

COMMITTEE ON ETHICS

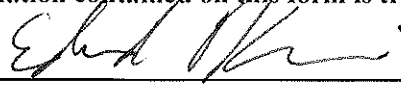
EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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: Edward Kaczmarek
2. a. Name of Accompanying Relative: _____ OR None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: 8/02/2024 Return: 8/08/2024
b. Dates at Personal Expense, if any: _____ OR None
4. Departure City: Washington DC Destination: Chisinau, Moldova Return City: Washington DC
5. Sponsor(s), Who Paid for the Trip: Center for Strategic & International Studies; The Howard G. Buffett Foundation
6. Describe Meetings and Events Attended: Attached
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: 8/19/24

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: Donald Norcross

Date: 8/19/24

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: _____

2. Travel Destination(s): _____

3. Date of Departure: _____ Date of Return: _____

4. Name(s) of Traveler(s): _____

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				
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:  _____ Date: _____

Name: _____ Title: _____

Organization: _____

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

Address: _____

Telephone: _____ Email: _____

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.

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: Ed Kaczmarek

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): Rep. Donald Norcross

Office Address: 2427 Rayburn House Office Building

Telephone Number: 202-225-6501

Email Address of Contact Person: alvin.cubbjr@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.

COMMITTEE ON ETHICS

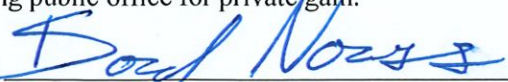
TRAVELER FORM

1. Name of Traveler: Ed Kaczmarek
2. Sponsor(s) who will be paying or providing in-kind support for the trip: _____
Center for Strategic and International Studies; The Howard G. Buffett Foundation
3. City and State **OR** Foreign Country of Travel: Moldova, Ukraine, Poland
4. a. Date of Departure: August 2, 2024 Date of Return: August 8, 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.**
I am the Deputy Chief of Staff for Rep. Donald Norcross. Participation on this trip is connected to my duties in the office as I handle Energy and Foreign Affairs policy. This will provide insight into how these countries are protecting their national security energy supply and supply chain logistics, as well as, maintaining international relations.
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: 7/30/2024

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: _____

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): _____

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

6. Date of Departure: _____ Date of Return: _____

7. a. City of departure: _____

b. Destination(s): _____

c. City of return: _____

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:

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): _____
 - 2) Provide the reason for selecting the location of the event or trip: _____
-

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

Hotel Name: _____ City: _____ Cost Per Night: _____

Reason(s) for Selecting: _____

Hotel Name: _____ City: _____ Cost Per Night: _____

Reason(s) for Selecting: _____

Hotel Name: _____ City: _____ Cost Per Night: _____

Reason(s) for Selecting: _____

17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*

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

<input type="checkbox"/> Actual Amounts <input type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee			
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:  Date: _____
 Name: _____ Title: _____
 Organization: _____
 Address: _____
 Email: _____ Telephone: _____

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: Center for Strategic and International Studies
2. Name of your organization: The Howard G. Buffett 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:  Date: June 28, 2024

Name: Charlotte B. Ryan Title: VP Administration

Organization: The Howard G. Buffett Foundation

Address: 1053 W Rotary Way, Suite A Decatur, IL 62521

Telephone: 217-362-8604 Email: cbr@hgbfoundation.org

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

July 31, 2024

Mr. Edward Kaczmariski
Office of the Honorable Donald Norcross
2427 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Kaczmariski:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Moldova, Ukraine, and Poland,¹ scheduled for August 2 to 8, 2024, sponsored by Center for Strategic and International Studies and the Howard G. Buffett Foundation.

Committee travel regulations require that you submit your complete pre-trip approval request to the Committee at least 30 days before the commencement of the trip or it will not be granted. Despite your failure to do so in this instance, we are approving your current request. However, any future requests must adhere to the 30-day requirement or they will be denied.

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

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>.

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.

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

Sincerely,

A handwritten signature in blue ink that reads "Michael Guest". The signature is written in a cursive style with a large initial "M".

Michael Guest
Chairman

A handwritten signature in blue ink that reads "Susan Wild". The signature is written in a cursive style with a large initial "S".

