VIA ELECTRONIC MAIL: sandra.seau@gmail.com

December 6, 2021

Sandra Reyes Seau

RE: Freedom of Information Act Request (FOIA)

Hafa Adai Ms. Seau:

This is in response to your email request under the Sunshine Reform Act of 1999 dated November 30, 2021, in which you seek the following:

1. A copy of the travel expenses of the Governor and everyone who went on the most recent trip to DC and their itineraries; and
2. The total cost for the personalized styrofoam cups ordered for the year for all of GovGuam.

Pursuant to the Sunshine Reform Act of 1999, please find the enclosed documents as requested for item 1. Personal identifiable information has been redacted in accordance with 5 G.C.A. §10108(c). For your information, the documents you requested are also publicly available on the Office of the Governor website at https://governor.guam.gov/foia/. With regards to item 2, we have no documents responsive to this request.

Senseramente,

Lynette O. Muna, Director
Executive Management Office

Enclosure(s)
DATE: 11/22/2021

TO: TREASURER OF GUAM

FROM: Division of Accounts, General Ledger Section

PAYOR: JON JUNIOR M. CALVO

Please deposit payment in the amount of $5259.93

(Check No. 208) to account number [redacted]

CHECK

(Please input remarks)

Remarks PER DIEM REIMB REF: T220200004 5101H200201PA113220

Authorized Agent
**Official Receipt**

**Government of Guam**
**Department of Administration**
**Financial Management Division**
P.O. Box 284 Hagatna, Guam 96929

**A20-0038380**

**Date:** 11-22-21

**Payer:** Jon Junior Calvo

**Address:**

---

**Payment Information**

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**Issuing Office:** TOG

**Agent:** 14

**Check:** # 206

**Cash:** [ ]

**Check:** [ ]

**Other:**

---

**Amount:** 5259.93

---

**Not Valid Unless Overprinted by Our Register/Stamp**

---

**Treasurer of Guam**

---

**#18**

---

**PAID**

---

**NOV 22 2021**
Pay to the Order of — Treasurer of Guam — $ 5,259.93

Five Thousand Two Hundred Fifty-Nine and 93/100 Dollars

Bank of Guam
Hagatna Branch
P.O. Box BW
Hagatna, Guam 96913

For TA: 722-0200-004 (CONCEALED) J. M. Calvo

Nov. 12, 2021

JON JUNIOR M. CALVO

[Signature]
### Journal Voucher

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**TOTAL (Page 1):** 7,093.15  
7,093.15

**EXPLANATION:**
To reverse travel charges for Governor Lou Leon Guerrero on T2206T0017 and T2206P0017 to New York originally charged against Guam Military Complex Staff/Logistic Support 5101H200201PA113-220 and charge it to Governors Office, Executive Direction account 5100A220200GA001-220.

**AGENCY USE ONLY**

**PREPARER TO CHECK:**
- [x] TRANSACTION CODES ARE CORRECT
- [x] ACCOUNT NUMBERS ARE CORRECT
- [x] PRIOR REFERENCES ARE CORRECT
- [x] VENDOR NUMBERS ARE CORRECT
- [x] JOURNAL VOUCHER IS BALANCED

Prepared by: Ron Taliaque, Accountant  
Date: 11/16/2021

**CERTIFYING OFFICER AND APPROVING OFFICIAL TO CHECK:**
- [x] I CERTIFY FUNDS ARE AVAILABLE (REQUIRED FOR ALL APPROPRIATION ACCOUNTS).
- [ ] I CERTIFY ALL COSTS CHARGED ARE CONSISTENT WITH REQUIREMENT OF APPROPRIATION LAW OR FEDERAL GRANT OR AGREEMENT AND ELIGIBLE TO BE CHARGED (APPROPRIATION ACCOUNTS ONLY).
- [x] I CERTIFY ENTRIES ARE PROPERLY AUTHORIZED BY LAW, RULE OR REGULATION.

Certified by: Lynette Muna, Certifying Office  
Signature:  
Date: 11/16/2021

Approved by: Jon Junior Calvo, Chief of Staff  
Signature:  
Date: 11/16/2021

**DIVISION OF ACCOUNTS USE ONLY:**

Accountant / Tech. Supervisor Reviewing:  
Date:  

Reviewed By:  
Date:  

[ ] OVERRIDE IS AUTHORIZED BY MANAGER

Manager Reviewing:  
Date:  

Posted By:  
Date:  
Batch Posted:  

Form ACC-JVA001 Revised 07/2019
Position to P/O number, Tran date. . .  T2206T0017 __ __ __

Type option, press Enter.
5=Display

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F3=Exit       F5=Refresh       F11=Toggle       F12=Cancel
Position to P/O number, Tran date... T2206P0017

Type option, press Enter.
S=Display

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<td>3,760.90</td>
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</table>

F3=Exit F5=Refresh F11=Toggle F12=Cancel

You have reached the bottom of the list.
GOVERNMENT OF GUAM  
DEPARTMENT OF ADMINISTRATION  
TRAVEL REQUEST AND AUTHORIZATION  

TA No.  

1. TO  
Department of Administration  
Office of the Governor  

2. FROM (Name of requesting organization)  

3. DATE OF REQUEST  
October 14, 2021  

4. (A) FULL NAME and DATE OF BIRTH OF TRAVELER  
Lourdes A. Leon Guerrero  
SEX: [ ] MALE [X] FEMALE  

5. TITLE OF TRAVELER  
Governor of Guam  

6. CHARGE ACCOUNT NUMBER  
510112002011113220  

7. PLACES OF TRAVEL  
FROM: Guam  
TO: New York, NY to Washington, DC and Return  

8. APPROX. LENGTH OF TRAVEL (in days)  
8 Days  

9. APPROX. DATE TRAVEL COMMENCES  
November 10, 2021  

10. (A) DESCRIBE MODES OF TRAVEL DESIRED (Air, Ship, Train, Private Automobile, etc.)  
Air - Economy (Roundtrip)  

11. IF DEPENDENTS ARE AUTHORIZED FOR TRAVEL, GIVE NAMES, AGES, AND RELATIONSHIPS OF EACH  
N/A  

12. FULLY DESCRIBE PURPOSE OF TRAVEL (Use reverse if more space is necessary)  
NYC: 11/11/21 Preparatory meeting for bond mtg. with the team, 11/12/21-11/13/21 Mtg. with Moody's, Standard & Poor's, DC: 11/11/21-11/14/21 Meeting with DOJ Director, Deputy Secretary, Director of OIA, Deputy Asst. Secretary for Interislands, White House Budget, Interagency Affairs Office, Bill Marshall, Interagency Affairs, Interagency Affairs, Gretchin Sierra-Louiza, Associate Director of Office of Interagency Affairs for Puerto Rico and Territories, FEMA  

13. ENTER NUMBER OF TRAVELING PERSONS  
1  

14. IF TRAVEL ADVANCE IS DESIRED, GIVE AMOUNT REQUESTED  

NYC: 11/10/2021-11/14/2021 $355.00 + $109.50 (30%) + $474.50 x 5 days = $2,372.50  
DC: 11/15/2021-11/19/2021 $257.00 + $50.10 (30%) + $347.10 x 4 days = $1,158.60  
TOTAL: $3,531.10  

15. SIGNATURE (Name and title of requesting official)  
Jon Junior Calvo, Chief of Staff  

16. ESTIMATED COST OF TRAVEL (For use of Administration Department)  

(A) TRANSPORTATION OF TRAVELER $ 3,332.25  
(B) TRANSPORTATION OF DEPENDENTS 0.00  
(C) PER DIEM OF TRAVELLER - $ 1/ x 1/ days = 3,760.90  
(D) PER DIEM OF DEPENDENTS 0.00  
(E) TRANSPORTATION OF HOUSEHOLD EFFECTS 0.00  
(F) MISC. ALLOWANCES (must itemize on line 9c on Travel Form TRB001) 0.00  
(G) SERVICE FEES 0.00  

TOTAL COST (Estimated) $ 7,093.15  

17. SIGNATURE and CONTACT NUMBERS (Cost Estimator)  
Lynette O. Muna, Executive Management Director  

18. FOR CERTIFICATION OF AVAILABILITY OF FUNDS  
Vera A. Topasna, CERTIFYING OFFICER  

19. DIRECTOR, Dept. of Administration  
DATE  

20. I certify that I have received the material of item 17.  
TRAVELER'S SIGNATURE AND CONTACT NUMBER  

Form ACC-TRA001 (revised 08/2013)
GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
INTER-OFFICE RECEIPT

DATE: 11/15/2021
TO: TREASURER OF GUAM
FROM: Division of Accounts, General Ledger Section
PAYOR: LOURDES LEON GUERRERO

Please deposit payment in the amount of $1704.40
(Check No. 6315)
CHECK to account number [redacted]

(Please input remarks)
Remarks REIMB REF: T220200003 / 5101H200201PA113220 (1388.40)
T220200002 / 5100A220200GA001220 (316.00)

Authorized Agent

A20-0038305

OFFICIAL RECEIPT

GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
FINANCIAL MANAGEMENT DIVISION
P. O. BOX 884 HAGATNA, GUAM 96932

DATE: 11/15/2021
PAYOR: LOURDES LEON GUERRERO
ADDRESS: 

PAYMENT INFORMATION

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<tr>
<th>DESCRIPTION</th>
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ACCOUNT NUMBER     AMOUNT
[redacted] 1704 40

ISSUING OFFICE: JDS
AGENT: [redacted]

☐ CASH ☐ Check: # 678

NOT VALID UNLESS OVERPRINTED BY OUR REGISTER/STAMP

PAID
Treasurer of Guam
#15

#1704 40

TOTAL DUE

FGN 2.2.35
LOURDES LEON GUERRERO

646-8122

210 ARCHBISHOP FLORES ST., STE. 200
AGANA, GU 96910

Pay to the Order of Guam Treasurer $1704.40

Dollars

For:

11/10/2021

[Signature]

[Stamp]
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563.82

See our "Privacy & Cookie Statement" on Marriott.com

Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy Account Statement for updated activity. See members.marriott.com for new Marriott Bonvoy benefits.

J.W. MARRIOTT WASHINGTON D.C.
1331 PENNSYLVANIA AV
WASHINGTON, DC 20004

Experience comfort with the JW Marriott home collection. Visit CuratedbyJW.com

This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill you in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are billed in full, in the event payment is not made within 20 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%). The maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X
GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
TRAVEL REQUEST AND AUTHORIZATION

TO: Department of Administration
FROM: Jeffery A. Cook
DATE OF REQUEST: November 8, 2021

NAME and DATE OF BIRTH OF TRAVELER: 
X MALE
FEMALE

COMPLETE ADDRESS OF TRAVELER: [Redacted]

The following travel is: 
X REQUESTED
AUTHORIZED

TITLE OF TRAVELER: First Gentleman

PLACES OF TRAVEL:
FROM: Guam
TO: New York, NY to and Return

DESCRIPTION OF TRAVEL: Air - Economy (Round Trip)

DEPENDENTS: N/A

PURPOSE OF TRAVEL: To accompany the Governor to NYC
11/11/21 Prepare for board trip, with the team, 11/13-11/15/2021 Arr. with Moody's, Standard & Poor's

ADVANCE IS DESIRED: GIVF AMOUNT REQUESTED:
NYC: 11/10/21-11/15/21 $79.00 (Air) x 5 days = $395.00

TOTAL: $395.00

SIGNATURE (Name and title of requesting official):

SIGNATURE (Name and title of authorizing official):

ESTIMATED COST OF TRAVEL: $3,720.45

TRANSPORTATION OF TRAVELER: $3,325.45
TRANSPORTATION OF DEPENDENTS: 0.00
PER DIEM OF TRAVELER: $79.00 x 5.0 days = 395.00
PER DIEM OF DEPENDENTS: 0.00
TRANSPORTATION OF HOUSEHOLD EFFECTS: 0.00
MISC. ALLOWANCES (must itemize on line 9c on Travel Form ACC-TRA001): 0.00
SERVICE FEES: 0.00

TOTAL COST (Estimated): $3,720.45

CERTIFYING OFFICER:

DATE: 11/8/2021

I certify that I have received the material of item 17.

