

One of the most frequent causes of ITAR violations is not properly identifying and controlling your product. Don't get caught by unintentional exports resulting from misinterpretations. Violations can cost your business time and money that you don't have.

Join us for a one-day, comprehensive overview of export compliance requirements with a special focus on technical data exports. Spend time learning from experts with years of experience in all facets of export control and compliance. You will gain a comprehensive understanding of the ITAR, as well as practical advice for proactive licensing to support your global business.

#### ABOUT OUR PRESENTERS

**Fae Daniels, President** - In addition to 20 years experience in all facets of export licensing, Fae has special expertise in compliance issues including training and audits. Prior to establishing FD Associates (formerly FD Logistics) in 1990, Fae was employed for nearly 20 years at the Australian Embassy where she managed the procurement and export of a variety of military systems and support spares.

**Jenny Hahn, Vice President** - Since joining FD Associates in 1992, Jenny has assisted and advised exporters with a variety of licensing and compliance requirements. Jenny has expertise and experience in export documentation, shipping, and U.S. Customs requirements including detentions and seizures.

**Lisa Caplinger, Vice President Compliance** - Lisa joined FD Associates in 2004 with 18 years of experience in export licensing and compliance. She has worked for the corporate licensing offices of companies such as BEI Defense Systems, Litton Industries, Raytheon Company and Honeywell. Lisa specializes in designing customized training programs and conducting export compliance audits.

# Registration

March 10, 2005

— \$425.00 Registration Fee (includes materials, breakfast, morning break, and lunch)

Name \_\_\_\_\_

Title \_\_\_\_\_

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

**Mail Registration Form and Check to:  
FD Associates  
7926 Jones Branch Drive, Suite 260  
McLean, VA 22102  
703-847-5801**

Please make checks payable to FD Associates Inc. We apologize but no credit cards can be accepted.

Registrations must be received by February 28, 2005 to ensure enrollment. Cancellations will not be refunded after March 5, 2004. **For more information please contact FD Associates at 703-847-5801 or visit our Web site at [www.fdassociates.net](http://www.fdassociates.net).**

FD ASSOCIATES, INC.

## Introduction to the ITAR

Advisors in Export Regulation and Licensing



## Technical Data Exports and the ITAR March 10, 2005

Enroll now for a one-day workshop focusing on exports of technical data in compliance with the International Traffic in Arms Regulations (ITAR). The program will review the requirements for licensing technical data, marking and controlling your documents and record keeping. **This is an interactive workshop for export compliance and licensing personnel.**

**LOCATION:  
HILTON MCLEAN TYSONS CORNER**  
7920 Jones Branch Road  
McLean, VA 22102  
703-847-5000

For accommodations we recommend:

Hilton McLean - Special Rate \$189 (rates available March 8-12) - Be sure to mention the **"Export Regulations and Licensing Workshop"** to receive the special rate.

# THE WORKSHOP AGENDA

(Agenda Subject to Change)

## March 10, 2005

- 7:00 - 8:00 am     *Registration and Continental Breakfast*
- 8:00 - 10:00     *Introduction to Technical Data Exports and Defense Services*  
*Definitions & Concepts*  
*Technical Data - Marketing Licenses*  
*Requirements and Preparation*
- 10:00 - 10:15     *Break*
- 10:15 - 11:15     *Technical Data - Foreign Person Licenses*  
*Requirements and Preparation*
- 11:15 - 12:00 pm   *Lunch*
- 12:00 - 12:45     *Technical Data - Offshore Procurement Licenses*  
*Requirements and Preparation*
- 12:45 - 1:15     *Technical Data Exports and Defense Services*  
*Discussion: License vs. Agreement*
- 1:15 - 2:15     *Technical Data Exemptions*
- 2:15 - 3:00     *Record Keeping, Reporting Requirements and Information*  
*Technology Controls*
- 3:00 - 3:30     *Discussion and Wrap Up*

Workshop will include all course materials and a pocket ITAR.

## ABOUT FD ASSOCIATES

*FD Associates specializes in providing guidance to small and medium sized companies in export regulation, licensing and compliance. We offer assistance with:*

- *Commodity jurisdiction requests and product classifications*
- *Registration with State and ATF*
- *Preparation of license applications and technical assistance agreements*
- *Tracking and management of the license review process*

*We are also available to provide internal training on the requirements of the International Traffic in Arms Regulations (ITAR) and the Export Administration Regulations (EAR), as well as audits of company procedures to help ensure compliance with the regulations.*

*FD Associates staff are highly knowledgeable in the requirements of both the International Traffic in Arms Regulations (ITAR) and the Export Administration Regulations (EAR). We have extensive experience in the licensing of a variety of equipment to a broad range of destinations under both the ITAR and the EAR.*