Susan Wild
Ranking Member

MG/SW:tn

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):

- Rep. Jake Auchincloss (D-MA) is a member of the Transportation and Infrastructure Committee, as well as the CCP Select Committee. He was previously a member of the Financial Services Committee, which oversees sanctions. Auchincloss is a former Marine infantry commander.
- Rep. Donald Bacon (R-NE) serves as the Chairman of the Armed Services Cyber, Information Technology, and Innovation Subcommittee, as well as on the Agriculture Committee. He is a former Air Force Brigadier General.
- Rep. Jennifer Kiggans (R-VA) serves on the House Armed Services and Veterans Affairs Committees, as well as on the Natural Resources Committee. She is a freshman member and a former Navy helicopter pilot.
- Rep. Morgan Luttrell (R-TX) is a member of the Homeland Security and Armed Services Committees. He is a freshman member and former Navy SEAL.
- Rep. Celeste Maloy (R-UT) serves as a member of the Transportation and Infrastructure Committee, as well as the Committee on Small Business. Her background is in agriculture and soil conservation, which is vital to Ukraine's economic future.
- Rep. Donald Norcross (D-NJ) is the ranking member of the Armed Services Subcommittee on Tactical Air and Land Forces.
- Rep. Gary Palmer (R-AL) serves on the House Oversight and Accountability Committee, which oversees U.S. military and economic assistance to Ukraine, as well as the House Energy and Commerce Committee. He is Chairman of the House Republican Policy Committee.
- Rep. Jimmy Panetta (D-CA) serves on the Budget Committee, the Ways & Means Committee, as well as the Armed Services Committee. He also serves as a Chief Deputy Whip for the House Democratic Caucus.

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:

CSIS has been producing research, as well as hosting public and private events for members both prior to and after Russia's invasion of Ukraine in February 2022. This trip will educate Members of Congress on how U.S. military, economic, humanitarian assistance to Ukraine is being utilized. The trip is being organized and planned entirely by CSIS.

The Howard G. Buffet Foundation focuses on conflict mitigation and food security, issues that converge in Ukraine. By the end of 2024, the foundation will give Ukraine at least \$800 million in humanitarian aid to help revitalize agricultural infrastructure, aid civilian areas affected by conflict, facilitate mine clearance efforts, and provide vital equipment for security officials and healthcare facilities. The Howard G. Buffet Foundation plays no role in selecting the trip participants or meetings.

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

This trip will educate Members on how U.S. military and economic assistance to Ukraine is being utilized, the contributions of partner countries like Poland and Moldova, and the scope and scale of reconstruction needs for the region.

CSIS Delegation Trip to Moldova, Ukraine, and Poland Itinerary

August 2-9, 2024

Cities Include:

- Chisinau, Moldova
- Odesa, Ukraine
- Kyiv, Ukraine
- Rzeszow, Poland

Friday, August 2

- 9:30AM Rep. Maloy departs Salt Lake City to Chisinau, Moldova (via San Francisco and Istanbul)
- 4:40PM Rep. Norcross departs Washington D.C. to Chisinau, Moldova (via Istanbul)

Saturday, August 3

Location: Chisinau, Moldova

- 1:50PM (PT) Rep. Panetta departs San Francisco, CA for Chisinau, Moldova (via Istanbul)
- 2:50PM (local time) Reps. Norcross and Maloy arrive in Chisinau, Moldova
- 2:50-3:50PM Customs and Transit to Hotel
- 5:25-6:30PM Country Briefing with U.S. Embassy Staff**
Description: Discussion of the impacts of the war on Moldova and USG priorities on defense and economic issues.
Participants: Nina Fite (Chargé d'affaires), Daniela DiPierro (Deputy Chief of Mission), Lieutenant Colonel James Creason (Defense Attaché), Andrew Segars (USAID, Senior Private Sector Advisor), Bryan Schubert (Director of the Office of International Narcotics and Law Enforcement), Charlie Starr (Regional Security Officer), Sara Chesters (Peace Corps Country Director), Kim Zapfel (Political/Economic Chief), Julie Limoges (Economic Unit Chief), Major Sean C.M. Baker (Office of Defense Cooperation Chief), Bradley McGuire (Public Diplomacy Chief)
- 6:30-8:55PM Working Dinner with Moldovan Government Officials**
Description: Discussion on Moldova's energy infrastructure and defense priorities.
Participants: Nina Fite (Chargé d'affaires d'Affaires), Daniela DiPierro (Deputy Chief of Mission), Defense Minister Anatolie Nosatîi; Energy

Minister Victor Parlicov; Igor Grosu, Speaker of Parliament; Lieutenant Colonel James Creason, U.S. Army

8:55PM Transit to Hotel

Sunday, August 4

Location: Chisinau, Moldova and Odesa, Ukraine

8:00-8:30AM Check Out of Hotel

8:00-9:15AM Breakfast Meeting with Deputy Prime Minister & Minister of Foreign Affairs Mihai Popsoi

Description: Discussion on Ukrainian refugee resettlement, anti-corruption efforts, and countering Russian propaganda.

