

2007 NOV 16 PM 12: 24

U.S. House of Representatives  
110<sup>th</sup> Congress

OFFICE OF THE CLERK  
U.S. HOUSE OF REPRESENTATIVES

EMPLOYEE  
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources 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 annual Financial Disclosure Statements of those persons required to file them. 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 publicly available 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 Employee (print or type): Kenneth Monroe

Name of Accompanying Family Member (if any): None

Relationship to Employee:  Spouse  Child  Other (specify): \_\_\_\_\_

Date of Departure and Date of Return: November 5, 2007 - November 9, 2007

Dates at Personal Expense: None

Itinerary (cities of departure – destination – return): Washington (IAD) -Los Angeles (LAX) -Washington (IAD)

Sponsor(s) (who paid for the trip): California Space Education and Workforce Institute

Describe meetings and events attended (attach additional pages if necessary): Please see 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 employee; **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: I attended the events per the attached agenda except for the session on transforming the work-

force of the future and the SpotBeam reception and dinner (also see attached description of meetings and events).

*R. Hall*

**TRAVEL EXPENSES:**

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:	\$519.13	\$588.56	\$215.00
For accompanying family member:			

	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For employee:	\$495.00	REGISTRATION FEE & TAXI
For accompanying family member:		

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

SIGNATURE OF EMPLOYEE: *A. S. M... ..*

DATE: 11/16/07

I authorized this travel in advance. I have determined that all of the expenses listed above 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: Ralph M. Hall

SIGNATURE OF SUPERVISING MEMBER: *Ralph M. Hall*

DATE: 11-16-07

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

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.

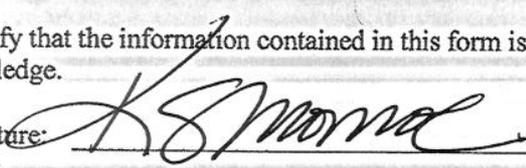
Members, officers and employees seeking approval for travel are urged to submit all forms to the Committee at least 30 days before travel is scheduled to begin. The failure to provide the Committee with adequate time to review the form and attachments may result in the invitee not receiving approval 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): KENNETH MONROE
2. Sponsor(s) (who will be paying for the trip): CALIFORNIA SPACE EDUCATION & WORKFORCE INSTITUTE
3. Travel destination(s): LOS ANGELES, CA
4. a. Dates of travel: NOV. 5 - 9, 2007  
b. Will you be extending the trip at your personal expense?  Yes  No  
If yes, dates at personal expense: \_\_\_\_\_
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:

I AM PROFESSIONAL STAFF OF SPACE & AERONAUTICS SUBCOMTE. THIS CONFERENCE PROVIDES TOURS & BRIEFINGS FOR A SERIES OF AEROSPACE FACILITIES IN SOUTHERN CALIF.

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): KENNETH MONROE

For staff, name of employing Member/Committee: COMMITTEE ON SCIENCE & TECHNOLOGY

Office address: H2-389 FORD HOUSE OFFICE BLDG., WASHINGTON, DC 20515

Phone number: ~~202~~ 202 226 3660

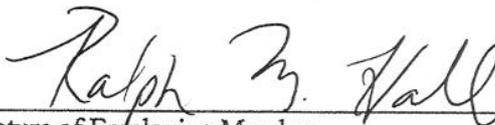
Email address: ken.monroe@mail.house.gov

**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: 10-18-07

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

**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): CALIFORNIA SPACE EDUCATION AND WORKFORCE INSTITUTE
  
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): PLEASE SEE ATTACHED LIST
  
6. Dates of travel: NOV. 5, 2007 - NOV. 9, 2007
  
7. Cities of departure - destination - return: WASHINGTON, D.C. - LOS ANGELES, CA
  
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: CSEWI HAS REQUESTED SITE VISITS TO SPACE INFRASTRUCTURE AND WILL CONDUCT TOURS

13. Describe each sponsor's organizational interest in the purpose of the trip: TO EDUCATE POLICY MAKERS RE: SPACE INFRASTRUCTURE IN CALIFORNIA

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: COACH TRAVEL VIA COMMERCIAL FLIGHTS

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):  
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 or organized specifically with regard to congressional participation:   
If "b" is checked, detail the cost per day of meals (approximate cost may be provided): \_\_\_\_\_

17. Reason for selecting the location of the event or trip: PROXIMITY TO SPACE ENTERPRISE ORGANIZATIONS AND FACILITIES

18. Name of hotel or other lodging facility: SHERATON GATEWAY HOTEL

19. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$110

20. Reason(s) for selecting hotel or other lodging facility: PROXIMITY TO CONFERENCE

21. **TOTAL EXPENSES FOR EACH PARTICIPANT:**

<input type="checkbox"/> actual amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> good faith estimates			
For each Member, Officer, or employee	\$500	\$ 440	\$ 400
For each accompanying family member	0	0	0

