

# COMMITTEE ON ETHICS

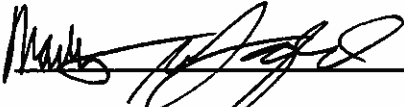
## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

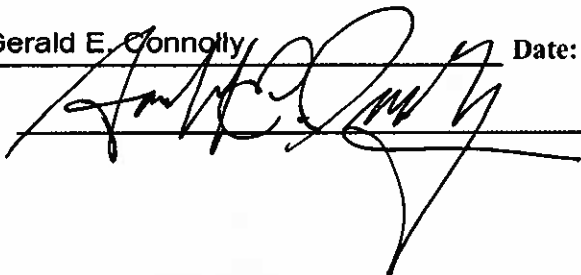
1. Name of Traveler: Matthew McLaughlin
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 10/20/24 Return: 10/28/2024  
b. Dates at Personal Expense, if any: \_\_\_\_\_ OR  None
4. Departure City: Washington D.C. Destination: Tbilisi Return City: Tbilisi
5. Sponsor(s), Who Paid for the Trip: National Democratic Institute
6. Describe Meetings and Events Attended: Meetings were held with NDI specialists on the monitoring mission, with NGO's, election officials, individuals representing political parties, and other administrative meetings.
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: 11/7/24

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: Gerald E. Connolly Date: 11/7/24

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: National Democratic Institute for International Affairs (NDI)
2. Travel Destination(s): Tbilisi, Georgia
3. Date of Departure: October 20, 2024 Date of Return: October 28, 2024
4. Name(s) of Traveler(s): Matthew McLaughlin, Senior Foreign Policy Advisor for Representative Gerry Connolly  
*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	\$4,468.75	\$848.94	\$546.54	None
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: Nov 7, 2024

Name: Sander Schultz Title: CFO

Organization: National Democratic Institute for International Affairs (NDI)

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

Address: 455 Mass. Avenue, NW, 8th Floor, Washington DC

Telephone: (202) 728-5500 Email: sander@ndi.org

*Committee staff may contact the above-named individual if additional information is required.*

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Matthew McLaughlin
2. Sponsor(s) who will be paying or providing in-kind support for the trip: National Democratic Institute for International Affairs (NDI)
3. City and State OR Foreign Country of Travel: Georgia (Country, not US State)
4. a. Date of Departure: October 20, 2024 Date of Return: October 28, 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.**

Staff serves as the Senior Foreign Policy Advisor for a senior member of the House Foreign Affairs Committee, the current President of the NATO Parliamentary Assembly, and Co-Chair of the Georgia Caucus. Elections in Georgia, and democratic institutions at large in Georgia are a central focus for our office. Working for co-chair of the Georgia Caucus, staff has developed legislation (H.R. 923 in the 117th Congress), and cosponsored legislation (H.R. 8566 in the 118th Congress) directly related to democratic norms and processes in the Republic of Georgia. Joining the election monitoring mission in Georgia will allow staff to directly engage with stakeholders on the ground and get an accurate depiction of democratic norms in Georgia.

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: 10/16/2024

# COMMITTEE ON ETHICS

## TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.

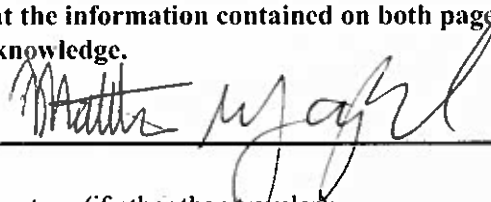
**This form and any attachments may be submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).**

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. You must receive explicit approval from the Committee before you depart on this trip.

Name of Traveler: Matthew McLaughlin

**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. Gerald E. Connolly

Office Address: Rayburn 2265

Telephone Number: 202-225-1492

Email Address of Contact Person: Matthew.McLaughlin@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

**NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.**

**KEEP A COPY OF THIS FORM.** Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

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

# COMMITTEE ON ETHICS

## 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:

National Democratic Institute for International Affairs (NDI)

2.  I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box.

3. **Check only one.** I represent that:

- a.  The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**
- b.  The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**
- c.  The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary): \_\_\_\_\_  
See attached.

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

6. Date of Departure: October 20, 2024 (may depart 19 given flight availability) Date of Return: October 28, 2024

7. a. City of departure: Washington, DC

b. Destination(s): Tbilisi, Georgia

c. City of return: Washington, DC

8. **Check only one.** I represent that

- a.  The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; **OR**
- b.  The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; **OR**
- c.  The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. **Check only one of the following.**
- a.  I checked 8(a) or (b) above; **OR**
  - b.  I checked 8(c) above but am not offering any lodging; **OR**
  - c.  I checked 8(c) above and am offering lodging and meals for one night; **OR**
  - d.  I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted. \_\_\_\_\_

10.  Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*

11. **Check only one of the following.**
- a.  I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the box; OR*
  - b.  *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For *each* sponsor required to submit a sponsor form, describe the sponsor’s interest in the subject matter of the trip *and* its role in organizing and/or conducting the trip:  
NDI is facilitating an independent election observation mission for Georgia's 2024 elections.  
NDI has facilitated numerous congressional trips for international election observations, including for past joint observation missions in Kenya, Nigeria, and Georgia.

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: Swissôtel City: Tbilisi Georgia Cost Per Night: \$135 including breakfast  
 Reason(s) for Selecting: Pricing, Security & Quality

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 checked="" type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$3,052	\$1,080	\$603
For each Accompanying Family Member			

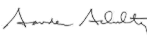
	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

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: 9/18/24  
 Name: Sander Schultz Title: CFO  
 Organization: National Democratic Institute for International Affairs (NDI)  
 Address: 455 Massachusetts Avenue, NW, 8th Floor, Washington DC, USA  
 Email: sander@ndi.org Telephone: 202-728-5500

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

Michael Guest, Mississippi  
*Chairman*  
Susan Wild, Pennsylvania  
*Ranking Member*

David P. Joyce, Ohio  
John H. Rutherford, Florida  
Andrew R. Garbarino, New York  
Michelle Fischbach, Minnesota

Veronica Escobar, Texas  
Mark DeSaulnier, California  
Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland



ONE HUNDRED EIGHTEENTH CONGRESS

**U.S. House of Representatives**

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Keelie Broom  
*Counsel to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

October 18, 2024

Mr. Matthew McLaughlin  
Office of the Honorable Gerald Connolly  
2265 Rayburn House Office Building  
Washington, DC 20515

Dear Mr. McLaughlin:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Georgia,<sup>1</sup> scheduled for October 20 to 28, 2024, sponsored by National Democratic Institute.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$480 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

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

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

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

Sincerely,

A handwritten signature in blue ink that reads "Michael Guest". The first letter "M" is large and loops around the start of the name.

Michael Guest  
Chairman

A handwritten signature in blue ink that reads "Susan Wild". The signature is fluid and cursive, with the "S" and "W" being particularly prominent.

Susan Wild  
Ranking Member

MG/SW:eme

# 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:

National Democratic Institute for International Affairs (NDI)

2.  I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*

3. **Check only one.** I represent that:

a.  The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**

b.  The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**

c.  The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary): See attached

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

6. Date of Departure: October 20, 2024 Date of Return: October 28, 2024

7. a. City of departure: Marrakech, Morocco (Ms. Gobbi) & Washington DC (Mr. McLaughlin and Mr. Thompson)

b. Destination(s): Tbilisi, Georgia

c. City of return: Washington, DC

8. **Check only one.** I represent that

a.  The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; **OR**

b.  The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; **OR**

c.  The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. **Check only one of the following.**
- a.  I checked 8(a) or (b) above; **OR**
  - b.  I checked 8(c) above but am not offering any lodging; **OR**
  - c.  I checked 8(c) above and am offering lodging and meals for one night; **OR**
  - d.  I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted. \_\_\_\_\_
- 

10.  Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*

11. **Check only one of the following.**
- a.  I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the box; OR*
  - b.  *Not Applicable.* Trip sponsor is a U.S. institution of higher education.
12. For *each* sponsor required to submit a sponsor form, describe the sponsor’s interest in the subject matter of the trip *and* its role in organizing and/or conducting the trip:  
 NDI is facilitating an independent election observation mission for Georgia’s 2024 elections. NDI has facilitated numerous congressional trips for international election observations, including for past observations in Kenya, Nigeria and Georgia. NDI will be organizing and managing all aspects of the trip, including selecting delegates and speakers. NDI will organize the logistics of the trip, including hotels and drivers and setting meeting agendas. NDI also notes that the event would happen even without Congressional participation.
- 

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: <u>Swissotel</u>	City: <u>Tbilisi Georgia</u>	Cost Per Night: <u>\$135 per night</u>	
Reason(s) for Selecting: <u>Pricing, Security &amp; Quality</u>			
Hotel Name: <u>Hotel Leto (Ms. Gobbi ONLY)</u>	City: <u>Zugdidi</u>	Cost Per Night: <u>\$135 per night</u>	
Reason(s) for Selecting: <u>Pricing, Security &amp; Quality</u>			
Hotel Name: <u>Georgia Palace Hotel (Mr. McLaughlin ONLY)</u>	City: <u>Ozurgeti</u>	Cost Per Night: <u>\$135 per night</u>	
Reason(s) for Selecting: <u>Pricing, Security &amp; Quality</u>			

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

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

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$3,052 (Mr. McLaughlin & Mr. Thompson), \$3,632 (Ms. Gobbi)	\$945 (Mr. McLaughlin & Mr. Thompson), \$1,080 (Ms. Gobbi)	\$603 (Mr. McLaughlin, Mr. Thompson & Ms. Gobbi)
For each Accompanying Family Member	NA	NA	NA

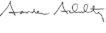
	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	NA	NA
For each Accompanying Family Member	NA	NA

