

From: Lamanna, Isabelle
Sent: Sat, 15 Feb 2025 21:56:14 +0000
To: Alana.Wilson@shell.com
Subject: RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan
Attachments: Sec. Chris Wright_Meeting Request Form.docx

Hi Alana!

I hope you are having a great weekend! My apologies for the delay on our end if you haven't heard back from a member of our team yet.

Thank you very much for your interest in setting up a meeting with Secretary Wright and Mr. Sawan, if you could please have the appropriate member of your team complete the attached meeting request form and return it back to (b)(6) - Secretary Wright for our records and consideration, that would be great!

Thank you and we look forward to hearing from you.

Izzy

From: Alana.Wilson@shell.com <Alana.Wilson@shell.com>
Sent: Tuesday, February 11, 2025 11:18 AM
To: Secretary <(b)(6) - Secretary Wright >
Subject: [EXTERNAL] Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Dept. of Energy Scheduling Team,

I hope this finds you all well. I'm reaching out with the hope of finding some time on Secretary Wright's schedule to meet with Wael Sawan, CEO of Shell. Mr. Sawan's biography can be found [here](#).

Mr. Sawan will be in DC and available for a meeting afternoon of February 19th through the 21st. We would welcome the opportunity to discuss LNG, global energy supply, and other related matters with Secretary Wright. We know he was very recently confirmed and schedules are tight, but would very much appreciate any availability while Mr. Sawan is in the United States.

Thank you for considering the request, and please let me know if you have any additional questions.

-Alana

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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 (b)(6) - Secretary Wright.

If you have any questions you may contact the Secretary's Scheduling Office at (b) (6)

Requesting individual/organization: (Please identify the person(s) (name and affiliation) requesting the meeting, including any background information on the affiliated organization(s).)	
Contact information (Name, Email, Phone):	
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:	
Proposed meeting location (City, State/Country):	
Describe the proposed meeting topic/ agenda, provide available briefing materials, and identify desired outcome(s):	
Expected meeting participants (name, title, and organizational affiliation):	
Are any expected meeting participants registered lobbyists or lobbying organizations, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	
Are any expected meeting participants a 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.)	
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.	
If the Secretary is unable to meet, is a surrogate desired? If yes, who specifically?	
Any additional notes or information?	

DRAFT / DELIBERATIVE

From: Alana.Wilson@shell.com
Sent: Mon, 17 Feb 2025 14:58:02 +0000
To: Lamanna, Isabelle
Subject: [EXTERNAL] RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Hi Izzy,

Thank you very much! Our team is filling out the form and will send it back to you ASAP this morning.

Back shortly, thanks!

-Alana

Alana Wilson Business & Policy Integration Advisor | U.S. Corporate Relations | SHELL | 1050 K Street, NW Suite 700 | Washington, DC 20001 | M: (b) (6) | www.shell.us

From: Lamanna, Isabelle <Isabelle.Lamanna@hq.doe.gov>
Sent: Saturday, February 15, 2025 4:56 PM
To: Wilson, Alana P SHLUSA-CRA/U <Alana.Wilson@shell.com>
Subject: RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

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From: Alana.Wilson@shell.com
Sent: Mon, 17 Feb 2025 16:43:58 +0000
To: Lamanna, Isabelle
Cc: Secretary
Subject: [EXTERNAL] RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan
Attachments: Sec. Chris Wright_Meeting Request Form_CEWS_FEB 2025.pdf

Hi Izzy,

Thank you very much for your help. I am attaching the requested form which details Mr. Sawan's information and request to meet with Sec. Wright. As noted in the form, he will arrive in DC on Wednesday and be available for meetings anytime after 3pm on Wednesday and is available all day on the 20th and 21st. Please let me know what other information you need from our team.

Thank you,
Alana

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Meeting Information Request Form

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Please respond to the questions below and send your response to (b)(6) - Secretary Wright.