Participants: Deputy Prime Minister & Minister of Foreign Affairs, Mihai Popsoi

9:30AM-1:30PM Transit from Chisinau, Moldova to Odesa, Ukraine (Crossing border at Palanca)

1:45-3:05PM Lunch Briefing with State Administration Officials

Description: Briefing on the current security situation in Odesa region.

Participants: Oleg Kiper, Head of Odesa Regional Military Administration; Kateryna Marchenko, Director of the International Cooperation and Protocol Department, Odesa Regional State Administration; Anna Dyachenko, Deputy Director of the International Cooperation and Protocol Department, Odesa Regional State Administration

3:05-3:35PM Transit to Port

2:50PM Rep. Panetta Arrives in Chisinau, Moldova on Flight TK290

3:35-4:20PM Briefing with State Administration Officials on port infrastructure and security

Description: Discussion on strengthening security for shipping in the Black Sea and the impact on shipping from the war.

Participants: Oleg Kiper, Head of Odesa Regional Military Administration; Kateryna Marchenko, Director of the International Cooperation and Protocol Department, Odesa Regional State Administration; Anna Dyachenko, Deputy Director of the International Cooperation and Protocol Department, Odesa Regional State Administration; Derek Berlin, Senior Vice President for Logistics+; Yuriy Kizlevych, Head of Ports and Fleet, Kernel

4:20-5:00PM Transit to Meeting

- 5:00-6:00PM** **Meeting with All Rise Capital & Tour of Chornomorets Stadium**
Description: Meeting to hear about the professional women's soccer team and programming for kids including two soccer academies.
Participants: Mikhail Trubchik, COO at Allrise Capital Inc.; Oleksandr Androsov, President of FC Seasters; Serhii Burka, Representative of Allrise Capital Inc. in Ukraine; Pavlo Unguryan, Coordinator of the National Prayer Breakfast of Ukraine
- 6:00-6:15PM Transit to Working Dinner
- 6:15-8:30PM** **Working Dinner with National Security Leaders**
Description: Discussion on the security efforts being coordinated across agencies in the Odesa region.
Participants: Yuriy Petryv, Border Guard General; Oleksiy Neizhpapa, Navy Admiral
- 8:30-9:00PM Depart for Hotel (Overnight in Odesa)
Location: Hotel Bristol

Monday, August 5

Location: Odesa and Kyiv, Ukraine

- 7:45-8:15AM Transit from Hotel to Meeting
- 8:15-9:45AM** **Meeting and Site Visit with State Emergency Service of Ukraine**
Description: Discussion on how the SES coordinates rescue efforts both in regular circumstances and also those from the war.
Participants: Denys Platonov, Head of the Main Department of the State Emergency Service (SES) of Ukraine in Odesa Region, Colonel of the Civil Protection Service; Oleh Shkroba, First Deputy Head of SES Odesa, Colonel of the Civil Protection Service; Viktor Boiarskyi, Head of the Emergency Department of SES Odesa, Colonel in the Civil Protection Service; Roman Syniuk, Head of the Resource Support Department of SES Odesa, Colonel of the Civil Protection Service; Maryna Averina, Head of Media Relations of SES Odesa, Lieutenant Colonel of the Civil Protection Service; Andreii Zadoianyi, Head of the Emergency and Rescue Squad of the Special Purpose of SES Odesa, Colonel of the Civil Protection Service; Lesia Maslianko, Head of the International Cooperation Sector SES Odesa, Captain of the Civil Protection Service
- 9:45AM-2:10PM Transit from Odesa to Radionix
- 2:10PM-3:45PM** **Site Visit Radionix Facility**
Description: Discussion on production of defense equipment.

Participants: Stanislav Zavialov, Director of Radionix; and Oleksii Priadko, Deputy Director of Radionix; Serg Vysotsky, NAUDI

3:45-4:45PM Transit from Radionix to Ukrainka

4:45-5:30PM Site Visit to Thermal Power Plant

Description: Discussion on how Russia has attacked Ukraine's energy infrastructure and how the Ministry of Energy is repairing the damage.

Participants: Minister of Energy, Herman Haluschenko; Chairman of the Supervisory Board of PSJ Andrij Gota; General Director of PSJ "Centrenergo" Yevhenii Harkavyi

5:30-6:25PM Transit to Hotel

6:25-7:00PM Check into Hotel and Ready for Dinner
Location: InterContinental Kyiv

7:00-9:15PM Working Dinner with National Association of Ukraine Defense Industry (NAUDI)

Description: Discussion on revitalizing the defense industrial base and defense companies' innovation on protective equipment.