TRAVELER'S SIGNATURE AND CONTACT NUMBER:

DATE: 11/9/2021
**COOK/JEFFREY ALAN 10NOV GUM**

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<tr>
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<tr>
<td>TELEPHONE: 671 649-5165</td>
<td></td>
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<tr>
<td>FAX: 671 649 8668</td>
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**UNITED AIRLINES - UA 200**

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**P BUSINESS**

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**AIRCRAFT: BOEING 777-300ER**

| SEAT 09G NO SMOKING CONFIRMED |

**UNITED AIRLINES - UA 252**

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<th>B16A</th>
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**P FIRST**

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**AIRCRAFT: BOEING 777-200/300**

| SEAT 04G NO SMOKING CONFIRMED |

https://mail.google.com/mail/u/0?ik=30e0e0b6225&view=pt&search=all&permmsgid=msg-f%3A1715835283235343901&smpl=msg-f%3A1715835283. 1/3
UNITED AIRLINES - UA 1524

10NOV HOUSTON TX   NEWARK NJ   935A   200P

WEDNESDAY GEORGE BUSH IN NEWARK LIBERTY

P FIRST
TERMINAL C   TERMINAL C
BREAKFAST   NON STOP
RESERVATION CONFIRMED   3:25 DURATION
AIRCRAFT: BOEING 767-300/300ER
SEAT 05F NO SMOKING CONFIRMED

UNITED AIRLINES - UA 492

15NOV NEWARK NJ   HOUSTON TX   545A   850A

MONDAY NEWARK LIBERTY GEORGE BUSH IN

D FIRST
TERMINAL C   TERMINAL C
BREAKFAST   NON STOP
RESERVATION CONFIRMED   4:05 DURATION
AIRCRAFT: BOEING 737-900
SEAT 02E NO SMOKING CONFIRMED

UNITED AIRLINES - UA 253

15NOV HOUSTON TX   HONOLULU HI   935A   206P

MONDAY GEORGE BUSH IN DANIEL K INOUY

D FIRST
TERMINAL C   TERMINAL 2
BREAKFAST   NON STOP
RESERVATION CONFIRMED   8:31 DURATION
AIRCRAFT: BOEING 777-200/300
SEAT 15L NO SMOKING CONFIRMED

UNITED AIRLINES - UA 201

15NOV HONOLULU HI   GUAM   310P   700P

MONDAY DANIEL K INOUY A.B WON PAT IN   16NOV

D BUSINESS
TERMINAL 2
DINNER   NON STOP
RESERVATION CONFIRMED   7:50 DURATION
INVOICE TOTAL USD 0.00

PAYMENT: 0/CCCAc/CCVI

RESERVATION NUMBER(S) UA/FWNLZ

ETKT:UA 016 387771711-12

UA FREQUENT FLYER [REDACTED]

THANK YOU FOR CHOOSING WORLD TRAVEL SERVICES

I AGREE THAT IN ACCEPTING THIS TICKET I ACCEPT ALL RULES
AND TERMS SET FORTH BY THE CARRIER, THEREFORE ACCEPTING THIS
AS A CONTRACT BETWEEN THE PASSENGER AND THE CARRIER.

THE FARE RULES FOR THIS TICKET MAY CARRY PENALTIES FOR
CHANGES AND/OR REFUNDS. TICKET MAY ALSO BE NON-REFUNDABLE.

CLICK THE FOLLOWING LINK TO ACCESS YOUR ONLINE ITINERARY:

WWW.CHECKMYTRIP.COM/OMTServlet?R=6IFRZI&N=US&N=COOK

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE.
CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:

HTTPS://BAGS.AMADEUS.COM?R=6IFRZI&N=COOK
FY 2022 Per Diem Rates for New York City, New York

Lodging by month (excluding taxes) | October 2021 - September 2022

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

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<th>County</th>
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<th>Nov</th>
<th>Dec</th>
<th>2022 Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
</tr>
</thead>
<tbody>
<tr>
<td>New York City</td>
<td>Bronx / Kings / New York / Queens / Richmond</td>
<td>$286</td>
<td>$286</td>
<td>$286</td>
<td>$159</td>
<td>$159</td>
<td>$258</td>
<td>$258</td>
<td>$258</td>
<td>$258</td>
<td>$220</td>
<td>$220</td>
<td>$286</td>
</tr>
</tbody>
</table>

\[
\$79 + 286 = 365 \times 3 = \$109.5
\]

\[
365 + 109.5 = \$474.5 \text{ per day}
\]

\[
\div 5 \quad \$2,078.50 \text{ five days per diem}
\]

\[
\$79 \times 5 = \$395
\]
Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

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**First & last day of travel** - amount received on the first and last day of travel and equals 75% of total M&IE.

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<tr>
<th>Primary Destination</th>
<th>County</th>
<th>M&amp;IE Total</th>
<th>Continental Breakfast/Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
<th>Incidental Expenses</th>
<th>First &amp; Last Day of Travel</th>
</tr>
</thead>
<tbody>
<tr>
<td>New York City</td>
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<td>$79</td>
<td>$18</td>
<td>$20</td>
<td>$36</td>
<td>$5</td>
<td>$59.25</td>
</tr>
</tbody>
</table>

I'm interested in:

Last Reviewed: 2021-08-09
Government of Guam
Department of Administration

Travel Request and Authorization

TA No.: T22-0200-002

1. TO
   Department of Administration

2. FROM (Name of requesting organization)
   Office of the Governor

3. DATE OF REQUEST
   October 13, 2021

4. (A) FULL NAME and DATE OF BIRTH OF TRAVELER
   Jeffery A. Cook
   X MALE   FEMALE

5. TITLE OF TRAVELER
   First Gentleman

6. CHARGE ACCOUNT NUMBER
   510042200200GA001-220

7. PLACES OF TRAVEL
   FROM: Guam
   TO: New York, NY to Washington, DC and Return

8. APPROX. LENGTH OF TRAVEL (in days)
   8 Days

9. APPROX. DATE TRAVEL COMMENCES
   November 10, 2021

(A) DESCRIPTION OF TRAVEL DESIRED (Air, Ship, Train, Private Automobile, etc.)
   Air - Economy (Round Trip)

(B) TRAVEL AGENCY DESIRED
   World Travel

10. IF DEPENDENTS ARE AUTHORIZED FOR TRAVEL, GIVE NAMES, AGES, AND RELATIONSHIPS OF EACH
    N/A

11. FULLY DESCRIBE PURPOSE OF TRAVEL (Use reverse if more space is necessary)
    To accompany the Governor to NYC: 11/11/21 Prepare for farewell mtg. w/ the team. 11/12/21/21 NYC w/ Moody’s. 11/13/21 Meeting with DOJ Director, Deputy Secretary, Director of CIO, Deputy Asst. Secretary for insular. 11/14/21 House Kate Marshall, Interagency Affairs Office, Vice President, Director of Intergovernmental Affairs, Associate Director of Intergovernmental Affairs for Puerto Rico and Territories, FEMA

12. IF TRAVEL ADVANCE IS DESIRED, GIVE AMOUNT REQUESTED
    NYC: 11/11/21-11/11/21 $79.00 (M) x 5 days = $395.00
    DC: 11/15/21-11/18/21 $79.00 (M) x 4 days = $316.00
    TOTAL: $711.00

13. ENTER NUMBER OF TRS ISSUED
    Oct 20, 2021

14. MISCELLANEOUS CLEARANCE AUTHORIZED
    Oct 21, 2021

15. SIGNATURE (Name and title of authorizing official)
    Lester L. Carlson Jr., Director

16. SIGNATURE (Name and title of requesting official)
    Joan Junior Calvo, Chief of Staff

17. ESTIMATED COST OF TRAVEL (For use of Administration Department)
    (A) TRANSPORTATION OF TRAVELER
        $3,322.25
    (B) TRANSPORTATION OF DEPENDENTS
        0.00
    (C) PER DIEM OF TRAVELER: $79.00 x 9.0 days = $711.00
    (D) PER DIEM OF DEPENDENTS
        0.00
    (E) TRANSPORTATION OF HOUSEHOLD EFFECTS
        0.00
    (F) MISC. ALLOWANCES
        (must itemize on line 9c on Travel Form ACC-TRB001)
        0.00
    (G) SERVICE FEES
        0.00
    TOTAL COST (Estimated) $4,043.25

18. SIGNATURE and CONTACT NUMBERS (Cost Estimator)
    Lynette O. Muna, Executive Management Director

19. FOR CERTIFICATION OF AVAILABILITY OF FUNDS
    Certified Funds Available:
    Lynette O. Muna
    DATE: 10/17/2021

20. TO TRAVELER, You are hereby authorized to perform the above described travel in accordance with the provisions of Section 3.5.112, Chapter 3 of the Government of Guam Travel and Transportation Manual. Necessary tickets, transportation requests and other documents are hereto attached.

   DIRECTOR, Dept. of Administration

   DATE

21. I certify that I have received the material of item 17.

   TRAVELER'S SIGNATURE AND CONTACT NUMBER

   DATE

Form ACC-TRA001 (revised 08/2013)
Per your request

Donna Herrero,

----- Forwarded Message -----
From: Travel Document <itinerary@amadeus.com>
To: "donna herrero@yahoo.com" <donna.herrero@yahoo.com>
Sent: Wednesday, October 20, 2021, 03:52:49 PM GMT+10
Subject: COOK/JEFFREY 10NOV2021 GUM HNL

Your trip

Booking ref: 6IGXWB
Document Issue Date: 20 October 2021

Traveler

Jeffrey Cook
Lourdes Leonguerrero

Agency
WORLD TRAVEL SERVICES INC

145 Ypao Road
TAMUNING GU 96913
671 649-5165

Telephone
Fax

671 649 8668

Website
12559747

Wednesday 10 November 2021
United Airlines UA 200

Departure 10 November 08:05 AM  
Arrival 09 November 07:15 PM

Guam, (A.B Won Pat Intl) (+)  
Honolulu, (Daniel K Inouye Intl) (+)  
Terminal: 2

Duration 07:10 (Non stop)
Booking status Confirmed
Class Economy (Y)
Equipment BOEING 777-300ER
Flight meal Food and beverages for purchase

Tuesday 09 November 2021

United Airlines UA 252

Departure 09 November 08:45 PM  
Arrival 10 November 08:16 AM

Honolulu, (Daniel K Inouye Intl) (+)  
Houston, (George Bush Intercont) (+)  
Terminal: C

Duration 07:31 (Non stop)
Booking status Confirmed
Class Economy (Y)
Equipment BOEING 777-200/300
Flight meal Dinner

Wednesday 10 November 2021

United Airlines UA 1524

Departure 10 November 09:35 AM  
Arrival 10 November 02:00 PM

Houston, (George Bush Intercont) (+)  
Newark, (Newark Liberty Intl) (+)  
Terminal: C

Duration 03:25 (Non stop)
Booking status Confirmed
Class Economy (Y)
Sunday 14 November 2021

**United Airlines UA 4432 (Operated by Gojet Airlines Dba United Express)**

- **Departure**: 14 November 05:00 PM  
  - **Newark, (Newark Liberty Intl) (+)**  
  - **Terminal: C**
- **Arrival**: 14 November 06:25 PM  
  - **Washington, (R Reagan Nat) (+)**  
  - **Terminal: B**
- **Duration**: 01:25 (Non stop)
- **Booking status**: Confirmed
- **Class**: Economy (Y)
- **Equipment**: CANADAIR REGIONAL JET 550
- **Flight meal**: No meal service

Friday 19 November 2021

**United Airlines UA 504**

- **Departure**: 19 November 06:10 AM  
  - **Washington, (R Reagan Nat) (+)**  
  - **Terminal: B**
- **Arrival**: 19 November 08:39 AM  
  - **Houston, (George Bush Intercont) (+)**  
  - **Terminal: C**
- **Duration**: 03:29 (Non stop)
- **Booking status**: Confirmed
- **Class**: Economy (Y)
- **Equipment**: BOEING 737 800
- **Flight meal**: Food and beverages for purchase

Friday 19 November 2021

**United Airlines UA 253**
Friday 19 November 2021

United Airlines UA 201

Departure 19 November 03:10 PM
Arrival 20 November 07:00 PM

Destination:
Honolulu, (Daniel K Inouye Intl) (+)
Guam, (A.B Won Pat Intl) (+)

Duration 07:50 (Non stop)
Booking status Confirmed
Class Economy (Y)
Equipment BOEING 777-300ER
Flight meal Food and beverages for purchase

General Information
FULL ECONOMY FARE PER PERSON $322.25+100FEE TTL $332.25.
LAST DATE TO ISSUE 21OCT.
FARES NOT GUARANTEED UNTIL TICKETED AND SUBJECT TO CHANGE WITHOUT NOTICE.

* Thank you for choosing world travel services
* I agree that in accepting this ticket I accept all rules
And terms set forth by the carrier, therefore accepting this
As a contract between the passenger and the carrier.
* The fare rules for this ticket may carry penalties for
Changes and/or refunds. Ticket may also be non-refundable.