	Other Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	\$395	REGISTRATION FEE
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: Daphne Dador

Name and title: DAPHNE DADOR, MANAGER EDUC & WORK DEV

Organization: CSEWI

Address: 150 EAST COLORADO BLVD, STE 302, PASADENA

Telephone number: (626) 440-0565

Fax number: (626) 440-0566

Email Address: DAPHNE.DADOR@CSEWI.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

**Addendum to Employee Post-Travel Disclosure Form**  
**Kenneth Monroe**  
**November 5-9, 2007**

Description of meetings and events attended:

While at the Transforming Space 2007 Conference attended the events and facility tours shown on the attached schedule for congressional/legislative members and staff. I did not attend the session on transforming the workforce of the future, or the SpotBeam reception and dinner. Held a series of meetings and discussions with the California Undersecretary for International Trade, legislative staff from the California State Senate and California delegation from the U.S. House of Representatives. Also met with representatives from aerospace companies, trade groups and industry associations including, the Vice President and General Manager of ATK; the President of AirLaunch; the General Manager of the Mojave Air and Space Port; the President of XCOR Aerospace; the Chairman and CEO of Zero-G; the Founder and President of the Space Tourism Society; the Acting Director of the Georgia Aerospace Innovation Center; and the Co-Founder of the NASA Space Portal at Ames Research Center.

**SCHEDULE FOR  
CONGRESSIONAL/LEGISLATIVE MEMBERS AND STAFF –  
Transforming Space 2007 Conference  
Los Angeles, CA**

Monday, November 5

- 1 p.m. Arrive – Sheraton Gateway Hotel, Century Blvd., LAX Airport
- 1:30 p.m. Lunch – hosted by CSEWI
- 2:30 p.m. Depart for Space Exploration Technology
- 3 p.m. Presentation re: NASA COTS program and Falcon Launch Vehicles –  
Tour of Space Exploration Technology Facility - El Segundo –  
POC: Gwynne Shotwell
- 5:30 p.m. Transforming Space Conference - Opening Ceremony

Tuesday, Nov. 6

- 8:30 a.m. Transforming Space 2007 Conference  
Welcome by CSA Chairwoman Celeste Ford
- 8:35 a.m. Presentation by Rep. Jane Harman re: military space issues
- 9 a.m. Presentation by Lt.Gen. Michael Hamel, Space and Missile Systems  
Center Commander re: military space acquisition
- 9:30 a.m. Depart conference for ATK Mission Systems Group
- 11 a.m. Presentation re: small satellite production and Orion launch vehicle  
propulsion and tour of ATK Space Division – Corona, CA -  
POC: Erin Neal
- 12:30 p.m. Lunch – hosted by CSEWI (eaten in vehicles while being driven to  
Mojave)
- 3 p.m. Presentation regarding space tourism and tour of Mojave Air and Space  
Port (local government) - POC: Stuart Witt, General Manager
- 7 p.m. Dinner at Maria Inn – hosted by Mojave Air and Space Port
- 8 p.m. Depart Mojave and return to Conference
- 9:30 p.m. Arrive at Conference

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**SCHEDULE FOR  
CONGRESSIONAL/LEGISLATIVE MEMBERS AND STAFF –  
Transforming Space 2007 Conference  
Los Angeles, CA**

Wednesday, Nov. 7

- 8:30 a.m. Transforming Space Conference  
Welcome by CSA Executive Director Andrea Seastrand  
Keynote Address re: space tourism by Peter Diamandis, Chairman/CEO,  
Zero Gravity Corp.
- 9 a.m. Panel on Space Tourism
- 10:30 a.m. Panel on Satellite Production and Applications
- Noon Keynote Address by Peter Rouge, Deputy, Air Force National Security  
Space Office re: military space
- 1 p.m. Depart conference, travel to Northrop Grumman Manufacturing Facility
- 1:30 p.m. Presentation re: James Webb Space Telescope (JWST) and LCROSS and  
tour of Northrop Grumman Space Park – Redondo Beach – POC: Diane  
Murphy
- 3:00 p.m. Depart for Boeing Satellite Manufacturing Facility
- 3:30 p.m. Presentation and Tour re: GPS Satellite System – Boeing Satellite  
Manufacturing Facility – El Segundo – POC: Michael Jackson
- 5 p.m. Return to Transforming Space 2007 Conference
- 6 p.m. VIP Dinner – all speakers and panelists invited

