



Federal Publications Seminars

A fundamental overview of the U.S. International Traffic In Arms Regulations (ITAR). This course will help you understand the U.S. laws and Federal agencies that regulate the export of hardware and technology from the U.S. Attendees will gain an understanding of how these regulations impact your ability to do business in the international marketplace.

EARN CREDITS
CLE 5.5* / CPE 6**

The Basic ITAR Course

Some of the topics covered are:

- Introduction to Basic Concepts under ITAR
- Interpreting the U.S. Munitions List
- Export Licensing Requirements
- Internal Compliance Programs

This introductory course is for business executives, international contracting specialists, contract managers and administrators, program and project managers, marketing professionals, engineers and other technical personnel, newly appointed export compliance officers, logistics personnel, and legal and financial advisors.

March 12, 2009 • Washington, DC

June 17, 2009 • Dallas, TX

October 27, 2009 • Washington, DC

November 4, 2009 • Las Vegas, NV

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The Basic ITAR Course

This one day essential course has been developed for those needing a basic understanding of the ITAR. The faculty will feature attorneys with over 20 years experience working with the ITAR as well as a Special Agent from the U.S. Department of Homeland Security who will emphasize the importance of ITAR compliance. This course will teach you the basic requirements of the ITAR and answer your questions about how these rules apply to you and your organization.

This course will offer instruction on:

- How to understand and work with the Regulations
- How to self-classify your hardware/technology
- How to draft a Commodity Jurisdiction Request
- How to register your company with the U.S. Department of State, Directorate of Defense Trade Controls
- How to apply for an export license
- How to recognize “exports” of technical data under the ITAR (including the Deemed Export Rule)

Register at: www.fedpubseminars.com

Speakers

Karen A. McGee

Barnes & Thornburg, LLP

Karen McGee is a partner in the Washington, D.C. office and a member of the Global Services Practice Group and the Business and Intellectual Property Departments. She concentrates primarily on export controls, trade in defense articles and services, foreign assets controls, antidumping and countervailing proceedings, customs law, and other international trade regulatory matters. She works regularly with the Department of Commerce (Bureau of Industry and Security), Department of State (Directorate of Defense Trade Controls), Department of Treasury (Office of Foreign Assets Controls), Department of Homeland Security (U.S. Customs & Border Protection) and the International Trade Commission.

Linda M. Weinberg

Barnes & Thornburg, LLP

Linda Weinberg is a partner in Barnes & Thornburg LLP's Washington, D.C. office and is a member of the firm's Business Department and the Global Services Practice Group. Ms. Weinberg assists clients with various international trade law issues, including export controls, foreign assets control and customs. Ms. Weinberg also advises and represents clients on export classification, licensing, technical assistance agreements, and enforcement relating to “dual-use” and defense articles, encryption software, and technical data and services. Her experience extends to a range of industries, including aerospace, satellite, nuclear, electronics, communications defense, security, and software. In addition, she provides clients with counseling, licensing services, and enforcement representation with respect to U.S. economic sanctions, related USA PATRIOT Act issues, and antiboycott regulation.

Shane Folden

Section Chief, Programs Arms & Strategic Technology

Investigations ICE Headquarters, National Security Division and Supervisory Special Agent in the Department of Homeland Security, U.S. Immigration and Customs Enforcement (ICE). As the Section Chief, Mr. Folden is responsible for developing new initiatives as well as providing guidance and support for criminal investigations involving the unlawful transfer of munitions and other controlled United States sensitive items and technology to foreign entities. During his career, Mr. Folden has served as a Supervisory Special Agent and Senior Special Agent in various criminal investigatory areas including drug smuggling, child exploitation, money laundering, and Arms and Strategic Technology.

The Basic ITAR Course Agenda

Registration and Breakfast 8:00 am - 9:00 am

I. Introduction to U.S. Export Controls

- A. Controlling Statutes and Regulations
- B. Relevant U.S. Government Agencies

II. The Registration Process

- A. Requirement to Register
- B. Maintenance of Registration

III. Introduction to Basic Concepts Under the ITAR

- A. What is a Defense Article?
- B. Identifying Technical Data and Defense Services Under the ITAR
- C. What is an "Export" Under the ITAR?
- D. Deemed Exports

IV. Commodity Jurisdiction Determinations

- A. How to Self-Classify Your Hardware/Technology – USML
- B. When to Apply for a Commodity Jurisdiction
- C. How to Draft a Successful Commodity Jurisdiction Request

