



U.S. House of Representatives

COMMITTEE ON ETHICS

Employee Post-Travel Disclosure Form

Original Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and file it with the Clerk of the House, B-81 Cannon House Office Building, within 15 days after travel is completed.** Please **do not** file this form with the Committee on Ethics.

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

1. Name of Traveler: Zachary John Roberts
2. a. Name of Accompanying Relative: _____ **OR** None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 10/08/2022 Return: 10/14/2022
 b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington - IAD Destination: Dakar/St. Louis, Sene Return City: Washington - IAD
5. Sponsor(s), Who Paid for the Trip: UN Foundation, The Eleanor Crook Foundation
6. Describe Meetings and Events Attended: Attended meetings and field visits regarding education, agriculture, and preventing malnutrition in and around Dakar and St. Louis, Senegal.
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box:*
 - a. a completed *Sponsor Post-Travel Disclosure Form*;
 - b. the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Grantmaking or Non-Grantmaking Sponsor Forms*;
 - c. page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - d. the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda.
Signify statement is true by checking the box:
 b. If not, explain: _____

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

Signature of Traveler:  Date: 10/28/2022

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. Austin Scott Date: 10/28/2022
Signature of Supervising Member: 



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SPONSOR POST-TRAVEL DISCLOSURE FORM

Original Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip within ten days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

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

1. Sponsor(s) who paid for the trip: United Nations Foundation

2. Travel Destination(s): Dakar and Saint-Louis, Senegal

3. Date of Departure: Oct. 8, 2022 Date of Return: Oct. 14, 2022

4. Name(s) of Traveler(s): Zach Roberts

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	\$3,769	\$447.30	\$345.45	\$475 (translation services)
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: 10/21/2022

Name: Peter Yeo Title: Senior Vice President

Organization: United Nations Foundation

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

Address: 1750 Pennsylvania Ave NW Suite 300 Washington, DC 20003

Email: pyeo@unfoundation.org Telephone: 202-887-9040

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

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



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TRAVELER FORM

1. Name of Traveler: Zachary Roberts
2. Sponsor(s) who will be paying or providing in-kind support for the trip:
The Louisiana Sugar Cane Foundation, Inc.
3. City and State **OR** Foreign Country of Travel : Thibodaux/New Orleans, LA
4. a. Date of Departure: 11/10/2022 Date of Return: 11/12/2022
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.
As the Deputy Chief of Staff that covers agriculture policy for Rep. Scott, this trip will provide educational opportunities regarding sugarcane research, harvesting, and processing operations, as well as the overall importance of the sugarcane industry for the economy.
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

Austin Scott

Date

10/05/22



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: United Nations Foundation

2. Name of your organization: Eleanor Crook Foundation

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

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

5. Check one. I certify that my organization:

a. [X] 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. [X] 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: Kimberly Cernak Digitally signed by Kimberly Cernak Date: 2022.05.25 15:02:02 -04'00' Date: 05/25/2022

Name: Kimberly Cernak Title: Managing Director

Organization: Eleanor Crook Foundation

Address: 1049 30th St NW, Washington DC 20036

Email: kim@eleanorcrookfoundation.org Telephone: 202-834-0207



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



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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:
United Nations Foundation
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box.
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors:
The Eleanor Crook Foundation
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: Saturday, Oct. 8, 2022 Date of return: Friday, Oct. 14, 2022
7. a. City of departure: Washington, DC
b. Destination(s): Dakar and Saint Louis, Senegal
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:
Please see attached.
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
- b. Class of travel: Coach Business First Charter Other (specify: _____)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking the box.*
15. **Check only one.** I represent that either:
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
- b. The trip involves events that are arranged specifically *with regard* to congressional participation.
If "b" is checked:
- 1) Detail the cost *per day* of meals (approximate cost may be provided):
\$120 per day in Dakar; \$90 per day in Saint Louis
- 2) Provide the reason for selecting the location of the event or trip:
Please see attached.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Radisson Blu, Dakar Sea Plaza City: Dakar Cost Per Night: \$191
Reason(s) for Selecting: Favorable cost and location.
- Hotel Name: Hotel de la Poste City: Saint Louis Cost Per Night: \$85
Reason(s) for Selecting: Favorable cost and location.
- 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 <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	\$2,509	\$743	\$460
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	\$225	Translation services
For each Accompanying Family Member		

