

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: Jacqueline Olvera
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: May 24, 2025 Return: June 1, 2025
b. Dates at Personal Expense, if any: May 31, 2025 - June 1, 2025 **OR** None
4. Departure City: Washington D.C. Destination: Japan: Tokyo & Osaka Return City: Washington D.C.
5. Sponsor(s), Who Paid for the Trip: Japan Center for International Exchange
6. Describe Meetings and Events Attended: _____
Meetings and roundtables with leading policy experts and high-level government, civil society, and private sector leaders.
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: Jacqueline Olvera Date: 06/13/2025

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: Morgan Luttrell Date: 06/13/2025

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: Japan Center for International Exchange

2. Travel Destination(s): Japan: Tokyo and Osaka

3. Date of Departure: May 24, 2025 Date of Return: May 31, 2025

4. Name(s) of Traveler(s): Jackie Olvera

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 | \$3,913.83 | \$1,676.88 | \$408.58 | \$36.10 (Osaka Expo admission fee) |
| 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: _____ Date: June 13, 2025

Name: Kazuyo Kato Title: Executive Director

Organization: Japan Center for International Exchange

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

Address: Interchurch Center, 475 Riverside Drive, Suite 731, New York, NY 10115

Telephone: 212-679-4130 Email: kkato@jcie.org

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

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

COMMITTEE ON ETHICS

TRAVELER FORM

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

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

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: Jacqueline Olvera

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: Jacqueline Olvera

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Rep. Morgan Luttrell

Office Address: 444 Cannon House Office Building

Telephone Number: 202-225-4901

Email Address of Contact Person: jackie.olvera@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

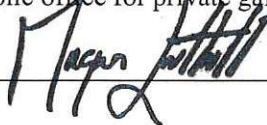
1. Name of Traveler: Jacqueline Olvera
2. Sponsor(s) who will be paying or providing in-kind support for the trip: _____
Japan Center for International Exchange
3. City and State **OR** Foreign Country of Travel: Japan
4. a. Date of Departure: May 24, 2025 Date of Return: June 1, 2025
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: May 31-June 1, 2025
5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? **If yes:**
 - (1) Name of Accompanying Family Member: _____
 - (2) Relationship to Traveler: Spouse Child Other (specify): _____
 - (3) Yes No Accompanying Family Member is at least 18 years of age?
6. a. Yes No Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**
As Legislative Director, this trip will help me gain a better understanding of the dynamics of U.S.-Japan relations. It will also provide valuable insight into Japan's political, economic, trade, and foreign policy.
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: April 23, 2025

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:
Japan Center for International Exchange
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: May 24, 2025 Date of Return: May 31, 2025
7. a. City of departure: May 31, 2025
b. Destination(s): Japan: Tokyo and Osaka
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:
 JCIE is the sole sponsor of the trip, meaning we cover all expenses related to the program, select participants, develop the trip agenda, arrange all meetings and travel logistics, and attend to the delegation through out the program. JCIE promotes US-Japan dialogues on issues of mutual concern, and this program is designed to provide senior staffers with a deeper understanding of US-Japan relations and the dynamics of Japanese policymaking.
-

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): approx \$114
 - 2) Provide the reason for selecting the location of the event or trip: Tokyo was chosen as it is Japan's capital city. Osaka is host of Expo 2025 and is one of Japan's largest commercial centers.

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

Hotel Name: Hotel New Otani City: Tokyo Cost Per Night: \$288
 Reason(s) for Selecting: Affordability and proximity to the Japanese Diet.

Hotel Name: Hotel Nikko Osaka City: Osaka Cost Per Night: \$216
 Reason(s) for Selecting: Affordability and proximity to downtown Osaka and locations we'll visit.

