

## MEMORANDUM

**To: WITNESSES APPEARING BEFORE THE COMMITTEE ON SCIENCE, SPACE, AND TECHNOLOGY DURING THE 118<sup>TH</sup> CONGRESS**

**From: COMMITTEE ON SCIENCE, SPACE, AND TECHNOLOGY**

**Re: RULES GOVERNING APPEARANCE BEFORE THE COMMITTEE**

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The following procedures govern witnesses appearing before the committee on Science, Space, and Technology for the 118<sup>th</sup> Congress.

- I. The Rules of the Committee require you to complete the attached **Truth-In-Testimony Disclosure Form** to disclose the amount of and source (by agency and program) of any Federal grant (or subgrant thereof) or contract (or subcontract thereof) received during the current fiscal year or either of the 2 (two) previous fiscal years by you or by an entity represented by you which are relevant to the subject matter of your testimony or the hearing at which you are testifying. Should you need extra space, please provide any additional information on a separate sheet of paper.
- II. You must submit to the Committee a **draft copy of your written testimony no less than 72 hours**, excluding weekends and Federal holidays, before you are to testify.
- III. **No Less than 48 hours**, excluding weekends and Federal holidays, before you are to testify, you must also submit to the Committee:
  - An **electronic copy of your final written testimony**, preferably in searchable PDF format, including any supporting graphs, charts, or slideshows. This electronic version will be posted on the Committee website and will be accessible by the public.
  - An **electronic copy of a short narrative biography**.
  - An **electronic copy of your Curriculum Vitae**.
  - An **electronic copy of your completed Truth-In-Testimony Disclosure Form**.
  - An **electronic copy of your completed False Statements Act Certification Form**.
- IV. You **MUST** bring to the hearing:
  - **2 (Two) hard copies, including one signed original, of your completed Truth-In-Testimony Disclosure Form**.
  - **2 (Two) hard copies, including one signed original, of your completed False Statements Act Certification Form**.
- V. Transcripts of hearings conducted by the Committee shall be published in substantially verbatim form, subject to only technical, grammatical, and typographical corrections.

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**NOTE:** Section 210 of the Congressional Accountability Act of 1995 applies the rights and protections covered under the Americans with Disabilities Act of 1990 to the United States Congress. Accordingly, the Committee on Science and Technology strives to accommodate/ meet the needs of those requiring special assistance. If you need special accommodation or require materials in alternative formats, please contact the Committee in advance of the scheduled event (3 days requested) by telephone at (202)-225-6371 or by fax at (202)-226-0113.

# Truth in Testimony Disclosure Form

In accordance with Rule XI, clause 2(g)(5)\* of the *Rules of the House of Representatives*, witnesses are asked to disclose the following information. Please complete this form electronically by filling in the provided blanks.

**Committee:** \_\_\_\_\_

**Subcommittee:** \_\_\_\_\_

**Hearing Date:** \_\_\_\_\_

**Hearing** :

**Witness Name:** \_\_\_\_\_

**Position/Title:** \_\_\_\_\_

**Witness Type:**  Governmental  Non-governmental

**Are you representing yourself or an organization?**  Self  Organization

**If you are representing an organization, please list what entity or entities you are representing:**

## **FOR WITNESSES APPEARING IN A NON-GOVERNMENTAL CAPACITY**

**Please complete the following fields. If necessary, attach additional sheet(s) to provide more information.**

**Are you a fiduciary—including, but not limited to, a director, officer, advisor, or resident agent—of any organization or entity that has an interest in the subject matter of the hearing? If so, please list the name of the organization(s) or entities.**

**Please list any federal grants or contracts (including subgrants or subcontracts) related to the hearing's subject matter that you or the organization(s) you represent have received in the past thirty-six months from the date of the hearing. Include the source and amount of each grant or contract.**

**Please list any contracts, grants, or payments originating with a foreign government and related to the hearing's subject that you or the organization(s) you represent have received in the past thirty-six months from the date of the hearing. Include the amount and country of origin of each contract or payment.**

**Please complete the following fields. If necessary, attach additional sheet(s) to provide more information.**

- I have attached a written statement of proposed testimony.
- I have attached my curriculum vitae or biography.

\* Rule XI, clause 2(g)(5), of the U.S. House of Representatives provides:

(5)(A) Each committee shall, to the greatest extent practicable, require witnesses who appear before it to submit in advance written statements of proposed testimony and to limit their initial presentations to the committee to brief summaries thereof.

(B) In the case of a witness appearing in a non-governmental capacity, a written statement of proposed testimony shall include— (i) a curriculum vitae; (ii) a disclosure of any Federal grants or contracts, or contracts, grants, or payments originating with a foreign government, received during the past 36 months by the witness or by an entity represented by the witness and related to the subject matter of the hearing; and (iii) a disclosure of whether the witness is a fiduciary (including, but not limited to, a director, officer, advisor, or resident agent) of any organization or entity that has an interest in the subject matter of the hearing.

(C) The disclosure referred to in subdivision (B)(ii) shall include— (i) the amount and source of each Federal grant (or subgrant thereof) or contract (or subcontract thereof) related to the subject matter of the hearing; and (ii) the amount and country of origin of any payment or contract related to the subject matter of the hearing originating with a foreign government.

(D) Such statements, with appropriate redactions to protect the privacy or security of the witness, shall be made publicly available in electronic form 24 hours before the witness appears to the extent practicable, but not later than one day after the witness appears.