American Conference Institute’s 6th Annual Advanced Forum on

DCAA Audits

Proven Strategies to Manage Increasingly Complex and Frequent Audits

October 23 – 24, 2014 | Key Bridge Marriott | Arlington, VA

What’s New for 2014?

✓ Interactive Audience Polling to Gage the Pulse of the Industry
✓ Practical Insights from DCAA/DCMA Alumni Panel: Former DCAA and DCMA Officials Share Their Views on Government Audits
✓ 3 Hours Devoted to Networking: Attend Lunch Roundtables and Reception to Forge Valuable Connections
✓ Increased Focus on Questionable Costs to Better Prepare You or Your Client for Your Next Audit
✓ In-Depth Coverage on How to Update Your Business Systems to Meet DCAA Requirements

Learn How to Meet DCAA Audit Expectations and Resolve Complex Audit Issues including:

• What Companies Should Expect in Light of the Recent DCAA Report to Congress
• Update on the Statute of Limitations Rules
• Best Practices on Record Retention, Electronic Imaging and Documentation
• How to Respond to Auditors Requests for More Access to Your Records and Employees
• Ensuring Compliance with the New Executive Compensation Rules
• When Contractors are Responsible for the Actions of their Subcontractor

Practical Interactive Working Groups – October 22, 2014

A Practical Guidance on How to Strengthen Your Purchasing System and Procurement Cycle to Reduce the Risk of System Deficiencies

B DCAA Audit Case Studies and Q&A: How to Deal with Different Audit Scenarios and Practical Tips to Effectively Manage the Process

Sponsored By: DICKSTEINSHAPIRO LLP

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American Conference Institute
ATTEND THE PREMIER ADVANCED DCAA AUDIT CONFERENCE OF THE YEAR

American Conference Institute’s 6th Annual Advanced Forum on DCAA Audits is recognized as the networking and benchmarking event of the year for compliance, audit, accounting and legal professionals. This event traditionally attracts key government and industry decision makers for in-depth conversations about the latest developments in DCAA audits and compliance best practices.

INTERACTIVE POLLING — BENCHMARKING

For the 2014 conference, interactive polling will be added to a few of the sessions to enhance the conversation and allow you to compare your company/client best practices with your peers. During these sessions, attendees will be asked questions anonymously and the answers will be accumulated immediately and shown on the screen. Take advantage of this exclusive opportunity and find out what others are doing regarding:

- Most Common Questionable Costs
- Adequate Documentation, Record Retention and Electronic Imaging
- Deficiency Reports (Flash Reports)

NETWORKING

Following extensive research with industry and legal practitioners, this conference has been enhanced with additional networking opportunities including:

- Speaker Hosted Lunch Tables – Learn informally during lunch as you sit with your peers to discuss current challenges and opportunities. Attendees will have the opportunity to select their table at the beginning of the conference
- Networking Cocktail Reception – Relax after a long day with a cocktail and discuss best practices your colleagues and meet new acquaintances
- Discuss Current Issues during Day Two Lunch – share off-the-record stories on current issues facing the industry including:
  - DCAA Audits
  - Business Systems Audits
  - Statute of Limitations
  - Working Effectively with Contractors

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Register early as seats for this event are expected to fill to capacity. Most companies choose to send a team and we offer generous group pricing – save 25% when you send a group of 4 or more. Be sure your team’s place is secured early by calling 1-888-224-2480, faxing your registration form to 1-877-927-1563 or registering online at www.AmericanConference.com/DCAA.

