

LEGISLATIVE

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CLERK
REPRESENTATIVES

Original Amendment

U.S. House of Representatives
110th Congress

MEMBER / OFFICER
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from a private source for meetings, speaking engagements, fact-finding trips or similar events in connection with official duties. You need not disclose government-funded or political travel on this form, or travel that is unrelated to official duties. This form does not eliminate the need to report all privately-funded travel on the Member or officer's annual Financial Disclosure Statement. In accordance with clause 5 of House Rule 25, complete this form and file it with the Clerk of the House of Representatives, B-106 Cannon House Office Building, within **15 days** after travel is completed. The Clerk is to make these forms available to the public as soon as possible after they are received. *Obtain the dollar amounts from the sponsor; if exact dollar amounts are unavailable, provide a good faith estimate.*

Name of Member or Officer (print or type): Ted Poe

Name of Accompanying Family Member (if any): none

Relationship to Member/Officer: Spouse Child Other (specify): n/a

Date of Departure and Date of Return: May 8th-10th

Dates at personal expense: May 10th

Itinerary (cities of departure – destination – return): DC-NYC-Houston

Sponsor(s) (who paid for the trip): Humpty Dumpty Institute, The Better World Campaign

Describe meetings and events attended (attach additional pages if necessary): agenda attached

Attached to this form are EACH of the following (*signify "yes" for each item by checking the corresponding box*):

1. the Private Sponsor Travel Certification Form completed by trip sponsor, including all attachments;
2. the Privately-Sponsored Travel Approval Form completed by the Member or officer; **and**
3. the Committee on Standards' letter approving my participation on this trip.

I represent that I participated in each of the activities reflected in the sponsor's agenda (*signify "yes" by checking box*):

If not, explain: n/a

Poe.

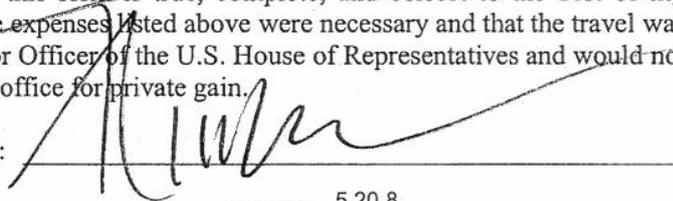
TRIP EXPENSES:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For Member or Officer:	\$146	\$0	\$43.60
For accompanying family member:	n/a	n/a	n/a

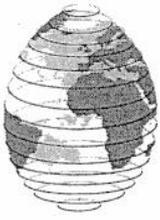
	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For Member or Officer:	\$68.70	taxi
For accompanying family member:	n/a	n/a

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge. I have determined that all of the expenses listed above were necessary and that the travel was in connection with my duties as a Member or Officer of the U.S. House of Representatives and would not create the appearance that I am using public office for private gain.

SIGNATURE OF MEMBER OR OFFICER:



DATE: 5.20.8



Representative Ted Poe in New York

Agenda

Thursday May 8th

- 7:00 PM Depart Washington DC, Amtrak no. 2154
Location: Union Station
- 9:45 PM Arrive in New York

Friday May 9th

- 10:45 AM Meet in the Lobby of the U.N. Millennium Hotel
Location: 2 U.N. Plaza at 44th st and 1st ave
Contact: Jonathan Landesman (917) 602 5128
- 11:00 – 11:40 AM Coffee with Mr. Gustavo Zlauvinen, Director, IAEA
Location: United Nations. Indonesian Lounge
Contact: Tracy Brown 212-963-6011
- 11:45 AM – 12:30 PM Meeting with Mr. Sergio Duarte, High Representative for Disarmament Affairs
Subject: WMD and Small Arms Nonproliferation
Location: United Nations Room S-3170 A (31st floor)
Contact: Ms. Jessica Smith, 212-963-0875
- 12:45 – 1:45 PM Lunch with the U.S. Mission to the U.N.
Location: U.N. Millennium Hotel Ambassadors Grill
- 2:00 – 2:30 PM Meeting with Ms. Simone Monasebian, Chief, New York Office of the United Nations Office on Drugs and Crime
Subject: U.N. Counter narcotics Efforts
Location: One U.N. Plaza, DC1 #613
Contact: Shamiso Mbizvo, 212-963-5635
- 2:45 – 3:30 PM Meeting with Sergey Karev, Deputy Director, Counterterrorism Committee Executive Directorate
Location: 405 Lexington St between 42nd and 43rd 5th floor.
Contact: Elena Rigacci Hay, 212-457-4041