Participants: Sergiy Pashinskiy, President, NAUDI; Serg Vysotsky, NAUDI; Sergiy Skoryk, Commercial Director, Kvertus; Vladyslav Belbas, CEO, Ukrainian Armor; Stanislav Zavialov, Director, Radionix; Oleksii Priadko, Deputy Director, Radionix

Tuesday, August 6

Location: Kyiv, Ukraine

8:45-9:20AM Depart Hotel

9:20-10:30AM Meeting with NABU and SAPO

Description: Discussion of government efforts to limit corruption and the processes behind corruption investigations.

Participants: Semen Kryvonos (Director, NABU); Oleksandr Vasylovych Klymenko (Head, SAPO); Dr. Polina Lysenko (Deputy Director, NABU)

10:30-11:00AM Transit

11:05-12:05PM Meeting with Minister of Energy

Description: Discussions on how Ukraine's energy sector has been affected by the war and how the Ministry navigated this past winter.

Participants: Roman Andarak, Deputy Energy Minister; Svitlana Grynchuk, Deputy Energy Minister; Olga Ponomarchuk, Head of International Relations Department

12:05-12:30AM Transit

12:30-1:30PM Lunch

1:30-2:00PM Transit

2:00-3:05PM Meeting with Ministry of Defense

Description: The meeting will include a briefing on the security situation and a discussion with the Deputy Minister on current developments.

Participants: Deputy Minister for European Integration Oleksandr Balanutsa; Director of the International Defense Cooperation Department Colonel Hennadiy Kovalenko; Chief of Regional Cooperation Branch Colonel S. Konoriev; Ali Bekirov, Advisor to the Minister of Defense; Diana Davitian, Advisor to the Minister of Defense

3:05-4:00PM Transit and Security Checkpoints

4:00-5:00PM Meeting with President Zelensky

Description: Roundtable discussion on the status of the war and Ukrainian forces.

Participants: President Zelensky; Head of the Office of the President, Andrii Yermak; Deputy Minister of Foreign Affairs, Mykola Tochytskyi; Minister of Foreign Affairs, Dmytro Kuleba; Deputy Head of the President, Roman Mashovets; First Deputy Minister, Sybiha Andrii

5:00-7:00PM Personal Time and Transit to Working Dinner

7:00-9:00PM Working Dinner with Business Community

Description: Discussion on critical minerals.

Participants: Oleg Prokhorenko, Delivery Director, CEE & Ukraine, Orphoz, McKinsey & Company, Andy Hunder, U.S. Chamber of Commerce; Oleksii Tymofieiev, Board of BGV; Nadiia Stechyshyna, Member of the Supervisory Board for UT Power

9:00-9:30PM Transit to Hotel

Wednesday, August 7

Location: Kyiv, Ukraine

9:00-9:25AM Transit from Hotel to Meeting

- 9:25-10:15AM** **Meeting with Crimea Platform**
Description: Discussion of ethnic and religious minorities in occupied territories.
Participants: Tamila Tasheva, Permanent Representative to Crimea; Maria Tomak, Head of the Crimea Platform
- 10:15-10:25AM Transit
- 10:25-11:25AM** **Meeting with the Speaker of the Verkhovna Rada**
Description: Discussion on Ukraine's efforts to strengthen their democracy and the Speaker's work in the Verkhovna Rada.
Participants: Ruslan Stefanchuk, Speaker Verkhovna Rada; Kateryna Lysenko, Spokesperson for Mr. Stefanchuk; Viacheslav Shtuchyi, Secretary General of the Verkhovna Rada
- 11:00-11:35AM Transit
- 11:35-12:50PM** **Briefing with UNHCR and Site Visit to Children's Hospital and Damaged Residential Building**
Description: Discussion on the ways in which UNHCR is rebuilding damaged infrastructure and housing displaced families.
Participants: UNHCR Ukraine Deputy Representative and Officer in Charge, Marian Schilperoord; Christian Langehenke, Head of Field Office; Livia Ribeiro Das Neves, Senior External Relations Officer, UNHCR
- 12:50-1:20PM Transit
- 1:20-2:30PM** **Lunch with Prosecutor General**
Description: Lunch discussion with the Ukrainian Prosecutor General and his team about Russian war crimes and efforts to pursue justice for victims.
Participants: Andriy Kostin, Prosecutor General; Zurab Adeishvili, Head of the Department for International Legal Cooperation
- 2:30-3:00PM Transit
- 3:00-4:00PM** **Roundtable Discussion with the First Lady on Mental Health Issues**
Description: Discussion on mental health of Ukrainian civilians and soldiers since the war began, as well as the First Lady's work to address these issues.
Participants: First Lady Olena Zelenska; Nina Horbachova, the Director of Olena Zelenska Foundation; Victoria Romanova, Office of First Lady
- 4:00-5:00PM Break and Transit to Meeting

