

Meeting Information Request Form

To ensure that the appropriate individual within the Office of the Assistant Secretary of Land and Mineral Management (ASLM) is meeting with you on a given matter and because ASLM is committed to maintaining the highest ethical standards, we need the information requested below before we can agree to schedule a meeting¹.

Please complete this form and send to Amanda Long adlong@blm.gov, Candice Woods candice_woods@ios.doi.gov, and Rebecca French rebecca_french@ios.doi.gov

If you have any questions you may contact the appropriate Executive Assistant above that is managing this meeting request.

Requesting individual/organization: (Please identify the person(s) (name and affiliation) requesting the meeting, including any background information on the affiliated organization(s).)	Jack Cramton, American Petroleum Institute Holly Hopkins, American Petroleum Institute Tim Charters, American Petroleum Institute Member Representatives of API member companies
Contact information (Name, Email, Phone):	Jack Cramton, cramtonj@api.org , (b)(6)
Please describe the action sought from ASLM:	Support development on GOA BiOp by May 21 st
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:	Already scheduled
Proposed meeting location (City, State):	Already scheduled remote
Expected meeting participants (name, title, and organizational affiliation):	Jack Cramton, VP Federal Relations, American Petroleum Institute Holly Hopkins, VP Upstream Policy, American Petroleum Institute Tim Charters, Director Upstream Policy, American Petroleum Institute Cole Ramsey, Senior Counsel, American Petroleum Institute James Schindler, Corporate Relations Adviser/Legislative Counsel, Shell Grant Cummings, Manager, Policy and Federal Government Affairs, BP

¹Per the Administration Ethics Pledge, political appointees agreed that they will not for a period of two years from the date of his/her appointment participate in any particular matter involving specific parties in which a former employer or client of his/hers is or represents a party, if s/he served that former employer or client during the two years prior to their appointment, absent a waiver under Section 3 of Executive Order No. 13770. This includes recusal from any meeting or other communication with such a former employer or client unless (1) there are five or more different stakeholders present and (2) no particular matters involving specific parties are discussed.

	Carrie Domnitch, Upstream Manager of Federal Government Affairs, Chevron Madeline Vey, Head of Federal Affairs, Equinor
Are any expected meeting participants registered lobbyists or lobbying organizations, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	Jack Cramton, James Schindler, Carrie Domnitch, Grant Cummings, Madeline Vey are registered lobbyists.
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.)	N/A
Do any expected meeting participants seek or currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? (If yes, please identify.)	API's membership has significant business interest with the Department.
Describe the proposed meeting topic/agenda, provide available briefing materials, and identify desired outcome(s):	Discuss the GOA Biological Opinion. Discuss API applicant status request.
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.)	No
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 GOA Biological Opinion covering oil and gas activities. Offshore Oil and Gas industry impacted.
Will the meeting involve a litigation matter, a permit, a grant, a contract, or any other matter that involves specific parties? If yes, please identify the matter and list the specific parties.	Correct, while we will be discussing the ongoing consultation between NMFS/DOI to finalize a new BiOp by May 21 st , the litigation is effectively ended and the decision ordered. We are focused on helping DOI comply with the ESA/MMPA with minimal disruption to the oil and gas industry
With which Bureau or Agency does your agenda most align? Please list all, if more than one.	BOEM/BSEE DOC/NOAA/NMFS
If the Department Official you have requested is unable to meet, is a surrogate desired? If yes, who specifically?	Already scheduled

Any additional notes or information?	
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