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: October 15, 2024  
 Name: Sander Schultz Title: CFO  
 Organization: National Democratic Institute for International Affairs  
 Address: 455 Mass. Avenue, NW, 8th Floor, Washington DC  
 Email: sander@ndi.org Telephone: (202) 728-5500

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



## NDI International Election Observation Mission

### Parliamentary Elections – Georgia

#### Agenda: October 21 - 27, 2024

Time	Activity <sup>1</sup>	Location
<b>Sunday, October 20</b>		
07:00	Ms. Gobbi departed from Marrakech Morocco to Paris France on Air France Flight 1777.	
11:25	Ms. Gobbi arrived in Paris, France	
15:00	Ms. Gobbi departed Paris, France to Tbilisi, Georgia on Air France Flight 3030	
17:25	Mr. McLaughlin and Mr. Thompson departed from Washington DC on Delta Flight 9447 to Amsterdam	
21:35	Ms. Gobbi arrived in Georgia and transferred to Hotel with NDI Driver	
<b>Monday, October 21</b>		
07:00	Mr. McLaughlin and Mr. Thompson arrived in Amsterdam	
11:00	Mr. McLaughlin and Mr. Thompson departed from Amsterdam on KLM Flight 3108 to Tbilisi, Georgia	

<sup>1</sup> The election observation mission, including costs for delegate trip, is fully funded under United States Agency for International Development (USAID) Associate Cooperative Agreement No. 72011419LA00001 under the Leader Cooperative Agreement No. AID-OAA-L-15-00007. No other entity (including government or multinational organization) provides funding or in-kind support for the event and no conference or event fee is charged. The funding is provided regardless of Congressional staff travel. USAID is not specifically notified that Congressional staff will attend but is aware that participants include potentially government officials. NDI does recognize the US government and USAID in the events as the funder.

	No visa or COVID-19 travel protocols are required for entry to Georgia.	
12:00 -14:00	<p>Ms. Gobbi received a briefing on Georgian political environment, civil society sector, media space, and recent political history as relevant to the 2024 elections. Mr. McLaughlin and Mr. Thompson did not attend as they were be on travel.</p> <p><i>This session included an overview of the history of Georgia, including information on its political and electoral history since its independence and overview of past elections since independence. This provided delegates with a deeper understanding of the context under which the elections are taking place and to give them a better understanding for briefings later in the week. Delegates who cannot attend were provided this information in writing for review.</i></p>	Swissotel
14:00 -16:00	<p>Ms. Gobbi received a guided, detailed review of briefing materials for political and electoral processes with NDI Georgia staff. Mr. McLaughlin and Mr. Thompson did not attend as they will be on travel.</p> <p><i>This provided delegates with a detailed overview of the electoral process, including expectations from the delegate on election day and information about the city/region of deployment. Time was provided for questions and clarifications of briefing materials.</i></p>	Swissotel
17:35	Mr. McLaughlin and Mr. Thompson arrived in Georgia & transferred to Swissôtel, Tbilisi	
18:00 - 21:00	<p>Working Welcome Dinner with Delegates and NDI Staff. Mr McLaughlin and Mr. Thompson traveled directly from the airport, and Ms. Gobbi and all delegates who had already arrived, attended via NDI provided transport.</p> <p><i>Transfer was done by NDI Driver</i></p> <p><i>This allowed delegates to get to know other delegates, understand each person’s experience and expertise, and discuss their main focus in the observation.</i></p>	Funicular Restaurant
<b>Tuesday, October 22</b>		

07:30 - 09:00	Breakfast	Swissôtel
09:00 - 09:15	<p>Welcome and Introductions: Mission Objectives, Methodology and Agenda Overview</p> <p>Presenters:  <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i>  <i>Eva Busza, NDI Eurasia Regional Director</i></p> <p><i>This allowed delegates to understand the objectives of the mission, get information on the specific methodology of the observation for which they play a critical role, and go over any questions in the agenda for the whole visit.</i></p>	Swissôtel
09.15 - 09.30	<p>Public Communications Guidelines</p> <p>Presenter: <i>Diana Chachua, NDI Deputy Director for Georgia</i></p> <p><i>This allowed delegates to know what they are permitted to share publicly, including in social media, and how to respond to press inquiries to ensure the mission remains impartial and neutral.</i></p>	Swissôtel
9:30 - 10.30	<p>Georgian Citizen Attitudes: Overview of Public Opinion Research</p> <p>Presenters:  <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i>  <i>Diana Chachua, NDI Deputy Director for Georgia</i></p> <p><i>This allowed delegates to understand the current public opinion of Georgian citizens on key political, economic and social issues that play a role during the vote.</i></p>	Swissôtel
10:30 - 11:30	<p>Electoral Framework, Electoral system and legal framework: Electoral system and legal framework, Electoral administration and Political campaigns</p> <p>Presenters:  <i>Rishi Datta, NDI Election and Legal Analyst for Georgia</i>  <i>Robert Bystricky, NDI Political Campaigns Analyst for Georgia</i></p> <p><i>This provided delegates with an overview of the legal framework, electoral process and general political campaigns so</i></p>	Swissôtel

	<i>they knew critical elements to consider when they are doing their observation of voting.</i>	
11:30 - 11:40	Break/Extra Time For Previous Meeting if Needed	Swissôtel
11:40 - 12:15	<p>Campaigns/Parties Overview</p> <p>Anitra Jankevica, Political Campaigns Analyst Robert Bystricky, Political Campaigns Analyst</p> <p><i>This provided delegates with an overview of the campaigning done by political parties through analysis of independent experts.</i></p>	
12.15 - 13.15	<p>Briefing from International Foundation for Electoral Systems (IFES)</p> <p><i>This provided delegates an overview of support IFES has provided under the USAID award to the Georgian Electoral Authorities and IFES' perceptions of key issues to focus on during the observation.</i></p>	Swissôtel
13.15 - 14.00	<p>Working Lunch and Briefing on Media and Gender Inclusion</p> <p>Presenters: <i>Alienor Benoist, NDI Gender and Inclusion Analyst for Georgia Ivaylo Pentchev, NDI Media Analyst for Georgia</i></p> <p><i>This provided delegates with an overview of the issues impacting gender and the media that impact election day to allow them to better understand issues and focus their observations during election-day observation.</i></p>	Swissôtel
14:00 - 15:30	<p>Citizen Observation Organizations</p> <p>Moderator: <i>Nino Bolkvadze, NDI Program Director for Georgia</i></p> <p>Presenters: <i>Nino Dolidze, Executive Director, International Society for Fair Elections and Democracy (ISFED) Eka Gigauri, Executive Director, Transparency International-Georgia (TI-Georgia) Nona Kurdovanidze, Chairwoman, Georgian Young Lawyers Association (GYLA)</i></p>	Swissôtel

	<i>This allowed delegates to obtain information with local groups that will also be conducting observations.</i>	
15:30 - 16:30	<p>Meeting with Central Election Commission (CEC)</p> <p>Moderator: <i>Natasha Rothchild, NDI Observation Mission Director</i></p> <p>Presenters:  <i>Giorgi Kalandarishvili, CEC Chair</i>  <i>Giorgi Sharabidze, CEC Deputy Chair</i>  <i>Tamar Kapanadze, CEC Head of International Relations Division</i></p> <p><i>This allowed delegates to understand the key areas of focus and concern of the CEC which is undertaking the election. This helped delegates understand what they need to focus on during the election period and also help them understand if CEC procedures have been implemented in the specific locations where they observe the vote.</i></p>	Swissôtel
16.30 - 17.00	Break/Extra Time For Previous Meeting if Needed	Swissôtel
17.00 - 18.00	<p>Anti Corruption Bureau</p> <p>Moderator: <i>Natasha Rothchild, NDI Observation Mission Director for Georgia</i></p> <p>Presenters:  <i>Razhden Kuprashvili, Head of the Anti-Corruption Bureau,</i>  <i>Tamta Katchkatchishvili, First Deputy Head of the Bureau</i>  <i>Ana Kalandadze, Deputy Head of the Bureau</i>  <i>Ketevan Muradashvili, Head of Political Finance Monitoring Department of the Bureau</i></p> <p><i>This provided delegates with information on what the Bureau felt were the key corruption concerns during the election period. This helped inform delegates on what they should focus on during the election observation.</i></p>	Swissôtel
18:00 - 18:30	Meeting with United States Embassy in Georgia Ambassador Robin L. Dunnigan	Swissotel

	<i>The Ambassador shared perspectives on the upcoming election in Georgia.</i>	
18:30 - 19:30	<p>Briefings on media environment and inclusion issues in the political environment.</p> <p>Presenters:  <i>Ivaylo Pentchev, NDI Media Analyst for Georgia</i>  <i>Salome Mukhuradze, NDI Inclusion Program Lead for Georgia</i></p> <p><i>This allowed delegates to understand key media and inclusion issues that may be faced during the election to help shape their observation.</i></p>	Swissotel
<b>Wednesday, October 23</b>		
07:30 - 09:00	Breakfast	Swissôtel
09:00 - 9:30	<p>Delegate Debrief to Discuss Previous Presentations</p> <p><i>This allowed delegates to share information and their observations with each other to prepare for the observation.</i></p>	Swissôtel
9:30 - 10:30	<p>Political Competitors (I): Georgian Dream Party</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:</p> <ul style="list-style-type: none"> <li>● <i>Nikoloz Samkharadze, Georgian Dream</i></li> <li>● <i>Givi Mikanadze, Georgian Dream</i></li> <li>● <i>Levan Makhashvili, Georgian Dream</i></li> </ul> <p><i>This allowed delegates to obtain information from a leading party on their key concerns during the election period. This allowed the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates met with parties from across the political spectrum.</i></p>	Swissôtel
10:30 - 11:00	Break/Extra Time For Previous Meeting if Needed	Swissôtel
11:00 - 12:00	Political Competitors (II): Unity Coalition	Swissôtel

