



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](mailto: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: Alexandra Heller
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: Monday, October 10, 2022 Return: Saturday, October 15, 2022  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None
4. Departure City: Washington, DC Destination: Montreal, Canada/ Reykjavik, Iceland Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Carnegie Corporation of New York
6. Describe Meetings and Events Attended:  
See Attached Itinerary

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: 10/25/22

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: Congressman Raul Ruiz Date: 10/25/22

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: Carnegie Corporation of New York
- Travel Destination(s): Montreal, Canada and Reykjavik, Iceland
- Date of Departure: Monday, October 10, 2022 Date of Return: Saturday, October 15, 2022
- Name(s) of Traveler(s): See attached list.

*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	See attached.	See attached.	See attached.	See attached
Accompanying Family Member	N/A	N/A	N/A	N/A

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

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

Signature: Robert S. Litwak Digitally signed by Robert S. Litwak  
DN: cn=Robert S. Litwak, o=Woodrow Wilson Center, ou=Senior Vice President, email=robert.litwak@wilsoncenter.org, c=US  
Date: 2022.10.24 22:37:45 -0400 Date: 10/24/2022

Name: Robert Litwak Title: Vice President

Organization: The Wilson Center

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

Address: 1300 Pennsylvania Ave NW, Washington, DC, 20004

Email: robert.litwak@wilsoncenter.org Telephone: (202) 691-4179

*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

## TRAVELER FORM

1. Name of Traveler: Alexandra Heller
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
Woodrow Wilson International Center for Scholars
3. City and State **OR** Foreign Country of Travel: Montreal, Quebec, Candada & Reykjavik, Iceland
4. a. Date of Departure: October 10, 2022 Date of Return: October 15, 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.**  
I serve as Congressman Ruiz's Legislative Assistant on matters relating to Foreign Relations, Security, and Trade. As a member of the Energy and Commerce Committee Congressman Ruiz's several of his legislative priorities will be addressed on this trip including Quebecs plan for a Green Economy and most important to the district, Quebecs battery strategy that feeds into their overall minerals plan. Moreover, the Artic Circle will provide insight for district environmental and defense groups on their concerns about the Arctics role in Californias future due to his geological standpoint.
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 09/07/2022



## 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](http://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:  
**Woodrow Wilson International Center for Scholars**
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:  
**Hydro-Quebec (owned by the Quebec Government)**
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: October 10, 2022 Date of return: October 15, 2022
7. a. City of departure: Washington, DC (DCA)  
b. Destination(s): Montreal, Quebec, Canada & Reykjavik, Iceland  
c. City of return: Dulles, VA (IAD)
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:



U.S. House of Representatives

# 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:

To learn about Canada's and Iceland's energy, environment, security, trade, and Arctic policies and meet with government officials, business leaders, academics, and other related experts crucial for America's national security. This delegation also includes full admission to the Arctic Circle Assembly, the largest annual conference focused on Arctic issues.

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:

Hydro-Québec arranges transportation via plane to its site in the James Bay (due to the lack of local/ground transportation in the region). The planes are fully funded by Hydro-Québec

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 \$50-\$60 per day**
- 2) Provide the reason for selecting the location of the event or trip:
- To focus specifically on our nearest Arctic global partners**

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Hôtel Dauphin Montréal Centre-Ville City: Montreal, Quebec, Canada Cost Per Night: \$229
- Reason(s) for Selecting: Price, Proximity, Breakfast Included
- Hotel Name: Exeter Hotel City: Reykjavik, Iceland Cost Per Night: \$179
- Reason(s) for Selecting: Price, Proximity to Harpa Concert Hall (Location of Arctic Circle Assembly)
- 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	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$1,470.00	\$919.00	\$550.00
For each Accompanying Family Member	N/A	N/A	N/A

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$438.00	Arctic Circle Assembly Reg & Golden Circle Tour
For each Accompanying Family Member	N/A	N/A

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

### 19. Check only one:

- a.  I certify that I am an officer of the organization listed below; **OR**
- b.  Not Applicable. Trip sponsor is an individual or a U.S. institution of higher education.

### 20. I certify 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: Robert Litwak Digitally signed by Robert Litwak  
DN: cn=Robert Litwak, o=Woodrow Wilson Center, ou=Senior Vice President,  
email=robert.litwak@wilsoncenter.org, c=US  
Date: 2022.09.06 14:31:10 -0400 Date: 09/06/2022

Name: Robert Litwak Title: Senior Vice President

Organization: Woodrow Wilson International Center for Scholars

Address: 1300 Pennsylvania Ave NW Washington, DC 20004

Email: Robert.Litwak@wilsoncenter.org Telephone: (202) 691-4179

## 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](mailto:ethicscommittee@mail.house.gov) | 202-225-7103  
More information and forms available at [ethics.house.gov](http://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: Woodrow Wilson International Center for Scholars
2. Name of your organization: Hydro-Québec
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: CK2687 Signature numérique de CK2687 Date: 09/06/2022  
Date : 2022.09.06 14:31:18 -04'00'

Name: Gary Sutherland Title: Senior Advisor

Organization: Hydro-Québec

Address: 75, boul. Rene-Levesque West, Montreal, Quebec, Canada H2Z 1A4

Email: sutherland.gary@hydroquebec.com Telephone: (514) 250-7543



U.S. House of Representatives

# COMMITTEE ON ETHICS

## INSTRUCTIONS

Complete the *Additional Trip Sponsor Form* and submit the forms directly to the Primary Trip Sponsor.

