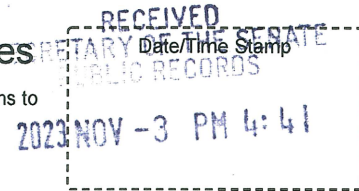


RE-2 Employee Post Travel Disclosure of Travel Expenses

Post Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building. **This form is a public disclosure. The form and all attachments will be made publicly available.**



Certification: *In compliance with the Regulations Governing Privately Sponsored Travel, Senate Rule 35, and the Honest Leadership and Open Government Act of 2007, I certify that I accepted the following gift of privately sponsored travel:*

Private Sponsor(s):

Japan Center for International Exchange

Travel Dates:

October 8-15, 2023

Name of accompanying family member (if any):

N/A

Relationship to Traveler:

N/A

Total Expenses**Transportation Expenses**

\$3269.19

Lodging Expenses

\$1,365.53

Meals Expenses

\$499.27

Other Expenses (Amount & Description)

n/a

I also certify that attached to this form are all required documents for post travel disclosure, including:

- The final **Employee Pre-Travel Authorization** (Form RE-1)
- The final **Private Sponsor Travel Certification Form** with all attachments
- The final invitation
- The final approved itinerary

Finally, I certify that all trip information reflected in the attachments above accurately reflects the travel that I accepted. If there were any changes to the trip after I received approval from the Committee, the changes are described in ATTACHMENT 1.

11/3/23

Date

Jordan Pakula

Printed Name of Traveler

Signature of Traveler

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/3/23

Date

Signature of Supervising Senator/Officer

RE-1 Employee Pre-Travel Authorization

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will not be considered or approved.

Date/Time Stamp

Name of Traveler:

Jordan Pakula

Employing Office/Committee:

BUDGET REP

Private Sponsor(s):

Japan Center for International Exchange.

Destination(s):

Tokyo, Japan ; Hiroshima, Japan

Travel Dates:

10/07/2023 to 10/15/2023

NOTE: If you plan to extend the trip for any reason you must notify the Committee.

Explain how this trip is specifically connected to the traveler's official or representational duties.

The itinerary includes multiple meetings to discuss Japanese energy and economic security.

Do you have an accompanying family member or spouse on this trip?

No

Name and Relationship to Traveler:

N/A

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

09/07/2023

Date



Signature of Employee

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER

(President of the Senate, Secretary of the Senate, Sergeant at Arms,
Secretary for the Majority, Secretary for the Minority, and Chaplain)

Senator Charles E. Grassley

(Print Senator's/Officer's Name)

hereby authorize

Jordan Pakula

(Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate.

☐

(signify "yes" by checking box)

09/07/2023

Date



Signature of Supervising Senator/Officer

ATTACHMENT 1 – CHANGES FROM APPROVED PRE-TRAVEL

Note: Material changes to a trip that occur after the Committee has issued an approval letter may invalidate the Committee's approval. Please contact the Committee with any questions regarding changes to an approved trip.

Were there any changes to the pre-approved travel expenses? (Transportation, Meals, Lodging, Other)?

☒ Yes ☐ No

Expense Change	Revised Amount	Explanation
Transportation (Originally \$3,192.86)	\$3,269.19	Ground transportation expenses within Japan were slightly more expensive than estimated
Lodging (Originally \$1,347.60)	\$1,365.53	Hotel in Tokyo was slightly more expensive than originally estimated
Meals (Originally \$518)	\$499.27	Meals were slightly less expensive than anticipated and the slightly weaker Japanese yen led to cost savings

Were there any changes to the pre-approved itinerary?

☒ Yes ☐ No

Explanation:

The timing of some of the meetings changed at the last minute due to speaker availability. A couple of the meetings were canceled and had to be replaced with different topics and speakers. The major changes in meetings are detailed below, with a complete final itinerary attached with more details on minor changes, such as swapping the timing of meetings:

1. 10/10 15:30 Meeting with Mr Keiichi Ichikawa moved to 10/11 and the meeting with Mr Toshimitsu Motegi was cancelled. Replaced these with a meeting on "Prospects and Challenges for the Japanese Economy in the Asia-Pacific Region" with Shujiro Urata, Chairman, Research Institute of Economy, Trade, and Industry (RIETI)
2. 10/11 12:30 pm Discussion on Japanese Business Perspectives on US-Japan Economic Relations replaced by Lunch Meeting with members of JCIE's Women Leaders Dialogue Diet Delegation with two Diet members, Aiko Shimajiri and Kiyomi Tsujimoto.

