

**From:** Lamanna, Isabelle  
**Sent:** Sat, 15 Feb 2025 21:56:14 +0000  
**To:** Alana.Wilson@shell.com  
**Subject:** RE: Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan  
**Attachments:** Sec. Chris Wright\_Meeting Request Form.docx

Hi Alana!

I hope you are having a great weekend! My apologies for the delay on our end if you haven't heard back from a member of our team yet.

Thank you very much for your interest in setting up a meeting with Secretary Wright and Mr. Sawan, if you could please have the appropriate member of your team complete the attached meeting request form and return it back to (b)(6) - Secretary Wright for our records and consideration, that would be great!

Thank you and we look forward to hearing from you.

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**From:** [Alana.Wilson@shell.com](mailto:Alana.Wilson@shell.com) <[Alana.Wilson@shell.com](mailto:Alana.Wilson@shell.com)>  
**Sent:** Tuesday, February 11, 2025 11:18 AM  
**To:** Secretary <(b)(6) - Secretary Wright >  
**Subject:** [EXTERNAL] Meeting Request: Sec. Wright and Shell PLC CEO Wael Sawan

Dept. of Energy Scheduling Team,

I hope this finds you all well. I'm reaching out with the hope of finding some time on Secretary Wright's schedule to meet with Wael Sawan, CEO of Shell. Mr. Sawan's biography can be found [here](#).

Mr. Sawan will be in DC and available for a meeting afternoon of February 19<sup>th</sup> through the 21<sup>st</sup>. We would welcome the opportunity to discuss LNG, global energy supply, and other related matters with Secretary Wright. We know he was very recently confirmed and schedules are tight, but would very much appreciate any availability while Mr. Sawan is in the United States.

Thank you for considering the request, and please let me know if you have any additional questions.

-Alana

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# Meeting Information Request Form

Thank you for your interest in meeting with U.S. Secretary of Energy. To ensure that the appropriate individual within the Department of Energy is meeting with you on a given matter 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 schedule a meeting<sup>1</sup>.

**Please respond to the questions below and send your response to (b)(6) - Secretary Wright.** If you have any questions you may contact the Secretary’s Scheduling Office at (b) (6).

Requesting individual/organization: (Please identify the person(s) (name and affiliation) requesting the meeting, including any background information on the affiliated organization(s).)	
Contact information (Name, Email, Phone):	
Please describe the action sought from the Office of the Secretary:	
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:	
Proposed meeting location (City, State/Country):	
Describe the proposed meeting topic/ agenda, provide available briefing materials, and identify desired outcome(s):	
Expected meeting participants (name, title, and organizational affiliation):	
Are any expected meeting participants registered lobbyists or lobbying organizations, and/or registered under the Foreign Agents Registration Act? (If yes, please identify.)	
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.)	
Do any expected meeting participants seek or currently have any business interests with the Department of Energy such as permits, contracts, litigation, grants, etc.? (If yes, please identify.)	
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.)	
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.)	
If any gifts (e.g., meals or refreshments, mementos or tokens of appreciation, transportation, etc.) will be offered to the Secretary, please describe and provide their monetary value.	
If the Secretary is unable to meet, is a surrogate desired? If yes, who specifically?	
Any additional notes or information?	