



*Where Industry and Security Intersect*

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## BIS Program Offices

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### Export Administration

#### Office of Exporter Services (OExS):

This office is responsible for counseling exporters, conducting export control [seminars](#), and drafting and publishing changes to the [Export Administration Regulations](#). It is also responsible for licensing and compliance actions relating to the special comprehensive license, and for administering the processing of license applications and commodity classifications.

Bernie Kritzer, Director  
 Office of Exporter Services  
 14th Street and Constitution Avenue, NW  
 U.S. Department of Commerce  
 Washington DC 20230

Tel. 202-482-0436  
 Fax 202-482-3322

<b>Outreach and Educational Services Division</b>
Office of Exporter Services Outreach and Educational Services Division 14th St. & Pennsylvania Ave., NW U.S. Department of Commerce Washington DC 20230 Phone: (202) 482-4811 Fax: (202) 482-2927 <a href="#">Email Inquiries</a>   <a href="#">Seminar Inquiries</a>
<b>Western Regional Office</b>
Michael Hoffman, Director BIS Western Regional Office 2302 Martin Street, Suite 330 Irvine, CA 92612 Phone: (949) 660-0144 Fax: (949) 660-9347 <a href="#">Email Inquiries</a>   <a href="#">Seminar Inquiries</a>
<b>Northern California Branch</b>
BIS Western Regional Office 160 W. Santa Clara Street

Suite 725 San Jose, CA 95113 Phone: 408-998-8806 Fax: 408-998-8677
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### **Office of Nonproliferation and Treaty Compliance (NPTC):**

This office is responsible for administering the Commerce Department's multilateral export control responsibilities under the Nuclear Suppliers Group, the Missile Technology Control Regime and the "Australia Group" (chemical and biological controls). It also administers U.S. unilateral foreign policy export controls. In addition, this office is responsible for the industrial compliance provisions of arms control and disarmament treaties (e.g., Chemical Weapons Convention) and for representing U.S. industry and security interests in the multilateral arms control and disarmament deliberations (e.g., Biological and Toxin Weapons Convention).

Alexander Lopes, Director  
Office of Nonproliferation and Treaty  
Compliance  
14th Street and Constitution Avenue, N.W.  
U.S. Department of Commerce  
Washington DC 20230

Tel. 202-482-3825  
Fax 202-482-3322

### **Office of National Security and Technology Transfer Controls (NSTTC):**

This office is responsible for issues related to national security export and reexport controls. It implements multilateral export controls for national security reasons to comply with the [Wassenaar Arrangement](#) to control the spread of dual-use goods and related technologies. It is also responsible for U.S. export control policy for [high performance computers](#), [encryption](#) and administers the export licensing responsibilities for foreign nationals under the "deemed export" technology rule. It also administers the "short supply" provisions of the Export Administration Regulations. This office is responsible for policy actions, export licenses, commodity classifications, license determinations, and advisory opinions for affected commodities and is the focal point for commodity jurisdiction assessments.

Eileen Albanese, Director  
Office of National Security and Technology  
Transfer Controls  
14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington, D.C. 20230

Tel. 202-482-0092  
Fax 202-482-4094

## **Office of Strategic Industry and Economic Security (SIES):**

This office is responsible for implementing programs to support the [U.S. defense industrial base](#), including ensuring that U.S. defense industries can meet current and future national security requirements.

Michael Vaccaro, Director (Acting)  
Office of Strategic Industry and Economic Security  
14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington DC 20230

Tel. 202-482-4506  
Fax 202-482-5650

## **Office of Technology Evaluation (OTE):**

This office is the focal point within BIS for analyzing the impact of export controls on U.S. competitiveness and the capabilities of the U.S. industrial base to support the national defense. OTE works to maintain and enhance national and economic security by:

- conducting primary research and analysis on critical technologies and defense-related industrial sectors;
- gauging the effectiveness of the dual-use export control system on U.S. economic interests;
- investigating the effects of imports on national security;
- analyzing foreign availability of critical products and technologies;
- determining if measures are needed to protect the U.S. economy from supply shortages; and
- administering Technical Advisory Committees.