Were there any additional changes to the pre-approved trip?

☐ Yes ☒ No

Explanation:



JAPAN CENTER FOR INTERNATIONAL
EXCHANGE (JCIE/USA)

(米国法人)日本国際交流センター

475 Riverside Drive, Suite 731
New York, NY 10115
Tel. 212-679-4130
www.jcie.org

August 8, 2023

Mr. Jordan Pakula
Professional Staff Member
Senate Committee on the Budget
624 Dirksen Senate Office Building
Washington, DC 20510

Dear Mr. Pakula,

On behalf of the Japan Center for International Exchange (JCIE/USA), it is my great pleasure to invite you to participate in JCIE's 2023 US Congressional Staff Exchange Program in Japan. This intensive weeklong study program will be held on October 9-15, 2023, and will involve a diverse set of meetings with leaders from government, civil society, media and business as well as briefings from leading policy experts and practitioners in Japan. We are also excited that, this year, the group will have an opportunity to visit Hiroshima, where Japan hosted the G7 summit in May of this year.

We ask that participants arrive in Tokyo on Monday, October 9, which requires departing from Washington, DC on Sunday, October 8. The program will end on October 14, 2023, and participants are expected to depart Japan on Sunday, October 15 and arrive in Washington DC on the same day. JCIE will make all of the necessary travel arrangements. As a program participant, round-trip airfare between the US and Japan, domestic travel in Japan, lodging, meals, and all other program-related expenses will be covered by JCIE.

During the program, please ask a lot of questions and engage actively in conversations with the Japanese speakers. We also request that you follow proper business etiquettes. To go over some of these expectations and to provide insights from DC-based Japan experts on current developments in Japan and US-Japan relations, we will bring together all the participants for a pre-departure lunch briefing. We will be in touch soon to figure out a mutually convenient time between September 25 and October 4.

JCIE, a US 501(c)(3) nonprofit organization, is the sponsor of the program. The program is made possible by grants from the Japan-US Friendship Commission, a US federal agency. Our Program Officer, Stephen McHugh (smchugh@jcie.org), will be in touch with you regarding ethics forms, travel arrangements, and other details. In the meantime, please do not hesitate to contact us if you need additional information.

We are delighted to have you on this program, and look forward to your active participation throughout the trip.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kazuyo Kato', is written over a light blue horizontal line.

Kazuyo Kato
Executive Director

JAPAN CENTER FOR INTERNATIONAL EXCHANGE (JCIE)
US Congressional Staff Exchange Program
2023 Delegation to Japan

October 5–October 15, 2023

ITINERARY (as of Sep 5)

Saturday, October 7 **travel day*

12:30 Depart Washington Dulles International Airport (UA803)
**Participant to arrange their own transportation*

Sunday, October 8- Monday, October 9

**Participant extending trip at own expense*

Monday, October 9 **official program begins*

15:25 Other participants arrive at Haneda Airport
Travel via minibus to Hotel New Otani The Main

Welcome Dinner

**Review of the week's activities and meeting interlocutors with JCIE staff*

Location: Restaurant Satsuki, "The Main," Hotel New Otani

Accommodation: Hotel New Otani The Main
4-1 Kioi-cho, Chiyoda-ku, Tokyo 102-8578, Japan
Tel: 81-3-3221-2666 | Fax: 81-3-3221-4149
<https://www.newotani.co.jp/en/tokyo/>

Tuesday, October 10

09:00 Meeting in the Lobby and travel to JCIE

09:30-10:00 Overview of JCIE

Welcome and brief background of JCIE and its programs in the context of US-Japan relations

Speaker: **Isao Kano**, President and CEO, JCIE

Location: JCIE

10:00-11:00 **Meeting on Japan's Domestic Landscape & its Implications for US-Japan relations**

Key issues in Japan's domestic landscape including political, economic, and social issues, as well as introduction to Japan's stance on nuclear non-proliferation issues, and their implications for US-Japan relations by a leading journalist who covers these issues

Invited Speaker: **Masakatsu Ota**, Senior and Editorial writer, Kyodo News

Location: JCIE

11:15-12:15 Meeting Amb Rahm Emanuel, US Ambassador to Japan, followed by a briefing by Embassy Staff

A discussion providing US government perspectives on the state of US-Japan relations and key issues affecting the relationship including the role of the US-Japan alliance in addressing regional security challenges, trade relations, and areas for US-Japan global collaboration, etc.

