

# 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: Olivia Kirchberg
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: September 23 Return: September 26  
b. Dates at Personal Expense, if any: N/A **OR**  None
4. Departure City: Washington DC Destination: Mexico City, MX Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Global Women's Innovation Network "GlobalWIN"
6. Describe Meetings and Events Attended: The group met with stakeholders focused on expanding the US- Mexico bilateral relationship across the areas of trade, manufacturing, AI, innovation in tech, and female leadership.
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: October 14, 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: Bradley Scott Schneider Date: October 14, 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): Mexico City, Mexico

3. Date of Departure: Tuesday, September 23, 2025 Date of Return: Friday, September 26, 2025

4. Name(s) of Traveler(s): Olivia Kirchberg

*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	\$991.32	\$717.00		\$366.29
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: October 1, 2025

Name: Helen Milby Title: President & Co-Founder

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: 3015186336 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

## TRAVELER FORM

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

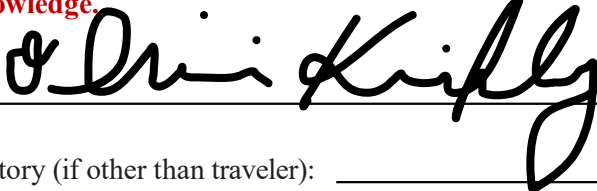
This form and any attachments may be submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

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

Name of Traveler: Olivia Kirchberg

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

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

Signature: 

Name of Signatory (if other than traveler): \_\_\_\_\_

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

Office Address: 300 Cannon HOB

Telephone Number: 2022254835

Email Address of Contact Person: Olivia.kirchberg@mail.house.gov

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

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

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

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

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Olivia Kirchberg
2. Sponsor(s) who will be paying or providing in-kind support for the trip: GlobalWIN
3. City and State **OR** Foreign Country of Travel: Mexico City, Mexico
4. a. Date of Departure: September 23 Date of Return: September 26  
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.**

This trip will provide opportunities to engage with government officials and civil society ahead of the review of the USMCA trade agreement. As the Legislative Director for a Ways and Means Committee member, my expertise can trade, women's leadership and the US-Mexico bilateral relationship.

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: Bradley Scott Schneider Date: 8/22/2025

# COMMITTEE ON ETHICS

## PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

**NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.**

1. Sponsor who will be paying for the trip:

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: Tuesday, September 23, 2025 Date of Return: Friday, September 26, 2025

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

b. Destination(s): Mexico City, Mexico

c. City of return: 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): The rate is 118.00 per day but with (2) travels days at the beginning and end of trip we are looking at a estimated total of \$377.00
    - 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 W Mexico City City: Mexico Cost Per Night: \$239.00  
 Reason(s) for Selecting: Close proximity to meetings and recommended as a safe location

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	\$1,200.00	\$717.00	\$377.00
For each Accompanying Family Member			

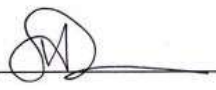
	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

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 inform is true, complete, and correct to the best of my knowledge.**

Signature:  Date: 8/8/2025  
 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.

This bicameral initiative will convene a select group of House and Senate staff engaged in shaping critical Policy areas, including AI, manufacturing, trade, female leadership, innovation in tech, and the US/Mexican bilateral relationship. These staff members were chosen for their expertise, and active roles in legislative efforts that align with their portfolios. The goal is to foster deeper transatlantic collaboration, share best practices, and explore opportunities for partnership between the United States Mexico.

