



GLOBAL EXPORT CONTROLS COMPLIANCE

Incorporating US, EU and Asian Requirements into
a Robust Worldwide Export Compliance Program

May 24 & 25, 2011 • Hamilton Crowne Plaza • Washington, DC

Critical Updates on US Export Controls Reform:

Kevin J. Wolf

Assistant Secretary of Commerce for Export
Administration, Bureau of Industry and Security
US Department of Commerce

UK Export Controls Developments and Priorities:

Tom Smith

Head, Export Control Organisation
Department for Business, Innovation and Skills (UK)

US Antiboycott Compliance Expectations:

Ned Weant

Director, Office of Antiboycott Compliance Bureau
of Industry and Security
US Department of Commerce

Compliance Do's and Don'ts for Operations in China:

Jeannette L. Chu

Senior Policy Advisor, Office of Export
Administration, Bureau of Industry and Security
US Department of Commerce
Former Export Control Officer, US Embassy Beijing

Take away updates and best practices for:

- Ensuring **deemed export compliance and accurate Form I-129 certifications**:
How to reconcile global anti-discrimination and privacy laws with foreign
and dual national screening requirements
- Tailoring an export compliance program for your operations in **China**
- Addressing conflicts between **US and EU classifications of commercial and dual-use items**
- Meeting complex **encryption** controls in **China**
- Managing the impact of **Malaysia's** new Strategic Trade Bill on your worldwide operations
- Minimizing diversion and transshipment risks in **Singapore & Hong Kong**
- Satisfying export licensing requirements in **Japan**
- Adjusting your global strategy based on policy and regulatory changes in **India**
- Complying with **UAE** export controls
- Satisfying tightened **US and EU sanctions** compliance expectations against Iran

NEW FOR 2011! Benefit from Foreign Regulatory Updates and Insights:

EU • UK • MALAYSIA • SINGAPORE • INDIA • JAPAN • UAE

Exclusive Working Group Sessions May 23, 2011:

A

Fundamentals of **UK and EU Export Controls**:
Key Requirements to Build into Your Global
Export Compliance Program

B

The Ultimate **Industry Benchmarking** Session:
Do's and Don'ts for Implementing and Monitoring
a Global Export Compliance Program

Network and Benchmark with:

Rolls Royce North America
Hughes Networks
Harris Corporation
Huawei Technologies
Varian Medical Systems
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New and Tightened Export Controls Have Been Emerging Across The Globe. Ensure Your Export Compliance Program is Equipped To Meet Complex US and Foreign Requirements!

In addition to US export compliance, your organization faces the daunting challenge of ensuring compliance with foreign requirements that are often new, unclear and highly complex. Moreover, it is equally critical to vet and monitor your worldwide business partners and intermediaries, including freight forwarders, customs agents, distributors and re-sellers. With increased cooperation between US and foreign enforcement authorities, your global export compliance program must successfully incorporate both US and non-US restrictions in order to maximize **your company's profitability and competitiveness.**

Export violations could potentially expose your organization to **costly penalties, lost business and a tarnished reputation.** American Conference Institute's 14th *Advanced Forum on Global Export Compliance* stands apart as *the* forum for export professionals to benchmark their global export compliance practices with an impressive speaker faculty of US and foreign government officials, leading exporters and private practice experts.

The 2011 program will feature **a new, updated line-up of session topics and speakers, with an increased focus on foreign export controls impacting your global business.**

New sessions for 2011 include:

- Ensuring **deemed export compliance and accurate Form I-129 certifications:** Balancing global anti-discrimination and privacy laws with foreign and dual national screening requirements
- Adjusting your export compliance strategy to overcome unique challenges in **China**
- Reconciling conflicts between **US** and **EU** classifications of commercial and dual-use items

- Making sense of encryption controls in **China**
- What **Malaysia's** new Strategic Trade Bill means for your worldwide operations
- Reducing the risk of diversion and transshipment in **Singapore & Hong Kong**
- Complying with complex export licensing requirements in **Japan**
- Practical impact of regulatory and policy changes in **India**
- The latest on **UAE** export controls
- How to comply with new, heightened **US and EU sanctions** against Iran

PLUS! Don't miss critical **pre-conference workshops: *Fundamentals of UK and EU Export Controls* and *The Ultimate Industry Benchmarking Session: Do's and Don'ts for Implementing and Monitoring a Global Export Compliance Program.*** These 2 interactive and practical breakout sessions will offer unique learning and networking opportunities.

