

Important session information for all attendees.

SAMPE Restricted Papers —ITAR Regulations Session Admittance

(REVISED PROCEDURES 6/05)

Several papers to be presented at this conference will be restricted papers governed by ITAR (International Traffic in Arms Regulations). The U.S. citizens SAMPE list used at previous conferences will not be available. If you plan to attend any presentations restricted by ITAR, you must bring proof of citizenship plus the other verification documents as shown below. Please note that only U.S. citizens and U.S. Resident Aliens can be considered for attendance at these restricted presentations. Admittance to restricted sessions and access to restricted technical papers is implemented and controlled by U.S. International Traffic in Arms Regulations (ITAR). All restricted session attendees **MUST** abide by the procedures and submittal of verification documents as noted below – no exceptions:

ATTENDEE CLASSIFICATION	IDENTIFICATION & PROOF OF EMPLOYMENT REQUIREMENTS
U.S. Government Employees	1. Proof of Citizenship (for example, passport, birth certificate, voters registration card, naturalization papers), and , 2. Personal <u>photographic</u> identification (passport, driver's license, corporate ID, etc.)
U.S. Citizens	1. Proof of Citizenship (for example, passport, birth certificate, voters registration card, naturalization papers), and , 2. Personal <u>photographic</u> identification (passport, driver's license, corporate ID, etc.), and , 3. Certification credentials based on DD Form 2345 (see below for details)
Resident Aliens (U.S.)	1. Resident Alien Card, and , 2. Personal <u>photographic</u> identification (passport, driver's license, corporate ID, etc.), and , 3. Certification credentials based on DD Form 2345 (see below for details)

DD Form 2345 individual certification credentials (required for U.S. & Resident Aliens) must be from one of the following:

1. Copy of an approved and active DD Form 2345 for the individual, **or**,
2. Copy of an approved and active DD Form 2345 for the individual's employer **PLUS** evidence of current employment status with that employer (corporate ID, business card, etc.), **or**,
3. A listing of the individual's employer in the most recent DoD quarterly Qualified U.S. Contractor Access List **PLUS** evidence of current employment status with that employer (corporate ID, business card, etc.).

DD Form 2345 may be downloaded and completed online in order to apply for approval to be listed on the Qualified U.S. Contractor List, www.dlis.dla.mil/jcp/. Allow at least 4 weeks prior to the SAMPE symposia or technical conference dates for this process.

How to get your ITAR Clearance:

Bring all of the above listed identification, proof of employment and certification credentials to the SAMPE Clearance counter at the SAMPE Registration area. Your documents will be verified and you will be provided with a stamp indicating your ITAR clearance. Photo ID will be checked against your ITAR badge before admittance is granted to any ITAR presentation.