

COMMITTEE ON ETHICS


EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

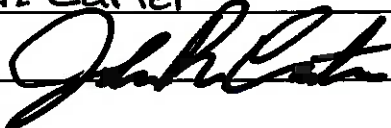
1. Name of Traveler: Benjamin Joseph Clardy
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: February 14, 2025 Return: February 25, 2025
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington, D.C. Destination: Amman, Jordan Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Rebuilding Alliance
6. Describe Meetings and Events Attended: Met with U.S., Jordanian, Palestinian Authority, and U.S. officials as well as representatives from the Catholic Church, NGOs, hospitals, and local communities affected by Israeli policies.
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: 3/11/2025

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: John Carter Date: 3/11/2025

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: Rebuilding Alliance

2. Travel Destination(s): Jordan, Israel, West Bank

3. Date of Departure: February 14, 2025 Date of Return: February 24, 2024

4. Name(s) of Traveler(s): Erin Chapman, Benjamin Clardy, Craig Dulniak, Zachary Monroe, Diego Sanchez

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	\$3,430	\$1,005	\$501	\$2,611 (See attachment 1)
Accompanying Family Member	n/a	n/a	n/a	n/a

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box.

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

Signature: Donna Baranski-Walker Date: March 10, 2025

Name: Donna Baranski-Walker Title: Executive Director

Organization: Rebuilding Alliance

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

Address: 50 Woodside Plaza Suite 627, Redwood City CA 94061

Telephone: (650) 440-9667 Email: dbw@rebuildingalliance.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.

RA LLM StaffDel 11.0 Attachment 1: Itemized "Other" Expenses, Per Person

Israel Departure/Exit Tax: \$66

Bethlehem and Hebron Guides: \$57

Israeli and Palestinian Guide Services: \$714

Leadership Learning Mission Coordinator Fee: \$983

Speaker Honorarium Fees: \$129

Holy Land Trust 15% Administrative Fee for Tour Arrangements: \$354

Bottled water for Duration of Trip: \$24

Tips for the Bus Driver: \$43

Jordan Exit Tax: \$21

Jordan VIP Border Service: \$209

Austrian Hospice Rooftop Entry Fee: \$2

Coffee and snacks in Jerusalem: \$4

Roman Amphitheater Entrance: \$5

Total: \$2,611



Rebuilding Alliance

50 Woodside Plaza, Ste. 627, Redwood City CA 94061 Phone: (650) 440-9667 Email: Contact@RebuildingAlliance.org
www.RebuildingAlliance.org

House Staff Leadership Learning Mission 11.0 to Jerusalem, the West Bank, and Amman February 14-24, 2025

A constituent accompanied trip
with financial sponsorship by Rebuilding Alliance, an American 501(c)3 nonprofit organization

MISSION GOALS: The overall goal of this Leadership Learning Mission is to explore how the peaceful aspirations of all can be furthered when Palestinians and Israelis both enjoy the benefits of equal rights and how U.S. policy and aid can support those aspirations, especially exploring how to assure the health and safety of children and families. Travelers visited sites and cities of cultural, social, historical, and political significance to better understand this region of the world, and consider the implications of American policies in the region.

RELEVANCE TO OFFICIAL DUTIES: While always prioritizing safety, the Leadership Learning Mission offered senior staff the opportunity to further their understanding of this region of the world and to learn the implications of American policies in the region, to better support constituents.

This fact-finding trip:

- Provided participants with an understanding of the history of Jerusalem, the West Bank, Gaza, and Jordan
- Developed their understanding of the challenges faced by all in this time of crisis through meetings with community leaders, human rights experts, U.S. embassy officials, Jordanian and Israeli officials and decision maker, as well as front-line personnel at aid agencies including doctors to understand the challenges of assuring emergency relief especially in Gaza
- Considered the implications and impact of Israeli control of building and planning rights in East Jerusalem and the West Bank and explored successful ways to prevent the demolition of, and help in the sustainable development of, Palestinian homes, schools, water systems, clinics, and communities, especially in at-risk neighborhoods;
- Visited Palestinians and Israelis who are providing emergency response and who work for peace and justice to understand the challenges they are facing now, learn about their efforts to address those challenges, consider what Congress is uniquely able to do to support such efforts, and how this makes a difference; and
- Showed how U.S. aid and intervention benefits the health and safety of children and families in Gaza, the West Bank, and Israel. A focal point of this trip was to explore medical access in Gaza, including medical evacuations of children, availability of medicine, nutrition, and medical care.

LOCATION: The purpose of travel to Jerusalem, the West Bank, and Amman is to give Senior staff the opportunity to see the evolving facts on the ground, attend on-site meetings, and where possible, to hear from Palestinians and Israelis working together to keep neighborhoods standing and safeguard human rights.

Of Note: Both a Palestinian and an Israeli joined as tour guides for the trip for the West Bank and Israeli portions of the trip. In Jordan, a Jordanian tour guide was also on the trip.

