



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: James Franklin Loomis III
2. a. Name of Accompanying Relative: _____ **OR** None
- b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: April 16, 2022 Return: April 23, 2022
- b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington D.C. Destination: Singapore Return City: Washington D.C.
5. Sponsor(s), Who Paid for the Trip: Center for Strategic and International Studies, Carnegie Corporation of New York
6. Describe Meetings and Events Attended:
Meetings with Singaporean government officials, civil society, and business covering foreign policy, economic, defense, and social issues.
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: James Loomis Digitally signed by James Loomis
Date: 2022.05.09 10:18:08 -04'00' Date: 05/09/2022

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. Stephanie Murphy Date: 05/09/2022

Signature of Supervising Member: 



U.S. House of Representatives

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: Center for Strategic and International Studies, Carnegie Corporation of NY
- Travel Destination(s): Singapore
- Date of Departure: April 16, 2022 Date of Return: April 23, 2022
- Name(s) of Traveler(s): Troy Dougall, Elizabeth Dudley, Molly Joseph, Naree Ketudat, James Loomis, James Pedrotti, Jesse von Stein
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	\$2,099 (flights) \$228 (local transportation)	\$1,270	\$ 489	\$114 (travel insurance) \$37 (Covid tests)
Accompanying Family Member				

- 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: 05/04/2022

Name: Elizabeth Hoffman Title: Director, Congressional & Government Affairs

Organization: Center for Strategic and International Studies

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

Address: 1616 Rhode Island Ave NW Washington DC 20036

Email: ehoffman@csis.org Telephone: (202) 775-3186

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

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



U.S. House of Representatives

COMMITTEE ON ETHICS

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: _____

2. Travel Destination(s): _____

3. Date of Departure: _____ Date of Return: _____

4. Name(s) of Traveler(s): _____

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				
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: _____ Date: _____

Name: _____ Title: _____

Organization: _____

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

Address: _____

Email: _____ Telephone: _____

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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COMMITTEE ON ETHICS

TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. This form and any attachments may be delivered to the Committee at 1015 Longworth or e-mailed to travel.requests@mail.house.gov.

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: James Franklin Loomis III

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

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

Signature: James Loomis

Digitally signed by James Loomis
Date: 2022.03.15 17:32:13 -04'00'

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Rep. Stephanie Murphy (FL-07)

Office Address: Longworth 1710

Telephone Number: (314) 691-0217

Email Address of Contact Person: james.loomis@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via e-mail: travel.requests@mail.house.gov.



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TRAVELER FORM

1. Name of Traveler: James Franklin Loomis III
2. Sponsor(s) who will be paying or providing in-kind support for the trip:
Center for Strategic and International Studies
3. City and State **OR** Foreign Country of Travel : Singapore
4. a. Date of Departure: April 16, 2022 Date of Return: April 23, 2022
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.**
Singapore is broadly recognized for its commitment to long-range trends assessment and planning. Over the course of seven days, participants will meet with foresight experts and practitioners with the key ministries in the Singapore government, Singapore's vibrant business community, and its premier research and academic institutions. As Rep. Murphy's Defense and Foreign Policy Advisor, more broadly understanding the bilateral relationship, and defense relationship in particular, will allow me to perform my duties more effectively for HASC.
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 03/18/2022



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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:
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):
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: _____ Date of return: _____
7. a. City of departure: _____
b. Destination(s): _____
c. City of return: _____
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:



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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:
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):
- 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: _____ 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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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 type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee			
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		
For each Accompanying Family Member		

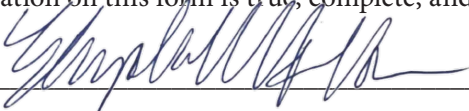
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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 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: _____

Name: _____ Title: _____

Organization: _____

Address: _____

Email: _____ Telephone: _____

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



ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

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. Name of Primary Trip Sponsor: Center for Strategic and International Studies

2. Name of your organization: Carnegie Corporation of New York

3. Yes No Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?

4. Yes No Does your organization receive funding from any foreign government or multinational organization?

5. **Check one.** I certify that my organization:

a. Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**

b. Has had a direct role in the organizing, planning, or conducting of a trip to
Destination: _____ on Date: _____
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**

c. Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).

