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: JOSHUA STRAKA
2. a. Name of Accompanying Relative: _____ ***OR*** ☐ None
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____
3. a. Dates: Departure: 5/25/2024 Return: 6/01/2024
   b. Dates at Personal Expense, if any: _____ ***OR*** ☐ None
4. Departure City: WASHINGTON, DC Destination: TOKYO & KOBE, JA Return City: WASHINGTON, DC
5. Sponsor(s), Who Paid for the Trip: U.S. ASSOCIATION OF FORMER MEMBERS OF CONGRESS & S
6. Describe Meetings and Events Attended: Attended all events listed on the agenda, which included meeti relations with senior cabinet offiicials, Diet Members, senior U.S. Embassy Staff, retired Japanese n
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:** 6/14/2024

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: Congresswoman Betty McCollum (MN **Date:** 6/14/2025

Signature of Supervising Member: Betty McCollum

last updated 7/2023

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: U.S. Association of Former Members of Congress Sasakawa Peace Foundation USA
2. Travel Destination(s): Tokyo and Kobe, Japan
3. Date of Departure: 5/25/2024 Date of Return: 6/1/2024
4. Name(s) of Traveler(s): Joshua Straka

   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	$5635.91	$1280	$671.36	$597.78 (Interpreter, Guide, Meeting Rooms Luggage forwarding,
Accompanying Family Member	N/A	N/A	N/A	N/A

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: Sabine Schleidt **Date:** 6/12/2024

Name: Sabine Schleidt **Title:** Chief Operating Officer

Organization: U.S. Association of Former Members of Congress

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

Address: 1401 K Street NW

Telephone: 202-222-0972 **Email:** sschleidt@usafmc.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.

last updated 7/2023

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Joshua Straka

2. Sponsor(s) who will be paying or providing in-kind support for the trip: U.S. Association of Former Members of Congress (FMC) and Sasakawa Peace Foundation USA

3. City and State **OR** Foreign Country of Travel: Japan

4. a. Date of Departure: 5/25/24 Date of Return: 6/1/24

   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 Chief of Staff to Congresswoman McCollum, I was invited on this study tour which is intended for current Chiefs of Staff at offices of current Members of the United States Congress; FMC invited Chiefs of Staff who have previously expressed interest in Japan and U.S.-Japan relations - in particular, security, energy, trade, and social issues - and serve Members who sit on committees relevant to the trip's issue areas.

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: Betty McCollum **Date:** 4/24/24

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

May 7, 2024

Mr. Joshua Straka
Office of the Honorable Betty McCollum
2426 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Straka:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Japan,[1] scheduled for May 25 to June 1, 2024, sponsored by United States Association of Former Members of Congress and Sasakawa Peace Foundation USA.

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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[1] 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:mc

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:

   U.S. Association of Former Members of Congress (FMC)

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: Sasakawa Peace Foundation USA

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 addendum

5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: 5/25/2024 Date of Return: 6/01/2024
7. a. City of departure: Washington, D.C.
   b. Destination(s): Tokyo and Kobe, Japan
   c. City of return: Washington, D.C.
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 addendum

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: Economy and Premium E)
   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): $127 (Good faith estimate)
      2) Provide the reason for selecting the location of the event or trip: See addendum

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

Hotel Name:	The Okura Tokyo	City:	Tokyo	Cost Per Night:	$227
Reason(s) for Selecting:	Nearby to US Embassy, Government buildings, and meeting partners				
Hotel Name:	The Okura Kobe	City:	Kobe	Cost Per Night:	$195
Reason(s) for Selecting:	Nearby to Meeting Partners, Centrally located to Airport and Train Station				
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	$5,530	$1,320	$645
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	$950	Interpreters, Guides, Meetings Rooms, Etc.
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: Sabine Schleidt Date: 4/22/2024

Name: Sabine Schleidt Title: Chief Operating Officer

Organization: U.S. Association of Former Members of Congress

Address: 1401 K Street NW, Suite 901, Washington, DC 20005

Email: sschleidt@usafmc.org Telephone: (202) 507-4849

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

Primary Trip Sponsor Form Addendum

4. This study tour is intended for current Chiefs of Staff at offices of current Members of the United States Congress; FMC invited Chiefs of Staff who have previously expressed interest in Japan and U.S.-Japan relations – in particular, security, energy, trade, and social issues – and serve Members who sit on committees relevant to the trip's issue areas. Please find enclosed a list of all invitees.

