



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: Mary Ellen Richardson
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR** None   
 b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 10/23/2022 Return: 10/28/2022  
 b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR** None
4. Departure City: Washington, D.C. Destination: Beirut, Lebanon Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: American Task Force on Lebanon
6. Describe Meetings and Events Attended:  
 Meetings with US Embassy, and local political groups, non-profits and NGOs, universities, the military and civil society groups to discuss policies impacting the ongoing US Lebanon relationship.
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: 11/10/2022

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: Darin LaHood Date: 11/10/2022

Signature of Supervising Member: 



U.S. House of Representatives

# COMMITTEE ON ETHICS

## SPONSOR POST-TRAVEL DISCLOSURE FORM

Original  Amendment

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

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

1. Sponsor(s) who paid for the trip: American Task Force on Lebanon

2. Travel Destination(s): Beirut, Lebanon (BEY)

3. Date of Departure: 10/23/22 Date of Return: 10/28/22

4. Name(s) of Traveler(s): Mary Ellen Richardson

*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	\$1,395.72	\$660.00	\$166.66	\$88.00 (Visa Processing)
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: Edward M. Gabriel Digitally signed by Edward M. Gabriel Date: 2022.11.08 17:28:21 -05'00' Date: 11/08/2022

Name: Ambassador Edward M. Gabriel, Ret. Title: President and CEO

Organization: American Task Force on Lebanon

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

Address: 1100 Connecticut Ave NW, STE 1050, Washington, DC 20036

Email: ed.gabriel@thegabrielco.com Telephone: 202 223 9333

*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

## 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:  
American Task Force on Lebanon
2.  I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box.
3. **Check only one.** I represent that:
  - a.  The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**
  - b.  The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**
  - c.  The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.  
If "c" is checked, list the names of the additional sponsors:
4. Provide names and titles of ALL House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):  
(See attached "ATFL List of Invitees – StaffDel October 2022")
5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: October 23, 2022 Date of return: October 28, 2022
7. a. City of departure: Washington, DC (IAD)  
b. Destination(s): Beirut, Lebanon (BEY)  
c. City of return: Washington, DC (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:



10.  Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*
11. **Check only one of the following:**
- a.  I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box; OR*
- b.  *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:  
(See attached "ATFL Statement of Purpose – StaffDel October 2022")

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):

\$53

- 2) Provide the reason for selecting the location of the event or trip:

Beirut is the capital of Lebanon and is the best location for facilitating meetings with important governmental and non-governmental interlocutors.

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

Hotel Name: Sofitel Beirut Le Gabriel City: Beirut Cost Per Night: \$165

Reason(s) for Selecting: Comfortable, cost-friendly stay located centrally in the capital city of Beirut, where the majority of meetings will be held.

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_

Reason(s) for Selecting: \_\_\_\_\_

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_

Reason(s) for Selecting: \_\_\_\_\_

17.  I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*



U.S. House of Representatives

# COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	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	1700	660	212
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	88	one-time visa processing fee	
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: Edward M. Gabriel Digitally signed by Edward M. Gabriel Date: 2022.09.21 17:08:36 -04'00' Date: 09/21/2022

Name: Ambassador Edward M. Gabriel, ret. Title: President & CEO

Organization: American Task Force on Lebanon

Address: 1100 Connecticut Ave NW, Suite 440, Washington, DC 20036

Email: ed.gabriel@thegabrielco.com Telephone: (202) 223-9333

### 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)



September 6, 2022

Mary Ellen Richardson  
Office of Representative Darin LaHood  
1424 Longworth HOB  
Washington, DC 20515

Dear Mary Ellen,

The American Task Force on Lebanon (ATFL) invites you attend an ATFL-sponsored trip to Lebanon from October 23 - 28 for a series of high-level meetings, including: the Commander of the Lebanese Armed Forces, Members of Parliament, ministers, religious leaders, US Embassy staff, US Military service members, the American University of Beirut, the Lebanese American University, and key members of the business and NGO communities.

We anticipate a series of candid and in-depth discussions on topics concerning governmental reforms, regional security, food security, the peaceful transition of presidential power, US support for the Lebanese Armed Forces and Internal Security Forces, US humanitarian support for the Lebanese people and support for American universities in Lebanon, among other matters.

ATFL unites Americans of Lebanese heritage to promote a strong, reliable, and proactive bilateral relationship between the United States and Lebanon. ATFL sponsors beneficial exchanges for Congressional leaders who are interested in strengthening the US-Lebanon relationship. ATFL has planned the itinerary for meetings in consultation with US government leaders and the US Embassy.