In addition, ACI's highly anticipated 2nd annual **post-conference seminar** on "**IT Management of Export Controls**" is scheduled for May 26. Limited seats are available for this unique event, so register your IT and automation teams before it's too late.

Spaces for the event, workshops and post-conference seminar always fill up quickly. Register now by calling **1-888-224-2480**; by faxing your registration form to **1-877-927-1563** or by registering online at **www.AmericanConference.com/exportcontrols**.

A Must-Attend Conference For:

- Vice Presidents, Managers and Directors of
 - Export Controls
 - Export Compliance
 - Export Administration
 - Export Policy
 - Export Licensing
 - Government Relations
 - International Trade Compliance
 - Internal Controls
 - Industrial Security
- General Counsel's Office
 - VPs, Legal Affairs and Operations
 - International Trade Counsel
 - Export Compliance
- Outside Counsel specializing in
 - International Trade Law
 - Sanctions
 - Export Controls

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8:45 **Opening Remarks from the Conference Co-Chairs**

Jeff Merrell

Vice President, Global Trade Compliance
Rolls-Royce North America (Reston, VA)

William M. McGlone

Partner, Latham & Watkins LLP
(Washington, DC)

9:00 **US Export Controls Reform: Key Updates, Priorities, and How Industry Can Prepare and Participate in the Process**

Kevin J. Wolf

Assistant Secretary of Commerce for Export Administration
Bureau of Industry and Security
US Department of Commerce
(Washington, DC)

9:45 **Networking Coffee Break**

10:00 **Ensuring Deemed Export Compliance and Accurate Form I-129 Certifications: How to Comply with Global Anti-Discrimination and Privacy Laws when Screening Foreign and Dual Country Nationals**

David Bowman

Vice President, Global Trade Compliance
ArvinMeritor
(Troy, MI)

Matt Fussa

Managing Attorney, Global Government Solutions Group
Cisco Systems
(Raleigh, NC)

Rhys Williams – European Perspective

Partner, Bird & Bird LLP
(London, UK)

Ronald R. Rose – Immigration Law Perspective

Partner, Rose Carson Kaplan Choi & White LLP
(Palo Alto, CA)

- How DDTC and BIS define “dual” and “third” country nationals
- Screening foreign nationals without discriminating on the basis of national origin: Reconciling US export controls with foreign human rights and privacy laws
- Training US and foreign HR managers to detect and communicate potential ITAR risks affecting the recruitment, employment and advancement of foreign nationals
- Avoiding key pitfalls when completing Form I-129 (Petition for a Nonimmigrant Worker)
 - identifying technology and technical data that are “controlled”: working with HR, engineering and other affected departments to assess risks of unauthorized access
 - when and how to certify
 - what is required to certify your Technology Control Plan (TCP)

- Potential enforcement risks based on statements in Form I-129: When inaccurate statements could lead to penalties and other punitive measures
- Managing employee turnover, transfers and succession planning: Minimizing the risk of ITAR violations resulting from the assignment of new projects and roles
- When and how to bring foreign nationals into a TAA
- What to include and exclude in global export, HR and privacy compliance programs and procedures
- Maintaining coordination with HR staff to ensure ongoing export compliance

11:15 **CHINA – Tailoring an Export Compliance Program for Your Operations in China: Do’s and Don’ts for Balancing US and Local Restrictions**

Jeannette L. Chu

Senior Policy Advisor, Office of Export Administration
Bureau of Industry and Security
US Department of Commerce (Washington, DC)
Former Export Control Officer
U.S. Embassy Beijing (2005- 2010)

