

# COMMITTEE ON ETHICS

## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

1. Name of Traveler: Elizabeth Mount
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: April 21, 2024 Return: April 26, 2024  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: D.C. Destination: Somaliland Return City: D.C.
5. Sponsor(s), Who Paid for the Trip: The HALO Trust (USA), The Eleanor Crook Foundation (ECF), The HALO Trust
6. Describe Meetings and Events Attended: We visited a minefield in a remote village to see Halo's demining operations. We spoke to villagers and deminers in the community who are benefiting from the program. We spoke at length on the history of Somaliland and the wars that led to mines. We also met with humanitarian partners.
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
  - a.  a completed *Sponsor Post-Travel Disclosure Form*;
  - b.  the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
  - c.  page 2 of the completed *Traveler Form* submitted by the employee; **and**
  - d.  the letter from the Committee on Ethics approving my participation on this trip.
8. a.  I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*  
b. If not, explain: \_\_\_\_\_

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

Signature of Traveler:  Date: 5/6/24

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Rep. Michael McCaul Date: 5/6/24

Signature of Supervising Member: 

# 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: \_\_\_\_\_  
The HALO Trust (USA), The Eleanor Crook Foundation (ECF), The HALO Trust

2. Travel Destination(s): Hargeisa, Somaliland

3. Date of Departure: April 21, 2024 Date of Return: April 26, 2024

4. Name(s) of Traveler(s): Elizabeth Mount

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

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

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$1,672	\$225	\$223	\$61 visa \$72 airport parking
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: Kristen Stevens Digitally signed by Kristen Stevens  
Date: 2024.05.02 16:24:52 -04'00' Date: 5/2/2024

Name: Kristen Stevens Title: Head of Congressional Affairs & Strategic Engagement

Organization: The HALO Trust (USA)

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

Address: 1730 Rhode Island Ave. NW, Suite 206, Washington, D.C. 20036

Telephone: 202-331-1266 Email: kristen.stevens@halousa.org

*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.

# 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 submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto: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: Elizabeth Mount

**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): House Foreign Affairs Committee

Office Address: 2170 Rayburn House Office Building, Washington, DC 20515

Telephone Number: (202) 226-8467

Email Address of Contact Person: elizabeth.mount@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 email: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Elizabeth Mount
2. Sponsor(s) who will be paying or providing in-kind support for the trip: The HALO Trust (primary sponsor)  
The Eleanor Crook Foundation (Additional sponsor)
3. City and State **OR** Foreign Country of Travel: Somaliland
4. a. Date of Departure: 4/21/2024 Date of Return: 4/26/2024  
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.**
- As a policy analyst on the House Foreign Affairs Subcommittee on Africa, I cover Africa policy for HFAC. My role entails gathering facts to arm and advise Members of Congress and the HFAC Committee specifically to address US foreign policy and provide necessary oversight and accountability as to where US taxpayer dollars are being sent overseas. The HALO Trust receives funding from the annual appropriations process so it is vital to see the how they are using those funds to implement programs.

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: Michael T. McCaul Date: 3/21/24

# 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:

The HALO Trust (USA)

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: The Eleanor Crook Foundation & The HALO Trust

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): Please see attached

5. Yes  No  Is travel being offered to an accompanying family member of the House invitee(s)?

6. Date of Departure: April 21, 2024 Date of Return: April 26, 2024

7. a. City of departure: Washington, DC

b. Destination(s): Hargeisa, Somaliland

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:

**Please see attached**

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): \$20 per person on average

2) Provide the reason for selecting the location of the event or trip: Somaliland is an area where landmine contamination and hunger intersect, and therefore where participants can see programming from HALO and other relevant stakeholders.

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

Hotel Name: Maansoor Hotel City: Hargeisa Cost Per Night: \$100 per person  
Reason(s) for Selecting: Directly next to HALO compound, secure. (2 nights)  
Hotel Name: HALO Camp City: Ina Guuxaa Cost Per Night: \$30 per person  
Reason(s) for Selecting: HALO to provide lodging in deminer camp, providing understanding of demining operations.  
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:**

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> 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	\$1600	\$230	\$100
For each Accompanying Family Member			


	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$70 per person	visa
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:  Date: 4/12/24  
 Name: Kristen Stevens Title: Head of Congressional Affairs  
 Organization: The HALO Trust (USA)  
 Address: 1730 Rhode Island Ave NW, Suite 206, Washington, DC 20036  
 Email: kristen.stevens@halousa.org Telephone: 202-331-1266

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

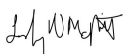
# COMMITTEE ON ETHICS

## 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: The HALO Trust (USA)
2. Name of your organization: The Eleanor Crook Foundation
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 (e.g., 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 **OR**
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* 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.

