



# IIEI Certification

Providing the Professional Certification Standard To  
the Import-Export Community Worldwide



## CERTIFIED U.S. EXPORT COMPLIANCE OFFICER®

An individual earning the esteemed distinction of Certified U.S. Export Compliance Officer® (CUSECO®) has met the international trade industry's highest professional standard in the area of regulatory trade compliance.. This individual has demonstrated mastery of the requisite IIEI Certification Bodies of Knowledge associated with this specialty by passing a rigorous industry examination process.

## CUSECO® Examination Process

After preparing for the examination, either through self-study or by completing a prescribed course of study through an Approved Provider organization, an individual can apply to sit for the industry certification examination (CUSECO® exam is four hours in length) at any approved testing site worldwide. Upon successfully passing the examination, the certification of *Certified U.S. Export Compliance Officer®* is awarded.

### Certification Examination Fees:\*

CUSECO® exam US \$495 (U.S. domestic)

Exam Registration fee US \$30 (U.S. domestic)

\*Exam and registration fees may vary by country and testing center. Check with your local provider.

## Knowledge Requirements

The following topics are defined as within the body of knowledge for this certification and are reflected in the knowledge assessment requirements. A person holding this certification will have satisfactorily passed an examination that demonstrates a high degree of knowledge of these topics and knowledge requirements.

**Industry Standard:** (1) Demonstrate current knowledge and usage of US export compliance regulations, concepts and processes. (2) Demonstrate in-depth knowledge of export documentation for EAR, ITAR and other regulations for goods requiring a validated license. (3) Demonstrate an understanding of the industry's professional code of ethics:

Understand Export Administration Regulations  
Role of the Bureau of Industry and Security (BIS)  
Scope of the Export Administration Regulations (EAR)  
EAR Control Lists  
EAR License Exceptions

EAR Special Reporting Requirements  
Embargoes and Special Controls  
EAR License Application Processing and Issuance  
EAR Export Clearance Requirements  
Restrictive Trade Practices and Boycotts  
EAR Record Keeping  
EAR Terms and Definitions  
EAR Forms

Understand ITAR - International Traffic in Arms Regulations  
Section 38 – Arms Export Control Act 22 USC 2778  
Role of the DDTC  
Export Control Concepts USML  
Industry Responsibility and National Security  
Government Agency Roles  
ITAR CFR Sections 120 - 130  
Compliance Issues including Dual Use Items  
ITAR Amendments  
Researching ITAR topics with the Federal Register and other Online Resources

(See Continuation of Knowledge Requirements on reverse side)

## Continuing Education Requirement or Re-Certification

Re-certification is required every year. Prior to the expiration date, an individual may earn industry Continuing Education Units (CEUs), by attending industry training events, completing self directed study IIEI courses to extend the certification for another year. If sufficient CEUs are not earned, an individual must retake the certification exam.

## Complete Information Available Online

Visit us on the web at:

[www.industrycertification.org](http://www.industrycertification.org)

Email: [info@expandglobal.com](mailto:info@expandglobal.com)

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## IIEI Certification

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## CERTIFIED U.S. EXPORT COMPLIANCE OFFICER®

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Continuation of Knowledge Requirements from front side

**ITAR Documents - Know usage**  
**Personal and Business Liability (issues and practices)**

**Understand Documentation Processes for US export compliance**  
**EAR and ITAR Regulatory Documentation**  
**Agency documentation Requirements**  
**Common Export Documents used for compliance**  
**Departmental Documentation forms and usage**  
**General Red Flags**  
**Special Nuclear Regulatory Requirements**  
**Shipment Marking Requirements for Export Compliance**  
**Special Certificate Requirements**  
**Knowing your Source of Supply**  
**Due Diligence**

**Define Ethics and Moral**  
**Impact of Ethics on a Company**  
**Compliance Environment related to Trade Compliance**  
**Ethical Situations in Compliance**  
**New Ethical Standards**  
**Impact of Resistance to Change**  
**Establishing an Ethical Stance for compliance**  
**Monitoring and Control of Ethical Compliance**

**The body of knowledge requirements for this certification state that individuals should possess the following knowledge:**

Export Administration Regulations, 15 C.F.R. 730-774 (current version) US Department of Commerce Bureau of Industry and Security, US Government Printing Office

Supplements to Export Administration Regulations, (current version) US Department of Commerce Bureau of Industry and Security, US Government Printing Office

Ruling addendums to Export Administration Regulations, (current version) US Department of Commerce Bureau of Industry and Security, US Government Printing Office

International Traffic in Arms Regulations 22 C.F.R. 120 - 130 - ITAR Regulations of the US (current version) , US Government Printing Office

Section 38 – Arms Export Control Act 22 USC 2778 , US Government Printing Office

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