

**U.S. Department of the Interior – Office of the Secretary****Event Information Request Form**

To ensure that the appropriate individual within the Department of the Interior is participating at 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 or as an attendee at an external event.

**Please respond to the questions below and send your response to [scheduling\\_interior@ios.doi.gov](mailto:scheduling_interior@ios.doi.gov).** Providing detailed responses and including all requested attachments in one single submission will assist with a timely turnaround.

If you have any questions you may contact Lucy Herrington at (202) 431-0623

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| <b>Event Date:</b><br>Please note if the date is flexible                                                                                                                                                                         | March 5 or March 6                                                                                                                                                                                                                                                          |                                                                                 |
| <b>Event Title:</b><br>Please note if the event is weekly, monthly, annual, etc.                                                                                                                                                  | Clean Energy Buyers Association (CEBA) Board Meeting/Reception and Dinner                                                                                                                                                                                                   |                                                                                 |
| <b>Event Time:</b><br>March 5:<br>5:00 – 6:15 pm Reception at Dauphine's<br>6:30 – 9:00 pm. Dinner at Dauphine's<br><br><b>OR</b><br><br>March 6: 9 am – 12 pm (flexible timing in this block during CEBA Board Meeting           | <b>Event Total Time:</b> 1 hour<br><b>Exact Speaking Time:</b> At the Secretary's discretion<br><b>Speech/Remarks Length:</b> At the Secretary's discretion                                                                                                                 |                                                                                 |
| <b>Event Location:</b><br>March 5:<br>5:00 – 6:15 pm Reception at Dauphine's<br>6:30 – 9:00 pm. Dinner at Dauphine's<br><br>March 6: 9 am – 12 pm (flexible timing in this block during CEBA Board Meeting                        | <b>Virtual Platform:</b><br><b>Link:</b><br><b>OR</b><br><b>Venue:</b> Dauphine's Restaurant or CEBA Offices<br><b>Address:</b> 15 <sup>th</sup> and M St NW<br><b>City &amp; State:</b> Washington DC 20012                                                                |                                                                                 |
| <b>Contact information:</b><br>Identify if organizing and day of contact(s) is the same or different                                                                                                                              | <b>Organizing Contact(s):</b><br><br><b>Name:</b> Nidhi Thakar<br><b>Email:</b> nthakar@cebuyers.org<br><b>Phone:</b> (b)(6)                                                                                                                                                | <b>Day of Contact(s):</b><br><br><b>Name:</b><br><b>Email:</b><br><b>Phone:</b> |
| <b>Brief event description and purpose:</b><br>CEBA Board of Directors and leadership team for a cocktail reception and/or dinner on March 5, 2025 at 5:00 PM (cocktails)<br>or<br>6:30 PM (dinner) or March 6 CEBA Board Meeting | <b>Description (please identify whether the event is a fundraising event):</b><br>No<br><br><b>Purpose:</b><br>Closed-door opportunity to exchange ideas and hear first-hand from CEBA's member companies on how we can collectively work to expand critical industries and |                                                                                 |

