

2013 MAR -7 PM 12: 21

U.S. House of Representatives
113th Congress

OFFICE OF THE CLERK
U.S. HOUSE OF REPRESENTATIVES

EMPLOYEE
POST-TRAVEL DISCLOSURE FORM

For trips beginning January 3 through March 31, 2013

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): CHARA McMICHAEL

Name of Accompanying Family Member (if any): N/A

Relationship to Employee: Spouse Child Other (specify): _____

Date of Departure and Date of Return: February 16-24, 2013

Dates at Personal Expense: _____

Itinerary (cities of departure – destination – return): Washington, D.C.-Ankara-Istanbul-

Gaziantep-Istanbul-Washington, D.C.

Sponsor(s) (who paid for the trip): Turkish Coalition of America

Describe meetings and events attended (attach additional pages if necessary): Meetings and events
attended detailed in attached document

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 Ethics 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: _____

Weber

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TRAVEL EXPENSES:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses
For employee:	\$2,030.40	\$1,279.02	\$1,755.00
For accompanying family member:			

	Other Expenses (dollar amount)	Specific Nature of Expenses (e.g., taxi, parking, registration fee, etc.)
For employee:	\$224.40	historian fees, entrance fees
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: _____



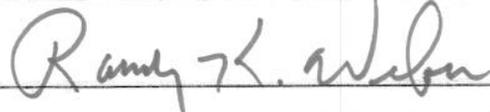
DATE: MARCH 6, 2013

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: _____

CONGRESSMAN RAUDY WEBER

SIGNATURE OF SUPERVISING MEMBER: _____



DATE: MARCH 6, 2013

U.S. House of Representatives
Committee on Ethics

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: Chara McMichael

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: Congressman Randy Weber

Office address: 510 Cannon HOB

Phone number: 202-225-2831

Email address of contact person: Chara@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 Ethics
U.S. House of Representatives
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

U.S. House of Representatives
Committee on Ethics

PRIVATELY SPONSORED TRAVEL: TRAVELER FORM

1. Name of Traveler: Chara McMichael
2. Sponsor(s) (who will be paying for the trip): Turkish Coalition of America (TCA)
3. Travel destination(s): TURKEY -- Ankara - Istanbul - Cannakkale
4. a. Date of Departure and Date of Return: February 16, 2013- February 24, 2013
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:
I am Congressman Weber's Chief of Staff, and advise him on issues related to his service on the Middle East and North Africa Subcommittee. Going on the trip will allow me
to better advise Congressman Weber by learning about the issues impacting Turkey and the region, as well as learning more regarding the role played by the United States.

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: 01/28/2013



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
Committee on Ethics

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): Turkish Coalition of America (TCA)
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): Additional page attached with list of invitees and invitation explanation
6. Dates of travel: February 16, 2013 - February 24, 2013
7. Cities of departure - destination - return: Washington, D.C. - Ankara - Istanbul - Canakkale - Istanbul - 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 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: _____
Purpose of the trip and role of TCA as sole sponsor detailed in full in attached document
13. Describe each sponsor's organizational interest in the purpose of the trip: _____
TCA's organizational interest in the purpose of this trip is explained in attached document
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: _____
Commercial airlines (Turkish Airlines) will be utilized for international and domestic flights within Turkey. The class of all flights will be Economy. Buses and boats will be utilized for group transportation purposes.
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): \$100.00
17. Reason for selecting the location of the event or trip: Purpose of the trip to selected locations detailed in attached document
18. Name of hotel or other lodging facility: Sheraton Hotel - Ankara, Hilton ParkSA - Istanbul
19. Cost per night of hotel or other lodging facility (approximate cost may be provided): _____
Sheraton Hotel - \$140.00/night, Hilton ParkSA - \$150.00/night
20. Reason(s) for selecting hotel or other lodging facility: These hotels were selected due to their proximity to meeting sites.

