

COMMITTEE ON ETHICS

EMPLOYEE POST-TRAVEL DISCLOSURE FORM Original Amendment

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

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

1. Name of Traveler: John Lynch
2. a. Name of Accompanying Relative: _____ **OR** None
b. Relationship to Traveler: Spouse Child Other (specify): _____
3. a. Dates: Departure: April 4, 2026 Return: April 11, 2026
b. Dates at Personal Expense, if any: _____ **OR** None
4. Departure City: Washington, DC Destination: Tokyo, Japan Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Center for Strategic and International Studies (primary); Carnegie Corporation of New York (additional sponsor)
6. Describe Meetings and Events Attended: Meetings with US Embassy Tokyo, several ministries of the Government of Japan, and engagements with leading manufacturers and think tanks.
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: 05/01/2026

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: Jim Costa Date: 05/01/2026

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: _____

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: *Lucas J. Fleiss* Date: _____

Name: _____ Title: _____

Organization: _____

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

Address: _____

Telephone: _____ Email: _____

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

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

COMMITTEE ON ETHICS

TRAVELER FORM

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

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

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

Name of Traveler: John Lynch

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. Jim Costa

Office Address: 2081 Rayburn House Office Building

Telephone Number: 202-225-3341

Email Address of Contact Person: john.lynch@mail.house.gov

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

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

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

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

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: John Lynch
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Center for Strategic and International Studies
3. City and State **OR** Foreign Country of Travel: Japan
4. a. Date of Departure: April 4, 2026 Date of Return: April 11, 2026
b. Yes No Will you be extending the trip at your personal expense?
If yes, list dates at personal expense: _____
5. a. Yes No Will you be accompanied by a family member at the sponsor's expense? **If yes:**
 - (1) Name of Accompanying Family Member: _____
 - (2) Relationship to Traveler: Spouse Child Other (specify): _____
 - (3) Yes No Accompanying Family Member is at least 18 years of age?
6. a. Yes No Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. Yes No *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**
As Deputy Chief of Staff/Legislative Director to Rep. Jim Costa, the traveler handles the office's work on the House Foreign Affairs Committee. California, as a Pacific coastal state, has deep cultural and economic ties to Japan and the Indo-Pacific region. The trip will inform the office work in those spaces.
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: 03/05/26

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: _____

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): _____

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

6. Date of Departure: _____ Date of Return: _____

7. a. City of departure: _____

b. Destination(s): _____

c. City of return: _____

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): _____
- 2) Provide the reason for selecting the location of the event or trip: _____

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

Hotel Name: _____ City: _____ Cost Per Night: _____

Reason(s) for Selecting: _____

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 type="checkbox"/> Good Faith Estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or Employee			
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$97.94 per participant	For meeting interpretation services in Nagoya and Tokyo. Total cost is \$1,665 for 17 participants including House staff, Senate staff, and CSIS staff.
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: Michael J. Flinn Date: _____
 Name: _____ Title: _____
 Organization: _____
 Address: _____
 Email: _____ Telephone: _____

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

Michael Guest, Mississippi
Chairman
Mark DeSaulnier, California
Ranking Member

Andrew R. Garbarino, New York
Ashley Hinson, Iowa
Nathaniel Moran, Texas
Brad Knott, North Carolina

Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland
Sylvia R. Garcia, Texas
Suhass 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>

April 1, 2026

Mr. John Lynch
Office of the Honorable Jim Costa
2081 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Lynch:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Japan,¹ scheduled for April 4 to 11, 2026, 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 \$525 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 \$525] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of minimal value received from a foreign government must, within 60 days of acceptance, be disclosed on a Form for Disclosing Gifts from Foreign Governments and either turned over to the Clerk of the House, or, with the written approval of the Committee, retained for official use.

¹ Please be aware that the Committee's review of the proposed trip does not extend to either the security situation in the destination country or security related to foreign travel in general. We recommend you contact the Office of House Security (OHS) for a safety and security briefing prior to your departure. OHS may be reached at (202) 226-2044 or ohsstaff@mail.house.gov. House travelers should also register for the U.S. State Department's Smart Traveler Enrollment Program at <https://step.state.gov>.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,



Michael Guest
Chairman

MG/MD:rp



Mark DeSaulnier
Ranking Member


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: R Flay  Digitally signed by R Flay
Date: 2026.02.20 15:49:06 -05'00' Date: 2/20/2026

Name: Randy Flay Title: Program Director

Organization: Carnegie Corporation of New York

Address: 437 Madison Avenue, NY, NY

Telephone: _____ Email: RF@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.

