# COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Date/Time Stamp
RECEIVED
SECRETARY OF THE SEN
PUBLIC RECORDS
2024 MAR -1 PM 1:26

**Instructions:** Use this form as a cover sheet for any paperwork you may need to submit to the **Office of Public Records** in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. **Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.**

SUBMIT DIRECTLY TO THE **OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING**

Name of Traveler: Sara Zaheer

Employing Office/Committee: Senator Murray

Travel Expenses Paid by (List all sources): Malaria No More

Travel Date(s): 10/08/2023 - 10/15/2023

Description/Title of Attached Forms:
Revised RE-2 Form with Attachment

Purpose of Amendment (describe the reason for amending original submission):
Needed to make revisions to original RE-2.

03/01/2024
*(Date)*

Sara Zaheer
*(Signature of Traveler)*

(Revised 4/19/2010)

# RE-2 Employee Post Travel Disclosure of Travel Expenses

Date/Time Stamp

**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):**

Malaria No More

**Travel Dates:**

10/08/2023 to 10/15/2023

**Name of accompanying family member (if any):**

**Relationship to Traveler:**

## Total Expenses

| Transportation Expenses | Lodging Expenses | Meals Expenses | Other Expenses (Amount & Description) |
|---|---|---|---|
| $10,330 | $848 | $170 | $386 |

*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.*

3/1/24
Date

Sara Zaheer
Printed Name of Traveler

Sara Zaheer
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.*

03/01/2024
Date

Patty Murray
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 | $10,330 | Due to fuel prices in Zambia and long distances driven in rural areas, the ground transportation cost was slightly higher than anticipated. |
| Other | $386 | The insurance for each individual was slightly higher than originally predicted. |
| | | |
| | | |
| | | |
| | | |

Were there any changes to the pre-approved itinerary?

(●) Yes ( ) No

**Explanation:**

Some minor adjustments to the itinerary. Specifically, October 11th location was updated to Kasenengwa community in Chikowa (activities remained the same). October 12th the previous morning and afternoon activities just flipped (Chilepa village with community health workers in the morning and the Kamoto Mission Hospital in the afternoon) and updated the location to Chilepa village community. October 13th, the updated itinerary includes names of private sector representatives that joined at the briefing; and the location for the lunch briefing changed as well as names were updated to reflect who attended the briefings.

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

( ) Yes (●) No

**Explanation:**