Peter A. Neumann

Shareholder, Greenberg Traurig LLP
(Shanghai, China)

Michael P. Murphy

Manager, International Trade Compliance
General Electric
(Niskayuna, NY)

- How evolving US policy on reexports to China is impacting compliance programs
- Complying with restrictions under the C-1919 program: Impact on your products and technology leaving China
- Scope of China’s export controls regime and enforcement, and anticipated changes
- Securing license approvals in China: Assessing eligibility under key license categories and completing the application process
- Complying with local laws affecting your business with government and quasi-governmental entities
- Update on the expansion of China’s nuclear market: Ensuring your policies and procedures comply with China’s import and export restrictions

12:30 **Networking Luncheon for Attendees and Speakers**

1:45 **Keynote Address – UK Export Controls: Key Regulatory and Enforcement Updates**

Tom Smith

Head, Export Control Organisation
Department for Business, Innovation and Skills
(London, UK)

2:15 **Positioning Your Export Compliance Program in Response to Multilateral Export Initiatives: Impact of WASSENAAR, UK-US and Australia-US Treaties**

Peter Lichtenbaum

Partner, Covington & Burling LLP
(Washington, DC)

- Status and impact of implementing regulations
- How to respond to the increasing trend of multi-lateralization of export controls
- How treaty implementation will be aligned with US export control reforms: Possible areas of overlap and conflicts
- How member countries are implementing the WASSENAAR Arrangement
- Status of UN arms trade treaty, and industry participation to date

2:45 **EUROPE – Reconciling US and EU Classifications of Commercial and Dual-Use Items: How to Ensure Compliance throughout the Product Life Cycle**

Gregory Bourn

Vice President, Licensing and Governance
Finmeccanica North America
(Washington, DC)

John Grayston

Grayston & Company
(Brussels, Belgium)

- Contrasting US and EU classification rules for new, innovative products and technology: Conducting market and IT functionality analyses
- Application of EU dual-use rules: Different approaches of EU member states
- When and how early to get involved in the product life cycle
- What to do when your item is ITAR-controlled, but dual-use/commercial under EU export controls
- Identifying when foreign commercial products and technology can become ITAR-controlled
- How embedding US-origin content into foreign produced items can impact classification
- When non-U.S. technology can become ITAR “tainted”
- How ITAR-controlled items can be moved to EAR jurisdiction
- Commingling and integrating commercial and defense technologies
- Classifying sensitive technologies that are not on the USML, CCL, or EU control lists

3:30 **Networking Refreshment Break**

3:45 **CHINA – Deciphering Complex Chinese Encryption Controls**

Steven Kott

Director, Trade Compliance
Huawei Technologies
(Santa Clara, CA)

- Key requirements to incorporate into your global encryption compliance strategy
- Securing approvals for domestic and foreign use: Key licensing requirements and exceptions
- Key Chinese agencies, and how to work with them to facilitate entry of your encryption items
- Obtaining export permits from the State Encryption Management Bureau
- The consequences of non-compliance

4:15 **MALAYSIA: Update on the New Strategic Trade Bill and What It Means for Your Worldwide Operations**

Cecil Leong

Chief Executive Officer
Bryan Cave International Trade
(Singapore)

- Overview of new legislation and Malaysia Government’s implementation plans
- Understanding various types of licenses and the licensing process
- Discussing the implications to your business and adjusting your internal compliance procedure to the new law
- Practical compliance challenges to address when conducting business in Malaysia

4:45 **Contrasting Tightened US and EU Sanctions against Iran: How to Manage Heightened Enforcement and Reputational Risks Impacting How You Do Business — and with Whom**

Dominique Mondoloni

Partner, Willkie Farr & Gallagher LLP
(Paris, France)

Nancy Boughton

Director of Worldwide Trade Compliance
Varian Medical Systems
(Palo Alto, CA)

James Slear

Partner
Shipman & Goodwin LLP (Washington, DC)