Kevin Kurland,  
Director, Office of Technology Evaluation  
Office of Technology Evaluation  
U.S. Department of Commerce  
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Room 1093  
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Brad Botwin,  
Director, Industrial Base Studies  
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## **Export Enforcement**

### **Office of Export Enforcement (OEE):**

OEE's mission is to Keep the most sensitive goods out of the most dangerous hands. OEE pursues



this mission by enforcing U.S. export control and related public safety laws, with a focus on violations posing the most significant threats to U.S. national and homeland security, foreign policy objectives and economic interests such as the proliferation of Weapons of Mass Destruction and their delivery systems, international terrorism and State sponsorship of terror, and unauthorized dual-use exports for military purposes.

OEE investigates violations of the International Emergency Economic Powers Act, the Export Administration Regulations, the Fastener Quality Act, and other export control and public safety statutes; apprehends violators; and works with U.S. Attorneys, BIS's Office of Chief Counsel and other officials in criminal prosecutions and administrative cases based on OEE investigations. OEE Special Agents are criminal investigators who are empowered to make arrests, carry firearms, take testimony, execute search warrants, develop evidence and seize goods about to be exported illegally.

Douglas Hasebrock, Director  
Office of Export Enforcement  
14th Street and Constitution Avenue, NW  
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Washington DC 20230

Tel. 202-482- 1208  
Fax 202-482-5889

#### **Office of Export Enforcement, Investigations Division:**

OEE has nine field offices strategically located throughout the United States. These field offices fall under the supervision of:

The Assistant Director for Investigations  
Office of Export Enforcement  
14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington DC 20230

Tel. 202-482-1208  
Fax 202-482-5889

Boston Field Office	Office of Export Enforcement Room 253 10 Causeway Street Boston , MA 02222	Phone: 617-565-6030 Fax: 617-565-6039
Chicago Field Office	Office of Export Enforcement One Oakbrook Terrace Suite 804 Oakbrook Terrace, IL 60181	Phone: 630-705-7010 Fax: 630-424-0118
Dallas Field	Office of Export Enforcement Room 622	Phone: 214-767-9294

Office	525 South Griffin Street Dallas, TX 75202	Fax: 214-767-9299
Houston Resident Office	Office of Export Enforcement Suite 250 15355 Vantage Parkway, West Houston, TX 77032	Phone: 281-372-7130 Fax: 281-590-3931
Los Angeles Field Office	Office of Export Enforcement Suite 310 2601 Main Street Irvine, CA 92714	Phone: 949-251-9001 Fax: 949-251-9103
Miami Field Office	Office of Export Enforcement Suite 2060 200 E. Las Olas Blvd. Fort Lauderdale, FL 33301	Phone: 954-356-7540 Fax: 954-356-7549
New York Field Office	Office of Export Enforcement Suite 104 1200 South Avenue Staten Island, NY 10314	Phone: 718-370-0070 Fax: 718-370-0826
San Jose Field Office	Office of Export Enforcement Suite 725 160 W. Santa Clara Street San Jose, CA 95113	Phone: 408-291-4204 Fax: 408-291-4320
Washington Field Office	Office of Export Enforcement Suite 1125 381 Elden Street Herndon, VA 20170	Phone: 703-487-9300 Fax: 703-487-9463

### **Office of Export Enforcement, Operations Division:**

The Operations Divisions is located at Headquarters in Washington , DC and is staffed by OEE Special Agents. This division generates leads, provides Headquarters support for field operations, and manages OEE's overseas operations and Seized Computer Evidence Recovery program.

The Assistant Director for Operations  
Office of Export Enforcement, Operations  
Divisions

14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington, DC 20230

Tel. 202-482-1208  
Fax 202-482-0964

### **Office of Enforcement Analysis (OEA):**

OEA monitors and evaluates export transactions to ensure compliance with the Export Administration Regulations, the Chemical Weapons Convention, and related laws and regulations to ultimately facilitate trade and promote commerce abroad while still protecting our nation's security from unauthorized use of our nation's most sensitive goods and technology.

OEA accomplishes this mission by providing support to enforcement activities, and supplying the Bureau of Industry and Security (BIS) program offices with information on export license applications. Specifically, OEA assists the OEE field offices and BIS's export licensing offices by researching, analyzing, and disseminating export control information on end-users and end-uses used to detect and prevent the illegal transfer of controlled U.S.-origin goods and technology. The office also makes licensing recommendations to BIS licensing officers based on intelligence information and input received from Special Agents in the field.

