

# 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: Megan Wenrich
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: September 20, 2025 Return: September 27, 2025  
b. Dates at Personal Expense, if any: \_\_\_\_\_ **OR**  None
4. Departure City: Washington D.C. Destination: Oslo, Norway; Tromsø, Norway; Helsinki, Finland Return City: Washington D.C.
5. Sponsor(s), Who Paid for the Trip: Center for Strategic & International Studies; Carnegie Corporation of New York
6. Describe Meetings and Events Attended: Met with a range of subject matter experts and government officials on the security implications of US allies and geopolitical foes in the arctic across industries, better informing my advice to Rep. Shreve on his Foreign Affairs Committee work.
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: Megan Wenrich Date: 10/3/25

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: Jefferson Shreve Date: 10/3/25

Signature of Supervising Member: Jefferson Shreve

# 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:       *Shelley J. Heintzel*       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

1. Name of Traveler: Megan Wenrich
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Center for Strategic and International Studies; Carnegie Corporation of New York
3. City and State **OR** Foreign Country of Travel: \_\_\_\_\_
4. a. Date of Departure: September 20, 2025 Date of Return: September 27, 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.**

Participation in this year long foresight fellowship program and trip to Norway and Finland adds to my role of Legislative Director as I craft legislative strategy and provide recommendations for a member of the House Foreign Affairs Committee specifically with oversight on national security, energy and transportation and infrastructure.

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: 8/19/2025

# 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:

Center for Strategic and International Studies

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: Carnegie Corporation of New York

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 addendum

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

6. Date of Departure: September 20, 2025 Date of Return: September 27, 2025

7. a. City of departure: Washington, D.C.

b. Destination(s): Oslo, Norway; Tromsø, Norway; Helsinki, Finland

c. City of return: Washington, D.C.

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:
- \_\_\_\_\_
- \_\_\_\_\_

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): \$140 per person per day
    - 2) Provide the reason for selecting the location of the event or trip: see attached addendum

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

Hotel Name:	<u>Hotel Christiania Theater</u>	City:	<u>Oslo, Norway</u>	Cost Per Night:	<u>\$251</u>
Reason(s) for Selecting:	<u>breakfast included + central location for meetings around the city</u>				
Hotel Name:	<u>Dock 6939</u>	City:	<u>Tromsø, Norway</u>	Cost Per Night:	<u>\$307</u>
Reason(s) for Selecting:	<u>central location for meetings around the city</u>				
Hotel Name:	<u>Scandic Grand Central Helsinki</u>	City:	<u>Helsinki, Finland</u>	Cost Per Night:	<u>\$271</u>
Reason(s) for Selecting:	<u>central location for meetings around the city</u>				

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

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

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$2,720	\$1,622	\$860
For each Accompanying Family Member			

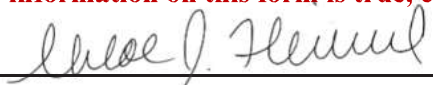
	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

19. **Check only one:**

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

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

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

Signature:  Date: 08/13/2025  
 Name: Chloe Himmel Title: Director, Congressional Affairs  
 Organization: Center for Strategic and International Studies  
 Address: 1616 Rhode Island Ave NW, Washington, DC 20036  
 Email: chimmel@csis.org Telephone: 202-775-3186

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).

## **Addendum to the Primary Sponsor Form**

CSIS Congressional Foresight Initiative Delegation

September 20 - 27, 2025

Oslo, Norway; Tromsø, Norway; Helsinki, Finland

### **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):**

**Ashleigh Padgett** serves as Deputy Chief of Staff and Legislative Director to Congressman Barry Loudermilk (R-GA). Her legislative portfolio includes Congressman Loudermilk's Financial Services Committee work, as well as tax and trade policy.

**David Dorfman** is Deputy Staff Director and Chief Counsel of the House Select Committee on China, where he leads the Committee's investigatory and legislative efforts.

**Graham Harwood** is a Professional Staff Member on the Committee on Oversight and Accountability Minority staff, where he focuses on national security, foreign policy, cybersecurity, energy, and government operations.