6. **Check only one:**

a. My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**

b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

7. 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;

c. I am an officer of this organization and am duly authorized to sign this form; and

d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Nicole Howe Buggs Date: 3/22/2022

Name: Nicole Howe Buggs Title: CAO & Corporate Secretary

Organization: Carnegie Corporation of New York

Address: 437 Madison Avenue, New York, NY 10022

Email: nb@carnegie.org Telephone: (212) 207-6231



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:
Center for Strategic and International Studies
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:
Carnegie Corporation of New York
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 document
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: April 16, 2022 Date of return: April 23, 2022
7. a. City of departure: Washington DC
b. Destination(s): Signapore
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; **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:



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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:
 This trip was organized solely by CSIS to expose staff to how foresight is integrated across the Singaporean government, academia, and private sector. CSIS experts will lead the trip. CCNY provided funds for this trip as a part of the CSIS Congressional Foresight Initiative. CCNY did not organize any aspect of this trip or select invitees.
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):
 \$80 per day per person for lunch and dinner, breakfast is included in hotel rate
 2) Provide the reason for selecting the location of the event or trip:
 Singapore is recognized for its commitment to long-range trends assessment and planning.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
 Hotel Name: The Westin Singapore City: Singapore Cost Per Night: \$ 242
 Reason(s) for Selecting: hotel centrally located to meeting spots and site visits around the city (10-15 min drive)
 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.*



U.S. House of Representatives

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	\$2,164	\$1,211	\$450
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	\$547	bus rental, Covid tests, travel insurance
For each Accompanying Family Member		

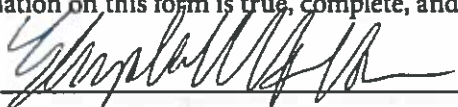
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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 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: 04/08/2022

Name: Elizabeth Hoffman Title: Director of Congressional and Government Affairs

Organization: Center for Strategic and International Studies

Address: 1616 Rhode Island Avenue NW Washington DC 20036

Email: ehoffman@csis.org Telephone: (202) 775-3186

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



U.S. House of Representatives

COMMITTEE ON ETHICS

ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. Provide a copy of your completed form to the primary sponsor of the trip.

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. Name of Primary Trip Sponsor: Center for Strategic and International Studies

2. Name of your organization: Carnegie Corporation of New York

3. Yes No Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?

4. Yes No Does your organization receive funding from any foreign government or multinational organization?

5. **Check one.** I certify that my organization:

a. Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**

b. Has had a direct role in the organizing, planning, or conducting of a trip to
Destination: _____ on Date: _____
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**

c. Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).

6. **Check only one:**

a. My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**

b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.

7. 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;

c. I am an officer of this organization and am duly authorized to sign this form; and

d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature: Nicole Howe Buggs Date: 3/22/2022

Name: Nicole Howe Buggs Title: CAO & Corporate Secretary

Organization: Carnegie Corporation of New York

Address: 437 Madison Avenue, New York, NY 10022

Email: nb@carnegie.org Telephone: (212) 207-6231

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

April 11, 2022

Mr. James Loomis III
Office of the Honorable Stephanie N. Murphy
1710 Longworth House Office Building
Washington, DC 20515

Dear Mr. Loomis:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Singapore,¹ scheduled for April 16 to 23, 2022, sponsored by Center for Strategic and International Studies and Carnegie Corporation of New York.

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.

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 Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS 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>.

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 \$415] 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.

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

Sincerely,



Theodore E. Deutch
Chairman



Jackie Walorski
Ranking Member

TED/JW:adw

CSIS Congressional Foresight Initiative Singapore Delegation:
U.S. House of Representatives Invitees

All staff members invited to this delegation to Singapore are fellows with the CSIS Congressional Foresight Initiative which aims to enhance Congressional staff members' understanding of long-range trends and key changes in the global environment affecting U.S. and international security. This initiative and specifically this delegation fosters new opportunities for bipartisan collaboration to address challenges to international peace and prosperity and considers best practices in long-range strategic planning and its implementation in government drawn from around the globe.