Signature:  Digitally signed by Lesly Weber McNitt Date: 2024.03.18 23:20:19 -04'00' Date: 3/18/2024

Name: Lesly Weber McNitt Title: Senior Director of Advocacy & Communications

Organization: The Eleanor Crook Foundation

Address: 227 N Mitchell St San Marcos, TX 78666-4217

Telephone: 512-392-5205 Email: lmcnitt@eleanorcrookfoundation.org

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

April 17, 2024

Ms. Elizabeth Mount  
Committee on Foreign Affairs  
2170 Rayburn House Office Building  
Washington, DC 20515

Dear Ms. Mount:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Somalia,<sup>1</sup> scheduled for April 21 to 26, 2024, sponsored by Halo Trust, Eleanor Crook Foundation, and Halo Trust UK.

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.

Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act (FGDA), gifts "of minimal value [currently \$480] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

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<sup>1</sup> Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

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

Sincerely,



Michael Guest  
Chairman



Susan Wild  
Ranking Member

MG/SW:tn



Eleanor Crook  
Foundation



1730 Rhode Island Ave NW  
Suite 206  
Washington, DC 20036  
USA  
T: +1 202 331 1266  
mail@halousa.org  
www.halousa.org

Dear Elizabeth Mount,

On behalf of The HALO Trust (USA) and Eleanor Crook Foundation, we are pleased to invite you to a Congressional Delegation to Somaliland this April 21-26th.

The purpose of this trip is for attendees to learn about the intersection of global food security, malnutrition, and humanitarian landmine removal programs. Participants will learn about conflict in the region, see demining activities along the Somaliland-Ethiopia border, hear from organizations such as UNICEF, FAO, and World Food Program about malnutrition programming, visit a health clinic to see malnutrition response efforts, speak with local community members, and meet with high level Somaliland government officials.

Given limited space on this upcoming trip, we respectfully ask that you let us know as soon as possible you are interested in attending.

Thank you for your interest in these important topics and we hope you will be able to attend this educational visit.

Sincerely,

*Kristen Stevens*

Kristen Stevens  
Head of Congressional Affairs & Strategic Engagement  
The HALO Trust (USA)

<b>Day 1: Travel day (April 21)</b>		
<b>Time</b>	<b>Location</b>	<b>Activity</b>
10:50	Washington DC	<b>Depart Washington, D.C.</b> (ET501 and ET372, connecting through Addis Ababa). Copies of the informational packet will be provided for perusal during travel.
<b>Day 2: Arrival and orientation (April 22)</b>		
11:00	Egal International Airport	<b>Arrive at Hargeisa, Somaliland.</b>
13:30	Mansoor Hotel	<b>Travel to Maansoor Hotel</b> in Hargeisa. Check in and prepare for the day's activities. Walk to HALO compound (next door).
14:30	HALO HQ	<b>Lunch</b> in Hargeisa on the HALO House rooftop and <i>briefing on HALO, ECF, and US policy related to demining and food security</i> . Compound tour to see inert explosives found in area and to see demining equipment.
18:30	HALO HQ	<b>Dinner</b> and speak with HALO local staff. <i>Briefing on HALO's demining program in Somaliland and operations.</i>
19:30	Mansoor Hotel	<b>Early night</b>
<b>Day 3: Demining (April 23)</b>		
07:00	HALO HQ	Walk to HALO briefing room for <b>breakfast</b> & overview on the day's activities. <i>Briefing on history of Somaliland since independence from the UK, focusing on 1980s - 1990s and covering actors involved in mine laying.</i>
08:30	HALO HQ	<b>Depart HALO HQ</b>
09:00	Arrive Abaarso village	<b>Visit a former minefield</b> that was cleared by HALO. A school has now been built on the site. <i>Briefing on the minefield history, clearance, and impact of demining/land use. Visit the school.</i>
10:00	HALO HQ	<b>Return to HQ</b> for refreshments and to pack vehicles for overnight visit to the minefield.
10:30	HALO HQ	<b>Depart for Ina Guuxaa</b> , a border minefield with Ethiopia. minefield remains from the Ethiopian Border War in 1982 and where the local population is forced to develop the community amongst the danger, resulting in high levels of accidents.
13:00	Near Sallaxley	<b>Lunch</b> en route to Ina Guuxaa, near Sallaxley. <i>Briefing to be delivered by local staff on how landmines impact people in daily life.</i>
14:00	Ina Guuxaa	<b>Meet with the Mine Risk Education team</b> and mine accident survivors at a local school next to a minefield in Ina Guuxaa. The MRE team will share their experiences, the benefits of their work, and what they are encountering in the community. Opportunity to speak with mine accident survivors and hear their stories. Depart for HALO deminer camp.

