

From: "SIO, Scheduling" <scheduling_sio@ios.doi.gov>

To: Tiffany Steiner <tsteiner@ndoil.org>

Cc: Amanda Kaster <akaster@blm.gov>

Subject: Fwd: [EXTERNAL] Request Form Completed- North Dakota Petroleum Council Invite

Date: Wed, 14 Aug 2019 12:55:13 +0000

Importance: Normal

Attachments: DB_Event_Information_Request_Form.pdf

Hi Tiffany! Do you mind confirming the date on the form is accurate -- Sept 8th? I noticed in your email it says Sept 18th and the website shows the event will take place Sept 17-19. Thanks.

U.S. Department of the Interior

Office of Scheduling and Advance

Immediate Office of the Secretary

Office: 202-208-7551

----- Forwarded message -----

From: **Tiffany Steiner** <tsteiner@ndoil.org>

Date: Mon, Aug 5, 2019 at 5:04 PM

Subject: [EXTERNAL] Request Form Completed- North Dakota Petroleum Council Invite

To: scheduling_sio@ios.doi.gov <scheduling_sio@ios.doi.gov>

Good afternoon,

I've attached our completed form for David Bernhardt to speak at our Annual Meeting in Watford City, North Dakota on Wednesday, September 18, 2019.

Please let me know if you have any questions,

Tiffany

TIFFANY STEINER

Membership & Marketing Manager

O. 701.223.6380

D. 701.557.7742

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Sierra Club FOIA - DOI-

OS-2024-000670

SC_EVERSPLIT0003898

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 speaker¹.

Please respond to the questions below and send your response to scheduling@ios.doi.gov.

If you have any questions you may contact the Scheduling Office at 202-208-7551.

Title of the Event (please note if the event is a weekly, monthly, annual, etc.):	North Dakota Petroleum Council Annual Meeting
Date of Event (please note if the date is flexible):	Wednesday, September 8, 2019
Event Location (city and state):	Rough Rider Center, Watford City, North Dakota
Point(s) of Contact (Name, Email, Phone):	Tiffany Steiner, tsteiner@ndoil.org , 701-223-6380
Briefly describe the event in detail including the purpose and desired role of the Acting Secretary:	NDPC hosts an annual meeting to elect its officers, conduct general business of the organization, and bring together oil and gas professionals to hear from industry-related speakers, including government officials, industry experts, and community leaders, on the latest issues and developments in the industry. The Annual Meeting also provides an opportunity for networking throughout the two-day event and to honor members for achievements or service to the industry. Our Annual Meeting is held in a different city in North Dakota each year.
Please describe any specific request of the Acting Secretary at the event (i.e. deliver keynote remarks, attend an event, meet with attendees etc.):	Deliver Keynote speech at event
Is the event a fundraiser? If yes, please explain who it is benefiting (i.e. specific charity, a political candidate, etc.):	No
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 North Dakota Petroleum Council's (NDPC) purpose is to provide governmental relations support to the more than 550 companies it represents who are involved in all aspects of the oil and gas industry
Is the <u>event host</u> a registered lobbyist or lobbying organization, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	No

¹Per the Administration Ethics Pledge, the Acting Secretary agreed that he will not for a period of two years from the date of his appointment participate in any particular matter involving specific parties in which a former employer or client of his is or represents a party, if he served that former employer or client during the two years prior to his 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.

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Is the <u>event host</u> a partisan political candidate, a representative of a political party or a registered political action committee (PAC)? (If yes, please identify.)	No
Is the <u>event host</u> a 501(c)(3) organization or a media organization? (If yes, please identify.)	No
Is the <u>event host</u> 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 <u>sponsors</u> of the event? Please identify and provide background information on the individual and/or entity.	NDPC members including ConocoPhillips, Crestwood Midstream, Denbury Resources Inc., Encana, Endless Tubing, LLP, EOG Resources Inc., Fortis Energy Services, Hess Corporation, Knapp Oil Corporation, Marathon Oil Company, North Plains Consulting Services Inc., Petro-Hunt, LLC, Precise Transport, LLC, Optimal Energy Resources, Western Region Economic Development, WPX Energy, XTO Energy
Are any event <u>sponsors</u> seeking or do they currently have any business interests with the Department such as permits, contracts, litigation, grants, etc.? (If yes, please describe.)	Most likely, but our organization does not keep track of that.
With which Bureau or Agency does your agenda most align? Please list all, if more than one.	BLM and BIA
Audience	
Approximately how many people are expected to attend the event?	400-500
Please describe the target audience of the event (elected officials, local community leaders, academics, industry representatives, public sector representatives, etc.).	Oil & Gas industry, elected officials, local community leaders
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? (If yes, please describe.)	All aspects of the oil and gas industry in North Dakota
Is the event open to the public? If not, please describe who is invited.	Yes, open to the public.
Who are other VIPs or speakers confirmed and in what role?	Annual Meeting speakers: North Dakota Governor Doug Burgum, Congressional Delegation will provide video messages, Dave Glatt, Greg Sopkin, Watford City Mayor Phil Riely, Jodi Smith, Bruce Hicks, Charlie Gorecki.
Who are other VIPs or speakers invited?	

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Remarks	
If you are requesting remarks, are there any specific issues you would like the Acting Secretary to highlight/address in his remarks?	State of the BLM and future visionary plans under your leadership.
What is the desired format of his remarks (will he be delivering the keynote, sharing the stage, participating in a panel or roundtable, etc.)?	Keynote, powerpoint if desired
What is the public registration/ticket fee to attend/participate in the event?	https://www.ndoil.org/2019annualmeeting/2019-annual-meeting/
Communications	
Is the event open or closed to press?	Open
If open, are you expecting local, trade, state, or national news coverage?	Local, Trade, State
If this is an annual event, which news outlets typically cover the event?	The Williston Herald, The Bismarck Tribune, The Fargo Forum, The Dickinson Press, The Minot Daily News, The Grand Forks Herald, McKenzie County Farmer, The Journal and Tioga Tribune, KX News, KFVR TV
Will you be advertising or live streaming the event on any social media outlets? (If yes, please explain.)	We will advertise the event on Facebook, we do not live stream.
Logistics/Other*	
What does the invitation include: registration/conference event fee; meals or refreshments; receptions or other entertainment; informational materials; memento or token of appreciation; and/or travel (ground or air transportation, hotel, etc.).	Annual Meeting Registration, meal, speaker gift
Does all or part of the invitation to the Acting Secretary extend to other Department staff such as security, advance, and/or those staff essential to the Acting Secretary's participation in the event? (If yes, please identify.)	Whomever the Acting Secretary would like to bring along is welcome.
Does the invitation extend to the Acting Secretary's spouse or other guest? If yes, will others in attendance generally be accompanied by a spouse or other guest?	Yes
What is the monetary value of the invitation to the Acting Secretary, etc.? Please identify how the costs were determined. (Please attach separate sheet if necessary.)	Speakers always are given free registration and meals at our events. The value of that registration and meals would be approximately \$300.

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Please supply any other pertinent background information for the event (history of the event, prior attendance by DOI officials, draft agendas, event website, promotional/advertising materials, outreach plan, etc.):	This is the 38th Annual Meeting. In the past, NDPC has invited EPA administrators, Donald Trump Jr., BLM Administrators, State Regulators. Last year, Kate MacGregor gave a keynote address in Fargo.
If the Acting Secretary is not able to attend, is a surrogate desired? If yes, anyone specific?	Katharine MacGregor, Andrea Travnicek, Casey Hammond
Any additional notes or information?	

***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.**

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