	<p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Tinatin Bokuchava, United National Movement</i>  <i>Giorgi Vashadze, Strategy Builder</i>  <i>Gigi Tsereteli, European Georgia</i></p> <p><i>This allowed delegates to obtain information from a leading party on their key concerns during the election period. This allowed the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates met with parties from across the political spectrum.</i></p>	
12:00 - 14:00	<p>Working Lunch with Delegates</p> <p>Delegates Discuss Presentations.</p> <p><i>Transfer by driver</i></p> <p><i>This allowed delegates to share their impressions and conclusions from the previous presentations. This helped delegates to prepare for what to focus on during observation.</i></p>	Rigi Restaurant
14:00 - 15:00	<p>Political Competitors (III): Strong Georgia Coalition</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Levan Tsutskiridze, Freedom Square</i>  <i>Badri Japaridze, Lelo</i>  <i>Mamuka Khazaradze, Lelo</i>  <i>Ana Dolidze, For the People</i>  <i>Aleko Elisashvili, Citizens</i>  <i>Ivane Norakidze, Citizens</i></p> <p><i>This allowed delegates to obtain information from a leading party on their key concerns during the election period. This allowed the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates met with parties from across the political spectrum.</i></p>	Swissôtel

15:00 - 16.00	<p>Political Competitors (IV): Coalition for Change</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Ana Chikovani, Girchi More Freedom</i>  <i>Marika Mikiashvili, Droa</i></p> <p><i>This allowed delegates to obtain information from a leading party on their key concerns during the election period. This allowed the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates met with parties from across the political spectrum.</i></p>	Swissôtel
16:00 - 16:30	Break/Extra Time For Previous Meeting if Needed	Swissôtel
16.30 - 17.30	<p>Political Competitors (V): For Georgia Party</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Giorgi Gakharia, For Georgia</i>  <i>Natia Mezvrishvili, For Georgia</i>  <i>Anna Buchukuri, For Georgia</i></p> <p><i>This allowed delegates to obtain information from a leading party on their key concerns during the election period. This allowed the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates met with parties from across the political spectrum.</i></p>	Swissôtel
17:30 - 18:30	<p>Media and Information Environment</p> <p>Moderator: <i>Ivaylo Pentchev, Media and Information Integrity Analyst</i></p> <p>Presenters:  <i>Tamar Kintsurashvili, Media Development Foundation (MDF)</i>  <i>Nino Robakidze, IREX Georgia</i></p>	Swissôtel

	<p>Lia Chakhunashvili, The Georgian Charter of Journalistic Ethics Sophio Asatiani, Zinc Network</p> <p><i>This allowed delegates to obtain information about what these groups feel may be issues during the election. This helped delegates know critical elements to consider in the observation.</i></p>	
18.30 - 19.00	<p>Media and Information Environment</p> <p>Moderator: <i>Ivaylo Pentchev, NDI Media Analyst for Georgia</i></p> <p>Presenters: <i>Tamar Kintsurashvili, Media Development Foundation (MDF)</i> <i>Nino Robakidze, IREX Georgia</i> <i>Lia Chakhunashvili, The Georgian Charter of Journalistic Ethics</i> <i>Maria Golubeva, Zinc Network</i></p> <p><i>This allowed delegates to obtain information about what these groups feel may be issues during the election. This helped delegates know critical elements to consider in the observation.</i></p>	Swissôtel
19:00 - 19:30	Break/Extra Time For Previous Meeting if Needed	Swissôtel
<b>Thursday, October 24</b>		
07:30 - 09:00	Breakfast	Swissôtel
09:00 - 09.30	<p>International Election Observation and Code of Conduct Observation and Reporting Instructions</p> <p>Presenter: <i>Julia Brothers, NDI Deputy Director for Elections</i></p> <p><i>This provided information on what are ethical requirements in conducting the observation. This was critical to ensure delegates understand in detail their obligations.</i></p>	Swissôtel
09.30 -11:00	<p>Election Day Procedures and Forms</p> <p>Presenters: <i>Rishi Datta, NDI Elections and Legal Analyst for Georgia</i> <i>Alex Pommer, NDI Elections Program Manager</i></p>	Swissôtel

	<p><i>This session provided delegates with the specific processes they need to follow to obtain and submit observation information. This is a critical function of the observation day activities.</i></p>	
11:00 - 11.30	<p>Security and Logistics</p> <p>Presenter: <i>Simon Flatt, NDI Safety Advisor (Pilgrims Security Risk Management)</i></p> <p><i>This session outlined the security and logistics process for delegates which is essential for them to complete activities.</i></p>	Swissôtel
11.30 - 12.30	<p>Deployment Plan / Regional Briefings</p> <p>Presenter: <i>Mariam Baramidze, NDI Program Manager for Georgia</i></p> <p><i>This session provided delegates with the specific deployment site information and an overview of their specific region. This allowed delegates to know where they are going and get context on the location to help them conduct the observation.</i></p>	Swissôtel
12.30 - 13.30	<p>Working Lunch</p> <p>Delegates Discuss Deployment Plan</p> <p><i>This session allowed delegates to share information and discuss how they may adapt their observations given their location.</i></p>	
13.30 - 14.00	<p>Break &amp; Group Photo</p> <p>For those observing outside Tbilisi, hotel check-out.</p> <p><i>The group photo provided delegates with the opportunity to remember fellow delegates.</i></p>	Swissôtel
14.00 - 14.30	<p>Kit Pick-Up / Deployment</p> <p><i>This was required so delegates can get their forms, badges and other observation materials.</i></p>	Swissôtel
14:30 - 19:30	<p>Travel to Deployment Site &amp; (All Delegates) Plan for Meetings/Logistics with Deployment Partner, Translator and Driver</p>	

	<p>Deployment Outside of Tbilisi Region: Mr. McLaughlin traveled to Ozurgeti which takes approximately 5 hours of travel time. Ms. Gobbi traveled to Zugdidi which takes approximately 6 hours of travel time.</p> <p>Mr. Thompson remained in the Tbilisi region. However, on deployment day, he was expected to travel to Sagarejo which takes approximately 2 hours of travel time.</p>	
<b>Friday, October 25</b>		
<p><i>STO teams conduct meetings in the regions. Ms. Gobbi will be based in Zugdidi at the Hotel Leto. Mr. McLaughlin will be based in Ozurgeti at the Georgia Palace Hotel. Mr. Thompson will be based in Tbilisi at the Swissôtel but travel daily to Sagarejo which is about 2 hours away by car.</i></p>		
06:30 - 09:00	Breakfast	
07:00 - 09:00	Mr. Thompson ONLY: While expected to travel to Sararejo, Mr. Thompson was unable to travel due to unexpected illness. Mr. Thompson remained at the Swissotel recovering from the illness.	
09:00 – 11:00	<p>For Ms. Gobbi and Mr. McLaughlin ONLY: Meeting with citizen election observers, observers from the Organization for Security and Co-Operation in Europe, the International Republican Institute, District Election Commission Officials, and officials from the parties participating in the elections (Georgian Dream, Unity Coalition, Strong Georgia, and Coalition for Change). A thirty minute working lunch was utilized as needed by the delegates.</p> <p><i>These sessions provided delegates with information from local observers about the context in their specific location which helps them better know what to focus on during the observation. It also ensured that delegates knew who else they may meet during election day and helped them coordinate to maximize observation sites.</i></p>	
<b>Saturday, October 26</b>		
	<p><i>Ms. Gobbi was based in Zugdidi at the Hotel Leto. Mr. McLaughlin was based in Ozurgeti at the Georgia Palace. Mr.</i></p>	

	<i>Thompson was based in Tbilisi at the Swissôtel but expected to travel daily to Sagarejo which is about 2 hours away by car<sup>2</sup>.</i>	
06:45 - midnight	<p>Election Day Observers were allowed to dictate their own schedule regarding which polling stations they observed and for how long as the day evolved.</p> <p>This was the observation activity.</p>	Roving in Assigned Regions
<b>Sunday, October 27</b>		
Midnight - 2:00	Delegates discussed their observation during their travel back as usually during the observation itself they are always with outside groups conducting the election so are not able to discuss observations privately.	
06:00 - 10:00	Breakfast	
06:00 - 12:00	<p>Ms. Gobbi and Mr. McLaughlin travel back to Tbilisi.</p> <p><i>This was needed so all delegates can be together for the debriefing and analysis. During travel, delegates discussed their findings. During the observation itself they are always with outside groups conducting the election so are not able to discuss observations privately. This time provided a private space to discuss observations.</i></p>	
12:00 - 13:00	<p>Debrief with Delegates</p> <p><i>This provided delegates information on the observation as a whole based on the reporting forms submitted by them during the observation, and allowed delegates to provide comments based on their specific location.</i></p>	Swissôtel
13:00 - 14:30	<p>Working Lunch with Delegates</p> <p>Delegates continued to discuss their observations and reviewed the press conference.</p> <p><i>This allowed delegates to continue the analysis and allowed them</i></p>	Swissôtel

<sup>2</sup> Due to unexpected illness, Mr. Thompson was unable to travel to Sagarejo as intended and remained in the hotel recovering from the unexpected illness. Following partial recovery, Mr. Thompson did observe a polling station in Tbilisi from 18:15 to 19:30.