Addendum to the Primary Sponsor Form

CSIS Congressional Foresight Initiative Delegation

April 4 - 11, 2026

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):

Rory Daly is a Professional Staff Member on the House Select Committee on Strategic Competition between the United States and the Chinese Communist Party, where he leads policy on economic security, international trade, tax, finance, and critical minerals.

Kim Waskowsky is a Professional Staff Member for the Majority staff of the House Committee on Energy and Commerce, Subcommittee on Oversight and Investigations, where she supports the Committee's oversight and legislative work.

Kelsey McBarron serves as Counsel and Professional Staff for the Space and Aeronautics Subcommittee of the House Committee on Science, Space, and Technology, where she focuses on legislative and legal matters related to commercial space, national security, and regulatory policy.

Aaron Jordan serves as Deputy Chief Counsel for the House Foreign Affairs Committee for Ranking Member Gregory Meeks (D-NY), where he covers sanctions, global tech and telecoms, energy, international finance, and war powers, and serves as the lead Committee counsel on congressional rules and parliamentary procedure.

Ian Merritt is the Legislative Director and National Security Advisor for Congressman Chuck Fleischmann (R-TN), Chairman of the House Energy & Water Development Appropriations Subcommittee, where he manages the Congressman's legislative portfolio with a focus on national security, defense appropriations, and energy policy.

Maha Syed serves as National Security Legislative Assistant for Congressman James Walkinshaw (D-VA), where she handles the Congressman's national security and defense legislative portfolio.

Lucas Lam is the Legislative Director for Congresswoman Janelle Bynum (D-OR), where he leads her Financial Services Committee work and manages portfolios on Defense, National Security, Foreign Affairs, Trade, Economy, and Health.

Savannah Bolender is the Legislative Director for Congresswoman Michelle Fischbach (R-MN), where she handles both of the Congresswoman's committee assignments – Rules and Ways and Means – and covers a range of domestic and foreign policy issues, with particular focus on AI policy and its intersection with national security.

Simon Brinkmann Jønler serves as Deputy Chief of Staff for Congressman Robert Aderholt (R-AL), who sits on the House Appropriations Committee including its Defense Subcommittee, where he supports the Congressman's legislative and appropriations priorities across defense and a broad range of Alabama statewide interests.

Shinnola Alexander is a Policy Advisor in the Office of Congresswoman Sara Jacobs (D-CA), where she focuses on AI and emerging technology and manages the environment, agriculture, energy, and transportation and infrastructure portfolios.

John Lynch is the Legislative Director for Congressman Jim Costa (D-CA), who is a member of the House Foreign Affairs Committee and House Agriculture Committee. In this role, Mr. Lynch manages the Congressman's policy team and oversees the office's legislative priorities.

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 Indo-Pacific security, defense cooperation, and alliance management. 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 in Tokyo, Japan. 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:

Japan was selected for its central importance to U.S. Indo-Pacific strategy. As America's most critical treaty ally in the region and the world's fourth-largest economy, Japan sits at the intersection of the region's most consequential economic, technological, and security dynamics. Tokyo offers unparalleled access to officials, industry leaders, and experts actively shaping regional security architecture. Engaging Japanese counterparts provides unique insight into how a close ally perceives Indo-Pacific competition and the strategic choices the U.S. will face in the coming decades, making Japan an essential destination for congressional staff seeking to deepen their understanding of the alliances that will define American strategy in the region.