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](mailto:ethicscommittee@mail.house.gov) | 202-225-7103  
More information and forms available at [ethics.house.gov](http://ethics.house.gov)



U.S. House of Representatives

# COMMITTEE ON ETHICS

## FORM FOR DISCLOSING GIFTS FROM FOREIGN GOVERNMENTS OR INTERNATIONAL ORGANIZATIONS PURSUANT TO 5 U.S.C. § 7342 (FGDA)

1. NAME OF RECIPIENT: Alexandra Heller

2. POSITION OF RECIPIENT: Legislative Assistant

3. NAME AND POSITION OF PERSON COMPLETING FORM (if different from recipient):

Name: Jorden Jones Position: Coordinator for Congressional Relations, Wilson Center

4. DONOR GOVERNMENT OR INTERNATIONAL ORGANIZATION (use a separate form for each government or organization):

Hydro-Quebec

5. NAME AND POSITION OF THE INDIVIDUAL WHO PRESENTED THE GIFT, AWARD, OR TRAVEL:

Name: Gary Sutherland Position: Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Quebec

6. WHAT WAS RECEIVED (check and complete appropriate subsection or subsections)

a.  **Tangible gifts, decorations, or awards** of more than minimal value (describe):

*Note: For the years 2020-2022, "minimal value" is defined as \$415.*

Estimated value in U.S. at time of acceptance: \_\_\_\_\_

Disposition or current location: \_\_\_\_\_

*Note: If you wish to retain an item of more than minimal value for official use, you must separately write to the Committee with that request.*

b.  **Travel or travel expenses paid for or provided** directly by the foreign government or international organization, **regardless of value** (including transportation, food, lodging, and entertainment) (describe):

Transportation on 10/11/22 via chartered plane from Montreal to Raddison, Quebec.  
Transportation was provided due to lack of availability and accessibility Hydro-Quebec's remote hydro-electric facility (16 hours driving from Montreal).

c.  **Travel or travel expenses for which you were reimbursed** by the foreign government or international organization, **regardless of value** (including transportation, food, lodging, and entertainment) (describe):



U.S. House of Representatives

# COMMITTEE ON ETHICS

7. CIRCUMSTANCES UNDER WHICH GIFTS OR TRAVEL WERE ACCEPTED (e.g., that refusal of tangible gift would cause donor embarrassment or travel was consistent with interests of the U.S.):

Travel was consistent with U.S. interests in foreign policy, global sustainability/energy policy, and the U.S. trade relationship with Canada-- our most critical neighbor and partner. No commercial transportation was available to visit this site within the 5-7 day time frame of official government travel, of which is a key and critical portion of US-Canada's sustainable energy partnership.

8. DATE(S) OF ACCEPTANCE (for travel, give inclusive dates travel occurred):

Tuesday, October 11, 2022

Signature: \_\_\_\_\_

*O. Welle*

Date: \_\_\_\_\_

*10/25/22*

Office Address: \_\_\_\_\_

*2342 Rayburn House Office Building*

**Submit ORIGINAL form with original signature to:**

**House Committee on Ethics**

1015 Longworth House Office Building

Washington, DC 20515

(202) 225-7103



# U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

October 7, 2022

Ms. Alexandra Heller  
Office of the Honorable Raul Ruiz  
2342 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Heller:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Canada and Iceland,<sup>1</sup> scheduled for October 10 to 15, 2022, sponsored by Woodrow Wilson International Center for Scholars and Carnegie Corporation of New York. We note that the government of Canada will be providing in-country transportation.

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.

---

<sup>1</sup> 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](mailto: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. Travel provided by a foreign government under the FGDA must also be disclosed on the same form within 30 days after you return from your travel.

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 "Susan Wild".

Susan Wild  
Acting Chairwoman

A handwritten signature in blue ink, appearing to read "Michael Guest".

Michael Guest  
Acting Ranking Member

SW/MG:tn

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

*Trip participants were chosen because they are all alumni of the six week Foreign Policy Fellowship Program.*

**Name:** Dorothy Clark, Office of Rep. Tom Emmer  
**Title:** Legislative Assistant

**Name:** Alexandra Heller, Office of Rep. Raul Ruis  
**Title:** Legislative Assistant

**Name:** Katie Morley, Office of Rep. Adrian Smith  
**Title:** Senior Legislative Assistant

**Name:** Leslie Shedd, Office of Rep. Mike McCaul  
**Title:** Communications Director

**5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:**

**Expenses for Employee:**

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total <b>Other</b> Expenses (Amount and Description)
	<b>\$2,447.00</b>	<b>\$883.00</b>	<b>\$240.83</b>	<b>\$287.60</b>
Actual Amount	<b>Round-Trip Flights per participant:</b> <b>\$2,049.28</b>  <b>Transportation (Ubers):</b> <b>\$207.00</b>  <b>Transportation (Buses):</b>	<b>Montreal, Canada: per person</b> <b>\$527</b>  <b>Iceland: per night</b> <b>\$356</b>	<b>Total per participant:</b> <b>\$240.83</b>	Conference fees: <b>\$167.60</b>  Excursion fees: <b>\$120.00</b>

	\$190.72			
Accompanying Family Member	N/A	N/A	N/A	N/A

**TOTAL COST PER PERSON FOR ALL EXPENSES: \$3,858.43**

See attached itinerary.

See below for detailed expenses.