A Must Attend Event for:

Vice Presidents, Managers and Directors of
- Internal Audit
- Government Accounting
- Finance
- Contracts and Pricing
- Government Contracts
- Federal Government Procurement
- Government Compliance/Relations
- Acquisition Policy
- Industrial Compliance

Corporate Legal Professionals
- VPs, Legal Affairs/Operations
- Government Contract Counsel
- Litigation and Compliance Counsel

Attorneys and Consultants specializing in:
- Government Contracting Compliance and Litigation
- Cost Accounting and Cost Allowability
- False Claims Act and Procurement Fraud
- GSA Contracts
- Suspension and Debarment
- Bid Protests
9:00 am – 12:30 pm – Registration Begins at 8:30 am

Practical Guidance on How to Strengthen Your Purchasing System and Procurement Cycle to Reduce the Risk of System Deficiencies

Marie L. Jatsko
Director of Subcontracts & Procurement
Dell Services Federal Government (Fairfax, VA)

John L. Kreideweis
Partner
KL Contract Consulting LLP (Plano, TX)

John R. Van Meter
Managing Director
BDO Consulting (San Jose, CA)

This practical workshop will focus on current issues associated with Contractor Purchasing System Reviews (CPSR’s). Bring your questions and topics of interest. This session will be valuable for federal contractor personnel responsible for planning, executing and approving purchases and designing and monitoring purchasing systems. Speakers will provide a discussion framework addressing current purchasing system compliance hot topics that will include:

• Counterfeit parts and implications to purchasing and related systems
• Specific discussion around the most challenging aspects of FAR and DFARS /DEARS requirements for adequate purchasing systems
• What tools does DCMA/customer use in evaluating purchasing systems
• Department of Energy implementation of purchasing system requirements
• Estimating and Accounting System requirements’ impact on the Procurement function
• Tools for monitoring purchasing systems including preparing for CPSR’s
• Growing commonality of purchasing system requirements between contract recipients and grant recipients

1:30 pm – 5:00 pm – Registration Begins at 1:00 pm

DCAA Audit Case Studies and Q&A: How to Deal with Different Audit Scenarios and Practical Tips to Effectively Manage the Process

Diep Truong
Vice President, Government Compliance
CACI International Inc. (Arlington, VA)

Jennifer Flickinger
Partner
Baker Tilly Virchow Krause, LLP (Tysons Corner, VA)

Fernand A. Lavallee
Partner
Jones Day LLP (Washington, DC)

In this interactive session, expert speakers will take an in-depth look at the DCAA audit process. Using real examples of DCAA audit challenges and issues, panelists will discuss how issues arose and the path to resolution. They will also examine what went wrong, where it went wrong, and how these challenges could have been avoided. Attendees will take away valuable tools for managing the audit process, responding to auditors requests and preparing for the unexpected. The examples will range from esoteric to routine. Practical tips will address:

• Managing and monitoring audit requests
• Access to records and people
• Issue avoidance and early detection
• Dos and don’ts for communicating with your auditor
• Adequacy of supporting documentation
• Communication with the ACO
• How to respond to audit reports and prepare for negotiation (or litigation)
• What not to do during an audit or when responding to audit reports

Select panel sessions will incorporate anonymous polling to collect audience feedback and identify compliance best practices – Polling is designed to give audience members a unique look into how industry is dealing with challenges related to working with DCAA and DCMA reviews and audits.

With individual keypads, the audience will be able to respond to panel questions candidly, enabling you to get honest feedback about compliance and the formulation of corporate trade compliance strategy.
8:00  Registration Begins and Continental Breakfast

9:00  Conference Co-Chairs’ Opening Remarks

Walt Kobos  
Vice President, Internal Audit & Government Compliance  
CACI International Inc. (Arlington, VA)

David M. Nadler  
Partner  
Dickstein Shapiro LLP (Washington, DC)

9:10  KEYNOTE INTERVIEW with DCAA and DCMA – Recent Developments and Anticipated Audit Priorities for 2015

Donald J. McKenzie  
Assistant Director – Policy and Plans  
Defense Contract Audit Agency (Washington, DC)

Ronald J. Youngs  
Director, Cost and Pricing Center  
Defense Contract Management Agency (Washington, DC)

Interview led by:  
Scott Parr  
Corporate Vice President, Director of Government Accounting Compliance  
Alion Science and Technology (McLean, VA)

This session will feature an interview with the most senior government officials working on DCAA audits. This new format will allow you to obtain a clear understanding of the agencies priorities for 2015. Participants will receive a timely summary of the critical factors relating to government contract audits.

