

Compliance in Whoville – Don't Be a Grinch

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Does Compliance
Make You Feel
Like the Grinch?



You Already Know Potential Consequences

- Termination
 - Termination for Default
 - Termination for Convenience
- Suspension Debarment
- Mandatory Disclosure
- Investigations, Law suits
 - Fees
 - Resources diverted from work
 - Reputational Damage
- Personal Liability - Jail



Why Create a Compliance Program?

- Prevention is Part of the Answer
 - Criticality of Work We Do
 - Carelessness/negligence can be bigger risk than intentional acts
- Better to Find Positive Motivation
 - Company Integrity and Reputation
 - Efficiency and Security
 - Clear Guidance for Employees



Compliance

Is

Simple??!!



Compliance Is A...

Structure – or bones – of your company's operations

Process to help educate employees on (i) mandatory requirements and (ii) company expectations

Means of establishing repeatable behaviors

Way to empower employees and delegate tasks

What Does Compliance Involve?

- Laws, Regulations, Contract Terms & Your Corporate Culture



What Does Compliance Involve?

- Topics Include:

- Ethics
- Code of Conduct
- Conflicts of Interest
- Gifts/Bribes/Corruption
- Equal Employment Opportunity
- Service Contract Act
- Paid Sick Leave
- Harassment Prevention
- Human Trafficking
- Drug Free Workplace
- Safety & Health
- Counterfeit Parts
- Cybersecurity
- Procurement Integrity
- Truth in Negotiations Act
- Fraud
- Whistleblower Protections
- Time Charging
- International Trade
- Export Control
- Improper Use of Resources
- Protection of Information
- Records Retention
- Business Systems
- Antitrust
- Antiboycott

Parts of a Program

Build a Culture

Open Environment to Ask Questions

Written Direction

Repetitive Reminders

Training

Reporting

**NO
RETALIATION**



How Can One Company Do All!!!

- Same as Any Project - A Little At a Time
- Set Priorities
 - Focus on High Risk
 - Combine Easy and Hard
- Set Budget
- Create Schedule
- Assign Tasks and Hold Accountable

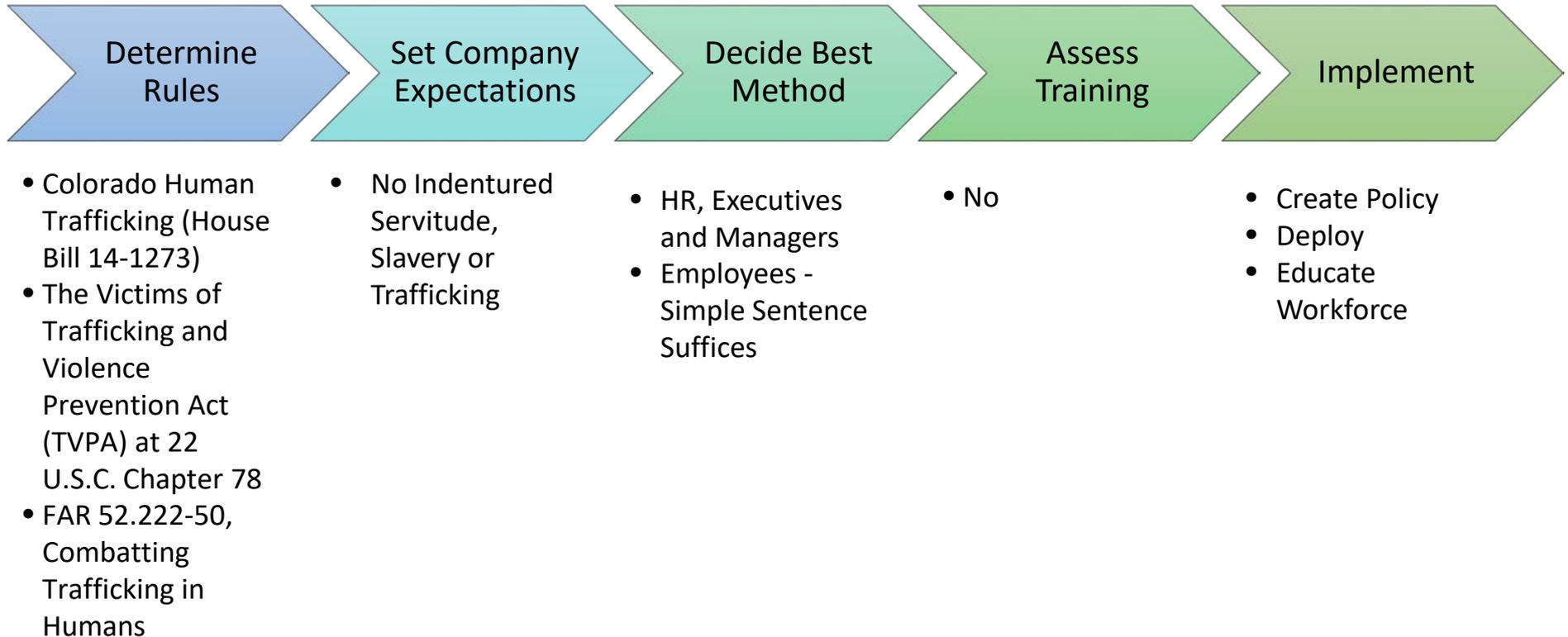
Best Tools?