**CSIS Congressional Foresight Initiative
Staff Delegation to Japan
April 4 – 11, 2026**

ITINERARY

Saturday, April 4

Location: Washington, DC

12:30 PM (EST) Depart Washington Dulles to Tokyo, Japan Haneda Airport (UA 803)

Sunday, April 5

Location: Tokyo, Japan

3:55 PM (JST) Land in Tokyo, Japan (Haneda Airport)

5:30 – 6:00 PM Transit to Mitsui Garden Hotel Shiodome Italia-gai
2 Chome-14-24 Higashishinbashi, Minato City, Tokyo

6:00 – 8:00 PM **Dinner on your own**

Monday, April 6

Location: Tokyo

12:30 PM (EST) *Aaron Jordan departs Washington Dulles to Tokyo, Japan Haneda Airport*
2:30 AM (JST) *(UA 803)*

8:30 – 9:00 AM Breakfast at Hotel

9:00 – 9:30 AM Transit to U.S. Embassy

9:30 – 10:30 AM **U.S. Embassy Visit**

Description: The U.S. Embassy will discuss the current state of the alliance, the future of strategic cooperation against China, and trends for bilateral and multilateral trade and investment in the region, especially in advanced technologies.

Meeting with:

- Zizhan Luo, Economic Officer, U.S. Embassy Tokyo

- Daniel McCandless, Environment, Science, Technology, and Health Counselor
- Anatole Faykin, Political-Military Officer
- Wesley Yearly, Deputy Chief, Mutual Defense Assistance Office
- Rebecca Levy, NASA
- Andy Lee, Air & Space, Office of the Defense Attache
- Gregory Jaevs, Counselor, Foreign Commercial Affairs
- Lauren Dunham, Economic Officer
- Mitchell Steinberg, Public Affairs

10:30 – 11:00 AM Transit to Ministry of Defense

11:00 – 12:15 PM **Meeting with Ministry of Defense**

Description: MOD officials will discuss progress on the five-year plan to double defense spending, various readiness measures taken to modernize the Japanese armed forces, and primary channels for increased international military and defense cooperation with Japan in the future.

Meeting with:

- Sugio Takahashi, Director, Strategic Planning Division
- Takeshi Hanai, Director, Japan-U.S. Defense Cooperation Division

12:15 – 1:15 PM Lunch on your own

1:15 – 1:30 PM Transit to Japan Science and Technology Agency

1:30 – 2:30 PM **Meeting with Japan Science and Technology Agency**

Description: The Japan Science and Technology is a Japanese government agency which aims to build infrastructure that supports knowledge creation and dissemination in Japan. It is one of the National Research and Development Agencies, overseen by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) and the Council for Science, Technology and Innovation.

Meeting with:

- Kana Asano, Director, Office for International Science and Technology Policy and Information Study
- Ichiro Ikeda, Director, Department of Strategic Planning and Management
- Osamu Kobayashi, Director, Department of International Affairs

2:30 – 3:00 PM Transit to METI

- 3:00 – 4:00 PM **Meeting with Ministry of Economy, Trade and Industry (METI)**
Description: METI officials will discuss their outlook for the first few projects of the Japan-U.S. Strategic Investment Initiative, along with a broader discussion of Japan’s trade policy and economic trajectory.
Meeting with:
- Masahiko Uchino, Principal Deputy Director, Economic Security Policy Division, Trade and Economic Security Bureau
 - Ken Kurosawa, Assistant Director, America’s Division, Trade Policy Bureau
- 3:55 PM *Aaron Jordan lands in Tokyo, Japan (Haneda Airport) and transits directly to Ministry of Foreign Affairs*
- 4:00 – 4:30 PM Transit to Ministry of Foreign Affairs
- 4:30 – 6:15 PM **Meeting with Ministry of Foreign Affairs**
Description: MOFA officials will discuss Japan’s goals for the future of the alliance, how Japanese foreign policy will change after recent elections, and the implications of Japan rebuilding its security forces on regional dynamics.
Meeting with:
- Maya Hamada, Senior Coordinator, Japan-U.S. Security Cooperation
 - Sawago Nagamori, Principal Senior Foreign Policy Coordinator, Policy Coordination Division
 - Ryuichi Funatsu, Director, Economic Security Division
- 6:15 – 6:30 PM Transit to hotel
- 6:30 PM Dinner on your own

Tuesday, April 7

Location: Tokyo & Yokosuka

- 7:00 – 7:30 AM Breakfast at Hotel
- 7:30 – 9:00 AM Transit to Yokosuka Naval Base
- 9:00AM – 12:00PM **Briefing, Base Tour, and Destroyer Tour at Yokosuka Naval Base with U.S. Naval Forces Japan**
Description: USNFJ personnel will provide a tour of the naval base, followed by a discussion of forward-deployed U.S. forces, their

priorities and limitations, and the landscape of future U.S.-Japan military collaboration.

