Welcome BOBCATbuyers

Thursday, January 21, 2016

PLEASE SIGN IN

TEXAS STATE UNIVERSITY

The rising STAR of Texas
AGENDA

- **Welcome** – James Webb, Director, General Accounting
- **Export Controls** – Dr. Michael Blanda, Assistant VP, Research & Federal Relations
- **Introduction of New Staff & Updates** – Jacque Allbright
  Director, Procurement & Strategic Sourcing
- **IT Security & Software** – Linda Safranski, IT Project Manager
  Technology Resources Administration
- **Overview of Sourcing Director** – Judi Nicholson, Assistant Director
  Procurement & Strategic Sourcing
- **Purchasing Training Dates**
- **Meet New Vendors**
Export Controls
Dr. Mike Blanda
Office of the Associate VP for Research & Federal Relations
Export Controls & International Sanctions

With homeland security a major priority over the past several years, the federal government has substantially increased its scrutiny of university compliance with federal regulations controlling the export of goods, technologies and information. In response, Texas State University is reviewing its own policies and practices with regard to the export regulations and is in the process of developing new procedures and educational training to aid in compliance.
Exports of Purchased Goods and Services

There are several export regulations with which the University must comply including the Export Administration Regulations (EARs), the International Traffic in Arms Regulations (ITARs) and others. These regulations restrict the export of certain goods, technologies and information, and various federal departments maintain lists of items that are restricted from export, as well as specific countries that may be banned from receiving such goods from the United States.
Exports of Purchased Goods and Services

If you are purchasing products that will be shipped to locations outside of the U.S., or are contracting for services to be performed at locations outside of the U.S. then you may need to be concerned about export controls and regulations. Please contact the Office of Research Integrity and Compliance.

Phone: 245-2314 or
Email: Compliance@Txstate.edu
“The EAR” (Export Administration Regulations): Commercial & Military Use (Dual-Use)

**Commerce Control List Categories**

0 = Nuclear materials, facilities and equipment (and miscellaneous items)
1 = Materials, Chemicals, Microorganisms and Toxins
2 = Materials Processing
3 = Electronics
4 = Computers
5 = Telecommunications and Information Security
6 = Sensors and Lasers
7 = Navigation and Avionics
8 = Marine
9 = Propulsion Systems, Space Vehicles, and Related Equipment
“The ITAR” (Int’l Traffic In Arms Regulations): Military, Rockets or Space Applications

USML Categories (The ITAR)

- I  Firearms, Close Assault Weapons and Combat Shotguns
- II  Guns and Armament
- III  Ammunition/Ordnance
- IV  Launch Vehicles, Guided Missiles, Ballistic Missiles, Rockets, Torpedoes, Bombs and Mines
- V  Explosives and Energetic Materials, Propellants, Incendiary Agents and Their Constituents
- VI  Vessels of War and Special Naval Equipment
- VII  Tanks and Military Vehicles
- VIII  Aircraft and Associated Equipment
- IX  Military Training Equipment and Training
- X  Protective Personnel Equipment and Shelters
- XI  Military Electronics
- XII  Fire Control, Range Finder, Optical and Guidance and Control Equipment
- XIII  Auxiliary Military Equipment
- XIV  Toxicological Agents, Including Chemical Agents, Biological Agents, and Associated Equipment
- XV  Spacecraft Systems and Associated Equipment
- XVI  Nuclear Weapons, Design and Testing Related Items
- XVII  Classified Articles, Technical Data and Defense Services Not Otherwise Enumerated
- XVIII  Directed Energy Weapons
- XX  Submersible Vessels, Oceanographic and Assoc. Equipment
- XXI  Miscellaneous Articles (Software, components, etc.)
What’s not export controlled?

• Information in the **public domain**.
• Information excluded under the Fundamental Research Exclusion (**FRE**)
• Basic marketing and general system descriptions
International Sanctions

• In addition to EARs and ITARs, the U.S. Treasury Department Office of Foreign Assets Control (OFAC) maintains its own list of foreign countries, specially designated nationals and other blocked persons against which the United States has issued economic or trade sanctions.