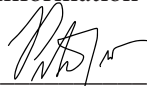
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

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: Aug 24, 2022
 Name: Peter Yeo Title: Senior Vice President
 Organization: United Nations Foundation
 Address: 1750 Pennsylvania Ave NW Suite 300 Washington, DC 20003
 Email: pyeo@unfoundation.org Telephone: 202-887-9040

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

Washington, DC 20515

September 29, 2022

Mr. Zachary Roberts
Office of the Honorable Austin Scott
2417 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Roberts:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Senegal,¹ scheduled for October 8 to 14, 2022, sponsored by United Nations Foundation and Eleanor Crook Foundation.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$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.

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.

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>.

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



Michael Guest
Acting Ranking Member

TED/MG:kjf

**United Nations Foundation Learning Trip to Senegal
Answers to Primary Trip Sponsor Form Questions 4, 12, and 15b2**

4. Names and titles of all House invitees and explanation of why the individual was invited:

The following individuals have been invited to participate in this learning trip to Senegal because they work on issues related to agriculture, nutrition, global health, U.S. foreign policy, U.S.-UN relations, international organizations, and/or associated subjects.

Zach Roberts, Legislative Director
Rep. Austin Scott

Tynesha Boomer, Legislative Assistant
Rep. Sanford Bishop

Riley Pagett, Legislative Director
Rep. Tracey Mann

Perry Yates, Professional Staff Member, Majority
House Agriculture, Rural Development, Food and Drug Administration, and Related Agencies
Subcommittee

Pam Miller, Senior Professional Staff Member, Minority
House Agriculture, Rural Development, Food and Drug Administration, and Related Agencies
Subcommittee

Preston Howey, Legislative Director
Rep. August Pfluger

Mark Erste, Legislative Assistant
Rep. Steve Chabot

Devon Harris, Legislative Assistant
Rep. Raja Krishnamoorthi

Heinz Kaiser, Legislative Assistant
Rep. Julia Letlow

Danielle Stoebe, Legislative Director
Rep. Claudia Tenney

Harper White, Legislative Assistant
Rep. Rosa DeLauro

Kelsey Wolfgram, Legislative Director
Rep. Tim Burchett

Amanda Hall, Legislative Director
Rep. David Valadao

Stephanie McBath, Legislative Assistant
Rep. Dan Newhouse

Twinkle Patel, Legislative Director
Rep. Greg Stuebe

Ariana Bhambani, Legislative Assistant
Rep. Rick Allen

Hannah Strub, Legislative Director
Rep. John Rutherford

Shane Hand, Legislative Director
Rep. Tom Cole

Mark Coffield, Legislative Assistant
Rep. Chris Stewart

Sebastian Wigley, Legislative Assistant
Rep. Young Kim

Amy Surber, Senior Policy Adviser
Rep. Darrell Issa

Collin Davenport, Legislative Director
Rep. Gerry Connolly

Drew Kennedy, Legislative Director
Rep. Joe Wilson

Joe Bartlett, National Security Adviser
Rep. Elise Stefanik

Jim Robertson, Senior Legislative Assistant
Rep. Elise Stefanik

Giselle Reynolds, Legislative Assistant
Rep. Mario Diaz-Balart

Taylor Hewes, Legislative Director
Rep. Dan Meuser

Francesco Arreaga, Policy Adviser
Rep. Adriano Espaillat

Zachary Isakowitz, Legislative Director
Rep. Michael McCaul

Hillary Caron, Legislative Director
Rep. Andy Kim

12. Description of the sponsor's interest in the subject matter of the trip and its role in organizing and/or conducting the trip:

The UN Foundation (UNF) works to educate all Americans, including the U.S. Congress, on the importance of a strong U.S.-UN relationship, with a particular focus on global health issues such as child nutrition and food security. This learning trip provides an opportunity for policymakers to better understand how the UN is working to prevent and treat severe acute malnutrition, alleviate food insecurity, and generally promote good health and well-being in Senegal.