US Sanctions

- Impact of CISADA and implementing regulations on US and non-US entities: Expanded types of activities and “investments” that are captured
- How CISADA affects foreign firms that are NOT active in the petroleum sector
- Types of transactions OFAC will license, and the scope of general licenses and licensing exemptions (including the information and informational materials exemption)
- Key elements to include in your license application
- Interplay between the State Department and OFAC, and the impact on the approvals timeframe
- Minimizing a parent company’s exposure for activities of foreign subsidiaries in sanctioned countries

New EU Regulation

- Scope of EU restrictions on domestic and foreign entities, transactions, equipment and technology supporting Iran’s petroleum industry
 - restrictions on trade, investment and financial activities
 - transactions that are excluded from the scope of EU sanctions
 - pre-existing arrangements that are “grandfathered”
 - “designated persons” whose funds have been frozen
- Securing EU approvals: When and how to seek approval for transferring funds to and from Iranian persons, entities or bodies, and when approvals are not required
- How member states are enforcing the EU Regulation

5:45 **Conference Adjourns**

DAY 2 – WEDNESDAY, MAY 25, 2011

8:45 Co-Chairs Opening Remarks

8:50 **Maximizing Collaboration for R & D, Manufacturing, Procurement and Sales: Key Export Compliance Challenges to Address in Your Technology Control Plan**

Lauren Camilli

Vice President, Trade Compliance & Associate General Counsel, DRS Defense Solutions (Bethesda, MD)

Thomas E. Crocker

Partner, Alston & Bird LLP (Washington, DC)

- Incorporating US and local export and import requirements
- Structuring an effective TCP: What to include/omit, and how to allocate responsibilities under the TCP
- Measuring export compliance risks posed by offshore IT support, cloud computing and e-rooms for electronic collaboration
- Determining the access of foreign parents, subsidiaries, sister companies and service providers
- Detecting technology transfer challenges posed by M & A transactions and joint ventures
- Transferring technical data to foreign persons inside and outside the U.S.: Interpreting and applying TAA restrictions
- When and how to secure the necessary license approvals, and reduce enforcement risks

9:45 **Reducing Diversion and Transshipment Risks in Singapore & Hong Kong: Strengthening Third Party Screening and Supply Chain Management to Maintain Global Export Compliance**

Sean Fleming

Senior Counsel, International and Trade Compliance Hughes Network Systems, LLC (Germantown, MD)

Michael Burton

Partner
Arent Fox LLP (Washington, DC)

- Conducting effective due diligence: Flagging risks with respect to customers, freight forwarders, foreign distributors, re-sellers and other third parties
- Defining exporter and third party obligations for export and sanctions compliance: Who has responsibility for licensing, training and other key items
- Developing contractual protections and addressing licensing conditions/provisions on reexports
- Evaluating and documenting de minimis analyses: BIS, OFAC, DDTC
- Screening against U.S. and non-U.S. lists: Reconciling conflicts between global privacy vs. screening requirements
- When and how often to re-screen, and screen for changes in your customer base
- Identifying and licensing deemed reexports
- When foreign suppliers and vendors should be registered and licensed under the ITAR

- Overview of Singapore's *Strategic Goods Controls Act*
- Hong Kong import/export requirements

10:30 Networking Coffee Break

10:45 **JAPAN: Key Export Licensing Requirements, Process and Approvals Timeframe**

Cecil Leong

Chief Executive Officer

Bryan Cave International Trade LLC (Singapore)

- What is a "controlled" item under local law?
- Applying re-transfer restrictions for technology exports
- Types of export licenses, when they apply and the approvals timeframe
- The export licensing process
- Securing an "umbrella license" to a particular end-user

11:15 **Training Your US and Foreign Procurement, Sales and Engineering Teams on Export Compliance: Successful Approaches in a Cost-Sensitive Environment**

Ellen Brandt

Manager, International Trade Compliance

Northrop Grumman Corporation (Washington, DC)

Mary C. Menz

Director, Trade Controls and Compliance

Harris Corporation (Rochester, NY)

