

# COMMITTEE ON ETHICS


## EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

1. Name of Traveler: Mary Ellen Richardson
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: Saturday, July 26, 2025 Return: Thursday, July 31, 2025  
b. Dates at Personal Expense, if any: Sunday, July 27, 2025 **OR**  None
4. Departure City: Washington, D.C. Destination: London, UK Return City: Washington, D.C.
5. Sponsor(s), Who Paid for the Trip: Global Women's Innovation Network "Global WIN"
6. Describe Meetings and Events Attended: Meetings related to AI, technology policy, and foreign government meetings
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box*:
  - a.  a completed *Sponsor Post-Travel Disclosure Form*;
  - b.  the *Primary Trip Sponsor Form* completed by the trip sponsor **prior** to the trip, **including all** attachments **and** the *Additional Sponsor Form(s)*;
  - c.  page 2 of the completed *Traveler Form* submitted by the employee; **and**
  - d.  the letter from the Committee on Ethics approving my participation on this trip.
8. a.  I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*  
b. If not, explain: \_\_\_\_\_

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

Signature of Traveler:  Date: 8/5/2025

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: Darin LaHood Date: 8/5/2025

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: Global Women's Innovation Network "GlobalWIN"

2. Travel Destination(s): London, England

3. Date of Departure: Saturday, July 26, 2025 Date of Return: Thursday, July 31, 2025

4. Name(s) of Traveler(s): Mary Ellen Richardson

*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	\$1,527.93	\$1,147.48	\$609.17	UK ETA Visa \$22.39
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: August 4, 2025

Name: Helen Milby Title: Co-Founder & President

Organization: Global Women's Innovation Network "GlobalWIN"

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

Address: 600 Pennsylvania Avenue. SE | Suite 410 | Washington, DC 20003

Telephone: 301-518-6336 Email: andrea@mietusevents.com

*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

## 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:

Global Women's Innovation Network "GlobalWIN"

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: Sunday, July 27, 2025 Date of Return: Thursday, July 31, 2025

7. a. City of departure: Washington, DC -Washington Dulles International Airport (IAD)

b. Destination(s): London Hethrow Airport (LHR)

c. City of return: Washington, DC -Washington Dulles international Airport (IAD)

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:

See attached

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): Based on the State Department we can plan \$130.00 for travel days (Sun & Thurs) and \$174.00 for Mon, Tues & Wed.

2) Provide the reason for selecting the location of the event or trip: See attached

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

Hotel Name: The Ned London City: London Cost Per Night: \$282.70

Reason(s) for Selecting: The rate was in line with those shared by the State Department for the United Kingdom.

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_

Reason(s) for Selecting: \_\_\_\_\_

Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_

Reason(s) for Selecting: \_\_\_\_\_

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

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

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	<b>\$1,650.00</b>	<b>\$1,130.80</b>	<b>\$782.00</b>
For each Accompanying Family Member			


	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	<b>\$21.50</b>	<b>Fee for ETA travel authorization for arrival to the UK</b>
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: June 16, 2025  
 Name: Helen Milby Title: Co-Founder & President  
 Organization: Global Women's Innovation Network "GlobalWIN"  
 Address: 600 Pennsylvania Avenue, SE | Suite 410 | Washington, DC 20003  
 Email: andrea@mietusevents.com Telephone: 301-518-6336

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

GlobalWIN #4

The Congressional delegation of staffers that will be joining us are senior female staff from both Republican and Democratic Offices with wide-ranging work portfolios, matching our curated schedule of programming. Each of these staffers was chosen based on the range of issues that they work on, including issues related to tech policy, transatlantic trade, national security, infrastructure, healthcare distribution, entrepreneurship and small business investment, and other innovation-driven fields. They were also chosen as examples of women in leadership on Capitol Hill, as they are some of the highest-ranking female staff members in Congress.