Ecological information
Calculated average CO2 emission is 2,219.35 kg/person

Source: ICAO Carbon Emissions Calculator
http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx

Airline Booking Reference(s)

UA (United Airlines): UA

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier’s privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at http://www.iatatravelcenter.com/privacy or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage).
### Lodging by month (excluding taxes) | October 2021 - September 2022

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

<table>
<thead>
<tr>
<th>Primary Destination</th>
<th>County</th>
<th>2021 Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>2022 Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albany</td>
<td>Albany</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
</tr>
<tr>
<td>Binghamton</td>
<td>Broome</td>
<td>$101</td>
<td>$101</td>
<td>$101</td>
<td>$101</td>
<td>$101</td>
<td>$101</td>
<td>$101</td>
<td>$101</td>
<td>$101</td>
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<td>$101</td>
</tr>
<tr>
<td>Buffalo</td>
<td>Erie</td>
<td>$106</td>
<td>$106</td>
<td>$106</td>
<td>$106</td>
<td>$106</td>
<td>$106</td>
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<td>$106</td>
<td>$106</td>
<td>$106</td>
<td>$106</td>
<td>$106</td>
</tr>
<tr>
<td>Floral Park / Garden City / Great Neck</td>
<td>Nassau</td>
<td>$150</td>
<td>$150</td>
<td>$150</td>
<td>$150</td>
<td>$150</td>
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<td>$150</td>
<td>$150</td>
<td>$150</td>
<td>$150</td>
</tr>
<tr>
<td>Glens Falls</td>
<td>Warren</td>
<td>$102</td>
<td>$102</td>
<td>$102</td>
<td>$102</td>
<td>$102</td>
<td>$102</td>
<td>$102</td>
<td>$102</td>
<td>$168</td>
<td>$168</td>
<td>$168</td>
<td>$102</td>
</tr>
<tr>
<td>Ithaca</td>
<td>Tompkins</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
<td>$134</td>
</tr>
<tr>
<td>Kingston</td>
<td>Ulster</td>
<td>$113</td>
<td>$113</td>
<td>$113</td>
<td>$113</td>
<td>$113</td>
<td>$113</td>
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<td>$113</td>
<td>$113</td>
<td>$113</td>
<td>$113</td>
<td>$113</td>
</tr>
<tr>
<td>Lake Placid</td>
<td>Essex</td>
<td>$125</td>
<td>$125</td>
<td>$125</td>
<td>$125</td>
<td>$112</td>
<td>$112</td>
<td>$112</td>
<td>$112</td>
<td>$182</td>
<td>$182</td>
<td>$125</td>
<td>$125</td>
</tr>
<tr>
<td>New York City</td>
<td>Bronx / Kings / New York / Queens / Richmond</td>
<td>$286</td>
<td>$286</td>
<td>$159</td>
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<td>$258</td>
<td>$258</td>
<td>$258</td>
<td>$258</td>
<td>$220</td>
<td>$220</td>
<td>$286</td>
<td></td>
</tr>
<tr>
<td>Niagara Falls</td>
<td>Niagara</td>
<td>$96</td>
<td>$96</td>
<td>$96</td>
<td>$96</td>
<td>$96</td>
<td>$96</td>
<td>$96</td>
<td>$96</td>
<td>$96</td>
<td>$115</td>
<td>$115</td>
<td>$96</td>
</tr>
</tbody>
</table>
# Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

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<table>
<thead>
<tr>
<th>Primary Destination 1</th>
<th>County 2</th>
<th>M&amp;IE Total</th>
<th>Continental Breakfast/Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
<th>Incidental Expenses</th>
<th>First &amp; Last Day of Travel 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albany</td>
<td>Albany</td>
<td>$69</td>
<td>$16</td>
<td>$17</td>
<td>$31</td>
<td>$5</td>
<td>$51.75</td>
</tr>
<tr>
<td>Binghampton</td>
<td>Broome</td>
<td>$64</td>
<td>$14</td>
<td>$16</td>
<td>$29</td>
<td>$5</td>
<td>$48.00</td>
</tr>
<tr>
<td>Buffalo</td>
<td>Erie</td>
<td>$69</td>
<td>$16</td>
<td>$17</td>
<td>$31</td>
<td>$5</td>
<td>$51.75</td>
</tr>
<tr>
<td>Floral Park / Garden City / Great Neck</td>
<td>Nassau</td>
<td>$74</td>
<td>$17</td>
<td>$18</td>
<td>$34</td>
<td>$5</td>
<td>$55.50</td>
</tr>
<tr>
<td>Glens Falls</td>
<td>Warren</td>
<td>$69</td>
<td>$16</td>
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<td>$18</td>
<td>$34</td>
<td>$5</td>
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<td>Kingston</td>
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<td>$69</td>
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<td>$31</td>
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<td>$51.75</td>
</tr>
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</table>

I'm interested in:
FY 2022 Per Diem Rates for **District of Columbia**

I'm interested in:

**Lodging by month (excluding taxes) | October 2021 - September 2022**

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

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<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>District of Columbia</td>
<td></td>
<td>$257</td>
<td>$188</td>
<td>$188</td>
<td>$188</td>
<td>$258</td>
<td>$258</td>
<td>$258</td>
<td>$172</td>
<td>$172</td>
<td>$257</td>
<td></td>
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<tr>
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<th>Dinner</th>
<th>Incidental Expenses</th>
<th>First &amp; Last Day of Travel</th>
</tr>
</thead>
<tbody>
<tr>
<td>District of Columbia</td>
<td>Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)</td>
<td>$79</td>
<td>$18</td>
<td>$20</td>
<td>$36</td>
<td>$5</td>
<td>$59.25</td>
</tr>
</tbody>
</table>

I’m interested in:
Carol: As the Project Manager, I concur with the proposed TRA. Thank you for the advance lead time and the detailed TRA.

All active links contained in this email were disabled. Please verify the identity of the sender, and confirm the authenticity of all links contained within the message prior to copying and pasting.

Hafa Adai Gey,

The Office of the Governor is requesting travel authorization for two executives for travel to New York and WDC from November 10, 2021 through November 19, 2021.

Travel itinerary includes five (5) days in New York and four (4) days in WDC. The primary purpose of travel is to discuss fiscal, policy, and military updates relative to the new Medical Planning to utilize DOD Property through a lease agreement to build the new complex. The Governor plans to discuss other DOD related matters of high priority.

If approved, we plan to use Executive Travel program of assistance from Grant Award GR882-20-07 (FY2021 Staff and Logistical Support).

The Office of the Governor is seeking support for the following travelers:

1. Governor Lou Leon Guerrero
2. Chief of Staff, Jon Junior Calvo

Travel Dates:

Nov 10, 2021 - Governor and COS depart Guam and arrive in New York

Nov 11-14, 2021 - Bond Meetings/Presentation

Nov 14, 2021 Depart WDC

Nov 15 - 18, 2021 - Conduct WDC meetings.

Nov 19, 2021 - Depart WDC for Guam
Meetings during the week of Nov. 15-18, 2021 include:

- Department of the Interior (DOI): Deb Haaland, DOI Director; Tommy Beaudreau, Deputy Secretary of the DOI; Nic Pula, Director of OIA; Keone Nakoa, Deputy Asst Secretary for Ins
- White House: Kate Marshall, Intergovernmental Affairs Office, Liaison to Governors; Julie Rodriguez, Director Intergovernmental Affairs; Gretchen Sierra-Zonita, Associate Director Office and Territories

Federal Emergency Management Agency (FEMA):
- Bob Fenton, Region 9 Regional Administrator. The Governor has requested for Mr. Fenton to fly out to WDC to meet him and his team.

During the Governor's travel to WDC in July 2021, she met with the following officials and is requesting to meet with them during this trip:

- Deputy Secretary of the Treasury, Wally Adeyemo
- Deputy Secretary of Commerce, Don Graves
- Secretary of Commerce, Gina Raimondo.

Pentagon:

Secretary of the Navy Carlos Del Toro is tentatively scheduled to be on Guam and will meet with Gov on October 29, 2021. The Governor anticipates follow up issues and plans to meet

Other Pentagon meeting confirmations are pending.

Auto rental: One vehicle at each destination.

Preliminary Estimated Costs:

- Airfare for 2 PAX: +/- $5700.00 (tbd)
- Per Diem for 2 pax for all destinations: +/- 7000.00
- Rental Car/Parking: +/- $1800.00
- Total Estimated Costs: +/- $15,500

Thank you for your consideration on this request.

Carol Perez

Respectfully,

Carol M. Perez
Grants Executive Assistant
Office of the Governor
Community Defense Liaison Office
120 Father Duenas Ave
Ada's Capitol Plaza Suite 104
Hagatna, Guam 96910
carol.perez@guam.gov <Caution-mailto:carol.perez@guam.gov>
Office: 671-475-4735

--

Lynette O. Muna
Executive Management Director
U'sman I Mga' Hags
Office of the Governor of Guam
Picaando J. Bordallo Governor's Complex
Hagatna, Guam 96910
T: (671) 473-1120
F: (671) 727-7528
P Save a tree… please do not print this e-mail unless you really need to.

CONFIDENTIALITY NOTICE: This email and any files transmitted with it may be legally privileged and confidential and are intended solely for the use of the individual or entity above. If you: that any view, dissemination or copying of this email, or taking any action in reliance on the contents of this information is strictly prohibited. If you received this transmission in error, please arrange for the return of this email and any files to us or to verify it has been deleted from your system.
Fwd: Tentative Travel - NYC/DC

1 message

Lynette O. Muna <lynette.muna@guam.gov>
To: "Joaquin A.J. Guerrero II" <joaquin.guerrero@bbmr.guam.gov>, "Kathleen C. Cepeda" <kathleen.cepeda@guam.gov>

______ Forwarded message ______
From: Lynette O. Muna <lynette.muna@guam.gov>
Date: Wed, Oct 13, 2021 at 11:04 PM
Subject: Fwd: Tentative Travel - NYC/DC
To: Shamra L.A. Chargualaf <shamra.chargualaf@guam.gov>

Please see tentative schedule below...

______ Forwarded message ______
From: Lynette O. Muna <lynette.muna@guam.gov>
Date: Thu, Oct 14, 2021 at 12:55 PM
Subject: Fwd: Tentative Travel - NYC/DC
To: Vera A. Topaesa <vera.topasa@guam.gov>
Cc: Eliza G. Dames <eliza.dames@guam.gov>

Sending to Vera for approval from Gary.

______ Forwarded message ______
From: Eliza G. Dames <eliza.dames@guam.gov>
Date: Thu, Oct 14, 2021 at 12:51 PM
Subject: Re: Tentative Travel - NYC/DC
To: Lynette O. Muna <lynette.muna@guam.gov>
Cc: Jon Junior Calvo <jon.calvo@guam.gov>, Lester Carlson < Lester.carlson@clark.guam.gov>, Edward M. Birn < edward.birn@clark.guam.gov >, Madeleine Z. Bordallo < madeleine.bordallo@rosanne.mantanona@guam.gov >

Sony Ed.

Traveling with Governor
Jon Calvo
Lester Carlson
Ed Birn

- Travel Dates -

NYC
Nov. 10, 2021 – arrive in NYC
Nov. 11, 2021 – Meeting with team to go over the final rating agency presentations to Moody’s and Standard and Poors
Nov. 12, 2021 – Meetings with Moody’s and Standard and Poors
Nov. 14, 2021 – Depart for DC

DC
Week of Nov. 15-18, 2021
Meeting with DOI: Deb Haaland, DOI Director; Tommy Beaudreau, Deputy Secretary of the DOI; Nic Pula, Director of OIA; Keone Nakoa, Deputy Asst Secretary for Insular

White House: Kate Marshall, Intergovernmental Affairs Office, Liaison to Governors; Maybe? Julie Rodriguez, Director Intergovernmental Affairs; Gretchen Sierra-Zorita, A Affairs for Puerto Rico and Territories

FEMA: Bob Fenton, Regional Administrator. He is with Region 9 in SFO but will request to meet with his team and request for Mr. Fenton to fly out to DC.

These are people that Gov met in July and want meetings:
Deputy Secretary of the Treasury, Wally Adeyemo
Deputy Secretary of Commerce, Don Graves, however Gov would like to get a meeting with Secretary of Commerce Gina Raimondo
Congressman Killili

Other:
Secretary of the Navy Carlos Del Toro is tentatively scheduled to be on Guam and will meet with Gov on October 29. There may be follow up issues and we can plan to meet with Navy, James Geurts, which Gov met in July.

NGA: Bill McBride

Lester brought up that the Supreme Court will be hearing oral arguments on Nov 8 for SSI benefits for PR which could affect Guam.
Jon Calvo
Lester Carlson
Ed Birth

**Travel Dates: Nov 10 - Nov 18**

**NYC**
- Nov 10, 2021 – arrive in NYC
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- Nov 12, 2021 – Meetings with Moody’s and Standard and Poors
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- Week of Nov. 15-18, 2021
  - Meeting with DOI: Deb Haaland, DOI Director; Tommy Beaudreau, Deputy Secretary of the DOI; Nic Pula, Director of OIA; Keone Nakoa, Deputy Asst Secretary for Ins
  - White House: Kate Marshall, Intergovernmental Affairs Office, Liaison to Governors; Maybe? Julie Rodriguez, Director Intergovernmental Affairs; Gretchen Sierra-Zorn
  - Affairs for Puerto Rico and Territories
  - FEMA: Bob Fenton, Regional Administrator. He is with Region 9 in SFO but will request to meet with his team and request for Mr. Fenton to fly out to DC.

