



U.S. DEPARTMENT OF ENERGY

Meeting Information Request Form

Thank you for your interest in meeting with U.S. Secretary of Energy. To ensure that the appropriate individual within the Department of Energy is meeting with you on a given matter and because the Office of the Secretary is committed to maintaining the highest ethical standards, we need the information requested below before we can agree to schedule a meeting¹.

Please respond to the questions below and send your response to the.secretary@hq.doe.gov.

If you have any questions you may contact the Secretary's Scheduling Office at 202-586-5534.

Requesting individual/organization: (Please identify the person(s) (name and affiliation) requesting the meeting, including any background information on the affiliated organization(s).)	MIKE WIRTH, CEO AND CHAIRMAN OF CHEVRON USA INC.
Contact information (Name, Email, Phone):	Assistant: Michael Wery Garcia, michaelwery@chevron.com , (b) (6)
Please describe the action sought from the Office of the Secretary:	
Meeting date (if date is flexible please indicate the range): Please explain any time sensitivity that impacts the date of the meeting, such as court-ordered or statutory deadline:	March 10-12 (CERAWeek) Or March 18 (DC)
Proposed meeting location (City, State/Country):	Houston (March 10-12) or Washington DC (March 18)
Describe the proposed meeting topic/ agenda, provide available briefing materials, and identify desired outcome(s):	Brief Secretary Wright on (b) (4) (b) (4) (b) (4)
Expected meeting participants (name, title, and organizational affiliation):	Mike Wirth, CEO and Chairman, Chevron USA Inc. Karen Knutson, Vice President of Government Affairs, Chevron USA Inc.
Are any expected meeting participants registered lobbyists or lobbying organizations, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	Yes, Karen Knutson is a registered lobbyist
Are any expected meeting participants a	No

partisan political candidate, a representative of a political party or a registered political action committee (PAC)? (If yes, please identify.)	
Do any expected meeting participants seek or currently have any business interests with the Department of Energy such as permits, contracts, litigation, grants, etc.? (If yes, please identify.)	
Will the meeting involve legislation, broad policy options, or other general matters that involve a large and diverse range of persons and interests? (If yes, please describe.)	Yes, discussion on the President's initiative for U.S. energy dominance.
Will the meeting involve regulations, rules, or other matters that impact a specific industry, sector of the economy, or group of persons? (If yes, please describe.)	
If any gifts (e.g., meals or refreshments, mementos or tokens of appreciation, transportation, etc.) will be offered to the Secretary, please describe and provide their monetary value.	No
If the Secretary is unable to meet, is a surrogate desired? If yes, who specifically?	No
Any additional notes or information?	