- Troy Dougall, Senior Legislative Assistant, Congressman John Curtis (R-UT)
- Elizabeth Dudley, Military Legislative Assistant, Congresswoman Marilyn Strickland (D-WA)
- Molly Joseph, Legislative Assistant, Congresswoman Ann Wagner (R-MO)
- Naree Ketudat, Director of Communications, Congressman Tom Malinowski (D-NJ)
- James "Jimmy" Loomis, Defense & Foreign Policy Advisor, Congresswoman Stephanie Murphy (D-FL)
- James "Max" Pedrotti, Legislative Director, Congresswoman Carol Miller (R-WV)
- Jesse Von Stein, Legislative Director, Congressman Don Young (R-AK)

**Final Itinerary for Singapore Staff Delegation**

April 16-23, 2022

Saturday, April 16 <i>(ET)</i>	
6:00 – 7:14am	Flight from Reagan National Airport to Newark Liberty International Airport UA-SG862136 1 hour 14 minutes
10:25am	Depart Newark Liberty International Airport to Singapore Changi Airport Singapore Airlines SQ21 18 hours 45 minutes
Sunday, April 17 <i>(SST)</i>	
5:10pm	Land at Singapore Changi Airport
6:00 – 6:30pm	Travel from Airport to Hotel <i>Note:</i> Bus from JNB Travel
6:30pm	Check in to The Westin Singapore <i>Address:</i> 12 Marina View Asia Square Tower, 2, Singapore 018961
7:30 – 9:00pm	Welcome Dinner <i>Address:</i> Newton Food Center, 500 Clemenceau Ave, Singapore 229495
Monday, April 18	
8:45am	Depart from Lobby <i>Note:</i> Bring passport
9:30 – 10:30am	Center for Strategic Futures (CSF) and Ministry of Defense (MINDEF) <i>Address:</i> 100 High Street, #03-01 The Treasury, Singapore 179434 <i>Participants:</i> <ul style="list-style-type: none">- Jeanette Kwek, Head of CSF- Tiana Desker, Director of Strategic Futures & Emerging Technology in the Defense Policy Office- Seema Gail Parkash, Deputy Head of CSF

	<ul style="list-style-type: none"> - Jared Poon, Senior Assistant Director of CSF - Fuad Johari, Senior Foresight Analyst, CSF - Kenneth Poon, Foresight Analyst, CSF
10:30 – 11:30am	<p>Center for Strategic Futures & Urban Redevelopment Authority <i>Address:</i> 100 High Street, #03-01 The Treasury, Singapore 179434 <i>Participants:</i></p> <ul style="list-style-type: none"> - Peter Ho, Senior Advisor for CSF and Chairman, URA - Karen Lee Pei Shan, Acting Director, Physical Planning Group, URA
12:00 – 1:30pm	<p>Working Lunch with Fellows <i>Address:</i> Candlenut, 17a Dempsey Rd, Singapore 249676</p>
2:00 – 3:30pm	<p>Ministry of Communications and Information <i>Address:</i> 140 Hill Street, Singapore 179369 <i>Participants:</i></p> <ul style="list-style-type: none"> - Aaron Maniam, Deputy Secretary of Industry & Information - Gwenda Fong, Senior Director for Futures - Sharmini Johnson, Lead Strategist for Futures - Priya Pillay, Deputy Director, International Affairs Division
3:30 – 4:15pm	<p>Executive Time <i>Note:</i> Bus will drop off at 1 Fullerton Road, Singapore 049213</p>
4:30 – 5:30pm	<p>FutureMap <i>Address:</i> 9 Battery Road, Room 15A, Singapore 049910 <i>Participant:</i> Parag Khanna, Founder and Managing Partner & Author of MOVE: The Forces Uprooting Us</p>
6:30 – 8:00pm	<p>Group Dinner <i>Address:</i> Lao Pa Sat Hawker Centre, 18 Raffles Quay, Singapore 048582</p>
Tuesday, April 19	
8:30am	<p>Depart from Lobby <i>Note:</i> Bring passport</p>
9:30 – 11:00am	<p>U.S. Embassy <i>Address:</i> 27 Napier Rd, Singapore 258508 <i>Notes:</i> Check in with passports, no electronics allowed <i>Participants</i> from Economic and Political Sections, Defense Attaché Office, Treasury, Foreign Commercial Service, Development Finance Corporation, Dept of Homeland Security, and Public Affairs Section</p>