• Procurement Office may need to cross-check suppliers and service providers to the OFAC lists to ensure the University’s compliance.
Vendor Payments

• Payments to entities/persons on the denied lists could result in fines.
  – Includes payments to entities in the U.S. or abroad
  – Payment to foreign entity should raise a red flag!
How do the export regulations affect travel abroad for university employees?

Commerce and State have regulations that affect:

• Physically taking items with you on a trip such as
  – Laptops, smart phones, PDAs
  – Encryption products on your laptop
  – Data/technology
  – Blueprints, drawings, schematics

• Information/data presented at meetings or conferences

• Equipment, data, presentations should be vetted for export control issues prior to travel. For assistance contact the Office of Research Integrity and Compliance.
The good news...

• Travel to most countries does not usually constitute an export control problem!
• Taking a laptop with only Microsoft Office Suite, Internet Explorer, Adobe, etc. okay to most countries – no license required.
• In most cases, if you are taking or need to work with export controlled info or equipment abroad, a “License Exception” is available.
Department of Commerce Exception - (TMP) What does it cover?

• Temporary “export” of items such as:
  – Laptops with controlled technology and/or data
  – Digital storage devices with controlled technology and/or data
  – Most software
  – Designs, drawings that are export controlled
  – Other “tools of the trade”
Department of Commerce Exception - (TMP) What is not covered?

• The exception does not apply to:
  – Satellite or space-related equipment, components, or software
  – Exports related to nuclear activities except for a limited number of countries
  – Technology associated with high-level encryption
  – Iran, Syria, Libya, Cuba, North Korea, or Sudan
    • Another exception, “BAG” can be used for Syria, Cuba*, N. Korea
    • Can’t take University property to these countries without a license
  – Anything regulated by the Department of State’s International Traffic in Arms Regulations (ITAR)
Recordkeeping Requirements

• State and Commerce require documentation of exceptions and exemptions
• Paperwork must be in place before you travel
• Records must be kept for five years
• PI/employee should keep a copy
• Copy for Export Control Officer’s file
• Copy for PI’s award file (if applicable)
Procurement & Strategic Sourcing

Meet our Staff

Judi Nicholson
Assistant Director- P-Card & HUB

Shonté Gordon
Assistant Director- e-Procurement

Melisse Shepherd
Assistant Director- Contract Compliance
Procurement & Strategic Sourcing

Meet our Staff

Mary Sacharnoski
Buyer II

Susan Patin
Buyer II

Lauren Clawson
Procurement Analyst

Stacy Orona
Procurement Analyst
Procurement & Strategic Sourcing

Purchasing Updates

WHAT’S NEW
IT Security & Software
ADA Compliance Requirements
Linda Safranski, TR Administration

“IT Procurement Considerations”
Sourcing Director

E-Bidding
You can manually add suppliers.
Sourcing Director

System lets you know if you have not completed a step and which step.
System show what suppliers have submitted a bid.
Sourcing Director

System prepares the bid tab for you.
### 2-Day Basic Purchasing Training 2016

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<thead>
<tr>
<th>Month</th>
<th>Dates</th>
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<tbody>
<tr>
<td>January</td>
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Thank you for coming!

SAVE-THE-DATE

2016 Vendor Show
Tuesday, April 12, 2016

10 AM – 1 PM
LBJ Student Center Ballroom
Sponsored by Procurement & Strategic Sourcing
# Meet Our Vendors

## Non-Promotional Print Services
- Capital Spectrum, LP dba Communication Specialist
- The Whitley Group, LLC
- Capital Printing Co.

## Promotional Print Services
- AJL Advertising Specialties, Inc.
- Caprice Productions, Inc.
- CC Creations, LTD

## Office & Furniture Suppliers
- HBI Office Solutions