



Certified ITAR Professional®

Certification Level: Advanced

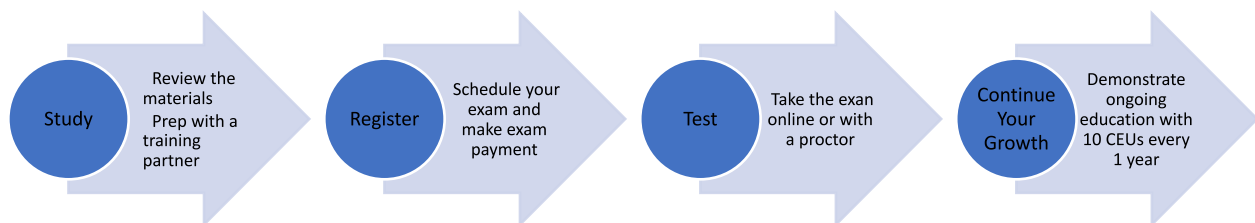
Certification Examination: Four-Hour Proctored Examination

Exam Cost: \$600.00

Career Opportunities	This is the ideal certification for those seeking careers in trade compliance. Examples of these positions includes: • Export Compliance Officer • Empowered Official • Firearms/NFA Compliance Manager • Compliance Manager • Import/Export Program Manager • Global Trade Compliance Manager • Classification Lead • Trade Compliance Analyst • Licensing Officer
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This certification, focusing on export compliance, concentrates on the ITAR knowledge requirements which can help keep your company safeguarded from committing export compliance violations.

Take the exam and demonstrate your trade compliance knowledge:



For more information, please visit

www.industrycertification.org



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Knowledge Requirements

The following topics are defined as within this body of knowledge. They reflect the knowledge assessed within this certification. A person holding this certification will have satisfactorily passed an examination to demonstrate a high degree of knowledge of these knowledge requirements.

Industry Standard: Demonstrate a comprehensive mastery of trade compliance principles, concepts, and processes, specifically those related to the ITAR.

Topic		Knowledge Requirement
ITAR <i>(International Traffic in Arms Regulations)</i>	Agency and Scope	Define the scope, responsibilities, and legal authority of the ITAR. Identify the articles regulated by the ITAR, including those with defense, national security, dangerous drugs, endangered species, or radioactive/nuclear applications.
	Regulatory Context	Place the ITAR within the broader context of other agencies, including the State Department, OFAC, Treasury, CBP, and the FDA.
	Terminology	Define and apply common terms used within trade compliance and within the ITAR to communicate and enforce trade regulations.
	Special Considerations	Identify dual-use items and apply appropriate compliance measures to legally export articles.
	Licensing Processes	Demonstrate mastery of the appropriate forms, electronic filings, licensing processes, exemptions, applications, reporting, and export clearance procedures.
	Recordkeeping	Apply best practices and regulations to maintain compliance with recordkeeping expectations.
	Information Literacy	Demonstrate information literacy related to locating up to date regulations, amendments, rulings, and other matters.
	ITAR Exemptions	Define and describe exemptions. Describe the processes related to determining license exemptions. Determine the type of exemption a shipment might qualify for. Classify temporary exemptions. Apply exemptions to foreign military sales. Describe the rules for re-exports. Assess general applicability rules. Define technical data and exemptions related to it. Identify and describe country-specific exemptions. Describe penalties associated with violations.
	ITAR Agreements	Define and describe Technical Assistance Agreements (TAA) and Manufacturing License Agreements (MLA). Identify the requirements for TAAs and MLAs. Write transmittal letters compliance with best practices and regulatory requirements. Determine the need for and draft a provision reconsideration letter. Identify the elements of a certification letter. Identify associated regulations regarding agreements.
Compliance Audits	Audits	Define and describe the purpose of trade compliance audits. Identify reasons for performing an audit. Differentiate between compulsory and voluntary audits. Describe the auditor's responsibilities to stakeholders.
	Regulatory Context	Identify the regulatory basis for audits. Describe the auditing measures around foreign nationals/foreign persons. Discuss the record keeping requirements of the EAR and ITAR.

	Triggers	Assess events that can trigger a review of export controls. Discuss the impact of a history of violations.
	Violation Discovery	Review the audit requirements of a violation discovery.
	Best Practices	Define and describe the legal and practical issues of compliance audits. Identify best practices regarding external or self-audits. Determine audit processes based on organizational structure. Design an audit process. Establish monitoring and control mechanisms. Review documentation needs. Describe the elements of a Technology Control Plan.
Documentation for Export Compliance	Regulatory Context	Contextualize the major regulations through the lens of documentation requirements. Match specific compliance processes and needs to documentation required.
	Documentation Requirements	Identify required documentation, processes, and filing requirements unique to regulatory agencies. Complete common documents used in international trade and trade compliance.
	Red Flags	List and develop strategies to avoid or resolve red flags.
	Due Diligence	Describe the source of supply due diligence process requirements.
	Shipment Marking	Describe special marking requirements for export compliance.
	Special Circumstances	Identify strategies for special nuclear regulatory requirements, special certificate requirements,
Ethics in Trade Compliance	Define Ethics	Define ethics and differentiate between morals and ethics. Describe the development of ethics and the law and identify forces that shape personal ethics.
	Corporate Context	Identify forces that shape corporate ethics. Critically evaluate corporate policies and codes of ethics. Describe the challenges related to establishing new ethical or compliance standards.
	Compliance Environment	Assess ethical dilemmas related to trade compliance. Identify effective policies and practices to promote ethical compliance within the letter and the spirit of the law.