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NGA: Bill McBride

Lester brought up that the Supreme Court will be hearing oral arguments on Nov 8 for SSI benefits for PR which could affect Guam.
Save a tree... please do not print this e-mail unless you really need to.

CONFIDENTIALITY NOTICE: This email and any files transmitted with it may be legally privileged and confidential and are intended solely for the use of the individual or entity above. If you are not the intended recipient, that any view, dissemination or copying of this email, or taking any action in reliance on the contents of this information is strictly prohibited. If you received this transmission in error, please arrange for the return of this email and any files to us or to verify it has been deleted from your system.
# Government of Guam
## Department of Administration
### Travel Request and Authorization

**TA No.** T22-0200-003A

**TO:** Department of Administration  
**FROM:** (Name of requesting organization)  
**DATE OF REQUEST:** November 8, 2021

1. **FULL NAME AND DATE OF BIRTH OF TRAVELER**  
   - Lourdes A. Leon Guerrero, [DOB]  
   - SEX: MALE, [X] FEMALE
2. **COMPLETE ADDRESS OF TRAVELER**  
   - [Address]
3. **TITLE OF TRAVELER**  
   - Governor of Guam
4. **CHARGE ACCOUNT NUMBER**  
   - 5100A220200GA001-220
5. **APPROX. LENGTH OF TRAVEL (in days)**  
   - 5 Days
6. **APPROX. DATE TRAVEL COMMENCES**  
   - November 10, 2021
7. **PLACES OF TRAVEL**  
   - FROM: Guam  
   - TO: New York, NY and Return
8. **DESCRIBE MODES OF TRAVEL DESIRED**  
   - Air - Economy (Roundtrip)
9. **TRAVEL AGENCY DESIRED**  
   - World Travel
10. **DEPENDENTS ARE AUTHORIZED FOR TRAVEL, GIVE NAMES, AGES, AND RELATIONSHIPS OF EACH**  
    - N/A
11. **FULLY DESCRIBE PURPOSE OF TRAVEL**  
    - NYC: 11/11/21 Prepare for bond mtg. with the team, 11/12-11/14/21 Mtg. with Moody's, Standard & Poor's
12. **TRAVEL ADVANCE IS DESIRED, GIVE AMOUNT REQUESTED**  
    - NYC: 11/10/2021-11/15/2021 $365.00 + $109.50 (30%) = $474.50 x 5 days = $2,372.50
    - TOTAL: $2,372.50
13. **SIGNATURE (Name and title of requesting official)**  
    - [Signature]  
    - [Name and title]
14. **ESTIMATED COST OF TRAVEL**  
    - [Costs listed below]
15. **SIGNATURE (Name and title of authorizing official)**  
    - [Signature]  
    - [Name and title]
16. **FOR CERTIFICATION OF AVAILABILITY OF FUNDS**  
    - Certified Funds Available
17. **TO TRAVELER:** You are hereby authorized to perform the above-described travel in accordance with the provisions of Section 3.5.112, Chapter 3 of the Government of Guam Travel and Transportation Manual. Necessary tickets, transportation requests, and other documents are hereto attached.

**Director, Dept. of Administration**  
**DATE:**

**I certify that I have received the material of Item 17.**

**TRAVELER’S SIGNATURE AND CONTACT NUMBER**  
**DATE:**

---

Form ACC-TRA001 (revised DR-2013)
FW: LEON GUERRERO/LOURDES AFLAGUE 10NOV GUM

Sonya Hardoe <sonya@worldtravelguam.com>  
To: "Lynette O. Muna" <lynette.muna@guam.gov>, "Eliza G. Dames" <eliza.dames@guam.gov>  
Mon, Nov 8, 2021 at 3:07 PM

LEON GUERRERO/LOURDES AFLAGUE 10NOV GUM

<table>
<thead>
<tr>
<th>WORLD TRAVEL SERVICES INC</th>
<th>INVOICE 0000060751</th>
</tr>
</thead>
<tbody>
<tr>
<td>145 YPAO ROAD</td>
<td>DATE 08NOVEMBER21</td>
</tr>
<tr>
<td>TAMuning GU 96913</td>
<td></td>
</tr>
<tr>
<td>TELEPHONE: 671 649-5165</td>
<td></td>
</tr>
<tr>
<td>FAX: 671 649 8668</td>
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</tr>
</tbody>
</table>

OFFICE OF THE GOVERNOR
TA NO. T220200003

<table>
<thead>
<tr>
<th>SERVICE</th>
<th>DATE FROM</th>
<th>TO</th>
<th>DEPART</th>
<th>ARRIVE</th>
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</thead>
</table>

UNITED AIRLINES - UA 200

<table>
<thead>
<tr>
<th>10NOV GUAM</th>
<th>HONOLULU HI</th>
<th>085A</th>
<th>715P</th>
</tr>
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<tbody>
<tr>
<td>WEDNESDAY A.B WON PAT IN DANIEL K INOUY</td>
<td>09NOV</td>
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</tr>
</tbody>
</table>

P BUSINESS
TERMINAL 2
BREAKFAST
RESERVATION CONFIRMED 7:10 DURATION
AIRCRAFT: BOEING 777-300ER
SEAT 09D NO SMOKING CONFIRMED

UNITED AIRLINES - UA 252

<table>
<thead>
<tr>
<th>09NOV HONOLULU HI</th>
<th>HOUSTON TX</th>
<th>845P</th>
<th>816A</th>
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<tbody>
<tr>
<td>TUESDAY DANIEL K INOUY GEORGE BUSH IN</td>
<td>10NOV</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

P FIRST
TERMINAL 2
TERMINAL C
DINNER
NON STOP
RESERVATION CONFIRMED 7:31 DURATION
AIRCRAFT: BOEING 777-200/300
SEAT 04D NO SMOKING CONFIRMED

https://mail.google.com/mail/u/0/?ik=30e0b05225&view=pt&search=all&permmsgid=msg-f%3A1715835291599372789&simpl=msg-f%3A1715835291
UNITED AIRLINES - UA 1524

10NOV HOUSTON TX NEWARK NJ 935A 200P
WEDNESDAY GEORGE BUSH IN NEWARK LIBERTY
P FIRST
TERMINAL C TERMINAL C
BREAKFAST NON STOP
RESERVATION CONFIRMED 3:25 DURATION
AIRCRAFT: BOEING 767-300/300ER
SEAT 05L NO SMOKING CONFIRMED

UNITED AIRLINES - UA 492

15NOV NEWARK NJ HOUSTON TX 545A 858A
MONDAY NEWARK LIBERTY GEORGE BUSH IN
D FIRST
TERMINAL C TERMINAL C
BREAKFAST NON STOP
RESERVATION CONFIRMED 4:05 DURATION
AIRCRAFT: BOEING 737-900
SEAT 02F NO SMOKING CONFIRMED

UNITED AIRLINES - UA 253

15NOV HOUSTON TX HONOLULU HI 935A 206P
MONDAY GEORGE BUSH IN DANIEL K INOUY
D FIRST
TERMINAL C TERMINAL 2
BREAKFAST NON STOP
RESERVATION CONFIRMED 8:31 DURATION
AIRCRAFT: BOEING 777-200/300
SEAT 15A NO SMOKING CONFIRMED

UNITED AIRLINES - UA 281

15NOV HONOLULU HI GUAM 310P 700P
MONDAY DANIEL K INOUY A.B WON PAT IN 16NOV
D BUSINESS
TERMINAL 2
DINNER NON STOP
RESERVATION CONFIRMED 7:50 DURATION
INVOICE TOTAL USD 0.00

PAYMENT: O/CCCC+CCVI

RESERVATION NUMBER(S) UA/FWNLpz

ETKT:UA 016 3877731709-10

UA FREQUENT FLYER

* THANK FOR YOU FOR CHOOSING WORLD TRAVEL SERVICES *

* I AGREE THAT IN ACCEPTING THIS TICKET I ACCEPT ALL RULES AND TERMS SET FORTH BY THE CARRIER, THEREFORE ACCEPTING THIS AS A CONTRACT BETWEEN THE PASSENGER AND THE CARRIER. *

* THE FARE RULES FOR THIS TICKET MAY CARRY PENALTIES FOR CHANGES AND/OR REFUNDS. TICKET MAY ALSO BE NON-REFUNDABLE. *

CLICK THE FOLLOWING LINK TO ACCESS YOUR ONLINE ITINERARY:

WWW.CHECKMYTRIP.COM/CMTSERVLET?R=6IFRZI&L=US&N=LEON GUERRERO

MOST CARRIERS' E-TICKETS HAVE EXPIRATION DATES AND CONDITIONS OF USE. CHECK THE CARRIER'S FARE RULES FOR MORE INFORMATION.

BAGGAGE POLICY - FOR TRAVEL TO/FROM, WITHIN THE US/CA, PLEASE VISIT:

HTTPS://BAGS.AMADEUS.COM?R=6IFRZI&N=LEON GUERRERO
FY 2022 Per Diem Rates for New York City, New York

Lodging by month (excluding taxes) | October 2021 - September 2022

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

<table>
<thead>
<tr>
<th></th>
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<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>New York City</td>
<td>Bronx / Kings / New York / Queens / Richmond</td>
<td>$286</td>
<td>$286</td>
<td>$286</td>
<td>$159</td>
<td>$159</td>
<td>$258</td>
<td>$258</td>
<td>$258</td>
<td>$258</td>
<td>$220</td>
<td>$220</td>
<td>$286</td>
</tr>
</tbody>
</table>

\[
\$79 + 286 = 365 \times 3 = $109.5 \\
365 + 109.5 = $474.5 \text{ per day} \\
474.5 \times 5 = $2,372.50 \text{ five days, per diem}
\]

\[
\$79 \times 5 = $395
\]
# Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

**M&IE Total** - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

**Breakfast, lunch, dinner, incidentals** - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

**First & last day of travel** - amount received on the first and last day of travel and equails 75% of total M&IE.

<table>
<thead>
<tr>
<th>Primary Destination</th>
<th>County</th>
<th>M&amp;IE Total</th>
<th>Continental Breakfast/Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
<th>Incidental Expenses</th>
<th>First &amp; Last Day of Travel</th>
</tr>
</thead>
<tbody>
<tr>
<td>New York City</td>
<td>Bronx / Kings / New York / Queens / Richmond</td>
<td>$79</td>
<td>$18</td>
<td>$20</td>
<td>$36</td>
<td>$5</td>
<td>$59.25</td>
</tr>
</tbody>
</table>

Last Reviewed: 2021-08-09
GOVERNMENT OF GUAM  
DEPARTMENT OF ADMINISTRATION  
TRAVEL REQUEST AND AUTHORIZATION  

TA No.  T22-0200-003  


1. TO 
Department of Administration

2. FROM (Name of requesting organization) 
Office of the Governor

3. DATE OF REQUEST 
October 14, 2021

4. (A) FULL NAME and DATE OF BIRTH OF TRAVELER 

Lourdes A. Leon Guerrero,  
Date of Birth: [obscured]

(G) COMPLETE ADDRESS OF TRAVELER


The following travel is:  
[X] REQUESTED  
[ ] AUTHORIZED

5. TITLE OF TRAVELER  
Governor of Guam

6. CHARGE ACCOUNT NUMBER  
5101H200201PA113-220

7. PLACES OF TRAVEL

FROM: Guam

TO: New York, NY to Washington, DC and Return

8. APPROX. LENGTH OF TRAVEL (in days) 
8 Days

9. APPROX. DATE TRAVEL COMMENCES 
November 10, 2021

10. (A) DESCRIBE MODES OF TRAVEL DESIRED (Air, Ship, Train, Private Automobile, etc.) 

Air - Economy (Roundtrip)

(B) TRAVEL AGENCY DESIRED 
World Travel

11. IF DEPENDENTS ARE AUTHORIZED FOR TRAVEL, GIVE NAMES, AGES, AND RELATIONSHIPS OF EACH

N/A

12. FULLY DESCRIBE PURPOSE OF TRAVEL (Use reverse if more space is necessary)

NYC: 11/1/2021 Prepares for bond mtg. with the team, 11/12-11/13/21 Mtg. with Moody’s, Standard & Poor’s
DC: 11/15-11/16/21 Meeting with DOI Director, Deputy Secretary, Director of OIA, Deputy Asst. Secretary for Insular,
White House Kate Marshall, Intergovernmental Affairs Office, Julie Rodriguez, Director Intergovernmental Affairs,
Gretchen Sierra-Zuniga, Associate Director of Office of Intergovernmental Affairs for Puerto Rico and Territories, FEMA

13. ENTER NUMBER OF TSS ISSUED

FEB 20 2021

Bureau of Budget and Management Review

CLEARED PER BMMR'S REVIEW

OCT 21 2021

14. IF TRAVEL ADVANCE IS DESIRED, GIVE AMOUNT REQUESTED

1/ NYC: 11/10/2021-11/14/2021 $365.00 x 5 = $1825.00
1/ DC: 11/15/2021-11/19/2021 $276.00 x 5 = $1380.00
TOTAL: $3,205.00

15. SIGNATURE (Name and title of requesting official)

JOHN JUNIOR CALVO, CHIEF OF STAFF

16. ESTIMATED COST OF TRAVEL (For use of Administration Department)

(A) TRANSPORTATION OF TRAVELER  

B) TRANSPORTATION OF DEPENDENTS  

C) PER DIEM OF TRAVELLER  

1/ x 1/ days = 3,332.25  

(D) PER DIEM OF DEPENDENTS  

(E) TRANSPORTATION OF HOUSEHOLD EFFECTS  

(F) MISC. ALLOWANCES  

(G) SERVICE FEES  

TOTAL COST (Estimated)  

17. SIGNATURE and CONTACT NUMBERS (Cost Estimator)

Lynette O. Muna, Executive Management Director

18. FOR CERTIFICATION OF AVAILABILITY OF FUNDS

Certified Funds Available.