**SCHEDULE FOR  
CONGRESSIONAL/LEGISLATIVE MEMBERS AND STAFF –  
Transforming Space 2007 Conference  
Los Angeles, CA**

Thursday, Nov. 8

- 8:30 a.m. Transforming Space Conference  
Welcome by CSEWI Board President Dr. Paula Arvedson
- 8:35 a.m. Presentation by Rep. Ken Calvert
- 9 a.m. Presentation by NASA Deputy Administrator Shana Dale
- 10 a.m. Panel re: NASA Centers in California (JPL, Ames, Dryden)
- 11:30 a.m. Lunch and Keynote Presentation by Gen. Kevin Chilton, Commander,  
Air Force Space Command
- 1:30 p.m. Panel on Educating the Workforce of the Future
- 2:30 p.m. Keynote Address by Phil Lafontaine, Director, California Department of  
Education
- 3:00 p.m. Keynote Address by Lt. Gov. John Garamendi, State of California
- 3:30 p.m. Transforming the Workforce of the Future
- 6:00 p.m. SpotBeam Awards Reception
- 7:00 p.m. SpotBeam Awards Dinner

**SCHEDULE FOR  
CONGRESSIONAL/LEGISLATIVE MEMBERS AND STAFF—  
Transforming Space 2007 Conference  
Los Angeles, CA**

Friday, Nov. 9

9:00 a.m. Depart for Washington, D.C.

**California Space Education Workforce Institute**  
*Transforming Space Conference 2007*

INVITATIONS SENT TO THESE OFFICES	NAME
<b>CA Congressional Delegation</b>	
Speaker Nancy Pelosi	John Lawrence
Senator Barbara Boxer	Ann Norris
Senator Barbara Boxer	Matt Wells
Senator Dianne Feinstein	Ryan Hunt
Senator Dianne Feinstein	Joel McFadden
Senator Dianne Feinstein	Michael Davies
Rep. Ken Calvert, 44th District	Maria R. M. Bowie
Rep. Ken Calvert, 44th District	Deena Contreras
Rep. Ken Calvert, 44th District	Dave Ramey
Rep. Lois Capps, 23rd District	J. Levenshus
Rep. John Campbell, 48th District	Wes McClelland
Rep. Jane Harman, 36th District	Jay Hulings
Rep. Wally Herger, 2nd District	Derek Harley
Rep. Michael Honda, 15th District	Eric Werwa
Rep. Jerry Lewis, 41st District	Spencer Freebairn
Rep. Dan Lungren, 3rd District	Brian Kaveney
Rep. Buck McKeon, 25th District	Bob Cochran
Rep. Grace Napolitano, 38th District	Joe Sheehy
Rep. Adam Schiff, 29th District	Timothy Bergreen
<b>Non-CA offices</b>	
House Majority Whip, James Clyburn	Tony Harrison
House Majority Whip, James Clyburn	Alex Silbey
House Appropriations Comm./CJS Subcomm.	Michelle Burkett
House Appropriations Comm./Defense Subcomm.	Adam Harris
" Comm. On Science & Tech/Sp. & Aero Subcomm.	Devin Bryant
" Comm. On Science & Tech/Sp. & Aero Subcomm.	Ken Monroe
" Comm. On Science & Tech/Sp. & Aero Subcomm.	Dick Obermann
Sen. Appropriations Comm./CJS Subcomm	Arthur Cameron
Sen. Appropriations Comm./CJS Subcomm	Allen Cutler
Sen. Comm. On CST/Sp. & Aero Subcomm.	Jeff Bingham
Sen. Comm. On CST/Sp. & Aero Subcomm.	Chan Lieu
Senate Committee on CST	Elizabeth Bacon
Sen. Bill Nelson, Florida	Doug Campbell
NASA Headquarters	Susan Laver
The Pentagon	Lt.Col. Kevin Rozelsky
<b>CA District Offices</b>	
Rep. Dan Lungren, 3rd District	Daniel Merkle
Rep. Lois Capps, 23rd District	Greg Haas
Rep. Buck McKeon, 25th District	Lew Stults
Rep. David Drier, 26th District	Mark Harmsen
Rep. Brad Sherman, 27th District	Erin Prangle
Rep. Howard Berman, 28th District	Bob Blumenfeld
Rep. Adam Schiff, 29th District	Ann Peifer
Rep. Henry Waxman, 30th District	Lisa Pinto

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**California Space Education Workforce Institute**  
*Transforming Space Conference 2007*