12. The Congressional Study Group on Japan is among the largest and most active parliamentary exchange programs between the U.S. Congress and the legislative branch of Japan. The Study Group creates constant channels of communication and dialogue between American legislators and their counterparts in the Japanese Diet through regular roundtables in Washington, DC throughout the year in addition to trips such as the 2024 Chief of Staff Study Tour to Japan. It offers senior congressional staff a unique educational forum to examine issues including the U.S.-Japan security alliance, energy policy, bilateral and multilateral trade agreements, and social issues such as women in the workforce and demographic change. FMC's Congressional Study Group on Japan is responsible for organizing the program, arranging meetings, and inviting expert speakers to the study tour. FMC is solely responsible for all invitations to and communications with trip participants, as well as the budget for the 2024 Chief of Staff Study Tour to Japan.

Sasakawa Peace Foundation USA (SPFUSA) awards grant monies to fund the year-round programming of The Congressional Study Group on Japan as a part of their mission of promoting understanding between the U.S. and Japan. Sasakawa USA staff assists FMC in securing meetings in Tokyo.

15. b. 2) Tokyo is the financial and political hub of Japan, and the delegation will meet with high level government officials, journalists and experts on issues ranging from security, women's status to energy policies. Additionally, through meetings with cultural figures as well as a visit to Sensoji Temple, participants will gain a holistic understanding of Japan's rich history, culture, and religion.

Kobe is the capitol of Hyogo Prefecture in central Japan, and part of the Keihanshin metropolitan area along with Osaka and Kyoto. When Japan opened to trade with the West towards the end of the Edo Period, Kobe was a designated port and today remains one of twenty "designated cities" outside of Tokyo that are significant economic and population centers. Kobe hosts one of the busiest container ports in Japan and is a critical center for energy supply, which Japan is almost entirely reliant on imports to sustain. Participants will learn of central Japan's importance to the US-Japan relationship, as well as its unique culture within the country.

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: U.S. Association of Former Members of Congress (FMC)
2. Name of your organization: Sasakawa Peace Foundation USA
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: _____ Date: 4/22/2024

Name: Satohiro Akimoto Title: President & Chairman

Organization: Sasakawa Peace Foundation USA

Address: 1819 L Street NW, Suite 300, Washington, DC 20036

Telephone: (202) 296-6694 Email: akimoto@spfusa.org

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

last updated 7/2023

Additional Sponsor Form Addendum: Sasakawa Peace Foundation USA

4. Sasakawa Peace Foundation USA only receives a grant from the Embassy of Japan to fund the Japan-U.S. Military Program (JUMP). That is the only funding Sasakawa Peace Foundation USA receives from a foreign government, and it is only for this JUMP program. No Embassy of Japan funding is ever put towards the grant for the U.S. Association of the Former Members of Congress.

THE CONGRESSIONAL STUDY GROUP ON JAPAN
A PROGRAM OF FMC

1401 K STREET NW, SUITE 901 WASHINGTON, DC 20005
202.222.0972 | www.usafmc.org/csg

2024 Chief of Staff Study Tour Agenda

Saturday, May 25th to Saturday, June 1st, 2024 | Tokyo and Kobe, Japan

Last Update: 4/22/2024 2:38 PM | Meeting partners subject to change

Tokyo Hotel:
The Okura Tokyo
2-Chome 10-4 Toranomon
Minato-ku, Tokyo 105-0001

Kobe Hotel:
Hotel Okura Kobe
2-1 Hatobacho
Chuo-ku, Kobe, Hyogo 650-8560

Saturday, May 25th, 2024 **[TRAVEL DAY]**

Afternoon (EDT) Delegation's Departure from the U.S. to Tokyo, Japan

- **Depart from IAD (Washington DC) at 12:15 PM ET via NH101**
  - Elizabeth Amster
  - Louise Bentsen
  - Marc Cevasco
  - Laura Engquist
  - Brooke Oliver
  - Ashley Menzler
  - Andrew Renteria
  - Joshua Straka
  - Yardena Wolf
  - Lorraine Harbison
  - Jaret Hildebrand

Sunday, May 26th, 2024 @ Tokyo **[TRAVEL DAY]//Casual Attire**

Afternoon (JST) **Arrival at Haneda International Airport (HND) at 3:20 PM JST**

Evening **Check-in at hotel**

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THE CONGRESSIONAL STUDY GROUP ON JAPAN
A PROGRAM OF FMC

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202.222.0972 | www.usafmc.org/csg

Monday, May 27th, 2024 @ Tokyo **Business Attire**

8:00 AM – 9:00 AM **Welcome to Japan**
Roundtable discussion with **Dr. Atsushi Sunami**, President of Sasakawa Peace Foundation, and **Nobukatsu Kanehara,** Executive Director of SPF's Japan-US Program, on the Foundation's work in Japan and around the world to support US-Japan relations and international harmony.