Invited Speaker: Rahm Emanuel, US Ambassador to Japan

Location: US Embassy in Tokyo

12:30-13:45 Luncheon Meeting with the Ministry of Foreign Affairs on Japan's Foreign Policy including the Hiroshima G7 outcomes and next steps

Discussions with a senior MOFA official(s) and several younger diplomats from the Ministry of Foreign Affairs (MOFA) on the key outcomes of the Hiroshima G7 meetings and next steps, the current geopolitical landscape surrounding Japan, and the role of US-Japan relations.

Speakers: 2-3 Japanese foreign ministry officials

15:30-16:00 Meeting with Mr Keiichi Ichikawa, Assistant Chief Cabinet Secretary

Briefing on Japan's foreign policy priorities and challenges by the Assistant Chief Cabinet Secretary, who has also led the first Japan-US strategic dialogue on democratic resilience, while he was at the Ministry of Foreign Affairs

Location: Cabinet Office

15:30-16:00 Meeting with Mr Toshimitsu Motegi, Secretary-General of the Liberal Democratic Party

Briefing on the policy priorities of Japan's ruling Liberal Democratic Party (LDP), challenges facing the party, and views on US-Japan relations by a senior leader of the party

Invited Speaker: **Toshimitsu Motegi**, Secretary-General, Liberal Democratic Party

Location: LDP Headquarters

16:30-17:30 Discussion on Japan-China Relations

Japanese perspectives on China and Japan's China policy including Japan-Taiwan relations, as well as views on US-China relations from an expert focusing on China, Japan-China relations, and US China policy

Invited Speakers: **Rumi Aoyama**, Director of Waseda Institute of Contemporary Chinese Studies; Profess, Graduate School of Asia-Pacific Studies, Waseda University

And

Tomoko Ako, Professor, Graduate School of Arts and Sciences, University of Tokyo

Location: JCIE

18:30-20:30 Japan's Relationship with its Neighbors

Discussion with one of Japan's leading foreign policy strategists on Japan's relationship with China, Korea, Taiwan and Japan-US-ROK relations as well as on his personal experiences conducting high-level negotiations with North Korea

Invited Speaker: **Hitoshi Tanaka**, Senior Fellow, JCIE; Special Advisor, Institute for International Strategy (IIS), Japan Research Institute, Ltd; Former Deputy Minister for Foreign Affairs of Japan

Location: Restaurant TBD

Wednesday, October 11

7:45-9:15 **Breakfast Roundtable with Up-and-Coming Leaders in the Diet (1.5 hrs.)**

Roundtable discussion with 4-6 Diet members to exchange views on a couple of possible topics: 1) key legislative issues and domestic political challenges in the United States and Japan and their implications for foreign policy including US-Japan relation; and 2) perspectives on shared regional and global security and economic challenges

Speakers: 4-6 Diet members drawn from the list below:

Tattuso Fukuda, Member, House of Representatives (LDP)
Hitosi Kikawada, Member, House of Representatives (LDP)
Takayuki Kobayashi, Member, House of Representatives (LDP)
Shinjiro Koizumi, Member, House of Representatives (LDP)
Karen Makishima, Member, House of Representatives (LDP)
Hideki Makihara, Member, House of Representatives (LDP)
Rui Matsukawa, Member, House of Councilors (LDP)
Takao Ochi, Member, House of Representatives (LDP)
Kiyoshi Odawara, Member, House of Representatives (LDP)
Keitaro Ono, Member, House of Representatives (LDP)
Masahiko Shibayama, Member, House of Representatives (LDP)
Akihisa Shiozaki, Member, House of Representatives (LDP)
Keisuke Suzuki, Member, House of Representatives (LDP)
Norikazu Suzuki, Member, House of Representatives (LDP)
Takako Suzuki, Member, House of Representatives (LDP)
Kiyoto Tsuji, Member, House of Representatives (LDP)
Miki Yamada, Member, House of Representatives (LDP)
Shinichi Isa, Member, House of Representatives (Komeito)
Mitsunari Okamoto, Member, House of Representatives (Komeito)
Isamu Ueda, Member, House of Councilors (Komeito)
Hiroe Makiyama, Member, House of Councilors (CDP)
Shu Sakurai, Member, House of Representatives (CDP)

Maiko Tajima, Member, House of Councilors (CDP)

Alex Saito, Member, House of Representatives (DPFP)

Location: Hotel New Otani

9:45-10:45 **Meeting on Japan's Economic Security Policy**
Meeting on key issues affecting Japanese businesses, trade and economy, including updates on how Japan is addressing supply chain issues and Japan's policy to strengthen its economic security.