Vera A. Topasa
CERTIFYING OFFICER

19. DATE:

20. TO TRAVELER, You are hereby authorized to perform the above described travel in accordance with the provisions of Section 3.5.112, Chapter 3 of the Government of Guam Travel and Transportation Manual. Necessary tickets, transportation requests and other documents are herein attached.

DIRECTOR, Dept. of Administration  
DATE

21. I certify that I have received the material of Item 17.

TRAVELER'S SIGNATURE AND CONTACT NUMBER  

FORM ACC-TRA001 (revised 10/2013)

22.5.02.0002
Per your request

Donna Herrero,

----- Forwarded Message -----  
From: Travel Document <itinerary@amadeus.com>  
To: "donna herrero@yahoo.com" <donna herrero@yahoo.com>  
Sent: Wednesday, October 20, 2021, 03:52:49 PM GMT+10  
Subject: COOK/JEFFREY 10NOV2021 GUM I NXL

Your trip

<table>
<thead>
<tr>
<th>Booking ref.</th>
<th>61GXWB</th>
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</thead>
<tbody>
<tr>
<td>Document Issue Date:</td>
<td>20 October 2021</td>
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</table>

<table>
<thead>
<tr>
<th>Traveler</th>
<th>Jeffrey Cook</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lourdes Leonguerrero</td>
<td></td>
</tr>
</tbody>
</table>

Agency

WORLD TRAVEL SERVICES INC

145 Ypao Road
TAMUNING GU 96913
671 649-5165

Telephone

671 649 8668

Fax

Website

12559747
### United Airlines UA 200

- **Departure**: 10 November 08:05 AM
- **Arrival**: 09 November 07:15 PM
- **Duration**: 07:10 (Non stop)
- **Booking status**: Confirmed
- **Class**: Economy (Y)
- **Equipment**: BOEING 777-300ER
- **Flight meal**: Food and beverages for purchase

**Guam, A.B Won Pat Intl (+)**

**Honolulu, Daniel K Inouye Intl (+)** Terminal: 2

---

### United Airlines UA 252

- **Departure**: 09 November 08:45 PM
- **Arrival**: 10 November 08:16 AM
- **Duration**: 07:31 (Non stop)
- **Booking status**: Confirmed
- **Class**: Economy (Y)
- **Equipment**: BOEING 777-200/300
- **Flight meal**: Dinner

**Honolulu, Daniel K Inouye Intl (+)**

**Houston, George Bush Intercont (+)** Terminal: C

---

### United Airlines UA 1524

- **Departure**: 10 November 09:35 AM
- **Arrival**: 10 November 02:00 PM
- **Duration**: 03:25 (Non stop)
- **Booking status**: Confirmed
- **Class**: Economy (Y)

**Houston, George Bush Intercont (+)** Terminal: C

**Newark, Newark Liberty Intl (+)** Terminal: C
Sunday 14 November 2021

United Airlines UA 4432 (Operated by Gojet Airlines Dba United Express)

<table>
<thead>
<tr>
<th>Departure</th>
<th>14 November 05:00 PM</th>
<th>Newark, (Newark Liberty Intl) (+)</th>
<th>Terminal: C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrival</td>
<td>14 November 06:25 PM</td>
<td>Washington, (R Reagan Nat) (+)</td>
<td>Terminal: B</td>
</tr>
<tr>
<td>Duration</td>
<td></td>
<td>01:25 (Non stop)</td>
<td></td>
</tr>
<tr>
<td>Booking status</td>
<td></td>
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<tr>
<td>Class</td>
<td></td>
<td>Economy (Y)</td>
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<tr>
<td>Equipment</td>
<td></td>
<td>CANADAIR REGIONAL JET 550</td>
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</tr>
<tr>
<td>Flight meal</td>
<td></td>
<td>No meal service</td>
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</tbody>
</table>

Friday 19 November 2021

United Airlines UA 504

<table>
<thead>
<tr>
<th>Departure</th>
<th>19 November 06:10 AM</th>
<th>Washington, (R Reagan Nat) (+)</th>
<th>Terminal: B</th>
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</thead>
<tbody>
<tr>
<td>Arrival</td>
<td>19 November 08:39 AM</td>
<td>Houston, (George Bush Intercont) (+)</td>
<td>Terminal: C</td>
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<tr>
<td>Duration</td>
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<td>03:29 (Non stop)</td>
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</tr>
<tr>
<td>Booking status</td>
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<td>Confirmed</td>
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<tr>
<td>Class</td>
<td></td>
<td>Economy (Y)</td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
<td>BOEING 737-800</td>
<td></td>
</tr>
<tr>
<td>Flight meal</td>
<td></td>
<td>Food and beverages for purchase</td>
<td></td>
</tr>
</tbody>
</table>

Friday 19 November 2021

United Airlines UA 253
<table>
<thead>
<tr>
<th>Departure</th>
<th>19 November 09:35 AM</th>
<th>Houston, (George Bush Intercont) (+)</th>
<th>Terminal: C</th>
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<tbody>
<tr>
<td>Arrival</td>
<td>19 November 02:06 PM</td>
<td>Honolulu, (Daniel K Inouye Intl) (+)</td>
<td>Terminal: 2</td>
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<tr>
<td>Duration</td>
<td></td>
<td>08:31 (Non stop)</td>
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<tr>
<td>Booking status</td>
<td></td>
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<td>Class</td>
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<td>Economy (Y)</td>
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<tr>
<td>Equipment</td>
<td></td>
<td>BOEING 777-200/300i</td>
<td></td>
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<tr>
<td>Flight meal</td>
<td></td>
<td>Snack or brunch</td>
<td></td>
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</table>

Friday 19 November 2021

<table>
<thead>
<tr>
<th>Departure</th>
<th>19 November 03:10 PM</th>
<th>Honolulu, (Daniel K Inouye Intl) (+)</th>
<th>Terminal: 2</th>
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</thead>
<tbody>
<tr>
<td>Arrival</td>
<td>20 November 07:00 PM</td>
<td>Guam, (A.B Won Pat Intl) (+)</td>
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<tr>
<td>Duration</td>
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<tr>
<td>Class</td>
<td></td>
<td>Economy (Y)</td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
<td>BOEING 777-300ER</td>
<td></td>
</tr>
<tr>
<td>Flight meal</td>
<td></td>
<td>Food and beverages for purchase</td>
<td></td>
</tr>
</tbody>
</table>

General Information

**FULL ECONOMY FARE PER PERSON 3232.25+100FEE TTL 3332.25**
LAST DATE TO ISSUE 21OCT
FARES NOT GUARANTEED UNTIL TICKETED AND SUBJECT TO CHANGE WITHOUT NOTICE

* Thank you for choosing world travel services
* I agree that in accepting this ticket I accept all rules and terms set forth by the carrier, therefore accepting this as a contract between the passenger and the carrier.
* The fare rules for this ticket may carry penalties for changes and/or refunds. Ticket may also be non-refundable.

Ecological Information
Calculated average CO2 emission is 2,219.35 kg/person

Source: ICAO Carbon Emissions Calculator

http://www.icao.int/environmental-protection/CarbonCfset/Pages/default.aspx

Airline Booking Reference(s)

UA (United Airlines): UA

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier’s privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at http://www.iatatravelcenter.com/privacy or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage).
**FY 2022 Per Diem Rates for New York**

I'm interested in:

**Lodging by month (excluding taxes) | October 2021 - September 2022**

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

<table>
<thead>
<tr>
<th>Primary Destination</th>
<th>County</th>
<th>2021 Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>2022 Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
</tr>
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<tbody>
<tr>
<td>Albany</td>
<td>Albany</td>
<td>$114</td>
<td>$114</td>
<td>$114</td>
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<tr>
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<td>Broome</td>
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</tr>
<tr>
<td>Floral Park / Garden City / Great Neck</td>
<td>Nassau</td>
<td>$150</td>
<td>$150</td>
<td>$150</td>
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<tr>
<td>Glens Falls</td>
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<tr>
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<td>New York City</td>
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</tr>
</tbody>
</table>
# Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

- **M&IE Total** - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

- **Breakfast, lunch, dinner, incidentals** - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

- **First & last day of travel** - amount received on the first and last day of travel and equals 75% of total M&IE.

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<tr>
<th>Primary Destination</th>
<th>County</th>
<th>M&amp;IE Total</th>
<th>Continental Breakfast/Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
<th>Incidental Expenses</th>
<th>First &amp; Last Day of Travel</th>
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<tr>
<td>Albany</td>
<td>Albany</td>
<td>$69</td>
<td>$16</td>
<td>$17</td>
<td>$31</td>
<td>$5</td>
<td>$51.75</td>
</tr>
<tr>
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<tr>
<td>Buffalo</td>
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<td>$16</td>
<td>$17</td>
<td>$31</td>
<td>$5</td>
<td>$51.75</td>
</tr>
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<td>Floral Park / Garden City / Great Neck</td>
<td>Nassau</td>
<td>$74</td>
<td>$17</td>
<td>$18</td>
<td>$34</td>
<td>$5</td>
<td>$55.50</td>
</tr>
<tr>
<td>Glens Falls</td>
<td>Warren</td>
<td>$69</td>
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<td>Lake Placid</td>
<td>Essex</td>
<td>$79</td>
<td>$18</td>
<td>$20</td>
<td>$36</td>
<td>$5</td>
<td>$59.25</td>
</tr>
<tr>
<td><strong>New York City</strong></td>
<td>Bronx / Kings / New York / Queens / Richmond</td>
<td>$79</td>
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</tr>
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I'm interested in:

Last Reviewed: 2021-08-09
FY 2022 Per Diem Rates for **District of Columbia**

I'm interested in:

**Lodging by month (excluding taxes) | October 2021 - September 2022**

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| Primary Destination | County | 2021 Oct | Nov | Dec | 2022 Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep |
|---------------------|--------|----------|-----|-----|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| **District of Columbia** | Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland) | $257 | $188 | $188 | $258 | $258 | $258 | $172 | $172 | $257 |
# Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

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<tr>
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<td>Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)</td>
<td>$79</td>
<td>$18</td>
<td>$20</td>
<td>$36</td>
<td>$5</td>
<td>$59.25</td>
</tr>
</tbody>
</table>

I’m Interested In:
Fwd: [Non-DoD Source] TRA_November 2021 - New York and WDC

1 message

Lynette O. Muna <lynette.muna@guam.gov>
To: "Joaquin A.I. Guerrero II" <joaquin.guerrero@bbmr.guam.gov>, "Kathleen C. Cepeda" <kathleen.cepeda@guam.gov>

------- Forwarded message -------
From: Vera A. Topasna <vera.topasna@guam.gov>
Date: Thu, Oct 14, 2021 at 5:12 PM
Subject: Fwd: [Non-DoD Source] TRA_November 2021 - New York and WDC
To: Lynette O. Muna <lynette.muna@guam.gov>

Here you go.

Vera Topasna
Executive Director
Community Defense Liaison Office
Office of the Governor of Guam
Pn: 671-475-4740
Cell: 671-482-5846

Begin forwarded message:

From: "Kuwabara, Gary D.CIV OEA (USA)" <gary.d.kuwabara.civ@mail.mil>
Date: October 15, 2021 at 4:04:25 AM ChST
To: Carol Perez <carol.perez@guam.gov>
Cc: "Vera A. Topasna" <vera.topasna@guam.gov>
Subject: RE: [Non-DoD Source] TRA_November 2021 - New York and WDC

Carol: As the Project Manager, I concur with the proposed TRA. Thank you for the advance lead time and the detailed TRA.

From: Carol Perez <carol.perez@guam.gov>
Sent: Thursday, October 14, 2021 5:54 AM
To: Kuwabara, Gary D.CIV OEA (USA) <gary.d.kuwabara.civ@mail.mil>
Cc: Vera A. Topasna <vera.topasna@guam.gov>
Subject: [Non-DoD Source] TRA_November 2021 - New York and WDC

All active links contained in this email were disabled. Please verify the identity of the sender, and confirm the authenticity of all links contained within the message prior to copying and pasting them.

