



CVG STRATEGY EXPORT COMPLIANCE TRAINING

CURRICULUM:

ITAR TRAINING BASICS WEBINAR FOR COMPLIANCE EXECUTIVES



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CVG Strategy Export Compliance Training Class Schedule

Module	Item	Start	Stop
A	ITAR & USML Introduction	8:00	9:45
	Quiz and Review	9:45	10:00
	Bio Break	10:00	10:15
B	EAR & CCL Introduction	10:15	11:45
	Quiz and Review	11:45	12:00
	Lunch	12:00	13:00
C	USML Classification Basics	13:00	13:45
	Quiz and Review	13:45	14:15
D	CCL Classification Basics	14:15	15:00
	Quiz and Review (EAR & ITAR)	15:00	15:30
	Bio Break	15:30	15:45
Q	BASICS FOR COMPLIANCE	15:45	16:30
	Quiz and Review	16:30	16:45
	Questions and Answers	16:45	17:00

1. Each student should have their own computer with audio (speaker / headset and microphone).
2. Computer should have a copy of Adobe Acrobat on it for access of student materials.



CVG Strategy Export Compliance Training

ITAR & USML Introduction (Module A)

1. ITAR OVERVIEW

In this section we will review the history of the AECA, how the USML is defined and specific concepts including controlled articles and U.S. Person vs. Foreign Person.

2. ITAR RAMIFICATIONS

Control procedures such as how defense classified articles should be controlled, technical data handling and procedures for retransfers.

3. EXPORTS

Here we will discuss how technical data is defined, how a deemed export may occur, how the ITAR applies to services and products as well as prohibited parties. In addition, the methods for DDTC enforcement of the regulations will be reviewed.

4. IMPORTS

Imports can impact how a company operates when applied to restricted defense articles being imported or re-imported. Notice to U.S. Partners of shipments will be discussed.

5. PENALTIES

Application of regulatory and criminal penalties on individuals (employees), company, customers and vendors will be reviewed.

6. ROLE AND RESPONSIBILITY

In this section the role of the company, employee, classification specialist and the escalation team will be reviewed along with the responsibility of each.

7. QUIZ

Short quiz will be given followed by a review with the instructor.

8. REVIEW

Question and answer session.



CVG Strategy Export Compliance Training

EAR & CCL Introduction (Module B)

1. US COMMERCIAL EXPORT CONTROLS

Key concepts regarding the Export Administration Regulations (EAR) and how it is defined along with specific agencies control of commercial articles, U.S. Person vs. Foreign Person.

2. ITEMS AND PERSONS SUBJECT TO US JURISDICTION

U.S. Persons and how their interaction with controlled articles relates to foreign persons. Review of responsibilities of U.S. Persons and controls to be established to protect against accidental export (deemed export), which may necessitate making a voluntary disclosure.

3. US EMBARGO AND EAR SPECIAL COUNTRY CONTROLS

Relevance of current US Embargo and special country controls effects daily commerce, methods to verify customer prior to business engagement. This includes a review of the US Department of Treasury's Office of Foreign Assets Controls (OFAC) as well as US Department of Commerce's Bureau of Industry and Security (BIS) regulations and restrictions. Dealing with potential customers who are subject to restrictions as Specially Designated Nationals (SDN). Russian Sectoral Sanctions will be discussed.

4. ANTIBOYCOTT REGULATIONS

Introduction and review of the Office of Anti-Boycott Compliance and the relationship to the Arab League Boycott on Israel and other Boycotts. We will review the prohibitions and exceptions as well as the reporting requirements.

5. EXPORT ENFORCEMENT

US Marshalls, Department of Homeland Security, FBI, US Customs and Border Patrol and other agencies who may visit your company. Discussion on how they will make random visits, what you should be prepared to give them and when you should get an attorney. Prevention of violations will be reviewed with suggested action areas.

6. PENALTIES

Application of regulatory and criminal penalties on individuals (employees), company, customers and vendors will be reviewed.

7. ROLE AND RESPONSIBILITY

In this section the role of the company, employee, classification specialist and the escalation team will be reviewed along with the responsibility of each.

8. QUIZ

Short quiz will be given followed by a review with the instructor.

9. REVIEW

Question and answer session.



CVG Strategy Export Compliance Training

USML Classification Basics (Module C)

1. ITAR CLASSIFICATION AND DETERMINATION

Using the ITAR as a guide the class will review and discuss the USML Categories and how classification processed to determine an explicit enumeration.

2. REVIEW INPUT DOCUMENTATION

Review of the drawings, technical data sheets, completed customer or vendor profile forms, project check lists in order to process classification.

3. REVIEW USML CLASSIFICATION PROCESS

Classification using the USML including the process and record keeping.

4. SPECIALLY DESIGNED

How specially designed is applied, catch and release and how it should be documented will be reviewed.

5. REVIEW OF APPROVAL OPTIONS

In this section we will review the different types of licenses, Technical Assistance Agreement (TAA), Manufacturing Assistance Agreement and Warehouse Distribution Agreement (WAA).

6. ROLE AND RESPONSIBILITY

In this section the role of the company, employee, classification specialist and the escalation team will be reviewed along with the responsibility of each.

7. QUIZ

Short quiz will be given followed by a review with the instructor.

8. REVIEW

Question and answer session.



CVG Strategy Export Compliance Training

CCL Classification Basics (Module D)

1. EXPORT CLASSIFICATION AND EXPORT DETERMINATION

Using the EAR as a guide the class will review and discuss the 10 General Prohibitions, how Export Control Classification Numbers (ECCN) are formatted and organized and how to determine if the ECCN# is the correct one for an article. The Country Chart will be reviewed in order to understand controls on a specific article.

2. REVIEW INPUT DOCUMENTATION

Review of the drawings, technical data sheets, completed customer or vendor profile forms, project check lists in order to process classification.

3. SPECIALLY DESIGNED

How specially designed is applied, catch and release and how it should be documented will be reviewed.

4. REVIEW OF APPROVAL OPTIONS

In this section we will review the various types of licenses as well as a Deemed Export License.

5. ROLE AND RESPONSIBILITY

In this section the role of the company, employee, classification specialist and the escalation team will be reviewed along with the responsibility of each.

6. QUIZ

Short quiz will be given followed by a review with the instructor.

7. REVIEW

Question and answer session.



CVG Strategy Export Compliance Training

Basics for Compliance (Module Q)

1. REGISTRATION

The process of becoming registered with the DDTC will be explained along with the diligence required for the company to mitigate risk for potential violations.

2. WATCHLIST SCREENING

We will review denied parties screening and the number of lists maintained by the U.S. Government, how to access them and the impact of non-compliance.

3. SITE SECURITY

Visitor control is key to ensure that unescorted visitors do not become a liability requiring a deemed export violation.

4. CLASSIFICATION

The US Government requires companies to self-classify their products and services. Having a process in place to ensure that this is done comprehensively and in a documented fashion is critical.

5. GIVING NOTICE

What does “ITAR Restricted” mean to you? “Export Controlled” stamps on drawings and other warnings will be explained including notices outside premises.

6. ROLE AND RESPONSIBILITY

In this section the role of the company, employee, classification specialist and the escalation team will be reviewed along with the responsibility of each.

7. QUIZ

Short quiz will be given followed by a review with the instructor.

8. REVIEW

Question and answer session.