Invited Speaker: **Yoko Takeda**, Research Fellow; Deputy General Manager, Think Tank Unit; General Manager, Planning and Administration Office, Think Tank Unit; General Manager, Center for Policy and the Economy, Mitsubishi Research Institute

Location: Mitsubishi Research Institute

11:00-12:00 **Meeting on Current and Future Outlook of Japan's Energy policy**
Meeting with several experts from a leading institution on energy affairs to review Japan's current energy mix and key imports, developments in Japan's efforts to increase renewable sources of energy, role of nuclear energy, goals and challenges in diversifying Japan's energy sources, impact of geopolitical affairs on Japan's energy policy.

Invited Speakers: **Yukari Yamashita**, Board Member, Director, Charge of Energy Data and Modelling Center (EDMC)The Institute of Energy Economics, Japan; President-Elect, International Association for Energy Economics (IAEE)

+ 1-2 others TBD

Location: JCIE

12:30-14:00 **Luncheon Discussion: Japanese Business Perspectives on US-Japan Economic Relations**

Discussions with Japanese business executives to exchanges views on the state of US-Japan trade relations and Japanese business investment in the United States, exchange of views on the impact of domestic political developments on regional economy and trade relations.

Speakers: 3-4 Senior Keidanren representatives

Location: KEIDANREN or KEIZAI DOYUKAI

14:30-15:30 **Meeting on Japan's Development Assistance Policy**

A meeting with a leading expert to learn about the key principles and features of Japan's revised Development Cooperation Charter and challenges and opportunities to strengthen its development assistance.

Invited Speaker: **Akihiko Tanaka**, President, Japan International Cooperation Agency (JICA)

Location: JICA

16:00-17:00 **Meeting on Japan's Energy Policy and Challenges from a Politician's Perspective**

As a former official at the Ministry of Economy, Trade and Industry, Ken Saito will offer his perspectives on Japan's energy policy from a Diet Members perspective. He will also provide information about the recent release of treated water from the Fukushima nuclear power plant

Invited Speaker: **Ken Saito, Minister for Justice**

Location: Meeting room, Diet member's building

Group Dinner

Thursday, October 12

- 8:30 Depart Hotel and Travel to National Defense Academy by minibus
- 10:00-12:00 Visit to the National Defense Academy, Yokosuka
Discussion on Japan's Security and Defense Policy & US-Japan Relations and tour
Japan's national security and defense strategies and prospects and challenges for implementation. Outlook on the US-Japan alliance including future challenges and opportunities for strengthening collaboration.
Invited Speaker: Fumiaki Kubo, President, National Defense Academy
Location: National Defense Academy
- 12:00-13:00 **Lunch with National Defense Academy students**
- 13:30-15:30 **Visit to US Navy Yokosuka base**
Briefing on the US-Japan alliance and the role of the alliance during Operation Tomodachi

Travel to Kamakura
- 16:15-17:15 **Visit to Tsurugaoka Hachimangu Shrine and Kotoku-in**

Kamakura is the ancient historical capital of Japan, so we will take the opportunity to visit this important historical site. Staff will inform participants about the role of religion in Japanese society, including differences between Shinto and Buddhism, demonstrated through seeing both a shrine and a temple, and the way religion is treated in modern society.
- 18:00-20:00 **Tokyo Program Wrap-up Dinner**

As this will be the last day of the Tokyo portion of the program, we will make use of this group dinner for participants to reflect on the meetings they have had thus far, what they have learned, and what to expect in the upcoming meetings in Hiroshima.
Location: TBD
- 21:00 Return to the hotel

