

MATTHEW J. LANCASTER

Kyle, Texas
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PROFILE

PROFESSIONAL EXPERIENCE

DELL, INC., AUSTIN, TEXAS

Import/Export Compliance Consultant, January 2016 – Present

Subject Matter Expert for US export controls.

Focus on automation of trade compliance activities, including implementation and maintenance of global screening tools and processes.

Support the implementation of corporate policy and guidance to ensure compliance with US regulations governing business activities, including but not limited to International Traffic in Arms Regulations (ITAR), Export Administration Regulations (EAR), Office of Foreign Asset Control regulations and Foreign Asset Control Regulations (hereinafter collectively referred to as “OFAC” or “FACR”), Anti-Boycott regulations, Census Bureau regulations, Customs regulations, Bureau of Alcohol, Tobacco, Firearms, and Explosives (BATFE) regulations, and various non-US laws, regulations, rules and customs.

ITAR Empowered Official.

AUTODESK, INC., SAN RAFAEL, CALIFORNIA

Global Export Compliance Manager, June 2015 – July, 2017

Lead global team for all export compliance activities.

Focus on automation of trade compliance activities.

Support the implementation of corporate policy and guidance to ensure compliance with US regulations governing business activities, including but not limited to International Traffic in Arms Regulations (ITAR), Export Administration Regulations (EAR), Office of Foreign Asset Control regulations and Foreign Asset Control Regulations (hereinafter collectively referred to as “OFAC” or “FACR”), Anti-Boycott regulations, Census Bureau regulations, Customs regulations, Bureau of Alcohol, Tobacco, Firearms, and Explosives (BATFE) regulations, and various non-US laws, regulations, rules and customs.

ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC., REDLANDS, CALIFORNIA

Business Attorney – Export Compliance, December 2014 – June 2015

Lead the formulation and implementation of policy and guidance to ensure the company and its worldwide network of distributors maintain consistent compliance with US export regulations and anti-bribery laws, including the Foreign Corrupt Practices Act (FCPA) and the UK Bribery Act.

Focus on automation of trade compliance activities.

Support the implementation of corporate policy and guidance to ensure compliance with US regulations governing business activities, including but not limited to ITAR, EAR, OFAC, Anti-Boycott regulations, Census Bureau regulations, Customs regulations, BATFE regulations, and various non-US laws, regulations, rules and customs.

ITAR Empowered Official.

Compliment compliance best practices via coordinated extraction of targeted rulings from US regulators.

Prepare, sign, and shepherd authorizations from and communications with US Government agencies responsible for reviewing and acting on license applications and requests.

Prepare and provide regular and targeted training to all personnel on compliance with US export and import laws and regulations, and anti-bribery regulations.

DRS TECHNOLOGIES, INC., ARLINGTON, VIRGINIA

Director, Business Trade Operations, July 2013 – November 2014

Lead team of ten (10) trade managers.

Focus on automation of trade compliance activities.

Support the implementation of corporate policy and guidance to ensure compliance with US regulations governing business activities, including but not limited to ITAR, EAR, OFAC regulations, Anti-Boycott regulations, Census Bureau regulations, Customs regulations, BATFE regulations, and various non-US laws, regulations, rules and customs.

ITAR Empowered Official.

Provide support for the formulation and implementation of policy and guidance to ensure worldwide network of affiliated companies maintain consistent compliance with US regulations and Special Security Agreements.

Compliment compliance best practices via coordinated extraction of targeted rulings from US regulators.

Prepare, sign, and shepherd authorizations from and communications with US Government agencies responsible for reviewing and acting on license applications and requests.

Prepare and provide regular and targeted training to all personnel on compliance with US export and import laws and regulations.

EADS NORTH AMERICA, INC., HERNDON, VIRGINIA

Director of Licensing, October 2010 – July 2013

Support the implementation of corporate policy and guidance to ensure compliance with US regulations governing business activities, including but not limited to ITAR, EAR, OFAC regulations, Anti-Boycott regulations, Census Bureau regulations, Customs regulations, BATFE regulations, and various non-US laws, regulations, rules and customs.

ITAR Empowered Official and D-Trade Super User.

EAR SNAP-R account primary administrator.

Provide support for the formulation and implementation of policy and guidance to ensure worldwide network of affiliated companies maintain consistent compliance with US regulations and Special Security Agreements.

Compliment compliance best practices via coordinated extraction of targeted rulings from US regulators.

Prepare, sign, file, shepherd, and manage authorizations from and communications with US Government agencies responsible for reviewing and acting on license applications and requests.

Primary responsible for EAR and ITAR classification, including Commodity Jurisdiction and Commodity Classification Request applications.

Prepare and provide regular and targeted training to all personnel on compliance with US export and import laws and regulations.