9:15 AM – 10:30 AM **Japan in an Hour**
Roundtable discussion with international journalists based in Tokyo on topics including the perception of the U.S. in Japan, regional security cooperation, and internal politics.

11:00 AM – 12:00 PM **Roundtable Discussion with Cabinet Secretariat**
Discussion with senior Cabinet staff on the priorities of the Prime Minister's Office following his visit to Washington, with a particular focus on Japan's renewed security outlook.

12:30 PM – 2:00 PM **The Bilateral Relationship**
Luncheon discussion with staff from the Ministry of Foreign Affairs, including Mr. **Kentaro Kaihara**, Director for the First North American Division, offering candid insight the ministry's priorities, and conversely presenting the delegation an opportunity to share their thoughts on the direction of Congress.

3:00 PM – 5:00 PM **Religion in Modern Society: Sensoji Temple**
Guided tour of the historic site. Founded in 645, Sensoji Temple is the oldest temple in Tokyo and is dedicated to the bodhisattva Kannon. With the Shinto Asakusa Shrine is located next to Sensoji, participants will learn of how the unique syncretic nature of religiosity in Japan continues to inform the life and mindset of Japanese citizens and politicians.

5:30 PM – 7:00 PM **Informal Dinner**

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THE CONGRESSIONAL STUDY GROUP ON JAPAN
A PROGRAM OF FMC

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202.222.0972 | www.usafmc.org/csg

Tuesday, May 28th, 2024 @ Tokyo **Business Attire**

8:00 AM – 9:30 AM **U.S.-Japan Business Roundtable**
Breakfast roundtable discussion with representatives of CSGJ's Business Advisory Council members on topics including supply chain issues, Russia sanctions, and the developing situation with China. Participating corporations include Subaru, ANA, Mitsubishi, Toyota, Mitsubishi Heavy Industries, NEC, Nissan, ITOCHU, and more.

9:45 AM – 11:00 AM **Understanding Japan's Role in the World**
Briefing led by **Deputy Chief of Mission Raymond Greene** and select heads of sections such as Political, Economic, Commerce, Public Affairs, and Consular on the current state of bilateral relationship at the Embassy of the United States in Tokyo.

12:00 PM – 1:30 PM **A Free and Open Indo-Pacific**
Roundtable lunch discussion with **Lt. Gen. Koichi Isobe** (Ret.), 37th Commander of the Eastern Army, Japan Ground Self-Defense Force, on the region's security outlook and recent developments towards closer U.S.-Japan military cooperation.

2:00 PM – 3:00 PM **The Future of Energy**
Roundtable discussion with Chairman and CEO **Tatsuya Terazawa** and researchers from the Institute of Energy Economics, Japan, on Japan's energy situation, transitioning from fossil fuels, and how the U.S. and Japan can cooperate in stabilizing energy supply among like-minded democracies.

4:00 PM – 6:00 PM **Executive Time**

6:30 PM – 8:00 PM **Dinner with Indo-Pacific Allies**
Roundtable discussion on areas of focus for the U.S. and Japan's Indo-Pacific allies in addressing mutual challenges, featuring Ambassadors to Japan of regional partners such as Singapore and the Philippines.

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THE CONGRESSIONAL STUDY GROUP ON JAPAN
A PROGRAM OF FMC

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Wednesday, May 29th, 2024 @ Tokyo **Business Attire**

8:00 AM – 9:30 AM **Women in Japanese Business and Civil Society**
Roundtable breakfast discussion with women leaders in business, government, and civil society on their experiences in Japan, and what the country is doing to address gender inequalities. Participants include **Mina Takazawa**, Government Affairs Director, Microsoft Japan, and **Naomi Koshi**, Co-Founder and CEO, OnBoard K.K.