Hafa Adai Gary,

The Office of the Governor is requesting travel authorization for two executives for travel to New York and WDC from November 10, 2021 through November 19, 2021.

Travel itinerary includes five (5) days in New York and four (4) days in WDC. The primary purpose of travel is to discuss fiscal, policy and military updates relative to the new Medical planning to utilize DOD Property through a lease agreement to build the new complex. The Governor plans to discuss other DOD related matters of high priority.

If approved, we plan to use Executive Travel program of assistance from Grant Award GR882-20-07 (FY2021 Staff and Logistical Support).

The Office of the Governor is seeking support for the following travelers:

1. Governor Lou Leon Guerrero
2. Chief of Staff, Jon Junior Calvo

Travel Dates:

Nov 10, 2021 - Governor and COS depart Guam and arrive in New York
Nov 11-14, 2021 - Bond Meetings/Presentation
Nov 14, 2021 Depart WDC
Nov 15 - 18, 2021 - Conduct WDC meetings.
Nov 19, 2021 - Depart WDC for Guam
Meetings during the week of Nov. 15-18, 2021 include:

Department of the Interior (DOI): Deb Haaland, DOI Director; Tommy Beaudreau, Deputy Secretary of the DOI; Nic Pula, Director of OIA; Keone Nakoa, Deputy Asst Secretary for Ins

White House: Kate Marshall, Intergovernmental Affairs Office, Liaison to Governors; Julie Rodriguez, Director Intergovernmental Affairs; Gretchen Sierra-Zorita, Associate Director Office and Territories

Federal Emergency Management Agency (FEMA):
- Bob Fenton, Region 9 Regional Administrator. The Governor has requested for Mr. Fenton to fly out to WDC to meet him and his team.

During the Governor's travel to WDC in July 2021, she met with the following officials and is requesting to meet with them during this trip.
- Deputy Secretary of the Treasury, Wally Adeyemo
- Deputy Secretary of Commerce, Don Graves
- Secretary of Commerce, Gina Raimondo.

Pentagon:

Secretary of the Navy Carlos Del Toro is tentatively scheduled to be on Guam and will meet with Gov on October 29, 2021. The Governor anticipates follow up issues and plans to mee

Other Pentagon meeting confirmations are pending.

Auto rental: One vehicle at each destination.

Preliminary Estimated Costs:
- Airfare for 2 Pax: +/- $6700.00 (tbd)
- Per Diem for 2 Pax for all destinations: +/- $7000.00
- Rental Car/Perking: +/- $1800.00
- Total Estimated Costs: +/- $15,500

Thank you for your consideration on this request.

Carol Perez

Respectfully,

Carol M. Perez
Grants Executive Assistant
Office of the Governor's
Community Defense Liaison Office
120 Father Duenas Ave
Ada's Capitol Plaza Suite 104
Hagatna, Guam 96910

carol.perez@guam.gov < Caution-mailto:carol.perez@guam.gov>
Office: 671-475-4735

Lynette O. Muna
Executive Management Director
Ulu Tamana I Magi' Hagå'
Office of the Governor of Guam
Ricardo J. Bordallo Governor's Complex
Hagatna, Guam 96910
T: (671) 473-1120
M: (671) 727-7528
P. Save a tree... please do not print this e-mail unless you really need to.

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Please see tentative schedule below...

----- Original message -----
From: Lynette O. Muna <lynette.muna@guam.gov>
Date: Thu, Oct 14, 2021 at 12:55 PM
Subject: Fwd: Tentative Travel - NYC/DC
To: Vera A. Topasna <vera.topasna@guam.gov>
Cc: Eliza G. Dames <eliza.dames@guam.gov>

Sending to Vera for approval from Gary.

----- Original message -----
From: Eliza G. Dames <eliza.dames@guam.gov>
Date: Thu, Oct 14, 2021 at 12:51 PM
Subject: Re: Tentative Travel - NYC/DC
To: Lynette O. Muna <lynette.muna@guam.gov>
Cc: Jon Junior Calvo <jon.calvo@guam.gov>, Lester Carlson <lester.carlson@bbmr.guam.gov>, Edward M. Birn <edward.birn@doa.guam.gov>, Madeleine Z. Bordallo <madeleine.bordallo@guam.gov>, Rosanne Manlanona <rosanne.manlanona@guam.gov>

Sorry Ed.

Traveling with Governor
Jon Calvo
Lester Carlson
Ed Birn

**Travel Dates:**

NYC
Nov. 10, 2021 – arrive in NYC
Nov. 11, 2021 – Meeting with team to go over the final rating agency presentations to Moody’s and Standard and Poors
Nov. 12, 2021 – Meetings with Moody’s and Standard and Poors
Nov. 14, 2021 – Depart for DC

DC
Week of Nov. 15-18, 2021
Meeting with DOI: Deb Haaland, DOI Director; Tommy Beaudreau, Deputy Secretary of the DOI; Nic Pula, Director of OIA; Keone Nakoa, Deputy Asst Secretary for Insular

White House: Kate Marshall, Intergovernmental Affairs Office, Liaison to Governors; Maybe? Julie Rodriguez, Director Intergovernmental Affairs; Gretchen Sierra-Zorita, A Affairs for Puerto Rico and Territories

FEMA: Bob Fenton, Regional Administrator. He is with Region 9 in SFO but will request to meet with his team and request for Mr. Fenton to fly out to DC.

These are people that Gov met in July and want meetings:
Deputy Secretary of the Treasury, Wally Adeyemo
Deputy Secretary of Commerce, Don Graves, however Gov would like to get a meeting with Secretary of Commerce Gina Raimondo
Congressman Kilili

Other:
Secretary of the Navy Carlos Del Toro is tentatively scheduled to be on Guam and will meet with Gov on October 29. There may be follow up issues and we can plan to m Navy, James Geurts, which Gov met in July.

NGA: Bill McBride

Lester brought up that the Supreme Court will be hearing oral arguments on Nov 8 for SSI benefits for PR which could affect Guam.

----- Original message -----
From: Lynette O. Muna <lynette.muna@guam.gov>
Date: Wed, Oct 13, 2021 at 11:04 PM
Subject: Fwd: Tentative Travel - NYC/DC
To: Shamra L.A. Chargualaf <shamra.chargualaf@guam.gov>

Please see tentative schedule below...

----- Original message -----
From: Lynette O. Muna <lynette.muna@guam.gov>
Date: Thu, Oct 14, 2021 at 12:55 PM
Subject: Fwd: Tentative Travel - NYC/DC
To: Vera A. Topasna <vera.topasna@guam.gov>
Cc: Eliza G. Dames <eliza.dames@guam.gov>

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To: Lynette O. Muna <lynette.muna@guam.gov>
Cc: Jon Junior Calvo <jon.calvo@guam.gov>, Lester Carlson <lester.carlson@bbmr.guam.gov>, Edward M. Birn <edward.birn@doa.guam.gov>, Madeleine Z. Bordallo <madeleine.bordallo@guam.gov>, Rosanne Manlanona <rosanne.manlanona@guam.gov>

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Jon Calvo
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Jon Calvo
Lester Carlson
Ed Birth

Travel Dates: Nov 10 - Nov 18

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Eliza Dames
Special Assistant
Ricardo J. Bordallo Governor’s Complex
Office of the Governor
Hagatna, Guam
(671) 473-1104

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Lynetta O. Muna
Executive Management Director
U'laitan I Maga' Haga
Office of the Governor of Guam
Ricardo J. Bordallo Governor’s Complex
Hagatna, Guam 96910
T: (671) 473-1120
M: (671) 727-7526

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IP Save a tree... please do not print this e-mail unless you really need to.

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Fwd: [Non-DoD Source] TRA_November 2021 - New York and WDC

Vera A. Topasna <vera.topasna@guam.gov>
To: "Lynette O. Muna" <lynette.muna@guam.gov>

Fri, Oct 15, 2021 at 8:12 AM

Here you go.

Vera Topasna
Executive Director
Community Defense Liaison Office
Office of the Governor of Guam
Ph: 671-475-4740
Cell: 671-462-5946

Begin forwarded message:

From: "Kuwabara, Gary D CIV OEA (USA)" <gary.d.kuwabara.civ@mail.mil>
Date: October 15, 2021 at 4:04:25 AM ChST
To: Carol Perez <carol.perez@guam.gov>
Cc: "Vera A. Topasna" <vera.topasna@guam.gov>
Subject: RE: [Non-DoD Source] TRA_November 2021 - New York and WDC

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https://mail.google.com/mail/u/0?ik=30e0b06225&view=pt&search=all&permmsgid=msg-f%3A171363486648978829&simipl=msg-f%3A1713634886... 1/3
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Auto rental: One vehicle at each destination.

**Preliminary Estimated Costs:**

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- Per Diem for 2 pax for all destinations: +/- 7000.00
- Rental Car/Parking: +/- $1800.00
- Total Estimated Costs: +/- $15,500

Thank you for your consideration on this request.

Carol Perez

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Respectfully,

Carol M. Perez  
Grants Executive Assistant  
Office of the Governor’s Community Defense Liaison Office  
120 Father Duenas Ave  
Ada’s Capitol Plaza Suite 104  
Hagatna, Guam 96910  
carol.perez@guam.gov < Caution: mailto:carol.perez@guam.gov >  
Office: 671-475-4735
GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
TRAVEL REQUEST AND AUTHORIZATION


<table>
<thead>
<tr>
<th>1. TO</th>
<th>Department of Administration</th>
<th>2. FROM (Name of requesting organization)</th>
<th>3. DATE OF REQUEST</th>
<th>October 14, 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<td>TA No. T22-0200-004</td>
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</tbody>
</table>

4. (A) FULL NAME and DATE OF BIRTH OF TRAVELER
   - Jon Junior Calvo
   - Male: [X]  Female: [ ]
   - (C) COMPLETE ADDRESS OF TRAVELER
   - [ ] REQUESTED [ ] AUTHORIZED

5. TITLE OF TRAVELER
   - Chief of Staff

6. CHARGE ACCOUNT NUMBER
   - 5101H200201PA113-220

7. PLACES OF TRAVEL
   - FROM: Guam
   - TO: New York, NY to Washington, D.C. and Return

8. APPROX. LENGTH OF TRAVEL (in days)
   - 8 Days

9. APPROX. DATE TRAVEL COMMENCES
   - November 10, 2021

10. (A) DESCRIBE MODES OF TRAVEL DESIRED (Air, Ship, Train, Private Automobile, etc.)
    - Air - Economy (Round Trip)
    - (B) TRAVEL AGENCY DESIRED
    - World Travel

11. IF DEPENDENTS ARE AUTHORIZED FOR TRAVEL, GIVE NAMES, AGES, AND RELATIONSHIPS OF EACH
    - N/A

12. FULLY DESCRIBE PURPOSE OF TRAVEL (Use reverse if more space is necessary)
    - NYC: 11/1/21 Prepare for bond mtg. with the team. 11/12/21 Mtg. with Moody's, Standard & Poor's
    - DC: 11/15-11/16 G01 Meeting with OII Director, Deputy Secretary, Director of OIA, Deputy Asst. Secretary for Insular,
      White House Kafe Marshall, Intergovernmental Affairs Office, Julie Rodriguez, Director Intergovernmental Affairs,
      Greichen Sierra-Zorita, Associate Director Office of Intergovernmental Affairs for Puerto Rico and Territorial, FEMA

13. ENTER NUMBER OF TRS ISSUED
    - OCT 20 2021

14. IF TRAVEL ADVANCE IS DESIRED, GIVE AMOUNT REQUESTED
    - 1/NYC: 11/10/2021-11/14/2021 $385.00 + $35.25 (25%) = $455.25 x 5 days = $2,276.25
    - DC: 11/15/2021-11/18/2021 $287.00 + $66.75 (25%) = $333.75 x 4 days = $1,335.00
    - TOTAL: $3,616.25

15. SIGNATURE (Name and title of requesting official)
    - Louie S. Leon Guerrero, Governor

16. ESTIMATED COST OF TRAVEL (For use of Administration Department)
    - (A) TRANSPORTATION OF TRAVELER
      - [ ] $3,325.45
    - (B) TRANSPORTATION OF DEPENDENTS
      - [ ] 0.00
    - (C) PER DIEM OF TRAVELLER - $
      - [ ] 1/0 x 1/0 days = 3,616.25
    - (D) PER DIEM OF DEPENDENTS
      - [ ] 0.00
    - (E) TRANSPORTATION OF HOUSEHOLD EFFECTS
      - [ ] 0.00
    - (F) MISC. ALLOWANCES - Car Rental for NYC
      - [ ] 890.48
    - (G) SERVICE FEES - Car Rental for Washington, DC
      - [ ] 753.20
    - TOTAL COST (Estimated)
      - [ ] $8,585.38