**Jeff Tomkowitz** is the Senior Legislative Assistant for the Office of Congressman Randy Feenstra (R-IA). He handles the Defense, National Security, Science and Technology, Foreign Affairs, Infrastructure, Homeland Security, Economy, Labor, Telecommunications, Welfare, and Social Security portfolios for the office.

**Meagan Devlin** is the Deputy Subcommittee Director for the Majority staff on the House Committee on Homeland Security, Subcommittee on Border Security and Enforcement. In this role, she handles policy connected to national security issues that relate to border security.

**Megan Wenrich** is the Legislative Director for Jefferson Shreve (R-IN), where she supports the Congressman in his Transportation and Infrastructure committee, and spearheads the Civil Space, Technology, Energy, Mining, and Appropriations portfolio of legislative work.

**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:**

The Center for Strategic and International Studies (CSIS) has a direct interest in Arctic security, defense cooperation, and transatlantic cooperation. Through the Congressional Foresight Initiative, led by CSIS's Congressional Affairs department, CSIS has arranged meetings with government officials, research institutions, and private sector entities across Norway and Finland. CSIS was the sole organization responsible for determining the trip itinerary, organizing the trip logistics, and selecting participants.

The Carnegie Corporation of New York (CCNY) funds the CSIS Congressional Foresight Initiative. The objective of this initiative is to enhance Congressional staff's understanding of long-range trends and key changes in the global environment affecting U.S. and international security. On the basis of this understanding, the series fosters new opportunities for bipartisan collaboration to address challenges to international peace and prosperity. The series also considers best practices in long-range strategic planning and its implementation in government drawn from around the globe. The Carnegie Corporation of New York plays no role in selecting the trip participants or determining the meetings that are a part of the itinerary.

**15 b. 2) Provide the reason for selecting the location of the event or trip:**

The locations were selected for their strategic importance in Arctic affairs and Nordic security cooperation. Norway was chosen because Norway is a key NATO ally with significant Arctic territories and demonstrates historical and ongoing Arctic defense cooperation. Finland was selected due to Finland's recent NATO membership, extensive Arctic and icebreaking expertise, and unique experience with hybrid threats and civil defense. Finland offers unparalleled insights into managing a long border with Russia, comprehensive civil defense strategies, and world-leading icebreaker technology.

The combination of these locations allows Congressional staff to understand the full spectrum of Arctic challenges and cooperation opportunities, from energy security and shipping routes to defense collaboration and hybrid threat mitigation, while engaging with two of America's most strategically important Nordic partners who have both historical experience and contemporary expertise in Arctic governance and security.

**CSIS Congressional Foresight Initiative  
Staff Delegation to Finland and Norway  
September 20 – 27, 2025**

**Cities Visited:**

- Oslo, Norway
- Tromsø, Norway
- Helsinki, Finland

**Saturday, September 20**

*Location: Washington, DC*

3:25 PM (EST) Depart Washington Dulles to Frankfurt, Germany (LH 417)

3:05 PM (CST) Chloe Departs Chicago O'Hare to Frankfurt, Germany (UA 944)

**Sunday, September 21**

*Location: Oslo, Norway*

5:30 AM (CEST) Land in Frankfurt, Germany

7:00 AM (CEST) Depart Frankfurt to Oslo, Norway (LH 858)

9:00 AM (CEST) Land in Oslo, Norway

9:30 AM Depart Oslo Airport for Hotel

10:15 AM Arrive at Hotel and Drop Bags

12:15 PM (CEST) Chloe Arrives in Oslo, Norway

10:30 – 12:55 PM Personal Time

12:55 – 1:00 PM Meet in Hotel Lobby, Walk to Lunch (1 minute walk)

1:00 – 2:15 PM **Welcome Lunch**

2:15 – 5:45 PM Personal Time

5:45 – 6:00 PM Meet in Hotel Lobby, Walk to Dinner (9 minute walk)

6:00 – 8:00 PM **Dinner with U.S. Embassy Norway**

Description: To hear about our diplomatic goals in the country and region.