	<i>to provide input into the press release on the observation which is a critical element to document observation findings.</i>	
14:30 - 16:00	<p>Press Conference</p> <p>Mr. Thompson and Mr. McLaughlin attended NDI and the International Republican Institute's joint press conference from the audience but did not comment and were not identified during the Press Conference. Ms. Gobbi was unable to attend the press conference.</p>	Swissôtel
16:00 - 19:00	<p>Break &amp; Time for Discussion with Delegates</p> <p>Given that long nature of the previous day's activities, delegates were given time to rest and recuperate.</p>	Swissôtel
19:00 - 21.00	<p>Working Closing Dinner with Delegates and NDI staff</p> <p>Delegates reviewed their impressions of observation and provided feedback to NDI.</p> <p><i>This allows delegates to share how to improve future observations.</i></p>	Swissôtel
<b>Monday, October 28</b>		
03:00	Ms. Gobbi departs left hotel for Tbilisi Airport on bus with other delegates and staff leaving Tbilisi	
04:30	Mr. McLaughlin and Mr. Thompson left Hotel for Tbilisi Airport with NDI Driver	
06:30	Ms. Gobbi departed for Munich, Germany on Lufthansa flight 2559. The flight was originally scheduled to depart at 5:50 but was delayed.	
06:45	Mr. McLaughlin and Mr. Thompson departed from Tbilisi, Georgia on KLM Flight 3109 to Amsterdam	
07:30	Ms Gobbi arrived in Munich, Germany.	
08:40	Mr. McLaughlin and Mr. Thompson arrived in Amsterdam	
12:10	Ms Gobbi departed for Washington DC on United Airlines flight 109.	

13:00	Mr. McLaughlin and Mr. Thompson departed Amsterdam on KLM Flight 651 to Washington DC	
16:45	Mr. McLaughlin and Mr. Thompson arrived in Washington DC	
16:55	Ms. Gobbi arrived in Washington DC	

# Georgia\_IOM\_Travel-Sponsor Post\_McLaughlin (2 of 3)

Final Audit Report

2024-11-07

Created:	2024-11-06
By:	Stephanie Mlynar (smlynar@ndi.org)
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-  Document created by Stephanie Mlynar (smlynar@ndi.org)  
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## NDI International Election Observation Mission<sup>1</sup>

### Parliamentary Elections – Georgia

### Agenda: October 21 - 27, 2024

Time	Activity <sup>2</sup>	Location
<b>Sunday, October 20</b>		
07:00	Ms. Gobbi departs from Marrakech Morocco to Paris France on Air France Flight 1777  Traveler has indicated that for unrelated reasons will need to depart from Morocco.	
11:25	Ms. Gobbi arrives in Paris, France	
15:00	Ms. Gobbi departs Paris, France to Tbilisi, Georgia on Air France Flight 3030	
17:25	Mr. McLaughlin and Mr. Thompson depart from Washington DC on Delta Flight 9447 to Amsterdam	
21:35	Ms. Gobbi arrive in Georgia and transfers to Hotel with NDI Driver	
<b>Monday, October 21</b>		

<sup>1</sup> Specific times and participants are subject to change based on availability of speakers. Names and information are presented based on currently invited speakers.

<sup>2</sup> The election observation mission, including costs for delegate trip, is fully funded under United States Agency for International Development (USAID) Associate Cooperative Agreement No. 72011419LA00001 under the Leader Cooperative Agreement No. AID-OAA-L-15-00007. No other entity (including government or multinational organization) provides funding or in-kind support for the event and no conference or event fee is charged. The funding is provided regardless of Congressional staff travel. USAID is not specifically notified that Congressional staff will attend but is aware that participants include potentially government officials. NDI does recognize the US government and USAID in the events as the funder.

07:00	Mr. McLaughlin and Mr. Thompson arrive in Amsterdam	
11:00	Mr. McLaughlin and Mr. Thompson depart from Amsterdam on KLM Flight 3108 to Tbilisi, Georgia  No visa or COVID-19 travel protocols are required for entry to Georgia.	
12:00 -13:00	Ms. Gobbi receives a briefing of EU-Georgian relations with former EU Ambassador to Georgia, Per Eklund. Mr. McLaughlin and Mr. Thompson will not attend as they will be on travel. Other delegates may attend if their travel allows.  <i>This permits the delegates to have a better understanding of the political environment. This is of particular interest given how ascension to the EU and EU relations has been a political topic and differentiation between political parties in Georgia, including in the current campaign.</i>	Hotel or NDI Office
13:00 -15:00	Ms. Gobbi receives a guided, detailed review of briefing materials for political and electoral processes with NDI Georgia staff. Mr. McLaughlin and Mr. Thompson will not attend as they will be on travel. Other delegates may attend if their travel allows.  <i>This provides delegates with a detailed overview of the material that is shared in the briefing package, with significant time for questions and clarifications from NDI staff. This session will include an overview of the history of Georgia, including information on its political and electoral history since its independence and overview of past elections since independence. This provides delegates with a deeper understanding of the context under which the elections are taking place and to give them a better understanding for briefings later in the week. Delegates who cannot attend are provided this information in writing for review.</i>	NDI Office
15:00 -17:00	Ms. Gobbi receives in-depth security developments briefing from Simon Flatt, NDI Safety Advisor (Pilgrims Security Risk Management). Mr. McLaughlin and Mr. Thompson will not attend as they will be on travel. Other delegates may attend if their travel allows.	NDI Office

	<p><i>This provides the delegates with a detailed overview of security developments in Georgia, including a detailed review by region. The overview will also go over issues that have raised security concerns in the last year, such as significant protests in the capital related to recent laws and their impact on the election. It will also go over actors involved in security incidents, their motivations, and likely role in any incidents during and after the election. It will go over security issues that impact specific groups within the country and the impact it may play on their participation during the election. The session later in the week will focus on personal security during the observation.</i></p>	
17:35	<p>Mr. McLaughlin and Mr. Thompson arrive in Georgia &amp; Transfer to Swissôtel, Tbilisi</p> <p><i>NDI Driver will transport Delegate from Airport to Hotel</i></p>	
18:00 - 21:00	<p>Working Welcome Dinner with Delegates and NDI Staff</p> <p><i>Transfer by Foot or with NDI Driver Based on Delegate Preference</i></p> <p><i>This allows delegates to get to know other delegates, understand each person's experience and expertise, and discuss their main focus in the observation.</i></p>	Funicular
<b>Tuesday, October 22</b>		
07:30 - 09:00	Breakfast	Swissôtel
09:00 - 09:15	<p>Welcome and Introductions: Mission Objectives, Methodology and Agenda Overview</p> <p>Presenters:  <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i>  <i>Eva Busza, NDI Eurasia Regional Director</i></p> <p><i>This allows delegates to understand the objectives of the mission, get information on the specific methodology of the observation for which they play a critical role, and go over any questions in the agenda for the whole visit.</i></p>	Swissôtel
09.15 - 09.30	<p>Public Communications Guidelines</p> <p>Presenter: <i>Diana Chachua, NDI Deputy Director for Georgia</i></p>	Swissôtel

	<p><i>This allows delegates to know what they are permitted to share publicly, including in social media, and how to respond to press inquiries to ensure the mission remains impartial and neutral.</i></p>	
09.30 - 10.30	<p>Georgian Citizen Attitudes: Overview of Public Opinion Research</p> <p>Presenters:  <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i>  <i>Diana Chachua, NDI Deputy Director for Georgia</i></p> <p><i>This allows delegates to understand the current public opinion of Georgian citizens on key political, economic and social issues that play a role during the vote.</i></p>	Swissôtel
10:30 - 11:30	<p>Electoral Framework / Campaigns Overview: Electoral system and legal framework, Electoral administration and Political campaigns</p> <p>Presenters:  <i>Rishi Datta, NDI Election and Legal Analyst for Georgia</i>  <i>Anitra Jankevica, NDI Political Campaigns Analyst for Georgia</i>  <i>Robert Bystricky, NDI Political Campaigns Analyst for Georgia</i></p> <p><i>This provides delegates with an overview of the legal framework, electoral process and general political campaigns so they know critical elements to consider when they are doing their observation of voting.</i></p>	Swissôtel
11:30 - 12:00	<p>Break/Extra Time For Previous Meeting if Needed</p>	Swissôtel
12.00 - 13.00	<p>Gender, Inclusion and Media Overview: Gender and inclusion analysis and Media and information landscape</p> <p>Presenters:  <i>Alienor Benoist, NDI Gender and Inclusion Analyst for Georgia</i>  <i>Ivaylo Pentchev, NDI Media Analyst for Georgia</i></p> <p><i>This provides delegates with an overview of the issues impacting gender and the media that will impact election day to allow them to better understand issues and focus their observations during election-day observation.</i></p>	Swissôtel

<p>13.00 - 14.00</p>	<p>Working Lunch with Delegates, NDI Staff and International Foundation for Electoral Systems (IFES) staff</p> <p>Discuss observations from presentations and IFES analysis of election environment</p> <p><i>This allows delegates to share information with the international group supporting the electoral commission to better understand issues and focus their observations during election-day observation.</i></p>	<p>Swissôtel</p>
<p>14:00 - 15:30</p>	<p>Citizen Observation Organizations</p> <p>Moderator: <i>Nino Bolkvadze, NDI Program Director for Georgia</i></p> <p>Presenters:  <i>Nino Dolidze, Executive Director, International Society for Fair Elections and Democracy (ISFED)</i>  <i>Eka Gigauri, Executive Director, Transparency International-Georgia (TI-Georgia)</i>  <i>Nona Kurdovanidze, Chairwoman, Georgian Young Lawyers Association (GYLA)</i></p> <p><i>This allows delegates to obtain information with local groups that will also be conducting observations. This will help them when they encounter these observers during election date and help coordinate activities.</i></p>	<p>Swissôtel</p>
<p>15:30 - 16:30</p>	<p>Meeting with Central Election Commission (CEC)</p> <p>Moderator: <i>Rishi Datta, NDI Election and Legal Analyst for Georgia</i></p> <p>Presenters:  <i>Giorgi Kalandarishvili, CEC Chair</i>  <i>Giorgi Sharabidze, CEC Deputy Chair</i>  <i>Giorgi Javakhishvili, CEC Secretary</i>  <i>Giorgi Santuriani, CEC Head of Legal Department</i>  <i>Tamar Kapanadze, CEC Head of International Relations Division</i></p> <p><i>This allows delegates to understand the key areas of focus and concern of the CEC which is undertaking the election. This will</i></p>	<p>Swissôtel</p>