<p>11:30am – 12:00pm</p>	<p>Quick Working Lunch with Fellows <i>Address:</i> 9 Straits View, Marina One West Tower, Singapore 018937</p>
<p>12:30 – 2:00pm</p>	<p>Site Visit: Meta <i>Address:</i> 9 Straits View, #29-00, Marina One West Tower, Singapore 018937 <i>Participants:</i></p> <ul style="list-style-type: none"> - Simon Milner, Vice President for Public Policy for APAC - Clara Koh, Head of Public Policy for Singapore & ASEAN - Daniel Lim, Public Policy Manager for Singapore - Liza-Bart Dolan, Politics and Government Manager, Outreach
<p>2:30 – 3:30pm</p>	<p>Executive Time</p>
<p>4:00 – 5:00pm</p>	<p>Ministry of Foreign Affairs + Parliament <i>Address:</i> 1 Sherwood Road, Singapore 248163 <i>Participants:</i></p> <ul style="list-style-type: none"> - Sim Ann, Senior Minister of State, Ministry of Foreign Affairs, and Ministry of National Development - Rachel Ong, MP for West Coast GRC, Chief Executive at ROHEI - Nadia Samdin, MP for Ang Mo Kio GRC, Counsel & Project Leader at Tri-Sector - Edward Chia, MP for Holland-Bukit Timah GRC, Founder of Arts for Us All (AFUA) - Desmond Lim, MFA Deputy Director for North America - Rochelle Yap, MFA Country Officer for North America
<p>5:30 – 7:00pm</p>	<p>Ministry of Sustainability and the Environment (MSE) and National Environment Agency <i>Address:</i> 100 High Street, The Treasury, Level 3 Conference Room, Singapore 179434 <i>Participants:</i></p> <ul style="list-style-type: none"> - Calvin Han, Deputy Director, Energy & Climate Change Policy Division, MSE - Danielle Zheng (MSE), Deputy Director, Environmental Policy Division, MSE - Charissa Tang (PMO), Executive, National Environment Agency - Clare Chow, Senior Assistant Director, Environmental Policy Division, MSE - Zhi Yuan Wong, Senior Assistant Director for Climate Mitigation, MSE

Wednesday, April 20

8:15am	Depart from Lobby
9:00 – 10:00am	Nanyang Technological University School of Social Sciences, Public Policy and Global Affairs <i>Address:</i> S. Rajaratnam School of International Studies (RSIS), Nanyang Technological University, Block S4, Keypoint, 50 Nanyang Avenue, Singapore 639798 <i>Participant:</i> Assistant Professor Dylan Loh, Public Policy and Global Affairs
10:00 – 11:00am	S. Rajaratnam School of International Studies (RSIS) Center of Excellence for National Security, Nanyang Technological University <i>Address:</i> S. Rajaratnam School of International Studies (RSIS) Cont. <i>Participants:</i> <ul style="list-style-type: none">- Dr. Shashi Jayakumar, Head of Center of Excellence for National Security and Executive Coordinator of Future Issues and Technology- Benjamin Ang, Senior Fellow and Deputy Head of the Center for Excellence for National Security, Coordinator of Cyber and Homeland Defense Program- Manoj Harjani, Research Fellow for Future Issues and Technology
11:00 – 12:30pm	Working Lunch at Nanyang Technological University <i>Address:</i> S. Rajaratnam School of International Studies (RSIS) Cont. <i>Participants:</i> All from morning meetings
1:00 – 2:30pm	American Chamber of Congress & Economic Development Board <i>Address:</i> 1 Scotts Rd, #23-03 Shaw Centre, Singapore 228208 <i>Participants:</i> <ul style="list-style-type: none">- Chan Ih Ming, Senior Vice President and Head, Business Environment; Senior Vice President and Head, Americas, Economic Development Board- Lee-Mey Goh, Director of Strategic Partnerships & Development- Jessica Cho, Head of External Affairs
3:00 – 4:30pm	Site Visit: Supertree Grove & Cloud Forest <i>Address:</i> 18 Marina Gardens Dr, Singapore 018953
5:00 – 6:30pm	Executive Time
7:00 – 8:30pm	Group Dinner <i>Address:</i> Jumbo Seafood, Blk.1206 East Coast Parkway#01-07/08, East Coast Seafood Centre, Singapore 449883