UNF is the sole sponsor of this trip, organizing all aspects of the program and logistics. UNF handles all outreach to congressional offices and is the contact for planning purposes. The UN Foundation received a grant from the Eleanor Crook Foundation (ECF) to partially support this trip. ECF has not played any role in organizing this trip and has not been involved in the selection or invitation of the trip participants.

15b2. Provide the reason for selecting the location of the event or trip:

Although stable and democratic, Senegal is one of the world's least developed countries, with around half of the population living below the poverty line. The economy relies heavily on cash crops and fishing, both of which are vulnerable to climate change, insufficient food production, droughts, land degradation, and high food prices. This has led Senegal to struggle with high rates of maternal and infant mortality and severe acute malnutrition. Compounding these factors, COVID-19 has affected all aspects of Senegal's health system and early in the crisis access to nutrition services was often impaired, threatening the provision of lifesaving treatment for malnourished children in the country's central, northern, and eastern regions, where food and nutrition insecurity are most prevalent. Meanwhile, lower incomes and measures to control the spread of the pandemic reduced the availability of and access to quality food, leading to rising malnutrition rates.

Over the course of four days, the delegation will learn how the UN system is working collaboratively to overcome these challenges. The delegation will conduct multiple site visits and engage with high-level decisionmakers, exploring how the UN is partnering with the U.S. and the Government of Senegal to detect and treat children with wasting, diversify and improve the availability of ready-to-use therapeutic foods, administer school feeding programs, promote sustainable agricultural production, help smallholders farmers gain better access to farm inputs and services, implement food-for-assets initiatives, encourage routine childhood vaccination programs, and related activities.

United Nations Foundation Learning Trip to Senegal

October 8 – 14, 2022

All Times Local

+4 hours from Washington, DC

Saturday, October 8 --- Travel

Attire: Casual.

- 6:15pm Arrive Dulles International Airport (IAD)
- 9:15pm Depart IAD on Ethiopian Airlines 517 to Lome International Airport (LFW)
Flight time 10h 40m

Sunday, October 9 --- Travel/Arrival

Attire: Casual.

- 11:55am Arrive LFW
Layover 1h 50m
- 1:45pm Depart LFW on Ethiopian Airlines 1050 to Dakar Blaise Diagne Airport
Flight time 3h 25m
- 4:10pm Arrive DSS
- 4:40pm – 5:40pm Transit via hired car to Radisson Blu Hotel, Dakar Sea Plaza
- 5:40pm – 6:00pm Check-in to hotel
- 6:00pm – 7:30pm Executive Time
- 7:30pm – 8:30 pm **Welcome Reception and Working Dinner with Mr. Coulibaly Siaka, UN Resident Coordinator in Senegal**
- The delegation will have a working dinner with Mr. Coulibaly Siaka, UN Resident Coordinator in Senegal, and various UN and U.S. Interlocutors to discuss the major food security and nutrition challenges in Senegal in preparation for the week's programming. We will, additionally, review the agenda and clarify any outstanding questions.
- Location: Radisson Blu Hotel, Dakar Sea Plaza*
- Overnight Radisson Blu Hotel, Dakar Sea Plaza
Route de la Corniche Ouest, Dakar, BP 16868, Senegal
+221 (33) 8693333

Monday, October 10 --- Dakar

Attire: Business

8:00am – 8:45am Breakfast at the hotel

8:45am – 9:00am Transit via hired car to UN in Senegal Office

9:00am – 10:30am **Meeting with UN Country Team, led by Mr. Coulibaly Siaka, UN Resident Coordinator in Senegal**

The delegation will meet with the UN Country Team, led by Mr. Coulibaly Siaka, UN Resident Coordinator in Senegal, to contextualize the humanitarian situation in Senegal and provide a general overview of how the UN is working to prevent and treat severe acute malnutrition, alleviate food insecurity, and generally promote good health and well-being. While stable and democratic, Senegal is among the world's least developed countries, ranking 66th out of 116 countries in the 2021 Global Hunger Index and with 38.5% of its population living in poverty (World Bank, 2020). Food insecurity and malnutrition stand at 7.2% and 8.25% respectively, with major regional disparities. Senegal is frequently subject to climate hazards, especially in the semi-arid North. Insufficient food production, droughts, land degradation, high food prices and low resilience have further compounded food insecurity.

