

# Back to Basics

2018 Summer International Trade Export Licensing & Compliance Conference

Gaylord National Resort & Convention Center | National Harbor, Maryland

**July 16–18, 2018**



Register now at [www.siaed.org](http://www.siaed.org)



# **Back to Basics**

**July 16–18, 2018 | Gaylord National Resort & Convention Center | National Harbor, Maryland**

This conference is an important first step to exporting articles on the United States Munitions List (USML) and the Commerce Control List (CCL) and the associated defense services and technology. This conference is ideal for newcomers (less than 5 years of experience) to export licensing, as they will be provided with a step-by-step guide to using the International Traffic in Arms Regulations (ITAR) and the Export Administration Regulations (EAR). Emphasis will be placed on the license application process and the requirements for submitting licenses to the Department of State, Directorate of Defense Trade Controls as well as to the Department of Commerce, Bureau of Industry Security for review and approval. Attendees will become familiar with the various types of licenses, agreements, exemptions and exceptions and the requirements and conditions associated with each. Government speakers will provide insight into the procedures and policies governing the export licensing process.

Ample time for questions will be included each day. In addition, a special Roundtable Q&A Session with panelists and invited guests will be held at the conclusion of Day 2.

The Conference will integrate hands-on workshops with practical transaction scenarios and corresponding licensing/agreements/exemption/exception exercises. These exercises will give attendees the opportunity to apply what they have learned while USG experts and defense industry peers are close at hand to answer questions and provide guidance.

Speakers will include participants from U.S. Government agencies such as the Directorate of Defense Trade Controls (DDTC), Defense Technology Security Administration (DTSA), Bureau of Industry and Security (BIS) and members of the defense industry.

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**SIA President:** Marc Binder, International Trade Compliance Strategies

**Board Liaison:** Sandra Cross, Huntington Ingalls Industries, Inc.

**Conference Director:** Katherine Heubert, Reeves & Dola, LLP

**Conference Committee Chairs:** Speaker Chair: Marisa Beardsley, Northrop Grumman Corporation  
Hotel Chair: Joshua Richter, Leonardo DRS  
Audio/Visual Chair: Andrew McAllister, Holland & Knight  
Publications Chair: Michelle Perrin-Steinberg, Deloitte Tax LLP  
Registration Chair: Jill Garrison, SIA

Conference information and registration at <http://siaed.org/event-2672560>

# 2018 Summer International Trade Export Licensing & Compliance Conference

## EARLY BIRD REGISTRATION FEES available up to June 1, 2018

Non-Members .... \$1,100  
Members ..... \$950  
Government ..... \$725

## CONFERENCE REGISTRATION FEE as of June 1, 2018

Non-Members .... \$1,200  
Members ..... \$1,050  
Government ..... \$825

**Payments will not be accepted at event.**

**Online registration is required.**

The registration site is  
<http://siaed.org/event-2672560>

**SIA accepts payment by  
credit card, check or wire transfer.**

Your registration is not confirmed until payment is received.

**Registration fees include:** continental breakfasts, lunches, breaks, reception, and course materials.

**Cancellation Policy:** Cancellations must be received by Friday, July 6, 2018 to be eligible for a refund. There is a \$35 fee for all cancellations and bank returned checks. *Refunds will not be provided for cancellation requests received after July 6, 2018.*

**Please make checks payable to:**  
Society for International Affairs or "SIA"

**Mail checks to:**  
Jill Garrison  
Attn: 2018 SIA Summer Conference  
95 Delphinium Way  
Stafford, VA 22556

**Register early...seating is limited!**

## HOTEL ACCOMMODATIONS

Gaylord National Resort & Convention Center  
201 Waterfront Street  
National Harbor, MD 20745-1135

A block of rooms has been reserved at the Gaylord National Resort & Convention Center for the dates of the conference. The SIA room rate is the prevailing government per diem of \$172 per night plus tax (single/double occupancy). Reservations may be made online through the link on SIA's website under the 2018 Summer Back to Basics Conference or by contacting Reservations at 1-888-236-2427 (ask for the 2018 SIA Conference rate).

**The room block has been reserved through June 25, 2018, or until sold out, whichever occurs first. Attire for the conference is business casual.**

## TRANSPORTATION

**Ronald Reagan Washington National Airport (DCA):**  
8 miles to Hotel

- Taxi - \$28 (one way)
- Super Shuttle - \$18 (one way)

**Dulles International Airport (IAD):**  
35 miles to Hotel

- Taxi - \$80 (one way)
- Super Shuttle - \$44 (one way)

**Baltimore-Washington International Airport (BWI):**  
42 miles to Hotel

- Taxi - \$70 (one way)
- Super Shuttle - \$45 (one way)

**Washington Union Station:**  
11 miles to Hotel

- Taxi: about \$25.00-\$28.00

**On-site Self-Parking:** \$12/hour or \$30/day

**Valet Parking:** \$45/day

## THE SOCIETY FOR INTERNATIONAL AFFAIRS

### Background & Purpose

The Society for International Affairs, Inc. (SIA) is a volunteer, nonprofit, educational organization that was jointly formed in 1967 by US Government and Industry. SIA provides a forum for the exchange of information related to export and import licensing. SIA interests cover the entire spectrum of licensing pertaining to the Departments of Commerce, Defense, State, Treasury, and Homeland Security.