10:00  State of the Industry Panel: Discussion of the Real World Implications of DCAA Report to Congress

Paul M. Bailey  
Director, Federal Accounting and Contracts  
CH2M Hill (Englewood, CO)

Mark Quirk  
Head of Government Accounting and Compliance  
Exelis, Inc. (McLean, VA)

Jay Stine  
Government Compliance  
Lockheed Martin Information Systems & Global Solutions (Gaithersburg, MD)

Walt Kobos  
Vice President, Internal Audit & Government Compliance  
CACI International Inc. (Arlington, VA)

• Insights into how the DCAA audit process will change
• Predictions for when contractors will feel the impact of the report
• How to strengthen your relationship with DCAA
• The expanding role of DCMA
• How will this affect new contracts going forward?

10:45  Networking Coffee Break

11:00  Interactive Polling Session: A Deep Dive into Typical Questionable Costs That Are the Current Focus of DCAA Scrutiny

Joseph Cox  
Compliance Director  
Sotera Defense Solutions, Inc. (Washington, DC)

Brent Calhoon  
Partner  
Baker Tilly Virchow Krause, LLP (Tysons Corner, VA)

• What costs are receiving the most audit scrutiny (both direct and indirect)
• How to meet DCAA’s documentation expectations and what to expect when you don’t have the piece of paper they want
• Strengthen forward pricing and cost proposals: DCAA’s struggle to “audit” estimates
• Pushing “directly associated cost” beyond the terms narrow definition
• Determining your policy when all unallowable costs are now considered “expressly” unallowable costs
• How to pick your battles: when to fight and when to surrender

12:15  Ask the Audience Polling Questions: Focus on Adequate Documentation, Record Retention and Electronic Imaging

Luis A. Ambroggio II  
Vice President of Contracts and Compliance  
International SOS Government Services, Inc. (Trevose, PA)

 Audience will respond to the questions below. During an exclusive panel on day 2, panelists will present the responses and discuss best practices for each topic.

Adequate Documentation
• What constitutes adequate documentation for consultant agreements in accordance with FAR 31.205-33?
• What constitutes adequate documentation for inter-company transactions?

Record Retention
• How long do you need to maintain records not directly supporting a U.S. Government contract?
• If records generated during a prior contract are relied upon to by a contractor for cost or pricing data in negotiating a succeeding contract, what period of retention do you follow for the records used?

Electronic Imaging
• Should contractors to keep a paper copy of a record if it is already electronically imaged?
• Can an electronic or paper record be deleted after the retention period is over?

12:30  Interactive Networking Luncheon – Speaker Hosted Roundtables

Learn informally during lunch as you sit with your peers to discuss current challenges and opportunities. Attendees will have the opportunity to select their speaker table at the beginning of the conference.

“Having industry and government speakers’ perspective is very good.”  
BAE Systems
1:45 Keeping Your Business Systems Current in Response to DCAA Initiatives and Emerging Regulations

Brian D. Taylor
Director of Regulatory Compliance
Accenture Federal Services (Arlington, VA)

James W. Thomas
Partner
PwC LLP (McLean, VA)

- Update on the latest process and cycle times used by DCAA and DCMA to conduct business system audits
- Recent statistics and trends on approvals, findings and withholds
- Leading practices for documenting and monitoring business system controls
- How emerging regulation e.g. new counterfeit parts rule affect business systems controls
- Recent DCAA initiatives that target business system controls
- Use of CPA firms to perform business system audits

2:45 Interactive Polling Session: How to Minimize the Risk of Receiving a Deficiency Report (Flash Reports)

Terry Albertson
Partner
Crowell & Moring LLP (Washington, DC)

- Is there an increased frequency of deficiency reports?
- How can you minimize the risk of receiving a deficiency report?
- Best practices to respond to the report
- When can a written response letter resolve the issue?
- Strategies to communicate the correction to DCAA
- What is the timeline for resolving the report?