EADS NORTH AMERICA, INC., ARLINGTON, VIRGINIA

Compliance and Licensing Officer, 2008 - 2010

Support the implementation of corporate policy and guidance to ensure compliance with US regulations governing business activities, including but not limited to ITAR, EAR, OFAC, Anti-Boycott regulations, Census Bureau regulations, Customs regulations, and BATFE regulations.

ITAR Empowered Official and D-Trade Super User.

EAR SNAP-R account primary administrator.

Prepare, sign, file, shepherd, and manage authorizations from and communications with US Government agencies responsible for reviewing and acting on license applications and requests.

Prepare and provide regular and targeted training to all personnel on compliance with US export and import laws and regulations.

SCIENCE APPLICATIONS INTERNATIONAL CORPORATION (SAIC), MCLEAN, VIRGINIA

Deputy Director, Corporate Export Administration, 2007 –2008

Support the implementation of corporate policy and guidance to ensure compliance with US regulations governing international business activities, including but not limited to ITAR, EAR, OFAC regulations, Anti-Boycott regulations, FCPA, Census Bureau regulations, Customs regulations, BATFE regulations, European data privacy, and corporate gift-giving.
Develop experience-based templates which have resulted in expedited ITAR license approvals.
One of four ITAR Empowered Officials.
Prepare, sign, file, shepherd, and manage authorizations from and communications with US Government agencies responsible for reviewing and acting on license applications and requests.
Primary responsible for deemed export compliance.

SAIC, McLEAN, VIRGINIA

Export Controls Manager, 2006 – 2007

For revenues \$1 billion Operational Intelligence Solutions Business Unit, ensure company activities comply with export and import regulations, including, with special emphasis, the ITAR, EAR, Customs regulations, and BATFE regulations. Research and identify foreign import and export regulations and Offset Programs.
Devise and execute licensing plans and associated paperwork, including crafting export-specific terms and conditions and bid assumptions. Prepare and coordinate Automated Export System (AES) filings, Shippers' Letters of Instruction (SLI), Commodity Jurisdiction requests, Technical Assistance Agreements and other license applications.
Determine munitions list and dual-use classifications for company products, services, technical data, and technologies. Maintain databases in accordance with statutory record-keeping requirements. Act as company liaison with industry partners.
Provide periodic training to all levels of personnel regarding export compliance. Assist in the development of policies, practices, and procedures.

AMSEC LLC, VIRGINIA BEACH, VIRGINIA

Export Administrator and Senior Contracts Administrator, 2004 – 2006

For this SAIC/Northrop Grumman Newport News joint venture, ensure all company activities comply with the full gamut of export and import regulations, including, with special emphasis, the EAR, ITAR, and Anti-Boycott Regulations. Execute licensing plans and associated paperwork as required. Perform and coordinate AES filings. Provide periodic training to all levels of personnel regarding export compliance. Develop policies and procedures consistent with company goal of maintaining 100% compliance with all applicable export regulations.
Participate in proposal preparation, development of contractual terms and conditions, and negotiation and administration of contracts and subcontracts. Analyze estimates of material, equipment, and production costs. Monitor company performance for conformance to original proposals and maintain continual reviews to ensure that all terms and conditions are met and that the contract is in accordance with legal requirements, customer specifications, and government regulations. Prepare and disseminate information regarding contract status, compliance, modification, negotiation, and termination.
Prepare special reports as required.

PROFESSIONAL MEMBERSHIPS

Virginia State Bar, Admitted 2005
American Bar Association
Society for International Affairs

EDUCATION

HARVARD KENNEDY SCHOOL, CAMBRIDGE, MASSACHUSETTS
Mastering Trade Policy Certificate, September 2015

TULANE LAW SCHOOL, NEW ORLEANS, LOUISIANA
Juris Doctor, May 2004
Certificate of Specialization in Maritime Law
Tulane Maritime Law Journal
Maritime Law Association
Environmental Law Association
Honor Board Representative, Three terms

UNIVERSITY OF CHICAGO, CHICAGO, ILLINOIS
Bachelor of Arts in English Literature, 1999

PUBLICATIONS AND PRESENTATIONS

Panelist, *Dealing with Unique Export Controls Issues Affecting Manufacturing, R & D and Repair Centers Overseas*, American Conference Institute's 13th National Forum on Export Controls Global Compliance Strategies, 2010

When and How to Draft Commodity Jurisdiction Requests and Working with DDTC to Expedite the CJ Process, American Conference Institute's 4th ITAR Boot Camp, 2010

Classifying Commercial, Dual-Use Items and Technology: A Comparison of US and EU Approaches, C5's 5th Forum on Export Controls, 2011

Conducting Effective Classification of Items to Prevent Delays in the Export Process, Marcus Evans' Advanced ITAR Compliance

ITAR Compliance: Disclosure and Audits, Federal Publications Seminars' Hilton Head Government Contract Conference, 2011

Merging of ITAR and EAR: Impact on ITAR Classification and Licensing, C5's Complying with ITAR, 2011