**HOTELS:**

Hotel Iceland	Hotel Exeter	Booked for 15	\$ 6,408.00	\$356
	Dauphin			
Hotel Montreal	Montreal			
	Centre Ville	Booked for 15	\$ 7,902.70	\$527

**TOTAL HOTELS: \$883.00**

**FLIGHTS:**

IAD to YUL	Air Canada	Booked for 15	\$ 4,845.00	\$ 322.00
YUL to YYZ	Air Canada	Booked for 13	\$ 3,939.00	\$ 303.00
YYZ to KEF	IcelandAir	Booked for 13	\$ 6,255.73	\$ 481.21
KEF to IAD	IcelandAir	Booked for 13	\$ 12,259.91	\$ 943.07

**TOTAL FLIGHTS: \$2,049.28**

**MEALS**

Mon, Oct. 10:

1) Lunch at St. Hubert

a. \$28pp

2) Dinner at Brasserie 701

a. \$65.1pp

Wednesday, Oct. 11:

1) Lunch at H3

a. \$46.4pp

Thurs, Oct. 12:

1) Lunch at Gaia Restaurant

a. \$49.9pp

Friday, Oct. 13

1) Dinner at Messinn

a. \$51.43pp

**Total Food: \$240.83 pp**

**TRANSPORTATION:**

**BUSES:**

Canada:        \$899.36 / 15 =        \$59.96  
Iceland:        \$1700 / 13 =        \$130.76

**Total Busses: \$190.72**

**Total Ubers: \$207.00**

**Total Transportation: \$396.96**

**OTHER:**

**Conference**

Arctic Circle Assembly Conference Fees	Arctic Circle Assembly	Booked for 13	\$ 1,890.85	\$ 145.45
ACA Lunch Oct. 13	Arctic Circle Assembly	Booked for 13	\$ 287.95	\$ 22.15

**Excursions**

Golden Circle Tour	ICELANDIA	Booked for 18	\$ 2,160	12-Sep	Purchase Card	\$120
--------------------	-----------	---------------	----------	--------	---------------	-------

**TOTAL "OTHER" FEES: \$287.60**

**POST ETHICS FINAL ITINERARY  
HOUSE**

**Schedule for 2022 Congressional Staff Trip  
Woodrow Wilson International Center for Scholars  
Foreign Policy Fellowship Program, Canada Institute, & Polar Institute  
October 10-15, 2022**

---

**Time Zones:**

Arlington VA, USA	Eastern Daylight Time (GMT -4)
Montreal, Canada	Eastern Daylight Time (GMT -4)
Reykjavik, Iceland	Greenwich Mean Time (GMT)

**Contacts:**

Jorden Jones	Congressional Relations
Paige Rotunda	Congressional Relations
Jack Durkee	Polar Institute
Zoe Reid	Canada Institute

Montreal Consular Affairs	+ 514-636-3875
Reykjavik Consular Affairs	+ 354 545 0 112

**\*\*All times indicated are local time on the ground.**

**Monday, October 10, 2022**  
**Arlington, VA → Montreal, Canada**

*Attire: Casual/Travel*

8:00 am                    **DELEGATION MEETS AT REAGAN NATIONAL AIRPORT (DCA)**  
Location: Bottom of the Escalators Before TSA Security

9:45 am                    **FLIGHT DEPARTS DCA FOR CONNECTING FLIGHT AT LAGAURDIA, NEW YORK (LGA)**

10:45 am                    **FLIGHT DEPARTS LAGAURDIA, NEW YORK (LGA) FOR MONTREAL (YUL)**  
Time change from departure airport: 0 hours  
*Group will convene at baggage claim on the far side of customs checkpoint and get Uber/Taxi for travel to Hotel*

12:25 pm                    **FLIGHT ARRIVES AT MONTREAL (YUL\_**  
Time change from departure airport: 0 hours

1:00 PM                    **DEPART MONTREAL-TRUDEAU INTERNATIONAL AIRPORT (YUL) FOR LUNCH AT ST. HUBERT (30 mins)**  
POC: Jordan Jones and Emergency Number: +606-224-7475

1:30 PM                    **LUNCH AT ST. HUBERT**  
Location:

2:30 PM  
**Montréal)**                    **SPEAKER SESSION WITH UQAM (L'Université du Québec à**  
  
LOCATION: 405 Rue Sainte-Catherine Est, Montréal, QC H2L 2C4, Canada

**SPEAKERS:**

- Frédéric Gagnon, Professeur titulaire | Full Professor, Département de science politique | Department of Political Science
- Chris Sands, Director of Canada Institute, Wilson Center

**TOPICS:**

- US-Canada Relations
- Canadian Perceptions of U.S. Politics and its Global Impact

- 3:30 PM **DEPART UQAM FOR HOTEL DAUPHIN MONTREAL CENTRE-VILLE**
- 4:00 PM **ARRIVE HOTEL DAUPHIN MONTREAL CENTRE-VILLE AND CHECK IN**  
 Address: 1025, Bleury  
 Montreal, Quebec  
 Phone: + +1 514-788-3888
- 5:00-7:00 pm **FREE TIME**  
*\*\*\* All activities are at the expense of the participant*
- 7:50-8:00 pm **DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE ENRTE WELCOME DINNER (7 mins)**  
 Group will walk (7 min walk) from the lobby of the hotel to the restaurant)  
*Dress: Snappy Casual*
- 8:00-10:00 pm **WELCOME DINNER AT BRASSERIE 701 RESTAURANT (1.5 hours)**  
 Address: 701 Cote de la Place d'Armes  
 Montreal, Quebec  
 Phone: +1 514-904-1201
- About: A menu of French brasserie classics inside a chic space with decorative chandeliers & high ceilings. Click here for the [menu](#).
- Participants: Jordan Jones, Wilson Center  
 Jack Durkee, Wilson Center  
 Zoe Reid, Wilson Center  
 Chris Sands, Wilson Center  
 Paige Rotunda, Wilson Center  
 Alexandra Heller, Rep. Raul Ruis  
 Yazeed Abdelhaq, Sen. Chuck Schumer  
 Robert Julien, Sen. Bob Menendez  
 Leslie Shedd, Rep. Mike McCaul  
 Katie Morley, Rep. Adrian Smith  
 Olivia Elkins, Sen. Patty Murray  
 Jordan Pakula, Sen. Pat Toomey  
 Dorothy Clark, Rep. Tom Emmer  
 David Russell, Rep. John Moolenaar  
 Dhishal Jayasinghe, Sen. Bernie Sanders