Meeting with: Taylor DiMartino, Deputy Public Affairs Officer, COMDESRON FIFTEEN, U.S. Naval Forces Japan

- 12:00 – 12:15 PM Transit to lunch
- 12:15 – 1:00 PM **Lunch on your own at COASKA Bayside Stores**
- 1:00 – 2:30 PM Transit to National Diet
- 2:30 – 4:00 PM **Tour and Meeting with National Diet Staff**
Description: The National Diet is the parliamentary body of Japan. The delegation will receive a tour and meet with staff from the House of Councilors. The group observed a budget debate with Prime Minister Takaichi and opposition party leaders in the House of Councilors.
Meeting with:
- Kisaki KATSUMATA, International Department, House of Councilors, National Diet of Japan
 - Akiyo Oyama, International Department, House of Councilors, National Diet of Japan
- 4:00 – 4:30 PM Transit to Japan Institute for Cyberspace Studies
- 4:30 – 5:30 PM **Meeting with Japan Institute for Cyberspace Studies**
Description: The delegation will meet with researchers and experts at the Japan Institute for Cyberspace Studies, a leading research institute dedicated to enhancing global cybersecurity resilience through collaboration and standardization, to exchange perspectives on emerging cyber threats and the future of U.S.-Japan cooperation in cyberspace.
Meeting with:
- Mitsunori Yasuda, CEO
 - Nate Snyder, Advisor
 - Hiro Shinohara, CTO
 - James Miller, Director
 - Harri Hursti, Special Advisor
- 5:30 – 6:30 PM Transit to dinner meeting
- 6:30 – 8:00 PM **Dinner Meeting with Economic Security Intelligence Lab**
Description: The Economic Security Intelligence Lab is a research lab within the Research Center for Advanced Science and Technology at

the University of Tokyo. They will discuss their research on issues related to economic security, including global supply chains, advanced technology governance, and intelligence-informed policy design.

Meeting with:

- Yee Kuang Heng, Professor of Graduate School of Public Policy, University of Tokyo
- Akira Igata, Project Lecturer, Economic Security Intelligence Lab
- Tomonori (Tom) Yoshizaki, Senior Visiting Researcher
- Megumi Yoshitomi, Visiting Researcher
- Dean Centa, Affiliated Researcher
- Ayaka Sasaki, Visiting Research Student
- Maya Sobchuk, Project Academic Specialist

8:00 PM Personal time

Wednesday, April 8

Location: Tokyo & Nagoya

7:00 – 7:20 AM Breakfast in hotel

7:20 – 7:35 AM Transit from hotel to Shinagawa Train Station

8:17 – 9:45 AM Take Tokaido Shinkansen to Nagoya (Nozomi 329)

9:45 – 10:15 AM Arrive in Nagoya and grab lunch on your own inside Nagoya train station

10:15 – 11:00 AM Transit to Port of Nagoya

11:00 – 12:30 PM **Port of Nagoya Tour**

Description: The delegation will receive a boat tour of the Port of Nagoya, Japan's largest port by cargo volume and a critical node in regional and global supply chains, to gain firsthand insight into the economic infrastructure underpinning U.S.-Japan trade relations and Indo-Pacific commerce.

Meeting with:

- Tamakazu Yokochi, Executive Vice President, Nagoya Port Authority
- Kaheita Kinoshita, Director, Port Operations
- Junko Mitsuda, Deputy Director, Port Operations
- Hiroko Kaizuka, Chief, Port Promotion Division
- Sachiko Kojimo, Senior Staff, Port Promotion Division

12:30 – 1:00 PM Transit to JERA Thermal Power Station

1:00 – 3:30 PM **Site Visit to JERA Kawagoe Thermal Power Station**

Description: JERA is Japan's largest power producer and participates in the entire energy value chain ranging from upstream development, fuel procurement and power generation to wholesale sales of electricity and gas. We will visit their thermal power station in Nagoya to hear about their liquid natural gas (LNG) energy strategy and receive a site tour of their power generation and LNG facilities.