	<i>help delegates understand what they need to focus on during the election period and also help them understand if CEC procedures have been implemented in the specific locations where they observe the vote.</i>	
16.30 - 17.00	Break/Extra Time For Previous Meeting if Needed	Swissôtel
17.00 - 18.00	<p>Anti Corruption Bureau</p> <p>Moderator: <i>Natasha Rothchild, NDI Observation Mission Director for Georgia</i></p> <p>Presenters:  <i>Razhden Kuprashvili, Head of the Anti-Corruption Bureau,  Tamta Katchkatchishvili, First Deputy Head of the Bureau  Ana Kalandadze, Deputy Head of the Bureau  Ketevan Muradashvili, Head of Political Finance Monitoring Department of the Bureau</i></p> <p><i>This provides delegates with information on what the Bureau feels are the key corruption concerns during the election period. This helps inform delegates on what they should focus on during the election observation.</i></p>	Swissôtel
<b>Wednesday, October 23</b>		
07:30 - 09:00	Breakfast	Swissôtel
09:30 - 10:00	<p>Delegate Debrief to Discuss Previous Presentations</p> <p><i>This allows delegates to share information and their observations with each other to prepare for the observation.</i></p>	Swissôtel
10:00 - 11:00	<p>Political Competitors (I): Georgian Dream Party</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Shalva Papuashvili, Speaker of Parliament</i></p>	Swissôtel

	<p><i>Givi Mikanadze, Chair of the Education, Science and Youth Affairs Committee</i></p> <p><i>This allows delegates to obtain information from a leading party on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
11:00 - 11:15	Break/Extra Time For Previous Meeting if Needed	Swissôtel
11:15 - 12:15	<p>Political Competitors (II): Unity Coalition</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Tinatin Bokuchava, Member of Parliament</i>  <i>Giorgi Vashadze, Strategy Builder</i>  <i>Gigi Tsereteli, European Georgia</i></p> <p><i>This allows delegates to obtain information from a leading party on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	Swissôtel
12:15 - 14:00	<p>Working Lunch with Delegates</p> <p>Delegates Discuss Presentations.</p> <p><i>Transfer by foot or with NDI Driver Based on Delegate Preference</i></p> <p><i>This allows delegates to share their impressions and conclusions from the previous presentations. This helps delegates to prepare for what to focus on during observation.</i></p>	Rigi Restaurant
14:00 - 15:00	<p>Political Competitors (III): Strong Georgia Coalition</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for</i></p>	Swissôtel

	<p><i>Georgia</i></p> <p>Presenters:  <i>Badri Japaridze, Lelo for Georgia</i>  <i>Levan Tsutskiridze, Freedom Square</i>  <i>Ana Dolidze, For People</i>  <i>Aleko Elisashvili, Citizens</i></p> <p><i>This allows delegates to obtain information from a leading party on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
15:00 - 16:00	<p>Political Competitors (IV): Coalition for Change</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Nika Gvaramia, Ahali</i>  <i>Nika Melia, Ahali</i>  <i>Zurab Japaridze, Girchi more Freedom</i>  <i>Helen Khoshtaria, Droa</i></p> <p><i>This allows delegates to obtain information from a leading party on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	Swissôtel
15:45 - 16:00	Break/Extra Time For Previous Meeting if Needed	Swissôtel
16.00 - 17.00	<p>Political Competitors (V): For Georgia Party</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Giorgi Gakharia, Chair</i>  <i>Natia Mezvrishvili, Deputy Chair</i></p>	Swissôtel

	<p><i>This allows delegates to obtain information from a leading party on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
17:00 - 18:00	<p>Inclusion Civil Society</p> <p>Moderator: <i>Salome Mukhuradze, NDI Inclusion Program Lead for Georgia</i></p> <p>Presenters:  <i>Tamar Jakeli, Tbilisi Pride</i>  <i>Eka Tsereteli, Women's Initiative Support Group (WISG)</i>  <i>Beka Gabadadze, Temida</i>  <i>Khatia Ghogoberidze, April Media</i></p> <p><i>This allows delegates to obtain information about what these groups feel may be issues during the election. This helps delegates know critical elements to consider in the observation.</i></p>	Swissôtel
18.00 - 19.00	<p>Media and Information Environment</p> <p>Moderator: <i>Ivaylo Pentchev, NDI Media Analyst for Georgia</i></p> <p>Presenters:  <i>Tamar Kintsurashvili, Media Development Foundation (MDF)</i>  <i>Nino Robakidze, IREX Georgia</i>  <i>Lia Chakhunashvili, The Georgian Charter of Journalistic Ethics</i>  <i>Maria Golubeva, Zinc Network</i></p> <p><i>This allows delegates to obtain information about what these groups feel may be issues during the election. This helps delegates know critical elements to consider in the observation.</i></p>	Swissôtel
19:00 - 19:30	Break/Extra Time For Previous Meeting if Needed	Swissôtel
<b>Thursday, October 24</b>		
07:30 - 09:00	Breakfast	Swissôtel
09:00 - 09.30	International Election Observation and Code of Conduct Observation and Reporting Instructions	Swissôtel

	<p>Presenter: <i>Julia Brothers, NDI Deputy Director for Elections</i></p> <p><i>This provides information on what are ethical requirements in conducting the observation. This is critical to ensure delegates understand in detail their obligations.</i></p>	
09.30 -11:00	<p>Election Day Procedures and Forms</p> <p>Presenters:  <i>Rishi Datta, NDI Elections and Legal Analyst for Georgia</i>  <i>Alex Pommer, NDI Elections Program Manager</i></p> <p><i>This session provides delegates with the specific process they need to follow to obtain and submit observation information. This is a critical function of the observation day activities.</i></p>	Swissôtel
11:00 - 11.30	<p>Security and Logistics</p> <p>Presenter: <i>Simon Flatt, NDI Safety Advisor (Pilgrims Security Risk Management)</i></p> <p><i>NDI is consulting the US Embassy Regional Security Officer in Georgia on specific guidance for the observation and any relevant information will be shared in this presentation.</i></p> <p><i>This session outlines the security and logistics process for delegates which is essential for them to complete activities.</i></p>	Swissôtel
11.30 - 12.30	<p>Deployment Plan / Regional Briefings</p> <p>Presenter: <i>Mariam Baramidze, NDI Program Manager for Georgia</i></p> <p><i>This session provides delegates with the specific deployment site information and an overview of their specific region. This allows delegates to know where they are going and get context on the location to help them conduct the observation.</i></p>	Swissôtel
12.30 - 13.30	<p>Working Lunch</p> <p>Delegates Discuss Deployment Plan</p>	

	<i>This session allows delegates to share information and discuss how they may adapt their observations given their location.</i>	
13.30 - 14.00	<p>Break &amp; Group Photo</p> <p>For those observing outside Tbilisi, hotel check-out<sup>3</sup>.</p> <p><i>The group photo provides delegates with the opportunity to remember fellow delegates.</i></p>	Swissôtel
14.00 - 14.30	<p>Kit Pick-Up / Deployment</p> <p><i>This is required so delegates can get their forms, badges and other observation materials.</i></p>	Swissôtel
14:30 - 19:30	<p>Travel to Deployment Site &amp; (All Delegates) Plan for Meetings/Logistics with Deployment Partner, Translator and Driver</p> <p>Deployment Outside of Tbilisi Region: Mr. McLaughlin will travel to Ozurgeti which takes approximately 5 hours of travel time. Ms. Gobbi will travel to Zugdidi which takes approximately 6 hours of travel time.</p> <p>Mr. Thompson will remain in the Tbilisi region. However, on deployment day, he will travel to Sagarejo which takes approximately 2 hours of travel time.</p> <p><i>For those observing outside of Tbilisi, they will travel by car to their observation location with an NDI driver and an NDI Translator. And check in to the hotel at deployment location. Upon arrival and during their travel, they will regroup to discuss plans for meetings, key points of information, and logistics for the following day as well as initial planning for e-day.</i></p> <p><i>For all delegates, including those remaining in Tbilisi, they will spend between 2-3 hours reviewing plans for upcoming meetings, key points of information, and logistics for the following day as well as initial planning for e-day.</i></p>	
19:30 - 21:00	Dinner at Deployment Hotel	

<sup>3</sup> At this time, NDI does not know the specific deployment sites for observers. This will be determined based on the total delegates, analysis of key locations for election observation, and security assessment approximately two weeks prior to the election day.