Featured Guest: Justin Masse, **Professor, Department of Political Science, Université du Québec à Montréal (UQAM)**

10:00 pm END

**DEPART DINNER ENRTE DAUPHIN MONTREAL CENTRE-VILLE (7 mins)**

7 minute walk back to hotel; optional Uber/Taxi

**RON**

**DAUPHIN MONTREAL CENTRE-VILLE**

Montreal, Quebec

**Tuesday, October 11, 2022**

**Montreal, Canada to the James Bay and Raddison, Quebec**

*Focus: Hydro-Energy and the U.S. Trade Relationship with Quebec*

*Attire: Casual (see further details below)*

### **Temperature**

Note: temperatures vary considerably. Current forecasts indicate temperatures in the low 40s.

### **Suggested attire**

- Warm and comfortable clothing (jeans, sweater, coat or raincoat depending on temperature)
- Walking/hiking shoes (or tennis shoes)
- Camera (photos allowed during outside portion of the tour, but not inside the generating station or the substation)

### **Cell phone coverage**

Most cellphone networks are available in the area, but reception may be affected by various factors, including system availability and capacity, customer's equipment, signal strength, topography and environmental conditions. Coverage map:

<http://www.comparecellular.com/coverage-maps/>

### **Participants for ALL Activities:**

Jorden Jones, Wilson Center  
Jack Durkee, Wilson Center  
Zoe Reid, Wilson Center  
Chris Sands, Wilson Center  
Paige Rotunda, Wilson Center  
Alexandra Heller, Rep. Raul Ruis  
Yazeed Abdelhaq, Sen. Chuck Schumer  
Robert Julien, Sen. Bob Menendez  
Leslie Shedd, Rep. Mike McCaul  
Katie Morley, Rep. Adrian Smith  
Olivia Elkins, Sen. Patty Murray  
Jordan Pakula, Sen. Pat Toomey  
Dorothy Clark, Rep. Tom Emmer  
David Russell, Rep. John Moolenaar  
Dhishal Jayasinghe, Sen. Bernie Sanders

6:30 am

**DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE  
ENRTE PRIVATE AIR TERMINAL IN DORVAL (30 mins)  
Metropolian Shuttle Charter Bus Company  
POC: Jorden Jones and Emergency Number: +606-224-7475  
*Bus will depart from the lobby***

7:00 am

**ARRIVE PRIVATE AIR TERMINAL IN DORVAL FOR  
WELCOME AND BRIEFING ON Hydro-Quebec (30 mins)**  
Address: Skyservice  
9785, avenue Ryan

Dorval, Quebec

Greeted by: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec

Topic:

- What Hydro-Quebec (HQ) is and the agenda for the day
- How HQ contributes to clean energy and its impact on US export markets

7:30-10:00 am

**DEPARTURE FROM DORVAL AIR TERMINAL ON CHARTED PLANE AND ON BOARD BREAKFAST BRIEFING (2.5 hours)**  
Breakfast served on Board (individual trays, food allergies/intolerances taken into account)

Presenters: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec

Topics:

- Overview on Hydro-Quebec (15 mins)
- What is Clean Energy? (15 mins)
- Reducing carbon emissions (15 mins)
- Initiatives by the Quebec government for climate security (30 mins)

Presenter: *Chris Sands, Director of the Canada Institute, The Wilson Center*

Topics:

- Initiatives by the Quebec government for climate security (30 min)
- Q&A (30 min)

10:00-10:10 am

**ARRIVE AT LA GRANDE RIVIERE AIRPORT AND WELCOMED BY HYDRO-QUEBEC REPRESENTATIVE (10 mins)**  
**Hydro Quebec Shuttle Bus**  
Address: Km 590, James Bay Rd, Quebec, Canada

Greeted by: **Éric Hamel**, Head – Corporate Visits, Hydro-Québec

Phone: [+1 819-638-8847](tel:+18196388847)

10:10-10:45 am

**DEPART LA GRANDE RIVIERE AIRPORT ENTRE JAMES BAY FACILITY (35 mins)**

Buses provided by Hydro-Quebec

10:45-12:00 pm

**ARRIVE ROBERT-BOURASSA HYDROELECTRIC FACILITIES**

Address: Complexe Pierre-Radisson 66 Desgroseillers Radisson, Québec, J0Y 2X0, QC, Canada

Phone: [\(800\) 291-8486](tel:8002918486)

Presenter: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec

**Topics of Discussion:**

- Water intakes, dykes, and dams
- Spillway
- Lookout Points
- How these hydro-electricity structures contribute to the global green economy

12:00-12:45 pm

**LUNCH BRIEFING WITH HYDRO-QUEBEC (45 mins)**

Provided by HYDRO-QUEBEC with Staff

Choice of 3 options, including one vegetarian option and full salad bar

Topic:

- Building staff capacity for large clean energy projects, daily operations

12:45-1:00 pm

**DEPART FOR ROBERT-BOURASSA UNDERGROUND GENERATING STATION (15 mins)**

HQ Shuttle Bus

Address: Complexe Pierre-Radisson 66 Desgroseillers Radisson, Québec, J0Y 2X0, QC, Canada

**Note to visitors**

*Visitors must have with them identification (passport or driver's licence for Canadians and Americans) before they can tour the facility. Cameras, cell phones and handbags are prohibited inside the power plant.*