Meeting with:

- Motoki Katsutani, Executive Officer, Head of Kawagoe Thermal Power Station
- Shigeyuki Murata, General Manager, Deputy Head of Kawagoe Thermal Power Station
- Makoto Koda, General Manager, Administration Unit; Shumpei Fujita, Administration Unit
- Shumpei Fujita, Administration Unit, Kawagoe Thermal Power Station
- Tsukasa Nishizawa, Executive Officer, Head of the LCF Business Strategy Group
- Natsuki Ono, LCF Strategy Coordination Unit
- Masato Mizutani, Executive Officer, Head of West Japan General Affairs Group
- Yoichi Takami, Special Advisor, West Japan General Affairs Group

3:30 – 4:00 PM Transit to Kawasaki Heavy Industries

4:00 – 6:00 PM **Site Visit to Kawasaki Heavy Industries Nagoya Works**

Description: Kawasaki Heavy Industries Nagoya Works manufactures the Boeing 777X and 787 components such as the forward fuselage. We will be provided with an overview briefing of their operations and receive a factory tour. This visit will showcase the interconnectedness of the Japanese and U.S. economies by highlighting how Japanese companies like KHI are making major components of airplanes for a U.S. company.

Meeting with: Members of the Commercial Aircraft Project Planning Department:

- Keisuke MANAKA
- Rieka MATSUEDA
- Yasushi SHIOTANI
- Shinji TANAKA
- Masanori YOKOTA

- Masataka HAKUTO

6:00 – 6:45 PM Transit to Nagoya Station

6:45 – 7:45 PM Dinner in Nagoya Station

7:51 – 9:20 PM Shinkansen Train (Nozomi 276) to Tokyo Shinagawa Station

9:20 – 9:45 PM Transit Back to Hotel

Thursday, April 9

Location: Tokyo

8:30 – 9:15 AM Breakfast at Hotel

9:15 – 9:30 AM Transit to Nakasone Peace Institute

9:30 – 11:00 AM **Meeting with Nakasone Peace Institute Scholars**
Description: The Nakasone Peace Institute is a policy-oriented research institute that examines the important issues facing the international community from an independent standpoint and disseminates creative and constructive proposals both in Japan and internationally. Scholars will discuss their research on information warfare and hybrid warfare in a potential Taiwan contingency.
Meeting with:

- Yo Osumi, Senior Research Fellow
- Jun Osawa, Senior Fellow
- Yosuke Ishigami, Senior Research Fellow
- Futoshi Takabatake, Senior Research Fellow

11:00 – 11:30 AM Transit to Keidanren

11:30 – 1:00 PM **Lunch with Keidanren (Japanese Business Federation)**
Description: The Keidanren is an economic organization with a membership comprised of 1,574 Japanese companies, 106 nationwide industrial associations, and regional economic organizations for all 47 prefectures in Japan. Keidanren secretariat staff and representatives from business federation members will discuss economic security issues including tariffs and U.S.-Japan business relations.
Meeting with:

- Takashi TADA, Chief Advisor, Global Public Policy Relations, NEC Corporation

- Yoko YAMAZAKI, Senior Manager, Global Management Department, Industrial Policy Division, Hitachi, Ltd
- Yuriko HASHIO, Assistant Manager, Economic Security Office, Hitachi, Ltd
- Airi URANO, Research Fellow, Marubeni Institute
- Kohei KUBO, Senior Manager, International Affairs, Keidanren
- Satoko DOHI, Manager, International Affairs, Keidanren
- Taku KITAYAMA, Policy Analyst, International Affairs, Keidanren

1:00 – 1:30 PM Transit to JETRO

1:30 – 2:30 PM **Meeting with Japan External Trade Organization (JETRO)**

Description: The Japan External Trade Organization is a government-related organization that works to promote mutual trade and investment between Japan and the rest of the world. JETRO's Americas Division will discuss innovation, start-ups, and access to the Japanese market. They would also like to brief on derisking with China.