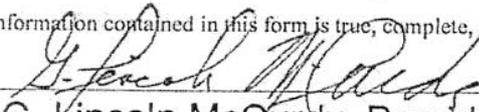
21. TOTAL EXPENSES FOR EACH PARTICIPANT:

<input type="checkbox"/> actual amounts <input checked="" type="checkbox"/> good faith estimates	Total <i>Transportation</i> Expenses per Participant	Total <i>Lodging</i> Expenses per Participant	Total <i>Meal</i> Expenses per Participant
For each Member, Officer, or employee	\$1,350.00	\$1,030.00	\$950.00
For each accompanying family member			

	<i>Other</i> Expenses (dollar amount)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or employee	\$350.00	Historian fees, entrance fees
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: G. Lincoln McCurdy, President

Organization: Turkish Coalition of America

Address: 1510 H Street - Ste. 900, NW - Washington, D.C. 20005

Telephone number: (202) 370-1399

Fax number: (202) 370-1398

Email Address: lmccurdy@tc-america.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 Ethics
U.S. House of Representatives
1015 Longworth House Office Building
Washington, DC 20515
(202) 225-7103 (phone)
(202) 225-7392 (fax)

U.S. House of Representatives

COMMITTEE ON ETHICS

Washington, DC 20515

February 7, 2013

Ms. Chara McMichael
Office of the Honorable Randy Weber
510 Cannon House Office Building
Washington, DC 20515

Dear Ms. McMichael:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Turkey, scheduled for February 16 to 24, 2013, sponsored by the Turkish Coalition of America.

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 \$350 from a single source on Schedule VII of that statement.

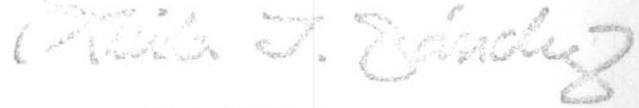
Because the trip may involve meetings with foreign government representatives, we note that House employees may accept, under the Foreign Gifts and Decorations Act, gifts "of minimal value [currently \$350] tendered as a souvenir or mark of courtesy" by a foreign government. Any tangible gifts valued in excess of \$350 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.

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

Sincerely,


K. Michael Conaway
Chairman



Linda T. Sánchez
Ranking Member

KMC/LTS:tn

Final Itinerary
TCA-Sponsored 16th Congressional Staff Delegation To Turkey
February 16-24, 2013

February 16, 2013/Saturday

23:30 Depart Washington Dulles International Airport (IAD), Turkish Airlines, TK 08

February 17, 2013/Sunday

19:05 Arrive Ankara Esenboga Airport (ESB), TK 2170

20:30 Arrive hotel - Sheraton Convention & Business Hotel

21:30 Delegation welcome reception and meeting (Hotel - *Langoletto Restaurant, Floor -1*)

February 18, 2013/Monday

08:00 – 09:00 Welcome breakfast meeting

10:30 – 11:30 Wreath-laying ceremony at Anitkabir

12:00 – 14:00 Lunch with U.S. Deputy Chief of Mission Jess Bailey - JW Marriott (*Prusa meeting room, Floor 1*)

14:30 – 16:00 Meeting at Ministry of Foreign Affairs, Uygur Mustafa Tezel, Department Head - Americas

16:30 – 17:30 Meeting at Ministry of Economy, Nevzat Yesiler, Head of Department

18:15 – 19:45 Roundtable with the Eurasia Research Center, Ambassador Alev Kilic (R), President
(*Hotel - Magnolia meeting room, Floor 1*)

20:00 Dinner with Ambassador Faruk Logoglu (R) of CHP (*Hotel - Langoletto Restaurant, Floor -1*)

February 19, 2013/Tuesday

08:30 – 09:30 Breakfast meeting with Y. Tugrul Turkes, MHP Parliamentarian, MHP Vice President and Ankara Deputy (*Hotel - Magnolia 1 meeting room, Floor 1*)

10:00 – 12:00 Meeting with Ozgur Unluhisarcikli of German Marshall Fund and Dr. Guven Sak of TEPAV
(*Hotel - Magnolia 2 meeting room, Floor 1*)

12:30 – 14:00 Lunch with Dr. Ismail Safi, AK Party Parliamentarian (*Hotel - Magnolia meeting room, Floor 1*)

14:30 – 15:30 Meeting with Turkish International Cooperation and Development Agency (TIKA), Harun Tuncer, Vice President