First Name	Last Name	Title	Office
Kate	Adams	Chief of Staff	Office of Representative Kevin Mullin
Diane	Adamson	Legislative Director	Office of Representative Jamie Raskin
Marie	Baldassarre	Chief of Staff	Office of Representative Ro Khanna
Hillary	Beard	Chief of Staff	Office of Representative Terri Sewell
Allison	Behuniak	Policy Director	House Committee on Financial Services
Megan	Bel Miller	Chief of Staff	Office of Representative Steve Scalise
Emily	Benavidas	Chief of Staff	Office of Representative Bob Latta
Rachel	Bornstein	Chief of Staff	Office of Suzanne
Lorissa	Bounds	Chief of Staff	Office of Representative Jay Obernolte
Courtney	Cochran	Director of Member Services	Office of Democratic Whip Katherine Clark
Elle	Collins	Tax Counsel	Office on House Committee on Ways and Means
Sonali	Desai	Executive Director	U.S. House Democratic Caucus
Laura	Engquist	Chief of Staff	Office of Representative Troy Balderson
Tamara	Fucile	Senior Adviser	House Joint Economic Committee
Sarah	Gilbert	Chief of Staff	Office of Representative Neal Dunn
Hope	Goins	Staff Director	US House of Representatives Committee on Homeland Security
Liana	Guerra	Chief of Staff	Office of Representative Darren Soto
Kate	Harper	Chief Counsel at Communications & Technology	House Energy and Commerce Committee
Brittany	Havens	Chief Counsel	Committee on Energy & Commerce
Lauren	Hodge	Chief of Staff	Office of Representatives Rick W. Allen
Leighton	Huch	Policy Director	NewDem Coalition
Megan	Jackson	Staff Director	U.S. House Committee on Energy and Commerce
Tasia	Jackson	Chief of Staff	Office of Representative Hakeem Jeffries
Amanda	Kain	Chief of Staff	Office of Representative David Joyce
Sophie	Khanamadi	Chief of Staff	Office of Representative. Brett Guthrie
Una	Lee	Chief Counsel	House Energy and Commerce
Yujin	Lee	Chief of Staff	Office of Rep. Rob Menendez
Guila	Leganski	Chief Counsel	House E & C CMT Subcommittee
Margaret	Mulkerrin	Deputy Chief/ Executive Director	Office of Representative Steny Hoyer/Regional Leadership PAC
Dao	Nguyen	Chief of Staff	Office of Representative Derek Tran
Armita	Pedramrazi	Chief of Staff	Office of Representative Mary Gay Scanlon

Mary Ellen	Richardson	Chief of Staff	Office of Representative Darin LaHood
Mary	Rosado	Chief of Staff	Office of Representative Andy Barr
Becky	Salay	Chief of Staff	Office of Representative Rosa L. DeLauro
Brooke	Scannell	Chief of Staff	Office of Democratic Whip Katherine Clark
Julie	Tagen	Staff Director	U.S. House Judiciary Committee
Kirby	Tidmore	Policy Director	Republican Policy Committee
Lauren	Toy	Chief of Staff	Office of Representative Susie Lee
Ashlee	Vinyard	Deputy Staff Director	Office on House Committee on Oversight
Rachel	Wagley	Chief of Staff	Office of Representative Blake Moore
Kayla	Williams	Chief of Staff	Office of Representative Gregory W. Meeks
Dominique	Yelinski (Spadavecchi)	Deputy Policy Director	Office of Majority Leader Steve Scalise (LA-01)



2025 London House Staff Delegation Trip Itinerary  
Sunday, July 27- Thursday, July 31, 2025

Preliminary Agenda – Times, meetings, locations and speakers are subject to change

Sunday, July 27, 2025

- 4:35 PM Meet at Washington Dulles International Airport (IAD)
- 6:35 PM Depart Washington Dulles International Airport (IAD)  
United Airlines Flight #918

Monday, July 28, 2025

- 6:55 AM Arrive at London Heathrow (LHR)
- 7:55 AM Depart London Heathrow (LHR)
- 7:55 AM *[1-hour 15-minute drive to The Ned London, (27 Poultry, London EC2R 8AJ, United Kingdom)]*
- 9:10 AM
- 9:10 AM Executive Time
- 11:30 AM
- 11:35 AM *[15-minute drive to 1-13 St Giles High St, London WC2H 8AG]*
- 11:50 AM
- 12:00 PM Google
- 1:30 PM Location: 1-13 St Giles High St, London WC2H 8AG  
**Overview:** Dorothy Chou leads the Public Engagement Lab at Google DeepMind, where she helps shape how society envisions and prepares for AI-enabled futures. A long-time advocate for transparency and equity in tech, she created the first industry-standard Transparency Report at Google and has held senior roles at Uber, Dropbox, and Google, including work on criminal justice reform and self-driving policy Service. Dorothy will lead a conversation on her role at DeepMind, Google.
- 1:35 PM *[15-minute drive to 20 Farrington Road, London EC1M 3HE, UK]*
- 1:50 PM
- 2:00 PM Depop
- 3:30 PM Location: 20 Farrington Road, London EC1M 3HE, UK  
**Overview:** Depop is a UK-based peer-to-peer social shopping app that's especially popular among Gen Z users for buying and selling secondhand fashion. GlobalWIN will visit a 32,000 Square foot space that houses a substantial portion of its global workforce. Many Depop sellers are first-time entrepreneurs who are learning to market, brand, and manage inventory independently. We will hear success stories of female sellers who've grown from side hustles to full-fledged fashion brands. Depop prides itself on not just enabling sales they are creating pathways for creative, independent entrepreneurship that's often female-led and values-driven.  
**Speaker:** Kruti Patel Goyla, President and Chief Growth Officer