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 Transportation Expenses per Participant | Total Lodging Expenses per Participant | Total Meal Expenses per Participant |
|---|--|---|--|
| For each Member, Officer, or Employee | \$4,005 | \$1,656 | \$573 |
| For each Accompanying Family Member | N/A | N/A | N/A |

| | Other Expenses (dollar amount per item) | Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.) |
|---------------------------------------|--|--|
| For each Member, Officer, or Employee | \$36.10 | 5/29: Osaka Expo admission fee |
| For each Accompanying Family Member | N/A | |

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: June 13, 2025
 Name: Kazuyo Kato Title: Executive Director
 Organization: Japan Center for International Exchange
 Address: Interchurch Center, 475 Riverside Drive, Suite 731, New York, NY 10115
 Email: kkato@jcie.org Telephone: 212-679-4130

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
Mark DeSaulnier, California
Ranking Member

John H. Rutherford, Florida
Andrew R. Garbarino, New York
Ashley Hinson, Iowa
Nathaniel Moran, Texas

Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland
Sylvia R. Garcia, Texas
Suhas Subramanyam, Virginia



ONE HUNDRED NINETEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

Jordan Downs
Chief of Staff to the Chairman

David Arrojo
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515-6328
Telephone: (202) 225-7103
<https://Ethics.House.gov>

May 20, 2025

Ms. Jacqueline Olvera
Office of the Honorable Morgan Luttrell
444 Cannon House Office Building
Washington, DC 20515

Dear Ms. Olvera:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Japan,¹ scheduled for May 24 to June 1, 2025, sponsored by Japan Center for International Exchange. We note that this trip includes one day at your personal expense.

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:amr

JAPAN CENTER FOR INTERNATIONAL EXCHANGE (JCIE)
US Congressional Staff Exchange Program

2025 Delegation to Japan
May 24 – May 31

ITINERARY

Friday, May 23

12:20 Jacob Glasser departs Washington Dulles International Airport (IAD) on UA 803

Saturday, May 24 *Travel day

12:20 Juliana Fleming, Jamari Hartley, Jackie Olvera, Isabel Sanchez, Lauren Wiegand depart Washington Dulles International Airport (IAD) on UA 803
**Participants to arrange their own transportation from home to airport.*

15:25 Jacob Glasser arrives at Haneda Airport (HND) on UA 803

Sunday, May 25 *Travel day

15:25 Juliana Fleming, Jamari Hartley, Jackie Olvera, Isabel Sanchez, Lauren Wiegand arrive at Haneda Airport (HND) on UA 803

Travel by minibus to Hotel New Otani Main Bldg to check in.

18:30 Meet in the lobby and walk to the dinner restaurant.

18:45-20:00 Welcome Dinner & Orientation

Review of the week's activities and meeting interlocutors with JCIE staff

JCIE staff: Kazuyo Kato, Executive Director, JCIE USA
Stephen McHugh, Program Officer, JCIE USA
Kevin Bayes, Program Assistant, JCIE USA

Location: U-25 Sudatsu Uokin Akasaka Restaurant

Accommodation

Hotel New Otani The Main

4-1 Kioi-cho, Chiyoda-ku, Tokyo 102-8578, Japan

Tel: 81-3-3265-1111 | Fax: 81-3-3221-2619

<https://www.newotani.co.jp/en/tokyo/>

Monday, May 26

- 08:30 Meet in the lobby of the Main bldg. and travel to Yomiuri HQ by minibus.
- 09:00-10:15 **Japanese media perspectives on key political issues in Japan and foreign affairs** (1.25 hrs.)
Two leading journalists from major news outlets in Japan will help set the scene for the rest of the trip by providing an overview of key domestic political issues and the mood among the Japanese public, as well as their views on the developments in the United States and the rest of the world.
- Location: Yomiuri Headquarters (Tokyo)
Speakers: **Mr. Hiroyuki Akita**, Commentator, *The Nikkei*
Ms. Aya Igarashi, Deputy Vice Chair of the Editorial Board, *The Yomiuri Shimbun*
- 10:15-10:40 Travel to JETRO by minibus.
- 10:40-12:00 **Discussion with Japan External Trade Organization (JETRO) on US-Japan trade and investment relations** (1.25 hrs.)
Experts of JETRO, a government-related organization promoting mutual trade and investment between Japan and the rest of the world, will discuss Japan's global trade and investment trends including between the United States, and opportunities for greater US-Japan trade and investment.
- Location: JETRO Headquarters
Speakers: Americas Division, Research & Analysis Dept. staff including **Ms. Misako Ito** (Director), **Mr. Shinichi Isobe** (Deputy Director)
- 12:00-12:30 Travel to JIIA meeting location by minibus.
- 12:30-14:00 **Lunch conversation with Japan Institute for International Affairs (JIIA) scholar** (1.5 hrs.)
JIIA is one of Japan's leading private, nonpartisan policy think tank focused on foreign affairs and security issues. A Research Fellow will meet with the group to discuss her research work on U.S. politics and foreign policy as well as China's environmental diplomacy and policy.
- Location: Teuchi Soba Tameike (restaurant)
Speakers: **Dr. Yuumi Iijima**, Research Fellows (China's environmental diplomacy and policy)
- 14:00-14:30 Travel to MOFA offices by minibus.
- 14:30-16:00 **Briefing by the Ministry of Foreign Affairs (MOFA): Japan's Foreign Policy & US-Japan Space Cooperation** (1.5 hrs.)

