UNITED STATES DEPARTMENT OF COMMERCE
International Trade Administration
Washington, DC 20230

MEMORANDUM FOR: Office of the General Counsel
Ethics Law and Programs Division

FROM: Marcus Points
Chief Financial and Administrative Officer

MARCUS POINTS Digitally signed by MARCUS POINTS
Date: 2025.05.20 15:52:56 -04'00'

SUBJECT: ITA Submission of Semi-Annual Report for Travel Payments from Non-Federal Sources – October 2024 to March 2025

The International Trade Administration (ITA) has queried E2 reports and its Business Units and submits the attached Gift or Bequests for the Semi-Annual Report for Travel Payments from Non-Federal Sources for the period of October 2024 to March 2025.

If you have questions, please contact ITA's Travel Manager, Jeff Scherr, at (202) 482-3266 or travel@trade.gov.

Attachment:
SF-326 Semi-Annual Reports of Payments Accepted from a Non-Federal Source

SEMIANNUAL REPORT OF PAYMENTS ACCEPTED FROM A NON-FEDERAL SOURCE

Form Approval.: **0416-GSA-SA**

PAGE | OF PAGES

This report implements 31 U.S.C. 1353. It does not supersede other reports that may have to be filled when travel expenses are accepted under other authority. For definition and policies, see 41 CFR part 304-1.

REPORTING DEPARTMENT OR AGENCY: DOC ITA - Industry & Analysis

REPORTING PERIOD: OCTOBER 1 - MARCH 31 *(Year)* 2024-2025 | APRIL 1 - SEPTEMBER 30 *(Year)* | NEGATIVE REPORT

	TRAVELER (Name/Title)	EVENT DESCRIPTION/SPONSOR/ DATES	LOCATION AND TRAVEL DATES	BENEFITS ACCEPTED SOURCE	DESCRIPTION	CHECK	IN-KIND	AMOUNT
EXAMPLES	John Smith Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11-13/93	Asia-Pacific Forum Pacific Rim Assoc.	Hotel Air Transportation Meals	X	X X	$280 825 120
EXAMPLES	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11-13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation Meals	X	X	$825 120
NAME: Emily Benson		DESCRIPTION: Atlantic Council Work Study to Norway	LOCATION: Oslo and Kirkenes, Norway	The Atlantic Council	Hotel		X	$1535
					Air transportation		X	1462
TITLE: Senior Policy Advisor		SPONSOR: Atlantic Council	DATES:		Ground transport		X	150
		DATES: 10/26/24-11/02/24	10/26/24-11/02/24		Meals		X	600
NAME		DESCRIPTION	LOCATION					
TITLE		SPONSOR	DATES					
		DATES:						
NAME		DESCRIPTION	LOCATION					
TITLE		SPONSOR	DATES					
		DATES:						
NAME		DESCRIPTION	LOCATION					
TITLE		SPONSOR	DATES					
		DATES:						

AUTHORIZED FOR LOCAL REPRODUCTION

STANDARD FORM 326 (2-98)
Prescribed by GSA/OGE (41 CFR 301-1)

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REPORTING DEPARTMENT OR AGENCY: INTERNATIONAL TRADE ADMINISTRATION

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	TRAVELER *(Name/Title)*	EVENT DESCRIPTION/SPONSOR/DATES	LOCATION AND TRAVEL DATES	BENEFITS ACCEPTED: SOURCE	DESCRIPTION	CHECK	IN-KIND	AMOUNT
EXAMPLES	John Smith Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11 - 13/93	Asia-Pacific Forum Pacific Rim Assoc.	Hotel		X	$280
					Air Transportation	X		825
					Meals		X	120
	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11 - 13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation	X		$825
					Meals		X	120
	NAME Jose Burgos	DESCRIPTION Travel to support Simpled Student Recruitment as part of the Education Team	LOCATION India (various cities)	Simpled International Education Events	Lodging		✓	2563.00
					Meals	✓		1452.75
	TITLE Senior International Trade Specialist	SPONSOR Simpled International Education Events	DATES 10/11-24/2024		Other (baggage, PC	✓		802.58
		DATES: 10/13-24/2024			Incountry air; local t		✓	3100.00
	NAME	DESCRIPTION	LOCATION					
	TITLE	SPONSOR	DATES					
		DATES:						
	NAME	DESCRIPTION	LOCATION					
	TITLE	SPONSOR	DATES					
		DATES:					✓	
	NAME	DESCRIPTION	LOCATION					
	TITLE	SPONSOR	DATES					
		DATES:						