Thursday, April 21

8:15am	Depart from Lobby
9:00 – 10:30am	Institute of Policy Studies, National University of Singapore <i>Address:</i> Lee Kuan Yew School of Public Policy, 469C Bukit Timah Road, Manasseh Meyer Building, Seminar Room 2-1, Singapore 259772 <i>Participants:</i> <ul style="list-style-type: none">- Gillian Koh, Deputy Director of IPS, Senior Research Fellow with Governance and Economy Division, IPS- Eddie Choo, Research Associate, Governance and Economy Division, IPS- Anie Febriastati, Associate Director for Executive Education Singapore futures at Lee Kuan Yew School of Public Policy, NUS
10:30 – 11:30am	National University of Singapore Futures Office <i>Address:</i> Lee Kuan Yew School of Public Policy Cont. <i>Participants:</i> <ul style="list-style-type: none">- Adrian Kuah Wee Jin, Director of Futures Office- Terence Poon, Associate Director- Katrina Tan, Senior Associate Director, Futures Office- Christalle Tay, Analyst, Futures Office
12:00 – 12:30pm	Executive Time for Lunch
1:00 – 2:00pm	National Volunteer and Philanthropy Center <i>Address:</i> 6 Eu Tong Sen Street, The Central, #04-88, Singapore 059817 <i>Participants:</i> <ul style="list-style-type: none">- Melissa Kwee, CEO- Tony Soh, Deputy CEO- Fazlin Abdullah, Director of Knowledge & Insights- Ng Soek Mun, Director of Strategy & Policy- Gloria Arlini, Deputy Director of Strategy & Policy
2:30 – 3:00pm	Executive Time
3:30 – 5:00pm	International Institute for Strategic Studies <i>Address:</i> 9 Raffles Place, #49-01 Republic Plaza, Singapore 048619 <i>Participants:</i> <ul style="list-style-type: none">- James Crabtree, Executive Director- Aaron Connelly, Director of Southeast Asia Program- Lynn Kuok, Senior Fellow for Asia-Pacific Security- Samir Puri, Senior Fellow in Urban Sec. & Hybrid Warfare
5:15 – 6:15pm	Fairfield Chemical Carriers

