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: Slate Herman
2. a. Name of Accompanying Relative: _____ ***OR*** None ☒
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. **Dates:** Departure: 10/11/2023 Return: 10/13/2023
   b. Dates at Personal Expense, if any: _____ ***OR*** None ☒
4. Departure City: Dulles Destination: San Francisco Return City: Dulles
5. Sponsor(s), Who Paid for the Trip: BSA: Software.org
6. Describe Meetings and Events Attended:
   We visited several organizations that are leading in AI deployment including Abobe, Microsoft, IBM, and AutoDesk. At each place, we heard from their leading AI engineers on deployment concerns and opportunities.
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: Slate Herman Digitally signed by Slate Herman Date: 2023.10.18 09:51:31 -04'00' **Date:** 10/18/2023

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: Chair Cathy McMorris Rodgers **Date:** 10/23/23

Signature of Supervising Member: Cathy McMorris Rodgers

Version date 3/2021 by Committee on Ethics

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 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. § 1001.

1. Sponsor(s) who paid or provided in-kind support for the trip: Software.org: the BSA Foundation
2. Travel Destination(s): San Francisco, CA
3. Date of Departure: October 11, 2023 Date of Return: October 13, 2023
4. Name(s) of Traveler(s): Slate Herman

   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	850.38	618	181.60	
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: Victoria A. Espinel **Date:** 10/23/23

Name: Victoria A. Espinel **Title:** President

Organization: Software.org: the BSA Foundation

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

Address: 200 Massachusetts Avenue, NW Suite 310 Washington, DC

Telephone: 202-827-8200 **Email:** molly@mollyallenassociates.com

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.

last updated 7/2023

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Slate Herman

2. Sponsor(s) who will be paying or providing in-kind support for the trip: Software.org: the BSA Foundation

3. City and State **OR** Foreign Country of Travel: San Fransico, CA

4. a. Date of Departure: Oct. 11, 2023 Date of Return: Oct. 13, 2023

   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, 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. **Staff should include their job title and how the activities on the itinerary relate to their duties.**

   My job title is counsel, this opportunity will allow me to learn more about artificial intelligence and its role in increasing telecommunication efficiencies.

9. **Yes ☐ No ☒ Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip?**

10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member: _____ **Date:** 09/07/23

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'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.

1. Sponsor who will be paying for the trip:
   Software.org: the BSA Foundation
2. ☒ I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*
3. ***Check only one.*** I represent that:
   a. ☒ The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**
   b. ☐ The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**
   c. ☐ The primary trip sponsor has accepted funds, 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: _____
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):
   See Attachment A
5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: October 11, 2023 Date of Return: October 13,2023
7. a. City of departure: Washington DC
   b. Destination(s): San Francisco, CA
   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. _____

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 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 matter of the trip ***and*** its role in organizing and/or conducting the trip:
   See Attachment B

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 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): Approximate cost (within per diem): Oct. 11: $59.25, Oct. 12: $79, Oct. 13: $59.25
      2) Provide the reason for selecting the location of the event or trip: San Francisco and surrounding areas are home to numerous companies who are at the forefront of AI.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
   Hotel Name: Grand Hyatt City: San Francisco Cost Per Night: $309
   Reason(s) for Selecting: The hotel is located in a safe and convenient neighborhood and just exceeds the per diem.
   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.*

18. **Total Expenses for each Participant:**

☐ Actual Amounts ☒ Good Faith Estimates	Total **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	$550 airfare $350 Ground transportation	$618	$197.50
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		

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: Victoria A. Espinel Date: 9/6/2023

Name: Victoria A. Espinel Title: President

Organization: Software.org: the BSA Foundation

Address: 200 Massachusetts Avenue, NW Suite 310 Washington, DC

Email: molly@mollyallenassociates.com Telephone: 202-746-5898

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

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

October 4, 2023

Mr. Slate Herman
Committee on Energy & Commerce
2125 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Herman:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to San Francisco, California, scheduled for October 11 to 13, 2023, sponsored by Software Education Foundation d.b.a. Software.org: the BSA Foundation ("Software.org").