First Name	Last name	Title	Office
Emily	Ackerman	Deputy Floor Director	Office of Majority Whip Tom Emmer
Allison	Behuniak	Policy Director	US. House Committee Financial Services
oFFIC	Bel Miller	Chief of Staff	Office of Rep. Steve Scalise (LA-01)
Brooke	Bennett	Chief of Staff	Office of Rep. French Hill
Louise	Bentsen	Chief of Staff	Congressman Vicente Gonzalez (TX-34)
Rachael	Bornstien	Chief of Staff	Office of Rep. Suzanne Bonamici
Lorissa	Bounds	Chief of Staff	Office of Rep. Jay Obernolte (CA-23)
Lacey	Bowersox	Legislative Director	Office of Rep. Mike Bost (IL-12)
Noelle	Britton	Chief of Staff	Office of Rep. Lloyd Smucker
Cara	Camacho	Chief of Staff	Office of Rep. Jim Himes (CT-04)
Caroline	Cash	Chief of Staff	Office of Rep. James Comer (KY)
Jackie	Del Bonis	Chief of Staff	Office of Majority Whip Tom Emmer
Kaylin	Dines	Director of Member Services	Rep. Brittany Pettersen (D-CO)
Michelle	Dorothy	Chief of Staff	Office of Rep. Chrissy Houlahan
Jaryn	Emhof	Chief of Staff	Office of Rep. Daniel Webster (FL-11)
Tamara	Fucile	Staff Director	Joint Economic Committee
Monica	Garay	Executive Director	Congressional Hispanic Caucus
Sarah	Gilbert	Chief of Staff	Office of Rep. Neal Dunn (FL-02)
Molly	Harris	Deputy Chief of Staff	Office of Rep. Jake Ellzey (TX-10)
Maeve	Healy	Chief of Staff	Office of Grace Meng (NY-06)
Emily	Hebein	Legislative Director	Rep. Latta (R-OH)
Lauren	Hodge (Swing)	Chief of Staff	Office of Rep. Brett Guthrie (KY-02)
Megan	Jackson	Staff Director	Committee on Energy and Commerce

Ashley	Jones	Chief of Staff	Office of Rep. Debbie Wasserman Schultz (FL-23)
Nancy	Juarez	Chief of Staff	Office of Rep. Ami Bera (CA-06)
Robin	Juliano	Policy Director	Office of Whip Katherine Clark (MA-05)
Olivia	Kirchberg	Legislative Director	Office of Rep. Brad Schieder
Sophie	Khanamadi	Deputy Staff Director	E&C
Giulia	Leganski	Chief Counsel	House E&C CMT Subcommittee
Sheron	Luk	Director of Policy and Communications	U.S. House Sustainable Energy and Environment Coalition
Lisa	Mortier	Senior Advisor	House Oversight Committee
Lizzy	O'Hara	Chief of Staff	Office of Rep. Richard E. Neal (MA-01)
Nancy	Peele	Chief of Staff	Office of Rep. Bruce Westerman (AR-04)
Stephanie	Peters	Senior Oversight Counsel Democratic Staff Director for the Subcommittee on Oversight and Intelligence	House Foreign Affairs Committee
Kathryn	Reed	Tax Policy Adviser	House Ways and Means
Jamie	Robinette	Chief of Staff	Rep. Bean (R-FL)
Lindsay	Ryan	Chief of Staff	Chairman Moolenaar (R-MI)
Brooke	Scannell	Chief of Staff	Office of Rep. Katherine M. Clark (MA-05)
Katherine	Sears	Chief of Staff	Office of Rep. Vince Fong (CA-20)
Sophie	Seid	Chief of Staff	Rep. Hinson (R-IA)
Anne	Sokolov	Executive Director	New Democrat Coalition
Deena	Tauster	Chief of Staff	Office of Rep. Garbarino (NY-02)
Shana	Teehan	Chief of Staff	Office of Representative Julie Fedorchak ND-AL)
Lauren	Toy	Chief of Staff	Office of Rep. Susie Lee
Rachel	Wagley	Chief of Staff	Rep. Blake Moore (UT-01)
Rebecca	Walldorff	Chief of Staff	Office of Rep. Lucy McBath (GA-06)
Ruth	Ward	Chief of Staff	Office of Speaker Mike Johnson (LA-04)



2025 Mexico City Bicameral House Staff Delegation Trip Itinerary  
Tuesday, September 23, - Friday, September 26, 2025  
*Preliminary Agenda- Not for Public Distribution*

Tuesday, September 23, 2025

- 4:00 PM Arrive at Washington Dulles International Airport (IAD)
- 6:25 PM Depart Washington Dulles international Airport (IAD)  
United Airlines Flight # 1566
- 9:10 PM (CST) Arrive Mexico City International Airport Benito Juarez (MEX)
- 10:00 PM (CST) Depart Mexico City International Airport Benito Juarez (MEX)
- 10:00 PM [45-minute drive to the W Mexico City- Campos Elíseos 252, Polanco, Chapultepec, Miguel Hidalgo, 11560  
10:45 PM Ciudad de México, CDMX, Mexico]
- RON: W Mexico City  
Campos Elíseos 252, Polanco, Chapultepec, Miguel Hidalgo, 11560 Ciudad de México, CDMX, Mexico]