<p>6:15 – 6:45pm</p> <p>7:00 – 8:30pm</p>	<p><i>Address:</i> 8 Temasek Boulevard #19-01, Suntec Tower 3, Singapore 038988</p> <p><i>Participant:</i> Johan Halle, Senior Vice President and Global Chartering Manager</p> <p>Executive Time</p> <p>Working Dinner at Muthu’s Curry <i>Address:</i> B1-109/177 Suntec Tower 3</p>
<p>Friday, April 22</p>	
<p>9:30am</p> <p>10:00 – 11:30am</p> <p>12:00 – 1:00pm</p> <p>1:30 – 2:30pm</p> <p>3:00 – 4:00pm</p> <p>4:30 – 5:30pm</p> <p>5:45pm</p> <p>6:15 – 8:15pm</p> <p>11:35pm</p>	<p>Depart from Lobby</p> <p>Global Commission on the Stability of Cyberspace <i>Address:</i> 9 Battery Road, Room 15A, Singapore 049910 <i>Participant:</i> Boon Hui (Paul) Khoo, Advisor, GHSC; former Police Commissioner; former Interpol President</p> <p>Take Covid test for travel back at hotel</p> <p>Executive Time</p> <p>Cyber Security Agency <i>Address:</i> 5 Maxwell Road Level 3, Tower Block, MND Complex, Singapore 069110 <i>Participants:</i></p> <ul style="list-style-type: none"> - Gwenda Fong, Assistant Chief Executive for Policy and Corporate Development - Yik Jiawei, Director for Strategy and Planning - Christopher Anthony, Deputy Director, Critical Information Infrastructure Division <p>Executive Time to Pack and Check Out</p> <p>Depart Hotel</p> <p>Working Dinner <i>Address:</i> Tiffin Room at Raffles Hotel, 1 Beach Road, Singapore 189673 <i>Notes:</i> Street Food Festival Menu; Leave directly for airport</p> <p>Depart Singapore Changi Airport for Newark Liberty International Airport Singapore Airlines SQ22 18 hours 25 minutes</p>

Saturday, April 23
(ET)

6:00am	Land at Newark Liberty International Airport Arrive: Terminal B
9:30am – 10:56am	Flight from Newark Liberty International Airport for Reagan National Airport UA-SG862136 1 hour 26 minutes Depart: Terminal C & Arrive: Terminal B

CSIS Congressional Foresight Initiative Singapore Delegation:

U.S. House of Representatives Invitees

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Wednesday, April 20

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<p>6:15 – 6:45pm</p> <p>7:00 – 8:30pm</p>	<p><i>Address:</i> 8 Temasek Boulevard #19-01, Suntec Tower 3, Singapore 038988</p> <p><i>Participant:</i> Johan Halle, Senior Vice President and Global Chartering Manager</p> <p>Executive Time</p> <p>Working Dinner at Muthu’s Curry <i>Address:</i> B1-109/177 Suntec Tower 3</p>
<p>Friday, April 22</p>	
<p>9:30am</p> <p>10:00 – 11:30am</p> <p>12:00 – 1:00pm</p> <p>1:30 – 2:30pm</p> <p>3:00 – 4:00pm</p> <p>4:30 – 5:30pm</p> <p>5:45pm</p> <p>6:15 – 8:15pm</p> <p>11:35pm</p>	<p>Depart from Lobby</p> <p>Global Commission on the Stability of Cyberspace <i>Address:</i> 9 Battery Road, Room 15A, Singapore 049910 <i>Participant:</i> Boon Hui (Paul) Khoo, Advisor, GHSC; former Police Commissioner; former Interpol President</p> <p>Take Covid test for travel back at hotel</p> <p>Executive Time</p> <p>Cyber Security Agency <i>Address:</i> 5 Maxwell Road Level 3, Tower Block, MND Complex, Singapore 069110 <i>Participants:</i></p> <ul style="list-style-type: none"> - Gwenda Fong, Assistant Chief Executive for Policy and Corporate Development - Yik Jiawei, Director for Strategy and Planning - Christopher Anthony, Deputy Director, Critical Information Infrastructure Division <p>Executive Time to Pack and Check Out</p> <p>Depart Hotel</p> <p>Working Dinner <i>Address:</i> Tiffin Room at Raffles Hotel, 1 Beach Road, Singapore 189673 <i>Notes:</i> Street Food Festival Menu; Leave directly for airport</p> <p>Depart Singapore Changi Airport for Newark Liberty International Airport Singapore Airlines SQ22 18 hours 25 minutes</p>

**Saturday, April 23
(ET)**

6:00am	Land at Newark Liberty International Airport Arrive: Terminal B
9:30am – 10:56am	Flight from Newark Liberty International Airport for Reagan National Airport UA-SG862136 1 hour 26 minutes Depart: Terminal C & Arrive: Terminal B