15:30	Ina Guuxaa	<b>Arrive at HALO deminer camp in Ina Guuxxa.</b> Drop luggage, tour of camp. <i>Briefing by HALO-Ethiopia Program Manager, Toby, Operations Manager, Mahad, and Ethiopia Survey team on demining operations across the border in Ethiopia.</i>
18:00	Ina Guuxaa	<b>Dinner in camp.</b> <i>Briefing on HALO in the Horn of Africa region overall, including links between Somalia, Ethiopia, and Somaliland programs and food security challenges.</i>
<b>Day 4: Demining &amp; Malnutrition (April 24)</b>		
05:30	Ina Guuxaa	<b>Wake up, ablutions and breakfast.</b> <i>Briefing on the day's activities.</i>
06:30	Ina Guuxaa	<b>Depart for Minefield</b>
06:45	Ina Guuxaa Minefield	<b>Arrive at minefield and safety briefing</b> including safety and emergency procedures. This will be conducted in HALO's minefield camp, located approximately 300 yards from the start of the minefield to ensure a suitable safety distance. The briefing will also include minefield history, analysis of past accidents, and context on the minefield.
07:30	Ina Guuxaa Minefield	<b>Field visit of a minefield.</b> Interviews with deminers about their work and background, including the impact of HALO's work on their local communities. Look at the overall process of mine clearance and give an opportunity for all visitors to take part in a demonstration of clearance operations in the cleared area (e.g., try to use a metal detector and practice soil excavation.)
08:45	HALO Vehicles	<b>Travel back to Hargeisa</b> to Mansoor Hotel.
12:30	HALO HQ	<b>Lunch.</b> <i>Briefing from ECF representative on global malnutrition/food security challenges.</i>
13:30	HALO HQ	<b>Depart for Mohamed Moge Health Facility</b> in Hargeisa.
14:15	Mohamed Moge Health Facility, Hargeisa	<b>Tour UNICEF Mohamed Moge Health Facility,</b> hearing from service providers about malnutrition issues and child wasting treatment. Travel back to HALO HQ.
18:00	HALO HQ	<b>Dinner</b> with representatives from malnutrition actors including the UN World Food Program and Food and Agriculture Organization. <i>Briefing on food security and local, regional, and global programs to address food security in the region.</i> Walk to Mansoor Hotel.
19:30	Mansoor Hotel	<b>Overnight Mansoor Hotel</b>
<b>Day 5: Government Meetings and Departure (April 25)</b>		
08:00	HALO HQ	<b>Breakfast &amp; briefing on the day's activities.</b> <i>Briefing on the history of empire in the Somali region, including current population split, the major clans and the 4.5 system in Somalia and political sensitivities of the governments of Somalia, Ethiopia and Somaliland.</i>
09:00	Hargeisa	<b>Travel to government meetings</b>



09:45	Hargeisa	<b>Government meetings</b> (will seek meetings with the President, Vice President, Minister of Defense who is responsible for demining, Minister of Agriculture who covers malnutrition and food security, Minister of Environment and Climate Change who oversees projects that intersect with food security.)
13:30	HALO HQ	<b>Lunch.</b> <i>Summary of visit and questions to the HALO team and ECF from the delegation.</i>
15:00	Hargeisa	<b>Depart for the airport</b>
17:50	Egal International Airport	<b>Flight to Washington, DC</b> (ET 375 Hargeisa to Addis Ababa, ET 500 to DC). Touch down in DC 8:55am, April 26 <sup>th</sup> .