Location: UN in Senegal Office, Room Almadies 2

10:30am – 11:00am Transit via hired car to Fann Hospital Center

11:00am – 12:00pm **Tour of Fann Hospital Center**

The delegation will tour the Fann Hospital Center, which specializes in managing malnutrition among children with support from UNICEF. The delegation will meet with children receiving treatment, as well doctors and nurses.

Fann has 341 beds and serves as one of the main treatment centers for the millions of people who reside in Dakar and patients coming from rural Senegal and neighboring countries. It is staffed by some 100 doctors and 300 nurses.

*Location: Address: Hospital Center University De Fann
MGVP+V8P, Av. Cheikh Anta Diop, Dakar, Senegal*

12:00pm – 12:15pm Transit via hired car to Restaurant Chez Lulu

12:15pm – 1:30pm **Working Lunch with Ms. Silvia Danailov, UNICEF Senegal Country Representative**

The delegation will have a working lunch with Ms. Silvia Danailov, UNICEF Senegal Country Representative to discuss the major factors driving severe acute malnutrition in Senegal, UNICEF's work

preventing and treating malnutrition, and explore opportunities for strengthened coordination and U.S. investments.

Location suggestions: Restaurant Chez Lulu

1:30pm – 2:00pm Transit via hired car to Office of the National Nutrition Development Council

2:00pm – 3:00pm **Meeting with the National Nutrition Development Council (CNDN)**

The delegation will meet with representatives from the National Nutrition Development Council (CNDN) to discuss Senegalese efforts to combat malnutrition. The CNDN is housed in the Office of the President and coordinates all nutrition relevant projects and overseeing policy implementation.

Under the authority of the Prime Minister's Office, the CNDN implements various community nutrition programs targeting children under five years of age: social transfers to help families navigate food price increases, poverty and hunger reduction, oil and flour fortification, and salt iodization.

Location: Office of the National Nutrition Development Council Point E

3:00pm – 3:15pm Transit via hired car to micro-garden site, Centre Socio-Culturel De Grand Dakar

3:15pm – 4:30pm **Tour of Micro-Garden Site in the Centre Socio-Culturel de Grand Dakar (Dakar Arts Center)**

The delegation will tour a micro-garden—a form of soilless horticultural production undertaken in small urban spaces that contributes to the fight against food insecurity.

Agricultural space in Dakar, which is home to 25% of the country's population, is incredibly sparse. To provide the city's population with alternative supply solutions, FAO, in collaboration with the Government of Senegal, the Municipality of Dakar, and several NGOs launched the micro-gardening project in 1999. Since then, the project has been re-launched several times and in 2004 the project was transferred to other cities in Senegal and Africa.

Micro-gardening technology permits soilless horticultural production in small urban spaces such as roofs, yards, or vacant areas. The project provides families with food and allows them to sell the surplus for a small income. It generally targets environmental enhancement for fragile groups in societies by enabling inhabitants to produce food in urban situations. The program in Dakar has been very successful,

providing more than 4,000 families with fresh vegetables and a surplus to sell.

Location: Centre Socio-Culturel De Grand Dakar

4:30pm – 5:00pm Transit via hired car to hotel

5:00pm – 6:45pm Executive Time

6:45pm – 7:00pm Transit via hired car to Restaurant Le Dagonne

7:00pm – 8:30pm **Working Dinner with World Food Programme Director and Resident Representative, Ms. Fatiha Terki**

The delegation will have a working dinner with Ms. Fatiha Terki, WFP Director and Resident Representative, to discuss WFP's work reaching food insecure populations, including efforts to support the Ministry of National Education's school feeding program.