MOFA officials and staff will discuss Japan's foreign policy priorities and challenges and how they relate to US-Japan relations. The meeting will also include a dedicated briefing on US-Japan space cooperation.

Location: MOFA office

Speakers: **Mr. Naoki Kumagai**, Deputy Director-General of the North American Affairs Bureau, plus 2-3 MOFA officials.

16:00-16:30 Travel to Tokyo station by minibus.

16:30-18:00 **Central Japan Railway Company (JR-Central) Briefing** (1.5 hrs.)
The group will visit JR-Central's General Control Center (GCC) at Tokyo Station and receive a briefing from JR-Central staff on the history, activities, and challenges of Japan's major railway company and its bullet trains, and lessons for American cities.

Location: Tokyo Station

Speakers: **Mr. Keiichi Kagayama**, Corporate Officer, JR-Central; **Mr. Kentaro Takeuchi**, General Manager, Consulting and Coordination Office, Overseas High-Speed Railway Project; and **Mr. Daichi Kato**

18:00 Return to Hotel New Otani by minibus.

Tuesday, May 27

7:30 Meet in lobby

07:45-09:15 **Breakfast discussion on US and Japanese domestic politics** (1.5 hrs.)
The group will hear from an expert on Japanese domestic politics about the political party dynamics in Japan and key political issues ahead of the Upper House election in July. Staffers are expected to share key developments and legislative priorities in the US Congress, and their interests on Japanese political developments

Location: Room Lapis L (16 Floor), Main building, Hotel New Otani

Speaker: **Yoichiro Sato**, Public Affairs Consultant and Founder, Wisteria Group Tokyo

9:15-10:00 Travel to NTT offices by minibus.

10:00-11:30 **Japan's cybersecurity policy: challenges and international collaboration** (1.5 hrs.)

The Chief Information Security Officer of Nippon Telephone and Telegraph corporation (NTT), one of the leading telecommunications companies in Japan, will brief the group on NTT's cybersecurity, Japan's "active cyber defense" efforts, and US-Japan collaboration in cybersecurity. The group will also have a quick tour of the company's Security Operation Center (SOC).

Location: NTT Security Holdings

Speakers: **Mr. Shinichi Yokohama**, Chief Information Security Officer, NTT (Nippon Telegraph and Telephone) Group & NTT staff.

11:30-12:00 Travel to JAMA location by minibus.

12:00-13:30 Lunch Meeting with **Japan Automobile Manufacturers Association (JAMA)** (1.5 hrs.)

The group will learn about JAMA's role in addressing the concerns and advancing the interests of its member companies. The discussion is expected to address prominent issues for the Japanese automobile industry such as the impact of US tariffs, supply chain resilience, energy security, and how they are integrating environmental and sustainability concerns as well as emerging technologies into their business.

Location: Restaurant "Shibazakura", The Prince Park Tower Tokyo Hotel

Speakers: **Shinichiro Oka**, VP, Director General, General Policy Affairs Division, JAMA; **Takehisa Yamakawa**, General Manager, General Policy Affairs Division, JAMA; plus representatives of JAMA member companies.

13:30-14:00 Travel to US Embassy by minibus.

14:00-15:00 **Briefing by the US Embassy in Tokyo on key issues in Japan and for US-Japan relations** (1 hr.)

The group will hear on-the ground perspectives from US Embassy staff on Japanese domestic politics, bilateral relations, and regional and global affairs.