10:00 AM – 11:00 AM **The US and Japan – a Global Partnership?**
Roundtable discussion with Members of Japan's National Diet who are actively attuned to the U.S.-Japan relationship, exchanging views on opportunities for the US and Japan to expand their partnership following PM Kishida's official visit.

- The Hon. Takashi Yamashita
- The Hon. Karen Makishima

11:30 AM – 12:00 PM **Base Itinerary Overview and Background Briefing**
Briefing en-route to Yokota Air Base led by FMC staff Lorraine Harbison and Jaret Hildebrand, preparing the delegation for the logistics of the visit, and providing background on the origins of U.S. Forces Japan.

12:30 PM – 2:30 PM **Yokota Air Base**
Lunch briefing at U.S. Forces Japan headquarters and tour of Yokota Air Base, which is home to the 5th Air Force and integral to USAF operations in East Asia. Participants will gain understanding of the US's presence in Japan, strategic considerations for the region, and discussions to transfer authority in some areas from INDOPACOM in Hawaii to USFJ in Japan.

4:00 PM – 5:00 PM **Roundtable Discussion with Digital Minister Kono**
The Hon. Taro Kono is Minister of Japan's Digital Agency, a recently created entity tasked with modernizing and streamlining the government's operations with technology. Minister Kono will be able to share perspectives on a host of topics including AI risks and cross-border data sharing between nations.

6:00 PM – 8:00 PM **Informal Dinner**

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Thursday, May 30th, 2024 @ Kobe [TRAVEL DAY]Business Attire

8:48 AM **Depart Tokyo for Kobe via Bullet Train**

Nozomi 63 for Hiroshima – Platform 19

9:30 AM – 10:30 AM **Bullet Train Cockpit Tour**
An exclusive look inside the cockpit of a *shinkansen* while in motion, courtesy of JR Central, offering insight into the streamlined operations and economic impact of JR's robust transportation network as the US ponders high-speed rail projects.

11:30 AM **Arrive in Kobe**

12:00 PM – 1:30 PM **Lunch with Osaka-Kobe U.S. Consul General**
Roundtable luncheon discussion with Consul General **Jason R. Cubas** on the issues affecting central Japan, and opportunities to bolster the US-Japan bilateral relationship's impact at deeper levels.

1:45 PM – 2:30 PM **Courtesy Call with Hyogo Prefectural Governor**
A local of Kobe, **Governor Motohiko Saito** was elected to his current office in 2021. An independent, he is supported by both the LDP and the Nippon Ishin Party, and will share

3:30 PM – 5:30 PM **Port of Kobe Tour**
Tour of and discussion on the port's international and historical significance. Participants will better understand the Port of Kobe's role in central Japan's economy, function in the energy supply chain, security measures, impact to the environment, and part in facilitating tourism, all imparting a wide perspective on its significance to US-Japan economic ties in modern times and historically.

6:30 PM – 7:30 PM **Welcome to Kobe**
Roundtable dinner discussion led by FMC staff Lorraine Harbison and Jaret Hildebrand on the delegation's experiences thus far in Kobe, drawing contrasts from Tokyo, and a look ahead to the following day's program which will take them out of the city.

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Friday, May 31st, 2024 @ Kobe **Business Casual Attire**

Individual Breakfast

8:30 AM **Depart for Himeji**

9:30 AM – 11:00 AM **National Treasure Himeji Castle**
Guided tour of one of Japan's first UNESCO World Heritage Sites and a designated National Treasure of Japan. Himeji Castle is one of the only original remaining castles of Japan, having survived numerous calamities over the years including Japan's modernization, WWII bombings, and the Great Hanshin Earthquake. Visiting the castle will teach participants about Japan's unique history, and the circumstances that led to Kobe emerging as a hub of foreign activity when seclusion policies ended in the leadup to the Meiji Restoration.

11:30 AM – 12:30 PM **Informal Lunch**

1:00 PM – 2:30 PM **Accelerating Decarbonization: Takasago Hydrogen Park**
Guided tour and discussion with the Chief Technology Officer on site. Takasago Hydrogen Park is the world's first complex that can validate the full chain of technologies related to hydrogen power, including production, storage, and generation. Mitsubishi Power is developing the H-25 gas turbine, a 100% hydrogen-fired system that will be an important part of the energy transition in the coming decades.