Wednesday, September 24, 2025

- 8:00 AM Departure from the W Mexico City
- 8:00 AM [15-minute drive to General Motors Avenida Ejercito Nacional 843-B, Access by Corporate Antara II, Blvd.  
8:15 AM Miguel de Cervantes Saavedra, Granada, 11520 Mexico City, Mexico]
- 8:30 AM **General Motors: Global Women, Local Impact: Leadership at the Intersection of Industry and Policy**
- 10:00 AM GlobalWIN is honored to meet with Mónica García, Director of Global Procurement and Supply Chain for GM Mexico, and Alicia del Valle Soto, Executive Director of GM's Ramos Arizpe Assembly Plant and the first Mexican woman to hold a plant director role at GM. They will share how their work involves leading across multinational teams, regulatory bodies, and governments — emphasizing the vital role of U.S.– Mexico cooperation in trade, labor, EV policy, and manufacturing. Their insights will highlight how industry and government can align shared priorities such as sustainability, workforce development, and resilient supply chains, underscoring the critical importance of agility, diplomacy, and cross-sector collaboration in navigating today's global challenges.
- 10:00 AM [15- minute drive to Coca Cola Rubén Darío 115, Polanco, Polanco V Secc, Miguel Hidalgo, 11580 Ciudad  
10:20 AM de México, CDMX, Mexico]
- 10:30 AM **Coca Cola: Values-Driven Leadership: Catherine Reuben Hatounian on Gender Equity and Global Strategy**
- 12:00 PM Catherine Reuben Hatounians, FEMSA - Chief Corporate Affairs Officer will visit with GlobalWIN delegation during a roundtable discussion to highlight the strategic and values-driven approach, emphasizing business leadership, gender equity, and policy-relevant themes aligned with Coca-Cola's global mission.

12:05 PM [15-minute drive to AWS Headquarters Periférico Blvd Manuel Ávila Camacho 261, Polanco, Lomas de Chapultepec III Secc, Miguel Hidalgo, 11510 Ciudad de México, CDMX, Mexico]  
12:20 PM

12:30 PM **AWS: Empowering Mexico: AWS Cloud Region and the Future of Digital Transformation**

2:00 PM AWS is launching a new cloud region in Querétaro, Central Mexico, with three Availability Zones. This will enable local data storage, lower latency, and support data residency compliance. AWS will host a panel on the region's strategic importance, cloud capabilities, and its role in driving digital transformation.

2:05 PM [15-minute drive to McKinsey & Company, Pedregal 24, Lomas - Virreyes, Molino del Rey, Miguel Hidalgo, 11040 Ciudad de México, CDMX, Mexico]  
2:20 PM

2:30 PM **McKinsey: Exploring Innovation at McKinsey Experience Studio, Mexico City**

4:00 PM A deep dive and educational opportunity to visit McKinsey Experience Studio in Mexico City an environment designed to foster new ideas and accelerate the development of solutions for clients. It offers a space equipped with cutting-edge technology and resources to support clients in reinventing themselves and building capabilities for the future. The studio hosts various activities like interactive exercises, model factories, and networking events with industry leaders. We will have an opportunity to see how McKinsey is utilizing this immersive learning space.

4:05 PM [20-minute drive to Mastercard -2311 Mexico Av. Paseo de la Reforma 250 Torre A Col. Juarez, 22th Floor Mexico City, Mexico 6600]  
4:25 PM

4:30 PM **Mastercard: Conversation with Ana Lucía Magliano, Executive Vice President, Services – Latin America the Caribbean**

6:00 PM In this pivotal role, Ana Lucia leads the delivery and implementation of a comprehensive portfolio of data-driven services, including cybersecurity solutions, analytics, AI-powered tools, and consulting services. In Mexico City, Mastercard is most recognized for its impactful efforts in financial inclusion and the modernization of digital payments. Its work in the region exemplifies the company's broader mission: to connect individuals, communities, and businesses to a more inclusive and technologically advanced financial future. The discussion will highlight those communities that have benefited from data driven services.