Location: US Embassy in Tokyo

Speakers: **Mr. George Glass**, US Ambassador to Japan, plus embassy staff.

15:00-15:30 Travel to House of Councillors bldg. by minibus.

15:30-16:30 **Meeting with The Honorable Keiichiro Asao, Japan's Minister of Environment and Minister of State for Nuclear Emergency Preparedness** (1 hr: 30-minutes pre-visit briefing & 30-minute meeting)

Minister Asao is a veteran politician from the Kanagawa prefecture and a member of the Liberal Democratic Party. The meeting will be an opportunity to learn about Japan's key initiatives in Japan and globally on environmental issues, and in the context of Japan's energy needs and policy.

Location: House of Councillors Bldg.

16:30-17:30 Travel to Ministry of Justice/Diet members' bldg by minibus.

17:30-18:30 **Meeting with The Honorable Keisuke Suzuki, Japan's Minister of Justice** (1 hr: 30-minute pre-visit briefing & 30-minute meeting)

Minister Suzuki, a leading politician of the generation born in the 1970s and a member of the Liberal Democratic Party from Yokohama, Kanagawa with extensive experience in the United States, will share his views on US-Japan relations and engage in Q&A about the role of the Ministry of Justice in

ensuring the safety of Japanese citizens in Japanese society.

Location: Ministry of Justice

18:30 Return to Hotel New Otani by minibus.

Wednesday, May 28

07:45 Meet in the lobby.

08:00 Travel from Hotel New Otani to Yokosuka in Kanagawa by minibus.

09:30-11:30 **Tour & Briefing at the US Navy Yokosuka Base (2 hrs.)**
The group will tour the US Navy Base and receive a briefing on the US Seventh Fleet, the largest of the US Navy's forward-deployed fleets, and the US Naval Forces Japan, including its roles, responsibilities, and collaboration with Japan's Self-Defense Forces (SDF).

11:30-12:00 Travel to Japan's National Defense Academy by minibus.

12:00-16:00 **Tour & Briefing at Japan's National Defense Academy, a facility of Japan's Ministry of Defense (4 hrs.)**

Lunch with the Academy students (12:00-13:00)

The staffers will directly interact with the academy's students to learn about their motivations to join the SDF.

Welcome & Introduction by Professor Fumiaki Kubo (President), followed by facilities tour (13:00-14:00)

The President of the National Defense Academy, who is also a prominent scholar of American politics and US-Japan relations, will greet the staffers and exchange views on current developments in Japan and the United States as they relate to US-Japan relations.

Briefing on Japan's Defense Policy by Professor Matake Kamiya, Professor of International Relations (14:00-15:00)

The academy will brief and engage in Q&A on the key features of Japan's defense policy in the context of the security environment surrounding Japan.

Briefing on the Academy's Training and Research by Col. Seiichiro Akimitsu (JGSDF), Int'l Exchange Planning Officer (15:00-16:00)

Participants will learn how the academy educates and trains future Self-Defense personnel in the Ground, Maritime, and Air Self-Defense Forces as well as conduct necessary research.

16:00-16:15 Travel to Kamakura by minibus.

16:15-17:30 **Tour & Briefing: Kotoku-in Temple & Tsurugaoka Hachimangu (1.25 hr.)**
The group will visit two historical sites in Kamakura: (1) the Kotoku-in temple, where the Great Buddha of Kamakura, the second tallest bronze Buddha statue in Japan, stands, and (2) Tsurugaoka Hachimangu, the most important Shinto shrine in Kamakura. The group will receive briefings about

the role of religion in Japanese society and its influence on social philosophy and thought, and the historical significance of these sites.

- 18:00 Group dinner
- 19:30 Return to Hotel New Otani by minibus.

Thursday, May 29

- 07:20 Depart Hotel New Otani for Tokyo Station by minibus.
- 08:24-10:54 Travel from Tokyo station to Shin-Osaka station on bullet train

Briefing on Osaka Expo & History on train ride (9:00-10:00) (1 Hr.)

JCIE staff will use the train ride to Osaka to brief participants on the history of the original 1970 Osaka Expo and its role along with the Tokyo Olympics in 1964 in signaling Japan's return to the global community following the end of World War II.