Friday, October 13

- 06:50 Check Out and Meeting in the Lobby; Travel to JCIE by minibus
** We recommend bringing an overnight bag, and leaving the rest of your luggage at the check-out counter*
- 7:00-7:30 Minibus from hotel to Haneda airport
- 8:15 Depart from Haneda by ANA 673
- 9:40 Arrive at Hiroshima airport
- 10:00-11:00 Travel by bus to the hotel (TBD)
- 11:15-11:30 Depart from hotel to Hiroshima City Hall
- 11:40-12:10 **Meeting with Hiroshima Mayor**
Hon. Kazumi Matsui, Mayor of Hiroshima
- 12:30-14:00 **Lunch Meeting with Mr. Ryo Oshiba, President of the Hiroshima Peace Institute, Hiroshima City University**
- 14:30-15:30 **Lecture and Guided Tour of Hiroshima Peace Memorial Museum**
Guided tour of the Hiroshima Peace Memorial Museum to see artifacts from the bombing, to get explanations of the recovery process and the legacy of the bombing, and to have a briefing on WMD nonproliferation efforts that have been inspired by this experience

Location: Hiroshima Peace Memorial Museum
- 15:30-16:00 **Wreath Laying & Guided Tour of the Atomic Bomb Dome**

We will lay a wreath at the cenotaph that memorializes the victims of the atomic bombing (including foreign residents and 12 US POWs). This is the site of President Obama's May 2016 speech on nuclear disarmament and reconciliation. Then, while explaining how the Hiroshima bombing has shaped Japanese thinking about history and US-Japan relations, the museum's deputy director will lead the participants through the memorial park to visit the A-bomb Dome that was at the epicenter of the blast.

Speaker: Shuichi Kato, Deputy Director, Hiroshima Peace Memorial Museum
- 16:00-17:00 **Discussion with Hibakusha/Atomic Bomb Survivor**

Keiko Ogura, a peace activist who was 8 years old at the time of the bombing, will share her recollections of the bombing and how it has impacted her life, her family, and Japanese views of US-Japan relations.

Invited Speaker: Keiko Ogura, Representative, Hiroshima Interpreters for Peace

Group Dinner

Saturday, October 14

8:10 Check out of hotel

8:15-8:25 Walk to Motoyasubashi Pier

8:45-9:30 Travel from Motoyasubashi Pier by high speed ferry for Miyajima Island

10:00- 12:00 **Miyajima Tour guided by Elementary School Students**

Local elementary school students, who have been learning English, will provide an English language tour of Miyajima an important historic world heritage site in the region. The tour will also be used to prompt discussions on Japan's education system and efforts to promote an international mindset and interest in foreign countries among Japanese youth.

Location: Miyajima

11:00-12:00 **Discussion with head priest of Itsukushima Shrine/World Heritage/Site on cultural preservation in an era of internationalization**

The 6th Century Shinto Shrine at Itsukushima is considered one of Japan's most sacred sites, and its stewards have had to try to cope with damage from natural disasters and, increasingly now, from climate change and a flood of overseas tourism. The head of the shrine will discuss how the community has balanced concerns about the security and sustainability of the fragile site, which is threatened by rising water levels and increasingly frequent disasters, with the imperatives of local economic revitalization and the impact of globalization.

Location: Miyajima

12:00-13:00 Lunch

13:10 -13:20 Travel from Miyajima to Miyajimaguchi by ferry

13:30-14:45 **Travel by bus to Hiroshima Airport and survey completion**

During travel from Hiroshima back to Tokyo surveys will be distributed to the group to provide feedback on the weeks activities and to prime them for discussion at the wrap-up dinner.

15:35-17:00 Flight from Hiroshima to Haneda Airport on JL 260

17:00-18:00 Arrive at Haneda Airport/Tokyo, taxi to the hotel

18:00 Check-in at Hotel New Otani

19:00 -21:00 **Wrap-up/Review dinner**

A final dinner will be organized for the group to review the main challenges facing US-Japan relations and areas for greater collaboration identified during the trip, and exchange their thinking on what needs to be done to address those challenges and promote collaboration. In particular, the discussion will focus on having each participant share how he/she expects to apply their newly gained knowledge both in fulfilling their respective roles as Congressional staff and to strengthen US-Japan relations. JCIE

will consider inviting an external expert to add additional perspectives as needed.

