Export Control Procurement Process

1. Purchase Requisition (PR) transmitted to Procurement
3. Is a bid required?
   - Yes
   - No
   - Procure or bid per established procedures

Procurement:
1. Flags item as ECCN in the PO/SPC via the Text tab
2. In retail tab add ECC in Reason for Ord box

Add S10 Export Control statement on PO

Create Purchase Order (PO)

Check vendor (use MK Data Database) https://www.mkdenial.com/index.cfm

Prior to adding a new vendor to the SAP check the vendor against the U.S. Department of the Treasury Specially Designated Nationals List (SDN) at http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default....

Export Control Reporting

SAP program places all flagged goods/services into ECCN table, checks older items for Asset conditions

ECCN contact nightly update maintains table

Items not associated with Asset# can have fields below populated manually

Report can be run by:
- Plant
- Creation date
- Resp. person
- Resp. CC
- Location
- ECCN

Items listed on this bid request may be governed by Federal Export Control Laws and Regulations that restrict the transfer of certain materials, technology, related technical data and certain services outside the United States. For the items governed by Federal Export Control Laws and Regulations you are required to provide the technical specification sheets and the ECCN or USML number for each line item with your quote or bid proposal. For each line item not governed by the Federal Export Control Laws and regulations, you are required to enter on your quote of bid proposal “NOT Governed by Law”. Failure to follow this procedure may disqualify your quote or bid proposal from the procurement process.