STEPHANIE TUBBS JONES, OHIO
CHAIRWOMAN

GENE GREEN, TEXAS

CILLE ROYBAL-ALLARD, CALIFORNIA

HAEL F. DOYLE, PENNSYLVANIA

LIAM D. DELAHUNT, MASSACHUSETTS

WILLIAM V. O'REILLY,
CHIEF COUNSEL/STAFF DIRECTOR

DAWN KELLY MOBLEY,
COUNSEL TO THE CHAIRWOMAN

LEGISLATIVE RESOURCE CENTER

OFFICE OF THE CLERK
MAY 21 AM 9:40 ONE HUNDRED TENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON STANDARDS OF
OFFICIAL CONDUCT

Washington, DC 20515-6328

April 17, 2008

DOC HASTINGS, WASHINGTON
RANKING REPUBLICAN MEMBER

JO BONNER, ALABAMA
J. GRESHAM BARRETT, SOUTH CAROLINA
JOHN KLINE, MINNESOTA
MICHAEL T. MCCAUL, TEXAS

TODD UNGERECHT
COUNSEL TO THE RANKING
REPUBLICAN MEMBER

SUITE HT-2, THE CAPITOL
(202) 225-7103

The Honorable Ted Poe
U.S. House of Representatives
1605 Longworth House Office Building
Washington, DC 20515

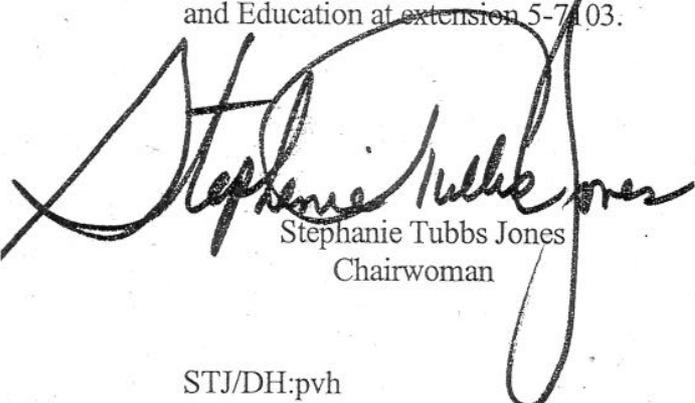
Dear Colleague:

Pursuant to House Rule XXV, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to New York, New York scheduled for May 8 to 9, 2008 sponsored by the Humpty Dumpty Institute and the United Nations Foundation.

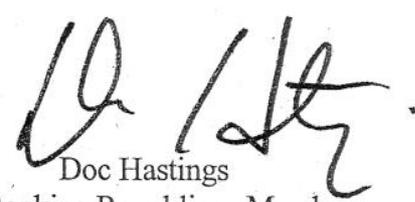
You must complete a Member Travel Disclosure Form and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and both the Private Sponsor Travel Certification Form (including attachments) and Member travel approval form you previously submitted to the Committee. You must also report all travel expenses totaling more than \$335 from a single source on Schedule VII of your annual Financial Disclosure Statement.

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

Sincerely,



Stephanie Tubbs Jones
Chairwoman



Doc Hastings
Ranking Republican Member

STJ/DH:pvh

U.S. House of Representatives
Committee on Standards of Official Conduct

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
(provide directly to each House invitee)

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 XXV, 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. The trip sponsor should NOT submit the form directly to the Committee.