- 11:30-12:30 Travel to World Expo 2025 by minibus.

12:30-17:00 **Tour & Briefings: The World Expo 2025 Osaka, Kansai, “*Designing Future Society for Our Lives*” (3.5 hrs.)**

The group will visit the Expo site which features over 80 Pavilions that showcase the cultures, technologies, and innovations from nations, international organizations, and private sector participants. The group will visit 2-3 Pavilions and receive scheduled briefings at the USA Pavilion and the Pasona Group's Pavilion, and the Osaka Healthcare Pavilion.

Location: Yumeshima (“Dream”) Island, Osaka Bay, Osaka, Kansai
<https://www.expo2025.or.jp/en/expo-map-index/access/>

Tour & Briefing at Osaka Healthcare Pavilion (12:30-13:30)

With the theme of “REBORN,” the exhibition will provide staffers with the opportunity to learn about future technologies being designed to aid in health, aging, and quality of life issues.

Tour & Briefing at the USA Pavilion (14:00-15:00)

USA Pavilion representatives will review the history of US-Japan cooperation at the Expo starting with the Osaka Expo 1970 and explain the thinking behind the Pavilion's displays to highlight US leadership in technology, space exploration, education, culture and innovation.

Tour & Briefing at Pasona's “NATUREVERSE” Pavilion (15:00-16:30)

Pasona representatives will discuss the company's vision behind its pavilion and its components including future medicine, human and environment-friendly food, beating heart created by iPS cells, etc. They will also discuss areas for US-Japan collaboration in their business.

- 17:00-18:00 Travel to restaurant by minibus.
- 18:00-20:00 **Group dinner with Youth Ambassadors (YAs) of the USA Pavilion & US Consulate General Osaka-Kobe Representative (2 hrs.)**
The group will get an insider view of the Expo from several of the 88 Youth Ambassadors of the USA Pavilion who serve as the “Faces of America” to help guide the Expo’s 28+ million expected visitors. The YAs will share their experiences in US-Japan relations and their observations about the Pavilion’s impact on visitors from Japan and other countries. They will also learn about the work being done to advance US interests locally by a US Consulate General Osaka-Kobe official.
- Location: Osaka Specialty Kushikatsu restaurant
 Speakers: **Ms. Nina Udagawa**, Youth Ambassador and 2-3 YAs;
Mr. Travis Hall, Political/Economic Officer, US Consulate General Osaka-Kobe
- 20:00 Travel to Hotel Nikko Osaka

Accommodation

Hotel Nikko Osaka

1 Chome-3-3 Nishishinsaibashi, Chuo Ward, Osaka, 542-0086, Japan

Tel: 81-6-6244-1111 | Fax: 81-6-6245-2432

<https://www.hno.co.jp/english/>

Friday, May 30

- 08:30 Depart hotel and travel to meeting on minibus.
- 09:00-10:15 **Meeting with Ms. Toshiko Nakano, Member of the Osaka Prefectural Assembly and the Japan Innovation Party (*Ishin no Kai*) (1.25 hr.)**
*As a member of the Special Committee to Promote the Osaka Expo and the Health and Welfare Committee, Assemblywoman Nakano is expected to share her expectations for the Osaka Expo, including Japan’s emerging medical technologies that are presented there. The group will also learn about the platform of her party, the second largest opposition party in Japan, and her views on local politics. In addition, the group will have an opportunity to visit the **Osaka International Cancer Institute** and the **Osaka Heavy Ion Therapy Center**.*
- Location: Osaka Prefectural Government Office
- 10:15-10:30 Travel to Osaka castle by minibus.
- 10:30-11:15 **Osaka castle tour (.75 hr)**
The castle is an important site in the wars that led to the unification of Japan as one country under the Tokugawa Shogunate. Participants will learn about

this key turning point and how it leads to Japan's subsequent isolationist foreign policy and development of Japan into a modern nation state.

11:15-12:00 Travel to University of Osaka by minibus.