Meeting with: Pol/Econ Counselor John Ashworth, SDAO/DATT (Defense Attache) Todd Santala, and Pol/Mil Officer Brett Hansen

8:00 – 8:10 PM Transit Back to Hotel (Hotel Christiana Theatre) (10 minute walk)

**Monday, September 22**

*Location: Oslo, Norway*

8:30 – 9:00 AM Transit to Ministry of Foreign Affairs

9:00 – 10:00 AM **Ministry of Foreign Affairs**

Description: The Ministry of Foreign Affairs will provide the delegation an outlook on their foreign policy priorities, including Arctic security, strengthening cooperation with European allies, and their assessment of the war in Ukraine.

Meeting with: Eivind Vad Petersson, State Secretary for Arctic Security; Morton Høglund, former Arctic Ambassador; Håkon Smedsvig, Deputy Director of Arctic and Antarctic Affairs

10:00 – 10:25 AM Transit to Ministry of Defence

10:30 – 11:50 AM **Ministry of Defence**

Description: The Ministry of Defense will discuss their new long term defense plan (through 2036), maritime security, and the ways in which they are boosting Ukraine's defense industry.

Meeting with: Marius Endsjø, deputy director for the Section for Security Policy Analysis; Erling Alvestad, deputy director for the Section for International Security Policy and Defence Cooperation

11:50 – 12:15 PM Transit to lunch

12:15 – 1:45 PM **Lunch with Parliament Advisors**

Description: Parliamentary representatives will discuss the recent elections in Norway and what the new majority's top priorities will be.

Meeting with: Bent Bakken, foreign policy advisor for the Conservative Party; Per Søreide Senstad, political advisor on defense and security for Conservative Party; Jørn Wichne Pedersen, political advisor on defense policy and foreign affairs for the Labour Party

12:15 PM Bo lands at OSL

1:45 – 1:50 PM Transit to Norwegian Shipowners Association

1:50 – 2:45 PM **Norwegian Shipowners Association**

Description: The Association will discuss Norway's shipping, shipbuilding, and offshore resource industries.

Meeting with: Line Ollestad, Adviser for International Cooperation and Climate; Audun Halvorsen, Director Contingency Planning

- 2:45 – 3:00 PM Transit (12 min drive)
- 3:10 – 4:00 PM **Ministry of Finance**  
Description: The Ministry of Finance will discuss the country's Sovereign Wealth Fund and how they navigate times of economic uncertainty.  
Meeting with: Agnes Simensen, Chief Specialist in the Economic Policy Department; Kjersti Lyngtun Hansen, Chief Specialist in the Economic Policy Department; Espen Erlandsen, Director General for the Asset Management Department
- 4:00 – 4:30 PM Transit to Fornebu - outside Oslo
- 4:30 – 5:30 PM **Equinor**  
Description: Equinor is the largest energy producer on the Norwegian continental shelf and a major net seller of crude oil and condensate, with significant refining and processing operations. They will discuss their leadership in renewable energy technologies and offshore drilling capabilities.  
Meeting with: Lars-Andreas Pedersen Valstad, Global and Political Affairs; Jan Aarvold, Vice President, Physical Security, Corporate Security; Kjetil Visnes, Vice President Project Development; Erik Haaland, Senior Director, Corporate and International Affairs, Public and Political Affairs Global; Tarjei Skirbekk, Special Advisor, Public and Political Affairs Global; Rikke Høistad Sjøberg, Senior Director for Corporate and International Affairs, Washington
- 5:30 – 6:00 PM Transit to Dinner
- 6:00 – 8:30 PM **Dinner with Norwegian Institute of International Affairs (NUPI) and Fridtjof Nansen Institute (FNI)**  
Description: The Norwegian Institute of International Affairs (NUPI) is a leading international research institute focused on Norwegian foreign policy. They will give an overview of their research priorities, which lie across the following groups: Global Order and Diplomacy, Peace, Conflict and Development, Russia, Asia and International Trade, and Security and Defense.  
Meeting with: Elana Wilson Rowe, NUPI; Karsten Friis, NUPI; Arild Moe, FNI; Erdem Lamazhapov, FNI
- 8:30 – 8:45 PM Transit back to Hotel

