

**David Eyton, Group Head of Technology
Washington, DC**

Monday, February 1 – Thursday, February 4, 2016

Note: All times in Eastern Standard Time

Hotel Accommodations

Grand Hyatt Washington

Washington, DC 20001

BP Office

Washington, DC 20005

Tel: [REDACTED]

Transportation

Driver: Sam El-Shabassi

Cell: [REDACTED]

Email: [REDACTED]@cox.net

Lance Williams

Office: [REDACTED]

Mobile: [REDACTED]

[REDACTED]@bp.com

Sally Kolenda

Office: [REDACTED]

Mobile: [REDACTED]

[REDACTED]@bp.com

Sahara Taybron

Office: [REDACTED]

Mobile: [REDACTED]

[REDACTED]@bp.com

Dress code: Business attireWeather: TBD**Monday, February 1, 2016**

2:40 PM

Arrive Washington Dulles Airport (IAD)
British Airways Flight 217

2:40 PM – 4:00 PM

Commute to BP DC Office

Driver: Sam El-Shabassi [REDACTED]

4:15 PM

Depart for 1776 (10 minute drive)

4:30 PM – 5:30 PM

Meeting with Evan Burfield, Co-Founder and Co-CEO, 1776BP Lead: Lance WilliamsLocation: [REDACTED]

Background: Geoff suggested that David meet with Evan and tour his facility while in DC. 1776 is a global incubator and seed fund that assists start-ups in education, energy & sustainability, health, transportation and cities.

BP Attendees (4): David Eyton, Noemie Turner, Craig Colburn, and Bob Stout

5:30 PM

Depart for hotel check-in

6:30 PM

Dinner with the C&EA Leadership TeamLocation: TBD**Tuesday, February 2, 2016**

9:00 AM – 10:00 AM

Briefing with C&EA Team

Background: The purpose of this meeting is to prepare David for the meetings throughout the week and ensure that the team answers any outstanding questions.

BP Attendees (9): David Eyton, Noemie Turner, Bob Stout, Mary Streett, Ray Dempsey, Lance Williams, Marcelo Panelo, Sally Kolenda, Suzanne Swink

12:00 PM

GL conference call

12:30 PM

Depart for Muze Mandarin Oriental (15 minute drive)

12:45 PM – 2:15 PM

2:15 PM

2:40 PM – 3:00 PM

3:00 PM – 4:00 PM

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4:15 PM

Depart for DC Office (15 minute drive time)

4:30 PM – 6:00 PM

Down time / email catch up

6:15 PM

Depart for Meridian International Center (20 minute drive in traffic)

6:30 PM – 8:30 PM

Dinner hosted by the Meridian International CenterLocation: Meridian International Center (1630 Crescent PI NW)BP Lead: Lance WilliamsBackground: The Meridian International Center will host a salon-style dinner with approximately 20 energy, policy and technology experts. Invitees will be made through the Meridian Center with guidance and clearance on all invites from BP. This event is closed press and off the record. Ambassador Stuart Holliday, President and CEO of Meridian will host the dinner and facilitate the discussion.BP Attendees (4): David Eyton, Bob Stout, Mary Streett, and Noemie Turner**Meridian Dinner Timeline**

6:30 p.m. Cocktail Reception
 7:00 p.m. Dinner is served
 7:05 p.m. Ambassador Holliday introduces David
 7:10 p.m. David makes brief remarks
 7:15 p.m. Ambassador Holliday facilitates discussion
 8:30 p.m. Dinner ends

8:30 PM

Depart for Hotel

Wednesday, February 3, 2016

8:30 AM

Depart hotel for the Atlantic Council (10 minute drive)

8:45 AM – 10:30 AM

**Atlantic Council: Presentation and Panel Discussion
Transformations in Energy Technology: Innovations for a
Secure and Sustainable Energy Future**BP Lead: Sally KolendaLocation: Atlantic Council (1030 15th Street NW 12th Floor)Background: This event is on the record and open to press. Melanie Kenderdine, director of the office of energy policy and systems analysis will join David as a panellist, and Annie Medaglia, deputy director of the Global Energy Center will serve as the moderator for the session. At the beginning of the session, both David and Melanie will each have 15 minutes of presentation time and will then go into a moderated discussion. The Atlantic Council has a distribution list of 6,000 people but anticipate somewhere between 50 and 100 people for the session.BP Attendees: David Eyton, Ray Dempsey, Bob Stout, Sally Kolenda, and Noemie Turner. *Open to additional BP participation.***Timeline (a more detailed timeline will be provided closer to the event)**

8:45 a.m. Light continental breakfast
 9:00 a.m. Presentations (15 minutes for each person)
 9:30 a.m. Moderated discussion
 10:00 a.m. Audience Q&A
 10:30 a.m. Event ends

10:30 AM

Depart for BP DC Office (5 minute drive)

11:00 AM – 2:00 PM

Down time / email catch up

2:15 PM

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3:00 PM – 5:00 PM

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Thursday, February 4, 2016

11:45 AM – 12:45 PM

Lunch with Barney Jopson, Energy and Technology Policy Reporter, the Financial TimesBP Lead: Jason RyanLocation: Bibiana (1100 New York Ave NW)BP Attendees (3): David Eyton, Noemie Turner, and Jason Ryan.Note: Geoff Morrell, Liz Sidoti, Head of US Comms and Brett Clanton (Comms) recently had lunch with Barney.

1:00 PM – 2:00 PM

Telepresence with All C&EA TeamBackground: This is a briefing with all of C&EA staff so the team can best leverage the Technology Outlook in their engagement.

3:15 PM

Depart for Washington Dulles Airport

6:15 PM

British Airways Flight 216