Location: Restaurant Le Dagonne, 11, Rue Dagonne Marché Kermel BP, Rue Dagonne, Dakar, Senegal

8:30pm – 8:45pm Transit via hired car to hotel

Overnight Radisson Blu Hotel, Dakar Sea Plaza
Route de la Corniche Ouest, Dakar, BP 16868, Senegal
+221 (33) 8693333

Tuesday, October 11 --- Dakar/Transit/Saint-Louis

Attire: Business

7:00am – 8:00am Breakfast at the hotel (and check-out)

8:00am – 8:40am **Meeting with Mr. Moussa Baldé, Minister for Agriculture and Rural Infrastructure**

The delegation will meet with Mr. Moussa Baldé, Minister for Agriculture and Rural Infrastructure to discuss Senegal-led efforts to combat malnutrition, reach food insecure populations, and strengthen Senegal's domestic agriculture sector, as well as the impact of the UN's work in Senegal.

Location: Radisson Blu Hotel

8:40am – 8:45am Break

8:45am – 9:00am Transit to U.S. Embassy Dakar

9:00am – 10:30am **Meeting with Amb. Mike Raynor and U.S. Country Team**

The delegation will meet with Amb. Mike Raynor and the U.S. Team to discuss U.S.-Senegal Relations and provide an overview of bilateral and multilateral support for global hunger and food security initiatives in Senegal.

Senegal is a focus country for Feed the Future. The first phase of Feed the Future investments focused on scaling-up productivity for four value chains—rice, maize, millet, and fisheries—by improving market linkages, post-harvest infrastructure, access to finance, private sector business development, and public sector capacity. Investments also helped to reform Senegal’s important fisheries sector, enhancing the participation of local fishermen and women in decision-making and management, and ensuring that Senegal’s fisheries can continue to provide lasting jobs and food security. Ongoing Feed the Future activities continue to promote healthier diets by increasing the production, marketing, and consumption of diversified, healthy and nutritious foods.

10:30am – 10:45am Transit via hired car to UN in Senegal Office

10:45am – 11:30am **Meeting with UN Industrial Development Organization (UNIDO) and Agropole Coordinator**

Senegal’s agricultural sector employs 50% of the country’s workforce and is mainly driven by the cultivation of rice, corn, manioc and peanuts. The lack of access to quality inputs and land, particularly in remote rural areas, has, however, traditionally limited the development of agricultural cooperatives and processing companies, and undermined overall food production. UNIDO is supporting Senegal’s efforts to overcome these challenges and develop the country’s agribusiness and agro-industries through the operationalization of competitive and integrated “agricultural growth poles,” otherwise known as agropoles, which are important new development tools designed to kickstart the shift from subsistence to commercial agriculture.

UNIDO is helping Senegal establish 3 agropoles for high-potential value chains: fruits and vegetables, and cashew nuts; aquaculture and fisheries; and livestock and other agro-value chains. Each agropole will operate as a private-public entity linking rural enterprises to the market and provide the appropriate infrastructure, technologies and services to support the development of small and medium-sized enterprises.

Location: UN in Senegal Office

11:30am – 11:45am Transit to Le Ryad Restaurante

11:45am – 1:00pm **Working Lunch with U.S. Department of Agriculture Team**

The delegation will have a working lunch with the U.S. Department of Agriculture Team, including Mr. Barret Bumpas, Regional Agriculture

Attache. The delegation will be briefed on the impact of USDA's McGovern-Dole Food for Education and Child Nutrition Program in Senegal, which marked its 20th anniversary in June 2022.