Panelist, *Marking and Tracking Controlled Technical Data: Best Practices for Avoiding ITAR Violations*, C5's Complying with the ITAR, 2011

Chair, Marcus Evans' 2nd Annual Advanced ITAR Compliance Conference, 2012

Workshop, *Effectively Navigating Licensing Requirements and Exemptions to Expedite the Export Process*, Marcus Evans' 2nd Annual Advanced ITAR Compliance Conference, 2012

Identifying the Impact of the Export Control Reform Initiative on Technical Assistance Agreement and Manufacturing Licensing Agreement Requirements, Submittals, and Certifications, Marcus Evans' 2nd Annual Advanced ITAR Compliance Conference, 2012

ITAR Compliance: Disclosure and Audits, Federal Publications Seminars' La Jolla Government Contract Conference, 2012

Panelist, ***ITAR vs EAR: Commodity Jurisdiction***, Pittsburgh Technology Council's ITAR Compliance and Enforcement, 2012

Panelist, ***Licensing and Agreements***, Pittsburgh Technology Council's ITAR Compliance and Enforcement, 2012

Chair, Marcus Evans' 3rd Annual Advanced ITAR Compliance Conference, 2013

Workshop, ***Overcoming Key Obstacles for Efficient Practices and Regulatory Compliance***, Marcus Evans' 3rd Annual Advanced ITAR Compliance Conference, 2013

Achieving Proper Classification to Expedite the Export of ITAR-controlled Products, Marcus Evans' 3rd Annual Advanced ITAR Compliance Conference, 2013

Panelist, ***ITAR Parts 120 & 121 and Export Control Reform – Which Items, Technology and Services Stay ITAR-Controlled: How to Determine ITAR Jurisdiction over Defense, Commercial and “Dual-Use” Items***, American Conference Institute's 10th ITAR Boot Camp, 2013

Panelist, ***How to Prepare ITAR Licenses and Agreements that Meet DDTC and DTSA Expectations: A Step-by Step Guide to Filling Out Applications, Electronic Filing and Providing Supporting Documentation***, American Conference Institute's 10th ITAR Boot Camp, 2013
Chair, Marcus Evans' ITAR Compliance WEST Conference, 2013

Workshop, ***Classification and Licensing***, Marcus Evans' ITAR Compliance WEST Conference, 2013

Co-Chair, American Conference Institute/The Canadian's Institute's 3rd Forum on U.S. Export Compliance and Reexport Compliance for Canadian Operations, 2014

Workshop, ***When and How to Secure a License from the US Department of Commerce: A Practical Guide to Using Form 748P and SNAP-R, and Preventing Delays***, American Conference Institute/The Canadian's Institute's 3rd Forum on U.S. Export Compliance and Reexport Compliance for Canadian Operations, 2014

Panelist, ***Preventing Defence Services Export Violations: How to Ensure that Engineering Discussions and Technical Assistance Comply with EAR License Conditions and TAAs***, American Conference Institute/The Canadian's Institute's 3rd Forum on U.S. Export Compliance and Reexport Compliance for Canadian Operations, 2014

Panelist, ***The Extraterritorial Reach of New ITAR Brokering Rules to Canada: What New Rules Mean for Your Export & Reexport Activities***, American Conference Institute/The Canadian's Institute's 3rd Forum on U.S. Export Compliance and Reexport Compliance for Canadian Operations, 2014

Workshop, ***Establishing a Global Trade Compliance Audit Program***, Marcus Evans' 4th Annual International Trade Compliance, 2014

Panelist, ***Examining the Scope of Criminal Liability in Export Investigations***, Marcus Evans' 4th Annual International Trade Compliance, 2014

Panelist, ***How Reliable is Your Third Party Screening Program? How Canadian Companies Can Satisfy ITAR, EAR and OFAC Supply Chain Screening and Re-Screening Requirements***, American Conference Institute/The Canadian's Institute's 4th Industry Forum on U.S. Export Compliance and Reexport Compliance for Canadian Operations, 2015

Panelist, ***How to Determine What is and Is Not "Specially Designed": Concrete Examples of How to Interpret and Apply Different EAR and ITAR Definitions***, American Conference Institute/The Canadian's Institute's 4th Industry Forum on U.S. Export Compliance and Reexport Compliance for Canadian Operations, 2015

Panelist, ***The de minimis Rule In Practice: How to Conduct and Submit de minimis Calculations for 500 and 600 Series, and Other CCL Items***, American Conference Institute/The Canadian's Institute's 4th Industry Forum on U.S. Export Compliance and Reexport Compliance for Canadian Operations, 2015

Panelist, ***Export Controls and Export Control Reform***, Arent Fox Seminar: A Changing Frontier: International Trade Regulations, Compliance, and Enforcement Trends, 2015

US Export Controls and Encryption Technologies, University of Nebraska College of Law, Space, Cyber and Telecommunications Law Program, 2018