17. SIGNATURE and CONTACT NUMBERS (Cost Estimator)
    - Lynette D. Muna, Executive Management Director

18. FOR CERTIFICATION OF AVAILABILITY OF FUNDS
    - Certified Funds Available

19. DATE
    - OCT 21 2021

20. TO TRAVELER, You are hereby authorized to perform the above described travel in accordance with the provisions of Section 3.5.112, Chapter 3 of the Government of Guam Travel and Transportation Manual. Necessary tickets, transportation requests and other documents are hereto attached:

21. I certify that I have received the materials of item 17.

TRAVELER'S SIGNATURE AND CONTACT NUMBER

Form ACC-TRA001 (revised 09/2013)
<table>
<thead>
<tr>
<th>Vaccine</th>
<th>Product Name/Manufacturer</th>
<th>Lot Number</th>
<th>Date</th>
<th>Healthcare Professional or Clinic Site</th>
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</thead>
<tbody>
<tr>
<td>1st Dose</td>
<td>Pfizer</td>
<td>Lot#: ER6929</td>
<td>4/15/21</td>
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<tr>
<td>2nd Dose</td>
<td>Pfizer</td>
<td>Lot#: ER8529</td>
<td>APR. 3.7.21</td>
<td></td>
</tr>
</tbody>
</table>

Other

Other
Per your request

Donna Herrero,

----- Forwarded Message -----
From: Travel Document <itinerary@amadeus.com>
To: "donna herrero@yahoo.com" <donna herrero@yahoo.com>
Sent: Wednesday, October 20, 2021, 03:54:59 PM GMT+10
Subject: CALVO/JON JUNIOR MENDIOLA 10NOV2021 GUM HNL

Your trip

Booking ref: 6H9FI5

Document Issue Date: 20 October 2021

Traveler: Jon Junior Mendiola Calvo

Agency: WORLD TRAVEL SERVICES INC

145 Ypao Road
TAMUNING GU 96913
671 649-5165

Telephone: 671 649 8668
Fax: 12559747

Advertising space available for your brand
powered by Amadeus Travel Advertising.
United Airlines UA 200

Departure 10 November 08:05 AM  
Arrival 09 November 07:15 PM  
Guam, (A.B Won Pat Intl) (+)  
Honolulu, (Daniel K Inouye Intl) (+)  
Terminal: 2  
Duration 07:10 (Non stop)  
Booking status Confirmed  
Class Economy (Y)  
Equipment BOEING 777-300ER  
Flight meal Food and beverages for purchase

Tuesday 09 November 2021

United Airlines UA 252

Departure 09 November 08:45 PM  
Arrival 10 November 08:16 AM  
Honolulu, (Daniel K Inouye Intl) (+)  
Houston, (George Bush Intercont) (+)  
Terminal: 2  
Terminal: C  
Duration 07:31 (Non stop)  
Booking status Confirmed  
Class Economy (Y)  
Equipment BOEING 777-200/300  
Flight meal Dinner

Wednesday 10 November 2021

United Airlines UA 1524

Departure 10 November 09:35 AM  
Arrival 10 November 02:00 PM  
Houston, (George Bush Intercont) (+)  
Newark, (Newark Liberty Intl) (+)  
Terminal: C  
Terminal: C  
Duration 03:25 (Non stop)  
Booking status Confirmed  
Class Economy (Y)
Sunday 14 November 2021

United Airlines UA 4432 (Operated by Gojet Airlines Dba United Express)

Departure 14 November 05:00 PM Newark, (Newark Liberty Intl) (+) Terminal: C
Arrival 14 November 06:25 PM Washington, (R Reagan Nat) (+) Terminal: B
Duration 01:25 (Non stop)
Booking status Confirmed
Class Economy (Y)
Equipment CANADAIR REGIONAL JET 550
Flight meal No meal service

Friday 19 November 2021

United Airlines UA 504

Departure 19 November 06:10 AM Washington, (R Reagan Nat) (+) Terminal: B
Arrival 19 November 08:39 AM Houston, (George Bush Intercont) (+) Terminal: C
Duration 03:29 (Non stop)
Booking status Confirmed
Class Economy (Y)
Equipment ROFING 737-800
Flight meal Food and beverages for purchase

Friday 19 November 2021

United Airlines UA 253

Departure 19 November 09:35 AM Houston, (George Bush Intercont) (+) Terminal: C

<table>
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<th><strong>Check-in</strong></th>
<th><strong>Arrival</strong></th>
<th><strong>19 November 02:01 PM</strong></th>
<th>Honolulu, (Daniel K Inouye Intl) (+)</th>
<th>Terminal: 2</th>
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<tr>
<td><strong>Duration</strong></td>
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<td>08:31 (Non stop)</td>
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<tr>
<td><strong>Booking status</strong></td>
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<tr>
<td><strong>Class</strong></td>
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<td>Economy (Y)</td>
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<tr>
<td><strong>Equipment</strong></td>
<td></td>
<td>BOEING 777-200/300</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Flight meal</strong></td>
<td></td>
<td>Snack or brunch</td>
<td></td>
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**Friday 19 November 2021**

<table>
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<th><strong>United Airlines UA 201</strong></th>
<th><strong>Departure</strong></th>
<th><strong>19 November 03:10 PM</strong></th>
<th>Honolulu, (Daniel K Inouye Intl) (+)</th>
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<tr>
<td><strong>Equipment</strong></td>
<td></td>
<td>BOEING 777-300ER</td>
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<td><strong>Flight meal</strong></td>
<td></td>
<td>Food and beverages for purchase</td>
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</table>

**General Information**

*FULL ECONOMY FARE 3225.45+100FEE TTL 3325.45
LAST DATE TO ISSUE 21OCT
FARES NOT GUARANTEED UNTIL TICKETED AND SUBJECT TO CHANGE WITHOUT NOTICE
*

Thank you for choosing world travel services

I agree that in accepting this ticket I accept all rules
And terms set forth by the carrier, therefore accepting this
As a contract between the passenger and the carrier.

The fare rules for this ticket may carry penalties for
Changes and/or refunds. Ticket may also be non-refundable.

**Ecological Information**

*
Calculated average CO2 emission is 2.216.35 kg/person

Source: ICAO Carbon Emissions Calculator

http://www.icao.int/environmental-protection/CarbonOffset/Pages/default.aspx

Airline Booking Reference(s)

UA (United Airlines) NVE293

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier’s privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at http://www.ialatravelcenter.com/privacy or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (Applicable for interline carriage).
FY 2022 Per Diem Rates for **New York**

I'm interested in:

### Lodging by month (excluding taxes) | October 2021 - September 2022

Cities not appearing below may be located within a county for which rates are listed. To determine what county a city is located in, visit the National Association of Counties (NACO) website (a non-federal website).

<table>
<thead>
<tr>
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Meals & Incidentals (M&IE) Breakdown

Use this table to find the following information for federal employee travel:

**M&IE Total** - the full daily amount received for a single calendar day of travel when that day is neither the first nor last day of travel.

**Breakfast, lunch, dinner, incidentals** - Separate amounts for meals and incidentals. M&IE Total = Breakfast + Lunch + Dinner + Incidentals. Sometimes meal amounts must be deducted from trip voucher. See More Information

**First & last day of travel** - amount received on the first and last day of travel and equals 75% of total M&IE.

<table>
<thead>
<tr>
<th>Primary Destination</th>
<th>County</th>
<th>M&amp;IE Total</th>
<th>Continental Breakfast/Breakfast</th>
<th>Lunch</th>
<th>Dinner</th>
<th>Incidental Expenses</th>
<th>First &amp; Last Day of Travel</th>
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<td>Albany</td>
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<td>$16</td>
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I'm interested in:
FY 2022 Per Diem Rates for District of Columbia

I'm interested in:

Lodging by month (excluding taxes) | October 2021 - September 2022

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<table>
<thead>
<tr>
<th>Primary Destination</th>
<th>County</th>
<th>2021 Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>2022 Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
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<th>Sep</th>
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</thead>
<tbody>
<tr>
<td>Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George's in Maryland)</td>
<td>$257</td>
<td>$188</td>
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</tr>
</tbody>
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<th>Dinner</th>
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<tbody>
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<td>Washington DC (also the cities of Alexandria, Falls Church and Fairfax, and the counties of Arlington and Fairfax, in Virginia; and the counties of Montgomery and Prince George’s in Maryland)</td>
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<td>$18</td>
<td>$20</td>
<td>$36</td>
<td>$5</td>
<td>$59.25</td>
<td></td>
</tr>
</tbody>
</table>

I'm interested in:
YOUR RESERVATION IS CONFIRMED

Thank you for your reservation. Your confirmation number is 1758327810.

Pick-Up Details

Location: Newark Liberty International Airport (EWR)
Date & Time: Wednesday, November 10, 2021 @ 4:30 PM
Address: 25 Newark Airport Blvd 25
Newark, NJ 07114
Phone: +1 844-727-2982
Hours: Wednesday: 6:00 AM - 10:00 PM

Return Details

Location: Newark Liberty International Airport (EWR)
Date & Time: Sunday, November 14, 2021 @ 3:00 PM
Address: 25 Newark Airport Blvd 25
Newark, NJ 07114
Phone: +1 844-727-2982
Hours: Sunday: 6:00 AM - 10:00 PM

Renter Details

Name: JON JUNIOR CALVO
E-mail Address: j.....@juno.gov
Phone: 5662

Pricing Details

Vehicle Class: Chevrolet Tahoe or Similar
Transmission Type: Automatic

Estimated Total to be billed: $890.48

Rates

Vehicle

TIME & DISTANCE 4 DAILY @ $167.40 $569.60

Extras

Unlimited Mileage Included

Taxes & Fees

- CONC RECOVERY FEE SURCHARGE 50/DAY $2.00
- CONCESSION RECOVERY FEE 11.11 PCT (11.11%) $74.61
- CUSTOMER FACILITY CHARGE 7.26/DAY $29.12
- DOMESTIC SECURITY FEE 5 00/DAY $20.00
- FACILITY CHARGE 2.50/DAY $10.00
- VEHICLE COST RECOVERY FEE 50/DAY $2.00
- MOTOR VEHICLE RENTAL TAX (5.0%) $33.58
- SALES TAX (6.25%) $49.57

Estimated Total $890.48
YOUR RESERVATION IS CONFIRMED

Thank you for your reservation. Your confirmation number is 1531625835.

Pick-Up Details
Location: Washington Reagan National Airport (DCA)  
Date & Time: Sunday, November 14, 2021 @ 6:30 PM  
Address: P.O. Box 1733, Washington, D.C. 20013  
Phone: +1 844-648-1606  
Hours: Sunday: 7:00 AM - 10:00 PM

Return Details
Location: Washington Reagan National Airport (DCA)  
Date & Time: Thursday, November 18, 2021 @ 2:00 PM  
Address: P.O. Box 1733, Washington, D.C. 20013  
Phone: +1 844-648-1606  
Hours: Thursday: 7:00 AM - 10:00 PM

Renter Details
Name: JON JUNIOR R. CALVO  
E-mail Address: jjuniorcalvo@guam.gov  
Phone: 671-5052

Pricing Details
Vehicle Class: Chevrolet Tahoe or Similar  
Transmission Type: Automatic  
Estimated 'B' rate to be billed: $753.20

Rates
Vehicle
TIME & DISTANCE 4 DAILY @ $152.34 $609.36

Extras
Unlimited Mileage Included

Taxes & Fees
- CONCESSION RECOVERY FEE 11.11 PCT (11.11%) $67.81
- DCA CONTRACT FEE 3.50/DAY $14.00
- VEHICLE LICENSE FEE .25/DAY $1.00
- VA ADDITIONAL RENTAL TAX (2.0%) $24.41
- VA RENTAL FEE (2.0%) $12.21
- VA RENTAL TAX (4.0%) $24.41

Estimated Total: $753.20
RESERVATION MODIFIED

Confirmation Number: 1758327810

PICK-UP
Nov 10, 2021
4:30 PM
Newark Liberty International Airport
25 Newark Airport Bldg 25
Newark, NJ 07114
+1 844-727-2982

RETURN
Nov 14, 2021
3:00 PM
Newark Liberty International Airport
25 Newark Airport Bldg 25
Newark, NJ 07114
+1 844-727-2982

Directions from Terminal
PLEASE PROCEED TO THE SECOND LEVEL OF THE AIRPORT AND RIDE THE AIR TRAIN TO STATION P3. TAKE THE ESCALATOR DOWNSTAIRS, TURN LEFT AND WALK THROUGH THE SLIDING DOORS TO OUR COUNTER. SELF-SERVICE KIOSKS AT THIS LOCATION CAN MAKE YOUR RENTAL TRANSACTION QUICK AND EASY.