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:tn

House Staffdel to San Francisco
Wednesday, October 11 - Friday, October 13, 2023
"AI & Software Enabling Digital Transformation"

Attachment A: Question 4 – Names, titles, and explanation for invitation for all House invitees.

Software.org has hosted educational programming for delegations of congressional staff seeking to learn about technology development and implementation in seats of innovation, commerce, and political leadership.

The staff members listed below were invited because of their work on policy issues in the tech ecosystem including AI, emerging technologies, cybersecurity, and digital trade. The invitees work as committee staff or for Members who serve on the Energy and Commerce, Homeland Security, Judiciary, Science, Space & Technology, and Financial Services Committees, or are in House Leadership offices.

FIRST	LAST	TITLE	OFFICE
Milla	Anderson	Policy Adviser	Kuster, Ann
Taylor	Andreae	Chief of Staff	Gallagher, Mike
Hannah	Anton	Senior Advisor	Committee on Energy and Commerce
Zach	Atran	Legislative Assistant	Lieu, Ted
Maggie	Ayrea	Deputy Chief of Staff	Graves, Garrett
Elizabeth	Barczak	Professional Staff Member	Subcommittee on Commerce, Justice, Science, and Related Agencies
Moira	Bergin	Staff Director	Subcommittee on Cybersecurity and Infrastructure Protection
Raj	Bharwani	Senior Professional Staff Member	Committee on Oversight and Accountability
Steven	Blattner	Legislative Director	Clarke, Yvette
Lorissa	Bounds	Chief of Staff	Obernolte, Jay
Emily	Burns	Policy Director	Committee on Oversight and Accountability
Steve	Carlson	Chief of Staff	Pappas
Emily	Carwell	Policy Director	Office of the Minority Whip (Clarke)
Rosaline	Cohen	Chief Counsel, Democratic	Committee on Homeland Security
Marcus	Coleman	Professional Staff Member	Committee on Homeland Security
Tony	Condarco	Legislative Director	Cardenas
Lillie	Coney	Chief of Staff	Jackson Lee, Sheila
Hallie	Coyne	Legislative Assistant	Wittman, Rob
Lydia	Dennett	Professional Staff Member	Homeland Security Subcommittee on Oversight
Mark	Dennin	Legislative Director	Panetta, Jimmy

Sonali	Desai	Executive Director	House Democratic Caucus
Michelle	Dorothy	Chief of Staff	Houlahan, Chrissy
Troy	Dougall	Senior Policy Advisor	Curtis, John
Laura	Dyer	Legislative Director	Johnson, Bill
Andrew	Eisenberger	Deputy Chief of Staff	Collins, Mike
McKenzie	Fields	Legislative Director	Pelosi, Nancy
Casey	Fitzpatrick	Deputy Chief of Staff	Armstrong, Kelly
Earl	Flood	Legislative Director/Counsel	Kelly, Robin
Ian	Foley	Policy Director	Office of the Majority Whip
Cameron	Foster	Chief of Staff	Hern, Kevin
Abe	Friedman	Senior Policy Advisor	DelBene, Suzan
Sierra	Fuller	Legislative Assistant	Clarke, Yvette
Ali	Fulling	Policy Adviser	Walberg, Tim
Hope	Goins	Staff Director	Committee on Homeland Security
Daniel	Greene	Professional Staff Member	Subcommittee on Innovation, Data, and Commerce (Energy & Commerce)
David	Greengrass	Parliamentarian, Democratic/Senior Counsel	Committee on the Judiciary
Tyler	Grimm	Chief Counsel, Policy and Strategy	Committee on the Judiciary
Tiffany	Guarascio	Staff Director, Democratic	Committee on Energy and Commerce
Cecily	Hahn	Senior Legislative Counsel	DelBene, Suzan
Iain	Hart	Legislative Director	Garamendi, John
Jennifer	Haynes	Legislative Director	Issa, Darrell
Michael	Helmer	Legislative Director	Burgess, Michael
Eric	Henshall	Legislative Director	Eshoo, Anna
Slate	Herman	Counsel	E&C Communications & Technology Subcommittee
Rob	Hicks	Legislative Director	Obernolte, Jay
Chris	Hixon	Staff Director, Republican	Committee on the Judiciary
Nate	Hodson	Staff Director, Republican	Committee on Energy and Commerce
Lisa	Hone	Chief Counsel, IDC Sub	Committee on Energy and Commerce
Zach	Isakowtiz	Legislative Director	McCaul, Michael
Josh	Izaak	Legislative Director	Bonamicci
Dev	Jhaveri	Legislative Assistant	Trahan, Lori
Catherine (Cate)	Johnson	Professional Staff Member	Committee on Science, Space, and Technology
Chris	Jones	Senior Policy Advisor	Bilirakis, Gus
Keighle	Joyce	Deputy Staff Director	Commitee on Homeland Security
Brian	Kaissi	Chief of Staff	Krishnamoorthi, Raja
Jacqui	Kappler	Chief Counsel, IP Sub	Committee on the Judiciary
Allen	Klump	Chief of Staff	Duncan, Jeff