## **Tuesday, September 23**

*Location: Oslo, Norway & Tromsø, Norway*

- 7:00 – 7:45 AM Transit to Airport
- 9:45 AM Flight from Oslo to Tromsø

11:35 AM	Land in Tromsø
12:00 – 12:15 PM	Transit from Airport to Hotel (The Dock 6939)(15 min drive)
12:15 – 12:45 PM	Check-in to Hotel and Drop Bags
12:45 – 1:00 PM	Transit
1:00 PM – 2:10 PM	<p><b>Lunch with U.S. American Presence Post in Tromsø</b></p> <p><u>Description:</u> The American Presence Post in Tromsø is the northernmost U.S. diplomatic office in the world. The staff will discuss their close cooperation between the United States and Norway.</p> <p><u>Meeting with:</u> Kristen Gruizenga, Foreign Service Officer</p> <p><i>No car transit – meeting in same building</i></p>
2:15 – 3:15 PM	<p><b>Meeting with Arctic Council Secretariat</b></p> <p><u>Description:</u> The Arctic Council is the international group for all transnational Arctic topics. It is made of the eight Arctic States with a rotating chair. They will discuss their policy work as it relates to Arctic governance and collaboration.</p> <p><u>Meeting with:</u> Joel Plouffe, Senior Advisor to the Chair; Rosa-Máren Magga, Executive Secretary at the Indigenous Peoples’ Secretariat</p> <p><i>No car transit – meeting in same building</i></p>
3:20 – 4:30 PM	<p><b>Norwegian Polar Institute</b></p> <p><u>Description:</u> The Norwegian Polar Institute is a directorate under the Norwegian Ministry of Climate who focuses on climate, natural resource, and management. They will discuss their climate research.</p> <p><u>Meeting with:</u> Nalan Koc, Special Adviser External Relations; Dr. Paul A. Dodd, Physical Oceanographer</p>
4:30 – 5:00 PM	Transit to dinner
5:00 – 8:00 PM	<p><b>Briefing and Dinner on Local Governance in the Arctic with Arctic Mayor’s Forum and Arctic Economic Council</b></p> <p><u>Description:</u> The Arctic Economic Council is a member-driven policy group that works across different Arctic governments, organizations, and businesses. It promotes the economic interests of its members, and has recently been focusing on economic interests in the shipping and defense industries. The Arctic Mayors’ Forum is a pan-Arctic forum representing the voices of Arctic Peoples through elected leaders at the municipal and community level. Representatives will discuss their recent efforts in promoting Norwegian businesses and communities</p>

Meeting with: Irina Zhilina (AEC); Patti Bruns (AMF); Viljar Hanssen, Chair of the Political Committee on Areal and Urban Planning/member of the City Council for the Labour Party; Ole Gunnar Håland, Head of Emergency and Preparedness in Tromsø Municipality; Vetle Bo Saga, Political Advisor to the Mayor

8:00-8:15 PM Transit Back to Hotel (The Dock 6939)

### **Wednesday, September 24**

*Location: Tromsø, Norway & Helsinki, Finland*

8:30 – 8:55 AM Transit from Hotel to Olavsvern

9:00 – 11:30 AM **Site Visit at Olavsvern Navy Base**

Description: Olavsvern is a decommissioned Royal Norwegian Navy base just outside Tromsø. Built during the Cold War as a secret naval base within the Arctic Circle for NATO, the base was essentially carved into a mountain just outside the city of Tromsø. The base is now privately owned by a subsidiary of the Wilhelmsen multinational maritime organization. The group will give a tour and briefing of operations.

Meeting with: Vidar Hole, CEO WiNor Governmental Services; Stener Olstad, Chief Project Officer, WiNor Governmental Services; Captain Todd Santala, Defense and Naval Attaché, U.S. Embassy Oslo

11:30 AM – 12 PM Transit back to Tromsø

12:00 – 1:50PM **Lunch with ProTromsø + Business Leaders**

Description: ProTromsø is a business-promotion group for Tromsø and the far north of Norway. It has connections to local institutions like the mayor and county council as well as academic and business interests. The group will discuss what the top business industries are and how they factor into the economy.