Detailed Agenda LLM 11.0 February 14-24

Overview

Friday, February 14th: Departure

Saturday, February 15th: Arrival at Queen Alia Airport (AMM) Amman, Jordan

Sunday, February 16th: The Royal Court, JHCO, Royal Jordanian Air Force, Amman historical site: the Roman Amphitheater, dinner meeting with the Union of Arab Pediatricians Societies/Jordanian Doctors

Monday, February 17th: USAID and U.S. Embassy Staff, Border Crossing to Israel/West Bank, UN Office for the Coordination of Humanitarian Affairs (UNOCHA), Office of the Security Coordinator for Israel and the Palestinian Authority (USSC), Zoom Teleconference with Gaza NGOs

Tuesday, February 18th: US Embassy to Israel, Mount Scopus and Mount of Olives overlook, Jerusalem history and Old City, Latin Patriarchate, Dinner meeting with Israeli doctors

Wednesday, February 19th: Hebron Old City, H1/H2, Shuhada Street, South Hebron Hills Villages of Susiya and Um al Kheir

Thursday, February 20th: PA Health Ministry in Ramallah, Meeting with Rebuilding Alliance West Bank staff, Physicians for Human Rights Israel, Augusta Victoria Hospital

Friday, February 21st: Deputy Chief of the US Office of Palestinian Affairs, World Health Organization, World Food Program, Khan al Ahmar, Kfar Adumim

Saturday, February 22nd: Caritas Baby Hospital, Bethlehem, Rachel's Tomb area, Church of the Nativity, Debrief and discussion

Sunday, February 23rd: Border crossing back to Jordan, UNRWA, UNICEF, closing dinner, flights home

Monday, February 24th: Arrive back home

Friday, February 14th: Departure	
14:54 Flight departs from DCA	American Airlines Flight 3180 Departure 14:54 Washington, D.C. Reagan-National (DCA) Arrival 16:14 Chicago O'Hare International Airport (ORD) Royal Jordanian Flight 264 Departure 18:50 Chicago O'Hare International Airport (ORD) Arrival: 15:50 Amman, Jordan Queen Alia International (AMM)
Saturday, February 15th: Arrival to Jordan	
15:50 Arrivals in Amman, Jordan	16:10
15:50-17:30 Transfer delegation members from Airport to Grand Hyatt Hotel, Amman	Via Minibus
17:30-19:00 Check in, settle in to rooms, rest	
19:00-21:00 Dinner and Overview of the program	
Overnight at Grand Hyatt Hotel	

Sunday, February 16th: The Royal Court, JHCO, Royal Jordanian Air Force, Roman Amphitheater, Union of Arab Pediatric Societies/Jordanian Doctors	
08:00-08:45 Breakfast at hotel	
08:45-9:30 Transit to Royal Court	Via minibus
09:30-11:15 Meeting with Royal Court	What: Meeting with representatives from the Royal Court of the Hashemite Kingdom of Jordan Why: The Jordanian Government is responsible for the administration of Islamic Holy Sites in Jerusalem, and also operates two field hospitals in Gaza. Royal Court staff will introduce the Jordanian Humanitarian Corridor to Gaza and discuss the challenges and successes in delivering aid to families in need in Gaza. Presenter: Mr. Mo'ath Al-Zoubi, Director of Political Affairs at His Majesty's Office; Ms. Diana Sabha, Senior Policy Analyst

	<p>Where: Royal Hashemite Court, Istiklal Street, Amman</p> <p>Assurance: The entirety of allotted time covered officially-connected activity</p>
11:15-11:30 Transit to JHCO	Via minibus
11:30-13:00 JHCO	<p>What: The Jordanian Hashemite Charity Organization is pivotal in providing humanitarian aid to vulnerable populations including Palestinian refugees and is playing a significant role during emergencies in the region especially through the humanitarian corridor to Gaza.</p> <p>Why: Because JHCO manages all of Jordan's international humanitarian efforts in collaboration with UN agencies, international NGOs, donor governments, and other stakeholders, they are particularly well positioned to understand and respond to the needs of vulnerable populations and arrange truck convoys and/or airdrops to provide aid.</p> <p>Presenter: Dr. Hussein Al-Shibli, Secretary General; Dr. Marwan al-Hennawy, Director of Programs and Planning Jordan Hashemite Charities Organization</p> <p>Location: Jordan Hashemite Charities Organization</p> <p>Assurance: The entirety of allotted time will be covering officially-connected activity</p>
13:00-14:00 Transit to Royal Jordanian Air Force, grab and go lunch en route	Via minibus
14:00-15:15 Meeting with Royal Jordanian Air Force	<p>What: Visit with the Royal Jordanian Air Force</p> <p>Why: One of the focuses of this trip is medical and aid access for Gaza. The Commander of the Royal Jordanian Air Force described the role of the RJAF in providing aid via air drops from planes, and the new program underway providing an Aid Bridge via helicopters to increase medical and aid deliveries to Gaza.</p> <p>Presenter: Col. Osama Abu Hani, Brigadier General Mohammad Hyasat (RJAF)</p> <p>Location: King Abdullah I Street, Al Matar, Amman, Jordan</p> <p>Assurance: The entirety of allotted time covered officially-connected activity</p>
15:15-15:30 Transit to Roman Amphitheater, Amman (Time dependant)	