The mission and objectives of ATFL shall always be in the best interest of the United States, and will promote the national unity, independence, and prosperity of a democratic and multi-sectarian Lebanon.

Thank you very much for your consideration. We look forward to continued outreach and cooperation on behalf of the US-Lebanon relationship.

In compliance with the House Committee on Ethics and the Senate Select Committee on Ethics, ATFL will cover all participants' transportation, meal, and hotel costs for the duration of the trip. We will communicate with you individually to secure your air travel, hotel stay, and visa processing. We kindly request your response by September 13, 2022, to [steven.howard@atfl.org](mailto:steven.howard@atfl.org), clarifying any food allergies or other needs that require accommodating so that we may plan accordingly.

Sincerely,

Ambassador Edward M. Gabriel (Ret.)  
President & CEO

The Hon. Spencer Abraham  
*Chairman*

The Hon. Edward M. Gabriel  
*President and Chief Executive Officer*

Ray R. Irani, Ph.D.  
*Vice Chairman*

Mr. Nijad I. Fares  
*Vice Chairman*

Ms. Valerie Jacobs  
*Vice Chairman*

Mr. Mohamed "Mike" Ahmar  
*Treasurer*

Jacques F. Tohmé, M.D.  
*Secretary*

Denyse Sabagh, Esq.  
*Legal Counsel*

The Hon. Thomas A. Nassif  
*Chairman Emeritus (1990-2014)*

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Mr. Tallal A. Turfe

1100 Connecticut Ave, NW  
Suite 440  
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T: 202.223.9333

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[www.atfl.org](http://www.atfl.org)

**Sunday, October 23<sup>rd</sup>, 2022**

**6:25 PM**                      **Departure from Dulles International Airport**

**Monday, October 24<sup>th</sup>, 2022**

**7:00 PM**                      **Arrival in Beirut**

Location: Sofitel Le Gabriel, Achrafieh, Beirut

**~8:30 PM**                      **Briefing and Dinner Hosted by ATFL**

Location: Sofitel Le Gabriel, Achrafieh, Beirut

Purpose: Overview and discussion of upcoming meetings and key issues.

Notes: Start time is approximate.

**Tuesday, October 25<sup>th</sup>, 2022**

**8:30 - 9:30 AM**                      **Country Team Briefing with the US Embassy in Lebanon**

Location: US Embassy Beirut

Purpose: Briefing by US Ambassador regarding US interests in the region; update on status of electricity sector, update on the maritime boundary negotiations mediated by the US; status of relations with LAF and ISF; US assistance efforts; general state of bilateral relations.

**10:30 - 11:30 AM**                      **Meeting with Maronite Patriarch, His Beatitude Bechara Boutros Al-Rahi**

Location: Maronite Patriarchate, Bkerki

Purpose: Delegation will meet with the Patriarch Cardinal of the Maronite Catholic Church to discuss his perceptions on the topic of Lebanon's sovereignty, and the condition of the government and its relations to the citizens.

**12:00 - 1:30 PM**                      **Visit to Amchit Military Base**

Location: Aamchit

Purpose: Observe on-the-ground results of US government support to the LAF as an allied partner in the region, in the presence of active duty LAF and US military service members.

**2:00 - 3:00 PM**                      **Visit to the LAU Campus in Byblos**

Location: Byblos

Purpose: Meeting with senior administrators and students of the Lebanese American University to highlight the importance of US support of education and healthcare in Lebanon.

**3:30 - 4:30 PM Visit to the Old City of Byblos**

Location: Byblos

Purpose: Provide Congressional staff members with the experience of Lebanon's sites of antiquity, contemporary artisanship, and natural coastal beauty, in contrast to the country's economic challenges.

**8:00 PM Dinner Hosted by Tony Frem**

Location: Jounieh

Purpose: Provide the delegation with the opportunity to meet a Lebanon-based entrepreneur, philanthropist, and ATFL advisor, Tony Frem, to discuss the current political environment and other issues.

**Wednesday, October 26<sup>th</sup>, 2022**

**7:30 AM ~Depart from Hotel~**

**8:00 - 9:00 AM Meeting and Walking Tour with Senior Administrators of AUB**

Location: AUB Campus, Ras Beirut, Lebanon

Purpose: Meet with senior administrators and students of Lebanon's other American-accredited university, the American University of Beirut, highlighting the importance of US support of education and healthcare in Lebanon.

