

# 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: Brian Duckworth			
2.	a. Name of Accompanying Relative:	☐ None		
3.	a. Dates: Departure: 8/29/2023 Return: 8/31/2023			
		None		
4.	Departure City: Washington DC	on DC		
5.	Sponsor(s), Who Paid for the Trip: Red River Valley Sugarbeet Growers Association			
6.	We met with auger heat formers to learn about how th	eir crop is		
7.	Attached to this form are <i>each</i> of the following, <i>signify that each item is attached by checking the corresponds</i> a. <b>a</b> completed <i>Sponsor Post-Travel Disclosure Form</i> ;	ng box:		
	b. the <i>Primary Trip Sponsor Form</i> completed by the trip sponsor <i>prior</i> to the trip, <i>including all</i> attachment the <i>Additional Sponsor Form(s)</i> ;	ents <i>and</i>		
	c. page 2 of the completed <i>Traveler Form</i> submitted by the employee; <i>and</i>			
	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. <i>Sign is true by checking the box.</i>	ify statement		
	b. If not, explain:			
	certify that the information contained on this form is true, complete, and correct to the best of my know ignature of Traveler:  Date: 9/18/23	vledge.		
Di	authorized this travel in advance. I have determined that all of the expenses listed on the attached <i>Sponsor Postisclosure Form</i> were necessary and that the travel was in connection with the employee's official duties and we reate the appearance that the employee is using public office for private gain.			
	ame of Supervising Member: Rep. Jeff Jackson Date: 9/18/23			



### SPONSOR POST-TRAVEL DISCLOSURE FORM

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 in the trip within 10 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.

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

1. Sponsor(s) who paid or provided in-kind support for the trip:

Travel I	Destination(	(s):			
		r(s):			
					<i>l</i> for each person listed.
5. <b>Actual amount</b> of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:					in Question 4:
		Total <b>Transportation</b> Expenses	Total <b>Lodging</b> Expenses	Total <b>Meal</b> Expenses	Total <b>Other</b> Expenses (dollar amount per item and description)
Travel	er				
	npanying y Member				
		onnected to the trip were is true by checking box.	e for actual costs incur	red and not a per diem	or lump sum payment.
ertify tha	at the infor	rmation contained in t	his form is true, con	plete, and correct to	the best of my knowledge.
		Han Wehn		Date:	
gnature:_					
				Title: _	
ame:					
ame:	on:				
ame: rganizatio	on:		ganization. Signify sto	ntement is true by che	

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.



#### 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 submitted at 1015 Longworth House Office Building or 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:
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:
Name of Signatory (if other than traveler):
For Staff (name of employing Member or Committee):
Office Address:
Гelephone Number:
Email Address of Contact Person:
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, <i>and</i> 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 email: *travel.requests@mail.house.gov*.

### TRAVELER FORM

1.	. Name of Traveler:				
2.	. Sponsor(s) who will be paying or providing in-kind support for the trip:				
3.	City and State OR Foreign Country of Travel:				
	a. Date of Departure: Date of Return:				
	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 Did the trip sponsor answer "Yes" to Question 8(c) on the <i>Primary Trip Sponsor Form</i> (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, invitation, 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. <b>Staff</b> should include their job title and how the activities on the itinerary relate to their duties.				
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				
di: tra	nereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my rect supervision, to accept expenses for the trip described in this request. I have determined that the above-described avel is in connection with my employee's official duties and that acceptance of these expenses will not create the opearance that the employee is using public office for private gain.				
Si	gnature of Employing Member: Date:				



### 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's website (ethics. house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

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. Signatures must comply with section 104(bb) of the Travel Regulations.

$S_{j}$	ponsor who will be paying for the trip:
	I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent lignify that the statement is true by checking box.
	Check only one. I represent that:  The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to
b.	finance any aspect of the trip; <b>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; <b>OR</b>
c.	The primary trip sponsor has accepted funds, services, or in-kind assistance 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:
_	n explanation of why the individual was invited (include additional pages if necessary):  Ves □ No □ Is travel being offered to an accompanying family member of the House invitee(s)?
	Date of Departure: Date of Return:
	. City of departure: Bate of Retain.
	Destination(s):
	Destination(s).
	City of return:
	. City of return:
	Check only one. I represent that  The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher
b.	Check only one. I represent that