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EXAMPLES	John Smith Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11 - 13/93	Asia-Pacific Forum Pacific Rim Assoc.	Hotel Air Transportation Meals	 X 	X X	$280 825 120
EXAMPLES	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11 - 13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation Meals	X 	 X	$825 120
NAME: Coetsee, Dorette	DESCRIPTION: To speak at the Visionaries & Ventures Convention	LOCATION: Boston, MA	The Harvard Law Entrepreneurship Project	Hotel		✓	600
				Airfare		✓	300
TITLE: International Trade Specialist	SPONSOR: The Harvard Law Entrepreneurship Project DATES: 11/17/2024	DATES: 11/17/2024					
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR DATES:	DATES					
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR DATES:	DATES					
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR DATES:	DATES					

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REPORTING DEPARTMENT OR AGENCY

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EXAMPLES	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11 - 13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation Meals	X 	 X	$825 120
NAME Charlotte Conerly	DESCRIPTION Trade delegation to Saudi Arabia and the United Arab Emirates, sponsored by Louisiana District Export Council	LOCATION Dhahran, Saudi Arabia Abu Dhabi, UAE	Louisiana District Export Council	Lodging		✓	3,600.90
				Airfare		✓	3,120.00
TITLE Senior International Trade specialist	SPONSOR Louisiana District Export Council	DATES 10/26/24-11/13/24		MIE	✓		1,828.50
	DATES: 10/26/24-11/08/24			Transportation & Fe	✓		505.52
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						

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EXAMPLES	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11 - 13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation Meals	X 	 X	$825 120
NAME Diego Gattesco	DESCRIPTION State-wide WV strategic annual meeting.	LOCATION Charleston, WV	West Virginia District Export Council (WVDEC)	Lodging	✓		254.96
				POV Mileage	✓		259.00
TITLE Director	SPONSOR West Virginia District Export Council (WVDEC)	DATES 01/14-16/2025		M&IE	✓		170.00
	DATES: 01/14-16/2025			E2 Fees	✓		23.38
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						

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EXAMPLES	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11 - 13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation Meals	X 	 X	$825 120
NAME: David Huether	DESCRIPTION: 2025 Go West Summit	LOCATION: Palm Springs, CA	International Tourism Marketing, Inc 6420 S Quebec St. Centennial CO 80111 303-850-7144	Air Transportation		✓	1,000
				Lodging		✓	500
TITLE: Deputy Director, Research	SPONSOR: Go West Association	DATES: January 6-8, 2025					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						

SEMIANNUAL REPORT OF PAYMENTS ACCEPTED FROM A NON-FEDERAL SOURCE

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1	1	2025

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epartment of Commerce/International Trade Adminis

