Supply Chain Management and Importing
Guidance for Virginia Companies
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Background

In 2019, the Commonwealth of Virginia published the first ever comprehensive International Trade Strategic Plan for Virginia. The steering committee for the plan engaged hundreds of companies, a dozen state and federal agencies and trade associations, and many state, regional, and local leaders across the public and private sectors, geographies, and industries. One important element of the plan was increasing the focus of state agencies on building capabilities and facilitating connections for firms that import critical elements of their supply chains.

The International Trade Strategic Plan for the Commonwealth of Virginia is available here.

Summary

In Virginia, 86% of businesses that engage in international trade depend on imports of intermediate goods for their operations. Virginia businesses that import intermediate goods generate $90 billion in output, $131 billion in economic activity, 550,000 jobs, add $58 billion to Virginia’s Gross State Product, and support $1.8 billion in revenues for the Commonwealth’s annual budget. On average, workers at these businesses earn $3,000 more per year.

This Guide to Supply Chain Management and Importing aims to curate directories of professional service providers, education opportunities, networking events, and online resources to assist Virginia businesses in optimizing their supply chains and importing. This report includes:

- The basics of importing, focusing on the essential role of imports, compliance, and foreign trade zones;
- A comprehensive list of conferences that focus on importing and supply chain logistics; and
- A guide to service providers that work in tandem with VEDP to help Virginia business with supply chain logistics and importing, including associations and organizations, educational resources inside and outside of Virginia, and logistics resources.
Importing Basics

Essential Role of Imports

Supply chains have an increasingly global reach as firms take advantage of changes in technology, production costs, access to resources, and trade policies. Nearly half of all imports into the U.S. are either intermediate components or raw materials. Intermediate components are commodities used by industry in the production of a final good or service.

Descartes Logistics Technology Platform lists twelve reasons to import:

1) To obtain raw materials unavailable in your own country
2) To acquire products not manufactured in your own country
3) To buy directly from the source of supply when that source is in a foreign country
4) To exercise better control over the supply of foreign-made products, rather than depend on a domestic source
5) To pay a lower source than is offered domestically
6) To contract for overseas manufacture of products when the cost is lower or specialized labor is unavailable domestically
7) To have a foreign supplier provide made-to-order products according to your specifications
8) To follow up specific business connections in other countries
9) To take advantage of incentive programs and subsidies offered by other countries to investors producing exports
10) To earn a living while traveling
11) To expand your established business line by offering foreign products or services
12) To expand an established domestic business into a global operation

International Suppliers

When importing, it is vital to understand your supplier. To establish a solid relationship with your international supplier, it is important to set explicit expectations and create a clear agreement. You may consider adding sections to your standard master agreement, such as:

- Intellectual property
- Social compliance
- Supply chain security
- Financial instruments
- Terms of sale, which will get more complex the longer the supply chain

When creating a global supply chain, talk to your bank and lawyer about additional services that you may require. Many of your existing partners will have resources that they can provide you to help in the importing process.

Compliance

Upon entry into the United States all products must be declared to U.S. Customs and Border Protection (CBP). The CBP Tips for New Importers and Exporters provides an introduction to import compliance. CBP entry forms need to be filled out within 15 calendar days of the date that the importing shipment will arrive at the U.S. port of entry. These forms will need an importer number,
which is the IRS business registration number. If the importer does not have a business registration number, the importer number will be the importer’s Social Security Number.

CBP acts as an administrative agency coordinating with other government bodies who require that certain importers have a permit, license, or other certification. To determine whether an import needs a permit, license or certification:

- Visit the U.S. Small Business Administration (SBA)'s list of international trade resources by product, including agricultural products, automobiles, chemicals, defense products, food and beverage products, industrial goods, and pharmaceuticals and biotechnology.
- Contact a Licensed Customs Brokerage company who can guide you through the process and requirements (found under “Logistics Resources” of this Guide).
- Check if the import falls under the jurisdiction of any of these Partnering Government Agencies:

DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS)

**Food and Drug Administration**

HHS houses the Food and Drug Administration (FDA). The FDA regulates products including food, drugs, medical devices, biological products, radiation-emitting electronic products, animal feed, tobacco products, and cosmetics. The FDA determines whether imports of FDA-regulated products will be allowed into the United States. Products are refused entry if they appear to be or have been found to be:

- Adulterated (the product is contaminated, is not safe, is unapproved, or does not otherwise meet applicable standards);
- Misbranded (the labels contain false or misleading information, or the product is not registered and listed, if required); or
- Forbidden or restricted for sale.

