

2017 TRADE COMPLIANCE AND POLICY SEMINAR

One-Day Seminar Agenda

Import Compliance General Awareness

As an Importer of Record you are required by law to demonstrate “reasonable care.” On December 8, 1993, Congress passed Title VI of the North American Free Trade Agreement Implementation Act, commonly called the “Customs Modernization Act” (Mod Act). Under the Mod Act, importers are required to exercise “reasonable care” in making entry with Customs. As an Importer of Record, you must know and adhere to the import regulations that pertain to your product. In this session, the Trade Policy Team will provide an overview of the import regulations that affect all industries and the pitfalls that generally place a company in risk of noncompliance.

What should be in your import compliance manual and how should you perform an import entry audit?

Every importer should have an import compliance manual. Period. If you are importing into the Customs Territory of the United States, you need to have an import manual as a core of your import compliance program. In this session, the Trade Policy Team will walk you through what should and, *should not*, be in your import compliance manual. You’ll receive tips on how to structure the manual and who in the organization should create, distribute and execute the policies and procedures in it. In addition, as part of “reasonable care,” an Importer of Record must ensure it has appropriate checks and balances to operate in compliance with U.S. Import Regulations. One of the most important “checks” is to perform Entry Audits. This session walks you through a tried and true process to perform transactional entry auditing. You’ll obtain instructions from gathering records through completing an Entry Audit Checklist and receive documentation to help you perform entry audits for your organization.

What the switch to ACE means to the industry

The implementation of the Automated Commercial Environment (ACE) is a game changer for everyone. After many years, Customs and other government agencies are finally rolling out ACE. This implementation will impact not only customs brokers and forwarders but also importers and exporters. How you conduct business, communicate with Customs, deal with other government agencies (OGA’s), review data and run your compliance program will change with ACE. In this session we will share the changes with you, explain how brokers and forwarders will be impacted and show how you can leverage and benefit from these changes.

Risk Management

When was the last time you thoroughly examined the risk to invested capital during international transit?

Within your organization, who is responsible for assessing the risk to cargo during transit? If you’re not sure of the answer, the person responsible might be you! During this section of the seminar our team will outline the legal liability limits of international cargo carriers, the pitfalls of commonly used Incoterms® and the communication divide within organizations that can put invested capital unnecessarily at risk. We will also discuss risk transfer techniques, insurance and coverages readily available in the marketplace that are not widely utilized.

Export General Awareness

Exporting is a privilege not a right! Companies and individuals must understand their requirements and liabilities when exporting out of the United States. It is critical for both companies and individuals who export goods, services and technology to understand and adhere to the myriad of different export regulations enforced by *multiple* federal agencies. In this session we review the basics regarding the various export regulations of the United States. We will cover a general awareness of what an “export” actually is, what the various export regulations are, what agencies are responsible for enforcing these regulations and what responsibilities you have if you are going to export goods, services or technology.

What should be in your export compliance manual and how should you perform an EEI filing audit?

Every exporter should have an export compliance manual. Period. Which agencies control the export of your product? What types of policies and procedures need to be in place to satisfy the governmental agencies that control your U.S. exports? Who within your organization should be responsible for, or share responsibility for, the execution of policies and procedures? We will walk you through what should be in your export compliance manual, discussing how to structure the manual and who in



the organization should be engaged in creating, distributing and executing it. In addition, the team will discuss the methods of performing an EEI Filing transactional audit and provide the tools to complete the audit.

Roundtable Discussion

Do you have additional or off-topic questions that were not addressed during today's sessions? The presenters will avail themselves at the end of the day to publicly address any additional questions that the attendees might have. Additionally, we will be available for side bar conversations as needed at the end of the seminar.

Did you know you can receive CCS/CES credit for attending these seminars?

The Trade Compliance & Policy Seminars are now credit approved. The National Customs Brokers & Forwarders Association of America, Inc. (NCBFAA) and National Education Institute (NEI) are offering Certified Customs Specialist Certification (CCS) and Certified Export Specialist Certification (CES) to attendees to become competent and knowledgeable in the current import and export regulations. You can receive 4 CCS and/or CES credits for the one-day seminar and 5.5 CES/CCS credits for each day of the two-day seminar.



Speaker Biographies

Kevin Doucette joined C.H. Robinson International, Inc. in 2009 after a decade as a Manager with a leading international trade and regulatory compliance consulting firm. Kevin is the Director of North American Trade Policy and Compliance for C.H. Robinson International, Inc. In this role Kevin oversees the external Consulting Division (Trade Policy), the internal Export Corporate Compliance Department, and both the internal Supply Chain Security Divisions for C-TPAT and TSA.

Kevin is experienced and well versed in the areas of U.S. import and export compliance and supply chain security. In his career, Kevin has worked with, and for, executive, director, and managerial leaders for many Fortune 500 companies. Kevin has provided various services to hundreds of importers to include import compliance mock audits, development of import internal controls and manuals, training, trade data analysis, determination of trade program eligibility, prior disclosure assistance, submission of binding rulings and various ad hoc activities. Similarly, Kevin has worked on numerous export projects and issues to include export licensing, implementation of export compliance programs, performing export audits, drafting Export Policy and Procedure Manuals and providing voluntary disclosures assistance and advice to name a few. Kevin has been at the forefront of the supply chain security movement and is credited for helping hundreds of importers obtain C-TPAT certification and validation. He has expertise in mapping supply chains, assessing supply chain risk, conducting facility and business partner audits, developing internal controls and conducting supply chain security training. Kevin is experienced in preparing importers and their supply chain business partners for the rigors of C-TPAT validation, both in the U.S. and abroad. He has done validations in North America, Europe and Southeast Asia.

Kevin has been a guest speaker at trade compliance conferences and seminars throughout the United States. He is a Licensed Customs House Broker and a member of C.H. Robinson's Corporate Compliance Council. Kevin is based in Woburn, MA, and can be reached at 978-496-6918.

Paul Smart is the manager of global insurance, responsible for cargo risk mitigation within the Global Forwarding division of C.H. Robinson. Backed by his experience in several industries, he supports the company's clients through supply chain risk management assessments and risk transfer recommendations. Paul has more than 15 years in international logistics in roles that include risk management, trade management, acquisition integration, sales and strategic account management. He holds a commercial property and casualty insurance license from the State of Georgia and nonresident licenses in 49 States. Before beginning his international logistics career, Paul focused on property exposures—specifically, marine and shipper's interest cargo coverage—in the commercial insurance industry, representing one of the top five insurance brokerage firms in the world. He earned a Bachelor of Business Administration degree from Austin Peay State University and is based in Atlanta, GA. Paul can be reached at 404-494-8757.