6:00 PM [25-minute drive to the W Mexico City- Campos Elíseos 252, Polanco, Chapultepec, Miguel Hidalgo, 11560 Ciudad de México, CDMX, Mexico]  
6:30 PM

6:45 PM Walk from The W Mexico City to Restaurant

7:00 PM **A Legacy of Leadership: A Conversation with Ambassador Susannah Goshko**

9:00 PM Susannah Clare Goshko [CMG](#) is a British civil servant in His Majesty's Diplomatic Service. She is the British Ambassador to Mexico. The Ambassador represents His Majesty The King and the UK government in the country to which they are appointed. They are responsible for the direction and work of the embassy and its consulates, including political work, trade and investment, press and cultural relations, and visa and consular services. *Location to be determined*

RON: W Mexico City  
Campos Elíseos 252, Polanco, Chapultepec, Miguel Hidalgo, 11560 Ciudad de México, CDMX, Mexico]

Thursday, September 25, 2025

- 8:00 AM**      **Breakfast at the W Mexico City**  
Briefing with Helen Milby, Co-Founder and President of GlobalWIN- Recap of Wednesday's meetings and highlights for Thursday!
- 8:30 AM*      *[15-minute drive to Oracle- C. Montes Urales 470, Lomas - Virreyes, Lomas de Chapultepec, Miguel*  
*8:45 AM*      *Hidalgo, 11000 Ciudad de México, CDMX, Mexico]*
- 9:00 AM**      **A look back and ahead at Oracle's Role in Cloud Infrastructure**  
**10:30 AM**      Oracle has partnered with TELMEX-Triara to become the only hyperscaler with two cloud regions in Mexico, located in Monterrey and Querétaro. These regions provide Mexican enterprises and public sector organizations with access to a broad set of infrastructure, platform, and application cloud services. We will meet with representatives from Oracle, who will highlight the advantages these two cloud regions and their associated technologies offer to businesses.
- 10:35 AM**      *[18-30 -minute drive to U.S. Embassy to Mexico Paseo de la Reforma 305, Colonia Cuauhtémoc, 06500*  
**10:50 AM**      *CDMX, Mexico*
- 11:00 AM**      **Meeting at the U.S. Embassy Mexico City**  
**12:30 PM**      Meeting with the Consular, Economic section and Public Affairs . This roundtable discussion will provide a valuable platform for the congressional delegation to engage in constructive dialogue with key embassy officials, gain firsthand perspectives on these important issues, and contribute to solutions aimed at strengthening the bilateral relationship between the U.S. and Mexico.
- 12:35 PM*      *10 minutes drive to Netflixs Av. P.º de la Reforma 483-piso 45, Cuauhtémoc, 06500 Ciudad de México,*  
*12:45 PM*      *CDMX, Mexico]*
- 1:00 PM**      **Netflix's: Lunch & Meeting Highlighting Strategic Vision Behind Investment in Mexican Production**  
**2:30 PM**      In early 2025, Netflix announced a US\$1 billion, four-year investment to boost series and film production in Mexico, targeting around 20 productions annually. This initiative strengthens local industry infrastructure, including a key partnership with the iconic Estudios Churubusco. Carolina Leconte, Netflix's VP of Content in Mexico, will explain how this marks a "qualitative leap" for the company—ensuring continuity in Mexican storytelling, raising production standards, and fostering diverse, culturally rich narratives that resonate globally through their authenticity.
- 2:35 PM**      *35 minute drive to Congress of the Union Avenida Congreso de la Unión No. 66, Colonia El Parque,*  
**3:15 P M**      *Delegación Venustiano Carranza C.P. 15969, México City*

3:15 PM

**The Chamber of Deputies -Lower House of the Congress of the Union**

4:45 PM

The time together will highlight focus on technical, procedural, and policy-oriented topics, with a strong emphasis on practical collaboration and shared challenges. Legislative Process & Congressional Operations

- How legislation is drafted, introduced, and passed in Mexico's Chamber of Deputies vs. the U.S. House.
- Committee structures and roles: Similarities/differences in how committees' function, their powers, and staff involvement.
- Congressional staff roles: Responsibilities of Mexican staffers (asesores) compared to U.S. legislative assistants, policy directors, etc.
- Non-partisan legislative support: Think tanks, research services (e.g., Mexico's CESOP vs. U.S. Congressional Research Service).