V. Basic Licensing Process

- A. What is Required and Where to Go
- B. Types of Authorization
- C. Preparing an Export License Application/D-Trade Process
- D. Application Review Process

VI. ITAR Exemptions

- A. Major Exemptions for Defense Articles
- B. Major Exemptions for Defense Services
- C. Limitations on Use of Exemptions
- D. Best Practices

VII. Re-Exports and Re-Transfers

- A. The Initial Export
- B. Requesting Authorization for Re-Exports and Re-Transfers
- C. Exemptions
- D. Internal Tracking

VIII. Internal Compliance Program

- A. Corporate Policy Statement
- B. Designating Responsible Persons
- C. Internal Reviews and Notifications
- D. Recordkeeping
- E. Training
- F. Screening Transactions/Red Flags
- G. Internal Tracking of ITAR Products
- H. Technology Transfer Control Plan

IX. What To Do If a Mistake Happens

- A. When Do I Make a Voluntary Disclosure
- B. What to Include in a Voluntary Disclosure
- C. What Happens After I Submit a Voluntary Disclosure

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Call Mike Joseph at 651-848-8655**

Detach and mail to the exact address stated below.

The Basic ITAR Course

Federal Publications Seminars
195 Broadway, 9th Floor
New York, NY 10007
or register online at: www.fedpubseminars.com

REGISTRATION APPLICATION

Enclosed is my check for the \$595 registration fee which includes applicable taxes. (Please make check payable to West.)

- March 12, 2009
Washington, DC • E Street Conference Center
- June 17, 2009
Dallas, TX • The Magnolia Hotel
- October 27, 2009
Washington, DC • Marvin/Cafritz Conference Center
- November 4, 2009
Las Vegas, NV • The Flamingo Las Vegas

I understand that (a) an acknowledgement of this registration will be sent to me, and (b) this registration may not be cancelled later than two weeks before the session begins (but I may name a substitute registrant at any time).

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DATES AND LOCATIONS • 2009

March 12, 2009
E Street Conference Center, The George Washington University
Executive Education Building, 1957 E Street, NW, 7th Floor
Washington, DC 20052 • <http://gwired.gwu.edu/marvincenter/1957e>

June 17, 2009
The Magnolia Hotel, 1401 Commerce St, Dallas, TX 75201
214-915-6500 • www.magnoliahoteldallas.com

October 27, 2009
Marvin/Cafritz Conference Center, The George Washington University,
800 21st Street, NW, Washington, DC 20052 • (202)994-7470
gwired.gwu.edu/marvincenter/cafritz

November 4, 2009
Flamingo Las Vegas, 3555 Las Vegas Blvd. South, Las Vegas, NV
89109, 888-308-8899 or 702-733-3111 • www.flamingolasvegas.com

DAILY SCHEDULE

Registration & Breakfast: 8:00 am – 9:00 am
Meetings: 9:00 am – 12:00 pm and 1:00 pm – 4:00 pm

To Register:

- The Registration fee of \$595 includes the price of a course manual which is valued at \$140 plus applicable taxes. Applicable taxes include sales, use, gross receipts, excise, value added tax (VAT) or equivalent, *ad valorem* and other taxes. Breakfast also included.
- Register online at www.fedpubseminars.com
- Call 888-494-3696
- Fax the completed registration application information to: 202-772-8298 or mail to Federal Publications Seminars, 195 Broadway, 9th Floor, New York, NY 10007

FOR FURTHER INFORMATION:

Telephone: 888-494-3696

COURSE MANUAL — An extensive *Manual* of original materials (available from no other source) has been specially prepared for distribution to attendees at this program. Its purpose: to relieve you of the burden of taking voluminous notes and to provide you with a source book of continuing value.

TEAM DISCOUNT — A discount is available for three or more registrations from the same organization for this seminar. The discount – a \$200 per person reduction in the seminar fee – can be taken when three (or more) registrations are sent together. The discount cannot be transferred to other sessions of this program or to other seminars. To receive the team discount, please phone, fax or mail your registration.

***CLE: Continuing Education Credit** — This course is eligible for 5.5 continuing education credit hours. States have widely varying regulations regarding CLE Credit. Please contact us with inquiries about the availability of CLE credit in your state. West Legalworks is an approved CLE provider in New York, California and Illinois. Financial assistance is available for hardship. Call 1-800-308-1700 for details.

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HOTELS — The course registration fee does not include hotel accommodations. For hotel information please go to our website www.fedpubseminars.com. Sound recordings are prohibited. Please note that registrations may not be cancelled later than two weeks before the session starts, but a substitute registrant may be named at any time.