For more information about importing FDA-regulated products, refer to [FDA Import Basics](#).

**Consumer Product Safety Commission**

HHS also includes the Consumer Product Safety Commission (CPSC). The CPSC’s Office of Import Surveillance (EXIS) collaborates with U.S. Customs and Border Protection (CBP) to investigate imported shipments of consumer products.

For more information about the CPSC detention of products at import, refer to [this FAQ](#).

**Centers for Disease Control and Prevention**

The CDC is part of the Department of Health and Human Services. The CDC Import Permit Program regulates the import of infectious biological materials that could cause disease in humans. If you are importing the following materials, you will require an import permit from the CDC:

- Infectious biological agents capable of causing illness in humans
- Materials known or reasonably expected to contain an infectious biological agent
- Vectors of human disease (such as insects or bats)

For more information about the Import Permit Program at the CDC, refer to [the Import Permit Program page](#).
The CDC is also responsible for the import of wild animal products, including hunting trophies, bushmeat, products of restricted animals, and veterinary and taxidermy specimens. For more information, refer to the CDC page on animal products.

U.S. ENVIRONMENTAL PROTECTION AGENCY

The United States Environmental Protection Agency regulates the import of environmentally sensitive products, materials, and wastes into the U.S. This includes pesticides, ozone-depleting substances, chemical substances, vehicles, engines, fuels, wastes, architectural coatings, personal care/cleaners, and plumbing products.

For more information about importing EPA-regulated products, refer to the EPA Requirements for Importers and Exporters and the Border Center.

U.S DEPARTMENT OF AGRICULTURE (USDA)

The USDA Food Safety and Inspection Service (FSIS) is responsible regulating the import of meat, poultry and processed egg products. They ensure that these imports are safe, wholesome, unadulterated, and properly labeled and packaged.

The USDA Animal and Plant Health Inspection Service (APHIS) ensures that imported agricultural products do not bring in pests and diseases. Those importing plants, plant products, animals, animal products, organisms and vectors, or pets must follow APHIS protocols.

For more information about importing agricultural products, refer to the FSIS Importing Products page and the APHIS Imports and Exports page.

Foreign Trade Zones

Virginia has exceptional infrastructure to support trade activities, including the Port of Virginia, inland port facilities, international airports, Class 1 railroads, an extensive interstate highway system, warehouse distribution facilities and systems, and competitive freight transportation services. The Commonwealth also has six foreign-trade zones to facilitate supply chain logistics for companies that engage in international trade.

Foreign Trade Zones (FTZs) are secure areas supervised by the Bureau of Customs and Border Protection (CBP) considered outside of the Customs territory of the U.S. for purposes of the payment of duty.

In an FTZ, businesses:

- can store goods for an unlimited period;
- can manufacture products and pay duties at the rate of foreign parts used or the final product (whichever is more advantageous to the business);
- do not pay duties if the goods are re-exported; and
- defer payment of duties on imported goods until goods leave the FTZ.

Virginia offers six foreign-trade zones located throughout the state. All zones provide space for storage, distribution, and light assembly operations. Merchandise in the zone can be assembled,
displayed, destroyed, exhibited, manipulated, manufactured, mixed, processed, relabeled, repackaged, repaired, salvaged, sampled, stored, or tested.