- What resources BIS, DDTC and OFAC expect companies to devote to training
- How agencies evaluate internal training programs
- Conducting a cost/benefit analysis: Effective training without cutting corners
- Who should conduct training, and how to train the trainer
- Pros and cons of online vs. in-person training tools
- Training in foreign languages: Key challenges and pitfalls
- Teaching employees how to identify potential violations: Special considerations for procurement, sales, management and compliance personnel
- Frequency and scope of "refresher" training: Identifying areas of weakness for further training

12:00 Networking Luncheon for Attendees & Speakers

1:15 **INDIA: Practical Impact of Recent US and Local Regulatory and Export Policy Changes**

Sujit Ghosh

Partner, BMR Legal

(New Delhi, India)

Ajay Kuntamukkala

Partner, Hogan Lovells LLP

(Washington, DC)

- India's export controls framework: Jurisdiction and roles of key agencies, including the Department of Atomic Energy, Ministry of Commerce and Ministry of Defense
- What is controlled under India's control list

- Extent of local export enforcement, and priorities going forward
- Update on US policy changes: What has been removed from the entity list, and what no longer requires EAR license approvals
- Key US export restrictions impacting U.S.-India aerospace and defense trade
 - technology transfers that require ITAR and EAR license approvals
 - addressing Indian government concerns regarding US technology transfer restrictions, and the scope of their flexibility in accepting US licensing restrictions
- How the US-India End-Use Monitoring Agreement (EUMA) and Communication Interoperability and Security Memorandum of Agreement (CISMOA) impact US technology transfers

2:30 **Conducting Internal Investigations and Compliance Assessments in the US and Abroad: Satisfying US and Foreign Export, Privacy and Disclosure Requirements**

Christine Lee

International Trade Counsel
United Technologies Corporation
(Washington, DC)

Joel Kirsch

Vice President and Associate General Counsel
Siemens Corporation
(New York, NY)

Michael J. Garcia

Partner, Kirkland & Ellis LLP (New York, NY)
Former Assistant Secretary for Immigration and Customs Enforcement (ICE), US Department of Homeland Security

- Conducting an internal investigation vs. an assessment involving a foreign subsidiary or affiliate
 - reconciling investigative objectives with foreign privacy laws and blocking statutes
 - collecting and preserving documents in and outside of the US
- Structuring an internal investigation
 - composing the right audit team
 - types of documents to review and what to look for
 - sharing the findings
 - privilege protection and related considerations
- When to use in-house vs. external counsel/consultants
- When and how to disclose under US and local regulations: Timeframe, how far to drill down, whom to interview and breadth of the report
- Interim corrective actions and remedial measures

3:30 **Networking Refreshment Break**

3:45 **UAE: Export Controls Update**

Farhad Alavi

BHFA Law Group, PLLC (Washington, DC)

- Status of pending export controls legislation and regulations, and the impact on US exporters
- How UAE's 2007 export legislation is being implemented

- Re-export and re-transfer restrictions
- Expansion of documentation and licensing requirements
- Screening and licensing foreign national employees at your UAE facilities
- UAE's approach to Free Trade Zones
- Scope of UAE cooperation in enforcing EU sanctions

4:15 **Managing Boycott Requests from Inside and Outside the Arab League: BIS Speaks on US Antiboycott Compliance Expectations**

Ned Weant

Director, Office of Antiboycott Compliance
Bureau of Industry and Security
US Department of Commerce (Washington, DC)

- Avoiding key pitfalls in indentifying verbal and written boycott requests
- How BIS analyzes and interprets boycott requests
- Detecting antiboycott risks in purchase orders, quotes, vessel certificates and other documents: Responding to boycott related requests from in and outside the Arab League
- Flagging boycott requests that don't identify Israel specifically
- Assessing the risks of "compliance of laws" provisions in contracts with foreign parties
- Criteria used to determine a "US stream of commerce" and "controlled and fact subsidiary"
- Reducing the risk of antiboycott violations in the context of M & A transactions: Preventing successor liability
- Application of IEEPA penalties to anti-boycott violations
- Complying with key reporting requirements

5:00 **Co-Chairs' Closing Remarks and Conference Concludes**

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9:00 a.m.–12:30 p.m.