Industry & Analysis/Office Of Health Industries

Agency Contact: Matthew Hein Matthew.hein@trade.gov

REPORTING PERIOD: OCTOBER 1, 2024- MARCH 31, 2025

REPORTING PERIOD: APRIL 1 - SEPTEMBER 30, 2025

NEGATIVE REPORT

No.	TRAVELER	EVENT DESCRIPTION & EVENT SPONSOR	EVENT DATE(S) [MM/DD/YYYY-MM/DD/YYYY]:	LOCATION AND TRAVEL DATE(S) [MM/DD/YYYY-MM/DD/YYYY]	BENEFIT SOURCE	BENEFIT DESCRIPTION	PAYMENT BY CHECK	PAYMENT IN-KIND	TOTAL AMOUNT
EX	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	BENEFIT SOURCE				
	John Smith	Conference on Asia-Pacific Relations	8/11/2011	San Francisco, CA	Asia Pacific Forum Pacific Rim Foundation	Hotel		X	$280
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)		Air Transportation	X		$825
	Secretary	Asia-Pacific Forum	8/12/2011	8/11/2011-8/13/2011		Meals		X	$120
1	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	BENEFIT SOURCE				
	Matthew Hein	Consumer Electronics Show	1/6/2025	Las Vegas, NV	Consumer Technology Association	Hotel		x	$1,600
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)		Air Transportation		x	$500
	Senior International Trade Specialist	Consumer Technology Association	1/10/2025	01/06/2025-01/09/2025		Registration Fee		x	$149
2	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	BENEFIT SOURCE				
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)					
3	TRAVELER NAME	EVENT DESCRIPTION	BEGINNING DATE [MM/DD/YYYY]	LOCATION	BENEFIT SOURCE				
	TRAVELER TITLE	EVENT SPONSOR	ENDING DATE [MM/DD/YYYY]	TRAVEL DATE(S)					

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REPORTING DEPARTMENT OR AGENCY

INTERNATIONAL TRADE ADMINISTRATION

REPORTING PERIOD

✓ OCTOBER 1 - MARCH 31 *(Year)* December 10-11, 2024 | APRIL 1 - SEPTEMBER 30 (Year) | NEGATIVE REPORT

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NAME: Kimery Lynch		DESCRIPTION: Global Business Club: Spotlight on Korea	LOCATION: Detroit, Michigan	International Business Center at Michigan State University	Airfare		✓	412.86
					Hotel		✓	173.31
TITLE: Desk officer, Korea		SPONSOR: International Business Center at Michigan State University DATES: December 11 ,2024	DATES: 10/10-11/2024		Taxi	✓		150
					Meals	✓		111
NAME		DESCRIPTION	LOCATION					
TITLE		SPONSOR DATES:	DATES					
NAME		DESCRIPTION	LOCATION					
TITLE		SPONSOR DATES:	DATES					
NAME		DESCRIPTION	LOCATION					
TITLE		SPONSOR DATES:	DATES					

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EXAMPLES	Joyce Smith Spouse of Secretary	Conference on Asia-Pacific Relations sponsored by Asia-Pacific Forum.	San Francisco, CA 8/11-13/93	Asia-Pacific Forum Pacific Rim Assoc.	Air Transportation Meals	X	X	$825 120
NAME: Haisum Shah TITLE: International Trade Specialist		DESCRIPTION: Keynote address at Klamath Community College's International Gala SPONSOR: Klamath Community College DATES: 11/19/2024	LOCATION: Klamath, OR DATES: 11/18-20/2024	Klamath Community College	POV miles	X		380.00
					Lodging	X		214.00
					M&IE	X		118.00
					Fees	X		25.52
NAME TITLE		DESCRIPTION SPONSOR DATES:	LOCATION DATES					
NAME TITLE		DESCRIPTION SPONSOR DATES:	LOCATION DATES					
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NAME: Larry Tabash TITLE: Global Middle East & Africa Team Lead	DESCRIPTION: FT Africa Summit SPONSOR: Financial Times DATES: 10/29-30/2024	LOCATION: London, UK DATES: 10/27-31/2024	Financial Times	Complimentary Invitation		✓	$2,268.00
NAME TITLE	DESCRIPTION SPONSOR DATES:	LOCATION DATES					
NAME TITLE	DESCRIPTION SPONSOR DATES:	LOCATION DATES					
NAME TITLE	DESCRIPTION SPONSOR DATES:	LOCATION DATES					

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NAME: Adam Vaccaro	DESCRIPTION: Conference on investment screening and economic security	LOCATION: Paris, France	CELIS	Hotel lodging for 3 nights		✓	$770.04
				dinner on 10/16	✓	✓	$103.81
TITLE: CFIUS Director, Office of Investment Security	SPONSOR: CELIS	DATES: October 16-18, 2024		conference on 10/17		✓	$141.76
	DATES: 10/16-18, 2024			1/2day conference r		✓	$122.79
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES				✓	
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
	DATES:						
NAME	DESCRIPTION	LOCATION					
TITLE	SPONSOR	DATES					
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