If you have any questions you may contact the Secretary's Scheduling Office at (b) (6)

Requesting individual/organization: (Please identify the person(s) (name and affiliation) requesting the meeting, including any background information on the affiliated organization(s).)	Shell Plc. Meeting request with Wael Sawan, CEO of Shell
Contact information (Name, Email, Phone):	Contact information for logistics/scheduling: Alana Wilson, Alana.Wilson@Shell.com . (b) (6)
Please describe the action sought from the Office of the Secretary:	To gain an understanding of Shell's businesses, its opportunities and challenges.
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:	PM: Wednesday, February 19 th Or Thursday, February 20 or Friday, February 21 Shell's CEO, Wael Sawan is only in town those days while at the Business Council meetings. He normally resides in London, UK.
Proposed meeting location (City, State/Country):	Washington, DC
Describe the proposed meeting topic/ agenda, provide available briefing materials, and identify desired outcome(s):	Courtesy call and introduction of Shell's US business
Expected meeting participants (name, title, and organizational affiliation):	Gretchen Watkins, President of Shell USA, Inc. and Kelly Op de Weegh, Head of US Corporate Relations
Are any expected meeting participants registered lobbyists or lobbying organizations, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	No
Are any expected meeting participants a partisan political candidate, a representative of a political party or a registered political	No

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.)	Shell is the world's largest trader of LNG and major offtaker of LNG volumes from the US. We see gas and particularly LNG as of growing importance. Shell USA has several outstanding grants and loans per the IRA
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.)	The meeting will involve broad policy discussions given Shell's interest in LNG exports and the need for stable, reliable, and predictable policies and rules.
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.)	The meeting may involve discussion of specific rules that impact Shell's interactions with the US LNG sector, including laws around export licenses issued by the DOE.
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.	None
If the Secretary is unable to meet, is a surrogate desired? If yes, who specifically?	Not at this time
Any additional notes or information?	Other possible topics of discussion include: Venture Global LNG contract issues, Impact of tariffs, US regulatory regime (methane) to be granted equivalency by the EU so as not to impair US exports.

Sent: Wed, 19 Feb 2025 14:58:25 +0000
To: Alana.Wilson@shell.com
Cc: Secretary
Subject: RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Hi Alana!

From: Alana.Wilson@shell.com <Alana.Wilson@shell.com>
Sent: Tuesday, February 18, 2025 1:26 PM
To: Lamanna, Isabelle <Isabelle.Lamanna@hq.doe.gov>
Cc: Secretary <(b)(6) - Secretary Wright >
Subject: [EXTERNAL] RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Hi Izzy,

I know you all are still reviewing the request form, but let me know if you need any passport or security information for clearance in addition to the form.

Thank you!
Alana

Alana Wilson Business & Policy Integration Advisor | U.S. Corporate Relations | SHELL | 1050 K Street, NW Suite 700 | Washington, DC 20001 | M: (b) (6) | www.shell.us

From: Wilson, Alana P SHLUSA-CRA/U
Sent: Monday, February 17, 2025 11:44 AM
To: Lamanna, Isabelle <Isabelle.Lamanna@hq.doe.gov>
Cc: (b)(6) - Secretary Wright
Subject: RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Hi Izzy,

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Thank you,
Alana

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Sent: Saturday, February 15, 2025 4:56 PM
To: Wilson, Alana P SHLUSA-CRA/U <Alana.Wilson@shell.com>
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To: Alana.Wilson@shell.com
Cc: Secretary
Subject: RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Hi Alana!

I just tried to give you a call, but please feel free to call me at the number below.

Thank you,



Izzy Lamanna
 Director of Scheduling
 U.S. Department of Energy
MOBILE (b) (6)
EMAIL Isabelle.Lamanna@hq.doe.gov

From: Alana.Wilson@shell.com <Alana.Wilson@shell.com>
Sent: Wednesday, February 19, 2025 10:11 AM
To: Lamanna, Isabelle <Isabelle.Lamanna@hq.doe.gov>
Cc: Secretary <(b)(6) - Secretary Wright >
Subject: [EXTERNAL] RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Hi Izzy,

Happy Wednesday! Wanted to check if you think we will be able to schedule a meeting with Sec. Wright and Mr. Sawan. Completely understand that you all are swamped right now, but just let me know if you think he will have any availability tomorrow or Friday and we will plan accordingly. Thank you for all your help – really appreciate it!

-Alana

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