15:30-16:20 Tour/walk around Roman Amphitheater area	<p>What: Guided tour through the ancient Roman Amphitheater of Amman</p> <p>Why: Amman is by far the largest city in the Kingdom of Jordan, with over 9.5 million inhabitants, or about 42% of the entire population of Jordan. Understanding the history and culture of Jordan by visiting historical sites is an important component of understanding Jordan's current role in the region.</p> <p>Presenter: Abdallah Ali Abdallah, Jordanian guide</p> <p>Location: Amman, Jordan</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
16:20-17:30 Free time for shopping	
17:30-17:45 Transit back to Grand Hyatt	Via Minibus
17:45-19:00 Free time	
19:00-19:45 Dinner	
19:45-22:00 Meeting and dinner with Union of Arab Pediatric Societies at Grand Hyatt Hotel	<p>What: Pediatricians from the Union of Arab Pediatric Societies discussed their experiences and His Majesty the King's request to bring 2000 children from Gaza to Jordan for medical care.</p> <p>Why: Because of the ongoing health and humanitarian crisis in Gaza, meeting with pediatricians is especially important. Pediatricians in Jordan joined medical missions to Gaza and play a role in facilitating aid into Gaza as well as treating children who are medically evacuated for care inside of Jordan.</p> <p>Presenters: Dr. Basim Al Zoubi, head of the Union of Arab Pediatric Societies, Dr. Joseph Haddad, incoming head of the International Pediatric Association</p> <p>Location: Grand Hyatt Hotel, Amman</p> <p>Assurance: The entirety of allotted time covered officially-connected activity</p>
Overnight at Grand Hyatt Hotel	

Monday, February 17th: US Embassy-Amman, Allenby Border Crossing, UNOCHA, Office of the Security Coordinator (USSC), Zoom with Gaza NGOs

07:30-08:15 Breakfast and checkout of hotel	
08:15-08:45 Transit to US Embassy	
08:45-09:00 Security screening, US Embassy	
09:00-10:30 US Embassy	<p>What: US Embassy and USAID staff welcomed the delegation to Jordan and introduced the U.S. relationship with the Hashemite Kingdom of Jordan. Recognizing the famine emergency in Gaza, US military and humanitarian aid has expanded to support Jordan's Humanitarian Aid Corridor by land and by air. Questions arose regarding the change in regime in Syria as well.</p> <p>Why: The United States deeply values its long history of cooperation and friendship with Jordan, with which it established diplomatic relations in 1949. The United States appreciates the special leadership role that Jordan plays in advancing peace and moderation in the region. The United States and Jordan share the mutual goals of a comprehensive, just, and lasting peace in the Middle East and an end to violent extremism that threatens the security of Jordan, the region, and the entire globe. U.S. policy seeks to reinforce Jordan's commitment to peace, stability, and moderation. In light of ongoing regional unrest, the United States has helped Jordan maintain its stability and prosperity through economic and military assistance and through close political cooperation.</p> <p>Presenter: Jason Meisner, USAID; Col. Robert Gillespie, Defense Attache</p> <p>Location: U.S. Embassy, Amman</p> <p>Assurance: The entirety of allotted time will be covering officially-connected activity.</p>
10:30-11:30 Transit to Allenby border crossing	

11:30-13: VIP service for crossing border to Israeli side	
NOTE There is a one hour time difference between Amman and Jerusalem, we will gain one hour after crossing at Allenby	
12:30-13:00 Transit to Jericho restaurant for take-out lunch	
13:00-14:00 Lunch	Cable Car restaurant
14:00-14:50 Transit to UNOCHA office	
14:50-16:25 Meeting with UNOCHA	<p>What: Discussion of the humanitarian need and relief required in the West Bank, East Jerusalem and Gaza, and the challenges faced in providing that aid. Using detailed maps, UNOCHA staff discussed how their operations have changed since the war in Gaza began, and what they are seeing on the ground in Gaza. Discussion also included settler violence in the West Bank, and the role this and settlement expansion has played in the security situation there.</p> <p>Why: A major goal of our fact-finding tour is to show the House Staff how US aid benefits the health and safety of Palestinian children — to do this, they learned about the depth of the humanitarian crisis in Gaza, the West Bank, and East Jerusalem</p> <p>Presenter: Ofir Feuerstein, UNOCHA Communications Lead Location: UNOCHA Office, East Jerusalem Assurance: The entirety of allotted time covered officially-connected activity.</p>
16:15-16:30 Transit to Saint George Cathedral Guesthouse	Short walk back to the Saint George Cathedral Guesthouse
16:30-16:45 Check in and settle into rooms	
16:45-18:30 Sean Moffatt, Political-Military Officer, Office of the Security Coordinator	<p>What: A discussion about settler violence in the West Bank, and the role of the Office of the Security Coordinator in addressing it while working with their Israeli and Palestinian counterparts. Of note the Office of the Security Coordinator now has the support and participation of some 15 countries.</p>