*The electromagnetic fields in power plants may disrupt pacemaker operation. As a precaution, pacemaker users will not be allowed on the part of the guided tour that takes place inside the power plant.*

1:00-2:15 pm

**ARRIVE AND TOUR ROBERT-BOURASSA UNGERGROUND GENERATING STATION (1 hour, 15 mins)**

Presenter: **Eric Hamel**, Head – Corporate Visits, Hydro-Québec

**Topics of Discussion:**

- Machine Hall (30 mins)
- Turbine Pit (30 mins)
- How and why are these facilities necessary to generate clean energy? (15 mins)

2:15-2:30 pm

**DEPART ROBERT-BOURASSA UNGERGROUND GENERATING STATION FOR RADISSON SUBSTATION (15 mins)**

HQ Shuttle Bus

Bus will depart from Robert-Bourassa Underground to Radisson Substation

2:30-3:00 pm

**ARRIVE AND TOUR RADISSON SUBSTATION (30 mins)**

Presenter: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec

**Topics of Discussion:**

- Machine Hall (10 mins)
- Turbine Pit (10 mins)
- How do these facilities differ? Why are both necessary for generating clean energy? – Wrap Up (10 mins)

3:00-3:15 pm

**DEPART RADISSON SUBSTATION FOR LA GRANDE RIVIERE AIRPORT (15 mins)**

3:15-3:30 pm

**ARRIVE AND CHECK IN AT LA GRANDE RIVIERE AIRPORT**

Address: Km 590, James Bay Rd, Quebec, Canada

Phone: [+1 819-638-8847](tel:+18196388847)

3:30-6:00 pm

**DEPART LA GRANDE RIVIERE AIRPORT FOR MONTREAL (2.5 hours)**

Snacks will be served on board, provided by HQ

Presenter: **Gary Sutherland**, Director, Strategic Affairs and Stakeholder Relations, Northeast Markets chez Hydro-Québec and **Chris Sands**, Director of Canada Institute, Wilson Center

**Topics of Discussion:**

- Debrief of the day and Q&A Session with Gary Sutherland and Dr. Christopher Sands
- Benefits of cross-border trade in electrons. How can energy between Canada and the United States be enhanced?
- What is the overall importance of water as a renewable resource? How does water contribute to US-Canada relations? How does it contribute to environmental and national security?

6:00-6:10 pm

**ARRIVE PRIVATE AIR TERMINAL IN DORVAL AND LOAD BUSES (10 mins)**  
**HQ Charter Bus**  
POC: Jordan Jones and Emergency Number: + 1 606-224-7475

6:10-6:40 pm

**DEPART PRIVATE AIR TERMINAL IN DORVAL FOR HOTEL DAUPHIN MONTREAL CENTRE-VILLE (30 mins)**

6:40 pm END

**ARRIVE DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE**  
**END OF PROGRAMMING**  
Participants to acquire dinner by their own means

**RON**

**HOTEL DAUPHIN MONTREAL CENTRE-VILLE**



**Wednesday, October 12, 2022**  
**Montreal, Canada**

*Focus: Climate Security is National Security*

*Attire: Business Casual but note that you MUST WEAR CLOSED-TOE SHOES*

**Participants for ALL Activities:** Jordan Jones, Wilson Center  
Jack Durkee, Wilson Center  
Zoe Reid, Wilson Center  
Chris Sands, Wilson Center  
Paige Rotunda, Wilson Center  
Alexandra Heller, Rep. Raul Ruis  
Yazeed Abdelhaq, Sen. Chuck Schumer  
Robert Julien, Sen. Bob Menendez  
Leslie Shedd, Rep. Mike McCaul  
Katie Morley, Rep. Adrian Smith  
Olivia Elkins, Sen. Patty Murray  
Jordan Pakula, Sen. Pat Toomey  
Dorothy Clark, Rep. Tom Emmer  
David Russell, Rep. John Moolenaar  
Dhishal Jayasinghe, Sen. Bernie Sanders

6:00 – 9:00 am      **BREAKFAST ON YOUR OWN AT HOTEL (1 hour or so)**  
Breakfast is included in the hotel reservation and is served from 6am – 10am.

9:00-9:30 am      **DEPART HOTEL DAUPHIN MONTREAL CENTRE-VILLE FOR LITHION RECYCLING PLANT (30 mins)**  
**Bus Company: Bus.Com**  
*POC: Jordan Jones and Emergency Number: + 1 606-224-7475*  
Bus will depart from the front of the hotel

9:30-10:55 am      **ARRIVE LITHION RECYCLING PLANT FOR TOUR (1 hour, 25 mins)**  
Address:      9388 Boulevard du Golf  
                    Anjou, Quebec  
Phone:      + [+1 514-353-4008](tel:+15143534008)  
  
Presenters:      **Chris Sands, Director of the Canada Institute, Wilson Center**

**Topics of Discussion:**

- Background on Critical Minerals
- Importance of Critical Mineral and Recycling for Energy

10:55-11:00 am

**LOAD CHARTER BUS AT FRONT ENTRANCE OF LITHION PLANT (5 mins)**

POC: Jordan Jones and Emergency Number: + 1 606-224-7475

Bus will depart from the front of the recycling plant

11:00-11:45 pm

**DEPART LITHION RECYCLING PLANT FOR MOBILE BRIEFING (45 mins)**

Presenters: **Dr. Christopher Sands**, Director of Wilson Center's Canada Institute

**Topics of Discussion:**

- Quebec plan for Green Economy
- Critical and strategic minerals plan and battery storage that feed into the plan
- Why is matters for the United States

12:00-1:00 pm

**ARRIVE AT THE RESTAURANT H3 FOR BRIEFING AND ROUNDTABLE POLICY DISCUSSION (1 hour)**

Address: 340 Rue De La Gauchetière O 2e étage, Montréal, QC H2Z 0B9, Canada

Phone: + 514-398-9695

Presenters:

- **Ana Escrogima**, U.S. Consulate General in Montreal
- **Dr. Christopher Sands**, Director of Wilson Center's Canada Institute
- **Garret Flint**, Political / Economic Officer, U.S. Consulate General Montreal
- **Steven Carsom**, Political Officer, U.S. Consulate in Montreal

**Topics of Discussion:**

- U.S.-Canada Relations
- USMCA & Trade

1:00-1:05 pm	<b>LUNCH CONCLUDES &amp; WRAP UP (5 mins)</b>
1:05-1:10 pm	<b>DEPART RESTAURANT H3 FOR HOTEL DAUPHIN MONTREAL</b> Walk 1 min to Hotel
1:10-3:00 pm	<b>BREAK (2 hours to chill &amp; to gather belongings)</b> <i>Everyone returns to rooms, gathers belongings, and checks out of hotel</i>
3:00 pm	<b>DEPART HOTEL DAUPHIN MONTREAL FOR MONTREAL-TRUDEAU INTERNATIONAL AIRPORT (YUL) (30 mins)</b> <i>Ubers will leave from lobby. Please be down early enough to check out and be on the bus ready to depart on time</i>
3:30 pm	<b>ARRIVE MONTREAL-TRUDEAU INTERNATIONAL AIRPORT (YUL) (3 hours for security)</b>
5:15-6:35 pm	<b>FLIGHT DEPARTS MONTREAL-TRUDEAU INTERNATIONAL AIRPORT (YUL) (~1 hour, 30 mins)</b> <b>Air Canada #8449</b> Flight Time: 1 hour, 25 mins
6:35 pm	<b>FLIGHT ARRIVES TORONTO PEARSON INTERNATIONAL AIRPORT (YYZ) WITH LAYOVER (~ 2 hours)</b> Layover time on the ground: 2 hours, 30 mins <i>*** You may get your own dinner during the layover OR eat the dinner provided on the plane</i>
9:00- 6:00 am	<b>FLIGHT DEPARTS TORONTO PEARSON INTERNATIONAL AIRPORT (YYZ) FOR OVERNIGHT FLIGHT TO KEFLAVIK AIRPORT (KEF) (~7 hours)</b> <b>Icelandair #602</b> Flight time: 6 hours, 45 mins <i>Dinner served on flight, additional food available for purchase</i>
<b>RON</b>	<b>OVERNIGHT FLIGHT</b>

**Thursday, October 13, 2022**  
**Toronto, Canada → Reykjavik, Iceland**

*Focus: U.S.-Icelandic Relations & Renewable Energy Efforts*  
*Afternoon Attire: Business*

**Participants for ALL Activities:** Jordan Jones, Wilson Center  
Jack Durkee, Wilson Center  
Zoe Reid, Wilson Center  
Dr. Mike Sfraga, Wilson Center  
Alexandra Heller, Rep. Raul Ruis  
Yazeed Abdelhaq, Sen. Chuck Schumer  
Robert Julien, Sen. Bob Menendez  
Leslie Shedd, Rep. Mike McCaul  
Katie Morley, Rep. Adrian Smith  
Olivia Elkins, Sen. Patty Murray  
Jordan Pakula, Sen. Pat Toomey  
Dorothy Clark, Rep. Tom Emmer  
David Russell, Rep. John Moolenaar  
Dhishal Jayasinghe, Sen. Bernie Sanders

6:00 am **ARRIVE AT KEFLAVIK AIRPORT (KEF)**  
Time change from departure airport: - 4:00 hours (UTC)

Location: Group will meet at the end of the jet bridge before moving to customs and passport control as a group.

7:00-7:30 am **DEPART KEFLAVIK AIRPORT (KEF) EXETER HOTEL (30 mins)**  
*Transportation via Taxi*  
POC: Jordan Jones and Emergency Number: + 1 606-224-7475

7:30-8:30 am **ARRIVE EXETER HOTEL AND CHECK IN (1 hour)**  
Address: 12, Tryggvagata  
101 Reykjavik, Iceland  
Phone: + +354 519 8000

*Breakfast is included in the hotel reservation and is served from 6am – 10am.*

8:30-12:00 pm **NO PROGRAMMING BREAK UNTIL MIDDAY (3.5 hours)**  
Down time until departure for afternoon activities  
**\*\*\*\*Note: Jordan has arranged an EARLY CHECK IN, so you will be able to check in to your room to nap and/or explore the area around the hotel and grab breakfast.**

11:50 pm **DEPART EXETER HOTEL FOR GAIA RESTAURANT FOR LUNCH (10 min walk)**

12:00-1:30 pm

**ARRIVE AT GAIA RESTAURANT FOR QUICK LUNCH  
BRIEFING AND DISCUSSION (1 hour, 30 mins)**

Address: Geirsgatu 7C 101  
Reykjavik, Iceland  
Phone: [+354 511 2300](tel:+3545112300)

Presenters:

**Dr. Rebecca Pincus**, Director of the Wilson Center's Polar Institute

**Marisol Maddox**, Senior Arctic Analyst, Wilson Center

**Evan Bloom**, Senior Fellow, Wilson Center

**Jack Durkee**, Program Associate, Wilson Center

**Topics of Discussion:**

- Overview U.S.-Islandic Relations
- Overview of Polar Institute

**Menu:**

Seafood soup from seafood from the bay

Glazed lamb loin & lamb shank with carrots & lamb broth *or* Diced salmon with chimichurri, apples & truffles