A **Fundamentals of UK and EU Export Controls: Key Requirements to Build into Your Global Export Compliance Program**

Charles De Jager
Counsel, Salans
(Brussels, Belgium)

David Lorello
Partner, Steptoe & Johnson LLP
(London, UK)

While most export control regulations are based on global agreements, commitments and policies, implementation and interpretation of such standards vary on a country by country basis. When developing a global export compliance program, your organization needs to understand their obligations under applicable export controls in both the EU and UK to ensure effective compliance.

At this interactive, practical workshop, you will take away practical insights on key requirements impacting your EU operations. Using concrete examples, case studies and speaker-prepared materials for workshop attendees, workshop leaders will supply you with an excellent foundation for addressing the most pressing compliance challenges impacting your EU operations.

- Who has jurisdiction of export controls in the UK and EU
- End-use and end-user controls
- UK controls on technology transfers
- Types of licenses and the licensing process
 - determining the correct license to apply for
 - process for obtaining an export license
 - registering with the AEO
- Re-exports and intra-country re-transfers
- EU regulations with regard to dual-use products
- Overview of EC Regulation 428/2009
- Complying with the “catch-all” provision
- Recordkeeping and documentation requirements
- Restrictions on brokering services with respect to dual-use items
- Re-transfer restrictions for technology exports
- Practical impact of multilateral agreements on EU export controls regime
- What does the future hold for EU export controls
- Overcoming challenges related to different interpretation of EU laws by Members States

1:30 p.m.–5:00 p.m.

B **The Ultimate Industry Benchmarking Session: Do’s and Don’ts for Implementing and Monitoring a Global Export Compliance Program**

(Workshop Open to In-House Professionals Only)

Lori A. Manca
Senior Counsel
Life Technologies Corporation
(Frederick, MD)

Laura J. Molinari
Counsel, GE Aviation
(Washington, DC)

Jeff Merrell
Vice President, Global Trade Compliance
Rolls-Royce North America
(Reston, VA)

This practical workshop is a one-of-a-kind opportunity to benchmark your export compliance program against others in the industry, and discuss real-world issues related to the implementation of an effective global export compliance program. Speakers will lay out a roadmap of best practices and address individual concerns. Participants will have an opportunity to benchmark their programs with other companies and to discuss practical solutions in a forum exclusively reserved for in-house professionals.

This interactive workshop will focus on the type of information that the participants choose to share, as well as information provided in pre-conference questionnaires, including:

- Securing senior management buy-in
 - Communicating enforcement and reputational risks to senior management
 - Gaining buy-in for a global training budget: Garnering support from US and non-US management
 - Dealing with management resistance
- Key elements, best practices, policies and procedures for an effective global export compliance program
- Resolving U.S. regulatory/legal conflicts with foreign requirements
- Implementing a global licensing strategy: Streamlining your approach to meeting local requirements and securing approvals
- Building a self-assessment tool: Core components and key success factors
- Conducting export compliance assessments:
 - Understanding key differences between audits and assessments
 - Striking a proper balance between external and internal reviews: Frequency and scope of each
 - Composing the right assessment/audit team: Identifying and empowering the right internal resources and personnel
 - Collecting and controlling information: What kinds of documentation to review, and what to look for
 - Determining and implementing corrective actions and remedial measures
- What resources BIS, DDTC and OFAC expect companies to devote to global compliance programs
- Setting up an effective reporting structure
- When and how to prepare and submit a voluntary disclosure
- Ensuring effective compliance amid budgetary constraints
- Vetting and training third parties: How far you need to go to mitigate the risk of third party violations



Continuing Legal Education Credits

Accreditation will be sought in those jurisdictions requested by the registrants which have continuing education requirements. This course is identified as nontransitional for the purposes of CLE accreditation.