	<p>Why: The Office of the Security Coordinator for Israel and the Palestinian Authority is tasked with strategizing with and intervening with the Israeli Army and the Palestinian police to assure the safety and security of Israelis and Palestinians in the West Bank.</p> <p>Presenter: Sean Moffatt, Political-Military Officer, OPA/Office of the Security Coordinator (USSC)</p> <p>Location: Saint George Cathedral Guesthouse, Jerusalem</p> <p>Assurance: The entirety of allotted time will be covering officially-connected activity</p>
<p>18:45-20:00 Zoom meeting with RA's Gaza NGO partners</p>	<p>What: Rebuilding Alliance has worked with Palestinian Non-Governmental Organizations in Gaza since 2003. Through the end of February, 2025, Rebuilding Alliance was working with the World Food Program to serve 70,000 daily hot meals in Gaza. This meeting provided congressional staff the opportunity to speak directly with RA's Gaza Program Manager and our NGO partners who live in Gaza to hear about the challenges they are facing and what they see as possibilities for their future.</p> <p>Why: The delegation heard directly from NGOs in Gaza to hear about their work during this time of ceasefire, learn what they are seeing around them, and explore tangible actions that can be taken to ameliorate famine, malnutrition, and disease and provide housing and recovery.</p> <p>Presenters: Rebuilding Alliance staff in Gaza, led by RA's Gaza Programs Manager, Rafeek Almadhoun</p> <p>Location: Saint George Cathedral Guesthouse, Jerusalem</p> <p>Assurance: The entirety of allotted time will be covering officially-connected activity</p>
<p>20:00-21:00 Dinner</p>	
<p>Overnight Saint George Cathedral Guesthouse</p>	

Tuesday, February 18th: Political Counselor from US Embassy Jerusalem, Mount Scopus/Mount of Olives overlook, Jerusalem Old City, Latin Patriarchate, Dinner meeting with Israeli doctors

<p>08:45-10:30 Coffee/breakfast meeting with Leslie Hayden, Political Counselor, US Embassy</p>	<p>What: Meeting with a senior U.S Counselor for Political Affairs</p> <p>Why: Discussing the structure of the U.S. Embassy to Israel, and the State Dept. presence in the region, as well as U.S. policy challenges. Discussion focused on the humanitarian crisis in Gaza and what role the US plays in resolving it.</p> <p>Presenter: Leslie Hayden, U.S Counselor for Political Affairs, US Embassy, Israel</p> <p>Location: Saint George Cathedral Guesthouse, Jerusalem</p> <p>Assurance: The entirety of allotted time will be covering officially-connected activity</p>
<p>10:30-10:45 Break</p>	
<p>10:45-11:15 Transit to Mount Scopus and Mount of Olives</p>	<p>Via minibus</p>
<p>11:15-12:45 Mount Scopus and Mount of Olives overview of Jerusalem</p>	<p>What: Overview of Jerusalem’s evolution as a center point in the Israeli-Palestinian conflict, including the 1948 Green Line, the 1967 conquests, East Jerusalem and West Bank annexations, Jewish neighborhoods/settlements, Palestinian neighborhoods, and discussion of civil status in the city of Jerusalem. Speaker used maps of the Old City and Jerusalem area to explain historical and geopolitical reality and changes in the city.</p> <p>Why: This presentation is relevant to the mission of the trip and the Congressional Staff’s official duties because it provided the staff with the base of information that they will need and draw upon throughout the remainder of the trip.</p> <p>Presenter: Itamar Shapira, LLM tour leader</p> <p>Location: Mount Scopus and Mount of Olives, Jerusalem, Israel</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
<p>12:45-13:00 Transit to Old City</p>	

13:00-13:15 Lunch while walking	
13:15-15:45 Jerusalem Old City Tour	<p>What: This walk around the Old City of Jerusalem included significant religious, historical, and cultural sites and neighborhoods to help Congressional staffers begin to understand the varied aspirations of Palestinians and Israelis. Tour through the Muslim Quarter of the City highlighted the recent expansion of Israeli settlements in the Quarter, and how this issue has increased tensions between residents. The tour also visited the Jewish Quarter as well as the Western Wall, to discuss Jewish history and presence in the Old City.</p> <p>Why: A major objective is to provide the Congressional staff with an understanding of the history of the city of Jerusalem, from ancient to modern times, leading up to the current conditions.</p> <p>Tour Guide: Itamar Shapira, LLM tour guide Location: Old City of Jerusalem Assurance: The entirety of allotted time covered officially-connected activity.</p>
15:45-16:00 Transit to Latin Patriarchate Office	Short walk
16:00-17:00 Meeting with Fr. David Melli, Chancellor of the Latin Patriarch's Office	<p>What: The Latin Patriarch of Jerusalem is the archbishop of Latin Church Catholics of the Archdiocese of Jerusalem with jurisdiction for all Latin Catholics in Israel, Palestine, Jordan and Cyprus. Meeting with one of Patriarch Pizzaballa's closest advisors, the Rev. Davide Meli, Chancellor of the Latin Patriarchate.</p> <p>Why: The Latin Patriarch's Office worked with the Jordanian Air Force and Rebuilding Alliance to deliver emergency aid on Christmas Eve 2023 to the families taking refuge in the Holy Family Church in Gaza City. This meeting discussed other interventions undertaken by the Latin Patriarchate, and their humanitarian work ongoing in Gaza.</p> <p>Presenter: Father Davide Meli , Chancellor of the Latin Patriarchate; Location: Meeting Room at the office of the Latin Patriarchate Assurance: The entirety of allotted time covered officially-connected activity.</p>
17:00-18:00 Tour of Holy Sepulcher	<p>What: Continuation of earlier Old City Tour, through the Christian Quarter.</p> <p>Why: A visit to the Church of the Holy Sepulchre in the Christian Quarter to learn about Christian presence and history in the Old City of Jerusalem</p>