Signed into law as part of the 2002 Farm Bill, the McGovern-Dole Program focuses on reducing hunger and improving literacy and primary education, especially for girls, in developing countries around the globe. USDA partners with non-profit groups, cooperatives, and international organizations such as WFP to provide not only school meals, but also teacher training and related support to help boost school enrollment and academic performance. At the same time, the program aims to improve children's health and learning capacity even before they enter school by offering nutrition and support services for pregnant and nursing women, infants, and pre-schoolers. The support of the U.S. agricultural community is vital to the success of the McGovern-Dole Program, with more than 1.3 million metric tons of donated U.S. commodities being used to create nutritious, culturally appropriate school meals throughout the years

*Location: Le Ryad Restaurante
QG33+GXP, Rond point du Virage route de l'aéroport*

1:00pm – 1:45pm Transit to Pikine Elementary School

1:45pm – 2:45pm **Tour of Pikine Elementary School with UNICEF, Meeting with Students and Teachers**

The delegation will tour an elementary school in the disadvantaged suburbs of Dakar, to see first-hand how the pandemic has impacted on children's education and how UNICEF is offering alternatives and supporting the Government to overcome the current learning crisis. The school in Pikine offers catch-up classes and accelerated learning programmes to out-of-school children, many of whom could not enroll or dropped out due to the pandemic.

In Senegal, the COVID-19 pandemic and national school closures temporarily disrupted the education of 3.5 million learners, in addition to the 1.5 million children already out of school. UNICEF, as the lead coordinating agency for the Development Partners Thematic Group for Education, has been supporting the Ministry of Education to formulate and implement the COVID-19 Education Sector Response Plan, ensuring that learning never stops and that no child is left behind.

Location: Pikine Elementary School

2:45pm – 3:45pm Transit to Thiès (Ngueror School)

3:45pm – 4:45pm **Visit WFP Nutrition Project and School Canteens at Ngueror School**

The delegation will tour a local elementary school where students are provided hot meals through a partnership between the Ministry of National Education (MEN) and WFP. They will meet with students benefiting from the program and hold a working session with the school management committee to understand the program's implementation process and its measurable impacts on student retention and educational performance.

As part of its COVID-19 pandemic response plan, Senegal's Ministry of National Education (MEN) launched a school feeding program in March 2021 with CFAF 552 million (close to \$1 million) in GPE funding and operational support from WFP. This emergency response, which is in line with the Presidential School Feeding Program, is aimed at mitigating the effects of the health crisis on student education, ensuring the continuity of education services, and encouraging vulnerable students to attend school and achieve academic success.

In partnership with the MEN, WFP provided 137,311 schoolchildren (54% girls and 46% boys) with meals in 749 schools across 11 regions of Senegal in 2021.

Location: Ngueror School, Thiès

4:45pm – 8:45pm	Transit via hired car to Saint-Louis
8:45pm – 9:00pm	Check-in to Hotel Sindone
9:00pm – 9:45pm	Dinner
Overnight	Hotel Sindone 2FCW+C6C, Quai Henni Jay Saint-Louis, Senegal

Wednesday, October 12 --- Saint-Louis

Attire: Business Casual

8:00am – 9:00am	Breakfast at the hotel
9:00am – 9:15am	Transit via hired car to the Office of Governor of the Region of Saint-Louis
9:15am – 10:00am	Courtesy Visit with Mr. Alioune Aïdara Niang, Governor of the Region of Saint-Louis

The delegation will hold a courtesy meeting with Mr. Alioune Aïdara Niang, Governor of the Region of Saint-Louis, to inform him of the purpose of the delegation's visit and learn how the municipal government is partnering with the UN to treat and prevent malnutrition, respond to climate change, and alleviate food insecurity in Saint Louis.

Location: Office of Governor of the Region of Saint-Louis

10:00am – 10:15am Transit via hired car to the District Medical Warehouse of Saint-Louis

10:15am – 11:30am **Tour of the District Medical Warehouse of Saint-Louis**

The delegation will tour a district medical warehouse where essential commodities such as vaccines, antimalarials, and family planning products are shipped, stored, and distributed to local health facilities.

In Senegal, the National Supply Pharmacy (PNA) oversees storage and distribution of essential health commodities. PNA operates one central medical store in Dakar and 11 regional warehouses or Pharmacies (PRA) that serve 74 district-level commodity stores. Like many similar structures in the country, the condition of regional warehouses had been deteriorating, putting at risk the quality of health commodities and the lives of patients who would be using them. In FY18, PNA asked the USAID Global Health Supply Chain-Technical Assistance Francophone Task Order if it could assist in the renovation of three warehouses in Fatick, Diourbel, and Saint-Louis.