Location: TBD

Official Program Ends

Sunday October, 15

Meet in the Lobby

Depart from Hotel New Otani to Haneda Airport by airport limousine

15:50

Depart Haneda Airport arriving in the US on the same day (UA 804)

Trip Name: JCIE US Congressional Staff Exchange Program to Japan

Organization Information

Organization Name:

Japan Center for International Exchange

Is your organization classified as a §501(c)(3)?

☒ Yes

☐ No

If Yes, §501(c)(3) Organization Type:

☐

Private Foundation

☒

Public Charity

Address:

475 Riverside Drive

City, State, Zip:

New York, NY, 10115

Phone Number:

212-679-4130

Organization URL:

History of Congressional Travel

Describe your organization's history of sponsoring congressional travel.

JCIE has been running its US-Congressional Staff Exchange Program since 1982 on an annual basis. The program brings Staff from both the House and Senate to Japan for a one-week program providing them the opportunity to meet Japanese legislators, policymakers, and experts to deepen their understanding on the Japanese policymaking process as well as political, economic, and societal trends. In addition to our staff exchanges, we regularly facilitate US-Japan legislative exchanges for members of Congress under the umbrella of the US-Japan Parliamentary Exchange Program and the US-Japan Women Leaders Dialogue.

Educational Activities

Describe the educational activities performed by your organization other than sponsoring congressional travel.

JCIE organizes programs to promote research, analysis and cross-sectoral dialogues on shared challenges facing Japan and the United States such as global health and human security, population aging, and women's leadership issues.

Lobbyist and Foreign Agent Registration Information

Lobbyist Registration Status (Select one):

☒

I certify that the sponsor is not a federally registered lobbyist and does not retain or employ a federally registered lobbyist.

☐

I certify that the sponsor is not a federally registered lobbyist but does retain or employ one or more federally registered lobbyists.

Foreign Agent Registration Status (Select one):

☒

I certify that the sponsor is not an agent of a foreign principal and does not retain or employ an agent of a foreign principal.

☐

I certify that the sponsor is not an agent of a foreign principal but does retain or employ one or more agents of a foreign principal.

Foreign Government Involvement

Foreign Agent Registration Status (Must select all):

☒

I certify that the sponsor is not a foreign government.

☒

I certify that the sponsor is not an entity that is owned or operated by a foreign government.

☒

I certify that the sponsor does not receive funding from a foreign government.

Purpose and Details

Provide a brief description of the trip.

This trip is an intensive weeklong study tour in Tokyo and Hiroshima aiming to deepen the participants' understanding of the Japanese policymaking process as well as political, economic, and societal trends, and exchange views with Japanese policymakers and experts on bilateral, regional, and global issues. Activities will include a series of briefings and meetings with leaders from the national Diet, government ministries, academia, civil society, media and business, as well as site visits to locations with significance to US-Japan relations such as a US military base in Yokosuka and the peace memorial park in Hiroshima.

Explain how the purpose of the trip relates to your organization's mission.

JCIE promotes US-Japan dialogues on foreign policy in areas of common concern, and this program is designed to provide senior staffers with a deeper understanding of the US-Japan relationship and the dynamics of Japanese policymaking to strengthen the foundation of US-Japan collaboration.

Is your organization the only sponsor for this trip?

☒ Yes ☐ No

If No, describe your organization's role in planning the trip.

If there are multiple sponsors, each sponsor must submit Organization Information (Page 1 of the Private Sponsor Travel Certification Form) and a Signature Page Form.

Grantmaking Organizations (Optional)

If you have a Grantmaking Organization, you must attach a Grantmaking Organization Certification Form.

1. Japan US Friendship Commission (A US Federal Agency)
- 2.
- 3.

With or Without Regard to Congressional Participation (Select one):

- ☐ The trip is arranged or organized without regard to congressional participation.
- ☒ The trip is arranged or organized with regard to congressional participation.

Lobbyist/Foreign Agent Involvement in Planning, Organizing, Requesting or Arranging

- ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal, other than de minimis involvement.

Lobbyist/Foreign Agent Financing (Must select all):

- ☒ The trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- ☒ No funds or in-kind contributions were earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

Lobbyist/Foreign Agent Accompaniment

Complete if all sponsors are §501(c)(3) organizations (Select one):

- ☒ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Complete if any of the sponsors is not a §501(c)(3) organizations (Select one):

- ☐ The trip is limited to three days (for trips inside the continental United States) or seven days (for trips outside the continental United States), and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip
- ☐ The trip is limited to a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip

Certification of No Recreational Activity and No Alcohol (Must select all):

- ☒ Travel expenses paid for will not include expenditures for recreational activities.
- ☒ Travel expenses paid for will not include expenditures for alcohol, except as permitted by the Regulations Governing Privately Sponsored Travel.