**Primary Sponsor Form Question 4. Names/Titles for Members/Employees invited:**

<b>Name</b>	<b>Title</b>	<b>Office</b>	<b>Reason Inviting</b>
Jim Baird	Member of Congress		Member of HFAC, oversees policy relevant to Africa
Sophie Jones	Democratic Staff Director	House Foreign Affairs Committee, Subcommittee on Africa	Oversees policy directly related to Africa for HFAC
Emma Consoli	Legislative Correspondent	Rep. Chrissy Houlahan	Manages activities for the UXO/Demining caucus
Mike D'Orazio	Legislative Director	Rep. Guy Reschenthaler	Oversees policy for a Member who is part of the SFOPS Appropriations subcommittee
Lale Morrison	Chief of Staff	Rep. Jared Moskowitz	Oversees policy for a Member who is part of HFAC
Jesse Von Stein	Legislative Director	Rep. Jim Baird	Oversees policy for a Member who is part of HFAC, on the Africa subcommittee
Alyssa Anderson	Deputy Chief of Staff	Rep. Juan Ciscomani	Oversees policy for a Member who is part of the SFOPS Appropriations subcommittee
Patrick Mocete	Chief of Staff	Rep. Young Kim	Oversees policy for a Member who is part of HFAC, on the Africa subcommittee
Braden Dreiling	Chief of Staff	Rep. Jake LaTurner	Oversees policy for a Member who is part of the SFOPS Appropriations subcommittee
Giselle Reynolds	Legislative Director	Rep. Mario Diaz-Balart	Oversees policy for a Member who chairs the SFOPS Appropriations subcommittee
Arian Beckwith	Legislative Director	Rep. John James	Oversees policy for a Member who is part of HFAC, chairing the Africa subcommittee
John McDonough	Legislative Director	Rep. Chris Smith	Oversees policy for a Member who is part of HFAC, on the Africa subcommittee
Elizabeth Mount	Policy Analyst	House Foreign Affairs Committee, Subcommittee on Africa	Oversees policy directly related to Africa for HFAC

**Primary Sponsor Form Question 4. Names/Titles for Members/Employees invited:**

Name	Title	Office	Reason inviting
Francesca Eremeeva	Foreign Policy and Defense Legislative Aide	Sen. Chris Van Hollen	Oversees policy for a member of the Senate Foreign Relations Committee
Sophie Jones	Democratic Staff Director	House Foreign Affairs Committee, Subcommittee on Africa	Oversees policy directly related to Africa for HFAC
Emma Consoli	Legislative Correspondent	Rep. Chrissy Houlahan	Manages activities for the UXO/Demining caucus
Mike D'Orazio	Legislative Director	Rep. Guy Reschenthaler	Oversees policy for a Member who is part of the SFOPS Appropriations subcommittee
Lale Morrison	Chief of Staff	Rep. Jared Moskowitz	Oversees policy for a Member who is part of HFAC
Alyssa Anderson	Deputy Chief of Staff	Rep. Juan Ciscomani	Oversees policy for a Member who is part of the SFOPS Appropriations subcommittee
Patrick Mocete	Chief of Staff	Rep. Young Kim	Oversees policy for a Member who is part of HFAC, on the Africa subcommittee
Elizabeth Mount	Policy Advisor	House Foreign Affairs Committee, Subcommittee on Africa	Oversees policy directly related to Africa for HFAC

House Ethics, PTSE, Question 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:

The HALO Trust (USA): Inviting participants, planning itinerary/coordinating with stakeholders, planning activities, hosting/conducting visit, leading briefings. HALO USA conducts advocacy in the US supporting demining and supporting livelihoods in conflict/post-conflict environments.

The Eleanor Crook Foundation: Funding travel, providing input on discussions on malnutrition during trip, exploring educational themes along with other participants. ECF is a philanthropy dedicated to ending global malnutrition.

The HALO Trust (UK): Providing expert-level education and demonstrations on demining, booking air travel and hotel, providing ground transportation, arranging security, supporting with meeting invitations to Somaliland Government officials community leaders, and visitors will stay at HALO (UK) deminer camp. HALO UK conducts demining operations globally and is a State Department implementing partner. The HALO Trust (UK) receives approximately 10% of its funding from the UK government and its UK government funding is in the form of grants.