Meeting with:

- Misako Ito, Director, Americas Division
- Dai Hakozaiki, Senior Economist, Research & Analysis Department
- Takao Nakahata, Director of Central and South America Team
- Akira Yasuda, Director, International Economy Division
- Rika Ando, Deputy Director, Americas Division
- Hiroyuki Kaino, Research Manager, Americas Division
- Taisuke Kassai, Researcher, Americas Division
- Hiroki Koyata, Researcher, Americas Division
- Hiroya Tanimoto, Researcher, Americas Division
- Yohei Kato, Researcher, Central and South America Team

2:30 – 3:00 PM Transit to Japan Institute of International Affairs

3:00 – 4:00 PM **Roundtable with Japan Institute of International Affairs**

Description: The Japan Institute of International Affairs is a policy think tank intended to serve as Japan's central institution for the scientific study of international affairs. JIIA will discuss maritime security including research on how to safeguard a free and open Indo-Pacific.

Meeting with:

- Tetsuo Kotani, Chief Research Fellow
- Kensuke Yanagida, Senior Fellow
- Umi Ariga, Research Fellow

- Ryota Okamoto, Research Fellow
- Sadami Sugimoto, Project Director
- Asako Takashima, Senior Fellow
- Jun Yanagi, Executive Director
- Chinatsu Yasuda, Research Fellow

4:00 – 4:30 PM Transit to Institute of Geoeconomics

4:30 – 5:30 PM **Meeting with Institute of Geoeconomics**

Description: The Institute of Geoeconomics is a private independent think tank focused on a wide range of geoeconomic themes, to include economic security and competition with China, and aspires to be a hub for intellectual exchange in the Asia-Pacific region. The scholars here will discuss economic security trends including analysis of Japan's domestic growth strategy.

Meeting with:

- Hitoshi Suzuki, Senior Research Fellow, Europe & Americas Group
- Kota Umeda, Research Fellow, Emerging Technology Group
- Makoto Ouchi, Program Officer, Institute of Geoeconomics

5:30 – 6:00 PM Transit to hotel

6:00 PM Dinner on your own

Friday, April 10

Location: Tokyo & Tsukuba Space City

7:30 – 8:00 AM Breakfast in Hotel

8:30 – 9:30 AM **Meeting with Central Japan Railway Company**

Description: The delegation will meet with officials from the Central Japan Railway Company, Japan's most profitable and highest throughput high-speed rail operator, to explore the cutting-edge maglev and Shinkansen technologies that have made Japan a global leader in transportation infrastructure.

Meeting with:

- Naoyuki Ueno, General Manager, International Department
- Hidenori Maeda, Manager, International Department
- Emi Sato, Assistant Manager, International Department
- Sae Yamada, Assistant Manager, International Department

9:30 – 10:00 AM Transit to Tokyo Electron

- 10:00 – 11:00 AM **Meeting with Tokyo Electron**
Description: Tokyo Electron (TEL) is the premier Japanese semiconductor production equipment manufacturer. Their experts will brief the group on their worldwide service network including in the United States as well as how they approach economic security and supply chain stability.
Meeting with: Members of the Office of Government Affairs and Public Policy
- Junichiro Adachi, Vice President
 - Saori Tsuchiya, Director
 - Masahiro Yamaga, Expert
 - Jordan Abe
 - Yoko Yanagimoto
- 11:00 – 11:30 AM Transit to American Chamber of Commerce in Japan
- 11:30 – 12:30 PM **Lunch with American Chamber of Commerce in Japan**
Description: American Chamber of Commerce in Japan (ACCJ) is a not-for-profit membership organization established to further develop commerce between the U.S. and Japan and promote the interests of U.S. companies and members. ACCJ staff and representatives from member companies will discuss semiconductor manufacturing and supply chain issues.
Meeting with:
- Laura Younger, Executive Director, American Chamber of Commerce Japan
 - Amb. Hans Klemm, Senior Advisor Aerialence Partners (ACCJ Vice President)
 - Ken Haig, Senior Director of Government Affairs, Microsoft Japan
 - Joey Vetter, American Chamber of Commerce Japan
- 12:30 – 2:00 PM Transit to JAXA Tsukuba Space Center
- 2:00 – 4:45 PM **Meeting and Facility Tour at JAXA Tsukuba Space Center**
Description: The Tsukuba Space Center is the operations facility and headquarters for the Japan Aerospace Exploration Agency (JAXA) located in Tsukuba Science City in Ibaraki Prefecture. Staff will receive a JAXA project overview briefing and a facility tour (including the exhibition room and ISS Japanese Experiment Module Control Room).
Meeting with:
- Yasuo Ishii, Senior Vice President of JAXA
 - Masami Onoda, Director, International Relations and Research Department

