



Event Information Request Form

Thank you for your interest in hosting the U.S. Secretary of Energy at your event. To ensure that the appropriate individual within the Department of Energy is participating in your event 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 confirm a speaker.

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.

Title of the Event (please note if the event is a weekly, monthly, annual, etc.):	2025 Workforce Development Summit, an annual event
Date of Event (please note if the date is flexible):	November 18-20. November 18 is preferred.
Event Location (venue, address, city and state/country):	Hilton Washington DC National Mall The Wharf, 480 L'Enfant Plaza, Washington, D.C.
Point(s) of Contact (Name, Email, Phone):	Missy Henriksen, mhenriksen@eei.org ; (b) (6)
Briefly describe the event in detail including the purpose and desired role of the Secretary (i.e. deliver keynote remarks, attend an event, meet with attendees etc.):	We are seeking keynote remarks from Secretary Wright.
Is the event a fundraiser? If yes, please explain who it is benefiting (i.e. specific charity, a political candidate, etc.):	The event is not a fundraiser.
Audience	
Approximately how many people are expected to attend the event?	400+
Please describe the target audience of the event (elected officials, local community leaders, academics, industry representatives, public sector representatives, etc.).	Participants will include: • C-Suite, executive, and senior leaders from energy companies focused on ensuring their businesses are people ready for the energy evolution that is before us. • Labor leaders from international, national, and local unions. • Educators • Community Based Organizations and Workforce Systems
Will the attendees at the event include persons with a diversity of views or interests, or representatives from throughout an industry or	While attendees will represent different industries within the energy sector, they are united in their focus on workforce development – and expanding the

profession, or the range of persons interested in a matter? (If yes, please describe.)	infrastructure to hire, train, and retain the workforce needed for support American Energy dominance.
Is the event open to the public (this includes ticketed individuals)? If not, please describe who is privately invited.	The event is open to ticketed individuals.
Who are other VIPs or speakers <u>confirmed</u> and in what role?	Joe Dominquez, President and CEO of Constellation Energy and Scott Thon, President and CEO of Berkshire Hathaway Energy are confirmed presenters for our opening session.
Who are other VIPs or speakers <u>invited</u> ?	We have invited IBEW International President Kenny Cooper and Secretary Chavez-DeRemer. Neither is yet confirmed.
Remarks	
If you are requesting remarks, are there any specific issues you would like the Secretary to highlight/address in his remarks?	Attendees would value from learning about the administration's workforce development priorities and corresponding strategies. If Secretary Wright elects to adopt any of the recommendations from the DOE's Energy Workforce Advisory Board's report on workforce strategies, we would welcome the opportunity to learn more about those. Additionally, we would like to learn how energy workforce stakeholders can work with the Department.
What is the desired format of his remarks (will he be delivering the keynote, sharing the stage, participating in a panel or roundtable, etc.)?	We envision keynote remarks. However, if he and Secretary Chavez-DeRemer would be interested in talking together about the historic need to build the energy workforce, we would, of course, welcome that.
What is the public registration/ticket fee to attend/participate in the event?	\$500-\$800
Will there be a teleprompter available? Will there be a podium?	There will be a podium and teleprompter available.
Communications/Press	
Is the event open or closed to press?	The event is closed to the press.
If open, are you expecting local, state, or national news coverage?	N/A
If this is an annual event, which news outlets typically cover the event?	N/A
Will you be advertising or live streaming the event on any social media outlets or websites? (If yes, please explain.)	N/A
Logistics/Other*	

If this invitation includes any gifts to the Secretary (e.g., waived registration/conference event fee; meals or refreshments; receptions or other entertainment; informational materials; award; transportation; memento or token of appreciation), please identify them and provide their monetary value. Please also identify how the value was determined. (Please attach separate sheet if necessary.)	There will be no gifts provided.
Does the invitation extend to the Secretary's spouse or other guest? If yes, will others in attendance generally be accompanied by a spouse or other guest?	The Secretary's spouse is welcome.
Will the Secretary be asked to sign a speaking/participation agreement or release related to this event? If so, please provide a copy.	No.
If the Secretary is not able to attend, is a surrogate desired? If yes, anyone specific?	We would be open to other considerations; however, ideally, we would like to hear from the Secretary.
Any additional notes or information?	While so much of energy discussions focus on security, resiliency, affordability, etc., we hope the Secretary will elevate the visibility and importance of workforce development through his participation.
Event Host and Sponsor	
Who is the <u>event host</u> ? (Please identify and provide background on the Event host as well as any other organization involved in the Event.)	The event will be hosted by the Center for Energy Workforce Development, a national intermediary that leads workforce development efforts for the energy sector. Working with more than 140 energy employers, primarily utilities and contractors, and labor organizations, CEWD serves as the workforce development arm for 12 of the industry's policy-oriented organizations including the American Petroleum Institute, Edison Electric Institute, Nuclear Energy Institute, National Rural Electric Cooperatives Association, American Public Power Association, American Gas Association, and others. We are also fortunate to have the International Brotherhood of Electrical Workers on our Board of Directors. CEWD provides national leadership and orchestration for large-scale drivers to impact workforce development in local communities. Our mission is to unite energy stakeholders in attracting and developing a highly skilled workforce and our vision is to ensure a thriving energy workforce powering our nation,

Event host website/url.	www.getintoenergy.org and www.cewd.org
Is the event host a registered lobbyist or lobbying organization, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	No
Is the event host a partisan political candidate, a representative of a political party or a registered political action committee (PAC)? (If yes, please identify.)	No
Is the event host a 501(c)(3) organization or a media organization? (If yes, please identify.)	CEWD is a 501(c)(3) organization.
Is the event host seeking or currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? (If yes, please describe.)	No
Who are the sponsors of the event? Please identify and provide background information on the individual and/or entity.	We have not yet begun to solicit sponsors in earnest but energy companies are often sponsors.
Are any event sponsors seeking or do they currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? (If yes, please describe.)	Unaware.
With which Bureau or Agency does your agenda most align? Please list all, if more than one.	Office of Policy, Office of Electricity, Office of Nuclear Energy, Office of Fossil Energy,
Partisan Political Candidate or Elected Official Participation	
Will any partisan political candidate or elected official participate in the event? If so, please identify and explain role.	No
Is the coordination of any elected official's involvement being handled solely by their official staff, or is there any campaign staff involvement or coordination?	No
If a candidate for office or elected official is participating in the event, is the event taking place in their respective district/jurisdiction, and will the entire delegation for the respective district/jurisdiction(s) been invited? If not, please explain.	No

***IMPORTANT NOTE: The purpose of these questions is to elicit information relevant to the ethics analysis and is not a solicitation or request for anything of value by the Department or any of its employees.**