Meeting with: Goril Johansen, CEO of ProTromsø; André Bakland, Director of Digital platform services at Sopra Steria; Ane-Marthe Sani Aasen, Managing director at Energy Cluster North; Anne Marit Bjørnflaten, Oceanfood and Bjørnflaten Consulting; Jørn-Even Hanssen, CEO Tromsø Harbor; Erling Dalberg, Deputy CEO for Troms Power Supply Company; Ingrid Dahl Skarstein, CEO of TestNorth; Simon Laugsand, CEO and founder of ABEL; Julie-Helene Dalan Sørensen, Senior Adviser and Project Manager at ProTromsø; Markus Rumpsfeld, Head of the Centre for eHealth, Development and Integrative Care at The University Hospital of North Norway

1:50 – 2:00 PM Transit to Kongsberg Satellite Services

- 2:00 – 3:45 PM      **Site Visit at Kongsberg Satellite Services**  
Description: Kongsberg Satellite Services is a Norwegian-based aerospace company controlled by broader defense technology manufacturer Kongsberg Gruppen. KSAT has the most extensive ground station network globally, and the world's largest ground station for support of polar orbiting satellites located in Svalbard. They will give a tour of the facility as well as an overview of their aerospace technologies.  
Meeting with: Amber Gell, Director of Strategy (and other leadership)
- 3:45 – 4:00 PM      Transit to Arctic University of Norway
- 4:00 – 5:15 PM      **Arctic University of Norway (UiT)**  
Description: The Arctic University of Norway, located in Tromsø, is a medium sized research and educational institution, which leads as an international center for Arctic studies and research. They will give an academic perspective on Arctic issues and Arctic history.  
Meeting with: Marc Lanteigne, Political Science Researcher on Arctic Issues; Astrid Brokke, Advisor for International Collaboration; Dr. Gunhild Hoogensen Gjørvi is a Professor in Security Studies and Geopolitics; Jørgen Fosslund, Director at UiT The Arctic University of Norway.
- 5:15 – 5:30 PM      Transit to Airport
- 6:50 PM (CEST)      Flight from Tromsø to Helsinki (AY 946)
- 10:40 PM (EEST)      Land in Helsinki, Finland
- 11:10 – 11:40 PM      Transit to Hotel (Scandic Grand Central Helsinki)

**Thursday, September 25**

*Location: Helsinki, Finland*

- 8:45 – 9:00 AM      Transit from Hotel (Scandic Grand Central Helsinki)
- 9:00 – 10:05 AM      **National Emergency Supply Agency (NESA)**  
Description: NESA is a central government organization under the Ministry of Economic Affairs and Employment, with a central mission of maintaining security of supplies and societal resilience. They will give a presentation on their crisis management tools.  
Meeting with: Katri Liekkilä, Head of International Relations
- 10:05 – 10:20 AM      Transit to Ministry of Defence
- 10:20 – 11:35 AM      **Ministry of Defense**  
Description: The Finnish Ministry of Defense is the leader on national

defense and security policy in Finland. They will brief on their defense policies and defense cooperation within the region.

Meeting with: Erkki Aalto, Team Leader for Bilateral and Regional Defence Cooperation, Defence Cooperation Unit

11:35 – 12:00 PM Transit (10 min drive)

12:00 – 2:00 PM **Lunch and Tour with Members of Parliament**

Description: The Parliament of Finland is a unicameral legislature made up of 200 elected members. They will provide an overview of the issues on their agenda and what to look for in the next election (2027).

Meeting with: Ville Kaunisto, Chair of the Finnish-American Friendship Group; Niina Malm, Vice Chair of the Finnish Delegation to the Conference of Parliamentarians of the Arctic Region; Atte Harjanne, 3rd Vice Chair of the Finnish-American Friendship Group; Heikki Autto, member of the Finnish Delegation to the Conference of Parliamentarians of the Arctic Region; Mika Laaksonen Adviser for International Affairs

Location: Mannerheimintie 30 00100 Helsinki

2:00 – 2:25 PM Transit to Hybrid CoE

2:25 – 4:10 PM **Briefing and Tabletop Exercise with European Centre of Excellence for Countering Hybrid Threats**

Description: The European Centre of Excellence for Countering Hybrid Threats (Hybrid CoE) works with international partners to research, train, and conduct exercises on hybrid threat capabilities. It focuses its work in three areas of interest: Hybrid Influence, Vulnerabilities and resilience, and Strategy and Defense. They will give an overview of their work and then set up groups to participate in one of their scenarios (tabletop exercise).