3:30 Networking Break

3:45 New Reality on How to Respond to Increasing Number of Requests for Increased Access from DCAA and DCMA

Carl D. Gray
Senior Counsel
Huntington Ingalls Industries, Inc. (Newport News, VA)

Thomas A. Lemmer
Partner
McKenna Long & Aldridge LLP (Denver, CO)

- Update on the latest court cases including Barco, and SS Marine
- DCAA Access rights – Reality vs. myth
  - Internal audit reports, board of directors minutes and similar non-accounting information
  - Mandatory Disclosure information
  - SOX and financial reporting information, such as management representation letters and internal control assessments
  - Compliance reviews
  - Employees
  - Executives
- Outlook for the future

4:45 DCAA/DCMA Alumni Panel: Practical Insights into DCAA Audits and How to Work Effectively with the Agencies

Scott Parr
Corporate Vice President, Director of Government Accounting Compliance
Alion Science and Technology (McLean, VA)
Former Branch Manager/Regional Audit Manager, Defense Contract Audit Agency

John N. Ford
Senior Consultant, Government Contractor Services Group
Cherry Bekaert, LLC (Virginia Beach, VA)
Former DLA Associate Counsel for Contract Administration Services and Deputy General Counsel for DCAA

David M. Nadler – Panel Moderator
Partner
Dickstein Shapiro LLP (Washington, DC)

Hear from our esteemed panel of former DCAA and DCMA alumni. They will share their first hand experiences about working with government contractors. Listen to their candid views on DCAA audits and hear their views on:
- How to strengthen your relationship with DCAA and DCMA
- Practical guidance for working together
- What they wished they knew before they left the government

5:30 Cocktail Reception

FRIDAY, OCTOBER 24, 2014
MAIN CONFERENCE DAY 2

8:45 Co-Chairs’ Opening Remarks

8:50 Interactive Session: Get Answers to Your Questions in Interactive Panel with DPAP, DCAA and DCMA

Senior Representative
DCAA Policy & Plans Directorate (Washington, DC)

Michael Regulski
Defense Contract Management Agency
CACO/DACO Supervisor
Defense Contract Management Association (Washington, DC)

Shay D. Assad
Director, Defense Pricing
U.S. Department of Defense (Washington, DC)

This exclusive panel provides a rare opportunity to hear what the agencies expect when they perform conduct incurred cost and business system audits. Take notes during this discussion as senior decision makers respond to your most pressing audit questions. Attendees will be provided with the opportunity to pose questions directly during the moderated question and answer segment and may submit questions in advance.

10:00 Networking Break

Nicole J. Owren-Wiest
Partner
Wiley Rein LLP (Washington, DC)

Paul J. Cienki
Vice President, Government Accounting & Compliance
Honeywell International (Morristown, NJ)

Stephen D. Knight
Member
Smith Pachter McWhorter PLC (Tysons Corner, VA)

• What is the new definition of cost or pricing data
• What is adequate price competition
• CO discretion with respect to audit reports
• Is the government in a period of viewing firm fixed price contracts as cost-reimbursement contracts with a cap?
• Where is the government going with profit?
• Should contractors expect more detailed regulations on profit and what constitutes a “reasonable price” along the lines of FAR 31?