3:35 PM [12-minute drive to (One Lime Street, London EC3M 7HA, UK)]

3:50 PM

4:00 PM Lloyd's of London Engagement

5:30 PM Location: One Lime Street, London EC3M 7HA, UK

The famous and oldest insurance and reinsurance market. A visit will involve learning about how global insurance works, underwriting, risk management, and finance. Lloyd's has taken on the following initiatives Lloyd's has implanted Lloyd's implemented Advance, a leadership development program which boosts women into senior insurance roles; graduates report high career advancement. It set explicit hiring targets: 1 in 3 hires to be ethnically diverse and continued momentum to close pay gaps and foster inclusion. Beyond gender, it's also tightening conduct rules around harassment and unprofessional behavior, reflecting a broader cultural shift. In the underwriting room, women—a rarity until the late 20th century—now represent around 51%. This signals a significant transformation in what was historically a male-dominated profession.

Speakers: TBA

5:35 PM [10-minute drive to 27 Poultry, London EC2R 8AJ, United Kingdom]

5:45 PM

7:00 PM Delegation Reception Dinner at The Ned

8:30 PM Location: The Vault at the Ned

A welcome to London with opening remarks by our GlobalWIN Co-Founder Helen Milby about the importance of these relationships we have in London. Underscoring the transatlantic collaboration, women's leadership and empowerment, the role of the dialogue in policy and innovation

RON

*The Ned London | 27 Poultry, London EC2R 8AJ, United Kingdom*

**Tuesday, July 29, 2025**

6:30AM *Breakfast Available at Hotel*

7:30AM

8:00 AM Depart the Ned London

*27 Poultry, London EC2R 8AJ, United Kingdom*

8:00 AM [35-minute drive to Universal Music Group]

8:35 AM

8:45 AM Universal Music Group Educational Studio Tour & Briefing Session by Universal Music Group &  
10:15 AM Abbey Road Studios

Location: *Abbey Road Studios: 3 Abbey Rd., London NW8 9AY, United Kingdom*

Overview: [GlobalWIN](#) will join [Universal Music Group](#) (UMG) at [Abbey Road Studios](#) – the world's first and most iconic recording studio, and house of sonic innovation – for an educational tour of the complex and briefing featuring UMG label and studio executives. GlobalWIN will learn about the nexus between music intellectual property (IP) and technology, and how each are utilized by UMG. Additional topics addressed during this highly interactive session will include empowering female leadership within the music and tech industries; the value of the artist-label partnership; the risks and opportunities presented by generative artificial intelligence (AI); and how Abbey Road fosters the next generation of creative and innovative music technology start-ups.

Speakers: TBA

10:15 AM [30-minute drive to FGS Global, The Adelphi 1-11 John Adam St, 13th Floor, London, WC2N 6HT]  
10:45 AM

11:00 AM **Parliament**

12:15 PM **Location:** Parliament Square, London SW1A 0AA

Visiting the UK Parliament—located at the Palace of Westminster in London—is both an educational and inspiring experience. GlobalWIN will be guided on a visit to Parliament by Members of Parliament (MPs) who play a key role in shaping legislation. The visit will offer a clear understanding of the distinct roles of the House of Commons, the House of Lords, and the Monarch in the legislative process. Participants will also have the opportunity to learn about the challenges and achievements involved in representing constituents. Members of Parliament TBA

12:20 M [10-minute drive FGS Global, The Adelphi 1-11 John Adam St, 13th Floor, London, WC2N 6HT]  
12:30 PM

12:30 PM **Oracle: Advancing Global Healthcare Innovation through Cloud Technology with The Blair Institute**

2:00 PM **Location:** FGS Global, The Adelphi 1-11 John Adam St, 13th Floor, London, WC2N 6HT

**Overview:** Awo Ablo, Executive Director, External Relations at The Blair Institute & Oracle Board Member will provide the insight on the Cloud Technology enhancing Health Innovation globally.