Meeting with: Johan Schalin, Senior Analyst; Tapio Pyysalo, Head of International Relations; Shiho Rybski, Director, Training and Exercise

4:10 – 4:20 PM Transit (10 min drive)

4:20 – 5:30 PM **Briefing and Tour of Merihaka Bedrock Civil Defense Shelter**

Description: The Merihaka Bedrock Civil Defense Shelter in Helsinki, Finland, is a large underground complex designed to protect thousands of people during emergencies. It's a key part of Finland's civil defense strategy, which has become a model for other European nations due to its comprehensive approach and integration into daily life. They will give a tour and provide information on how the city's crisis management operations and resources.

Meeting with: Tomi Rask, Emergency Planning Officer

5:30 – 5:40 PM Transit to Dinner

- 6:00 – 8:30 PM      **Dinner Discussion on Icebreakers (Design, Supply Chain, and International Collaboration)**  
Description: The Finnish defense industry is very developed due to their need for security on the Russian border and surrounding ice-filled seas. Different private companies all fill out different roles in the design, supply, and manufacturing of security-related products. Aker Arctic is a specialized icebreaker design company; Rauma Marine Constructions is a domestic shipbuilder with dual-purpose builds. ABB Finland supplies integrated power and propulsion systems for various types of ships, including ice breakers, patrol vessels, ferries, and cruise ships. The companies will take turns giving presentations on their research and development related to icebreakers.  
Meeting with: Sami Sohlberg, Rauma Marine Constructions; Arto Uuskallio, Aker Arctic; Jari Hurttia, Aker Arctic; Marcus Hogblom, ABB; Mikko Puustinen, Ministry of Economic Affairs (ICE PACT); Marko Mäntylä, Ministry of Foreign Affairs; Brian Harpuder, Naval attaché at US Embassy; Evan Elliott, Senior Political Officer at US Embassy
- 8:30 – 8:45 PM      Transit back to Hotel

**Friday, September 26**

*Location: Helsinki, Finland*

- 7:30 – 7:45 AM      Transit (12 min drive)
- 8:00 – 9:00 AM      **Meeting with Finnish Border Guard**  
Description: The Finnish Border Guard is a law enforcement agency who polices the 800-miles long land border and Gulf of Finland maritime border with Russia. They are under the Finnish Ministry of Interior, but could be called to militarization in a crisis. They will give a presentation on how they monitor the border.  
Meeting with: Commander Jani Järäinen, Head of International Affairs Unit of the Finnish Border Guard HQ
- 9:00 - 9:30 AM      Transit (10 min drive)
- 9:30 – 10:30 AM      **Ministry of Foreign Affairs**  
Description: The Ministry will brief on the foreign, security and defense policy from the Finnish perspective, including arctic security, bilateral relations with the U.S. and NATO.  
Meeting with: Sannamaaria Vanamo, Deputy Director General of the Euro-Atlantic Department; Mikael Antell, Deputy Director General, Political Department
- 10:30 – 11:40 AM      **Site Visit to Ice Breakers (Arctia)**

Description: Arctia is the owner and operator of the national icebreaker fleet of Finland. They are a state-owned company who provides transportation and icebreaking services for Finnish government purpose and to the private sector, usually for offshore oil and gas extraction. They will give an overview of their icebreaking services.

Meeting with: Jukka Viitanen, Arctia Sustainability and Communications Director

11:40-11:50AM Transit to Lunch

11:50 AM – 12:40 PM **Lunch**

12:40 – 1:00 PM Transit (20 minute drive)

1:00 – 2:10 PM **Meeting with U.S. Embassy Finland**

Description: The U.S. Embassy Finland serves as the central relationship between U.S. and Finnish governments. They will discuss the U.S.-Finland relationship and priorities.

Meeting with: Evan Elliott, Senior Political Officer; J. Chris Karber, Chargé d’Affaires; Terry Tyminski, Senior Commercial Officer; Daniell Harms, Counselor for Public Diplomacy; Nicholas Klinger, Political and Economic Section Chief; Lt Colonel Omair Prince Saeed, Chief of the Office of Defense Cooperation; Capt. Brian Harpuder, Naval Attache; Marji Christian, Senior Economic Officer

2:10 – 2:30 PM Transit (6 min drive) \*Ashleigh departs for airport

2:30 – 4:30 PM **Site Visit at Helsinki Shipyard (Davie)**

Description: The Helsinki Shipyard is the main manufacturer of Finnish icebreakers and has decades of Arctic shipbuilding experience. They built the most recent Arctia icebreakers now operated by the Ministry of Defense and are starting work on the largest icebreaker from Finland in collaboration with Canada. They will talk through manufacturing and coordination with partners.