ACI certifies that the activity has been approved for CLE credit by the New York State Continuing Legal Education Board in the amount of 15.5 hours. An additional 4.0 credit hours will apply to (EACH) workshop participation.

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GLOBAL EXPORT CONTROLS COMPLIANCE

Incorporating US, EU and Asian Requirements into a Robust Worldwide Export Compliance Program

May 24–25, 2011 • Hamilton Crowne Plaza • Washington, DC

Post-Conference Seminar
Thursday, May, 26, 2011

IT Management of Export Controls

Best practices for:

- Implementing laptop, server and email controls
- Limiting virtual access using shared networks and collaborative platforms
- Automating your export operations

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IT MANAGEMENT OF EXPORT CONTROLS

Practical Strategies for Leveraging IT Security and Automation Tools and Strengthen Global Export Compliance

8:30 Opening Remarks from the Co-Chairs

Guy J. Leygraaf, CISA, CISSP

Program Manager - IT Export Controls
Eaton Corporation (Willoughby, OH)

Matthew T. Henson

Manager, Trade Automation and Systems, Integration Office
of International Trade, ITT Corporation (McLean, VA)

8:45 Key Export Regulator Speaks on Requirements for Technology Controls

Bernard Kritzer

Director, Office of Exporter Services, Bureau of Industry and Security
U.S. Department of Commerce (Washington, DC)

9:15 Maximizing Coordination between Your Compliance and IT Departments to Support Global Export Compliance: Standardizing Your Approach to Technology Controls and Data Collection

Guy J. Leygraaf, CISA, CISSP

Program Manager - IT Export Controls
Eaton Corporation (Willoughby, OH)

Jeffrey S. Odenwald

Director Export Compliance - Americas
Flowserve Corporation (Chesapeake, VA)

- Globalizing your IT infrastructure and support model based on your product line: Determining the necessary levels of internal and external IT support
- Working with corporate and local site employees to ensure a feasible strategy
- Developing standard policies on data collection methods, and required workflow controls: Identifying data to capture in your IT process
- Determining the extent of centralized vs. decentralized functions
- Designating roles and responsibilities to the IT and export compliance departments
- Ensuring ongoing cooperation toward maintaining export compliance

10:00 Networking Coffee Break

10:15 Selecting the Optimal Automation Strategy: How to Measure the Capabilities of Vendor Solutions to Address Your Company's Critical Export Compliance Risks

Heather Markin

Manager, Export Licensing & Compliance
Northrop Grumman Electronic Systems
Manager, Export-Import Automated Solutions
Northrop Grumman Corporation (Charlottesville, VA)

- Assessing whether to automate some or all export compliance functions: Risk and cost considerations
- Pros and cons of using stand-alone applications, and their impact on your ability to interface with other systems
- Evaluating the costs and benefits of IT solutions for restricted party screening, license determinations, classification, sanction and embargo, and end-use screening
- Vetting and selecting IT vendors: Key criteria
- When to use new platforms and reorganize your business based on IT needs: Terminating or limiting the usage of vendor software and applications

11:00 Implementing Laptop, Server and Email Controls to Protect Export-Controlled Data: Overcoming Challenges related to Employee Travel and Data Storage

Guy J. Leygraaf, CISA, CISSP

Program Manager - IT Export Controls
Eaton Corporation (Willoughby, OH)

Andrea Orlando

North America IT Program Manager
Cobham Corporate North America (Arlington, VA)

- Laptop controls: Developing and managing an effective "loaner" program
- Differences in effective laptop vs. server and email protections
- Identifying the required level of encryption controls for laptops and emails
- Managing email transfers of technical data: Tracking and marking sensitive communications, and designating emails
- When to create separate servers for controlled information and/or partition drives
- Key considerations in using ERP systems to store and manage export-controlled data

12:00 Limiting Virtual Access of Foreign National Employees and Third Parties in Web 2.0: Using Shared Networks and Collaborative Platforms to Reduce Security Risks

