



U.S. House of Representatives

COMMITTEE ON ETHICS

EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

1. Name of Traveler: Stephen Holland
2. a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 3/1/23 Return: 3/3/23
 b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington, DC Destination: Los Angeles, CA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Counter Brands, LLC
6. Describe Meetings and Events Attended:
 I attended and spoke at a panel on the regulation of cosmetics and industry practices related to environmental sustainability. I later attended a networking reception in which I spoke with meeting participants about what additional actions Congress and advocates could take to further regulate cosmetics.
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: *Stephen M. Holland* Date: 03/07/2023

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. Frank Pallone Jr. (NJ-06) Date: 03/07/2023

Signature of Supervising Member: *Frank Pallone Jr.*



U.S. House of Representatives

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

Original Amendment

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

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

1. Sponsor(s) who paid for the trip: _____

2. Travel Destination(s): _____

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

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


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

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

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler				
Accompanying Family Member				

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

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

Signature:  _____ Date: _____

Name: _____ Title: _____

Organization: _____

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

Address: _____

Email: _____ Telephone: _____

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

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



U.S. House of Representatives

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Stephen Holland
2. Sponsor(s) who will be paying for the trip: Counter Brands, LLC
3. City and State or Foreign Country of Travel : Los Angeles, California
4. a. Date of Departure: 3/1/2023 Date of Return: 3/3/2023
 b. Will you be extending the trip at your personal expense? Yes No
 If yes, list dates at personal expense: _____
5. a. Will you be accompanied by a family member at the sponsor's expense? Yes No **If yes:**
 (1) Name of Accompanying Family Member: _____
 (2) Relationship to Traveler: Spouse Child Other (specify): _____
 (3) Accompanying Family Member is at least 18 years of age: Yes No
6. a. 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)? Yes No
 b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:
Events will run from 9:30 AM - 10:00 PM on March 2nd warranting a two night stay.
7. *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: Yes No
 NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**
I am Senior Health Counsel on the Energy and Commerce Committee and was responsible for drafting and negotiating the Modernization of Cosmetics Regulation Act. The educational forum will discuss the new law and future efforts on cosmetics safety.
9. **Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip?** Yes No
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

Frank Pallone J.

Date 2/2/2023



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) provides detailed instructions for filling out the form.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip:
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*
3. **Check only one.** I represent that:
 - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: **OR**
 - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: **OR**
 - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
If "c" is checked, list the names of the additional sponsors:
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: _____ Date of return: _____
7. a. City of departure: _____
b. Destination(s): _____
c. City of return: _____
8. **Check only one.** I represent that:
 - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: **OR**
 - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: **OR**
 - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
9. **Check only one of the following:**
 - a. I checked 8(a) or (b) above; **OR**
 - b. I checked 8(c) above but am not offering any lodging; **OR**
 - c. I checked 8(c) above and am offering lodging and meals for one night; **OR**
 - d. I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted:



U.S. House of Representatives

COMMITTEE ON ETHICS

10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*
11. **Check only one of the following:**
- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box; OR*
- b. *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For **each** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip **and** its role in organizing and/or conducting the trip:
13. **Answer parts a and b. Answer part c if necessary:**
- a. Mode of travel: Air Rail Bus Car Other (specify: _____)
- b. Class of travel: Coach Business First Charter Other (specify: _____)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking the box.*
15. **Check only one.** I represent that either:
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
- b. The trip involves events that are arranged specifically *with regard* to congressional participation.
If "b" is checked:
- 1) Detail the cost *per day* of meals (approximate cost may be provided):
- 2) Provide the reason for selecting the location of the event or trip:
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
- Hotel Name: _____ City: _____ Cost Per Night: _____
Reason(s) for Selecting: _____
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*



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

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

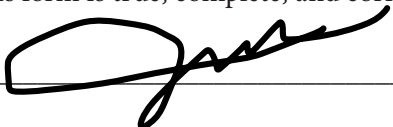
NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check only one:

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

20. I certify by my signature that

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

Signature:  _____ Date: _____

Name: _____ Title: _____

Organization: _____

Address: _____

Email: _____ Telephone: _____

INSTRUCTIONS

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

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

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

For questions, please contact the Committee on Ethics at:

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

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

Michael Guest, Mississippi
Chairman
Susan Wild, Pennsylvania
Ranking Member

Dave Joyce, Ohio
John H. Rutherford, Florida
Andrew R. Garbarino, New York
Michelle Fischbach, Minnesota

Veronica Escobar, Texas
Mark DeSaulnier, California
Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
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February 22, 2023

Mr. Stephen Holland
Committee on Energy & Commerce
2322 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Holland:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Los Angeles, California, scheduled for March 1 to 3, 2023, sponsored by Counter Brands, LLC. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

Committee travel regulations require that you submit your complete pre-trip approval request to the Committee at least 30 days before the commencement of the trip or it will not be granted. Despite your failure to do so in this instance, we are approving your current request. However, any future requests must adhere to the 30-day requirement or they will be denied.

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 the reporting threshold from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. That reporting threshold is currently \$415 but is set to adjust in 2023. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel

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

Sincerely,

A handwritten signature in blue ink that reads "Michael Guest". The first letter "M" is large and loops around the first part of the name.

Michael Guest
Chairman

A handwritten signature in blue ink that reads "Susan Wild". The signature is fluid and cursive, with the "S" and "W" being particularly prominent.