Rental Details

RENTER

Driver Name: JON JUNIOR CALVO
Email Address: j.....o@guam.gov
Phone Number: .....5662
Age: 25+

VEHICLE

Vehicle Class: Full Size SUV

- Chevrolet Tahoe or similar
- Automatic

Time & Distance 4.0 Day(s) @ $ 167.40 / Day

Vehicle Mileage: Unlimited Mileage

$ 669.60
Included


Rental Checklist

- Familiarize yourself with your Pick-Up and Return location(s).
- Bring a valid driving license for each driver.
- Provide an acceptable method of payment in the renter's name. See your pick-up location's policies for details.
- For additional policy or deposit information, please refer to the Rental Policies section below, or within your email confirmation.
RESERVATION CONFIRMED

Confirmation Number: 1531625835

PICK-UP
Nov 14, 2021
6:30 PM
Washington Reagan National Airport
Ronald Reagan Wash Natl Airprt, 2500 National Avenue Garage A
Arlington, VA 22202
+1 844-648-1606

RETURN
Nov 18, 2021
2:00 PM
Washington Reagan National Airport
Ronald Reagan Wash Natl Airprt, 2500 National Avenue Garage A
Arlington, VA 22202
+1 844-648-1606

Directions from Terminal
Arrival Directions: Proceed outside baggage claim to the parking / rental car shuttle. Get off at the Terminal Garage A/Rental Car stop. The Enterprise counter is located on the first floor in parking garage A. Customers may also walk. Follow signs towards Terminal Parking Garage A, approximately 10 minutes from Terminals A and B and 15 minutes from Terminal C.
http://www.flyreagan.com/dca/rental-cars

Rental Details

RENTER

Driver Name: JON JUNIOR CALVO
Email Address: j·····o@guam.gov
Phone Number: ·····5662
Age: 25+

VEHICLE

Vehicle Class: Full Size SUV

- Chevrolet Tahoe or similar
- Automatic

Time & Distance 4.0 Day[s] @ $ 152.34 / Day $ 609.36

Rental Checklist

- Familiarize yourself with your Pick-Up and Return location(s).
- Bring a valid driving license for each driver.
- Provide an acceptable method of payment in the renter's name. See your pick-up location's policies for details.
- For additional policy or deposit information, please refer to the Rental Policies section below, or within your email confirmation.
Dear Lynette,

Attached is the Travel Request Authorization (TRA) document for the Governor and C.O.S. for the upcoming trip to New York and WDC.

Please review the details and let me know if you have any questions or concerns.

Best regards,

[Signature]

---

From: Vera A. Topasna <vera.topasna@guam.gov>
Date: Thu, Oct 14, 2021 at 5:12 PM
Subject: Fwd: [Non-DoD Source] TRA_November 2021 - New York and WDC

To: Lynette O. Muna <lynette.muna@guam.gov>

Here you go.

Vera Topasna
Executive Director
Community Defense Liaison Office
Office of the Governor of Guam
Ph: 671-475-4740
Cell: 671-482-5946

Begin forwarded message:

From: "Gary D. Kuwabara, D CIV OEA (USA)" <gary.d.kuwabara.civ@mail.mil>
Date: October 15, 2021 at 4:04:25 AM ChST
To: Carol Perez <carol.perez@guam.gov>
Cc: "Vera A. Topasna" <vera.topasna@guam.gov>
Subject: RE: [Non-DoD Source] TRA_November 2021 - New York and WDC

Carol: As the Project Manager, I concur with the proposed TRA. Thank you for the advance lead time and the detailed TRA.

From: Carol Perez <carol.perez@guam.gov>
Sent: Thursday, October 14, 2021 6:54 AM
To: Kuwabara, Gary D CIV OEA (USA) <gary.d.kuwabara.civ@mail.mil>
Cc: Vera A. Topasna <vera.topasna@guam.gov>
Subject: [Non-DoD Source] TRA_November 2021 - New York and WDC

All active links contained in this email were disabled. Please verify the identity of the sender, and confirm the authenticity of all links contained within the message prior to copying and pasting.

Hafa Adai Gary,

The Office of the Governor is requesting travel authorization for two executives for travel to New York and WDC from November 10, 2021 through November 19, 2021.

Travel itinerary includes five (5) days in New York and four (4) days in WDC. The primary purpose of travel is to discuss fiscal, policy and military updates relative to the new Medical Center. The Governor plans to discuss other DOD related matters of high priority.

If approved, we plan to use Executive Travel program of assistance from Grant Award GR882-20-07 (FY2021 Staff and Logistical Support).

The Office of the Governor is seeking support for the following travelers:

1. Governor Lou Leon Guerrero
2. Chief of Staff, Jon Junior Calvo

Travel Dates:

Nov 10, 2021 - Governor and C.O.S depart Guam and arrive in New York
Nov 11-14, 2021 - Bond Meetings/Presentation
Nov 14, 2021 Depart WDC
Nov 15 - 18, 2021 - Conduct WDC meetings.
Nov 19, 2021 - Depart WDC for Guam
Meetings during the week of Nov. 15-18, 2021 include:

Department of the Interior (DOI): Deb Haaland, DOI Director; Tommy Beaudreau, Deputy Secretary of the DOI; Nic Pula, Director of OIA; Keone Kaloka, Deputy Asst Secretary for Ins

White House: Kate Marshall, Intergovernmental Affairs Office, Liaison to Governors; Julie Rodriguez, Director Intergovernmental Affairs; Gretchen Sierra-Zoria, Associate Director Office and Territories

Federal Emergency Management Agency (FEMA):

- Bob Fenton, Region 9 Regional Administrator. The Governor has requested for Mr. Fenton to fly out to WDC to meet him and his team.

During the Governor's travel to WDC in July 2021, she met with the following officials and is requesting to meet with them during this trip.

- Deputy Secretary of the Treasury, Wally Adeyemo
- Deputy Secretary of Commerce, Don Graves
- Secretary of Commerce, Sina Ratamoto.

Pentagon:

Secretary of the Navy Carlos Del Toro is tentatively scheduled to be on Guam and will meet with Gov on October 29, 2021. The Governor anticipates follow up issues and plans to mee

Other Pentagon meeting confirmations are pending.

Auto rental: One vehicle at each destination.

Preliminary Estimated Costs:

Airfare for 2 Pax: +/- $ 6700.00 (tbd)
Per Diem for 2 Pax for all destinations: +/- 7000.00
Rental Car/Parking: +/- $ 1800.00
Total Estimated Costs: +/- $ 15,500

Thank you for your consideration on this request.

Carol Perez

---

Respectfully,

Carol M. Perez
Grants Executive Assistant
Office of the Governor’s
Community Defense Liaison Office
120 Father Duenas Ave
Ada’s Capitol Plaza Suite 104
Hagatna, Guam 96910

carol.perez@guam.gov < Caution-mailto:carol.perez@guam.gov >
Office: 671-475-4735

---

Lynnette O. Muna
Executive Management Director
Uffsman / Maga’ Haga
Office of the Governor of Guam
Ricardo J. Bordallo Governor’s Complex
Hagatna, Guam 96910
T: (671) 473-1120
M: (671) 727-7528
P Save a tree... please do not print this e-mail unless you really need to.

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Fwd: Tentative Travel - NYC/DC

Lynette O. Muna <lynelle.muna@guam.gov>
To: "Josué A. Guerrero II" <josue.guerrero@boerr.guam.gov>, "Kathleen G. Cepeda" <kathleen.cepeda@guam.gov>

---------- Forwarded message ----------
From: Lynette O. Muna <lynelle.muna@guam.gov>
Date: Wed, Oct 13, 2021 at 11:04 PM
Subject: Fwd: Tentative Travel - NYC/DC
To: Shannna L.A. Chargualaf <shannna.chargualaf@guam.gov>

Please see tentative schedule below...

---------- Forwarded message ----------
From: Lynette O. Muna <lynelle.muna@guam.gov>
Date: Thu, Oct 14, 2021 at 12:55 PM
Subject: Fwd: Tentative Travel - NYC/DC
To: Vera A. Topasna <vera.topasna@guam.gov>
Cc: Eliza G. Darnes <eliza.darnes@guam.gov>

Sending to Vera for approval from Gary.

---------- Forwarded message ----------
From: Eliza G. Darnes <eliza.darnes@guam.gov>
Date: Thu, Oct 14, 2021 at 12:51 PM
Subject: Re: Tentative Travel - NYC/DC
To: Lynette O. Muna <lynelle.muna@guam.gov>
Cc: Jon Junior Calvo <jon.calvo@guam.gov>, Lester Carlson <lester.carlson@boerm.guam.gov>, Edward M. Birn <edward.birn@doa.guam.gov>, Madeleine Z. Bordallo <madeleine.bordallo@doa.guam.gov>, fosanee.manlanona@guam.gov

Sorry Ed.

Traveling with Governor
Jon Calvo
Lester Carlson
Ed Birn

- Travel Dates:

  NYC
  Nov. 10, 2021 - arrive in NYC
  Nov. 11, 2021 - Meeting with team to go over the final rating agency presentations to Moody’s and Standard and Poors
  Nov. 12, 2021 - Meetings with Moody’s and Standard and Poors
  Nov. 14, 2021 - Depart for DC

  DC
  Week of Nov. 15-18, 2021
  Meeting with DOI: Deb Haaland, DOI Director; Tommy Beaudreau, Deputy Secretary of the DOI; Nic Pula, Director of OIA; Keone Nakoa, Deputy Asst Secretary for Insular
  White House: Kate Marshall, Intergovernmental Affairs Office, Liaison to Governors; Maybe? Julie Rodriguez, Director Intergovernmental Affairs; Gretchen Sierra-Zorita, A Affairs for Puerto Rico and Territories
  FEMA: Bob Fenton, Regional Administrator. He is with Region 9 in SFO but will request to meet with his team and request for Mr. Fenton to fly out to DC.

These are people that Gov met in July and want meetings:
  Deputy Secretary of the Treasury, Wally Adeyemo
  Deputy Secretary of Commerce, Don Graves, however Gov would like to get a meeting with Secretary of Commerce Gina Raimondo
  Congressman Kilili

Other:
  Secretary of the Navy Carlos Del Toro is tentatively scheduled to be on Guam and will meet with Gov on October 29. There may be follow up issues and we can plan to m: Navy, James Geurts, which Gov met in July.

NGA: Bill McBride

Lester brought up that the Supreme Court will be hearing oral arguments on Nov 8 for SSI benefits for PR which could affect Guam.

On Thu, Oct 14, 2021 at 12:47 PM Lynette O. Muna <lynelle.muna@guam.gov> wrote:
Thank you Lisa. Waiting for the corrected one with Ed's last name.

Lynette

On Thu, Oct 14, 2021 at 12:16 PM Eliza G. Darnes <eliza.darnes@guam.gov> wrote:
Traveling with Governor
Jon Calvo
Lester Carlson
Ed Birth

Travel Dates: Nov 10 - Nov 18

NYC
Nov. 10, 2021 — arrive in NYC
Nov. 11, 2021 — Meeting with team to go over the final rating agency presentations to Moody’s and Standard and Poors
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Nov. 14, 2021 — Depart for DC

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Congressman Killi

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Navy, James Geurts, which Gov met in July.

NGA: Bill McBride

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Eliza Dames
Special Assistant
Ricardo J. Bordallo Governor’s Complex
Office of the Governor
Hagåtña, Guam
(671) 473-1104

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Lynnette O. Muna
Executive Management Director
UOGalini I Mga‘a Håga
Office of the Governor of Guam
Ricardo J. Bordallo Governor’s Complex
Hagåtña, Guam 96910
T: (671) 473-1120
M: (671) 727-7528

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Here you go.

Vera Topasna  
Executive Director  
Community Defense Liaison Office  
Office of the Governor of Guam  
Ph: 671-475-4740  
Cell: 671-482-5946

Begin forwarded message:

From: "Kuwabara, Gary D CIV OEA (USA)" <gary.d.kuwabara.civ@mail.mil>  
Date: October 15, 2021 at 4:04:25 AM ChST  
To: Carol Perez <carol.perez@guam.gov>  
Cc: "Vera A. Topasna" <vera.topasna@guam.gov>  
Subject: RE: [Non-DoD Source] TRA_November 2021 - New York and WDC

Carol: As the Project Manager, I concur with the proposed TRA. Thank you for the advance lead time and the detailed TRA.

From: Carol Perez <carol.perez@guam.gov>  
Sent: Thursday, October 14, 2021 6:54 AM  
To: Kuwabara, Gary D CIV OEA (USA) <gary.d.kuwabara.civ@mail.mil>  
Cc: Vera A. Topasna <vera.topasna@guam.gov>  
Subject: [Non-DoD Source] TRA_November 2021 - New York and WDC

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Auto rental: One vehicle at each destination.

**Preliminary Estimated Costs:**
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- Per Diem for 2 pax for all destinations: +/- 7000.00
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- Total Estimated Costs: +/- $15,500

Thank you for your consideration on this request.

Carol Perez

---

Respectfully,

Carol M. Perez
Grants Executive Assistant
Office of the Governor's
Community Defense Liaison Office
120 Father Duenas Ave
Ada's Capitol Plaza Suite 104
Hagatna, Guam 96910
carol.perez@guam.gov < Caution-mailto:carol.perez@guam.gov>
Office: 671-475-4735