3:30 PM – 5:00 PM **Transpacific Town Hall**
Breakout room-style conversations with students from Kobe University. Participants will field questions about Congress's functioning, U.S. domestic issues, and the U.S.'s role in the Indo-Pacific, as well as hear the students' unfiltered perspective on issues of society, security, and politics. Through this dialogue, participants will gain an authentic understanding of the issues that matter to young people in Japan and the role the U.S. may play in overcoming them.

7:00 PM – 9:00 PM **Closing Dinner and Reflections**
A debriefing dinner discussion on the lessons learned during the duration of the delegation's travel and reflection on various dimensions of the U.S. – Japan relationship led by FMC staff.

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Saturday, June 1st, 2024 [Travel Day]

Delegation's departure from Japan to U.S. (Respective Airports)

Morning **Check out from Hotel**

Morning **Depart Kobe for U.S.**

- **Depart from UKB (Kobe) at 7:05 AM JST via NH412 for HND**
  - Elizabeth Amster
  - Louise Bentsen
  - Marc Cevasco
  - Laura Engquist
  - Brooke Oliver
  - Ashley Menzler
  - Andrew Renteria
  - Joshua Straka
  - Yardena Wolf
  - Lorraine Harbison
  - Jaret Hildebrand

- **Depart from HND (Tokyo) at 10:05 AM JST via NH102**
  - Elizabeth Amster
  - Louise Bentsen
  - Marc Cevasco
  - Laura Engquist
  - Brooke Oliver
  - Ashley Menzler
  - Andrew Renteria
  - Joshua Straka
  - Yardena Wolf

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2024 Chief of Staff Study Tour
May 25 – June 1, 2024 | Tokyo, Kobe – Japan

Invitee List:

1. Elizabeth Amster, Office of Rep. Jake Auchincloss (D-MA)
2. Louise Bentsen, Office of Rep. Vicente Gonzalez (D-TX)
3. Marc Cevasco, Office of Rep. Ted Lieu (D-CA)
4. Laura Engquist, Office of Rep. Troy Balderson (R-OH)
5. Ashley Menzler, Office of Rep. Guy Reschenthaler (R-PA)
6. Brooke Oliver, Office of Rep. August Pfluger (R-TX)
7. Andrew Renteria, Office of Rep. David Valadao (R-CA)
8. Joshua Straka, Office of Rep. Betty McCollum (D-MN)
9. Yardena Wolf, Office of Rep. Eric Swalwell (D-CA)

LEADERSHIP:

The Hon. L.F. Payne, *President* | **The Hon. Barbara Comstock**, *President-Elect*
The Hon. Donna Edwards, *Vice President* | **The Hon. Dennis Ross**, *Vice President*
The Hon. Charles Boustany, *Immediate Past President*

EXECUTIVE TEAM:

Peter Weichlein Esq., *Chief Executive Officer* | **Sabine Schleidt,** *Chief Operating Officer*
Lorraine Harbison, *Program Director* | **Patrick Egenhofer** *Associate Director, Programs*

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2024 Chief of Staff Study Tour Agenda-As-Traveled

Saturday, May 25th to Saturday, June 1st, 2024 | Tokyo and Kobe, Japan

Last Update: 6/10/2024 1:27 PM

Tokyo Hotel:
The Okura Tokyo
2-Chome 10-4 Toranomon
Minato-ku, Tokyo 105-0001

Kobe Hotel:
Hotel Okura Kobe
2-1 Hatobacho
Chuo-ku, Kobe, Hyogo 650-8560

Saturday, May 25th, 2024 [TRAVEL DAY]

Afternoon (EDT) Delegation's Departure from the U.S. to Tokyo, Japan

- **Depart from IAD (Washington DC) at 12:15 PM ET via NH101**
  - Elizabeth Amster
  - Louise Bentsen
  - Marc Cevasco
  - Laura Engquist
  - Brooke Oliver
  - Ashley Menzler
  - Andrew Renteria
  - Joshua Straka
  - Lorraine Harbison
  - Jaret Hildebrand

Sunday, May 26th, 2024 @ Tokyo [TRAVEL DAY]//Casual Attire

Afternoon (JST) **Arrival at Haneda International Airport (HND) at 3:20 PM JST**

Evening **Check-in at hotel**

Room Service or Hotel Restaurant Dinner under ¥8500

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Monday, May 27th, 2024 @ Tokyo **Business Attire**

8:00 AM – 9:00 AM **Welcome to Japan**
Roundtable discussion with **Dr. Atsushi Sunami**, President of Sasakawa Peace Foundation, and **Nobukatsu Kanehara,** Executive Director of SPF's Japan-US Program, on the Foundation's work in Japan and around the world to support US-Japan relations and international harmony.