**9:15 - 10:30 AM Debriefing with Think Tank Groups**

Location: Issam Fares Institute, AUB Campus, Ras Beirut, Lebanon

Purpose: Meet with scholars and analysts from Lebanon-based think tanks, such as the Issam Fares Institute, the Malcolm H. Kerr Carnegie Middle East Center, the Lebanese Center for Policy Studies, and the Lebanese Association for Democratic Elections to discuss the overall political climate in Lebanon, the need for international humanitarian assistance, and other topics.

**11:00 - 12:00 PM Meeting with Minister of Foreign Affairs & Emigrants Abdallah Bou Habib**

Location: Beirut, MFA Building in Achrafieh

Purpose: Briefing by the Minister for his viewpoint on key issues, including the brain drain, rate of emigration, refugees, and the state of bilateral relations between the US and Lebanon.

**12:30 - 2:30 PM Lunch with Members of Parliament**

Location: Amar Restaurant, Downtown Beirut

Purpose: Engage with newly elected and reelected members of the Lebanese Parliament to discuss political reform, humanitarian aid, economic recovery, their reading of the current political landscape, and popular opinion on the upcoming presidential election.

**3:00 – 4:30 PM Visit to Lebanese Parliament, Meeting with the Deputy Speaker of Parliament and Committee Chairmen**

Location: Lebanese Parliament, Nejme Square, Beirut, Lebanon

Purpose: Discussion with key policy makers on issues including the ongoing US mediated negotiations with the Israeli government concerning Lebanon's southern maritime border, economic reforms as outlined by the IMF, social assistance to the Lebanese people, and other topics of concern.

**5:00 – 6:00 PM Meeting with Walid Jumblatt, Leader of the Progressive Socialist Party**

Location: Clemenceu Residence, Beirut

Purpose: To facilitate a candid discussion with the long-time leader of the Progressive Socialist Party, and influential political leader.

**8:30 PM Dinner Hosted by ATFL Board Member Abie Musa**

Location: Rabieh, Lebanon

Purpose: Meet another Lebanon-based entrepreneur, philanthropist, and ATFL board member, Abie Musa, to discuss the current political environment and other issues.

**Thursday, October 27<sup>th</sup>, 2022**

**9:00 AM** ~Depart from Hotel~

**9:15 - 9:45 AM Visit to Beit al Baraka**

Location: Beit El Baraka HQ, Karm El Zeitoun, Achrafieh

Purpose: To visit with a Lebanese-founded and managed grass-roots humanitarian NGO working to provide vulnerable populations with food assistance, education, and medicine.

**10:30 - 11:30 AM Meeting with Commander of the Lebanese Armed Forces, General Joseph Aoun**

Location: LAF HQ, Yerze, Lebanon

Purpose: To gather information and perspectives on US funding and support for LAF and how the US can be helpful in counterterrorism and stabilization efforts. Provide information and insights to congressional colleagues on these issues.

**12:00 - 1:30 PM Lunch with Live Love Lebanon, Beirut Heritage Foundation**

Location: Salah Labaki St, Rmeil, Beirut, near St. George Hospital

Purpose: Visit with a Lebanese grass-roots humanitarian NGO - supported by USAID - working to restore damaged buildings and housing in Beirut following the Beirut Port Blast and to promote the tourism industry at this time of severe economic hardship.

**2:00 - 3:00 PM Meeting with Caretaker Deputy Prime Minister Saade Chami**

Location: M1 Building, Downtown Beirut

Purpose: To facilitate an in-depth discussion with a senior member of the team negotiating with the IMF. Discussion on the overall status of the IMF negotiations and the progress of reforms, social assistance to the Lebanese people, and other topics of concern.

**6:00 - 7:00 PM Meeting with Leader of Lebanese Forces Party, Dr. Samir Geagea**

Location: Maarab, Keserwan, Lebanon

Purpose: To facilitate a candid discussion with the long-time and politically influential leader of the Lebanese Forces Party.

**8:00 PM - 10:30 PM Dinner at the invitation of US Ambassador to Lebanon Dorothy Shea**

Location: US Embassy, Antelias, Lebanon

Purpose: Review of agenda, issues, and topics discussed during the visit. Summary of delegation visit and top priority issues, key takeaways.