4:45 PM

*[45 minute drive to the W Mexico City- Campos Elíseos 252, Polanco, Chapultepec, Miguel Hidalgo, 11560 Ciudad de México, CDMX, Mexico]*

5:45 PM

7:00 PM

**Full exploration of Food and cultures of Mexico City**

9:00 PM

Dinner tour led by a woman owned company and women led for adventures in street food dining. You will hear about the city's diverse culinary scene, including its history, culture, and regional specialties.

RON:

W Mexico City

*Campos Elíseos 252, Polanco, Chapultepec, Miguel Hidalgo, 11560 Ciudad de México, CDMX, Mexico]*

**Friday, September 26, 2025**

6:00 AM

*Departure from the W Mexico City*

*Campos Elíseos 252, Polanco, Chapultepec, Miguel Hidalgo, 11560 Ciudad de México, CDMX, Mexico]*

6:00 AM

*[30-minute drive to Mexico City International Airport Benito Juarez (MEX)]*

6:30 AM

6:30 AM

Arrive at Mexico City International Airport Benito Juarez (MEX)

8:45 AM

Depart Mexico City International Airport Benito Juarez (MEX)  
United Airlines Flight #1567

3:08 PM

Arrive at Washington Dulles International Airport (IAD)

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Mexico City will allow us to engage in many events and meetings on issues such as AI, manufacturing, trade, female leadership, innovation in tech, and the US/Mexican bilateral relationship. We have confirmed with a variety of GlobalWIN allies to schedule corporate site visits, meetings with senior women in the Mexican government and the US Embassy, as well as a series of receptions and cultural events to round out our time in Mexico City, Mexico. Work on these topics and active participation in our discussions will be a great asset to our delegation, which will include senior staff from both Republican and Democratic House and Senate offices. The trip has been organized by the GlobalWIN Team Helen Milby, Co-Founder & President, Angeli Chawla, Executive Director and Andrea Mietus, Senior Advisor along with the Coordinators for Programming – Laila Fahmy and Membership- Zoriana Moulton.

15- 2

A visit to Mexico City aligns with GlobalWIN's mission to foster broader conversations beyond Washington by connecting Congressional staff with global partners on innovation, technology, and economic growth.

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>

September 17, 2025

Ms. Olivia Kirchberg  
Office of the Honorable Bradley Schneider  
300 Cannon House Office Building  
Washington, DC 20515

Dear Ms. Kirchburg:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Mexico,<sup>1</sup> scheduled for September 23 to 26, 2025, sponsored by Global Women's Innovation Network (GlobalWIN).

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:rp



August 18, 2025

Olivia Kirchberg  
Legislative Director  
Office of Representative Bred Schneider  
U.S. House of Representatives  
Via Email

Dear Ms. Kirchberg,

On behalf of the Global Women's Innovation Network ([GlobalWIN](#)), we would like to invite you to join us for an educational trip to Mexico City, Mexico. We will depart Washington Dulles International Airport (IAD) on Tuesday, September 23<sup>rd</sup> and programming will begin upon arrival on Wednesday, September 24<sup>th</sup>. We will return to Washington Dulles International Airport (IAD), on Friday afternoon, September 26<sup>th</sup>.

On the ground in Mexico City, GlobalWIN will host events and meetings on issues such as AI, manufacturing, trade, female leadership, innovation in tech, and the US/Mexican bilateral relationship. More information about GlobalWIN can be found on our [website](#). We have confirmed with a variety of GlobalWIN allies to schedule corporate site visits, meetings with senior women in the Mexican government and the US Embassy, as well as a series of receptions and cultural events to round out our time in Mexico City, Mexico. Your work on these topics and active participation in our discussions will be a great asset to our delegation, which will include senior staff from both Republican and Democratic House and Senate offices.

GlobalWIN will cover your travel, hotel, and meal expenses related to the trip and programming, in compliance with the rules under House ethics laws. The submission of your ethics materials is due **Friday August 22<sup>nd</sup>**, so please let us know at your earliest convenience if you are interested in participating.

Sincerely,

Helen Milby