Heather Markin

Manager, Export-Import Automated Solutions, Northrop Grumman Corporation, Manager, Export Licensing & Compliance
Northrop Grumman Electronic Systems (Charlottesville, VA)

Andy Han

Vice President and General Manager, Products
NextLabs (San Mateo, CA)

- Creating a framework to share information with foreign parties, parent companies, subsidiaries and affiliates
 - developing the appropriate parameters governing access
 - when to meet minimal firewall and password requirements or pursue more sophisticated controls

- When you can/cannot identify nationality of a user
- Using cloud computing to manage security risks
 - when cloud computing can help to prevent export violations vs. increase risk
 - managing controlled technology located on a server in a restricted country
 - ascertaining where your controlled technology is being stored
 - minimizing the risks of cloud computing
- When and how to grant or deny access to shared networks

12:45 **Networking Luncheon for Attendees and Speakers**

2:00 **Rolling Out an Integrated Approach to IT Compliance: Overcoming Network and Application Challenges to Successful Program Management**

Matthew T. Henson

Manager, Trade Automation and Systems
Integration Office of International Trade
ITT Corporation (McLean, VA)

- Tailoring implementation of IT processes to affected facilities: Deciding which sites receive which programs and features
- Merging systems from US sites and non-US sites: Incorporating foreign requirements into your IT management strategy
- Designating a single point of contact in your IT department and a project manager
- Overcoming ongoing implementation costs and maintenance challenges
- Measuring the success and limits of your program: Conducting routine assessments to identify and remedy weaknesses

2:30 **Electronic Recordkeeping: Logging, Maintaining and Retrieving Technical Data Export Records**

Andy Han

Vice President and General Manager, Product
NextLabs (San Mateo, CA)

Paul Pessutti

Head of GRC Center of Excellence,
SAP (Palo Alto, CA)

- Storing logged data and ensuring records can be easily accessed
- Available formats: Pros and cons of combining paper and electronic formats
- How to structure record folders
- Key recordkeeping requirements: Extent of required details to record regarding access
- Disposing of records that are five years or older: Best practices
- When to retain hard copy records in addition to facsimiles
- Implementing data maintenance, preservation and retrieval procedures for your overseas offices

3:15 **Networking Refreshment Break**

3:30 **Outsourcing Helpdesk, Third Level Support, R & D and Software Development: Managing Unique, Heightened Risks of Unauthorized Technology Transfers**

Jeffrey S. Odenwald

Director Export Compliance - Americas
Flowserve Corporation (Chesapeake, VA)

- Deciding whether to outsource to a foreign vs. domestic provider
- Developing a Technology Control Plan (TCP) to manage outsourcing
- When a foreign “helpdesk” creates more problems than it solves
- Managing data on outsourced managed computer systems
- Using virtual log-ins to your network vs. other mechanisms to manage access to internal databases and intranet
- Monitoring engineering and scientific discussions
 - types of specifications that can be shared for outsourcing of software development
 - limits on exporting manuals with technical specifications

4:30 **Leveraging the Forensic Capabilities of Your IT Systems for Effective Internal Audits and Investigations**

Andrea Orlando

North America IT Program Manager
Cobham Corporate North America (Arlington, VA)

Paul Pessutti

Head of GRC Center of Excellence
SAP (Palo Alto, CA)

- Measuring the forensic capability of your system
- Responding to the release of technical data to a public site in the age of WikiLeaks: Using your internal systems to determine if data was downloaded to a blackberry or a different server location
- How IT and Compliance Departments can work together to analyze logging information
- Conducting email and data searches, and how to proceed when servers are in foreign countries
- Assessing the types of data in your applications and how to support forensic analyses

5:15 **IT Seminar Concludes**

Who Should Attend

- Vice Presidents, Managers and Directors of
 - IT
 - Trade Automation
 - Internal Controls
 - Security
 - Technology Transfers
- Advisors and service providers specializing in
 - Export Automation
 - IT Security
 - Technology Transfers
 - Export Management
 - Internal Audits and Investigations

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