and that meals provided to congressional participants are similar to those provided to or purchased event attendees; <b>OR</b> b. The trip involves events that are arranged specifically <i>with regard</i> to congressional participation. If "b" is checked:  1) Detail the cost <i>per day</i> of meals (approximate cost may be provided):  2) Provide the reason for selecting the location of the event or trip:	9.	c. I checked 8(c) above and d. I checked 8(c) above and	e; OR am not offering any lodging; OR am offering lodging and meals for am offering lodging and meals for	two nights. If you checked this box, explain why			
hourly description of planned activities for trip invitees). Indicate agenda is attached by checking boo fleeked not only one of the following.  a.   I represent that a registered federal lobbyist or foreign agent will not accompany House Members employees on any segment of the trip. Signify the statement is true by clicking the 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 methe trip and its role in organizing and/or conducting the trip:		the second night of lodging i	s warranted.				
a.	10.	9					
12. For each sponsor required to submit a sponsor form, describe the sponsor's interest in the subject me 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	11.	a. I represent that a register	ed federal lobbyist or foreign agent	* •			
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		b. Not Applicable. Trip spo	nsor is a U.S. institution of higher	education.			
a. Mode of travel: Air	12.	1 1	*	sponsor's interest in the subject matter of			
or recreational activities of the invitee(s). Signify that the statement is true by checking box.  15. Check only one. I represent that either:  a. The trip involves an event that is arranged or organized without regard to congressional participant and that meals provided to congressional participants are similar to those provided to or purchased 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 ortrip:  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:  Cost Per Night:	13.	a. Mode of travel: Air R b. Class of travel: Coach	tail Bus Car Other Business First Charter	Other (specify:)			
<ul> <li>a.  The trip involves an event that is arranged or organized without regard to congressional partice and that meals provided to congressional participants are similar to those provided to or purchased event attendees; OR</li> <li>b.  The trip involves events that are arranged specifically with regard to congressional participation. If "b" is checked: <ol> <li>Detail the cost per day of meals (approximate cost may be provided):</li></ol></li></ul>	14.						
participation. If "b" is checked:  1) Detail the cost <i>per day</i> of meals (approximate cost may be provided):  2) Provide the reason for selecting the location of the event ortrip:  16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:  Hotel Name:  Reason(s) for Selecting:  Hotel Name:  City:  Cost Per Night:  Reason(s) for Selecting:  Hotel Name:  City:  Cost Per Night:	15.	a. The trip involves an event that is arranged or organized <i>without regard</i> to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; <b>OR</b>					
1) Detail the cost <i>per day</i> of meals (approximate cost may be provided):  2) Provide the reason for selecting the location of the event ortrip:  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:  City:  Cost Per Night:  Cost Per Night:  Cost Per Night:							
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:  Hotel Name: City: Cost Per Night:  Reason(s) for Selecting: City: Cost Per Night:  Reason(s) for Selecting: City: Cost Per Night:  Hotel Name: City: Cost Per Night:		1) Detail the cost <i>per day</i> of meals (approximate cost may be provided):					
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:  Hotel Name: City: Cost Per Night:  Reason(s) for Selecting: City: Cost Per Night:  Reason(s) for Selecting: City: Cost Per Night:  Hotel Name: City: Cost Per Night:		2) Provide the reason for sel	ecting the location of the event or				
Reason(s) for Selecting:  Hotel Name: City: Cost Per Night:  Reason(s) for Selecting:  Hotel Name: City: Cost Per Night:	16.	Name, nightly cost, and reasons for selecting each hotel or other lodging facility:					
Reason(s) for Selecting:  Hotel Name: City: Cost Per Night:  Reason(s) for Selecting:  Hotel Name: City: Cost Per Night:		•	-				
Hotel Name: City: Cost Per Night: Reason(s) for Selecting: Hotel Name: City: Cost Per Night:				-			
Hotel Name: City: Cost Per Night:							
Hotel Name: City: Cost Per Night:		Reason(s) for Selecting:					
Reason(s) for Selecting:							
		Reason(s) for Selecting:					

18. Total Expenses for each Parti	cipant:		
☐ Actual Amounts ☐ Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee			
For each Accompanying Family Member			
	Other Expenses (dollar amount per item)	Identify Specific Nature o (e.g., taxi, parking, registr	•
For each Member, Officer, or Employee			
For each Accompanying Family Member			
9. Check only one: a. I certify that I am an off b. Not Applicable. Trip spo	_		eation.
0. I certify by my signature that a. I read and understand the b. I am not a registered feder c. The information on this for	Committee's Travel Regural lobbyist or registered form is true, complete, and complete.	oreign agent; and	nowledge.
Signature:	121	Date:	
Name:			
Organization:			
Address:			

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



### ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.** 

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.