**Friday, October 28th, 2022**

**5:00 AM**

**Leave for Beirut Airport**

DRAFT SCHEDULE



## **ATFL List of Invitees – StaffDel October 2022**

Jessie Kaplan, Office of US Representative Jim Himes

*Congressman Himes is a member of the US-Lebanon Friendship Caucus*

Mary Ellen Richardson, Office of US Representative Darin LaHood

*Congressman LaHood is the Co-Chair of US-Lebanon Friendship Caucus*

Keith Sonia, Office of US Representative David Cicilline

*Congressman Cicilline is a member of the US-Lebanon Friendship Caucus*

Amy Surber, Office of US Representative Darrell Issa

*Congressman Issa is the Co-Chair US-Lebanon Friendship Caucus*



## **ATFL Statement of Purpose – October StaffDel 2022**

The American Task Force on Lebanon is a non-partisan, 501.c.3. charitable organization of Americans of Lebanese heritage, who work to educate for the strengthening of the historic US-Lebanon relationship. The mission and objectives of ATFL are and always will be in the best interest of the United States, and promotes the national unity, independence, and stability of a democratic and multi-sectarian Lebanon. The American Task Force on Lebanon is solely responsible for planning, outreach, and facilitation of our meetings. ATFL also is providing participants with hotel accommodations and all transportation. Our meetings aim to address a series of candid and in-depth discussions on topics concerning continued US support for the Lebanese Armed Forces, resolution of the ongoing maritime border negotiations between Lebanon and Israel, the election of an independent reformist president, and the well-being of the Lebanese people.



## **ATFL List of Confirmed Attendees – StaffDel October 2022**

**Carla Humud, Congressional Research Service**

*Ms. Humud is an analyst of Middle Eastern Affairs for the CRS.*

**Jessie Kaplan, Office of US Representative Jim Himes**

*Congressman Himes is a member of the US-Lebanon Friendship Caucus*

**Mary Ellen Richardson, Office of US Representative Darin LaHood**

*Congressman LaHood is the Co-Chair of US-Lebanon Friendship Caucus*

**Amy Surber, Office of US Representative Darrell Issa**

*Congressman Issa is the Co-Chair US-Lebanon Friendship Caucus*

**American Task Force on Lebanon**

1100 Connecticut Ave, NW Suite 440 | Washington, D.C. 20036

p 202.223.9333 | f 202.223.1399 | web: atfl.org



## ATFL Staff Del October 2022 (10/23 – 10/28) – Final Itinerary

### Sunday, October 23<sup>rd</sup>, 2022

6:25 PM Departure from Dulles International Airport (IAD) to Paris Charles-De-Gaulle International Airport (CDG)

Location: Washington Dulles International Airport, Dulles, VA, USA

Flight Info: Delta (DL) 8631 (IAD - CDG) 6:25 PM - 8:10 AM (+1 Day)

### Monday, October 24<sup>th</sup>, 2022

6:55 PM Arrival in Beirut

Location: Beirut Rafic Hariri International Airport (BEY), Lebanon

Flight Info: Middle East Airlines (MEA) 212 (CDG-BEY) 1:40 PM - 6:55 PM

8:30 PM – 9:30 PM Briefing and Dinner Hosted by the American Task Force on Lebanon (ATFL)

Location: Sofitel Le Gabriel, Achrafieh, Beirut, Lebanon

Purpose: Overview and discussion of upcoming meetings and key issues.

### Tuesday, October 25<sup>th</sup>, 2022

7:30 AM ~Depart from Hotel~

8:30 AM – 9:30 AM Country Team Briefing with the US Embassy in Lebanon

Location: US Embassy, Antelias, Lebanon

Purpose: Briefing by US Ambassador regarding US interests in the region; update on status of electricity sector; update on the maritime boundary negotiations mediated by the US; status of relations with the Lebanese Armed Forces (LAF) and Internal Security Forces (ISF); US assistance efforts; general state of bilateral relations.

10:30 AM – 12:00 PM Visit to Lebanese Parliament, Meeting with the Deputy Speaker of Parliament and Committee Chairmen

Location: Lebanese Parliament, Nejme Square, Beirut, Lebanon

Purpose: Discussion with key policy makers on issues including the ongoing US mediated negotiations with the Israeli government concerning Lebanon's southern maritime border, economic reforms as outlined by the IMF, social assistance to the Lebanese people, and other topics of concern.



1:00 PM – 2:30 PM Visit to Aamchit Military Base

Location: Aamchit, Lebanon

Purpose: Observe on-the-ground results of US government support to the LAF as an allied partner in the region, in the presence of active duty LAF and US military service members.

