



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: Chelsea Glynn
2. a. Name of Accompanying Relative: _____ OR None
 - b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 6/28 AM Return: 6/28 PM
 - b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington DC Destination: Harrisburg, PA Return City: Washington DC
5. Sponsor(s), Who Paid for the Trip: FMI - The Food Industry Association
6. Describe Meetings and Events Attended:
Attended a briefing w/ vnfi (FMI member) on food distribution & traceability. Toured distribution center.
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:

LEGISLATIVE RESOURCE CENTER
2023 JUN 10 AM 10:17
OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

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

Signature of Traveler: Chelsea Glynn Date: 7-5-23

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: Chellie Pingree Date: 7-5-23

Signature of Supervising Member: Chellie A



U.S. House of Representatives

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

Original Amendment

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

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

- Sponsor(s) who paid for the trip: FMI - The Food Industry Association
- Travel Destination(s): Harrisburg, PA
- Date of Departure: 6/28/23 Date of Return: 6/28/23
- Name(s) of Traveler(s): Chelsea Glynn

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

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

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$26	0	\$12	
Accompanying Family Member				

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

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

Signature: Erin McCarthy Date: 06/29/2023

Name: Erin McCarthy Title: Assistant

Organization: FMI - The Food Industry Association

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

Address: 2345 Crystal Drive, Arlington VA, 22202

Email: emccarthy@fmi.org Telephone: 952-594-9021

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: Chelsea Glynn

2. Sponsor(s) who will be paying or providing in-kind support for the trip:
FMI - the Food Industry Association

3. City and State OR Foreign Country of Travel: Harrisburg, PA

4. a. Date of Departure: 6/29/23 Date of Return: 6/28/23

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.

Title - Policy Advisor
I cover ag policy for my boss - a member of House Ag Committee & Ag Approps. The trip will allow me to gain a better understanding of food distribution systems & related policies

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 Chelle R

Date 5/25/23



U.S. House of Representatives

COMMITTEE ON ETHICS

TRAVELER FORM

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

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

Name of Traveler: Chelsea Glynn

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

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

Signature: Chelsea Glynn

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Rep. Pingree

Office Address: 2354 RHOB

Telephone Number: 202 225 6116

Email Address of Contact Person: Chelsea.Glynn@mail.house.gov

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

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

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

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



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:
FMI - The Food Industry Association
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):
Included on additional pages
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: June 28, 2023 Date of return: June 28, 2023
7. a. City of departure: Washington, DC
b. Destination(s): Harrisburg, PA
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:



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:
Included on additional pages
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):
\$15
- 2) Provide the reason for selecting the location of the event or trip:
Included on additional pages
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 <input 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	\$110	N/A	\$15
For each Accompanying Family Member	N/A	N/A	N/A

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
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: Erin McCarthy Date: 05/23/2023

Name: Erin McCarthy Title: Assistant, Government and Public Affairs

Organization: FMI - The Food Industry Association

Address: 2345 Crystal Drive, Arlington, VA 22202

Email: emccarthy@fmi.org Telephone: (952) 594-9021

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

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:
FMI - The Food Industry Association
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):
Included on additional pages
5. Yes No Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of departure: June 28, 2023 Date of return: June 28, 2023
7. a. City of departure: Washington, DC
b. Destination(s): Harrisburg, PA
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:
Included on additional pages
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):
\$15
- 2) Provide the reason for selecting the location of the event or trip:
Included on additional pages
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.*



UNFI Distribution Center Tour

Wednesday, June 28, 2023

FMI – The Food Industry Association invites you to join a tour of UNFI's Harrisburg Distribution Center (3900 Industrial Rd, Harrisburg, PA).

The purpose of this trip to the United Natural Foods, Inc. (UNFI) Harrisburg Distribution Center is to provide congressional staff with a firsthand understanding of food safety practices and the food supply chain. Participants will tour the facility with food safety professionals, learn about current technologies available, and see the processes and procedures necessary for a supply chain to function safely and effectively.