16:30 Arrive Ankara Esenboga Airport (ESB), TK 2163

18:00 Depart Ankara, Turkish Airlines

19:05 Arrive Istanbul Ataturk Airport (IST)

20:15 Arrive hotel - Hilton Parksa

February 20, 2013/Wednesday

Morning Breakfast at Hilton Parksa, Cloud 7 Restaurant (*7th floor*)

09:00 – 10:15 TCA/TCF briefings (*Hotel - Izmir meeting room*)

10:30 – 12:15 Roundtable discussion with religious minority community leaders

(Armenian-Orthodox, Greek-Orthodox Rep. Rita Ender and President of the Jewish Community - Ishak Ibrahimzadeh) (*Hotel - Izmir meeting room*)

12:30 – 14:00 Lunch with Global Relations Forum, Turkey-U.S. Task Force Co-Chairs Assoc. Prof. Fusun Turkmen and Yavuz Canevi (*Hotel - Izmir meeting room*)

14:30 – 16:30 Meeting with historian - Topkapı Palace (Nuruosmaniye District)

16:30 – 18:00 Meeting with historian - Grand Bazaar (Nuruosmaniye District)

19:00 Dinner at Nar Restaurant with members of the Turkish American Business Association - TABA
(Attendees: Scott and Jen Kilner, Ekim Alptekin - TABA, Oliver Myers - TABA, Emel Tanis - TABA, Pinar Kartal Tilmer - Pera Palas Hotel, Tom Carter – Monk Institute, Michelle Day – Monk Institute, Abby Watson - Project Coordinator)

February 21, 2013/Thursday

- Morning Breakfast at Hilton Parksa, Cloud 7 Restaurant (7th floor)
08:30 Depart hotel
09:00 – 11:45 Roundtable at Kadir Has University (Director of International relations Ayse Deniz Ozkan)
12:30 – 14:00 Lunch roundtable with Dr. Sabri Sayari
(Four Season Hotel - Beylerbeyi meeting room, left side of the lobby floor)
14:30 – 16:00 Roundtable with press, Ayla Yackley, Reuters
(Four Season Hotel - Emirgan meeting room, left side of the lobby floor)
17:00 – 18:00 Visit Robert College (Celebrating its 150th anniversary - The first American educational institution established outside the U.S.)
19:30 Dinner at Sunset with Nuri Colakoglu, Robert College

February 22, 2013/Friday – Gaziantep

- Morning Breakfast boxes provided
06:00 – 06:45 Depart hotel
07:55 – 09:30 Flight to Gaziantep with Atlas Jet Airlines, KK 90
11:00 Meeting at Gaziantep Chamber of Industry
12:30 Lunch at "Imam Cagdas"
14:00 – 17:00 Visit to Mosaic Museum and "Bedesten"
19:45 – 21:30 Flight to Istanbul with Turkish Airlines, TK 2227

Brief - Gaziantep and its Significance:

Gaziantep is the most developed city in the southeast region of Turkey with 1.3 million inhabitants, including a growing population of Syrians. One of the world's oldest continually inhabited settlements, Gaziantep (along the Silk Road) is the very definition of tradition and history. From the Akkadians of Mesopotamia to the Ottoman Sultans, 14 empires have ruled Gaziantep, spanning more than 4,000 years. The city is a leading example of the Turkish economic model, emphasizing growth and business friendly reforms. The manufacturing industry in Gaziantep is comprised of eight sectors, predominantly food, textile, chemicals-plastics, machinery-metals, automotive parts, building supplies, processed leather products, and forest-wood-paper products. The success of these businesses can be attributed to the Organized Industrial Zones, which provide a planned infrastructure system and ease of operations for medium-sized firms. The city's close economic ties to Syria have created an essential need not only for an end to violence within Syria, but a resumption of cross border trade.