2:05 PM [15-minute drive to 80 LeadenHall St, 4th floor, London EC3A 3DH, United Kingdom]  
2:20 PM

2:30 PM **InterDigital Visit**

4:00 PM **Location:** 80 LeadenHall St, 4th floor, London EC3A 3DH, United Kingdom

**Overview:** Julia Mattis is a seasoned executive at InterDigital, Inc., a leading company specializing in mobile, video, and AI technology research and development. With over 15 years of experience at InterDigital, she has held various leadership roles, including Vice President of Licensing and Head of the Smartphone Licensing Program. As of April 2025, she was appointed as the Interim Chief Licensing Officer. Julia will share how legal professionals can influence business growth, especially in companies that rely heavily on R&D and patents.

4:10 PM [15-minute drive to King Charles St, London SW1A 2AH, United Kingdom]  
4:25 PM

4:30 PM **Women Leading Global Change: A Conversation with Dame Karen Pierce**

6:00 PM **Location:** King Charles St, London SW1A 2AH, United Kingdom

**Overview:** Dame Karen is a trailblazer for women in Diplomacy and recently served as the first woman as British Ambassador to the United States. GlobalWIN will have an opportunity to chat with her in her new role as UK Special Envoy to the Western Balkan. In this new role she is supporting regional leaders, tackling organized crime, managing migration issues, and organizing the Berlin Process Summit in London

6:05 PM [10-minute drive to 24 Mayfair- Emin Room | 34 Grosvenor Square, S Audley St London W1K 2HD]  
6:15 PM

6:30 pm **Dinner: 34 Mayfair, Emin Room**

8:30 pm **Location:** 34 Mayfair- Emin Room | 34 Grosvenor Square, S Audley St London W1K 2HD

**Overview:** Derya Matras Vice President for EMEA (Europe, Middle East, and Africa) at Meta. In a global leadership role, she oversees Meta's business operations across more than 75–80 countries in the region. She will likely reflect a mix of policy alignment, responsible innovation, and industry-government collaboration. As a leader with international experience, she might share insight from other regulatory environments.

Wednesday, July 30, 2025

6:30 AM Breakfast Available at Hotel

8:15 AM

8:40 AM Depart The Ned London

27 Poultry, London EC2R 8AJ, United Kingdom

8:45 AM

[10-minute drive to MLN8, The Ray, 123 Farringdon Road, London, EC1R 3DA, United Kingdom]

8:50 AM

9:00 AM LinkedIn Delegation Visit

10:30 AM

Location: MLN8, The Ray, 123 Farringdon Road, London, EC1R 3DA, United Kingdom

**Overview:** Learning more about LinkedIn, especially through leaders like Janine Chamberlin, highlights the powerful premise that women can lead at the highest levels and drive impact on a global scale. Women in such roles not only shape business strategy but also champion diversity, equity, and inclusion—ensuring broader representation and opportunity. Their success underscores the importance of adaptability, continuous learning, and embracing digital transformation, particularly for women navigating dynamic, non-linear career paths. LinkedIn both reflects and enables this shift, serving as a platform where women can grow, lead, and influence across industries worldwide.

**Speaker:** Janine Chamberlin, Country Manager, UK & Vice President, Global Clients, LinkedIn

10:40 AM

[30-minute drive to Portland Place and Langham Place, London]

11:10- AM

11:15 AM Lunch Meeting: Frontline Voices: Media, Policy, and the Women Driving the Conversation

1:15 PM

Location: Portland Place and Langham Place, London

**Overview:** As a chief presenter at the BBC and a long-time international journalist, Sumi Somaskanda will speak candidly about the critical role women play in shaping public narratives and policy—both in government and corporate spheres. Drawing on her global reporting experience Sumi will emphasize the importance of representation, not only in the stories we tell but, in the rooms, where decisions are made. Sumi will highlight how women across sectors—whether on Capitol Hill or in corporate boardrooms—face parallel challenges in visibility, influence, and navigating institutional power structures. In UK she will underscore the value of transatlantic dialogue and solidarity, urging women leaders to champion transparency, elevate underrepresented voices, and leverage their platforms to drive meaningful change at scale.

**Speaker:** Sumi Somaskanda, Chief Presenter, BBC

1:20 PM

[30-minute drive to 10 Downing Street / No. 10]

1:50 PM

2:00 PM 10 Downing Street / No. 10 Visit

3:00 PM

The Deputy Chief of Staff plays a significant role in the administration and running of Number 10. Under Prime Minister Starmer both Vidhya Alakeson and Jill Cuthbertson both women take the lead as Deputy Chiefs of Staff. The Delegation will have a conversation with the Deputy Chiefs of Staff while visiting 10 Downing Street.

