



ACTING ADMINISTRATOR ANDREW WHEELER EVENT REQUEST FORM

U.S. Environmental Protection Agency

Deadline for Acceptance:	<u>8.20.18</u>
Requesting Individual / Affiliation:	<u>Karen Harbert, President and CEO</u> <u>Global Energy Institute, US Chamber of Commerce</u>
Event Title:	<u>Global Energy Institute Spring Leadership Council</u>
Event Date:	<u>9.25.18</u>
Is the Above Date Flexible:	<u>No</u>
Event Time & Duration:	<u>11:30 am – 12:30 pm</u>
Type of Event:	<u>Meeting</u>
Purpose of the Event:	<u>This off-the-record discussion provides an opportunity for the Administrator to share his thoughts with senior business leaders from a unique cross-section of industries with a stake in energy policy.</u>
Role of the Administrator:	<u>Keynote speaker and roundtable discussion</u>
Requested Presentation Topic, if Speaking Involved:	<u>General Discussion on the agenda and priorities of the EPA, followed by Q&A. Generally, GEI's membership interests include nearly all prominent EPA issues, but particularly those that impact energy production, transport, and use (air regulations, WOTUS, toxics, permitting, litigation and sue and settle, etc).</u>
Requested Presentation Format:	<u>Keynote and Q&A</u>
Speech/Presentation Duration:	<u>Length of Remarks 45 min – 1 hour, including Q&A</u>
Would You Consider a Surrogate:	<u>Yes</u>
Have you requested or are you planning to request anyone else from EPA to speak or attend this event?	<u>Name & Title of EPA personnel</u> <u>US Chamber of Commerce</u> <u>1615 H St. NW</u> <u>202-463-5558</u>
Event Location:	<u>Lee Anderson Veterans Center</u>
Event Audience:	<u>Approx, 40- 50 individuals, including staff from the Global Energy Institute and senior executives and business leaders from the energy industry.</u>



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Event Host(s)/Organizer(s):	<u>Global Energy Institute at the U.S. Chamber of Commerce</u>
Host(s)' Relationship to EPA:	<u>The Global Energy Institute seeks to help Americans understand energy issues and be engaged with policymakers, such as the EPA, to make sure the right decisions get made.</u>
Run of Show/ Agenda:	<u>Registration, Lunch, Keynote and Q&A, Chamber Updates, Closing</u>
Is there a Hold Room Available for the Administrator?	<u>No. However, can be made available if required.</u>
Open Press/Closed Press?	<u>Closed</u>
Dress Code:	<u>Business</u>
Teleprompter Available:	<u>No</u>
Microphone / Room Setup:	<u>There will be push to talk mics and the room will be arranged in a hollow square.</u>
Honorable Guests Attending:	<u>None</u>
Notable Federal, State or Local Appointed or Elected officials attending:	<u>None</u>
Individual Introducing Administrator:	<u>Karen Harbert, President and CEO Global Energy Institute</u>
Person to contact for media purposes:	<u>Matt Letourneau Managing Director of Communications and Media [HYPERLINK "mailto:mletourneau@uschamber.com"] 202-463-5945</u>
How will you promote this event?	<u>N/A. This is a private and closed event.</u>
Is this event held Weekly, Monthly, Annually?	<u>Quarterly</u>
Day of Event Point of Contact:	<u>Kara Riba Associate Manager, Operations and Administration 202-463-5558 202-738-7962</u>
Security Contact:	<u>Tom Sittner Director of Security 202-463-3123</u>



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Suggested Entrance/ Exit to Event Venue: Front entrance, there is also a back entrance which can be utilized if necessary.

Is the host of the event a registered 501(c)(3), (4), or has a 527 Political Action Committee (PAC): No

Will there be a "gift" presented to the Administrator? If so, what is the US currency value of the gift? No

Will a meal be provided, if so what is the US currency value? Lunch, \$20-\$40

Please return this completed form to Hayley Ford at [[HYPERLINK "mailto:ford.hayley@epa.gov"](mailto:ford.hayley@epa.gov)]