Itinerary

9:30am-11:45am: Travel to from Washington, DC to Harrisburg, PA

11:45am-12:45pm: Lunch, Meeting/Discussion

12:45pm to 2pm: Tour of facility/Closing comments

2:00pm-3:45pm: Return to Washington, DC

Transportation via van service will be provided by FMI – The Food Industry Association. If you wish to partake in provided transportation, RSVP to Erin McCarthy at emccarthy@fmi.org and submit attached paperwork to the Ethics Committee by Monday, May 29th.

*You may arrange your own transportation if you prefer.

Attire is business casual. Due to the nature of the facility, please wear steel toed shoes if you have them. If not, wear closed-toed shoes and slip-on protective covers will be provided. We also advise bringing a jacket for the colder areas of the facility.

FMI – The Food Industry Association is the trade association representing food retailers, wholesalers and product suppliers, and their supply chain partners. FMI works with and on behalf of the industry to advance a safer, healthier, and more efficient consumer supply chain.



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	\$110	N/A	\$15
For each Accompanying Family Member	N/A	N/A	N/A

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
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: Erin McCarthy Date: 05/23/2023

Name: Erin McCarthy Title: Assistant, Government and Public Affairs

Organization: FMI - The Food Industry Association

Address: 2345 Crystal Drive, Arlington, VA 22202

Email: emccarthy@fmi.org Telephone: (952) 594-9021

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

David P. 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
Staff Director and Chief Counsel

Keelie Broom
Counsel to the Chairman

David Arrojo
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
Facsimile: (202) 225-7392

June 27, 2023

Ms. Chelsea Glynn
Office of the Honorable Chellie Pingree
2354 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Glynn:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Harrisburg, Pennsylvania, scheduled for June 28, 2023, sponsored by FMI - The Food Industry Association.

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 \$480 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.

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

Sincerely,

Michael Guest
Chairman

Susan Wild
Ranking Member

MG/SW:mc

**Agenda, Participant List, and Additional Information for House Ethics Committee Primary Sponsor
Form**

Distribution Center Tour

June 28, 2023

Sponsored by FMI – The Food Industry Association

Agenda

9:30am-11:45am: Travel to from Washington DC to Harrisburg, PA

11:45am-12:45pm: Lunch, Meeting/Discussion – (lunch catered through Panera, FMI hosted)

12:45pm to 2pm: Tour/Closing comments

2:00pm-3:45pm - Return to Washington, DC

Questions (4, 12, 15)

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):

Name	Title	Reason for Invitation	Office
Martha Foley	Clerk, House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies	The House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies makes policy related to the FDA, and therefore it is important for committee staff, to have a deeper understanding of the food supply chain as part of their official duties.	Rep Bishop
Matthew Bishop	Legislative Director	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug	Rep. Carl

		Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	
Darby McQueen-Denver	Legislative Assistant	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Cline
Marie Gualtieri	Senior Policy Adviser	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. DeLauro

Will Sitton	Legislative Director	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Franklin
Justin Masucci	Professional Staff Member - House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies	The House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies makes policy related to the FDA, and therefore it is important for committee staff, to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Harris
Pam Miller	Clerk, Republican, House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies	The House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies makes policy related to the FDA, and therefore it is important for committee staff, to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Harris

Judd Gardner	Professional Staff Member, House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies	The House Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies makes policy related to the FDA, and therefore it is important for committee staff, to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Harris
Elizabeth Dent	Professional Staff Member, House Committee on Appropriations	The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for Appropriations Committee Staff to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Harris
Nick Bowser	Legislative Assistant	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Hinson

Brittany Madni	Deputy Chief of Staff	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Hinson
Margaret McInnis	Assistant to Rep. Kaptur	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Kaptur
Erika Ninoyu	Senior Legislative Assistant	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the	Rep. Lee

		food supply chain as part of their official duties.	
Ted Verrill	Chief of Staff	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Letlow
Tyler Levins	Senior Legislative Assistant	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Letlow