Bijan	Koohmaraie	Counsel	Office of the House Majority Leader
Tim	Kurth	Chief Counsel	Committee on Energy and Commerce
Ryan	Long	Senior Advisor	Office of the Speaker of the House
Morgan	McCue	Legislative Assistant	Bonamici, Suzanne
Nicole	McLaren	Legislative Director	Soto, Darren
James	McNamee	Legislative Director	Lawler, Mike
Phil	McNaughton	Policy Director	Committee on Armed Services
Randal	Meyer	Chief Counsel/Legislative Director	Mace, Nancy
Sarah	Moxley	Professional Staff Member	Committee on Armed Services
Jeffrey	Nowill	Legislative Director	Plaskett, Stacey
Connie	O'Connor	Senior Counsel	Committee on Energy & Commerce
Zoe	Oreck	Policy Director	Office of the Minority Leader (Jeffries)
Liz	Payne	Legislative Director	McMorris Rodgers, Cathy
John	Piazza	Chief of Staff	Committee on Science, Space, and Technology
Alicia	Porile	Legislative Assistant	Blunt Rochester, Lisa
George	Pulizzi	Director of Policy	Mace, Nancy
Brannon	Rains	Professional Staff Member	Committee on Energy and Commerce
Mary Ellen	Richardson	Chief of Staff	LaHood, Darin
Flynn	Rico-Johnson	Deputy Chief of Staff	Matsui, Doris
Victoria	Rubin	Professional Staff Member	Committee on Science, Space, and Technology
Kevin	Ryan	Chief of Staff	Lynch
Chris	Schloesser	Deputy Chief of Staff/Legislative Director	Degette, Diana
Brittan	Specht	Deputy Chief of Staff for Policy	Officer of the Speaker
Alex	Stepahin	Legislative Director	Hudson, Richard
Mark	Stephenson	Legislative Director	Committee on House Oversight
Lacey	Strahm	Tech Fellow	Commitee on Energy and Comerce
Stuart	Styron	Senior Policy Advisor	Eshoo, Anna
Teddy	Tanzer	Senior Counsel	Committee on Energy and Commerce
Deena	Tauster	Chief of Staff	Garbarino, Andrew
Sydney	Terry	Chief of Staff	Schakowsky, Jan
Steve	Thornton	Legislative Director	Office of the Minority Whip (Clarke)
Kirby	Tidmore	Legislative Assistant	Hern, Kevin
Jonathan	Vecchi	Deputy Chief of Staff/Legislative Director	Bilirakis, Gus
Evan	Viau	Professional Staff Member	Subcommittee on Communications and Technology
Chris	Vieson	Staff Director	Commitee on Armed Services
Rob	Wagener	Legislative Director	Fitzgerald, Scott
Peter	Warren	Senior Advisor	Committee on Oversight and Accountability

Joshua	Woodward	Deputy Chief of Staff for Policy	Cammack, Kat
Keifer	Wynn	Legislative Director	Buck, Ken
Joe	Zanoni	Legislative Counsel	Lofgren, Zoe

Attachment B: Question 12 – Sponsor's interest and role

Software.org: the BSA Foundation is an independent and nonpartisan 501(c)(3) organization.