3:15 PM – 4:15 PM Visit to the Lebanese American University (LAU) Campus in Byblos

Location: Byblos, Lebanon

Purpose: Meeting with senior administrators and students of LAU to highlight the importance of US support of education and healthcare in Lebanon.

4:15 PM – 4:30 PM *~Transit Time Between Meetings~*

4:30 PM - 5:30 PM Meeting with Maronite Patriarch Bechara Boutros Al-Rahi

Location: Maronite Patriarchate, Bkerki, Lebanon

Purpose: Delegation will meet with the Patriarch Cardinal of the Maronite Catholic Church to discuss his perceptions on the topic of Lebanon's sovereignty, and the condition of the government and its relations to the citizens.

5:30 PM – 6:30 PM *~Transit Time to the Hotel~*

6:30 PM – 7:30 PM *~Break Opportunity in Preparation for Dinner~*

7:30 PM – 8:00 PM *~Transit Time to Dinner~*

8:00 PM – 11:00 PM Dinner Hosted by Mr. Antoine Frem

Location: Jounieh, Lebanon

Purpose: Provide the delegation with the opportunity to meet a Lebanon-based entrepreneur, philanthropist, and ATFL advisor, Tony Frem, to discuss the current political environment and other issues.

### Wednesday, October 26<sup>th</sup>, 2022

8:30 AM *~Depart from Hotel~*

9:00 AM – 10:00 AM Meeting and Campus Visit with Senior Administrators of AUB

Location: AUB Campus, Ras Beirut, Lebanon

Purpose: Meet with senior administrators and students of Lebanon's other American-accredited university, the American University of Beirut, highlighting the importance of US support of education and healthcare in Lebanon.



11:00 AM – 12:00 PM Meeting with Minister of Foreign Affairs, Abdallah Bou Habib  
Location: New Ministry of Foreign Affairs Building, Near Grand Serail, Downtown Beirut, Lebanon  
Purpose: Briefing by the Minister for his viewpoint on key issues, including the brain drain, rate of emigration, refugees, and the state of bilateral relations between the US and Lebanon.

12:30 PM – 2:00 PM Off-the-Record Lunch with Media and Think Tank Scholars  
Location: Amar Cafe, Downtown Beirut, Lebanon  
Purpose: Meet with scholars and analysts from Lebanon-based think tanks, such as the Issam Fares Institute, the Lebanese Center for Policy Studies, the Lebanese Association for Democratic Elections as well as foreign correspondents for the Times of London and Middle East Eye and leaders of Lebanon's alternative media to discuss the overall political climate in Lebanon, the need for international humanitarian assistance, and other topics.

2:15 PM – 3:00 PM ~Break Opportunity Between Meetings~

3:30 PM – 4:45 PM Site Visit to Beit El Baraka  
Location: Beit Kanz, Acrefieh, Lebanon  
Purpose: Site visit to Lebanese grass-roots humanitarian NGO working to support vulnerable populations with food security, access to pharmaceuticals, and local entrepreneurship.

5:00 PM – 6:00 PM Meeting with Walid Jumblatt, Leader of the Progressive Socialist Party  
Location: Clemenceu Residence, Beirut, Lebanon  
Purpose: To facilitate a candid discussion with the long-time leader of the Progressive Socialist Party, and influential political leader.

6:30 PM - 8:00 PM ~Break Opportunity in Preparation for Dinner~

8:00 PM - 8:30 PM ~Transit Time to Dinner~

8:30 PM – 10:30 PM Dinner Hosted by ATFL Board Member Abie Musa  
Location: Beirut, Lebanon  
Purpose: Engage with newly elected and reelected members of the Lebanese Parliament to discuss political reform, humanitarian aid, economic recovery, their reading of the current political landscape, and popular opinion on the upcoming presidential election. Hosted by Lebanon-based entrepreneur, philanthropist, and ATFL advisor, Abie Musa, to discuss the current political environment and other issues.



★ **ATFL** ★

American Task Force  
On Lebanon

Thursday, October 27<sup>th</sup>, 2022

8:00 AM

*~Depart from Hotel~*

9:00 AM – 10:00 AM The United Nations' Special Coordinator on Lebanon (UNSCOL), Representatives of UN Office of the Coordinator of Humanitarian Affairs (UNOCHA), UN High Commissioner for Refugees (UNHCR), the United Nations Relief and Works Agency for Palestine Refugees in the Near East (UNRWA)

Location: UNSCOL HQ, Yerze, Lebanon

Purpose: Briefing on country issues from UNSCOL. Briefing on humanitarian issues and refugees from UNOCHA, UNHCR, and UNRWA.