Ben Peterson	Legislative Director	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. McCollum
Chris MacArthur	Senior Legislative Assistant	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Moolenaar
Jessica Carter	Chief of Staff	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the	Rep. Newhouse

		food supply chain as part of their official duties.	
Chelsea Glynn	Policy Adviser	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Pingree
Julian Johnson	Legislative Director	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Sanford Bishop

Jack DiMatteo	Senior Legislative Assistant	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Underwood
Kellie Hartl	Legislative Director	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Valadao
Adam Jardine	Assistant to Rep. Wasserman Schultz	Responsible for appropriations issues and their Member of Congress is on the Appropriations Committee. The Appropriations Committee oversees the Food and Drug Administration's budget requests, and therefore it is important for them to have a deeper understanding of the	Rep. Wasserman Schultz

		food supply chain as part of their official duties.	
Connor Stubbs	Deputy Chief of Staff	Responsible for Agriculture and Food and Appropriations issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Smith
John Altendorf	Legislative Assistant	Responsible for Agriculture and Food issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Finstad
Chad Powell	Legislative Assistant/Press Assistant	Responsible for Agriculture and Food and Appropriations issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Lofgren
Emily Mercado	Legislative Director	Responsible for Agriculture and Food and Appropriations issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Magaziner

John Cooper	Legislative Assistant	Responsible for Agriculture and Food and Appropriations issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Matsui
Clare Paoletta	Professional Staff Member - House Subcommittee on Health	The House Subcommittee on Health has legislative authority over the FDA, and therefore it is important for committee staff to have a deeper understanding of the food supply chain.	Rep. McMorris Rodgers
Michael Taggart	Policy Director, Republican - House Committee on Energy and Commerce	The House Committee on Energy and Commerce has legislative authority over the FDA, and therefore it is important for committee staff to have a deeper understanding of the food supply chain.	Rep. McMorris Rodgers
Stephen Holland	Senior Health Counsel - House Committee on Energy and Commerce	The House Committee on Energy and Commerce has legislative authority over the FDA, and therefore it is important for committee staff to have a deeper understanding of the food supply chain.	Rep. Pallone
Trey Elizondo	Legislative Assistant	Responsible for Agriculture and Food and Appropriations issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Panetta

Patrick Schilling	Legislative Director	Responsible for Agriculture and Food and Appropriations issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Perry
Kate Fink	Policy Director, Democratic - House Committee on Agriculture	As committee staff of the House Agriculture Committee, it is important to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Scott
Ricki Schroeder	Senior Legislative Assistant - House Committee on Agriculture	As committee staff of the House Agriculture Committee, it is important to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Thompson
Jennifer Tiller	Deputy Staff Director, Republican - House Committee on Agriculture	As committee staff of the House Agriculture Committee, it is important to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Thompson
Clayton Smith	Legislative Assistant	Responsible for Agriculture and Food and Appropriations issues, therefore it is important for them to have a deeper understanding of the food supply chain as part of their official duties.	Rep. Valadao

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:

FMI – The Food Industry Association is the trade association that represents food retailers, wholesalers, and product suppliers of all sizes. FMI works with and on behalf of the entire industry to advance a safer, healthier, and more efficient consumer food supply chain. The purpose of this trip to United Natural Foods, Inc. (UNFI) Harrisburg Distribution Center is to provide congressional staff with a firsthand understanding of food safety practices and the food supply chain. Participants will tour the facility with food safety professionals, learn about current technologies available, and see the processes and procedures necessary for a supply chain to function safely and effectively. This trip is designed to educate policymakers on the realities of the food supply chain and the kinds of processes that our member companies manage daily.

FMI is the sole sponsor of the trip and is fully funding transportation to the facility and providing lunch. We have worked with our member company, UNFI, to arrange the tour of their facility.

15.b.2. Provide the reason for selecting the location of the event or trip:

UNFI is a member of our trade association and they volunteered to show their distribution center to congressional staffers and representatives from the FDA for educational purposes. The Harrisburg distribution center is a reasonable distance from Washington DC (2.5 hours) and has a large produce department that provides a good opportunity to learn about food safety.