Our organization works to help policymakers and the broader public better understand the impact that software has on our lives, our economy, and our society. As such, congressional trips such as this raises awareness and deepens understanding around emerging software technologies and their impacts to society, the economy, and the environment.

Software.org planned and organized all aspects of the trip, made lodging and travel arrangements, and corresponded with businesses involved to set up events and tours at each location. Software.org is the sole sponsor for this trip, including responsibility for covering cost of meals throughout the trip.

House Staffdel to San Francisco
Wednesday, October 11 - Friday, October 13, 2023
"AI & Software Enabling Digital Transformation"

SCHEDULE

DAY 1 - WEDNESDAY, OCTOBER 11, 2023

8:45 AM	**Depart Washington Dulles International Airport (IAD) United #700**
11:28 AM	Arrive at San Francisco International Airport (SFO)
12:00 PM	Ground transportation from the airport to Autodesk *15 miles, 30-minute drive*
12:30 – 2:30 PM	**Autodesk** (Lunch Provided) The Landmark Building, 1 Market Street #200, San Francisco The delegation will tour Autodesk's Gallery to learn how the company's software products are implemented across sectors and throughout government. A presentation about Autodesk's AI and emerging technologies will be provided by members of the research team.
2:45 – 3:00 PM	Ground transportation to **Salesforce** *.5 miles, 4-minute drive*
3:00 – 4:30 PM	**Salesforce** Salesforce Tower, 425 Mission Street, San Francisco The delegation will tour Salesforce Tower and participate in a roundtable discussion with members of the technology and Ethical and Human Use teams about how AI is used in its products.
4:45 – 5:00 PM	Ground transportation to **Grand Hyatt San Francisco** *1 mile, 10-minute drive*
5:00 PM	Check in at **Grand Hyatt San Francisco** 345 Stockton Street, San Francisco
5:45 – 6:00 PM	Ground transportation to **Pier 9** 1.4 miles, *10-minute drive*

6:00 PM **<u>Dinner Program: AI in Healthcare</u>**
The Klamath, Pier 9, San Francisco

The delegation will participate in a dinner program featuring a panel discussion about the use of AI in the healthcare sector.

RON **Return to Grand Hyatt San Francisco**
345 Stockton Street, San Francisco

<u>DAY 2 - THURSDAY, OCTOBER 12, 2023</u>

6:45 AM Group assembles in the lobby

7:00 AM Ground transportation to **IBM Research – Almaden Lab**
61 miles, 1 hour and 13-minute drive

8:30 – 10:00 AM **<u>IBM</u>** (Breakfast Provided)
IBM Research - Almaden Lab, 650 Harry Road, San Jose

The delegation will tour IBM's Almaden Research Lab and participate in a presentation and interactive discussion about the evolution of AI and how IBM is working with customers to ensure responsible use and implementation.

10:00 – 10:30 AM Ground transportation to **Adobe – San Jose**
15 miles*, 23-minute drive*

10:30 – 12:00 PM **<u>Adobe</u>**
Adobe Founders Tower, 333 W San Fernando Street, San Jose

The delegation will tour Adobe's newly constructed Founders Tower to learn about the building's innovations around sustainability. A presentation about the Content Authenticity Initiative will be provided in addition to a discussion about Adobe's AI products.

12:00 – 12:30 PM Ground transportation to **Microsoft**
13.6 miles*, 18-minute drive*

12:30 – 2:30 PM **<u>Microsoft</u>** (Lunch Provided)
Microsoft Silicon Valley Campus, 1045 La Avenida Street, Mountain View

The delegation will tour Microsoft's Silicon Valley Campus and experience hands-on activations that demonstrate the company's products at work across sectors and throughout government. A presentation and

discussion about the company's AI investments, products, and commitments on responsible use will also be provided.

