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Date: 7/2/2014 3:37:04 PM

Subject: Travel Question

Attachments: Itinerary 7_1.docx

Below and attached are the items we discussed regarding travel.

The regulation is as follows:

19-101.03. Air Travel.

Travel by commercial airlines will be accomplished in coach or tourist class, except where exigencies require otherwise.

Background:

- Commerce's interpretation (both the Secretary and their in-house council) believe that because of the flight length, time zone changes, time of arrival, and time of speaking engagement, this would be an exigency. She will be speaking in front of a large crowd first thing in the morning and will have to be ready to go full speed very quickly upon touching ground.
- Michael, Veldran, Rob, Security Detail - will be traveling with her.
- Goal is to book the flights within the next two weeks.
- Attached is a DRAFT itinerary / working document.

Please call me with any questions and/or if I can provide you any other materials.

Thank you,

KV

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