The Etoile Room (41F), The Okura Tokyo

9:15 AM – 10:30 AM **Japan in an Hour**
Roundtable discussion diving deep into the political, economic, and societal particulars of Japan with journalists **Walter Sim**, Japan Correspondent, The Straits Times, and **Tim Kelly**, Senior Correspondent, Reuters Japan.

The Etoile Room (41F), The Okura Tokyo

11:00 AM – 11:30 AM **Fostering Trans-Pacific Economic Security**
Roundtable discussion with **the Hon. Akihisa Nagashima** (LDP, Tokyo), Member of the House of Representatives in the National Diet, on opportunities for the U.S. and Japan to cooperate on economic security.

Room 6, B1F, First Members' Office Bldg., 2-2-1 Nagatachō, Chiyoda-ku, Tokyo 100-8968

12:30 PM – 2:00 PM **The Bilateral Relationship**
Luncheon discussion with staff from the Ministry of Foreign Affairs, including **Kentaro Kaihara**, Director for the First North American Division, **Kosuke Amiya**, Director of the Japan-U.S. Security Treaty Division, and **Masami Ishii**, Deputy Director of the First North American Division, on the global partnership of the U.S. and Japan envisioned during Prime Minister Kishida's recent official visit.

Brasserie Tomo, 4F, Palazzo Carina Building, 3-chome-18-7 Akasaka, Minato-ku, Tokyo

3:00 PM – 5:00 PM **Religion in Modern Society: Sensoji Temple**
Guided tour of the historic site. Founded in 645, Sensoji Temple is the oldest temple in Tokyo and is dedicated to the bodhisattva Kannon. With the Shinto Asakusa Shrine located next to Sensoji, participants will learn of how the unique syncretic nature of religiosity in Japan continues to inform the life and mindset of Japanese citizens and politicians.

5:30 PM – 7:00 PM **Informal Dinner**

Premium Sake Pub GASHUE 2 Chome-13-5 Higashiueno, Taito City, Tokyo 110-0015

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Tuesday, May 28th, 2024 @ Tokyo **Business Attire**

8:00 AM – 9:30 AM **U.S.-Japan Business Roundtable**
Breakfast roundtable discussion with representatives of CSGJ's Business Advisory Council members on topics including supply chain issues, Russia sanctions, and the developing situation with China. Participating corporations include Subaru, ANA, Mitsubishi, Toyota, Mitsubishi Heavy Industries, Marubeni, Honda, ITOCHU, NEC, Nissan, and Aflac.

The Etoile Room (41F), The Okura Tokyo

9:45 AM – 11:15 AM **Understanding Japan's Role in the World**
Briefing led by Acting Deputy Chief of Mission **Philip Roskamp** and select heads of sections such as Political, Economic, Commerce, Public Affairs, and Consular on the current state of bilateral relationship at the Embassy of the United States in Tokyo.

U.S. Embassy, 1 Chome-10-5 Akasaka, Minato-ku, Tokyo 107-8420

12:00 PM – 1:30 PM **A Free and Open Indo-Pacific**
Roundtable lunch discussion with **Lt. Gen. Koichi Isobe** (Ret.), 37th Commander of the Eastern Army, Japan Ground Self-Defense Force, on the region's security outlook and recent developments towards closer U.S.-Japan military cooperation.

Souan, 1-19-2 Tsukishima, Chuo-ku, Tokyo 104-0052

2:00 PM – 3:00 PM **The Future of Energy**
Roundtable discussion with Chairman and CEO **Tatsuya Terazawa** and researchers from the Institute of Energy Economics, Japan, on Japan's energy situation, transitioning from fossil fuels, and how the U.S. and Japan can cooperate in stabilizing energy supply among like-minded democracies.

Inui Bldg. Kachidoki, 10th Floor 13-1, Kachidoki 1-chome, Chuo-ku, Tokyo 104-0054

4:00 PM – 6:00 PM **Executive Time**

6:30 PM – 8:30 PM **Dinner with Indo-Pacific Allies**
Roundtable discussion on areas of focus for the U.S. and Japan's Indo-Pacific allies in addressing mutual challenges, featuring **H.E. Mylene J. Garcia-Albano**, Ambassador of the Philippines, **H.E. Ong Eng Chuan**, Ambassador of Singapore, and **Peter Roberts**, Deputy Head of Mission, Embassy of Australia in Tokyo.