12:00-14:30 **Lunch discussion with professors and students at the Osaka School of International Public Policy (OSIPP) at University of Osaka (2.5 hrs.)**

The group will visit the Toyonaka campus of Osaka University, a Japanese national university that was founded in 1931 as the sixth imperial university of Japan. The dean/assistant dean of OSIPP will offer an introduction about the university's history and activities, and a couple of professors will present on ESG-related issues including Japan's energy transition and critical minerals.

Location: OSIPP, University of Osaka

Speakers: **Professor Toshiya Hoshino** (former Ambassador and Deputy Permanent Representative of Japan to the United Nations); plus university administrators, students, and teachers.

14:30-15:15 Travel to Shin-Osaka station by minibus

15:51-18:21 Depart Shin-Osaka station (Nozomi 416; take Car #16)
Shinkansen cockpit tour and Q&A (Shin-Osaka to Tokyo) (45 min.)

During the train ride back to Tokyo, the group will receive an opportunity to visit the cockpit to learn about the operation of the train behind the scenes and engage in Q&A with Japan Railway (JR) staff.

Speaker: **Mr. Manabu Furuya** Command Section Chief, JR-Central

Survey completion (1 hr.)

Participants will fill out a survey to reflect on the entire trip and provide feedback on individual meetings and activities as well as how the trip has impacted their understanding of and interest in US-Japan relations. The survey will include multiple choice and open-ended questions requiring written responses, and is estimated to take 45 minutes-1 hr. to complete.

18:21-19:00 Travel from Tokyo station to wrap-up dinner by minibus.

19:30-21:00 **Wrap-up / Review Dinner** (1.5 hrs.)

JCIE USA staff will facilitate a discussion with the participants to reflect on the week's activities. Participants are expected to share key takeaways and findings, how they intend to apply their learning experiences in their work, and ways in which they can contribute to US-Japan relations.

Location: Torikizoku restaurant

Saturday, May 31 *Travel day

15:45 Juliana Fleming, Jamari Hartley, Isabel Sanchez, Lauren Wiegand depart Haneda Airport (UA 804) arriving in US same day.

Sunday, June 1

15:45 Jackie Olvera departs Haneda Airport (UA 804) arriving in US same day.

Monday, June 2

15:45 Jacob Glasser departs Haneda Airport (UA 804) arriving in US same day.

March 25, 2025

Ms. Jacqueline Olvera
Legislative Director, Rep. Morgan Luttrell
444 Cannon HOB
Washington, DC 20515

Dear Ms. Olvera,

On behalf of the Japan Center for International Exchange (JCIE USA), it is my great pleasure to invite you to participate in JCIE's 2025 US Congressional Staff Exchange Program in Japan. This intensive weeklong study program will be held in Japan on May 26-May 30, 2025, and will involve a diverse set of meetings with leaders from government, business, media, and civil society as well as briefings from leading policy experts and practitioners in Japan. We are also excited that, this year, the group will have an opportunity to visit Osaka, host of the 2025 World Expo and one of Japan's largest commercial centers.

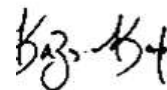
We ask that participants arrive in Tokyo by Sunday, May 25, which requires departing from Washington, DC on Saturday, May 24. Participants are expected to depart Japan on Saturday, May 31 and arrive in Washington DC on the same day. JCIE will make all of the necessary travel arrangements. As a program participant, round-trip airfare between the US and Japan, domestic travel in Japan, lodging, meals, and all other program-related expenses will be covered by JCIE.

During the program, please ask a lot of questions and engage actively in conversations with the Japanese speakers. We also request that you follow proper business etiquette. To go over some of these expectations and to provide insights from DC-based Japan experts on current developments in Japan and US-Japan relations, we will bring together all the participants for a pre-departure lunch briefing. Our target date will be sometime between May 12 and May 20, and we will be in touch shortly to decide on the specific time.

JCIE, a US 501(c)(3) nonprofit organization, is the sponsor of the program. The program is made possible by grants from the Japan-US Friendship Commission, a US federal agency. Our Program Assistant, Kevin Bayes (kbayes@jcie.org), will be in touch with you regarding ethics forms, travel arrangements, and other details. In the meantime, please do not hesitate to contact us if you need additional information.

We are delighted to have you on this program, and look forward to your active participation throughout the trip.

Sincerely,



Kazuyo Kato
Executive Director