

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: _____
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: _____ Return: _____
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: _____ Destination: _____ Return City: _____
5. Sponsor(s), Who Paid for the Trip: _____
6. Describe Meetings and Events Attended: _____

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: *Rachel Colucci* Date: _____

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: _____ Date: _____

Signature of Supervising Member: *Bradley J. Schneider*

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

Original Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated in the trip within 10 days of their return.** You must answer all questions, and check all boxes, on this form for your submission to comply with House Rules and the Committee's Travel Regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

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

1. Sponsor(s) who paid or provided in-kind support for the trip: _____

2. Travel Destination(s): _____

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

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

Note: You may list more than one traveler on a form only if **all** information is **identical** for each person listed.

5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler				
Accompanying Family Member				

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

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

Signature: _____ Date: _____

Name: _____ Title: _____

Organization: _____

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

Address: _____

Telephone: _____ Email: _____

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

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

COMMITTEE ON ETHICS

TRAVELER FORM

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

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

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

Name of Traveler: Rachel Colucci

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: Rachel Colucci

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Rep. Brad Schneider

Office Address: 300 Cannon House Office Building

Telephone Number: 202-225-4835

Email Address of Contact Person: rachel.colucci@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: Rachel Colucci
2. Sponsor(s) who will be paying or providing in-kind support for the trip: The Third Way Foundation
3. City and State **OR** Foreign Country of Travel: Belgium and Germany
4. a. Date of Departure: 5/26/2025 Date of Return: 5/31/2025
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.**
As Senior Legislative Assistant handling the tax and energy portfolio for Rep. Schneider, who sits on the House Ways and Means Committee and the House Foreign Affairs Committee, I bring subject matter expertise in international tax and energy issues. I hope this trip will help deepen my understanding of both policy areas and build key relationships.
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: 4/22/2025

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:

The Third Way Foundation (Progressive Policy Institute is a project of Third Way Foundation)

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 26, 2025 Date of Return: May 31, 2025

7. a. City of departure: Washington, DC

b. Destination(s): Brussels, Belgium. Berlin, Germany

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:
PPI has been conducting policy work and facilitating transatlantic dialogue between U.S
policymakers and international partners since 1989. The mission of this specific trip is aligned
with PPI's trade and energy policy projects and building ties between the EU and the US.
-

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): _____
Average of \$90 per day
 - 2) Provide the reason for selecting the location of the event or trip: _____
Brussels is the center of policymaking in Europe and Berlin is a key international trade and

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Hilton Brussels Grand Place City: Brussels, Belgium Cost Per Night: 225
 Reason(s) for Selecting: centrally located to meetings
- Hotel Name: Interncontinental Berlin City: Berlin, Germany Cost Per Night: 148
 Reason(s) for Selecting: centrally located to meetings
- 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	1525	669	450
For each Accompanying Family Member			


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

19. **Check only one:**

- a. I certify that I am an officer of the organization listed below; **OR**
- b. *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. **I certify by my signature that**

- a. **I read and understand the Committee's Travel Regulations;**
- b. **I am not a registered federal lobbyist or registered foreign agent; and**
- c. **The information on this form is true, complete, and correct to the best of my knowledge.**

Signature:  Date: 4/22/25
 Name: Lindsay Lewis Title: CEO
 Organization: The Third Way Foundation
 Address: 1919 M Street NW, St 300, Washington D.C 20036
 Email: llewis@ppionline.org Telephone: 347-949-2741

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

House Staff Invitees

PPI May 2025 - StaffDel to Brussels and Berlin

Nisha Thanawla
Senior Policy Advisor for Rep. Yvette Clarke (D-NY)
nisha.thanawala@mail.house.gov

Rachel Colucci
Senior Legislative Assistant for Rep. Brad Schneider (D-IL)
rachel.colucci@mail.house.gov

Leighton Huch
Deputy Executive Director for New Democrat Coalition
leighton.huch@mail.house.gov