Tofuya Ukai, 4-chōme-4-13 Shibakōen, Minato-ku, Tokyo 105-0011

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Wednesday, May 29th, 2024 @ Tokyo **Business Attire**

8:00 AM – 9:30 AM **Women in Japanese Business and Civil Society**
Roundtable breakfast discussion with women leaders in business, government, and civil society on their experiences in Japan, and what the country is doing to address gender inequalities. Featuring **Claire Chino**, Managing Executive Officer, ITOCHU Corporation, **Mina Takazawa**, Government Affairs Director, Microsoft Japan, and **Naomi Koshi**, Co-Founder and CEO, OnBoard K.K.

The Etoile Room (41F), The Okura Tokyo

10:00 AM – 11:00 AM **The U.S. and Japan – a Global Partnership**
Roundtable discussion with Members of Japan's National Diet who are actively attuned to the U.S.-Japan relationship, featuring **the Hon. Takashi Yamashita, the Hon. Keisuke Suzuki,** and **the Hon. Karen Makishima**, on the priorities of the Diet following recent advancements in Japan-U.S. cooperation.

Room 1, 1F, First Members' Office Bldg. 2-2-1 Nagatachō, Chiyoda City, Tokyo 100-8981

12:00 PM – 1:15 PM **U.S. Forces Japan Briefing**
Briefing on U.S. Forces Japan mission and military footprint led by Lieutenant Commander **Veronica Kennedy**, Government Relations Officer with U.S. Forces Japan. Participants gained understanding of the US's presence in Japan, strategic considerations for the region, and discussions to transfer authority in some areas from INDOPACOM in Hawaii to USFJ in Japan

The New Sanno Hotel, 4 Chome-12-20 Minamiazabu, Minato-ku, Tokyo 106-0047

1:30 PM – 2:30 PM **FMC Staff Briefing on Kobe Logistics**
Briefing over lunch led by FMC staff Lorraine Harbison and Jaret Hildebrand on logistical procedures for the transfer to Kobe, and a review of Thursday's agenda.

Pacific Standard, The New Sanno Hotel, 4 Chome-12-20 Minamiazabu, Minato-ku, Tokyo 106-0047

3:00 PM – 5:00 PM **Executive Time**

6:00 PM – 8:00 PM **Dinner Discussion on Japanese Investment in the U.S.**
Roundtable discussion over dinner featuring **Teruko Wada**, Director, International Affairs Bureau, Keidanren; **Hidefuto Wakita**, Managing Director & COO, ITOCHU Research Institution, and **Jun Aketa**, Executive Research Fellow at Mitsui & Co on contemporary issues affecting major Japanese corporations' investment strategies in the U.S. and around the world, including expectations for political change in the U.S. and Japan with regard to trade outcomes.

Ebiya Yakatabune, 3 Chome-1 Kashimabashi, Shibaura, Minato-ku, Tokyo

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Thursday, May 30th, 2024 @ Kobe [TRAVEL DAY]Business Attire

6:30 AM **Individual Breakfast at the Hotel**

7:15 AM **Check Out and Board Bus for the Train Station**

8:30 AM **Depart Tokyo for Kobe via Bullet Train**

Nozomi 17 for Hakata – Platform 18

9:30 AM – 10:30 AM **Bullet Train Cockpit Tour**
An exclusive look inside the cockpit of a *shinkansen* while in motion, courtesy of JR Central, offering insight into the streamlined operations and economic impact of JR's robust transportation network as the US ponders high-speed rail projects.

11:30 AM **Arrive in Kobe**

12:00 PM – 1:30 PM **Lunch with Osaka-Kobe U.S. Consul General**
Roundtable luncheon discussion with Consul General **Jason R. Cubas** on the issues affecting central Japan, and opportunities to bolster the US-Japan bilateral relationship's impact at deeper levels.