10:30 AM – 11:30 AM

Meeting with Commander of the Lebanese Armed Forces, General Joseph Aoun

Location: LAF HQ, Yerze, Lebanon

Purpose: To gather information and perspectives on US funding and support for LAF and how the US can be helpful in counterterrorism and stabilization efforts. Provide information and insights to congressional colleagues on these issues.

12:30 PM – 1:00 PM

Meeting with the Sunni Grand Mufti Abdul Latif Derian

Location: Dar El Fatwa, Beirut, Lebanon

Purpose: Delegation will meet with the Sunni Grand Mufti of Lebanon to discuss his perceptions on the topic of Lebanon's Presidential election, the condition of the government and its relations to the citizens.

1:15 PM – 3:00 PM

Lunch with MP Fouad Makhzoumi

Location: Phoenicia Hotel Beirut, Lebanon

Purpose: Delegation will meet with Lebanese Member of Parliament Fouad Makhzoumi to discuss the current political climate in Lebanon among other topics. The group met with key Sunni MP's from the Tripoli region of Lebanon.

3:30 PM – 4:15 PM

Site Visit to Live Love Lebanon, accompanied by Beirut Heritage Initiative, and Fair Trade Lebanon

Location: Salah Labaki St, Rmeil, Beirut, Lebanon

Purpose: Visit with Lebanese NGOs - supported by USAID - working to restore damaged buildings and housing in Beirut following the Beirut Port Blast and to promote the tourism industry at this time of severe economic hardship as well as supporting Lebanese exports abroad.

4:15 PM – 5:00 PM

*~Break Opportunity in Preparation for Dinner~*

5:00 PM - 6:20 PM

*~Transit Time Between Meetings ~*



6:30 PM – 7:30 PM Meeting with Leader of Lebanese Forces Party (LF), Dr. Samir Geagea, and LF Members of Parliament

Location: Maarab, Keserwan, Lebanon

Purpose: To facilitate a candid discussion with the long-time and politically influential leader of the Lebanese Forces Party.

7:45 PM – 8:30 PM ~Estimated Transit Time to Dinner~

8:00 PM – 10:30 PM Dinner at the Invitation of US Ambassador to Lebanon Dorothy Shea

Location: US Embassy, Antelias, Lebanon

Purpose: Review of agenda, issues, and topics discussed during the visit. Summary of delegation visit and top priority issues, key takeaways.

### Friday, October 28th, 2022

5:00 AM Depart from Beirut Int'l Airport to Washington Dulles Int'l Airport

Location: Beirut Rafic Hariri International Airport (BEY), Lebanon to Washington Dulles International Airport (IAD), USA

Flight Info: MEA 211 (BEY-CDG) 7:55 AM - 11:35 AM // DL 8496 (CDG-IAD) 1:45 PM - 4:15 PM



U.S. House of Representatives  
COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Mary Ellen Richardson
2. Sponsor(s) who will be paying or providing in-kind support for the trip:  
American Task Force on Lebanon
3. City and State **OR** Foreign Country of Travel : Beirut, Lebanon
4. a. Date of Departure: 10/23/2022 Date of Return: 10/28/2022  
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 Legislative Director for Rep. LaHood focusing on issues of defense and foreign affairs, as well as the US-Lebanon Friendship Caucus - I handle all policy related to the US-Lebanon relationship. IL-18 also is home to 8,000 Lebanese-American families who work with our office on issues related to Lebanon.
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 09/22/2022



# U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

October 21, 2022

Ms. Mary Richardson  
Office of the Honorable Darin LaHood  
1424 Longworth House Office Building  
Washington, DC 20515

Dear Ms. Richardson:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Lebanon,<sup>1</sup> scheduled for October 23 to 28, 2022, sponsored by American Task Force for Lebanon.

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.

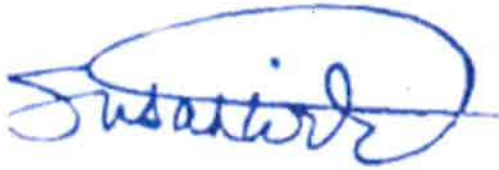
Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$415] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts 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.

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<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>.

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

Sincerely,



Susan Wild  
Acting Chairwoman



Michael Guest  
Acting Ranking Member

SW/MG:mc