

**EMPLOYEE  
POST-TRAVEL DISCLOSURE FORM**

LEGISLATIVE RESOURCE CENTER

2008 NOV 21 PM 1:02

OFFICE OF THE CLERK  
U.S. HOUSE OF REPRESENTATIVES

1. Name of Traveler (print or type): Jordan Barab
2. a. Name of Accompanying Family Member (if any): \_\_\_\_\_  
 b. Relationship to Employee:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Date of Departure and Date of Return: 11/12/2008-11/13/2008  
 b. Dates at personal expense (if any): \_\_\_\_\_

4. Itinerary (cities of departure – destination – return): Washington DC - Milwaukee, WI - Washington DC

5. Sponsor(s) (who paid for the trip): National COSH Consortium

6. Describe meetings and events attended (attach additional pages if necessary): Talk on future legislative activity surrounding occupational safety and health issues.

7. Attached to this form are EACH of the following (*signify that each item is attached by checking the corresponding box*):

- a.  the Private Sponsor Travel Certification Form completed by the trip sponsor, including all attachments;
- b.  the Traveler Form completed by the employee; **and**
- c.  the Committee on Standards' letter approving my participation on this trip.

8. a. I represent that I participated in each of the activities reflected in the sponsor's agenda. (*Signify that statement is true by checking box*):

b. If not, explain: \_\_\_\_\_

9. TRAVEL EXPENSES: *Obtain actual dollar amounts from the sponsor. If exact dollar amounts are unavailable by the due date, provide a good faith estimate and file an amended form once the correct amounts are received.*

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:	\$278.50	\$105.43	\$25.00
For accompanying family member:			

	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For employee:		
For accompanying family member:		

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 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. The trip sponsor should NOT submit the form directly to the Committee. *You must answer every question on the form.*

1. Sponsor(s) (who will be paying for the trip): National COSH (Committee on Occupational Safety & Health) Conference
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 that the statement is true 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 that the statement is true 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): Jordan Bacab - Senior Labor Policy Advisor
6. Dates of travel: 11/12/08 - 11/13/08
7. Cities of departure -- destination -- return: Washington, D.C. to Milwaukee, Wisconsin - return to Washington, D.C.
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 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.
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. N/A -- I checked 9(a) or (b) above:
  - b. One-night's lodging and meals are being offered:  or
  - c. Two-nights' lodging and meals are being offered:   
If "c" is checked, explain why the second night is warranted: \_\_\_\_\_

11. Check one:

- a. I represent that a federally-registered lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip (Signify that the statement is true by checking box):  or
- b. N/A - trip sponsor is an institution of higher education.

12. Private sponsors must have a direct and immediate relationship to the purpose of the trip or location being visited. Describe the purpose of the trip and the role of each sponsor in organizing and conducting the trip:

Jordan Barab will provide information about legislation in the next year dealing with health & safety issues affecting workers and particularly any changes in OSHA.

13. a. Describe the mode of travel (air, rail, bus, etc.). For air travel, also indicate the type of aircraft (commercial, charter, or privately owned) and class of travel (coach, business class, first class, etc.):

air - commercial - coach

b. If travel will be first class or by chartered or private aircraft, provide an explanation describing 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. 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 specifically with regard to congressional participation:

If "b" is checked, detail the cost per day of meals (approximate cost may be provided): \_\_\_\_\_

16. Reason for selecting the location of the event or trip: location of the conference

17. Name of hotel or other lodging facility: Wyndham Hotel & Resorts

18. Cost per night of hotel or other lodging facility (approximate cost may be provided): \$109.00

19. Reason(s) for selecting hotel or other lodging facility: cheapest for the conference

20. 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	air fare and taxi \$ 250.00	\$ 109.00	\$ 75.00
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		added to transport costs
For each accompanying family member		

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

Signature: Gene Herron-Steege  
 Name and title: Chair of National CASH Conference  
 Organization: National CASH  
 Address: 16952 Archibald Lake Rd Lakewood, WI 54138  
 Telephone number: (715) 276-1347  
 Fax number: (715) 276-7151  
 Email Address: herronsteege@yahoo.com

The Committee staff may contact the above individual 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)

2008 National COSH Conference DRAFT Daily Agenda

Wednesday, November 12<sup>th</sup>, 2008

- I. Noon Opening of **2008 National COSH Conference** by Planning Committee
- II. Noon – 1:00 PM Lunch  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- III. 1:00 PM – 2:15 PM Introductory Roundtables  
- Discussion over this years grant activities : successes and failures
- IV. 2:15 PM – 2:30 PM Break
- V. 2:30 PM – 4:30 PM Where Do We Go From Here : Jordan Barab <tentative>
- VI. 4:30 PM – ??? Dinner  
- On Your Own : WisCOSH will provide information on near-by and other choice dining experiences  
- Join WisCOSH at Fratellos Brew Pub as we commemorate 30 years helping WI workers

Thursday, November 13<sup>th</sup>, 2008

- I. 8:00 AM – 9:00 AM Breakfast  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- II. 9:00 AM – 10:15 AM 1<sup>st</sup> Breakout Sessions  
- Are We Legal? Lobbying and What Non-Profits Can and Can't Do : Jaquiline – Room #  
- Green Products In The Workplace : – Room #
- III. 10:15 AM – 10:30 AM Break
- IV. 10:30 AM – Noon 2<sup>nd</sup> Breakout Sessions  
- Overtime and Shift Work : Marion Walton – Room #  
- Environmental Issues for Healthcare Workers : Cecelia Gilligan Leto (NJWEC) – Room #
- V. Noon – 1:00 PM Lunch  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- VI. 1:00 PM – 3:30 PM Green Chemistry : Paul Renner (Tony Mazzocchi Center) – Room #  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- VII. 3:30 PM – 4:30 PM Relax and prepare for Banquet
- VIII. 4:30 PM – 4:45 PM Taxi Ride into Fratellos Brew Pub
- IX. 5:00 PM – ??? National COSH Banquet and Awards Ceremony