White chocolate cake with passion fruit

1:30 pm

**DEPART GAIA RESTAURANT FOR NATIONAL ENERGY  
AUTHORITY OF ICELAND (30 mins)**

2:00 pm

**ARRIVE NATIONAL ENERGY AUTHORITY OF ICELAND AND  
CHECK-IN (10 mins)**

Location: Harpa Concert Hall  
101 Reykjavík, Iceland

- Ms. Halla Hrund Logadóttir, Director-General
- Dr. Marta Rós Karlsdóttir, Director, Sustainable Use of Natural Resources
- (Additional representatives of Orkustofnun)

3:00 pm

**ATTEND ARCTIC CIRCLE ASSEMBLY – SESSION ON U.S. ARCTIC SECURITY INITIATIVES AND ENGAGEMENT (1 hour, 30 mins)**

Speakers: Dr. Mike Sfraga, Founding Director of Polar Institute, Wilson Center & Presidentally Appoint Chairman of the U.S. Arctic Research Commission

Amb. David Balton, Executive Director, Arctic Executive Steering Committee, Office of Science & Technology Policy, White House; former Senior Fellow, Polar Institute, Wilson Center

Church Kee, Senior Advisor, Arctic Security Affairs, Ted Stevens Center for Arctic Security Studies, U.S. Department of Defense

Point of Contact: Jack Durkee, Senior Program Associate, Wilson Center

**Topics of Discussion:**

- U.S.-Islandic Relations
- Arctic Security

4:45 PM

**DEPART FOR RECEPTION (30 MINS)**

5:15-7:15 PM

**ARRIVE AT FRIENDS OF THE FAR NORTH: ALASKA & GREENLAND RECEPTION (2 hours)**

Location: Harpa Concert Hall  
101 Reykjavik, Iceland  
Bjortuloft Reception Hall

Presenter: **Dr. Mike Sfraga**, Founder of the Polar Institute, The Wilson Center/Chairman of the Arctic Research Commission (Appointed by POTUS) – Introductory Remarks

**Múte Bourup Egede**, Prime Minister of Greenland

**Topics of Discussion:**

- Areas of Collaboration and Energy Security for the US and Greenland

7:15 pm END

**END OF PROGRAMMING (10 min walk to hotel)**

15

*\*\*\*Note: Optional 9 min walk back to Exeter Hotel with Jordan*

**RON**

**EXETER HOTEL**  
Reykjavik, Iceland

**Friday, October 14, 2022**

**Reykjavik, Iceland**

*FOCUS: ARCTIC CIRCLE ASSEMBLY*

*ATTIRE: BUSINESS*

**\*\*\*Note: YOU WILL NEED YOUR PASSPORT TO ACCESS US EMBASSY**

**Participants for ALL Activities:** Jordan Jones, Wilson Center  
Jack Durkee, Wilson Center  
Zoe Reid, Wilson Center  
Dr. Mike Sfraga, Wilson Center  
Alexandra Heller, Rep. Raul Ruis  
Yazeed Abdelhaq, Sen. Chuck Schumer  
Robert Julien, Sen. Bob Menendez  
Leslie Shedd, Rep. Mike McCaul  
Katie Morley, Rep. Adrian Smith  
Olivia Elkins, Sen. Patty Murray  
Jordan Pakula, Sen. Pat Toomey  
Dorothy Clark, Rep. Tom Emmer  
David Russell, Rep. John Moolenaar  
Dhishal Jayasinghe, Sen. Bernie Sanders

8:00-8:45 am      **BREAKFAST ON YOUR OWN AT EXETER HOTEL** (45 mins)  
*Breakfast included in the hotel reservation. Breakfast begins at 7:00 am.*

8:45-9:00 am      **DEPART EXETER HOTEL FOR HARPA CONCERT HALL** (10 MIN WALK)  
*Group will depart from lobby. It is a 10 minute walk from the hotel to the Concert Hall.*  
*Note: Staffers are welcome to depart hotel earlier if they want to attend an 8:30a panel*

9:00 AM      **ARRIVE AT HARPA CONCERT HALL & REGISTER** (3 hours)  
*\*\*\*Note: A map/instructions for navigating the Summit will be provided by Jorden and Jack*  
*\*\*\*NOTE: JACK AND JORDEN WILL GIVE YOU YOUR BADGES/TICKET/LUNCH TICKET*

Address: Harpa Concert Hall  
101 Reykjavik, Iceland  
Phone: + +354 528 5050

About: *Arctic Circle is the largest network of international dialogue and cooperation on the future of the Arctic and our Planet. It is an open democratic platform with*

*participation from governments, organizations, corporations, universities, think tanks, environmental associations, indigenous communities, concerned citizens, and others. It is nonprofit and nonpartisan.*

9:20 AM

**MEETING WITH FORMER PM H.E. Ólafur Ragnar Grímsson AT ASSEMBLY – WILSON CENTER EVENT ONLY (1 hour, 15 mins)**

Address: Harpa Concert Hall  
101 Reykjavik, Iceland  
Visa Room

Presenters: President Ólafur Ragnar Grímsson, President of Iceland 1996-2016.