3:05 PM [20-minute drive to Tate Modern- London Bankside, One Triptych Place, 185 Park Street, London SE1 9BL]  
3:20 PM

3:30 PM Haleon Visit

5:00 PM Location: Tate Modern- London Bankside, One Triptych Place, 185 Park Street, London SE1 9BL

**Overview:** Haleon is a leading consumer healthcare company with a diverse portfolio of brands, including Emergen-C, which offers a range of products including effervescent vitamin mixes and encourages the creation of "Emergen-C Mocktails" to support daily wellness and enjoyment. The Haleon women on the leadership team will talk about their careers and provide an update on US policy priorities and some of our purpose initiatives that tie to health care access and innovation.

**Speakers:** TBA

5:10 PM [20-minute drive to Tate Modern- London Bankside, One Triptych Place, 185 Park Street, London SE1 9BL]  
5:40 PM

6:00 PM Diageo Visit

7:30 PM Location: Great Marlborough Street, London

**Overview:** Debra Crew has been Chief Executive Officer (CEO) of Diageo since July 1, 2023, making history as the company's first female CEO. Prior to that, she served as Chief Operating Officer (COO) (Oct 2022–Jun 2023), and was President of North America & Global Supply (Jul 2020–Sep 2022). Ms. Crew will share the Diageo Brand success in London as well as her career in a historically male dominated industry.

8:00 PM Dinner

Location to be announced

## London Programming Ends

RON *The Ned London*  
*27 Poultry, London EC2R 8AJ, United Kingdom*

Thursday, July 31, 2025

6:30 AM *Breakfast Available at Hotel*  
8:15 AM

8:25 AM Depart The Ned London  
*27 Poultry, London EC2R 8AJ, United Kingdom*

8:35 AM [1-hour 15-minute drive to The Ned London, (27 Poultry, London EC2R 8AJ, United Kingdom)]  
9:40 AM

9:40 AM Arrive at London Heathrow (LHR)

12:41 PM Depart London Heathrow (LHR)  
United Airlines Flight #919

3:35 PM Arrive at Washington Dulles International Airport (IAD)

#### Question 12

GlobalWIN highlights women leaders and connects the public and private sector through our programming that includes networking receptions, policy roundtables, career workshops, and educational trips in the United States and abroad. Our stay in England will combine all tiers of GlobalWIN programming and provide all participants a rare opportunity to grow professionally while connecting with experts and leaders outside of the U.S. GlobalWIN has organized and planned many trips domestically and internationally over the last 16 years. This trip was planned with the professional guidance of our Co-Founder and President Helen Milby, Executive Director Angeli Chawla and Senior Advisor Andrea Mietus.

#### 15-2

GlobalWIN selected London for its strong transatlantic ties and wealth of expertise across key policy areas, including data privacy, healthcare, trade, female leadership, and tech innovation. From July 27–31, we will bring 20 bipartisan Congressional staffers for three days of intensive programming. London offers direct access to GlobalWIN allies and leaders outside the U.S., enriching participants' subject-matter knowledge and professional growth through high-impact meetings and timely insights.

#### Question 18- Cost of Lodging 4 Nights

**Please note:** GlobalWIN is extending the hotel stay for the evening of **Sunday, July 27th** for the Delegation. This will ensure that upon arrival in the UK early Monday morning, delegates will have immediate access to their rooms to freshen up before the official programming begins.

Given that the group will be traveling overnight in economy accommodations and adjusting to the time difference, this added night is intended to allow the Delegation some time to rest and prepare before the start of scheduled activities.



## Final 2025 London House Staff Delegation Trip Itinerary Sunday, July 27- Thursday, July 31, 2025

### Sunday, July 27, 2025

- 4:35 PM Meet at Washington Dulles International Airport (IAD)
- 6:35 PM Depart Washington Dulles International Airport (IAD)  
United Airlines Flight #918