Will members and staff from the House of Representatives receive invitations?

- ☒ Yes ☐ No

Travel Details (Submit additional pages as needed)

Trip Start Date/Time:

10/08/2023



Trip End Date/Time:

10/15/2023

Will the traveler be accompanied by a family member for whom the sponsor will pay travel expenses?



Yes



No

Transportation (Member/Officer/Employee: \$^{3192.87} Accompanying Family Member: \$_____)

Transportation Type	Class	Amount
Airfare (International)	economy	\$ 2681.85
Airfare (Domestic)	economy	\$ 226
Ground transport (minibus rental + taxi)		\$ 243.09
Airport transfer (Bus)		\$ 41.93

Details (optional)

All expenses except international airfare, which is confirmed, are a good faith estimate of final costs.

Lodging (Member/Officer/Employee: \$^{1347.60} Accompanying Family Member: \$_____)

Check-In	Check-Out	Facility	City	State	Country
10/9/23	10/13/23	Hotel New Otani	Tokyo		Japan

Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.
4	\$ 241.12	No	

Check-In	Check-Out	Facility	City	State	Country
10/13/23	10/14/23	ANA Crowne Plaza Hiroshima	Hiroshima		Japan

Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.
1	\$ 142	No	

Check-In	Check-Out	Facility	City	State	Country
10/14/23	10/15/23	Hotel New Otani	Tokyo		Japan

Nights	Cost/Night	Cost Exceed Per Diem (Yes/No)	If Yes, please explain why expenses over the per diem rate are reasonable and necessary.
1	\$ 241.12	No	

Meals (Member/Officer/Employee: \$⁵¹⁸____ Accompanying Family Member: \$____)

Date	Breakfast	Lunch	Dinner	Incidentals	Total	City	State	Country	Cost Exceeds Per Diem (Y/N)
10/9/23			\$ 46.00		\$ 46.00	Tokyo		Japan	
10/10/23	\$ 25.00	\$ 29.00	\$ 46.00		\$ 100.00	Tokyo		Japan	Y
10/11/23	\$ 25.00	\$ 29.00	\$ 46.00		\$ 100.00	Tokyo		Japan	Y
10/12/23	\$ 25.00	\$ 29.00	\$ 46.00		\$ 100.00	Tokyo		Japan	Y
10/13/23	\$ 25.00	\$ 24.00	\$ 39.00		\$ 88.00	Tokyo / Hiroshima		Japan	Y
10/14/23	\$ 14.00	\$ 24.00	\$ 46.00		\$ 84.00	Hiroshima / Tokyo		Japan	N

If costs exceed the federal per diem, please explain why expenses over the per diem rate are reasonable and necessary.

As most days in Tokyo have an early morning start, participants will have breakfast at the hotel where they are staying, as there will not be time to go out for a breakfast elsewhere in the area. The breakfast available at the hotel is slightly above the per diem rate, but the hotel is very convenient in terms of its close location to the Japanese Diet, allowing us to arrange morning meetings with Diet members. Lunch and dinner costs are based on state department per diem rates, which will not be exceeded for those meals.

Reasonable Miscellaneous Expenses

(Member/Officer/Employee: \$____ Accompanying Family Member: \$____)

Expense Type	Amount	Notes
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Additional Details (optional)

PRIVATELY SPONSORED TRAVEL

SPONSOR SIGNATURE PAGE

I hereby certify that the information submitted in connection with the trip listed below is true, complete, and correct to the best of my knowledge and belief.

Trip Name: Kazuyo Kato
Travel Date(s): 10/08/2023 - 10/15/2023
Travel Destination(s): Japan: Tokyo, Hiroshima

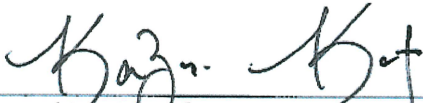
Sponsor: Japan Center for International Exchange

Kazuyo Kato

(printed name of sponsor representative)

Executive Director

(title)


(signature of sponsor representative)

09/07/2023

(date)