11:15 How to Interpret the Statute of Limitations for your Audits

John Russell
Assistant General Counsel
Northrop Grumman Corporation (Linthicum, MA)

Paul Pompeo
Partner
Arnold & Porter LLP (Washington, DC)

• Latest interpretations of the statute of limitations guidelines
• How the body of case law has filled in the blanks
• Impact for Government claims on incurred costs
• Impact for Government claims on direct costs
• Implications of a DCAA Audit
• What is the effect on settlement negotiations

11:45 Refreshment Break

12:15 Analysis of the Polling Results – What are Industry Best Practices on Adequate Documentation, Record Retention and Electronic Imaging

Luis A. Ambroggio II
Vice President of Contracts and Compliance
International SOS Government Services, Inc. (Trevose, PA)

Discuss the results of the polling questions from day one. Luis Ambroggio will lead a frank discussion of challenges and nuances that arise when conducting your day to day business and how to apply your company policies consistently with different scenarios. Audience participation is encouraged.

12:45 Networking Luncheon – Share Off-the-Record Stories on Current Issues Facing the Industry

1. DCAA Audits
2. Business Systems Audits
3. Statute of Limitations
4. Working Effectively with Subcontractors

2:00 Implementing the New Executive Compensation Rules and How to Apply the Reasonableness Standard during Your Audit

Nicole M. Mitchell
Partner
Aronson LLC (Rockville, MD)

Mark Burroughs
Partner
Dixon Hughes Goodman, LLP (Tysons, VA)

• Understanding the DCAA compensation methodology
• National Compensation Matrix (NCM) proper use and limitations
• Process to support the reasonableness of executive compensation
• Case studies of legal challenges to “Reasonable Compensation” – Information Systems, Techplan, J.F. Taylor, and Metron

3:00 Refreshment Break

3:15 Living with DCAA in your Office: Do’s, Don’ts and Gray Areas

Andrew Habina
Director of Internal Audit and Compliance
Draper Laboratory (Cambridge, MA)

Herbert Davis
Senior Director, Business Operations
Orbital Sciences Corporation (Dulles, VA)

• How to respond to auditors requests focused on audit scope
• Best practices to provide timely responses to information requests
• Importance of having a focal point during your meetings
• Ideal methods for responding to issues raised by DCAA
• How to document your formal and informal discussions with DCAA

4:00 The Latest Interpretation of Contractor’s Responsibilities Relating to Subcontractors

Amy Hernandez
Director of Government Compliance
Balfour Beatty Construction (Fairfax, VA)

Kay Papin
Government Compliance Director
McCarthy Building Companies Inc. (St. Louis, MO)

Mary Delahunty
Vice President & General Counsel
Invocon, Inc. (Conroe, TX)

• What is your responsibility as a prime to monitor your subcontractor?
• Best practices to close out your contract effectively
• Top five things to do to make it difficult for your subcontractor to respond to your RFP
• What slows down the contract negotiation process?
• Understanding flow-down versus insertion clauses into a subcontract

5:00 Co-Chairs Closing Remarks and Conference Ends
**REGISTRATION INFORMATION**

**CONFERENCE CODE: 694L15-WAS**

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*ELITEPASS is recommended for maximum learning and networking value.

ACH Payment ($USD)

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American Conference Institute is pleased to offer our delegates a limited number of hotel rooms at a preferential rate. Please contact the hotel directly and mention the "ACI’s DCAA Audits Conference" to receive this rate.

Key Bridge Marriott
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ACI certifies that this activity has been approved for CLE credit by the State Bar of California in the amount of 4.75 hours. An additional 3.5 credit hours will apply to workshop B.

You are required to bring your state bar number to complete the appropriate state forms during the conference. CLE credits are processed in 4-8 weeks after a conference is held.

ACI has a dedicated team which processes requests for state approval. Please note that event accreditation varies by state and ACI will make every effort to process your request.

Questions about CLE credits for your state? Visit our online CLE Help Center at www.americanconference.com/CLE

**Continuing Professional Education Credits**

American Conference Institute (ACI) will apply for Continuing Professional Education credits for all conference attendees who request credit. There are no pre-requisites and advance preparation is not required to attend this conference.

Course objective: Update on the DCAA audit guidelines and best practices. Recommended CPE Credit hours: 14.5 hours and 4.0 hours for each workshop.

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Leading Contractors Share How They Prepare and Manage DCAA Audits:

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