Adis Olafsfottir, CEO, Arctic Circle

10:00 pm

**ARRIVE AND MEETING ICELAND'S MINISTRY OF FOREIGN AFFAIRS (1 hour)**

Address: Harpa Concert Hall, Stemma Room

Presenter: ~~Maria Jonsdottir, Political Director, Iceland Ministry of Foreign Affairs~~

Ambassador Bergdis Ellertsdottir, Ambassador of Iceland to the US

**Topics of Discussion:**

- US- Icelandic Relations
- Iceland's Global Relationships and National Security
- Iceland and NATO
- Iceland Arctic Strategy

10:45 AM

**ATTEND THE ARCTIC CIRCLE ASSEMBLY (3 hours)**

*\*\*\*Note: A map/instructions for navigating the Summit will be provided by Jorden and Jack*

Address: Harpa Concert Hall  
101 Reykjavik, Iceland  
Phone: + [354 528 5050](tel:+3545285050)

**Topics of Discussion:**

- Click [here](#) to choose which 3 sessions you would like to attend (START AT PG. 50)

12:15-1:00 pm      **LUNCH AT ASSEMBLY (45 mins)**  
Hosted by:    **Arctic Circle Assembly** (*\*\*\*Lunch is included in fees for the conference*)

1:30 pm            **LUNCH ENDS**

1:45 pm            **DEPART ASSEMBLY FOR MEETING WITH CARBFIX**  
*Location: Everyone meet in the Lobby of the Harpa Concert Hall*

2:15 pm            **ARRIVE AND MEETING WITH CARBFIX OFFICIALS (15 min intro)**

Address:          Hellisheioarvirkjun  
                         801 Selfoss, Iceland

Presenter:        Dr. Edda Sif Pind Aradóttir, CEO of Carbfix

About:            **Carbfix** is academic-industrial partnership that has developed a novel approach (CO<sub>2</sub>-to-stone) to capturing and storing CO<sub>2</sub> by its capture in water and its injection into subsurface basalts

**Topics of Discussion:**

- Permanent storage solution for carbon
- How CO<sub>2</sub> turns into stone underground (in > 2 years)

2:30 PM            **TOUR HELLISHEIOI GEOTHERMAL POWER PLANT (1 hour)**

Presenters:        Dr. Bergur Sigfusson, Head of CO<sub>2</sub> Capture and Injection, and Thomas Ratouis, Head of Reservoir Engineering

**Topics of Discussion:**

- How to capture and store CO<sub>2</sub>
- General Plant Operations
- How the plant operates as a public-private partnership

3:35 PM            **DEPART GEOTHERMAL PLANT FOR AFTERNOON TEA WITH THE U.S. AMBASSADOR TO ICELAND AT HER RESIDENCE**  
*LOCATION: WE WILL MEET IN THE LOBBY OF THE HARPA CONFERENCE HALL TO TAKE BUS TO THE MEETING LOCATION*

- Ambassador Carrin Patman, US Ambassador to Iceland

- Ms. Michelle Yerkin, Charge d' Affaires (Chief of Mission)
- (Additional staff of US Embassy)

**Note: You MUST have your Passport in order to get into the Embassy**

5:00 pm

**MEETING CONCLUDES**  
DEPART FOR THE HOTEL VIA BUS

5:30 pm

**ARRIVE AT HOTEL, LIBERTY TO GET READY FOR DINNER**  
DEPART FOR THE HOTEL VIA BUS

7:00 pm

**DINNER HOSTED BY WILSON CENTER**

Location: Messinn  
Lækjargata 6, 101 Reykjavík, Iceland

TRANSPO: WALKING FROM THE HOTEL

**Menu:**

- Starter

Creamy lobster soup with cognac and langustine tails

- Main course

Artic Char with honey, almonds, cherry tomatoes, lemon and butter and Fillet of cod with chilli, curry, leek, mangochutney, white wine, cream and parmesan

- Dessert

Chocolate cake with pistachio ice ream, pistachio nuts, whipped cream, berries and berry sauce

**RON**

**EXETER HOTEL**  
Reykjavik, Iceland

**Saturday, October 15, 2022**  
**Reykjavik, Iceland**

*FOCUS: TRAVEL DAY*

*ATTIRE: CASUAL*

7:00 am                   **BREAKFAST ON YOUR OWN AT HOTEL (45 mins)**  
Breakfast included in the hotel reservation. Breakfast begins at 6am.

8:00 am                   **DEPART HOTEL FOR GOLDEN CIRCLE TOUR**

9:00 AM                   **GOLDEN CIRCLE TOUR**  
Tour Company: Reykjavik Excursions

*About: The Golden Circle bus tour takes you on a day trip to see the world-famous Geysir geothermal area and Gullfoss, the queen of Icelandic waterfalls, as well as Thingvellir National Park. The Geysir geothermal area boasts spouting springs, including Strokkur, the most active geyser in Iceland. At Gullfoss you are given the opportunity to stand next to the amazing waterfall, watching enormous quantities of water tumble violently into a deep, meandering gorge. Thingvellir National Park is the cross-section of Iceland's natural wonders and geological phenomena at Thingvellir National Park, an area of historical and geological significance.*

Topics of Importance:

- Energy: Geothermal, Hyrdoelectric
- Icelandic History

12:30 pm                   **DEPART GOLDEN CIRCLE TOUR FOR KEFLAVIK AIRPORT (2 HOUR DRIVE FROM GOLDEN CIRCLE)**  
Location: Meet in Exeter Hotel Lobby

2:30 pm                   **ARRIVE AT KEFLAVIK AIRPORT (KEF) (~3 hours)**  
Address:       235 Keflavikurflugvollur  
                  235 Keflavik, Iceland  
Emergency Contact: Jordan Jones   Phone: 1-606-224-7475

4:50-7:10 pm           **FLIGHT DEPARTS KEFLAVIK AIRPORT (KEF) FOR WASHINGTON DULLES INTERNATIONAL AIRPORT (IAD)**  
**Icelandair #645**  
*Flight time: 6 hours, 45 mins*  
Dinner served on flight

7:10 pm

**ARRIVE WASHINGTON DULLES INTERNATIONAL AIRPORT  
(IAD) AND PROGRAMMING CONCLUDES**

Time change from departure airport: + 4 hours

\*\*\*\*Note: Participants are responsible for making travel arrangements  
from Dulles airport to their homes.