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|                                                                                                                                                                                                                                                                  | economic opportunity in the U.S.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Identify the desired role of the Secretary.</b><br>Closed door remarks and discussion with CEBA Board                                                                                                                                                         | <b>Roles (select one):</b><br><b><u>Keynote</u></b><br>Panelist<br>Brief Remarks (opening/closing)<br>Attendee <i>Only</i><br><b><i>Other:</i></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>If you are requesting remarks, are there any specific issues you would like the Secretary to highlight/address in his remarks?</b>                                                                                                                            | Serving large loads, energy abundance, energy dominance to capture the industries of the future (AI, advanced manufacturing, etc.)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>If the Secretary is not able to attend, is a surrogate desired? Yes</b><br><br>If yes, anyone specific?                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>HOST AND SPONSOR</b>                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Who are the <u>event host(s)</u>?</b><br>Please identify and provide background on the event host(s) as well as any other organization involved in the Event.                                                                                                 | <b>Host(s):</b> <ul style="list-style-type: none"><li>• Clean Energy Buyers Association-<br/><a href="https://cebayers.org/">https://cebayers.org/</a></li></ul> <b>Background:</b><br>CEBA's more than 400 members comprise one-fifth of the Fortune 500, represent more than \$22 trillion in market capitalization, and include institutional energy customers of every type and size – hydrocarbon developers, heavy industrials, hyper-scalers, advanced manufacturers, major agricultural producers, consumer brands, and enormous retailers. Our members are committed to unlocking new market opportunities to bring firm carbon emissions free resources to scale to serve growing needs. This reception and dinner will bring together our board members who include many of the largest electricity buyers in the country for a dialogue and collaboration on planning for load growth for energy security and energy abundance to support the 21st century industries of America. |
| <b>Is the <u>event host</u> a registered lobbyist or lobbying organization, registered under the Foreign Agents Registration Act, partisan political candidates; and/or a representative of a partisan political party or group?</b><br>If yes, please identify. | CEBA is a bipartisan 501(c)(6) organization with registered lobbyists                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Is the event <u>host</u> seeking or does it currently have any business interests with the</b>                                                                                                                                                                | As a trade association, CEBA does not directly have any business before DOI, although its members may have pending business.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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| <b>Department such as permits, contracts, litigation, grants, etc.?</b><br>If yes, please describe.                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                          |
| <b>Who are the <u>sponsors</u> of the event?</b><br>Please identify and provide background information on the individual and/or entity.                                                                                                                                                            | <b>Sponsors(s):</b> <ul style="list-style-type: none"> <li>• CEBA</li> <li>•</li> </ul> <b>Background:</b>                                                                                                                                                                                                                               |
| <b>AUDIENCE</b>                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                          |
| <b>Approximately how many people are expected to attend the event?</b>                                                                                                                                                                                                                             | 30                                                                                                                                                                                                                                                                                                                                       |
| <b>Please describe the target audience of the event:</b> elected officials, local community leaders, academics, industry representatives, public sector representatives, etc.                                                                                                                      | Board members and executives of CEBA, which activates energy buyers and partners to advance low-cost, reliable, carbon emissions-free global electricity systems, including technologies such as advanced nuclear, gas with carbon capture and sequestration advanced geothermal, batteries, solar, etc.                                 |
| <b>Will the attendees at the event include persons with a diversity of views or interests, or representatives from throughout an industry or profession, or the range of persons interested in a matter?</b><br><br>If yes, please describe.                                                       | The event will include board members and senior leadership from the CEBA. CEBA's members                                                                                                                                                                                                                                                 |
| <b>Other Invited/Confirmed Participants: None</b><br><br>1. Please list and identify other VIPs or speakers <u>confirmed/invited</u> and in what role.<br><br><b>*If Applicable:</b> please list and identify other Department personnel that have been <u>invited/confirmed</u> and in what role. | <b>Confirmed:</b> <ul style="list-style-type: none"> <li>• [First, Last], [Title], [Event Role]</li> <li>• [First, Last], [Title], [Event Role]</li> </ul> <b>Invited: None</b> <ul style="list-style-type: none"> <li>• [First, Last], [Title], [Desired Event Role]</li> <li>• [First, Last], [Title], [Desired Event Role]</li> </ul> |
| <b>Is the event open to the public?</b><br><br>If not, please describe who is invited.                                                                                                                                                                                                             | No                                                                                                                                                                                                                                                                                                                                       |
| <b>REMARKS</b>                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                          |
| <b>What is the set-up for the remarks and/or discussion?</b> Will he be sharing the stage, moderated discussion, Q&A session, etc.<br><br><b>*PLEASE ATTACH</b> the event schedule outlining any speaking order and remark timetables. A draft version works well.                                 | Closed door discussion                                                                                                                                                                                                                                                                                                                   |

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| <b>What is the public registration/ticket fee to attend/participate in the event?</b>                                                                                                                                                                              | N/A                                            |
| <b>COMMUNICATIONS</b>                                                                                                                                                                                                                                              |                                                |
| <b>Is the event open or closed to press?</b>                                                                                                                                                                                                                       | Closed                                         |
| <b>If open, are you expecting local, trade, state, or national news coverage?</b>                                                                                                                                                                                  | N/A                                            |
| <b>If this is an annual event, which news outlets typically cover the event?</b>                                                                                                                                                                                   | N/A                                            |
| <b>Will you be advertising or live streaming the event on any social media outlets?</b><br><br>If yes, please explain.                                                                                                                                             | N/A                                            |
| <b>LOGISTICS/OTHER*</b>                                                                                                                                                                                                                                            |                                                |
| <b>Please supply any other pertinent background information for the event,</b> including <i>draft agendas</i> , event website, promotional/ advertising materials, outreach plan, history of the event, prior attendance by DOI officials, etc.                    | Please see invitation letter                   |
| <b>What does the invitation include:</b> registration/conference event fee; meals or refreshments; receptions or other entertainment; informational materials; award; memento or token of appreciation; and/or travel (ground or air transportation, hotel, etc.). | Reception/dinner includes meals if desired     |
| <b>Does all or part of the invitation to the Secretary extend to other Department staff such as security, advance, and/or those staff essential to the Secretary's participation in the event?</b><br><br>If yes, please identify.                                 | Yes                                            |
| <b>Does the invitation include a plus one?</b><br><br>If yes, will others in attendance generally be accompanied by a spouse or other guest?                                                                                                                       | Secretary's discretion to bring other DOI team |
| <b>What is the monetary value of the invitation offered to the Secretary (and his plus one and/or essential staff as appropriate)?</b>                                                                                                                             | \$50 dinner                                    |

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| Please identify how the monetary value was determined, including any travel costs, registration/ticket fee to attend/participate in the event, entertainment, meal costs, etc. (Please attach separate sheet if necessary.) |                                                       |
| <b>Any additional notes or information?</b>                                                                                                                                                                                 | Please see attached invitation letter from February 6 |

**\*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.**