Kana Smith
Deputy Chief of Staff for Rep. Jimmy Gomez (D-CA)
kana.smith4@mail.house.gov

Ngoc Nguyen
Deputy Chief of Staff/Legislative Director for Rep. Lou Correa (D-CA)
ngoc.nguyen@mail.house.gov

Krista Wunsche
Legislative Director for Rep. Jimmy Panetta (D-CA)
krista.wunsche@mail.house.gov

Tia Bogeljic
Legislative Director for Rep. Joe Neguse (D-CO)
tia.bogeljic@mail.house.gov

Lindsay Linhares
Deputy Chief of Staff/Legislative Director for Rep. Julia Letlow (R-LA)
lindsay.linhares@mail.house.gov

John Lynch
Legislative Director for Rep. Jim Costa (D-CA)
John.Lynch@mail.house.gov

Abby Goins
Legislative Assistant for Rep. Adrian Smith (R-NE)

abby.goins@mail.house.gov

The U.S. House of Representative staff above have been invited because of their policy portfolios and senior roles within their respective offices.

Monday, May 26th, 2025

5:45 PM

Flight departs Dulles (IAD) to Brussels (BRU) UA 950

Tuesday, May 27th, 2025

7:15 AM

Arrival in Brussels

8:30 - 9:00 AM

Train to Hilton Brussels Grand Place

9:00 AM

Arrive at Hotel, Quick Breakfast, and Get Ready
*Location: Hilton Brussels, Carr de l'Europe 3, 1000
Bruxelles, Belgium*

11:00 - 12:00 PM

**Meeting with Brian Glynn, Managing Director,
Americas, European External Action Service**
Location: Rond-Point Schuman 9A, B-1046 Brussels

*Discussion on how to respond to EU/US relationship
challenges*

12:15 - 1:00 PM

**Meeting with Xavier Coglet, Member of Cabinet,
Executive Vice-President Henna Virkkunen
responsible for Technological Sovereignty, Security
and Democracy**
Location: Berlaymont, Rue de la Loi, 1049 Brussels

*Discussion on regulation, national security, and EU tech
policy*

1:30 - 2:30 PM

**Lunch Meeting: Pedro Oliveira, Legal Director
Business Europe**
Location: Avenue de Cortenbergh 168, 1000 Brussels

*Discussion on industry outlook for European businesses
and tariffs*

3:00 - 4:00 PM

**Isaac Valero, Head of International Relations, DG
Energy, European Commission**
Location: Rue Demot 24, B - 1049 Brussels

Discussion on the international energy perspectives, security of supply, US perspectives

4:00 - 5:30 PM

Tour of European Parliament

Location: Rue Wiertz 60, 1047 Brussels

Educational walking tour of the EU parliament building and overview of parliament functions led by EU staff

7:00 - 9:00 PM

**Dinner w/ Michael HAGER, Head of Cabinet
Valdis DOMBROVSKIS, European Commissioner for
Economy and Productivity**

Location: Hotel AMIGO, Rue de l'Amigo 1, 1000 Bruxelles

Discussion on the priorities for the new European Commission

Wednesday, May 28th, 2025

8:30 - 10:00 AM

Breakfast at hotel

10:30 - 11:30 AM

Peter Polajnar, DG Enlargement

Location: Rue de la Loi 15, 1000 Brussels

- *Topics: Perspectives for Ukraine, what is the US doing, what are other countries doing, what can we continue to do?*

11:30 - 12:30 PM

**Fabrice TERRAC, Head of International
DG Internal Market, Industry, Entrepreneurship and
SMEs (DG Grow)**

Location: Breydel - Ave Auderghem 45, 1040 Brussels

- *Topics: Competitiveness, growth, Simplification, including corporate reporting, SME's*

12:30 - 1:45 PM

Lunch: PPI Briefing on Berlin Programming

Location: TBD

Overview of scheduled meetings and events in Berlin

4:30 PM - 5:55 PM

Flight from BRU to BER (SN 2587)

7:30 - 9:30 PM

Dinner with Klaus Geiger, Reporter at Axel-Springer

Location: 963 (Marburger Straße 14 Berlin, BE 10789)

Overview of the policy landscape in Germany and German perceptions of current administration in US

Thursday, May 29th, 2025

8:30 - 10:00 AM

Breakfast with business stakeholders on European regulatory climate

Location: Mohrenstraße 30, 10117 Berlin, Germany

Breakfast with local German business leaders on the impacts of the European Union's regulatory environment.