1.	Name of Primary Trip Sponsor for this trip:				
2.	Name of your organization:				
3.	Yes No Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?				
4.	Yes No Does your organization receive funding from any foreign government or multinational organization?				
5.	Check one. I certify that my organization:				
	a. Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. OR				
	b. Has had a direct role in the organizing, planning, or conducting of a trip to				
	Destination: on Date:				
	that is being organized or arranged by the above-named Primary Trip Sponsor. OR				
	c. Has provided in-kind support to the above-named Primary Trip Sponsor ( <i>e.g.</i> , meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).				
6.	Check only one:				
	a. My organization does not employ or retain a registered federal lobbyist or foreign agent <b>OR</b>				
	b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was <i>de minimis</i> under the travel regulations.				
7.	I certify by my signature that				
	a. I read and understand the Committee's Travel Regulations;				
	b. I am not a registered federal lobbyist or registered foreign agent;				
	c. I am an officer of this organization and am duly authorized to sign this form; and				
	d. The information on this form is true, complete, and correct to the best of my knowledge.				
Sig	gnature: Date:				
Na	me: Title:				
Org	ganization:				
Ad	dress:				
Tel	lephone: Email:				

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



Thomas A. Rust

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Keelie Broom

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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

### U.S. House of Representatives

COMMITTEE ON ETHICS

August 23, 2023

Mr. Brian Duckworth Office of the Honorable Jeff Jackson 1318 Longworth House Office Building Washington, DC 20515

Dear Mr. Duckworth:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Fargo, North Dakota, scheduled for August 29 to 31, 2023, sponsored by Red River Valley Sugarbeet Education Foundation and Red River Valley Sugarbeet Growers 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

Visali

MG/SW:amr



## Please join us for . . .

# **SUGAR 101:** The Industry A – Z

Wednesday August 30th, 2023

**Live Sugarbeet Harvest** 

**Piling Station / Storage** 

**Processing Plant & Packaging** 

Interact With Actual Farmers

Sponsored by the Red River Valley Sugarbeet Education Foundation Point of Contact: Harrison Weber • hweber@rrvsga.com • 701.239.4151

<sup>\*</sup> Reasonable and necessary trip expenses are provided by the Red River Valley Sugarbeet Education Foundation

<sup>\*\*</sup> Please reply to confirm your interest and intentions in attending our Educational Program in the Red River Valley

### 2023 RRV Education Foundation Participants ALL

John Cooper Legislative Assistant CA Congresswoman Doris Matsui 202-225-7163 John.m.cooper@mail.house.gov

Robert Redding Legislative Assistant GA Congressman Drew Ferguson 202-225-5901 Robert.redding@mail.house.gov

Sean Lerner Legislative Director IN Congresswoman Victoria Spartz 202-225-2276 Sean.lerner@mail.house.gov

Nathaniel Dullea Legislative Assistant NC Congressman Don Davis 202-225-3101 Nathaniel.dullea@mail.house.gov

Tyler Levins
Senior Legislative Assistant
LA Congresswoman Julie Letlow
202-225-8490
Tyler.levins@mail.house.gov

Brian Duckworth Legislative Director/Senior Advisor NC Congressman Jeff Jackson 202-225-5634 Brian.duckworth@mail.house.gov

Quinn O'Connor Legislative Correspondent NC Congressman Wiley Nickel 202-225-4531 Quinn.oconnor@mail.house.gov

Jacob Glasser
Senior Legislative Assistant
NC Congressman Wiley Nickel
202-225-4531
Jacob.glasser@mail.house.gov

Faith Tuttle
Legislative Assistant
NY Congresswoman Elise Stefanik
202-225-4611
Faith.tuttle@mail.house.gov

Luke Sandlin
Legislative Assistant
MN Congressman Tom Emmer
202-225-2331
Luke.sandlin@mail.house.gov

### **AGENDA: Red River Valley Sugarbeet Education Foundation Tour**

### Tuesday August 29, 2023

- 11:24 A.M. Flight Departs Washington, DC at 11:24 AM, Flight arrives in Fargo, ND at 4:43 PM.
- 4:43 5:15 Harrison to pick participants up and bring to Radisson Hotel Fargo.
- 5:15-6:30 Check in to Hotel.
- 6:30 8:30 Working Supper Radisson Hotel Fargo. The supper meeting will include a Welcome, and Introductions and presentations— Harrison Weber Executive Director of RRV Education Foundation. Sugarbeet production overview presentation The History of Sugarbeet Production in the RRV and how it has changed. Tom Astrup American Crystal Sugar Cooperative (ACSC) CEO. Harrison and Tom to lead a discussion about the industry following Tom's presentation. Entire time is spent covering officially-connected activity.