### Monday, July 28, 2025

- 6:55 AM Arrive at London Heathrow (LHR)
- 7:55 AM Depart London Heathrow (LHR)
- 7:55 AM [1-hour 15-minute drive to The Ned London, 27 Poultry, London EC2R 8AJ, United Kingdom]  
9:10 AM
- 9:10 AM **Executive Time**  
11:30 AM
- 11:30 AM **Welcome Lunch**  
12:45 PM **Location:** The Ned London, Saloon, 6<sup>th</sup> Floor, 27 Poultry, London EC2R 8AJ, United Kingdom  
**Overview:** Joni Smith, Director, Global Political Engagement, Tony Blair Institute, will give a primer for delegation attendees on the political outlook on the ground and the current U.S.-U.K. bilateral relationship.
- 12:45 PM [10-minute walk to Lloyd's of London, 1 Lime Street, London]  
12:55 PM
- 1:00 PM **Lloyd's of London Visit**  
2:30 PM **Location:** 1 Lime St, London EC3M 7HA, United Kingdom  
**Overview:** Lloyd's of London is the world's oldest and most famous insurance marketplace. A visit reveals how global insurance, underwriting, risk management, and finance actually work. Lloyd's Chairman Sir Charles Roxburgh will welcome attendees before a fireside chat between Rachel Turk, Chief of Market Performance, and Claire Schrader, General Counsel. The program includes a guided tour and delegation photo with the historic Lutine Bell.
- 2:30 PM [15-minute drive to Depop, 20 Farrington Rd, London]  
2:45 PM
- 3:00 PM **Depop Roundtable and Visit**  
4:30 PM **Location:** 20 Farrington Rd, London, EC1M 3HE  
**Overview:** Depop is a UK-based peer-to-peer social shopping app that's especially popular among Gen Z users for buying and selling secondhand fashion. GlobalWIN will visit a 32,000 Square foot space that houses a substantial portion of its global workforce. We will hear success stories of female sellers who've grown from side hustles to full-fledged fashion brands.

4:40 PM [15-minute drive to The Ned London, 27 Poultry, London EC2R 8AJ, United Kingdom]  
4:55 PM

5:00 PM **Executive Time**  
6:00 PM

6:00 PM **Fireside Chat ft. MP Samantha Niblett and Milltown Partners**  
7:00 PM **Location:** *The Ned London, Saloon, 6<sup>th</sup> Floor, 27 Poultry, London EC2R 8AJ*  
**Overview:** Global advisory firm Milltown Partners will host a fireside chat with MP Samantha Niblett (South Derbyshire), founder of Labour Women in Tech. Samantha Niblett, MP for South Derbyshire, is Chair of the Interparliamentary Forum on Emerging Technologies; Co-Chair of the Parliamentary Internet, Communications and Technology Forum (PICTFOR); and Co-Chair of the All-Party Parliamentary Group on FinTech. In October 2022, she founded Labour: Women in Tech, a campaign to encourage more girls into STEM subjects and women in tech and allied sectors. She is also a Member of the Women & Equalities Select Committee.

7:00 PM **Welcome Reception**  
8:30 PM **Location:** *The Ned London, Vault, Basement Level, 27 Poultry, London EC2R 8AJ*  
**Overview:** GlobalWIN Co-Founder Helen Milby will open the program by highlighting our strategic London partnerships and the importance of transatlantic collaboration in advancing women's leadership and policy innovation. The delegation will connect with key London-based allies and partners to launch the trip.

RON *The Ned London*  
*27 Poultry, London EC2R 8AJ, United Kingdom*

## Tuesday, July 29, 2025

6:30 AM *Breakfast Available at Hotel*  
7:30 AM

8:00 AM *Departure from Hotel*  
*27 Poultry, London EC2R 8AJ, United Kingdom at Penny Street*

8:00 AM [35-minute drive to Abbey Road Studios: 3 Abbey Rd., London NW8 9AY, United Kingdom]  
8:35 AM

8:45 AM **Universal Music Group | Abbey Road Studios Visit**  
10:30 AM **Location:** *Abbey Road Studios: 3 Abbey Rd., London NW8 9AY, United Kingdom*  
**Overview:** GlobalWIN will join Universal Music Group (UMG) at Abbey Road Studios – the world's first and most iconic recording studio, and house of sonic innovation – for an educational tour of the complex and briefing featuring UMG label and studio executives. GlobalWIN will learn about the nexus between music intellectual property (IP) and technology, and how each are utilized by UMG. Additional topics addressed during this highly interactive session will include empowering female leadership within the music and tech industries; the value of the artist-label partnership; the risks and opportunities presented by generative artificial intelligence (AI); and how Abbey Road fosters the next generation of creative and innovative music technology start-ups.

10:45 AM [30-minute drive to House of Lords, SW1A 0AA, Cromwell Green Visitor Entrance]  
11:15 AM

11:30 AM  
1:00PM

**House of Lords Visit**

**Location:** SW1A 0AA, Cromwell Green Visitor Entrance

**Overview:** Tour the historic upper chamber of the UK Parliament, learning about British legislative processes, the role of appointed peers in governance, and the House's function in reviewing and refining legislation. Experience the traditions and procedures of one of the world's oldest parliamentary institutions. Baroness Blackstone will meet with the group following a tour of the House of Lords in the Grand Committee Room off Westminster Hall.