USAID responded with a package that considered not only the physical renovation of the buildings, but also steps needed to improve stock management, the capacity of warehouse managers and their work safety. Completed in 2019, the renovation of three regional warehouses in Senegal had a direct impact on the quality of commodities distributed to almost 3 million people residing in these regions.

Location: District Medical Warehouse of Saint-Louis

11:30am – 11:45am Transit via hired car to UNFPA site

11:45am – 12:30pm **UNFPA Integration Kits Delivery Ceremony**

The delegation will attend a ceremony for women who have recently recovered from obstetric fistula and received care, treatment, and social reintegration assistance from UNFPA.

Obstetric fistula is one of the most serious and tragic childbirth injuries—it occurs mostly among women and girls living in extreme poverty, especially those far from medical services—and leaves women incontinent and often leads to chronic medical problems, depression, social isolation and deepening poverty. Through the Campaign to End Fistula, UNFPA works to prevent and treat fistula and to rehabilitate fistula survivors so they can rejoin their communities.

Location: UNFPA site

12:30pm – 12:45pm Transit via hired car to Siki Rio

12:45pm – 1:45pm **Working Lunch with USAID**

The delegation will have a working lunch with colleagues from USAID posted in Saint Louis to discuss the scope of U.S. development and humanitarian assistance efforts in the Senegal, including work improving access to nutritious food through locally-led agricultural programs, sustainably increasing agricultural production to assist in the export of surplus horticultural products, and recent renovations and to medical warehouses to ensure that essential medications are stored in optimal conditions.

Location: Siki Rio, 295 Rue Abdoulaye Seck, St Louis, Senegal

1:45pm – 2:00pm Transit via hired car to Civic Center

2:00pm – 3:30pm **Meeting with Women’s Groups Nutrition Enhancement Program Participants**

The delegation will meet with women who participated in CNDM’s Nutrition Enhancement Program, an initiative to work with mothers and other caregivers to address many of the root causes of malnutrition and stunting.

For more than a decade, major successive shocks in Senegal, such as a series of serious droughts, have impacted local economies and forced households to economize on essential things, such as health care and food consumption. Over time, this has led to stark disparities in nutritional improvements between regions of the country. Whereas national stunting rates have remained stable at under 20% for about a decade, much of the central, northern, and eastern parts of the country—which typically suffer most from the food and nutrition insecurity—continue to show high stunting rates.

To improve the situation, the national Nutrition Enhancement Program (NEP), supported by the World Bank, sought to combat multiple barriers facing women as they seek to access nutrition and finances for their families. Between 2017-2021, CNDN, which oversees the implementation of the NEP, took a multifaceted approach, putting in place interventions to empower women in the areas characterized by a high prevalence of food insecurity and acute malnutrition in children under the age of five, such as the production and processing of agricultural and animal goods with high nutritional value; the economic management of new technologies; building community solidarity for access to production assets; providing health, nutrition, hygiene, and sanitation services; and the promotion of essential family health and nutrition practices.

These new tools were used to improve household food security, diversification and feeding practices of children aged 6 to 23 months,

as well as pregnant and lactating women. Many groups benefited from improved nutrition services, including a total of 461,076 pregnant and lactating women, adolescent girls, and children under the age of five. In addition, 102,480 women were empowered with new knowledge and skills to obtain sufficient quantities of food throughout the year.

Location: Civic Center

3:30pm – 4:00pm Transit via hired car to hotel

4:00pm – 7:00pm Executive Time

7:00pm – 8:30pm **Working Dinner with Dr. Abiboulaye Sall, Area Coordinator for Saint-Louis Malaria and Neglected Tropical Diseases, PATH (Program for Appropriate Technology in Health)**

The delegation will have a working dinner with Dr. Abiboulaye Sall, PATH's Area Coordinator for Saint-Louis, to learn how NGO partners are working to improve the performance of the decentralized public health system of Senegal and to better understand how nutrition challenges in the region impact the greater health infrastructure.

