Effective Internal Control Programs for Trade Compliance Training Course



30 Nov - 04 Dec 2026

Boston

7500 € (Per Person)

Ref: #CC4643_168575

Course Introduction / Overview:

In today's interconnected global marketplace, maintaining robust trade compliance is not merely a legal obligation but a strategic imperative for business continuity and reputation management. This intensive training course is meticulously designed to provide a comprehensive roadmap for developing, implementing, and managing an effective Internal Control Program (ICP) for trade compliance. Navigating the complex web of export controls, import regulations, sanctions, and customs requirements can be daunting, and failures can lead to severe financial penalties, loss of trade privileges, and significant reputational damage. This program, offered by BIG BEN Training Center, moves beyond theoretical knowledge to provide practical, actionable strategies. Drawing upon established frameworks and the principles discussed by experts like author Thomas G. Travis in works such as "U.S. Customs and International Trade Law", this course equips participants with the tools to build a proactive and sustainable compliance culture within their organizations. Participants will learn to identify risks, establish clear policies and procedures, conduct thorough due diligence, and respond effectively to potential violations, ensuring their organization operates with integrity and confidence on the global stage.

Target Audience / This training course is suitable for:

- Compliance Officers and Managers.
- Export and Import Specialists.
- Legal Counsel and Corporate Lawyers.
- Supply Chain and Logistics Professionals.
- Internal Auditors and Risk Managers.
- Procurement and Sourcing Managers.
- International Sales and Business Development Teams.
- Freight Forwarders and Customs Brokers.
- Senior Management and Executives with oversight responsibility.

Target Sectors and Industries:

- Aerospace and Defense.
- Manufacturing and Industrial Goods.
- Technology and Telecommunications.
- Pharmaceuticals and Life Sciences.
- Energy, Oil, and Gas.
- Logistics and Transportation.
- Financial Services and Banking.
- Consulting and Professional Services.
- Governmental agencies and public sector bodies.

Target Organizations Departments:

- Legal and Compliance Department.
- Supply Chain and Logistics.
- Procurement and Purchasing.
- International Trade and Sales.
- Internal Audit and Risk Management.
- Finance and Accounting.
- Research and Development (R&D).
- Operations Management.

Course Offerings:

By the end of this course, the participants will have able to:

- Design a comprehensive Internal Control Program framework tailored to their organization's specific risks.
- Conduct a thorough trade compliance risk assessment to identify vulnerabilities.
- Interpret and apply key export control regulations such as EAR and ITAR.
- Navigate complex import regulations, including customs valuation and classification.
- Develop and implement effective screening procedures for sanctioned parties and restricted end-uses.
- Establish robust recordkeeping policies that meet regulatory requirements.
- Manage and respond to internal and external compliance audits.
- Foster a culture of compliance awareness and accountability across the organization.
- Implement corrective action plans and voluntary self-disclosures when necessary.

Course Methodology:

The training methodology at BIG BEN Training Center is designed to be highly interactive, practical, and engaging, ensuring that participants can translate learned concepts into real-world application. We believe that adult learning is most effective when it is experiential and collaborative. The course will utilize a blend of expert-led presentations, detailed case study analyses of real-world compliance failures and successes, and interactive group workshops. Participants will engage in practical exercises such as drafting ICP policy statements, conducting mock risk assessments, and simulating license determination processes. Team-based activities will encourage peer-to-peer learning and the sharing of diverse industry perspectives. Open forum discussions and Q&A sessions are integrated throughout the program to address specific challenges and scenarios faced by participants in their own organizations. Our expert instructors provide continuous feedback and guidance, creating a supportive learning environment that fosters critical thinking and problem-solving skills essential for any trade compliance professional. This hands-on approach ensures participants leave with not just knowledge, but the confidence to implement and manage effective compliance programs.

Course Agenda (Course Units):

Unit One: Foundations of Trade Compliance and Internal Control Programs

- Introduction to Global Trade Compliance.
- The Legal and Regulatory Framework for Imports and Exports.
- Understanding the Consequences of Non-Compliance.
- The Core Elements of an Effective Internal Control Program (ICP).
- Management Commitment and the Role of a Compliance Officer.
- Defining the Scope and Objectives of Your ICP.
- Key Terminology in International Trade.

Unit Two: Risk Assessment and Procedure Development

- Conducting a Comprehensive Trade Compliance Risk Assessment.
- Identifying High-Risk Countries, Products, and Transactions.
- Developing and Documenting Standard Operating Procedures (SOPs).
- Creating a Clear and Accessible Trade Compliance Manual.
- Integrating Compliance Procedures into Business Processes.
- Establishing Roles, Responsibilities, and Accountabilities.
- Change Management for New Compliance Procedures.

Unit Three: Mastering Export Controls and Screening

- Jurisdiction and Classification under EAR and ITAR.
- Determining Export Control Classification Numbers (ECCN) and USML Categories.
- Navigating Export License Requirements and Exceptions.
- Denied Party, Sanctions, and Embargo Screening Processes.
- Managing Deemed Exports and Technology Transfers.
- End-Use and End-User Controls and Due diligence.
- Completing and Filing Export Documentation (e.g., EEI).

Unit Four: Navigating Import Compliance and Supply Chain Security

- The Fundamentals of the Import Process.
- Harmonized Tariff Schedule (HTS) Classification.
- Customs Valuation and Country of Origin Determination.
- Understanding Free Trade Agreements and Preference Programs.
- Partner Government Agency (PGA) Requirements.
- Supply Chain Security Programs (e.g., CTPAT).
- Managing Customs Brokers and Freight Forwarders.

Unit Five: Auditing, Training, and Continuous Improvement

- Developing a Trade Compliance Training Program.
- Conducting Periodic Compliance Audits and Testing.
- Investigating Potential Violations and Breaches.
- The Process of Voluntary Self-Disclosure.
- Implementing Effective Corrective Action Plans.
- Recordkeeping Requirements for Imports and Exports.
- Monitoring Regulatory Changes and Updating the ICP.

FAQ:

Qualifications required for registering to this course?

There are no requirements.

How long is each daily session, and what is the total number of training hours for the course?

This training course spans five days, with daily sessions ranging between 4 to 5 hours, including breaks and interactive activities, bringing the total duration to 20 - 25 training hours.

Something to think about:

As global supply chains become more complex and geopolitical tensions rise, how can an Internal Control Program evolve from a static set of rules into a dynamic, predictive tool for mitigating future trade risks?

What unique qualities does this course offer compared to other courses?

This course distinguishes itself by focusing on the practical architecture and sustainable implementation of an Internal Control Program, rather than merely reciting regulations. While many courses provide a theoretical overview of trade laws, our curriculum is built around a hands-on, workshop-based approach that empowers participants to build and test compliance frameworks in real-time. We emphasize the integration of compliance into the very fabric of business operations, transforming it from a departmental silo into a shared corporate responsibility. The program delves deep into the nuances of conducting effective risk assessments, a critical skill that is often covered superficially. Furthermore, our content is continuously updated to reflect the latest regulatory shifts, enforcement trends, and geopolitical developments, ensuring its immediate relevance. The course fosters a strategic mindset, teaching participants not just how to comply, but how to leverage a robust compliance program as a competitive advantage by enabling smoother, more reliable, and more secure international trade operations. It is this focus on building a resilient and proactive compliance culture, rather than just a reactive checklist, that provides unparalleled value.