1:00 PM  
1:15PM

*[15-minute drive to The Golden Fleece (9 Queen Street, London, EC4N 1SP)]*

1:15 PM  
2:15 PM

**Pub Lunch**

**Location:** The Golden Fleece, 9 Queen Street, London, EC4N 1SP

1:15 PM  
1:25 PM

*[10-minute drive to InterDigital]*

2:30 PM  
4:00 PM

**InterDigital Visit: Steeped in Innovation: A Celebration of Visionary Women in Tech**

**Location:** 80 LeadenHall St, 4th floor, London EC3A 3DH, United Kingdom

**Overview:** An immersive visit to this leading mobile, video, and AI technology company featuring live demonstrations by engineer Sebastian Robitzsch. A fireside chat between Blair Watters, VP of Government Relations and Standards Policy, and Chief Licensing Officer Julia Mattis explores how legal professionals drive business growth in patent-intensive industries. The program concludes with group Q&A and an office reception.

4:00 PM  
4:30 PM

*[30-minute drive to Foreign Office, King Charles St, London SW1A 2AH, United Kingdom]*

4:30 PM  
6:00 PM

**A Conversation with Dame Karen Pierce**

**Location:** Foreign Office, Fox Room, King Charles St, London SW1A 2AH, United Kingdom

**Overview:** Dame Karen is a trailblazer for women in Diplomacy and recently served as the first woman as British Ambassador to the United States. GlobalWIN will have an opportunity to chat with her in her new role as UK Special Envoy to the Western Balkan. In this new role she is supporting regional leaders, tackling organized crime, managing migration issues, and organizing the Berlin Process Summit in London.

6:00 PM  
6:30 PM

*[16-minute drive to 34 Mayfair]*

6:30 PM  
8:00 PM

**Dinner**

**Location:** 34 Mayfair- Emin Room | 34 Grosvenor Square, S Audley St London W1K 2HD

**Featured Speaker:** Emma Wade-Smith, Senior Vice President, Government Affairs, De Beers Group

**Overview:** An intimate evening with a distinguished former British diplomat who transitioned to corporate leadership in 2024. With over two decades of diplomatic experience including roles as HM Trade Commissioner for North America and Africa, UK Counsellor for Foreign and Security Policy in Washington D.C., and head of the UK's International Crisis Response Team (awarded OBE), Emma offers unique insights into navigating government relations, international trade, crisis management, and the transition from public service to private sector leadership.

8:00 PM  
8:30 PM

*[30-minute drive to The Ned London, 27 Poultry, London EC2R 8AJ, United Kingdom]*

RON  
The Ned London  
27 Poultry, London EC2R 8AJ, United Kingdom

Wednesday, July 30, 2025

6:30AM Breakfast Available at Hotel  
8:15AM

8:00 AM Departure from Hotel  
27 Poultry, London EC2R 8AJ, United Kingdom at Penny Street

8:35 AM [9-minute drive to LinkedIn MLN8, The Ray, 123 Farringdon Road, London, EC1R 3DA, United Kingdom]  
8:45 AM

**8:45 AM** LinkedIn Visit

**10:15 AM** Location: MLN8, The Ray, 123 Farringdon Road, London, EC1R 3DA, United Kingdom

**Speaker:** Janine Chamberlin, Country Manager, UK & Vice President, Global Clients, LinkedIn

**Overview:** The delegation will learn from senior leaders like Janine Chamberlin about women's leadership in global technology companies, business strategy development, and driving diversity initiatives. We will focus on career adaptability, continuous learning, and leveraging digital platforms for professional growth and influence.

10:20 AM [20-minute drive to 10 Downing Street]  
10:40 AM

**11:00 AM** 10 Downing Street Meeting

**12:45 PM** Location: 10 Downing Street, London

**Overview:** A high-level government briefing with Deputy Chief of Staff, Vidhya Alakeson OBE, a senior Downing Street official who has led major social enterprises, advised on health policy at NHS England, and served in key Labour Party leadership roles. Last minute briefing with Prime Minister Keir Starmer

12:50 PM [15-minute drive to Francois 14-16 Stoney Street, London SE1 9AD]  
1:05 PM

**1:05 PM** Lunch with Google DeepMind's Dorothy Chou

**2:15 PM** Location: Café Francois 14-16 Stoney Street, London SE1 9AD

**Overview:** Dorothy Chou leads the Public Engagement Lab at Google DeepMind, where she helps shape how society envisions and prepares for AI-enabled futures. A long-time advocate for transparency and equity in tech, she created the first industry-standard Transparency Report at Google and has held senior roles at Uber, Dropbox, and Google, including work on criminal justice reform and self-driving policy Service. Dorothy will lead a conversation on her role at DeepMind, Google.