Susan Wild
Ranking Member

MG/SW:mc



RAISE THE IMPACT FORUM OVERVIEW

About Beautycounter

As the industry leader in clean skin care, makeup and personal care products, Beautycounter's mission is to get safer products into the hands of everyone. Since launching in 2013, Beautycounter has helped pass 11 health-protective laws, worked with lawmakers to ensure the safety of product ingredients, stood up for consumer access to transparent labeling and hosted annual advocacy days from Washington, D.C. to Ottawa and Sacramento.

Event Overview

- Thursday, March 2, 9:30 AM – 1:30 PM at Citizen News in Hollywood
- Expected attendance: 100 - 125
- About: A mission-focused forum will be held in tandem with other events as Beautycounter celebrates its 10th anniversary. Panelists include government staff, business leaders and nonprofit leaders who will speak about recent legislation, sustainability trends, product safety and more. Attendees will consist of Beautycounter consultants, staff and nonprofit leaders.

The Goal

- Foster educational conversations amongst subject matter experts in cosmetics safety, policy and sustainability. Through an engaging Q&A, the audience will learn about recent clean beauty legislation, such as the Modernization of Cosmetics Regulation Act of 2022 (MoCRA), the industry's impacts on communities of color, sustainability trends and challenges, and what's next for the industry.

The Speakers

- Moderator: TBA mid-February
- Janet Nudleman, Breast Cancer Prevention Partners – Cosmetics policy expert
- Ami Zota, Columbia University – Environmental health expert whose research includes characterizing and addressing issues of beauty justice.
- Stephen Holland, Senior Health Counsel, U.S. House of Representatives Energy and Commerce Committee – Health and legislative expert who was key in getting MoCRA across the finish line.
- Senator Ben Allen, California – Author of SB 54, California's new plastics law
- Heidi Sanborn, National Stewardship Action Council – Led SB 54 NGO advocacy
- Steve Hatfield, The Carlyle Group – Business ESG Expert

BEAUTYCOUNTER®

Prep Calls with Speakers

- We plan to send a draft of questions that we intend to ask each panelist the week of 2/13 - 2/17. Additionally, we are targeting the weeks of 2/13 - 2/17 and 2/20 - 2/24 for individual prep calls with panelists.

Run of Show (subject to change)

9:30 a.m. - 10:00 a.m. Arrivals and Breakfast

10:00 a.m. - 10:05 a.m. Attendees Take Seats

10:05 a.m. – 10:20 a.m. Opening Remarks by Jen Lee, Chief Impact Officer

10:20 a.m. - 11:00a.m. Panel #1 – Policy

11:00 a.m. - 11:10 a.m. Break

11:10 a.m. - 11:50 a.m. Panel #2 - Sustainability

11:50 a.m. - 12:00 p.m. Break

12:00 p.m. - 12:15 p.m. Panel #3 – What is Clean

12:20 – 1:00 p.m. Lunch

BEAUTYCOUNTER®

EVENTS: RAISE THE IMPACT FORUM

DATE

Thursday, March 2nd 9:30 AM - 1:30 PM PT

LOCATION

Citizen News – Hollywood, CA

AUDIENCE

Approx. 120 attendees

Estimated Breakdown:

- Consultants
- [Beautycounter HQ](#)
- Nonprofits / Environmental & Sustainability Partners
- Press/Editors

PURPOSE

Reaffirm Beautycounter's decade of thought leadership within the beauty space through educational programming that spotlights how BC had led in the safety, sustainability and advocacy spaces. Attendees will hear from panelists who are subject matter experts on topics including the Modernization of Cosmetics Regulation Act ([MoCRA](#)), clean beauty legislation, net zero carbon goals, environmental justice and more.

HIGHLIGHTS

The event will feature guest speakers with expertise in safety, policy and sustainability.

- Panel #1 Policy
 - [Ami Zota](#) (Columbia University, BC Science Advisory Council) - environmental health and equity expert
 - [Janet Nudelman](#) (BCPP) - safer chemicals and cosmetics advocacy expert
 - [Stephen Holland](#) (House of Representatives) – health legislation and [MoCRA](#) expert
- Panel #2 Climate & Advocacy
 - [Ben Allen](#) (California Senate) – Champion for environmental Protection, authored CA SB 54
 - [Heidi Sanborn](#) (National Stewardship Action Council) – NGO lead on CA SB 54
 - [Steve Hatfield](#) (Carlyle) – Head of ESG, Advisor to BC climate initiatives
- Panel #3 Clean Beauty
 - [Jen Lee](#) ([Beautycounter](#))

*Final event name TBD

EVENTS: RAISE THE MOMENTUM 10-YEAR CELEBRATION

DATE

Thursday, March 2nd 6PM -10PM PT

LOCATION

[NeueHouse](#) – Hollywood, CA

AUDIENCE

Approx. 200 attendees

- Consultants
- [Bc Leadership](#)
- [Bc Founder](#), Gregg Renfrew
- Industry Leaders
- Nonprofit Partners
- Science Advisory Council

PURPOSE

Celebrate Beautycounter's 10-year anniversary by spotlighting the brand's past advocacy, sustainability, and product achievements with a future eye on growth and innovation.

HIGHLIGHTS

- A branded experience will immerse guests in the world of Beautycounter – with a step-and-repeat along with interactive activations that story tell around key brand pillars of efficacy, safety, sustainability and advocacy.
- The celebration will kick off with a speaking moment and video from [Bc's](#) Founder, Gregg Renfrew.
- Attendees will speak with [Bc](#) leadership and network with industry experts to learn more about [MoCRA](#), the recent federal legislation that passed, BC's new net zero climate goal and more.