	<p>Ms. Gobbi: Hotel Leto  Mr. McLaughlin: Georgia Palace  Mr. Thompson: Swissôtel</p>	
	<b>Friday, October 25</b>	
<p><i>STO teams conduct meetings in the regions. Ms. Gobbi will be based in Zugdidi at the Hotel Leto. Mr. McLaughlin will be based in Ozurgeti at the Georgia Palace Hotel. Mr. Thompson will be based in Tbilisi at the Swissôtel but travel daily to Sagarejo which is about 2 hours away by car.</i></p>		
06:30 - 09:00	Breakfast	
07:00 - 09:00	<p>Mr. Thompson ONLY: Travel to Sagarejo for meetings.</p> <p>While Mr. Thompson is staying in Tbilisi overnight, the observation location is approximately 2 hours travel time.</p>	
09:00 - 10:00	<p>Meeting with citizen election observers  <i>Specific persons are still being confirmed.</i></p> <p><i>This session provides delegates with information from local observers about the context in their specific location which helps them better know what to focus on during the observation. It also ensures that delegates know who else they may meet during election day and help them coordinate to maximize observation sites.</i></p>	
10:00 - 11:00	<p>Meeting with Organization for Security and Co-Operation in Europe and International Republican Institute long-term Observers  <i>Specific persons are still being confirmed.</i></p> <p><i>This session provides delegates with information from other observers about the context in their specific location which helps them better know what to focus on during the observation. It also ensures that delegates know who else they may meet during election day and help them coordinate to maximize observation sites.</i></p>	
11:00 - 12:00	<p>Meeting with District Election Commission  <i>Specific persons are still being confirmed.</i></p> <p><i>This session provides delegates with information from the local election commission which has their own concerns and</i></p>	

	<p><i>conditions during the election. This information is critical to help observers understand what issues may arise at the polls. This session also helps reduce issues at the polls for observers as it will allow the delegate to have a direct contact with the commission if access issues arise.</i></p>	
12:00 - 13:00	<p>Working Lunch</p> <p>Discuss presentations and upcoming meetings with delegates.</p> <p><i>This allows delegates reflect on information from the past meetings to plan on how they will adapt their observation.</i></p>	
13:00 - 13:45	<p>Meeting with local Georgian Dream party representatives <i>Specific persons are still being confirmed.</i></p> <p><i>This allows delegates to obtain information from a leading party at a local level on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election, as well as understand what local issues impact that election that may not impact the party at a national level. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
13:45- 14:15	<p>Break/Extra Time For Previous Meeting if Needed</p>	
14:15 - 15:00	<p>Meeting with Unity Coalition local representatives <i>Specific persons are still being confirmed.</i></p> <p><i>This allows delegates to obtain information from a leading party at a local level on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election, as well as understand what local issues impact that election that may not impact the party at a national level. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
15:00 - 15:45	<p>Meeting with Strong Georgia local representatives <i>Specific persons are still being confirmed.</i></p> <p><i>This allows delegates to obtain information from a leading party at a local level on their key concerns during the election period.</i></p>	

	<p><i>This allows the delegate to better understand what to consider in their observation and also understand the context of the election, as well as understand what local issues impact that election that may not impact the party at a national level. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
15:45 - 16:00	Break/Extra Time For Previous Meeting if Needed	
16:00 - 16:45	<p>Meeting with Coalition for Change local representatives  <i>Specific persons are still being confirmed.</i></p> <p><i>This allows delegates to obtain information from a leading party at a local level on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election, as well as understand what local issues impact that election that may not impact the party at a national level. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
16:45 - 17:30	<p>Meeting with For Georgia Representatives  <i>Specific persons are still being confirmed.</i></p> <p><i>This allows delegates to obtain information from a leading party at a local level on their key concerns during the election period. This allows the delegate to better understand what to consider in their observation and also understand the context of the election, as well as understand what local issues impact that election that may not impact the party at a national level. To try to ensure as impartial a view as possible, delegates meet with parties from across the political spectrum.</i></p>	
17:30 - 18:30	<p>Debrief with Delegates</p> <p><i>This provides delegates with time to discuss how to adapt the observation given the information from the meetings.</i></p>	
17:30 - 19:30	Mr. Thompson ONLY: Travel back to Tbilisi. Debriefing will occur during travel time with delegate partner and translator.	
18:30 - 20:20	Dinner	
<b>Saturday, October 26</b>		

	<p><i>Ms. Gobbi will be based in Zugdidi at the Hotel Leto. Mr. McLaughlin will be based in Ozurgeti at the Georgia Palace. Mr. Thompson will be based in Tbilisi at the Swissôtel but travel daily to Sagarejo which is about 2 hours away by car.</i></p>	
04:30 - 06:30	<p>Mr. Thompson ONLY: Travel to Sagarejo. Mr. McLaughlin and Ms. Gobbi will be based in the region where they are observing so not require extensive initial travel time.</p>	
06:30 - midnight	<p>Election Day Observe polling station opening in precincts, voting process, closing and tabulations process</p> <p>At this time, NDI does not know the specific deployment sites for observers. This will be determined based on the total delegates, analysis of key locations for election observation, and security assessment approximately two weeks prior to the election day. Observers will be accompanied by an NDI driver and an NDI translator.</p> <p>This is the observation activity.</p>	Roving in Assigned Region
<b>Sunday, October 27</b>		
Midnight - 2:00	<p>Mr. Thompson ONLY: Travel back to Tbilisi. Mr. Thompson is deployed in Sagarejo but spending the night in Tbilisi. During the return travel, it is expected that Mr. Thompson and his delegate partner will discuss their findings. Delegates are expected to discuss their observation during their travel back as usually during the observation itself they are always with outside groups conducting the election so are not able to discuss observations privately.</p>	
06:00 - 10:00	<p>Breakfast</p>	
06:00 - 12:00	<p>Ms. Gobbi and Mr. McLaughlin travel back to Tbilisi.</p> <p><i>This is needed so all delegates can be together for the debriefing and analysis. During travel, it is expected that delegates will discuss their findings. Usually during the observation itself they are always with outside groups conducting the election so are not able to discuss observations privately. This time provides a private space to discuss observations.</i></p>	

	<p><i>Those that arrive back early should regroup with their teams for 2-3 hours and identify key points to raise from their region, so that statement findings can provide a holistic view from the field.</i></p>	
12:00 - 13:00	<p>Debrief with Delegates</p> <p><i>This provides delegates information on the observation as a whole based off the reporting forms submitted by them during the observation, and allows delegates to provide comments based on their specific location.</i></p>	Swissôtel
13:00 - 14:30	<p>Working Lunch with Delegates</p> <p>Delegates will continue to discuss their observations and review the press conference.</p> <p><i>This allows delegates to continue the analysis and allows them to provide input into the press release on the observation which is a critical element to document observation findings.</i></p>	Swissôtel
14:30 - 16:00	<p>Press Conference</p> <p>Congressional staffers will attend in the audience but are not expected to comment or be identified during the Press Conference.</p> <p><i>This is so that observation information is shared publicly which is one of the key purposes of the observation mission.</i></p>	Swissôtel
16:00 - 19:00	<p>Break &amp; Time for Discussion with Delegates</p> <p>Given that long nature of the previous day's activities, delegates are given time to rest and recuperate.</p>	Swissôtel
19:00 - 21.00	<p>Working Closing Dinner with Delegates and NDI staff</p> <p>Delegates will review their impressions of observation and provide feedback to NDI.</p> <p><i>This allows delegates to share how to improve future observations.</i></p>	Swissôtel
<b>Monday, October 28</b>		

04:30	Ms. Gobbi, Mr. McLaughlin and Mr. Thompson leave Hotel for Tbilisi Airport with NDI Driver	
06:45	Ms. Gobbi, Mr. McLaughlin and Mr. Thompson depart from Tbilisi, Georgia on KLM Flight 3109 to Amsterdam	
08:40	Ms. Gobbi, Mr. McLaughlin and Mr. Thompson arrive in Amsterdam	
13:00	Ms. Gobbi, Mr. McLaughlin and Mr. Thompson depart Amsterdam on KLM Flight 631 to Washington DC	
16:45	Ms. Gobbi, Mr. McLaughlin and Mr. Thompson arrive in Washington DC	



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*“Democracy is inseparable from human dignity and peace”*  
– Madeleine K. Albright

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## House Member and Employees Invited for Travel

NDI originally invited:

- Serena Gobbi, Legislative Director for Representative Norma Torres - Invited given expertise and Representative’s interest in State, Foreign Operations and Related Programs;
- Matthew McLaughlin, Senior Foreign Policy Advisor for Representative Gerry Connolly - Invited given expertise and Representative’s interest in Foreign Affairs; and
- Anna McDonald, Senior Legislative Assistant for Representative Sydney Kamlager-Dove - Invited given expertise and Representative’s interest in Foreign Affairs.

Ms. McDonald informed us prior to the submission to the Committee on Ethics that she was unable to attend but that the invitation has been forwarded to Gabrielle Howard, Legislative Director for Representative Sydney Kamlager-Dove given Ms. Howard’s expertise and the Representative’s interest in Foreign Affairs. We prepared and submitted to Ms. Howard the sponsor paperwork. We then were informed that Ms. Howard was not able to attend over the weekend when the submission deadline was due so we invited Gil Thompson, Senior Policy Advisor for Representative Brad Schneider given his expertise and Representative’s interest in Foreign Affairs.

Final attendees are:

- Serena Gobbi, Legislative Director for Representative Norma Torres - Invited given expertise and Representative’s interest in State, Foreign Operations and Related Programs;
- Matthew McLaughlin, Senior Foreign Policy Advisor for Representative Gerry Connolly - Invited given expertise and Representative’s interest in Foreign Affairs; and
- Gil Thompson, Senior Policy Advisor for Representative Brad Schneider - Invited given expertise and Representative’s interest in Foreign Affairs.

## NDI International Election Observation Mission<sup>1</sup>

### Parliamentary Elections – Georgia

### Agenda: October 21 - 27, 2024<sup>2</sup>

Time	Activity <sup>3</sup>	Location
<b>Sunday, October 20<sup>4</sup></b>		
17:25	Depart from Washington DC on Delta Flight 9447 to Amsterdam	Dulles Airport
<b>Monday, October 21</b>		
7:00	Arrive in Amsterdam	Amsterdam Airport
11:00	Depart from Amsterdam on KLM Flight 3108 to Tbilisi, Georgia  No visa or COVID-19 travel protocols are required for entry to Georgia.	Amsterdam Airport
17:35	Arrive in Tbilisi, Georgia	Tbilisi Airport
17:35 - 18:00	Transfer to Swissôtel, Tbilisi	Swissôtel

<sup>1</sup> Specific times and participants are subject to change based on availability of speakers. Names and information are presented based on currently invited speakers.