Friday, November 14<sup>th</sup>, 2008

- I. 8:00 AM – 9:00 AM Breakfast  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- II. 9:00 AM – Noon National COSH Business Meeting  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- III. Noon – 1:00 PM Lunch  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- IV. 1:00 PM – 2:30 PM Subcommittee Meeting  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #  
- at the Wyndham Milwaukee Airport Hotel & Convention Center – Room #
- V. 2:30 PM – 3:00 PM Report Back from Subcommittees
- VI. 3:00 PM – 3:15 PM Break

# U.S. House of Representatives

COMMITTEE ON STANDARDS OF  
OFFICIAL CONDUCT

Washington, DC 20515

October 24, 2008

Mr. Jordan Barab  
Committee on Education and Workforce  
2181 Rayburn House Office Building  
Washington, DC 20515

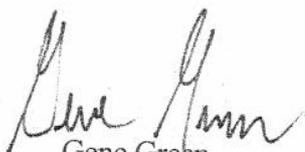
Dear Mr. Barab:

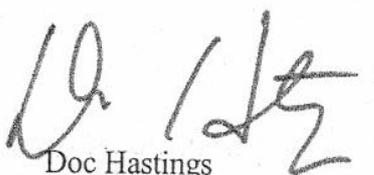
Pursuant to House Rule 25, clause 5(d)(2), the Committee on Standards of Official Conduct hereby approves your proposed trip to Milwaukee, Wisconsin scheduled for November 12 to 13, 2008 sponsored by the National Committee on Occupational Safety and Health.

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 \$335 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,

  
Gene Green  
Acting Chairman

  
Doc Hastings  
Ranking Republican Member

GG/DH:slo

RELATIVE RESOURCE CENTER

2008 NOV 21 AM 11:35

OFFICE OF THE CLERK  
U.S. HOUSE OF REPRESENTATIVES

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

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM  
For Members, Officers, and Employees

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 Private Sponsor Travel Certification Form and any attachments. A copy of this form, minus this initial page, will be made available for public inspection. *Please type form. Form (and any attachments) may be faxed to the Committee at (202) 225-7392.*

**YOUR COMPLETED REQUEST MUST BE SUBMITTED TO THE COMMITTEE NO LESS THAN 14 DAYS BEFORE YOUR PROPOSED DEPARTURE DATE.** Absent exceptional circumstances, permission will not be granted for requests received less than 14 days before the trip commences.

Name of Traveler: Jordan Barab

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/Committee: George Miller

Office address: Rayburn HOB 2181

Phone number: (202) 225-6910

Email address of contact person: jordan.barab@mail.house.gov

- Check this box if the sponsoring entity is a media outlet and the traveler is a Member traveling to make a media appearance sponsored by that entity and these forms are being submitted to the Committee less than 14 days before the trip departure date.

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

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)

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

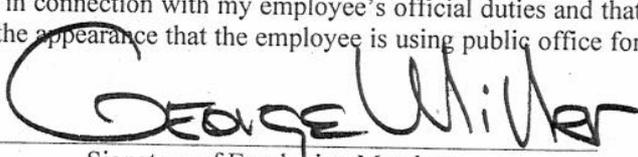
**PRIVATELY SPONSORED TRAVEL: TRAVELER FORM**

1. Name of Traveler: Jordan Barab
2. Sponsor(s) (who will be paying for the trip): National COSH (Committee on Occupational Safety and Health)
3. Travel destination(s): Milwaukee, WI
4. a. Date of Departure and Date of Return: November 12-November 13  
b. Will you be extending the trip at your personal expense?  Yes  No  
If yes, dates at personal expense: \_\_\_\_\_
5. a. Will you be accompanied by a family member at the sponsor's expense?  Yes  No  
b. If yes, name of accompanying family member: \_\_\_\_\_  
c. Relationship to traveler:  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:  N/A – Sponsor checked 9(a) or 9(b)  
(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 individual official or representational duties:  
Future agenda of Committee will include reform of Occupational Safety and Health Act.  
This is a major constituency group with valuable input into future Committee activities.

9. **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.

Date: 10/24/08

  
Signature of Employing Member

**NOTE:** This page must be submitted with your post-travel disclosure form within 15 days of your return, so you should maintain a photocopy of the completed form for your records.

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

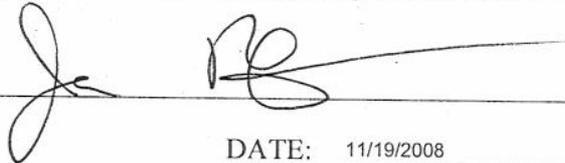
EMPLOYEE  
POST-TRAVEL DISCLOSURE FORM

This form is for disclosing the receipt of travel expenses from private sources for meetings, speaking engagements, fact-finding trips, or similar events undertaken in connection with 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 House Rule 25, clause 5, 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 the second page of this form publicly available as soon as possible after it is filed.

Name of Traveler (print or type): Jordan Barab

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

SIGNATURE OF TRAVELER:

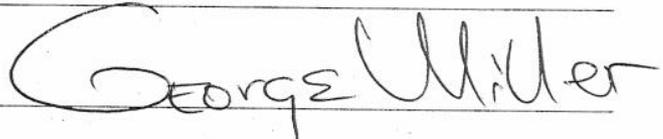


DATE: 11/19/2008

I authorized this travel in advance. I have determined that all of the expenses listed on this 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: George Miller

SIGNATURE OF SUPERVISING MEMBER:



DATE: 11/19/08