	<p>Presenter: Itamar Shapira, LLM Tour Guide Location: Old City of Jerusalem Assurance: The entirety of allotted time covered officially-connected activity.</p>
18:00-18:30 Transit to Saint George Cathedral Guesthouse	Walking
18:30-19:00 Free time	
19:00-19:45 Dinner	
19:45-21:45 Meeting with Israeli doctors and early childhood education specialists	<p>What: Meeting with Israeli doctor and early childhood education and health specialists Why: A couple that works with Palestinian colleagues in the health sector and advances peace work through a focus on children and health included demonstrations of Margalit's unique approach to early childhood education, involving the use of "persona dolls". Ran Harounoff described his work to set up after school safe spaces for children in an effort to build understanding and peace.</p> <p>Presenter: Margalit Zvi and Dr. Amitay Zvi, Ran Harounoff (founder of Early Starters International) Location: Saint George Cathedral Guesthouse, Jerusalem Assurance: The entirety of allotted time covered officially-connected activity.</p>
Overnight at Saint George Cathedral Guesthouse	

Wednesday, February 19th: Tour of Hebron H1/H2, South Hebron Hills Villages (Susiya, Um Al Kheir)	
07:00-07:45 Breakfast	
07:45- 09:00 Transit to Hebron	Via minibus
09:00-12:45 Tour of Hebron, H1 and H2 areas including Shuhada street and Jewish settlements	<p>What: Hebron is a city divided between Palestinians and Israeli settlers, with a heavy Israeli military presence. Palestinian homes and buildings were and are being taken over by Israeli settlers in Hebron and the major business district of Shuhada Street is closed. The delegation visited the Tomb of the Patriarchs and the Ibrahimi Mosque, the site of the 1994 massacre which led to the partitioning of both the building and the city itself.</p> <p>Why: A major objective is to provide the House Staff with an understanding of the history of the Israeli-Palestinian conflict leading to the current conditions and any discussion of that history must include discussion of religious and historical sites in Hebron, as well as the history of the city.</p> <p>Presenters: Marah, Hebron Chamber of Commerce and guide Itamar Shappira.</p> <p>Location: Hebron</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
12:45-13:30 Transit to Susiya	Via minibus
13:30-14:00 Lunch	
14:00-15:15 Overview of the history of the Palestinian village of Susiya, meeting local leaders	<p>What: In 2013, the Sub-Committee for Planning and Licensing of the Civil Administration’s Supreme Planning Council rejected the village’s proposed master plan stating that the “women and children would be better off living somewhere else.” In 2015, Israel’s High Court decided that the Palestinian Village of Susiya can be demolished before its case is even heard, and the case is still pending. We heard their story and learned of their aspirations to see the recognition of their master plan and live and build their future on their land without fear of demolition or settler violence.</p> <p>Why: Two things all towns do is issue building permits and control their police forces, neither of which is permitted in Area C of the West Bank. This trip considered the psycho-social ramifications of home</p>

	<p>demolitions and settler violence, and explored ways to prevent the demolition of Palestinian homes, schools, barns, and neighborhoods, and how to prevent settler attacks</p> <p>Presenters: Fatma Nawaja - head of Susiya Rural Women's Association and Social Worker with Rebuilding Alliance, and Ahmad Nawaja, high school student who has visited and briefed Congress</p> <p>Location: Nawaja family home, Susiya</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
15:15-15:45 Transit to village of Um al Kheir	Via minibus
15:45-17:15 Meeting with Um al Kheir community leaders	<p>What: The village of Umm al Kheir sits very close to the Israeli settlement of Carmel. Delegation met members of the community following a recent string of home demolitions by the Israeli Army. Delegation learned about the issue of home demolitions and settler violence in the South Hebron Hills area.</p> <p>Why: The issue of home demolitions and settlements/settler violence are on the rise in the West Bank, and two of the biggest obstacles to peace.</p> <p>Presenter: Eid Suleiman, Rebuilding Alliance Staff</p> <p>Location: Umm Al Kheir</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
17:15-18:30 Transit back to Jerusalem	Via minibus
18:30-19:20 Free time	
19:20-19:30 Transit to Eskadunia Restaurant for dinner	Short walk
19:30-21:30 Dinner	
21:30-21:40 Transit back to restaurant	Short walk
Overnight at Saint George Cathedral Guesthouse	

Thursday, February 20th: PA Health Ministry, Meeting RA's West Bank Staff in Ramallah, Palestinian physician Dr. Ali Shar, Physicians for Human Rights Israel, Augusta Victoria Hospital	
07:00-07:20 Breakfast	
07:30-09:00	Via minibus
09:00-10:30 Meeting with Palestinian Minister of Health	<p>What: Meeting with staff at the Palestinian Health Ministry</p> <p>Why: To discuss the state of health in the Palestinian Territory, particularly the health crisis in Gaza and what the priorities of the Ministry are.</p> <p>Presenter: Majed Abu Ramadan, Minister of Health; Maria Al Aqra, Head of International Cooperation</p> <p>Location: Palestinian Health Ministry, Ramallah</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
10:30-10:45 Transit to Darna Restaurant	
10:45-13:30 Meeting and lunch with Rebuilding Alliance's West Bank staff and Palestinian physician Ali Shar	<p>What: Meeting with Palestinian doctor and West Bank based Rebuilding Alliance staff</p> <p>Why: Palestinian Dr. Ali Shar works closely with Dr. Amitay and Margalit Ziv, with whom we met earlier in the trip. Dr. Shar shared his experiences and his work. Rebuilding Alliance staff based in the West Bank gave Congressional staff insight into what life is like in the West Bank, particularly as American citizens, and what type of interventions are needed.</p> <p>Presenters: Dr. Ali Shar and RA staff</p> <p>Location: Darna Restaurant, Ramallah</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
13:30-15:45 Transit to Jerusalem to Augusta Victoria Hospital	Via minibus
15:45-18:15 Meeting with Physicians for Human Rights Israel and staff at Augusta Victoria Hospital	<p>What: Joint Meeting with Physicians for Human Rights Israel (PHRI) and Augusta Victoria Hospital (AVH) staff, tour</p> <p>Why: PHRI: Over 14,000 people in Gaza are in critical need of medical evacuations, including children. PHRI's petitions to the Israeli courts press COGAT to develop a clear system to allow the medical</p>