Glenn Krizay, Director  
Office of Enforcement Analysis  
14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington, DC 20230

Tel. 202-482-4255  
Fax 202-482-0971

### **Office of Enforcement Analysis, Operations Support Division:**

The Operations Support Division handles all of the licensing determinations from the field and outside agencies, initiates and tracks pre-license checks and post-shipment verifications, and coordinates license recommendations and escalated license applications; and manages activities of the Export Control Officers.

The Assistant Director for Operations Support  
Office of Enforcement Analysis, Operations Support Division  
14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington, DC 20230

Tel. 202-482-9163  
Fax 202-482-0971

### **Office of Enforcement Analysis, Export Control Officers:**

BIS Export Control Officers are located in five overseas locations. They conduct Pre-License Checks, Post-Shipment Verifications, and outreach and educational activities to monitor export control requirements in foreign destination countries. Export Control

Officers are BIS Special Agents on detail to the Foreign Commercial Service, and report directly to the Embassies to which they are posted. Export Control Officers are located at:

Beijing, China  Export Control Officer	U.S. Commercial Service 31/F, North Tower Beijing Kerry Center Beijing, China 100020  American Embassy Beijing - FCS PSC 461 Box 50 FPO AP 96521- 0050	Phone: 86-10- 8529-6655  Fax: 86-10- 8529-6558/6559
Hong Kong, China  Export Control Officer	American Consulate General U.S. Commercial Service 26 Garden Road, Central Hong Kong  American Consulate General U.S. Commercial Service PSC 461, Box 18 FPO AP 96521- 0006	Phone: 011-852- 2521-1467  Fax: 011-852- 2845-9800
New Delhi, India  Export Control Officer	The American Center 24 Kasturba Gandhi Marg New Delhi 110 001  The U.S. Commercial Service US Dept of State (New Dehli) Washington, DC 20521-9000	Phone: 91-11- 2331 6841 thru 48  Fax: 91-11-2331 5172
Moscow, Russia  Export Control Officer	American Embassy US Commercial Service 23/38 Bolshaya Molchanovka Building 2 Moscow, 121069  American Embassy U.S. Commercial Service PSC 77 (FCS) APO - AE 09721	Phone: 7-095- 737-5030  Fax: 7-095-737- 5033
	U.S. Commercial Service U.S. Embassy,	Phone: 011-971-

Abu Dhabi, United Arab Emirates	Embassies District Near 29th and Airport Road Abu Dhabi, UAE	2-4142562 Fax: 011- 971-2- 4142228
Export Control Officer	U.S. Commercial Service U.S. Embassy, PO Box 4009, Abu Dhabi, UAE	Work Week: Saturday through Wednesday

### **Office of Enforcement Analysis, Intelligence Analysis Division:**

The Intelligence Analysis Division is responsible for generating leads and providing case-specific analytical support to ongoing investigations at OEE field offices, and represents OEA in interagency working groups. Additionally, the division provides trend analysis, and generates statistical information for performance reviews.

The Assistant Director for Intelligence Analysis  
Office of Enforcement Analysis, Intelligence Analysis Division  
14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington, DC 20230

Tel. 202-482-5968  
Fax 202-482-0971

### **Office of Antiboycott Compliance (OAC):**

OAC is responsible for implementing the antiboycott provisions of the Export Administration Regulations. This office performs three main functions:

- enforcing the regulations;
- assisting the public in antiboycott compliance; and
- compiling and analyzing information regarding international boycotts.

Ned Weant, Director  
Office of Antiboycott Compliance  
14th Street and Constitution Avenue, NW  
U.S. Department of Commerce  
Washington DC 20230

Tel. 202-482-5914  
Fax 202-482-0913

## **Other BIS Offices and Organizations**

### **Office of Chief Counsel for Industry and Security:**

The attorneys in this unit of the Department's Office of General Counsel provide legal counsel and services for all BIS programs, including representing the agency in administrative enforcement proceedings.

John T. Masterson, Jr., Chief Counsel for



Industry and Security  
Office of Chief Counsel for Industry and  
Security  
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### **BIS Web Site Team**

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