### Activities

Business luncheon meetings are held regularly and feature guest speakers who address regulatory and policy issues affecting exporting and importing. Conferences, seminars, and workshops are presented on a regular basis to educate and instruct the export community on all aspects of defense and commercial exports and technology transfers.

### Code of Conduct

The meetings and functions of SIA are designed to facilitate the free exchange of ideas and information. Information from these sessions is not for attribution or publication. Recording devices may not be used. SIA members and attendees are expected to uphold the highest standards of personal conduct at all SIA functions and must abide by the Code of Conduct.

### Membership

Membership is comprised of over 2,000 members consisting of Industry, U.S. Government, and embassies. Information about SIA membership is available at [www.siaed.org](http://www.siaed.org).

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## Back to Basics

### DAY ONE – Monday, July 16, 2018

7:15 Breakfast

**8:15 Opening Remarks**

*Marc Binder, International Trade Compliance Strategies*  
*Katherine Heubert, Reeves & Dola LLP, Conference Director*

**8:30 Overview of Export Control Regimes & Regulations Panel**

*Marc Binder, International Trade Compliance Strategies*  
*Tom Donovan, Northrop Grumman Corporation*  
*Angela Countee Brown, Office of Defense Trade Controls Licensing*  
*Tracy Minnifield, Licensing Directorate-Munitions Division, Defense Technology Security Administration*  
*Tom DeFee, Munitions Control Division, Bureau of Industry and Security*

10:30 Break

**10:45 Commodity Jurisdiction and Classification Panel**

*Jeremy Huffman, Huffman Riley PLLC*  
*John Shoaff, Office of Defense Trade Controls Policy*  
*Susan Daoussi, Licensing Directorate-Munitions Division, Defense Technology Security Administration*

12:15 Lunch

**1:15 Commodity Jurisdiction and Classification Panel**

*Jeremy Huffman, Huffman Riley PLLC*  
*Susan Daoussi, Licensing Directorate-Munitions Division, Defense Technology Security Administration*  
*Jeffrey Leitz, Munitions Control Division, Bureau of Industry and Security*

2:45 Break

**3:00 Jurisdiction/Classification Exercise**

*Led by Tom Donovan and Katherine Heubert*  
*All Speakers, Board and Committee*

**5:00 Adjourn**

**5:15 Reception**

- 7:15

### DAY TWO – Tuesday, July 17, 2018

7:15 Breakfast

**8:15 Opening Remarks**

*Katherine Heubert, Reeves & Dola LLP, Conference Director*

**8:20 ITAR Licensing Panel**

*Audra Collins, Office of Defense Trade Controls Licensing*  
*Cynthia Keefer, BAE Systems*

10:00 Break

**10:30 ITAR Agreements – Overview, Preparation and Best Practices**

*CDR Michael Braun, Office of Defense Trade Controls Licensing*  
*Barbara Clark, Orbital ATK*

12:15 Lunch

**1:15 Agreements Q&A**

**1:30 DTSA Review Panel**

*Tracy Minnifield, Licensing Directorate-Munitions Division, Defense Technology Security Administration*

**2:00 ITAR License Exercise**

*Led by Cynthia Keefer and Katherine Heubert*  
*All Speakers, Board and Committee*

2:30 Break

**2:45 ITAR License Exercise (cont'd)**

*Led by Cynthia Keefer and Katherine Heubert*  
*All Speakers, Board and Committee*

**3:15 ITAR TAA Exercise**

*Led by Barbara Clark and Katherine Heubert*  
*All Speakers, Board and Committee*

**4:15 Trade Compliance Program**

*Brian Rissing, Office of Defense Trade Controls Compliance*  
*Ken Soo, Export Management and Compliance Division, Office of Exporter Services, Bureau of Industry and Security*  
*Jennifer K. Weinel, Northrop Grumman Corporation*

## Back to Basics

### DAY TWO – continued

**5:15 Q&A**

**5:30 Adjourn**

**5:30 Meet the Speakers (Roundtable discussions/open Q&A)**

**- 6:30** (DDTC-L, DDTC-P, DDTC-C, BIS, DTSA, Industry speakers)

### DAY THREE – July 18, 2018

7:30 Continental Breakfast

**8:30 Opening Remarks**

*Katherine Heubert, Reeves & Dola LLP, Conference Director*

**8:35 ITAR Exemptions**

*Sandra Cross, Huntington Ingalls Industries*

**9:30 EAR Licensing/Exceptions Panel**

*Alexandra (Ola) Craft, Munitions Control Division, Bureau of Industry and Security*

*Taurus Brackett, Licensing Directorate-Munitions Division, Defense Technology Security Administration*

*Jeremy Huffman, Huffman Riley PLLC*

10:30 Break

**10:45 Q&A**

**11:00 EAR License Exercise/Exemption/Exception**

*Led by Tom Donovan and Katherine Heubert*

*All Speakers, Board and Committee*

12:30 Lunch

**1:30 Got your license...now what?**

*Marc Binder, International Trade Compliance Strategies*

3:00 Break

**3:15 Disclosures and Enforcement**

*Brian Rissing, Office of Defense Trade Controls Compliance*

*Ken Soo, Export Management and Compliance Division, Office of Exporter Services, Bureau of Industry and Security*

*Jennifer K. Weinel, Northrop Grumman Corporation*

**4:15 Q&A**

**4:30 Conference Adjourns**



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