Private sponsors are urged to submit this form to each House invitee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. The submission of an incomplete form will delay the review process. Before completing this form, sponsors are urged to carefully review the Committee's private travel guidelines and advisory memoranda detailing the rules and restrictions for private travel, as well as the instructions for completing this form. Sponsors should call the Committee with any questions prior to submitting the form. Please type form.

1. Sponsor(s) (who will be paying for the trip): The Humpty Dumpty Institute, the United Nations Foundation
2. I represent that the trip will not be financed (in whole or in part) by a federally-registered lobbyist or a registered foreign agent (signify "yes" by checking box):
3. I represent that the trip sponsor(s) has not accepted from any other source funds earmarked directly or indirectly to finance any aspect of the trip (signify "yes" by checking box):
4. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No
5. Provide names and titles of ALL House invitees; for each invitee, provide explanation of why the individual was invited (include additional pages if necessary): Congressman Ted Poe, Nicole Hunt.
6. Dates of travel: May 8-9.
7. Cities of departure - destination - return: Washington DC - New York (Rep. Poe will be paying for his own return.)
8. Attached is a detailed agenda of the activities taking place during the travel (i.e., an hourly description of planned activities) (signify "yes" by checking box):
9. I represent that (check one of the following):
- 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 federally registered lobbyist or registered foreign agent: or
 - c. The trip is for attendance at a one-day event and lobbyist involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.
10. If travel is for participation in a one-day event (i.e., if you checked Question 9(c)), check one of the following:
- a. One-night's lodging and meals are being offered: or
 - b. Two-nights' lodging and meals are being offered: .
If "b" is checked, explain why the second night is warranted: _____

11. If the trip is not sponsored by an institution of higher education, I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (*signify "yes" by checking box*):
12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the role of each sponsor in organizing and conducting the trip: HDI is responsible for organizing all logistical aspects of the trip and is exclusively responsible for arranging the meeting schedule.
UNF provides HDI with a grant to conduct congressional programs.
13. Describe each sponsor's organizational interest in the purpose of the trip: HDI is a 501c3 with the mission of fostering dialogue between the U.S. and the U.N. The United Nations Foundation exists to strengthen the United Nations.
14. Describe the type and class of the transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. In addition, for travel via aircraft, please indicate if travel is being offered on a commercial flight, chartered flight or on an aircraft operated or paid for by a carrier not licensed by the Federal Aviation Administration to operate for compensation or hire (*i.e.*, a private aircraft). If first-class fare is being provided, or if travel is via chartered or private aircraft, please provide an explanation describing why such travel is warranted: Rep Poe and Ms. Hunt will be traveling by Delta shuttle, coach class, or by Amtrak Acela, which is business class.
15. 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 "yes" by checking box*):
16. I represent that either (*check one of the following*):
- 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*
 - The trip involves events that are arranged or organized *specifically with regard* to congressional participation:
If "b" is checked, detail the cost per day of meals (approximate cost may be provided): 40
17. Reason for selecting the location of the event or trip: U.N. is in New York
18. Name of hotel or other lodging facility: U.N. Millennium Hotel
19. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$275
20. Reason(s) for selecting hotel or other lodging facility: Proximity to the U.N.

21. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
For each Member, Officer, or employee	300	250	40
For each accompanying family member			

	Other Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee		
For each accompanying family member		

22. I represent that reimbursement for miscellaneous travel expenses for the trip, such as travel to and from airports, security costs, interpreter fees, visa application fees, and similar expenses, will be for actual costs incurred and are necessary for the purpose of the trip (signify "yes" by checking box):

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

Signature: _____

Name and title: Joseph Merante, Executive Director

Organization: The Humpty Dumpty Institute

Address: 29 W. 46th St. New York

Telephone number: 212 944 7661

Fax number: 212 991 6413

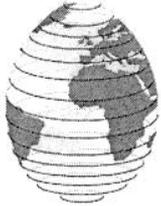
Email Address: joe.merante@thehdi.org

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

If there are any questions regarding this form please contact the Committee at the following address:

Committee on Standards of Official Conduct
 U.S. House of Representatives
 HT-2, The Capitol
 Washington, DC 20515
 (202) 225-7103 (phone)
 (202) 225-7392 (general fax)
 (202) 226-7172 (fax for travel approvals)

Version date 4/2007 by Committee on Standards of Official Conduct



Representative Ted Poe in New York

Agenda

Thursday May 8th

- 7:00 PM **Depart Washington DC, Amtrak no. 2154**
Location: Union Station
- 9:45 PM **Arrive in New York**

Friday May 9th

- 11:00 – 11:40 AM **Coffee with Mr. Gustavo Zlauvinen, Director, IAEA**
Location: United Nations
- 11:45 AM – 12:30 PM **Meeting with Mr. Sergio Duarte, High Representative for Disarmament Affairs**
Subject: Nonproliferation
Location: United Nations
- 12:45 – 1:45 PM **Lunch with the U.S. Mission to the U.N.**
Location: USUN
- 2:00 – 2:30 PM **Meeting with Ms. Simone Monasebian, Chief, New York Office of the United Nations Office on Drugs and Crime**
Subject: U.N. Counterterrorism Efforts
Location: United Nations
- 2:35 – 3:00 PM **Meeting with Mr. Darko Mocibob, Head of the Iraq Desk, Department of Political Affairs**
Location: United Nations

**U.S. House of Representatives
Committee on Standards of Official Conduct**

**PRIVATELY SPONSORED TRAVEL: TRAVELER FORM
For Members, Officers and Employees
(submit directly to the Committee)**

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 XXV, 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 Private Sponsor Travel Certification Form.

Members, officers and employees seeking approval for travel are urged to submit all forms to the Committee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval for the trip. A copy of this form will be made available for public inspection. Please type form. Form (and any attachments) may be faxed to the Committee at (202) 225-7392.

1. Name of Member, officer or employee (traveler): Ted Poe

2. Sponsor(s) (who will be paying for the trip): The Humpty Dumpty Institute, the U.N. Foundation.

3. Travel destination(s): New York

4. a. Dates of travel: May 8th-9th
b. Will you be extending the trip at your personal expense? Yes No
If yes, dates at personal expense: May 9th (late evening) through May 10th

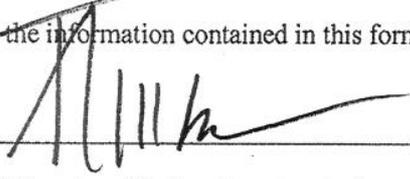
5. a. Name of accompanying family member (if any): none
b. Relationship to Member/Officer: Spouse Child Other (specify): _____

6. a. Did the trip sponsor answer "yes" to Question 9(c) on the Trip Sponsor form (i.e., the travel is being sponsored by an entity that employs a lobbyist)? Yes No
b. If yes, check one of the following:
(1) Approval for one-night's lodging and meals is being requested: or
(2) Approval for two-nights' lodging and meals is being requested:
If "(2)" is checked, explain why the second night is warranted: _____

7. Private Sponsor Travel Certification Form is attached, including agenda, invitee list, and any other attachments (indicate that form is attached by checking box):

8. Explain why participation in the trip is connected to your official or representational duties:
Congressman Poe is the Congressional delegate to the UN.

9. I certify that the information contained in 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/Committee: _____

Office address: 1605 Longworth

Phone number: 5.6565

Email address: nina.andrews@mail.house.gov

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

FOR STAFF:

TO BE COMPLETED BY YOUR EMPLOYING MEMBER:

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member

Date: 4.14.8

If there are any questions regarding this form please contact the Committee:

Committee on Standards of Official Conduct
U.S. House of Representatives
HT-2, The Capitol
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

Version date 9/2007 by Committee on Standards of Official Conduct