

WHO SHOULD ATTEND?

This is a hands-on workshop for beginners or companies newly exposed to the ITAR. It is also a useful refresher for anyone needing to get up to speed with the latest changes to the ITAR or State Department requirements for licensing defense articles or defense services.

The program will provide licensing and compliance personnel with practical insights into the requirements of the ITAR. It will include interactive discussion and exercises designed to assist attendees in understanding the day-to-day application of the ITAR.

ABOUT THE PRESENTER

Jenny Hahn, President - Since joining FD Associates in 1992, Jenny has assisted exporters with a variety of licensing and compliance requirements. Jenny has expertise and experience in various technologies including aircraft, parts and components, night vision equipment, satellite parts and components, ballistic/armored equipment, firearms/ammunition, propulsion systems for missiles and Intelligence Surveillance and Reconnaissance equipment and various weapon systems. Jenny is the lead trainer at FD Associates. She has conducted numerous workshops on Export Control Reform since its implementation, October 15, 2013. In addition, she assists companies in establishing compliance programs and is the company lead on audits and provides on-site training in the requirements of the ITAR and EAR.

Julia Mason, Senior Associate - Julia joins FD Associates after more than a decade of experience with US prime contractors (Raytheon, Orbital-ATK & Elbit Systems of America) leveraging her experience in Small Caliber Ammunition, Missiles, Gun Ships, Space Launch vehicles and C4I platforms. In her capacity at the prime, Julia has been extensively involved in auditing and voluntary disclosures in addition to licensing and compliance plans. She is well versed in providing training in the requirements of the ITAR to the Executive Leadership, as well as detailed training for Programs and specific functional areas. Julia compliments the FD Associates team with her in depth experience in audits, voluntary disclosures and providing attainable and substantive corrective actions, tools for testing and verifying corrective actions from past disclosures as well as planning and executing audits/assessments. Her hands on experience in all areas of export control from large, medium and small companies enables her to help clients find the "perfect fit" for them when it comes to implementing and updating compliance programs, finding the correct export authorization to use and overall strategies to keep the client compliant in any international business transaction.

Registration

Fee: \$850.00

(Fee includes course materials, breakfast, refreshments and lunch)

Name _____

Title _____

Company Name _____

Street Address _____

City, State, Zip, Country _____

Email _____

Phone _____

Food Allergies _____

Fax or Mail Registration to:

FD Associates, Inc.

7918 Jones Branch Drive, Suite 540

McLean, VA 22102

Phone: 703-847-5801

Fax: 703-847-1523

Or via email info@fdassociates.net

Registration will be accepted on receipt of your payment. Payments may be made via check or credit card. Please make checks payable to FD Associates, Inc. Payment via credit card can be accepted on our website via PayPal. **Registration must be received one week before the scheduled date of attendance to ensure enrollment.** A \$50 administrative fee will apply to any cancellations made anytime up to a week prior to the workshop. Any cancellations the week of the workshop will be subject to a 50% administrative fee, course materials will be provided.

For more information, please contact us at 703-847-5801 or email us at info@fdassociates.net



FD ASSOCIATES, INC.

ITAR FUNDAMENTALS

**Advisors in Export Compliance and
Licensing**

September 14-15, 2016

Enroll now for this workshop focusing on the licensing and compliance requirements' of the International Traffic and Arms Regulations (ITAR).

We will focus on the basics of the ITAR, hardware licensing and exporting. We will also review technical data, and "defense services" licensing. We will conclude with an update to changes in the regulations due to Export Control Reform.

This a small group workshop for export compliance specialists and licensing personnel. The program will be held in the Tyson's Corner, Virginia, at our offices. *Bring your scenarios and questions!*

For accommodations:

Hilton, McLean Tysons Corner: 703-847-5000
Courtyard Tysons Corner Fairfax: 703-790-0207
Embassy Suites Tysons Corner: 703-883-0707
Tysons Corner Marriott Hotel : 703-734-3200
Westin, Tysons Corner: 703-893-1340
Hyatt Regency Tysons Corner Center:
888-347-2319

DRAFT WORKSHOP AGENDA

September 14, 2016

September 15, 2016

7:30 - 8:15 - Registration/Continental Breakfast

8:15 - 8:30 - Introductions

8:30 - 10:00 - Overview

- Determining What is Subject to the ITAR
- Key Definitions

10:00 - 10:15 - Break

10:15 - 12:15 - Overview Continued

- ITAR Eligibility
- ITAR Licenses Types; License Review & Processing

12:15 - 1:00 - Lunch

1:00 - 1:30 - ITAR Hardware Licensing

- Case Study/Exercise: Which license to use and When?

1:30 - 2:00 - Hardware Exemptions

2:00 - 2:30 - Shipping Against Your ITAR Hardware Authorizations & Compliance Requirements

- Export Documentation: Invoices, AES Records; Recordkeeping & Reporting

2:45 - 3:45 - Export Control Reform

3:45 - Adjourn

8:00 - 8:30 - Tech Data & Defense Services Overview

8:30 - 9:30 - Tech Data Licensing

9:30 - 9:45 - Break

9:45 - 10:30 - Defense Service Licensing

10:30 - 11:00 - Follow-on Licenses

11:00 - 11:30 - Tech Data & Defense Service Exemptions

11:30 - 12:15 - Exporting and Recordkeeping For Tech Data & Defense Services

12:15 - Adjourn

ABOUT FD ASSOCIATES

FD Associates was established in 1990 for the purpose of providing assistance and guidance to small and medium size companies in licensing and compliance with the International Traffic in Arms Regulations (ITAR) and the Export Administration Regulations (EAR). We offer assistance with:

- Commodity Jurisdiction Requests And Product Classifications
- State Department Registration
- Preparation Of EAR And ITAR License Applications And ITAR Agreements
- Training
- Establishment Of Procedures
- Audits And Procurement Review
- Voluntary Disclosures

FD Associates' staff are highly knowledgeable in the requirements of both the ITAR and the EAR. We have extensive hands-on experience in the licensing of a variety of equipment to a broad range of destinations under these regulations and can offer practical guidance and advice.

We are available to provide company specific training on the requirements of the ITAR and the EAR. We can assist with audits and procedures to help companies ensure compliance with the regulations.

Contact us at 703-847-5801 or email info@fdassociates.net for more information.

Prior attendees of FD Associates workshops have exclaimed: Jenny is very knowledgeable in all areas. Helpful and effective in explaining the very complex concepts!

ITAR OVERVIEW AND HARDWARE