12:00 – 12:45 PM OUTDOOR PICNIC LUNCH
Leadership Challenge
61 Seminary Ridge, Gettysburg, PA 17325

*The lunch break will include the "leadership challenge" led by the battlefield guide, Colonel Tom Vossler (Ret.). Colonel Vossler will ask each of the Fellows about their assigned material including the rationale of historic policymakers. This relates to their official duties by demonstrating to the Fellows how the decisions of key historical figures were able to shape the outcome of their implemented strategies.

12:45 – 1:45 PM SEMINARY RIDGE
North Carolina Memorial

*During the fourth stop at the North Carolina Memorial, Colonel Vossler (Ret.) will give a lecture about how and where the Confederate army positioned itself during the battle, and explain the historical context in which the U.S.

federal government was making policy decisions. Each of the Fellows will once again be asked to present their knowledge of historic policies and how that knowledge can be applied today. This relates to their official duties by demonstrating to the Fellows how policies can be influenced by individuals, and how they can utilize that in their current roles.

1:45 – 2:00 PM TRAVEL TO LITTLE ROUND TOP

2:00 – 3:15 PM LITTLE ROUND TOP
Sykes Ave, Gettysburg, PA 17325
Second Day of Battle

*During the fifth stop at Little Round Top, Colonel Vossler (Ret.) will give a lecture about how the circumstances on the battlefield had changed since the beginning of the battle. The Fellows will be asked to talk about the historic positions of Union and Confederate military forces on the second day of the Battle of Gettysburg. This relates to their official duties because it demonstrates how initial strategies must be flexible enough to adapt to changing situations in their current roles.

3:15 – 3:30 PM TRAVEL TO THE ANGLE

3:30 – 4:30 PM THE ANGLE/HIGH WATER MARK
17325, Gettysburg, PA 17325
Third Day of Battle

*During the sixth stop at The Angle, Colonel Vossler will ask each of the Fellows about how Confederate General Robert E. Lee's and General Longstreet's personal relationship affected their official duties as policymakers. The Fellows will be expected to contextualize the relationship by explaining the individual decisions that were made and how others interpreted those decisions. This relates to their official duties by showing how personal matters can actually affect professional environments.

4:30 – 4:45 PM TRAVEL TO DINNER

4:45 – 6:30 PM OUTDOOR PICNIC DINNER
TBD
Summary & Conclusion

*The final stop at Mountain View Farm will be a discussion over dinner between the Fellows and Colonel Vossler (Ret.) that will include a review of how what the participants learned about their assigned material can be applied in their own lives, *e.g.*, how the physical movement of military forces affects what policy goals can be achieved. This relates to their official duties by allowing participants to learn from examples of historic policymakers and how those lessons can be utilized in their current roles.

6:30 – 8:00 PM TRAVEL BACK TO HERITAGE
214 Massachusetts Ave NE

Washington, D.C.



U.S. House of Representatives

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Christopher Bayles
2. Sponsor(s) who will be paying or providing in-kind support for the trip:
The Heritage Foundation
3. City and State OR Foreign Country of Travel : Gettysburg, PA
4. a. Date of Departure: Friday, Sept. 10, 2021 Date of Return: Friday, Sept. 10, 2021
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? If yes:
(1) Name of Accompanying Family Member: _____
(2) Relationship to Traveler: Spouse Child Other (specify): _____
(3) Yes No Accompanying Family Member is at least 18 years of age:
6. a. Yes No 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)?
b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:
7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and Additional Sponsor Forms.

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 a Senior LA that handles all armed services issues for the Congressman, it is important for me to have an operational understanding of historical military tactics and the events that still shape modern military strategy.
9. Yes No **Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?**
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 8-10-21

Theodore E. Deutch, Florida
Chairman

Jackie Walorski, Indiana
Ranking Member

Susan Wild, Pennsylvania
Dean Phillips, Minnesota
Veronica Escobar, Texas
Mondaire Jones, New York

Michael Guest, Mississippi
Dave Joyce, Ohio

John H. Rutherford, Florida
Kelly Armstrong, North Dakota



ONE HUNDRED SEVENTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

David W. Arrojo
Counsel to the Chairman

Kelle A. Strickland
Counsel to the Ranking Member

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

September 9, 2021

Mr. Christopher Bayles
Office of the Honorable Gary Palmer
330 Cannon House Office Building
Washington, DC 20515

Dear Mr. Bayles:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Gettysburg, Pennsylvania, scheduled for September 10, 2021, sponsored by the Heritage Foundation.

This approval represents the Committee's determination that the proposed trip complies with relevant House rules, federal laws, and Travel Regulations promulgated by the Committee. You should engage in your own assessment of the risks and implications of engaging in travel during the current COVID-19 pandemic.

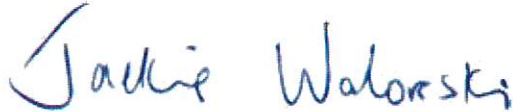
You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you 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 \$415 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

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

Sincerely,

Handwritten signature of Theodore E. Deutch in blue ink.

Theodore E. Deutch
Chairman

Handwritten signature of Jackie Walorski in blue ink.

Jackie Walorski
Ranking Member

TED/JW:mso