10:30 - 11:30 AM

Bundestag tour with German Parliamentary Staffers

Location: Platz der Republik 1, 11011 Berlin, Germany

A tour of the German Bundestag conducted by parliamentary staffers.

12:00 - 1:30 PM

Lunch at Konrad Adenauer Stiftung with Sabina Woelkner, Head of 2030 Agenda

Location: Tiergartenstraße 35, 10785 Berlin

A meeting with the Stiftung (think tank associated with a political party) associated with the Christian Democratic Union, about the upcoming election and its impact on the transatlantic relationship.

2:00 - 3:00 PM

Meeting at the Chancellery with Leon Tiedemann, Policy Advisor

Location: Willy-Brandt-Straße 1, 10557 Berlin, Germany

A discussion covering the European and German regulatory impact on businesses and discuss the German-American relationship.

3:30 - 4:30 PM

Meeting at Heinrich-Böll-Stiftung, Senior Program Officer for Labor and Social Affairs

Location: Schumannstraße 8, 10117 Berlin, Germany

A meeting with the Stiftung associated with the Green Party, about the upcoming election and its impact on the transatlantic relationship.

7:00 - 9:00 PM

Dinner with Matthias Kramer Head of Department for External Economic Policy at the Federation of German Industries (BDI)

Location: tbc

A discussion on German industry and economic ties with the United States. We will also discuss the supply of US energy to Germany.

Friday, May 30, 2025

8:30 - 10:00 AM

Breakfast Meeting at German Marshall Fund

Location: Voßstraße 20, 10117 Berlin, Germany

A discussion on the maintaining of ties between Germany and the United States.

10:30 - 11:30 AM

Meeting with Knut Pankin - Fredrich Ebert Stiftung

Location: Hiroshimastraße 17 and 28 D-10785 Berlin

A meeting with the Stiftung associated with the Social Democratic Party, about the upcoming election and its impact on the transatlantic relationship.

12:00 - 1:30 PM

Reporter Lunch Meeting

*Location: Axel Springer HQ, Schützenstraße 15–17
10117 Berlin*

Meeting with journalists about the upcoming German election.

2:00 - 3:00 PM

Meeting with Marc Lendermann - Ministry of Digital and Transport

Location: Invalidenstr. 44 Hauptsitz 10115 Berlin

A discussion on the change in administration's approach to the US and EU regulatory relationship?

3:30 - 4:30 PM

Meeting with Ministry of Economics

Location: Scharnhorststraße 34-37, 10115 Berlin, DE

A discussion on the regulatory framework of the EU and its implications for economic growth.

7:00 - 9:00 PM

Debriefing Dinner by Lindsay Lewis, Executive Director, Neel Brown, Managing Director of PPI and Michael Quigley, PPI Europe Director

Location: tbc

Trip recap and conversation on lessons learned.

Saturday, May 31st, 2025

12:40 PM

Flight from BER to IAD

12:40 - 1:20 PM: Lufthansa (LH 188) BER to FRA

5:10 - 8:20 PM: United (UA 933) FRA to IAD

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. Rachel Colucci
Office of the Honorable Bradley Schneider
300 Cannon House Office Building
Washington, DC 20515

Dear Ms. Colucci:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Belgium and Germany,¹ scheduled for May 26 to 31, 2025, sponsored by the Third Way Foundation.

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:nl