2:30 – 3:00 PM Ground transportation to **Oracle – Redwood Shores**
15 miles*, 21-minute drive*

3:00 – 4:30 PM **Oracle**
Oracle Executive Briefing Center, 500 Oracle Parkway, Redwood Shores

The delegation will visit Oracle's Executive Briefing Center to hear from technologists and executives about the company's AI and cloud products and how they are implemented by the US government.

4:30 – 5:00 PM Ground transportation to **Toy Soldier**
23 miles, 35-minute drive

5:00 – 8:00 PM **Dinner Program: Harmonizing Global Perspectives on AI**
Toy Soldier, 52 Belden Place, San Francisco
The delegation will participate in a dinner program featuring foreign diplomats to discuss how governments across the globe are approaching AI implementation and regulation.

Speakers:

- Gerard De Graaf, Senior Envoy for Digital to the US, European Union
- Joe White, British Consul General in San Francisco and Technology Envoy to the US, UK Embassy

8:00 PM Return to **Grand Hyatt San Francisco**
345 Stockton Street, San Francisco

RON

DAY 3- FRIDAY, OCTOBER 13

7:45 – 8:00 AM Group meets in the hotel lobby and checks out of the hotel. Ground transportation to **Unity – San Francisco**.

8:00 - 9:30 AM **Unity Technologies** (Breakfast Provided)
Unity Technologies, 30 Third Street, San Francisco

The delegation will tour Unity's San Francisco facility and participate in an interactive presentation demonstrating how the company is integrating AI into its products for customers across sectors.

9:30 – 9:45 AM	Ground transportation to SAP Labs 1.2 miles, 8-minute drive
9:45 - 11:15 AM	**<u>SAP</u>** SAP Labs, 135 Townsend Street, San Francisco The delegation will visit SAP's San Francisco Lab and experience interactive demonstrations of the company's software at work in global supply chain and logistics. A discussion with the company's head of AI will focus on how the company's approach to responsible innovation and partnership with customers.
11:14 – 11:30 AM	Ground transportation to SFO 12 miles, 15-minute drive
1:00 PM	Depart **San Francisco International Airport (SFO) United #2667**
9:01 PM	Arrive at **Washington Dulles International Airport (IAD)**

Greene, Sydney

From: Gideon Lett <gideon@software.org>
Sent: Thursday, July 27, 2023 2:51 PM
To: Herman, Slate; Leganski (Giannangeli), Giulia
Cc: Lilia Stone
Subject: Invitation: AI staffdel to San Francisco, Oct 11-13 | Hosted by Software.org: the BSA Foundation

We at **Software.org: the BSA Foundation** would like to invite you to join us for an **AI-focused House staff delegation trip** to **San Francisco** on **Wednesday, October 11 – Friday, October 13**.

The theme of the trip with be "**AI & Software Enabling Digital Transformation**." Participants will interact with AI experts, technologists, and business leaders on the forefront of emerging technologies from top software companies including **Adobe, Autodesk, IBM, Microsoft, Oracle, Salesforce**, **SAP**, and **Unity Technologies**. Special program elements will give participants a behind the scenes into the past, present, and future of AI technology; the fast-changing global policy landscape; and the role of AI in our lives, the economy, and society.

The group will depart Washington Dulles International Airport on the morning of Wednesday, October 11 and return on the afternoon of Friday, October 13. The trip's programming and all travel, meals, and accommodations will be provided by Software.org in accordance with Ethics rules and guidelines. We seek to limit the trip to a bipartisan group of 15 senior House staff.

Please let me know by **reply to this email by Friday, August 4** if you're able to join us for this immersive trip on AI. You have been specially selected for this trip, and the invitation is non-transferable. Responses will be confirmed on a first come, first served basis.

Here are examples of our trips from last year for your reference:

- San Francisco: https://software.org/blog/software-org-congressional-staff-delegation-visits-san-francisco/
- Seattle: https://software.org/blog/software-org-congressional-staff-delegation-visits-seattle/

Thank you in advance for your consideration. We hope you're able to join us in San Francisco. I'm happy to address any questions you might have in the meantime.

Best,

Gideon Lett
VP & General Manager
P 202.280.5114