February 23, 2013/Saturday

- Morning Breakfast at Hilton Parksa, Cloud 7 Restaurant (7th floor)
09:30 Depart hotel
10:00 – 12:00 Meeting with Friar Francois Yakan, Head of the Chaldean Christian Church at the Chaldean Community Center
12:30 – 14:00 Luncheon discussion on Selcuk and Ottoman cuisine at Matbah Restaurant
14:30 – 17:00 Meeting with historian - Blue Mosque, Hagia Sophia and other historical monuments
17:45 Arrive hotel
18:30 Leave hotel
19:15 Take boat ferry across the Bosphorus from Kurucesme
19:30 Dinner at Sumahan Restaurant (on Asian side of Bosphorus) with NGO and university representatives
(Attendees: Gorgun Taner and Pelin Opcin - IKSU, Ayse Deniz Ozkan - Kadir Has University, James Halliday - Koc University, Tugce Duran -Bahcesehir University, Duygu Kutluay - TEMA, Gulden Turktan - Kagider)

February 24, 2013/Sunday

- Morning Breakfast at Hilton Parksa, Cloud 7 Restaurant (7th floor)
10:00 Depart hotel
13:30 Depart Istanbul, Turkish Airlines, TK 07
18:25 Arrive Washington Dulles International Airport (IAD)

TCA February 16-24th, 2013 Congressional Trip

List of Participants and Trip Purpose

1. Josh Massingill, Foreign Affairs Legislative Counsel for Rep. Virginia Foxx (R-NC/5th)
2. Justin Fareed, Foreign Affairs Legislative Aide for Rep. Ed Whitfield (R-KY/1st)
3. Alex Cruz, Communications Director for Rep. Ileana Ros-Lehtinen (R-FL/27th)
4. Tyler Stapleton, Foreign Affairs Legislative Assistant for Rep. Brian Higgins (D-NY/26th)
5. Stephen Denis, Legislative Director for Steve Chabot (R-OH/1st)
6. Jedd Moskowitz, Chief of Staff for Rep. Grace Meng (D-NY/6th)
7. Scott Cullinane, Staff Associate, House Committee on Foreign Affairs - Subcommittee on Europe, Eurasia, and Emerging Threats
8. Kris Denzel, Legislative Assistant for Rep. George Holding (R-NC/13th)
9. Tucker Knott, Chief of Staff for Rep. George Holding (R-NC/13th)
10. David Richmond, Legislative Director for Del. Eni F.H. Faleomavaega (D-American Samoa/AL)
11. Susie Saavedra, Legislative Director for Rep. Karen Bass (D-CA/37th)
12. Michael Fleischman, Legislative Assistant for Rep. Grace Meng (D-NY/6th)
13. Tim Itnyre, Senior Legislative Assistant for Rep. Paul Cook (R-CA/8th)
14. John Sobel, Chief of Staff for Rep. Paul Cook (R-CA/8th)
15. William Tighe, Chief of Staff for Rep. Tom Marino (R-PA/10th)
16. Elaine Wilson, Senior Legislative Assistant for Rep. Tom Cotton (R-AR/4th)
17. Milan Dalal, Legislative Director for Rep. Gregory Meeks (D-NY/5th)
18. Chara McMichael, Chief of Staff for Rep. Randy Weber (R-TX/4th)
19. William Walsh, Legislative Council for Rep. David Cicilline (D-RI/1st)

Purpose of the trip:

The Turkish Coalition of America (TCA) is a non-profit organization dedicated to fostering cooperation between the United States of America and Turkey. TCA hopes to enhance participants' knowledge of the U.S. – Turkey partnership through meetings with U.S. and Turkish officials, NGO representatives, religious minority leaders, academics, business community representatives, and regional experts. In visiting the nation's capital (Ankara) and its most famous city (Istanbul), we anticipate that participants will have a better grasp of Turkey's considerable diversity on a political, social, economic, and historical scale. In visiting not just the nation's capital (Ankara) and its most famous city (Istanbul) but participating in excursions in Çanakkale, a port town at the entrance of the Dardanelles and the site of the Gallipoli Campaign, we anticipate that participants will have a better grasp of Turkey's considerable diversity on a political, social, economic, and historical scale.

It is our great hope that participants will return from this trip having gained a new perspective and first-hand knowledge with which they may approach issues pertaining to the U.S.'s relations with Turkey.