The delegation will additionally discuss efforts to strengthen the health commodities procurement system in Senegal, including the development and establishment of an improved procurement and stock management information system. In close collaboration with the National Pharmacy Supply, PATH is working to improve stock management through the deployment of an enhanced information system and optimizing the availability of essential medicines and technologies

Location: Hotel Sindone

Overnight Hotel Sindone

Thursday, October 13 --- Saint-Louis and Return to Dakar

Attire: Field Dress

8:00am – 9:00am Breakfast at the hotel

9:00am – 9:30am Transit via hired car to Youth Center

9:30am – 10:30am **Visit and Tour of Youth Center near Gaston Berger University of Saint-Louis, supported by the UN Population Fund (UNFPA)**

The delegation will tour a local service point that strengthens the supply of reproductive health and family planning services to students at Gaston Berger University, as well as the surrounding neighborhoods of Saint-Louis.

Location: Youth Center

10:30am – 11:00am Transit via hired car to Ndiougue Mberès

11:00am – 12:00pm **Tour of WFP Rice Fortification Activities**

The delegation will tour a local project site where WFP is working to overcome micronutrient deficiencies in Saint-Louis via rice fortification activities—the addition of essential vitamins and minerals to rice, post-harvest, to increase its nutritional value. Micronutrient deficiencies, defined as the lack of one or more of the essential vitamins and minerals required for healthy growth, development, and functioning, affects all ages and socioeconomic groups.

As more and more countries in West Africa consume rice as a staple, this innovative pilot tests a program entry mode for fortified rice in large-scale WFP operations. The objectives are to implement a new, operative, market model using imported kernels, locally-produced rice and local blending; optimize program set up and scale-up; and develop a regional model for WFP in West Africa and beyond.

Location: Ndiougue Mberès

12:00pm – 12:15pm Transit via hired car to UNIDO site

12:15pm – 1:15pm **Meeting with Local Agriculture Producers, supported by UNIDO**

The delegation will meet with local producers who have received technical and logistical assistance from UNIDO as part of the Project to Support the Resilience of Agricultural Value Chains (PARFA).

As part of PARFA, UNIDO and IFAD have been focusing on improving agro-ecosystem services in Senegal and the food security and incomes of smallholder farmers by creating income-generating jobs for rural people—especially youth and women. Recent achievements include supporting smallholder farmers in using new methodologies and modern equipment (powered by renewable energy) for the processing and conservation of food products.

1:15pm – 1:30pm Transit via hired car to Hotel de la Poste

1:30pm – 2:30pm **Working Lunch and Debrief with UN Colleagues in Saint-Louis**

The delegation will have a working lunch and debrief with UN colleagues based in Saint-Louis, including 4 UNFPA staff and 1 UNICEF staff to discuss lessons learned, post-learning trip follow-up, and potential opportunities for continued engagement and coordination with the U.S. Congress and UN in Senegal.

Location: Hotel de la Poste

2:30pm – 6:30pm Transit to Diamniadio

6:30pm – 7:00pm **Tour of United Nations House (under construction)**

The delegation will tour United Nations House, an ongoing construction project located in the new incoming ministries district Diamniadio. Initiated by the Government of Senegal, the building, once completed, will centrally house the 34 UN agencies that are currently situated across the capital. This visit will help the delegation understand the working relationship between the Government of Senegal and the UN system.

7:00pm – 7:15pm Transit to Radisson Blu Diamniadio

7:15pm – 8:00pm Executive Time

8:00pm – 9:30pm **Working Dinner and Debrief with UN and U.S. Colleagues**

The delegation will have a working dinner with UN and U.S. colleagues to discuss lessons learned, post-learning trip follow-up, and potential opportunities for continued engagement and coordination with the U.S. Congress and UN in Senegal.

Location: Radisson Blu Diamniadio

9:30pm – 11:00pm Executive Time

11:10pm – 11:40pm Transit via hired car to DSS

11:40pm Arrive DSS

Friday, October 14 --- Travel

Attire: Casual

1:40am Depart DSS on Delta 217

6:05am Arrive JFK at 6:05am

8:54am Depart JFK on Delta 5829

10:22am Arrive DCA