2:15 PM [10-minute drive to Haleon (Tate Modern-London Bankside, One Triptych Place, 185 Park Street, London SE1 9BL)]  
2:25 PM

**2:30 PM** Haleon Visit

**4:00 PM** Location: Tate Modern- London Bankside, One Triptych Place, 185 Park Street, London SE1 9BL

**Overview:** Introduction to the global consumer healthcare company behind trusted brands like Emergen-C, featuring mocktails and networking. A 30-minute career conversation with a senior female executive exploring leadership pathways, followed by a 15-minute briefing on US policy priorities and purpose-driven initiatives focused on healthcare access and innovation.

4:00 PM [30-minute drive to Broadcasting House, Portland Place, London]]

4:30 PM

**4:30 PM BBC Tour**

**5:15 PM Location:** *Broadcasting House, Portland Place, London*

**Overview:** Visit the iconic headquarters of the world's largest broadcasting corporation, touring state-of-the-art studios, newsrooms, and production facilities. Learn about global media operations, digital transformation in broadcasting, and the BBC's role in shaping public discourse and information across multiple platforms and international markets.

5:15 PM

[10-minute walk to Diageo 1HQ, 16 Great Marlborough St, London W1F 7HS, United Kingdom]]

5:25 PM

**5:30 PM Diageo Reception**

**6:40 PM Location:** *Diageo 1HQ, 16 Great Marlborough St, London W1F 7HS, United Kingdom*

**Overview:** Tour the London headquarters of the world's largest spirits company, home to iconic brands like Johnnie Walker, Smirnoff, and Guinness. Explore global brand management, international marketing strategies, and corporate leadership in the premium beverage industry across diverse markets worldwide. Srna Herzog-Read, Director of Regulatory Freedoms, Policy & Public Affairs will address how federal, and state regulatory landscapes are shifting in response to political, economic, and technological pressures. In addition, highlighting the pace of technological innovation (AI, biotech, Climate tech) is outpacing the current regulatory frameworks

6:40 PM

[4-minute walk to Darjeeling Express]

6:45 PM

**6:45 PM Closing Dinner**

**8:30 PM Location:** *Darjeeling Express, Top Floor, Kingly Ct, Carnaby, London W1B 5PW, United Kingdom*

**Overview:** Owner and Chef Asma Khan and her all-female team of chefs have gained acclaim as a top Indian restaurant in London. Guests will enjoy an intimate closing dinner and hear from the chef and her team. Asma often credits her all-female kitchen staff — many of whom had never worked outside their homes — as the heart of her restaurant, Darjeeling Express. Asma prides herself on that the real legacy is not what you build, but who you uplift.

**London Programming End**

RON

*The Ned London*

*27 Poultry, London EC2R 8AJ, United Kingdom*

**Thursday, July 31, 2025**

8:00 AM

*GlobalWIN Organized Departure from Hotel  
27 Poultry, London EC2R 8AJ, United Kingdom at Penny Street*

8:35 AM

[1-hour 15-minute drive to LHR]

9:50 AM

9:50 AM

*Arrive at London Heathrow (LHR)*

12:41 PM

*Depart London Heathrow (LHR)  
United Airlines Flight #919*

3:35 PM

*Arrive at Washington Dulles International Airport (IAD)*

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Mary Ellen Richardson
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Global Women's Innovation Network "GlobalWIN"
3. City and State **OR** Foreign Country of Travel: London, United Kingdom
4. a. Date of Departure: Saturday, July 26, 2025 Date of Return: Thursday, July 31, 2025  
b. Yes  No  Will you be extending the trip at your personal expense?  
If yes, list dates at personal expense: Sunday, July 27, 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 Chief of Staff, who handles policy issues related to foreign affairs, AI, and tech, the trip will expand understanding of the role of US business abroad and support for broader understanding of US 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:

7/11/25

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>

July 24, 2025

Ms. Mary Ellen Richardson  
Office of the Honorable Darin LaHood  
503 Cannon House Office Building  
Washington, DC 20515

Dear Ms. Richardson:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to the United Kingdom,<sup>1</sup> scheduled for July 26 to 31, 2025, sponsored by Global Women's Innovation Network (GlobalWIN). 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.

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<sup>1</sup> Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or [ohsstaff@mail.house.gov](mailto: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:tn