### Wednesday August 30, 2023

- 7:00 8:00 Working Breakfast Radisson Hotel Fargo. The breakfast meeting will show the equipment participants will be seeing and riding in and explain what they are used for. We will go over safety requirements and provide a review of the events for the day as well as answering initial questions. Neil Rockstad Grower, President RRVSGA Presenting. The entire time is spent covering officially-connected activity.
- 8:00 8:45 Depart hotel & drive to Scott Stevenson Sugarbeet Field, Northwest of Felton, MN. Approximately 38 miles Northeast of Fargo, ND.
- 8:45 10:30 Arrive at Scott Stevenson Farm. Scott and his family will be harvesting and delivering to the "Felton Piler", an outside receiving station. Observe sugarbeet harvest operations. Ride along in a defoliator, a harvester, and a beet truck. Riding along in equipment shows participant each step of the sugarbeet harvesting process. It is vital to understand modern production practices farmers use and the challenges farmers face.
- 10:30 10:45 Depart/Travel to "Felton Outside Receiving Station. Station is approximately Northeast of Fargo 35 miles.
- 10:45 11:00 Observe outside receiving station, storage and airflow related to Sugarbeet storage. It is important for participants to understand how many people it takes to safely operate these rural piling sites and how sugarbeets should be properly stored in order to make a high-quality product. Joe Hastings ACSC General Agronomist presenting on sugarbeet storage.
- 11:00 12:00 Depart / Travel to Moorhead Sugar Factory.
- 12:00 12:30 Working Lunch Arrive at American Crystal Sugar Co. Sugar Factory, Moorhead, MN. Participants will watch a video giving a virtual processing plant tour overview, and the sugar packaging area and hear about the Technical Services Center. The 16 minute video can be viewed at <a href="https://rrvsga-my.sharepoint.com/:f:/g/personal/hweber\_rrvsga\_com1/Es7OCggNWJplsKMVS-">https://rrvsga-my.sharepoint.com/:f:/g/personal/hweber\_rrvsga\_com1/Es7OCggNWJplsKMVS-</a>
  - hslA4B5aL591dSO5HbX4ju10R5 A Aaron Bjerke Factory Manager will lead a discussion of the specific processing techniques and equipment used in the factory following the video for the remainder of the time. The entire time is spent covering officially-connected activity.
- 12:30 2:00 American Crystal Sugar Processing Plant Tour. Aaron Bjerke will lead a walkthrough tour of the sugar factory and sugar packaging plant. Participants will see where sugarbeets are processed into sugar, and how they are packaged into consumer sized bags. This is relevant to see because it will complete the circle from the farmer, to the processor, and onto the grocery store shelves. It also helps to learn about the logistical constraints that the industry needs to overcome to make sure consumers have access to sugar.
- 2:00 2:30 Depart / Travel to Beau Jacobson Field Site Sugarbeet Grower, Beau farms Northeast of Fargo 10 miles.
- 2:30 4:45 Arrive at Beau Jacobson Field Site Beau Jacobson delivers directly to the Moorhead Factory. Observe sugarbeet harvest operations. Opportunity to ride in different equipment than in the morning. Participants will ride in a different piece of equipment to fully understand the harvesting process and the challenges that farmers face when harvesting sugarbeets.
- 4:45 5:15 Depart back to Fargo.
- 5:15 6:00 Participants will want to freshen up after the day at hotel prior to supper. They will likely be muddy/dusty from being in the fields and riding in tractors.

6:00-6:15 Walk to supper venue.

Supper / Meeting –The Boiler Room Restaurant, Fargo, ND. 210 Roberts Alley, Fargo, ND 58102. Recap the events of the tours and answer questions. Topics will include: soil conditions, harvest temperatures and weather-related impact, harvest equipment function, conditions and challenges relating to beet storage, consumer v.s. commercial sugar packaging. Several area sugarbeet farmers will be in attendance depending on weather and their own harvest status. Harrison Weber – Presenting. The entire time is spent covering officially-connected activity.

### Thursday August 31, 2023

Check out of Radisson Hotel Fargo. Flight departs at 10:50 am from Fargo, ND. Flight arrives in Washington, DC at 6:00 pm.

Speakers noted above in order of appearance. Harrison Weber and possibly Joe Hastings will be along during transportation on bus. \*

 $Harrison\ Weber-Executive\ Director\ of\ RRVSGA\ and\ RRV\ Education\ Foundation\ Executive\ Director\ and\ RRV\ Education\ Foundation\ Executive\ Director\ Constraints$ 

Tom Astrup – President & CEO – American Crystal Sugar Company

Neil Rockstad – Sugarbeet Grower and President – Red River Valley Sugarbeet Growers Association.

Scott Stevenson – Sugarbeet Grower

Aaron Bjerke – Moorhead Factory Plant Manager – American Crystal Sugar Company

Joe Hastings – General Agronomist – American Crystal Sugar Company

Beau Jacobson – Sugarbeet Grower