- Koichi Kikuchi, Manager, International Relations Division
- Kazuyuki Tasaki, Senior Advisor, Management and Integration Department, Human Spaceflight Technology Directorate
- Toru Yamamoto, Project Manager, CRD2 Phase II Project Team
- Christopher Dong, US DoD Mansfield Fellow

4:45 – 6:15 PM Transit to Dinner

6:15 – 8:00 PM **Closing Dinner**

Description: The group was joined by a CSIS non-resident expert for a reflection on the week’s meetings, as well as a discussion of Japan’s political economy of strategic technologies, economic security, and cooperation between the United States, Japan, and allied countries.

Meeting with: David Parker, Director of Japan Strategy, Strider Technologies; Senior Associate (Non-resident), Economics Program and Scholl Chair for International Business, CSIS

8:00 PM Personal Time

Saturday, April 11

Location: Tokyo

9:00 AM – 1:00 PM Personal Time

10:20 AM *Aaron Jordan departs Tokyo Haneda for Washington Dulles (NH 102)*

1:00 PM – 1:30 PM Depart for Tokyo Haneda Airport

3:45 PM (JST) Depart Tokyo, Japan to Washington Dulles (UA 804)

3:40 PM (EST) Land in Washington Dulles (IAD)

Edits from Original Itinerary

Cancelled meetings:

- U.S. Consulate Nagoya (on Wednesday, April 8 at 12:30pm)
- Mitsubishi Heavy Industries (on Wednesday, April 8 at 4:15pm)
- Nippon Electric Company (on Friday, April 10 at 8:15am)

Added meetings:

- JERA Kawagoe Thermal Power Station (on Wednesday, April 8 at 1:00pm)
- Kawasaki Heavy Industries (on Wednesday, April 8 at 4:00pm)

Meetings that were shifted in time from original itinerary:

- Ministry of Defense (moved earlier on Monday, April 6)
- Japan Science and Technology Agency (moved from Tuesday, April 7 to Monday, April 6)
- Ministry of Foreign Affairs (moved later on Monday, April 6)
- Japan Institute for Cyberspace Studies (moved from Friday, April 10 to Tuesday, April 7)
- Port of Nagoya Tour (moved up on Wednesday, April 8)
- Central Japan Railway Company (moved from Wednesday, April 8 to Friday, April 10)
- Tokyo Electron (moved to later on Friday, April 10)
- American Chamber of Commerce in Japan (moved from Monday, April 6 to Friday, April 10)

Additional participants for meetings:

- U.S. Embassy Visit (on Monday, April 6 at 9:30am)
- Ministry of Defense
- Ministry of Foreign Affairs
- Briefing, Base Tour, and Destroyer Tour at Yokosuka Naval Base with U.S. Naval Forces Japan (on Tuesday, April 7 at 9:00am)
- Tour and Meeting with National Diet Staff (on Tuesday, April 7 at 2:30pm)
- Japan Institute for Cyberspace Studies (on Tuesday, April 7 at 4:30pm)
- Economic Security Intelligence Lab (on Tuesday, April 7 at 6:30pm)
- Nakasone Peace Institute Scholars (on Thursday, April 9 at 9:30am)
- Keidanren Japanese Business Federation (on Thursday, April 9 at 11:30am)
- Japan External Trade Organization (on Thursday, April 9 at 1:30pm)
- Japan Institute of International Affairs (on Thursday, April 9 at 3:00pm)
- Central Japan Railway Company (on Friday, April 10 at 8:30am)
- Tokyo Electron (on Friday, April 10 at 10:00am)
- JAXA Tsukuba Space Center (on Friday, April 10 at 2:00pm)
- Closing Dinner (on Friday, April 10 at 6:15pm)