	<p>evacuation of children and adults for care, especially including the East Jerusalem Hospitals Network which is nearby.</p> <p>AVH: The Augusta Victoria Hospital is owned and operated by the Lutheran World Federation (LWF), located on the Mount of Olives in Jerusalem, and receives critical funding from the United States. It is a center of medical excellence in East Jerusalem, serving the five million Palestinians in the West Bank and Gaza. As one of the six hospitals in the East Jerusalem Hospitals Network (EJHN), AVH offers specialized care not available in other hospitals in the West Bank and Gaza, including radiation therapy for cancer patients and pediatric hemodialysis. Now, patients in Gaza cannot evacuate to receive life saving care here.</p> <p>Presenter: Mays Medleg, Sima Wattad, International Advocacy Coordinators; Aseel Aburass, Managing Director oPt; Sieglinde Weinbrenner, Lutheran World Federation (LWF), Dr. Fadi Atrash, CEO of Augusta Victoria Hospital</p> <p>Location: Augusta Victoria Hospital, Jerusalem</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
18:15-18:30 Transit to hotel,	Via minibus
18:30-19:30 Free time	
19:30-19:45 Transit to American Colony Hotel for dinner	Via minibus / walking
19:40-21:35 Dinner at American Colony Hotel	
21:35-21:45 Transit back to hotel	Walk from the American Colony
Overnight at Saint George Cathedral Guesthouse	

Friday, February 21st: Office of Palestinian Affairs, World Health Organization, World Food Programme, Khan al Ahmar, Kfar Adumim	
08:00-09:30 Breakfast meeting with Lourdes Lamela, Deputy Chief of the Office of Palestinian Affairs	<p>What: Meeting with the Deputy Chief of the Office of Palestinian Affairs. This meeting included a discussion about the State Department's role in Jerusalem, the West Bank, and Gaza.</p> <p>Why: This discussion is relevant to the House staff's official duties because as the Deputy Chief of the U.S. of Palestinian Affairs, Ms. Lamela is responsible for U.S. relations with the Palestinian Authority and the Palestinian people in the West Bank, Jerusalem, and Gaza</p> <p>Presenter: OPA Deputy Chief Lourdes Lamela Location: St. George Cathedral Guesthouse, in Jerusalem Assurance: The entirety of allotted time covered officially-connected activity</p>
09:45-10:00 Transit to World Health Organization (WHO)	
10:00-11:20 Meeting with WHO	<p>What: Meeting with World Health Organization team to discuss the health crisis in Gaza and the issues facing medical access, medical missions to Gaza, and medical evacuations</p> <p>Why: One of the goals of this trip was to focus on what can be done to provide medical access in Gaza. W.H.O. works extensively in the region and gave insight into the challenges they face operating in Gaza and the West Bank.</p> <p>Presenter: Dr. Catherine Smallwood, Health Emergency Team Lead; Juan Gostoso, Trauma Leader; Hazem Khwais, Program Management Location: W.H.O. Office, Jerusalem Assurance: The entirety of allotted time will be covering officially-connected activity.</p>
11:20-11:45 Transit to World Food Programme Office	Via minibus
11:45-13:00 Meeting with WFP	<p>What: Meeting with World Food Programme staff to discuss the humanitarian crisis in Gaza.</p> <p>Why: Rebuilding Alliance partners with WFP to provide hot meals in</p>

	<p>Gaza; WFP discussed aid challenges in Gaza and how U.S. could better support aid delivery</p> <p>Presenter: Jane Waite, Regional advisor and Head of Social Protection Location: WFP Office, Beit Hanina, Jerusalem Assurance: The entirety of allotted time covered officially-connected activity</p>
<p>13:00-13:30 Transit to Khan al Ahmar</p>	<p>Via minibus</p>
<p>13:30-14:00 Meeting with Community leaders, Tour of village and kindergarten</p>	<p>What: Al Khan Al Ahmar, a Bedouin community standing between Jerusalem and the E1 corridor/Maale Adumim settlement bloc, has long been threatened with forced displacement. This village, which predates the settlements around it, is one of the last Palestinian villages standing in the way of connecting the massive Maale Adumim settlement bloc to Jerusalem. Our meetings with a local leader discussed the history of the area, the current legal standing of the court case filed against the community pressing for relocation, the recurring attacks by some of the settlers who live in the neighboring Kfar Adumim, and the efforts by other Kfar Adumim settlers to keep them safe.</p> <p>Why: E1 refers to the area between Jerusalem and the Maale Adumim- a massive bloc of settlements outside Jerusalem and in the West Bank. The small Bedouin community of Al Khan Al Ahmar has been at the center of court cases in Israel for years, with the State wanting the community evacuated and moved elsewhere. The vilalges of Al Khan al Ahmar have presented a professionally-developed Master Plan that is ignored by the Government of Israel who insists that forced evacuation is for the community's own good, but the skeptics say it is to remove the final barrier to making Maale Adumim part of the Greater Jerusalem area and Israel proper. This area has received international support from Europe and the U.S., which has helped keep it standing for now.</p> <p>Presenter: Eid Abu Khamees Jahalin Location: Khan Al Ahmar Assurance: The entirety of allotted time covered officially-connected activities.</p>