- 5:00-6:30PM** **Meeting with U.S. Embassy in Kyiv**
 Description: Update on the U.S. Government’s efforts on
 Participants: Ambassador Bridget Brink; KG Moore, Political Counselor;
 Arthur Evans, Political Affairs Officer; Sarah Nickel, Commercial Officer;
 Mary Elizabeth Madden, Counselor for Economic Affairs; Catherine
 Croft, Deputy Counselor for Economic Affairs; Brigadier General Kipling
 Kahler, Defense Attache; Theodora Bell, USAID
- 6:30-8:00PM Dinner
- 7:30PM Rep. Norcross takes the overnight train from Kyiv to Przemysl, Poland
- 8:00-8:30PM Transit to Hotel

Thursday, August 8
Location: Kyiv, Ukraine

- 9:30-10:45AM** **Briefing and Media Opportunity with RFE/RL**
 Description: RFE/RL has offered extensive coverage of Ukraine prior to
 and during the current conflict, including political, social, and economic
 developments. Briefing will share their reporting on war crimes and
 foreign assistance oversight.
 Participants: Natalie Sedletska, Kyiv Bureau Chief; Mykola
 Chernotytskyi, Head of National Public Broadcasting Company of
 Ukraine; Tetiana Iakubovych, Senior Radio Producer and Journalist;
 Valeriya Yegoshyna, Investigative Journalist; Vladyslav Iatskiv, Acting
 Chief of Digital of RFE/RL’s Ukrainian Service
- 10:45-11:15AM Transit to Hansen Village
- 11:15AM-1:30PM** **Lunch & Site Visit to Hansen Village**
 Description: Discussion on new housing being constructed for Ukrainian
 families internally displaced by the war.
 Participants: Natalie Zubchenko, Executive Director of the Foundation;
 Oleksandra Kondrasheva, Director of Senior Chudo Village; Iryna
 Drobys, Director of the Hansen Apartments/Village
- 1:00PM (local time) Rep. Norcross departs Rzeszow, Poland for District
- 1:30-2:00PM Transit to Meeting
- 2:00-3:00PM** **Meeting with Global Empowerment Mission (GEM)**
 Description: Meeting to better understand aid distribution and other
 humanitarian efforts in Ukraine.
 Participants: Andrew Negrych, Ukraine Director

3:00-3:30PM Transit to Vokzalna Street

3:30-4:00PM Site Visit to Vokzalna Street with GEM
Description: Meeting to better understand aid distribution and other humanitarian efforts in Ukraine.
Participants: Andrew Negrych, Ukraine Director

4:00-4:05PM Transit to St. Andrew's Church

4:05-5:10PM Visit to St. Andrew's Church
Description: Briefing on the atrocities following the start of the war, including a briefing on the mass grave.
Participants: Father Andriy Halavin; Veronika Plotnikova, Head of the Centre for Victims and Witnesses of War Crimes in the Office of the Prosecutor General; Mayor of Bucha, Anatoliy Fedoruk

5:10-6:30PM Transit to Hotel and Time to Pack

6:30-6:45PM Transit to Kyiv Train Station

6:45PM (ET) Rep. Norcross arrives in Newark, NJ (via Munich)

7:30PM Reps. Maloy and Panetta take the overnight train to Przemysl, Poland

Friday, August 9
Location: Jasionka and Rzeszow, Poland

5:55AM Rest of group arrives at Przemysl Train Station

8:00-9:00AM Transit to Forward Operating Base in Jasionka, Poland

9:00-10:15AM Classified Briefing at the Forward Operating Base (LSA Eagle)
Description: To tour the 1st Cavalry Division's operating base and classified briefing on U.S. military aid and support.
Participants: Colonel Nicholas Dvonch; CW2 Matthew Woltering

10:15-10:30AM Depart Forward Operating Base for Rzeszow, Poland Airport (RZE)

1:00PM Rep. Panetta and Maloy depart Rzeszow (via Munich)

7:00PM Rep. Panetta arrives in San Francisco, CA

9:38PM Rep. Maloy arrives in Salt Lake City, UT (via Denver)