Meeting with: Kim Salmi, Managing Director; Antti Leino, Director of Public Affairs

5:10 PM Ashleigh Flight Departs from HEL

4:30 – 4:40 PM Transit to Hotel

4:40 – 5:30 PM Personal Time

5:30 – 8:00 PM **Dinner with Finnish Institute of International Affairs**

Description: The Finnish Institute of International Affairs (FIIA) is an independent research institute established by the Parliament of Finland.

Representatives will discuss climate politics and strategy and countering malign influence.

Meeting with: Matti Pesu, Senior Research Fellow in the Finnish foreign policy, Northern European security, and NATO research program; Samu Paukkunen, Deputy Director of the Finnish Institute of International Affairs (FIIA); Berk Vindevogel, PhD Researcher at the Ghent Institute for International and European Studies

7:00 – 7:15 PM Transit back to hotel (8 min drive, 14 min walk)

**Saturday, September 27**

*Location: Helsinki, Finland*

8:10 AM (EEST) Chloe Flight Departs from HEL Airport

10:00 AM (EEST) Depart for HEL Airport (30 min drive)

10:30 AM (EEST) Arrive HEL Airport

12:35PM (EEST) Flight from Helsinki to Munich, Germany (LH 2461)

2:10PM (CEST) Land in Munich, Germany

4:25PM (CEST) Depart Munich for Washington Dulles (LH 414)

7:25PM (EST) Land at Washington Dulles (IAD)

# COMMITTEE ON ETHICS

## ADDITIONAL TRIP SPONSOR FORM

This form should be completed by an organization that provides funds, services, or in-kind assistance to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. **Provide a copy of your completed form to the primary sponsor of the trip.**

**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. Name of Primary Trip Sponsor for this trip: Center for Strategic and International Studies
2. Name of your organization: Carnegie Corporation of New York
3. Yes  No  Is your organization designated a § 501(c)(3) charitable organization by the Internal Revenue Service?
4. Yes  No  Does your organization receive funding from any foreign government or multinational organization?
5. **Check one.** I certify that my organization:
  - a.  Has provided a grant, gift, or donation to the above-named Primary Trip Sponsor and conducts an audit or review of its grant, gift, or donation to ensure that the funds are spent in accordance with the terms of its grant, gift, or donation. **OR**
  - b.  Has had a direct role in the organizing, planning, or conducting of a trip to  
Destination: \_\_\_\_\_ on Date: \_\_\_\_\_  
that is being organized or arranged by the above-named Primary Trip Sponsor. **OR**
  - c.  Has provided in-kind support to the above-named Primary Trip Sponsor (e.g., meeting planning assistance, meeting space and set-up, and paying for expenses related to this trip directly to the service provider).
6. **Check only one:**
  - a.  My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
  - b.  My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
7. **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;
  - c. I am an officer of this organization and am duly authorized to sign this form; and
  - d. The information on this form is true, complete, and correct to the best of my knowledge.

Signature:  Date: 8/18/2025

Name: Nicole Howe Buggs Title: CAO & Corporate Secy

Organization: Carnegie Corporation of NY

Address: 437 Madison Avenue New York, NY 10022

Telephone: (212) 207-6231 Email: nb@carnegie.org

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).

Michael Guest, Mississippi  
*Chairman*  
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Ashley Hinson, Iowa  
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ONE HUNDRED NINETEENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON ETHICS

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<https://ethics.house.gov>

September 17, 2025

Ms. Megan Wenrich  
Office of the Honorable Jefferson Shreve  
224 Cannon House Office Building  
Washington, DC 20515

Dear Ms. Wenrich:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Norway and Finland,<sup>1</sup> scheduled for September 20 to 27, 2025, sponsored by Center for Strategic and International Studies and Carnegie Corporation of New York.

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:eme