14:00-14:55 Lunch and discussion	
14:55-15:15 Transit to Kfar Adumim	Via minibus
15:15-16:35 Meeting with Kfar Adumim community leaders	<p>What: Meeting with local leaders from the Kfar Adumim settlement near Al Khan Al Ahmar who seek to be good neighbors.</p> <p>Why: This is relevant to the mission of the trip because our program explores ways that various groups, from both sides, are able to come together to work towards peace. Contrary to the overriding narrative, there are some Israelis living in Israeli settlements who are working to help ensure that their Palestinian neighbors are able to choose their own future including the ability to stay on their land.</p> <p>Presenter: Good neighbors who live in Kfar Adumim Location: Private home, Kfar Adumim Assurance: The entirety of allotted time will be covering officially connected activity.</p>
16:35-17:50 Transit to Saint Elias Hotel, Beit Sahour	Via minibus
17:50-19:30 Check in and settle into rooms, free time	
19:30-19:45 Transit to Tent Restaurant for dinner	Via minibus
19:45-21:15 Dinner	
21:15-21:30 Transit back to hotel	Via minibus
Overnight at Saint Elias Hotel, Beit Sahour	

Saturday, February 22nd: Caritas Baby Hospital, Rachel's Tomb and the Wall, Bethlehem's Manger Square and Church of the Nativity, Debrief and discussion	
08:15-09:00 Breakfast	
09:30-9:45 Transit to Caritas Children's Hospital	Via minibus
9:45-11:45 Tour and meeting with doctors and families	<p>What: Caritas Baby Hospital is now the only exclusively pediatric hospital in the West Bank serving about 50,000 children a year.</p> <p>Why: Palestinian hospitals in the West Bank are barred from accepting patients from Gaza, specifically the medical evacuations of children and youth. We learned about the facility and met the staff to help understand their challenges and how the medical aid corridor can be reopened.</p> <p>Location: Caritas Baby Hospital, Bethlehem</p> <p>Presenters: Shireen Khamis, Marketing and Communication Manager; Raneen Al Arja, Senior Executive Administrator, Strategy and Performance Department Manager; Dr. Nader Handal, Pediatric Neurologist</p> <p>Assurance: The entirety of allotted time will be covering officially-connected activity</p>
11:45-13:15 Tour of Rachel's Tomb area, Separation Wall	<p>What: A look at the wall and the area around Rachel's Tomb (inaccessible from the Bethlehem side), a site that is important for both Palestinians and Israelis but that is now almost entirely encircled by the wall- and accessible only to Israelis. This visit includes a walk along the separation wall and an introduction to the geo-politics of the Bethlehem area.</p> <p>Why: One of the missions of this trip is to discuss barriers to peace and the separation wall has long been considered by the Palestinians to be an Israeli attempt to create more facts on the ground, and to include as much Palestinian land on the Israeli side as possible.</p> <p>Presenter: Said Zarzar, HLT Tour Guide</p> <p>Location: Bethlehem</p>

	Assurance: The entirety of allotted time will be covering officially-connected activity
13:15-13:30 Transit to restaurant for lunch	Via minibus
13:30-14:10 lunch	
14:10-14:15 Transit to Church of the Nativity	Short walk across Manger Square
14:15-15:15 Tour of Manger Square, Church of Nativity, Old City	<p>What: The tour included Manger Square, Saint Catherine’s Church and the Church of the Nativity, with a focus on Christian history in the Palestinian Territories. The Church of the Nativity is the oldest site continuously used as a place of worship in Christianity, and the basilica, dating back to 325 is the oldest major church in the Holy Land.</p> <p>Why: This presentation is relevant to the mission of the trip and the Congressional staff’s official duties because it meets one major goal of this trip: to provide participants with an understanding of the history of the region which must include religious sites. Discussion also included the impact that tourism in Bethlehem, particularly the Old City, has on the economy of Palestine.</p> <p>Location: Manger Square, Bethlehem Tour Guide: Sana Zarzar Assurance: The entirety of allotted time will be covering officially-connected activity</p>
15:15-16:00 Free time for shopping	
16:00-16:10 Transit to Holy Land Trust office, Bethlehem	Short walk across Manger Square
16:10-18:30 Debrief and discussion	What: A time for debriefing, discussion, and reflection on the experiences the delegation has had up to this point.