Makibito Jukusei Koube Gyuu Vesuta 2-12-16 Shimoyamate-doori, Chuo-ku, Kobe, Hyogo

1:45 PM – 3:00 PM **Disaster Reduction and Human Renovation Institution**
A briefing and private tour of the DRI and Great Hanshin-Awaji Earthquake Memorial Museum by Director, Project Department **Mitsuki Shimada**. The DRI works to improve disaster prevention, response, and resiliency by developing strategies with national and local governments, educating individuals on best practices, and preserving the memory of the 1995 Kobe earthquake for future generations.

1-5-2 Wakinohamakaigan-dori, Chuo-ku, Kobe, Hyogo 651-0073

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3:30 PM – 4:30 PM **Port of Kobe Tour**

Tour and discussion on the port's international and historical significance led by officials from the Kobe City Government including **Masao Kaikuchi**, Executive Director of the International Affairs Department **Masanori Nagamine**, Director of International Affairs Department and **Naoki Sekiguchi**, Assistant Director of the Port Promotion Department. The Port of Kobe was only opened to foreigners by the end of the Tokugawa Period and was the busiest container port in the world from 1973-1978. It was heavily affected by the Great Hanshin Earthquake in 1995.

5-6, Hatobacho, Chuo-ku, Kobe, Hyogo 650-0042

5:30 PM **Check in to Hotel Okura Kobe**

6:30 PM – 8:30 PM **Welcome to Kobe**

Roundtable dinner discussion led by FMC staff Lorraine Harbison and Jaret Hildebrand on the delegation's experiences thus far in Kobe, drawing contrasts from Tokyo, and a look ahead to the following day's program which will take them out of the city.

Toukashun, 5-6 Hatobacho, Chuo Ward, Kobe, Hyogo 650-0042

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Friday, May 31st, 2024 @ Kobe **Business Casual Attire**

Morning **Individual Breakfast at the Hotel**

8:15 AM **Depart for Himeji**

9:30 AM – 11:15 AM **National Treasure Himeji Castle**
Guided tour of one of Japan's first UNESCO World Heritage Sites and a designated National Treasure of Japan. Himeji Castle is one of the only original remaining castles of Japan, having survived numerous calamities over the years including Japan's modernization, WWII bombings, and the Great Hanshin Earthquake. Visiting the castle will teach participants about Japan's unique history, and the circumstances that led to Kobe emerging as a hub of foreign activity when seclusion policies ended in the leadup to the Meiji Restoration.

68 Honmachi, Himeji, Hyogo 670-0012

11:30 AM – 12:30 PM **Informal Lunch**

SORA NIWA 241 Honmachi, Himeji, Hyogo 670-0012

1:15 PM – 3:45 PM **Accelerating Decarbonization: Takasago Hydrogen Park**
Guided tour and discussion with the Chief Technology Officer on site. Takasago Hydrogen Park is the world's first complex that can validate the full chain of technologies related to hydrogen power, including production, storage, and generation. Mitsubishi Power is developing the H-25 gas turbine, a 100% hydrogen-fired system that will be an important part of the energy transition in the coming decades.

2 Chome-1-1 Araicho Shinhama, Takasago, Hyogo 676-0008

4:30 PM – 6:30 PM **Executive Time**

7:00 PM – 9:00 PM **Closing Dinner and Reflections**
A debriefing dinner discussion on the lessons learned during the duration of the delegation's travel and reflection on various dimensions of the U.S. – Japan relationship led by FMC staff.

Kobe Beef Kissho-Kichi Honten 2 Chome-4-14 Motomachi-doori, Chuo-ku, Kobe, Hyogo

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Saturday, June 1st, 2024 [Travel Day]

Delegation's departure from Japan to U.S. (Respective Airports)

5:30 AM **Check out from Hotel**

Morning **Depart Kobe for U.S.**

- **Depart from UKB (Kobe) at 7:05 AM JST via NH412 for HND**
  - Elizabeth Amster
  - Louise Bentsen
  - Marc Cevasco
  - Laura Engquist
  - Brooke Oliver
  - Ashley Menzler
  - Andrew Renteria
  - Joshua Straka
  - Lorraine Harbison
  - Jaret Hildebrand

- **Depart from HND (Tokyo) at 10:05 AM JST via NH102**
  - Elizabeth Amster
  - Louise Bentsen
  - Marc Cevasco
  - Laura Engquist
  - Brooke Oliver
  - Ashley Menzler
  - Andrew Renteria
  - Joshua Straka

- **Arrive at IAD (Washington) at 10:35 AM EDT (Same Day)**