<sup>2</sup> NDI is still awaiting response from invitees for the mission and is still finalizing remaining invitees. Current invitees are: Marija Babic, Elections Expert; Rona Ann Caritos, Citizen Observation Experts; Lorenzo Cordova, Election Expert; Ambassador Per Eklund; Jean Freedberg, Inclusion Expert; Serena Gobbi, Legislative Director for Representative Norma Torres; Gabrielle Howard, Legislative Director for Representative Sydney Kamlager-Dove; Shanthi Kalathil, NDI Board Member; Rasto Kuzel, Elections Expert; Miriam Lansky, Elections Expert; Former US Representative Tom Malinowski; Matthew McLaughlin, Senior Foreign Policy Advisor for Representative Gerry Connolly; Meg Munn, Former Member of Parliament of the United Kingdom; Carsten Schurmann, Elections Expert; Kassiyet Temirzakhkyzy, Citizen Observation Expert.

<sup>3</sup> The election observation mission, including costs for delegate trip, is fully funded under United States Agency for International Development (USAID) Associate Cooperative Agreement No. 72011419LA00001 under the Leader Cooperative Agreement No. AID-OAA-L-15-00007. No other entity (including government or multinational organization) provides funding or in-kind support for the event and no conference or event fee is charged. The funding is provided regardless of Congressional staff travel. USAID is not specifically notified that Congressional staff will attend but is aware that participants include potentially government officials. NDI does recognize the US government and USAID in the events as the funder.

<sup>4</sup> Delegates may request departure on October 19th to allow time for recuperation on arrival given the long flight and start of activities immediately upon arrival on the 21st.

	<i>NDI Driver will transport Delegate from Airport to Hotel</i>	
18:00 - 21:00	Welcome Dinner with Delegates and NDI Staff  <i>Transfer by Foot or with NDI Driver Based on Delegate Preference</i>	Funicular
<b>Tuesday, October 22</b>		
07:30 - 09:00	Breakfast	Swissôtel
09:00 - 09:15	Welcome and Introductions: Mission Objectives, Methodology and Agenda Overview  Presenters: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i> <i>Eva Busza, NDI Eurasia Regional Director</i>	Swissôtel
09.15 - 09.30	Public Communications Guidelines  Presenter: <i>Diana Chachua, NDI Deputy Director for Georgia</i>	Swissôtel
09.30 - 10.30	Georgian Citizen Attitudes: Overview of Public Opinion Research  Presenters: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i> <i>Diana Chachua, NDI Deputy Director for Georgia</i>	Swissôtel
10:30 - 11:30	Electoral Framework / Campaigns Overview: Electoral system and legal framework, Electoral administration and Political campaigns  Presenters: <i>Rishi Datta, NDI Election and Legal Analyst for Georgia</i> <i>Anitra Jankevica, NDI Political Campaigns Analyst for Georgia</i> <i>Robert Bystricky, NDI Political Campaigns Analyst for Georgia</i>	Swissôtel
11:30 - 12:00	Break/Extra Time For Previous Meeting if Needed	Swissôtel
12.00 - 13.00	Gender, Inclusion and Media Overview: Gender and inclusion analysis and Media and information landscape  Presenters:	Swissôtel

	<p><i>Alienor Benoist, NDI Gender and Inclusion Analyst for Georgia</i>  <i>Ivaylo Pentchev, NDI Media Analyst for Georgia</i></p>	
13.00 - 14.00	<p>Working Lunch with Delegates, NDI Staff and International Foundation for Electoral Systems (IFES) staff</p> <p>Discuss observations from presentations and IFES analysis of election environment</p>	Swissôtel
14:00 - 15:30	<p>Citizen Observation Organizations</p> <p>Moderator: <i>Nino Bolkvadze, NDI Program Director for Georgia</i></p> <p>Presenters:  <i>Nino Dolidze, Executive Director, International Society for Fair Elections and Democracy (ISFED)</i>  <i>Eka Gigauri, Executive Director, Transparency International-Georgia (TI-Georgia)</i>  <i>Nona Kurdovanidze, Chairwoman, Georgian Young Lawyers Association (GYLA)</i></p>	Swissôtel
15:30 - 16:30	<p>Meeting with Central Election Commission (CEC)</p> <p>Moderator: <i>Rishi Datta, NDI Election and Legal Analyst for Georgia</i></p> <p>Presenters:  <i>Giorgi Kalandarishvili, CEC Chair</i>  <i>Giorgi Sharabidze, CEC Deputy Chair</i>  <i>Giorgi Javakhishvili, CEC Secretary</i>  <i>Giorgi Santuriani, CEC Head of Legal Department</i>  <i>Tamar Kapanadze, CEC Head of International Relations Division</i></p>	Swissôtel
16.30 - 17.00	Break/Extra Time For Previous Meeting if Needed	Swissôtel
17.00 - 18.00	<p>Anti Corruption Bureau</p> <p>Moderator: <i>Natasha Rothchild, NDI Observation Mission Director for Georgia</i></p> <p>Presenters:  <i>Razhden Kuprashvili, Head of the Anti-Corruption Bureau,</i>  <i>Tamta Katchkatchishvili, First Deputy Head of the Bureau</i></p>	Swissôtel

	<i>Ana Kalandadze, Deputy Head of the Bureau Ketevan Muradashvili, Head of Political Finance Monitoring Department of the Bureau</i>	
	<b>Wednesday, October 23</b>	
07:30 - 09:00	Breakfast	Swissôtel
09:30 - 10:00	Delegate Debrief to Discuss Previous Presentations	Swissôtel
10:00 - 11:00	Political Competitors (I): Georgian Dream Party  Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i>  Presenters: <i>Shalva Papuashvili, Speaker of Parliament Givi Mikanadze, Chair of the Education, Science and Youth Affairs Committee</i>	Swissôtel
11:00 - 11:15	Break/Extra Time For Previous Meeting if Needed	Swissôtel
11:15 - 12:15	Political Competitors (II): Unity Coalition  Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i>  Presenters: <i>Tinatin Bokuchava, Member of Parliament Giorgi Vashadze, Strategy Builder Gigi Tsereteli, European Georgia</i>	Swissôtel
12:15 - 14:00	Working Lunch with Delegates  Delegates Discuss Presentations  <i>Transfer by foot or with NDI Driver Based on Delegate Preference</i>	Rigi Restaurant
14:00 - 15:00	Political Competitors (III): Strong Georgia Coalition  Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i>  Presenters:	Swissôtel

	<p><i>Badri Japaridze, Lelo for Georgia</i>  <i>Levan Tsutskiridze, Freedom Square</i>  <i>Ana Dolidze, For People</i>  <i>Aleko Elisashvili, Citizens</i></p>	
15:00 - 16:00	<p>Political Competitors (IV): Coalition for Change</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Nika Gvaramia, Ahali</i>  <i>Nika Melia, Ahali</i>  <i>Zurab Japaridze, Girchi more Freedom</i>  <i>Helen Khoshtaria, Droa</i></p>	Swissôtel
15:45 - 16:00	<p>Break/Extra Time For Previous Meeting if Needed</p>	Swissôtel
16:00 - 17:00	<p>Political Competitors (V): For Georgia Party</p> <p>Moderator: <i>Nicole Rowsell, NDI Resident Senior Advisor for Georgia</i></p> <p>Presenters:  <i>Giorgi Gakharia, Chair</i>  <i>Natia Mezvrishvili, Deputy Chair</i></p>	Swissôtel
16:00 - 17:00	<p>Inclusion Civil Society</p> <p>Moderator: <i>Salome Mukhuradze, NDI Inclusion Program Lead for Georgia</i></p> <p>Presenters:  <i>Tamar Jakeli, Tbilisi Pride</i>  <i>Eka Tsereteli, Women's Initiative Support Group (WISG)</i>  <i>Beka Gabadadze, Temida</i>  <i>Khatia Ghogoberidze, April Media</i></p>	Swissôtel
17:00 - 18:00	<p>Media and Information Environment</p> <p>Moderator: <i>Ivaylo Pentchev, NDI Media Analyst for Georgia</i></p> <p>Presenters:  <i>Tamar Kintsurashvili, Media Development Foundation (MDF)</i></p>	Swissôtel

	<i>Nino Robakidze, IREX Georgia Lia Chakhunashvili, The Georgian Charter of Journalistic Ethics Maria Golubeva, Zinc Network</i>	
18:00 - 19:00	Break/Extra Time For Previous Meeting if Needed	Swissôtel
19:00 - 21:00	Working Dinner with Delegates and NDI Staff Discuss Presentations	To Be Confirmed
<b>Thursday, October 24</b>		
07:30 - 09:00	Breakfast	Swissôtel
09:00 - 09:30	International Election Observation and Code of Conduct Observation and Reporting Instructions  Presenter: <i>Julia Brothers, NDI Deputy Director for Elections</i>	Swissôtel
09.30 -11:00	Election Day Procedures and Forms  Presenters: <i>Rishi Datta, NDI Elections and Legal Analyst for Georgia Alex Pommer, NDI Elections Program Manager</i>	Swissôtel
11:00 - 11.30	Security and Logistics  Presenter: <i>Simon Flatt, NDI Safety Advisor (Pilgrims Security Risk Management)</i>  <i>NDI is consulting the US Embassy Regional Security Officer in Georgia on specific guidance for the observation and any relevant information will be shared in this presentation.</i>	Swissôtel
11.30 - 12.30	Deployment Plan / Regional Briefings  Presenter: <i>Mariam Baramidze, NDI Program Manager for Georgia</i>	Swissôtel
12.30 - 13.30	Working Lunch  Delegates Discuss Deployment Plan	
13.30 - 14.00	Break & Group Photo	Swissôtel

	For those observing outside Tbilisi, hotel check-out <sup>5</sup> .	
14.00 - 14.30	Kit Pick-Up / Deployment	Swissôtel
14:30 - 19:30	For those remaining in Tbilisi, they will review deployment plans.  For those observing outside of Tbilisi, they will travel by car to their observation location with an NDI driver and an NDI translator.	
19:30 - 21:00	Dinner at Deployment Hotel	
<b>Friday, October 25</b>		
<i>STO teams conduct meetings in the regions</i>		
07:30 - 09:00	Breakfast	
09:00 - 10:00	Meeting with citizen election observers <i>Specific persons are still being confirmed and depend on deployment location.</i>	
10:00 - 11:00	Meeting with Organization for Security and Co-Operation in Europe and International Republican Institute long-term Observers <i>Specific persons are still being confirmed and depend on deployment location.</i>	
11:00 - 12:00	Meeting with District Election Commission <i>Specific persons are still being confirmed and depend on deployment location.</i>	
12:00 - 13:00	Working Lunch  Discuss presentations and upcoming meetings with delegates.	
13:00 - 13:45	Meeting with local Georgian Dream party representatives <i>Specific persons are still being confirmed and depend on deployment location.</i>	
13:45- 14:15	Break/Extra Time For Previous Meeting if Needed	
14:15 - 15:00	Meeting with Unity Coalition local representatives	

<sup>5</sup> At this time, NDI does not know the specific deployment sites for observers. This will be determined based on the total delegates, analysis of key locations for election observation, and security assessment approximately two weeks prior to the election day.