	<p>Why: It is important to give the members of the delegation an opportunity to discuss everything they have experienced, and to ask their tour guides, RA staff, and each other, questions.</p> <p>Presenters: Tour guides, Holy Land Trust</p> <p>Location: Holy Land Trust Office, Bethlehem</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
18:30-18:40 Transit back to hotel	Via minibus
18:40-19:45 Free time	
19:45-20:00 Transit to restaurant	Short walk from hotel
20:00-21:30 Dinner	
21:30-21:45 Transit back to hotel	Short walk
Overnight at the Saint Elias Hotel, eBit Sahour	
Sunday, February 23rd: Border Crossing to Jordan, UNRWA, UNICE, Closing Dinner	
06:30-07:15 Breakfast and check out of hotel	
07:15-08:45 Transit to the border	Via minibus
08:45-11:15 Border crossing	
*Note time change Time moves ahead by one hour, as Jordan is one hour ahead of Israel	

12:15-13:15 Transit to UNRWA Office	Via minibus
13:15-15:15 Meeting with UNRWA	<p>What: With Congress defunding UNRWA, it is important to see and understand the scope and scale of the work that they do</p> <p>Why: Jordan is the largest of the five locations in which UNRWA works, supporting more than one million Palestinian refugees across the kingdom. It has 25 health centers in Jordan, doing 1.6 million annual medical consultations. Because UNRWA Jordan serves about 43,000 patients, a cut in funding could have a serious effect, not just on ongoing treatment but also on the prevention of health issues, especially among young mothers and babies.</p> <p>Instead of a cut in funding, if anything, the health centers need more money to deal with increased demand after the COVID-19 pandemic. In the 10 official camps across Jordan, UNRWA also provides waste management services for more than 400,000 refugees, which is essential in preventing disease.</p> <p>The UNRWA operates 161 schools, serving more than 100,000 students in Jordan. UNRWA also provides vocational training to nearly 4,000 students who cannot afford university.</p> <p>Speaker: Olaf Becker, Director of UNRWA-Jordan; Antonia Maria De Meo, Deputy Commissioner General, Operational Support; Meeting with students who were elected into UNRWA's youth parliaments</p> <p>Location: UNRWA North Amman Field Office and Health Center/School</p> <p>Assurance: The entirety of allotted time covered officially-connected activity.</p>
15:15-15:55 Transit to UNICEF Office	Via minibus
15:55-17:25 Meeting with UNICEF	<p>What: Meeting with UNICEF</p> <p>Why: This meeting focused on the overall state of child health and welfare in Gaza. Discussion also covered the recent case of polio in Gaza, and subsequent vaccination campaigns, including what more is needed to protect children and families in Gaza from disease, malnutrition, and famine and to restore mental health</p>

	<p>Presenter: Salim Oweis, Communications and Advocacy Officer; Tess Ingram, Communications Manager</p> <p>Location: UNICEF Office, Abdul Qader alAbed, Amman, Jordan</p> <p>Assurance: The entirety of allotted time covered officially-connected activity</p>
17:25-18:00 Transit to Hotel Antika	
18:00-18:45 Free time	
18:45-19:00 Transit to dinner	Short walk
19:00-20:00 Closing dinner	
20:00-20:15 Transit back to hotel	Short walk
20:15-20:55 Transit to Queen Alia International Airport	Via minibus
Departures at 23:20 from Queen Alia International Airport	<p>Royal Jordanian Flight 622 Departure 23:20 Amman, Jordan Queen Alia International (AMM) Arrival 03:20 Abu Dhabi Zayed International Airport (AUH)</p> <p>Etihad Airways Flight 5 Departure 10:30 Abu Dhabi Zayed International Airport (AUH) Arrival: 16:25 Washington, D.C. Dulles International Airport (IAD)</p>
Monday, February 24th: Arrivals back in Washington	

COMMITTEE ON ETHICS

TRAVELER FORM

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

This form and any attachments may be submitted at 1015 Longworth House Office Building or travel.requests@mail.house.gov.

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

Name of Traveler: BENJAMIN JOSEPH CLARDY

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): JOHN CARTER (TX-31)

Office Address: 2208 RAYBURN HOB

Telephone Number: 202-225-3864

Email Address of Contact Person: Benjamin.Clardy@mail.house.gov

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

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

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

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

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: BENJAMIN JOSEPH CLARDY
2. Sponsor(s) who will be paying or providing in-kind support for the trip: REBUILDING ALLIANCE
3. City and State **OR** Foreign Country of Travel: JORDAN, JERUSALEM, ISRAEL, WEST BANK
4. a. Date of Departure: Feb-14-2025 Date of Return: Feb-24-2025
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? **If yes:**
 - (1) Name of Accompanying Family Member: _____
 - (2) Relationship to Traveler: Spouse Child Other (specify): _____
 - (3) Yes No Accompanying Family Member is at least 18 years of age?
6. a. Yes No Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.

NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.
I am legislative correspondent and handle the foreign policy/SFOPS portfolio. On this delegation, I will meet with U.S. embassy staff and local stakeholders to evaluate U.S. foreign policy, and measure the effectiveness of foreign aid appropriations.
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: 1-14-2025



U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

February 12, 2025

Mr. Benjamin Clardy
Office of the Honorable John Carter
2208 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Clardy:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Jordan and Israel,¹ scheduled for February 14 to 24, 2025, sponsored by Rebuilding Alliance.

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.

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

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

Sincerely,



Michael Guest
Chairman



Mark DeSaulnier
Ranking Member

MG/MD:eme