Rep. Xavier Becerra, 31st District	Laura Arciniega
Rep. Xavier Becerra, 31st District	Melvin Tabillas
Rep. Hilda Solis, 32nd District	Benita Duran
Rep. Diane Watson, 33rd District	Paulette Starks
Rep. Lucille Roybal-Allard, 34th District	Ana Figueroa
Rep. Maxine Waters, 35th District	Derrick Mims
Rep. Jane Harman, 36th District	Vanessa Aramayo
Rep. Laura Richardson, 37th District	Rosa Hernandez
Rep. Grace Napolitano, 38th District	Amelia Wang
Rep. Linda T. Sanchez, 39th District	Bill Grady
Rep. Ed Royce, 40th District	Sara Carmack
Rep. Jerry Lewis, 41st District	Tara Clarke
Rep. Gary Miller, 42nd District	Steven Thornton
Rep. Joe Baca, 43rd District	Sam Garcia
Rep. Ken Calvert, 44th District	Jolyn Murphy
Rep. Mary Bono, 45th District	Marc Troast
Rep. Dana Rohrbacher, 46th District	Kathleen Hollingsworth
Rep. Loretta Sanchez, 47th District	Raul Luna
Rep. John Campbell, 48th District	Lou Penrose
Rep. John Campbell, 48th District	Chris Palmer
Rep. Darrell Issa, 49th District	Don McKinney
Rep. Brian Bilbray, 50th District	Christy Guerin
Rep. Bob Filner, 51st District	Humberto Peraza
Rep. Duncan Hunter, 52nd District	Rick Terrazas
Rep. Susan Davis, 53rd District	Todd Gloria
Senator Barbara Boxer	Adolfo Bailon
Senator Barbara Boxer	Corey Jackson
Senator Barbara Boxer	Gina Semenza
Senator Dianne Feinstein	Guillermo Gonzalez
Office of Governor Schwarzenegger	Kelli Gould
<b>CA Assembly Offices</b>	
Office of Assemblywoman Betty Kar nette	Jay Day
Office of Assemblyman Lloyd Levine	Samantha Stevens
Office of Assemblyman Ted Lieu	Ted Lieu
Office of Assemblyman Ted Lieu	Stephanie Molen
Office of Assemblywoman Sharon Runner	David Lynch
<b>CA Senate Offices</b>	
Office of Senator Roy Ashburn	Dan Brennan
Office of Senator Sheila Kuehl	Laura Plotkin
Office of Senator Tom McClintock	Allison Bonburg
Office of Senator Jack Scott	Ernestine Moore

10/29/2007

STEPHANIE TUBBS JONES, OHIO  
CHAIRWOMAN  
GENE GREEN, TEXAS  
LUCILLE ROYBAL-ALLARD, CALIFORNIA  
MICHAEL F. DOYLE, PENNSYLVANIA  
WILLIAM D. DELAHUNT, MASSACHUSETTS  
WILLIAM V. O'REILLY,  
CHIEF COUNSEL/STAFF DIRECTOR  
DAWN KELLY MOBLEY,  
COUNSEL TO THE CHAIRWOMAN

ONE HUNDRED TENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON STANDARDS OF  
OFFICIAL CONDUCT

Washington, DC 20515-6328

October 26, 2007

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

Mr. Kenneth Monroe  
Committee on Science and Technology  
389 Ford House Office Building  
Washington, DC 20515

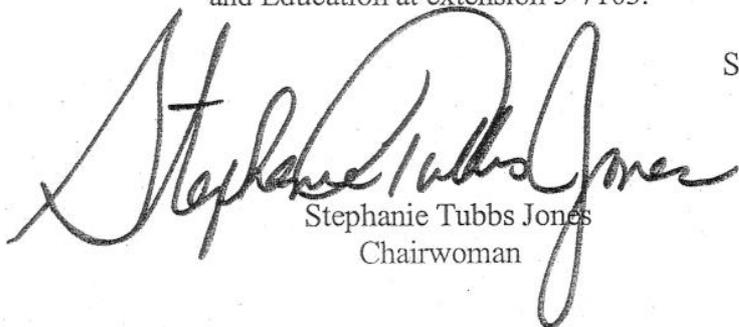
Dear Mr. Monroe:

Pursuant to House Rule XXV, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to Los Angeles, California scheduled for November 5 to 9, 2007 sponsored by the California Space Education and Workforce Institute.

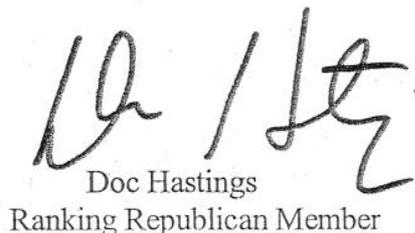
You must complete an Employee Travel Disclosure Form (which your employing Member must also sign) and file it with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are required to attach a copy of this letter and the Private Sponsor Travel Certification Form, including all attachments. You must also include a copy of the Traveler Form completed by you and signed by your employing Member. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$305 from a single source on Schedule VII of that 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:trs