	<i>Specific persons are still being confirmed and depend on deployment location.</i>	
15:00 - 15:45	Meeting with Strong Georgia local representatives <i>Specific persons are still being confirmed and depend on deployment location.</i>	
15:45 - 16:00	Break/Extra Time For Previous Meeting if Needed	
16:00 - 16:45	Meeting with Coalition for Change local representatives <i>Specific persons are still being confirmed and depend on deployment location.</i>	
16:45 - 17:30	Meeting with For Georgia Representatives <i>Specific persons are still being confirmed and depend on deployment location.</i>	
17:30 - 18:30	Debrief with Delegates	
18:30 - 20:20	Dinner	
<b>Saturday, October 26</b>		
07:00 - 00:00	Election Day Observe polling station opening in precincts, voting process, closing and tabulations process  At this time, NDI does not know the specific deployment sites for observers. This will be determined based on the total delegates, analysis of key locations for election observation, and security assessment approximately two weeks prior to the election day. Observers will be accompanied by an NDI driver and an NDI translator.	Roving in Assigned Region
<b>Sunday, October 27</b>		
07:00 - 08:00	Breakfast	
08:00 - 12:00	Return to Tbilisi for Delegates Assigned Outside Capital  For those in Tbilisi, delegates will rest given the late night observation and discuss observation with Delegates.	
12:00 - 13:00	Debrief with Delegates	Swissôtel

13:00 - 14:00	<p>Working Lunch with Delegates</p> <p>Delegates will continue to discuss their observations and review the press conference.</p>	Swissôtel
14:30 - 16:00	<p>Press Conference</p> <p>Congressional staffers are not expected to lead or be present at the Press Conference. They may attend in the audience but are not expected to comment or be identified during the Press Conference.</p>	Swissôtel
16:00 - 19:00	<p>Break &amp; Time for Discussion with Delegates</p>	Swissôtel
19:00 - 21:00	<p>Closing Dinner with Delegates and NDI staff</p> <p>Delegates will review their impressions of observation and provide feedback to NDI.</p>	Swissôtel
<b>Monday, October 28</b>		
04:30	<p>Leave Hotel for Tbilisi Airport with NDI Driver</p>	
6:45	<p>Depart from Tbilisi, Georgia on KLM Flight 3109 to Amsterdam</p>	
8:40	<p>Arrive in Amsterdam</p>	
13:00	<p>Depart from Amsterdam on KLM Flight 651 to Washington DC</p>	
16:45	<p>Arrive in Washington DC</p>	



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*“Democracy is inseparable from human dignity and peace”*  
– Madeleine K. Albright

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## **House Member and Employees Invited for Travel**

1. Serena Gobbi, Legislative Director for Representative Norma Torres: Invited given expertise and Representative’s interest in State, Foreign Operations and Related Programs
2. Gabrielle Howard, Legislative Director for Representative Sydney Kamlager-Dove: Invited given expertise and Representative’s interest in Foreign Affairs
3. Matthew McLaughlin, Senior Foreign Policy Advisor for Representative Gerry Connolly: Invited given expertise and Representative’s interest in Foreign Affairs

Stephanie Mlynar <[smlynar@ndi.org](mailto:smlynar@ndi.org)>

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**RE: Invitation to Join NDI Election Observation Mission to Georgia**

1 message

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**McLaughlin, Matthew** <[Matthew.McLaughlin@mail.house.gov](mailto:Matthew.McLaughlin@mail.house.gov)>  
To: Jerry Hartz <[jhartz@ndi.org](mailto:jhartz@ndi.org)>, Stephanie Mlynar <[smlynar@ndi.org](mailto:smlynar@ndi.org)>  
Cc: Ellery Cushman <[ecushman@ndi.org](mailto:ecushman@ndi.org)>

Thu, Sep 5, 2024 at 10:31 AM

Thanks, Jerry. Stephanie – Let me know if there is anything you need from me.

Best,

Matthew McLaughlin | Senior Foreign Policy Advisor

Congressman Gerry Connolly | VA-11

Office: (202) 225-1492 | Cell: (202) 597-2829



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**From:** Jerry Hartz <[jhartz@ndi.org](mailto:jhartz@ndi.org)>  
**Sent:** Tuesday, August 27, 2024 6:17 PM  
**To:** McLaughlin, Matthew <[Matthew.McLaughlin@mail.house.gov](mailto:Matthew.McLaughlin@mail.house.gov)>; Stephanie Mlynar <[smlynar@ndi.org](mailto:smlynar@ndi.org)>  
**Cc:** Ellery Cushman <[ecushman@ndi.org](mailto:ecushman@ndi.org)>  
**Subject:** Re: Invitation to Join NDI Election Observation Mission to Georgia

Fabulous! Ellery will send a formal invitation letter and the agenda for Ethics paperwork. Stephanie from legal counsel can help guide that process and answer any questions.

Jerry Hartz  
Chief Government Relations & Communications Officer  
National Democratic Institute

On Tue, Aug 27, 2024 at 6:15 PM McLaughlin, Matthew <[Matthew.McLaughlin@mail.house.gov](mailto:Matthew.McLaughlin@mail.house.gov)> wrote:

I'm approved! Let me know what you need from me. Looking forward to it.

Matt

On Aug 27, 2024, at 9:54 AM, Jerry Hartz <[jhartz@ndi.org](mailto:jhartz@ndi.org)> wrote:



Jerry Hartz  
Chief Government Relations & Communications Officer  
National Democratic Institute

On Tue, Aug 27, 2024 at 9:37 AM McLaughlin, Matthew <[Matthew.McLaughlin@mail.house.gov](mailto:Matthew.McLaughlin@mail.house.gov)> wrote:

Thanks, Jerry! That's very exciting. Let me check with Gerry and will get back to you ASAP.

Matthew McLaughlin | Senior Foreign Policy Advisor

Congressman Gerry Connolly | VA-11

Office: (202) 225-1492 | Cell: (202) 597-2829

<image001.jpg>

<image002.png>

<image003.png>

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**From:** Jerry Hartz <[jhartz@ndi.org](mailto:jhartz@ndi.org)>  
**Sent:** Tuesday, August 27, 2024 6:15 AM  
**To:** McLaughlin, Matthew <[Matthew.McLaughlin@mail.house.gov](mailto:Matthew.McLaughlin@mail.house.gov)>  
**Cc:** Ellery Cushman <[ecushman@ndi.org](mailto:ecushman@ndi.org)>  
**Subject:** Invitation to Join NDI Election Observation Mission to Georgia

Hi Matthew,

It was great to see Representative Connolly in Chicago last week, and I hope you have been able to catch a break over the August recess.

**I am very pleased to invite you to join NDI's international election observation mission to Georgia. NDI will deploy delegates in the week leading up to elections, approximately from October 20 to October 27 around election day on Saturday, October 26th.**

As you know, the 2024 Parliamentary elections will be significant for Georgia's democratic trajectory, as well as a signal for the democratic aims of others in the region -- including Ukraine, Moldova, and Armenia. As in the past, the coming elections are expected to be particularly contentious and unpredictable. In addition to promulgating anti-western rhetoric, the government has passed concerning foreign agents legislation that threatens to impair the work of Georgian civil society, including domestic non-partisan citizen election observers.

Observers participating in the October mission will consult with a wide range of stakeholders in Tbilisi, including government and election administration officials, representatives of political parties and movements, civil society, the media, and domestic observer groups. The purpose of these meetings will be to examine key issues surrounding the electoral environment, identify shortcomings that could undermine the integrity of the polls, follow up on recommendations issued and challenges identified during NDI's first pre-election assessment mission in February. Meetings will take place in Tbilisi as well as the regions, where delegates will observe proceedings at polling stations on election day. The mission will communicate a strong message about the international community's expectations for democratic standards and inclusive conduct to be upheld by all parties and electoral authorities in the lead up to election day. At the conclusion of the observation mission, NDI will issue a public statement. You can find the full statement from NDI's first pre-election assessment mission [on our website](#).

NDI has organized more than 150 international election observer delegations in 62 countries and has established a reputation for impartiality and professionalism in its work. NDI would cover all travel, food, and accommodation expenses for delegates. **Including travel, your participation in the mission would require 7 to 8 days in total.**

I really hope you can join us in October in Georgia. The expertise you bring would be invaluable to our election observation mission, and it can also inform your policy work for Representative Connolly on the House Foreign Affairs Committee.

**Because of the 30 day Ethics deadline, can you please let me know as soon as possible and within the next few days if you can join?** If not, I need to quickly reach out to others. Please do not hesitate to reach out with any questions. Thanks!

Best  
Jerry

Jerry Hartz  
Chief Government Relations & Communications Officer  
National Democratic Institute