- Simple is Best
- Provide Goals vs. Direction
- In the end, employees should know expectations, mandatory requirements, and approvals

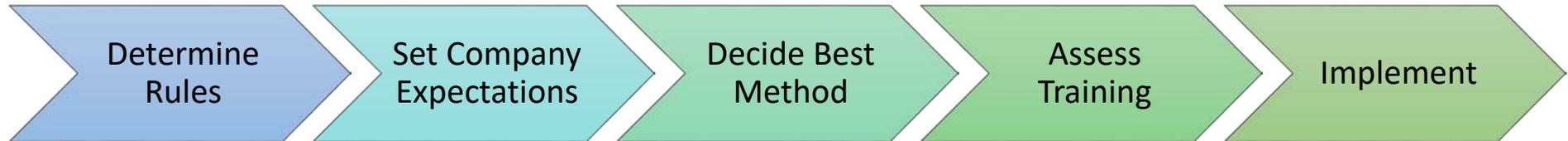




Human Trafficking



Drug – Free Workplace



- Safety regulations for certain industries and positions
- FAR 52.223-6, Drug-Free Workplace
- DFARS 252.223-7004, Drug-Free Workforce
- Security Clearances

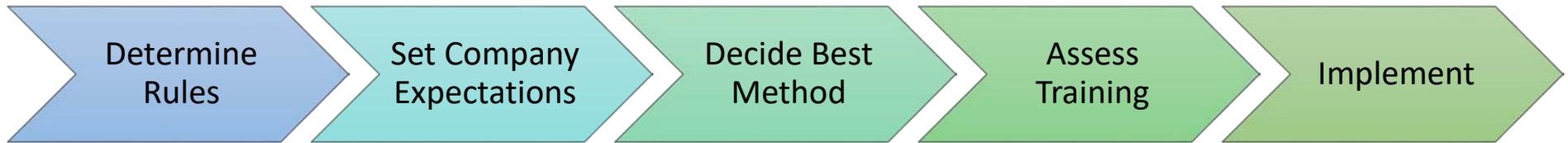
- Will you test?
- When?
- What are triggers?
- Customer Expectations
- Marijuana is Still Illegal

- Written Policy
- Initial Deployment

- HR
- Managers
- Employees

- Create Policy
- Deploy
- Educate Workforce

Business Courtesies



- More complicated because encompasses bribery, graft, kickbacks, and gifts to government officials
- Will need to rely upon outside resources: consultants, industry groups, or lawyers

- Is minimum enough?
- What standard do you want to set?

- Code of Conduct
- Written Policy
- Regular Reinforcement

- Highly Recommended
- Required by some clauses
- In-House Experts
- Accounting
- Contracts
- Business Development
- Employees

- Create Policy
- Deploy
- Educate Workforce
- Will need outside resources to help interpret



Ethics and Compliance Resources

- PTAC - www.coloradoptac.org
- SBDC - www.pikespeaksbdc.org
- SCORE/SBA - www.score.org
- Defense Industry Initiative – www.dii.org
 - Free Tools: www.dii.org/featured-tools
- Society of Corporate Compliance and Ethics - www.corporatecompliance.org
- Ethics and Compliance Initiative – www.ethics.org
 - Free Tools: www.ethics.org/resources/free-toolkit

QUESTIONS?





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