For more information about FTZs in Virginia, contact the zone administrators listed below:

- **Suffolk (FTZ #20)**: Laura Smith – 757.683.2135
- **Washington Dulles (FTZ #137)**: Peggy Dyer – 703.572.8714
- **Culpeper (FTZ #185)**: Phil Sheridan – 540.727.3410
- **Tri-Cities TN/VA (FTZ #204)**: Mark Canty – 423.367.2385
- **Richmond (FTZ #207)**: Russ Peaden – 804.226.8520
- **New River Valley Airport (FTZ #238)**: Charlie Jewell – 540.267.0007

For a complete guide to Virginia’s FTZs, please refer to the [VEDP Guide to Foreign Trade Zones](https://www.vedp.gov/ftz-guide/).
Additional Resources

How to Start Importing and Exporting, USA.gov

Guide to Importing, Clearit USA

Importing into the United States, U.S. Customs and Border Protection

What Every Member of the Trade Community Should Know About: Reasonable Care, U.S. Customs and Border Protection

Virginia Economic Development Partnership - International Trade offers several export-related services to Virginia businesses, including trade missions and market research by our Global Network of in-country consultants. These services are available to all Virginia exporters. For more information, please visit our website: ExportVirginia.org.

Conferences

The following section provides a comprehensive list of conferences that focus on importing and supply chain logistics.

ASCM CONNECT

New Orleans, Louisiana

ASCM Connect provides the tools to optimize performance across the extended supply chain. ASCM also offers seminars through their Supply Chain Learning Center.

BEST OF THE BEST S&OP CONFERENCE

Chicago, Illinois

Best of the Best S&OP Conference is a global gathering presented by the Association for Supply Chain Management and the Institute of Business Forecasting and Planning (IBF) to facilitate professionals to network and learn about sales and operations planning.

EMEA SUPPLY CHAIN & LOGISTICS SUMMIT & EXPO

Antwerp, Belgium

EMEA Supply Chain & Logistics Summit & Expo is a conference that brings together world-class organizations who meet to maximize efficiency and minimize costs through supply chain strategies of the future.

LOGISTIC SUMMIT AND EXPO

Mexico City, Mexico

Logistics Summit and Expo is a leading logistics event in Mexico, creating a platform for networking and education in the logistics sector.
MODEX
Atlanta, Georgia
MODEX is a leading trade show for supply chain, manufacturing, and distribution industries. Conference is attended by key decision makers, representatives of the Fortune 1000, upper and middle management, buying teams, retailers, and individual buyers.

MULTIMODAL
Birmingham, UK
Multimodal is the premier freight transport, logistics, and supply chain management event for the UK, Ireland, and Northern Europe. Conference helps cargo owners meet new suppliers and find ways to move their products more efficiently.

SITL
Paris, France
SITL is a transport and logistics innovation week. Conference facilitates networking with French and European key players in transport and logistics industries.

SUPPLY CHAIN CANADA
Toronto, Canada
Supply Chain Canada is a conference for supply chain professionals and organizations.
Service Providers

The following service providers work in tandem with VEDP to help Virginia business with supply chain logistics and importing. This list includes associations and organizations, educational resources inside and outside of Virginia, and logistics resources.

Associations and Organizations

AMERICAN ASSOCIATION OF IMPORTERS AND EXPORTERS (AAEI)
Washington, DC
AAEI is the premier trade organization representing those immediately engaged in and directly impacted by developments pertaining to international trade. Recognized as technical experts regarding the day-to-day facilitation of trade, AAEI members are importers, exporters, service providers and law firms.

AMERICAN MANAGEMENT ASSOCIATION (AMA)
New York, NY
customerservice@amanet.org
The American Management Association (AMA) is a world leader in professional development, advancing the skills of individuals to drive business success. AMA supports the goals of individuals and organizations through a complete range of products and services, including classroom and virtual seminars, webcasts/webinars, podcasts, conferences, corporate and government solutions, assessments, and learning journeys. It offers classroom courses in Arlington, Herndon, and Virginia Beach.

ASSOCIATION FOR SUPPLY CHAIN MANAGEMENT (ASCM)
Chicago, IL
support@ascm.org
The Association for Supply Chain Management (ASCM) is the global leader in supply chain organizational transformation, innovation and leadership. As the largest non-profit association for supply chain, ASCM connects companies around the world to the newest thought leadership on all aspects of supply chain.

COUNCIL OF SUPPLY CHAIN MANAGEMENT PROFESSIONALS (CSCMP)
Lombard, Illinois
The Council of Supply Chain Management Professionals (CSCMP) provides networking, career development, and educational opportunities to the logistics and supply chain management community.

INSTITUTE OF SUPPLY CHAIN MANAGEMENT CAROLINAS VIRGINIA (ISM-CV) - RICHMOND METRO CHAPTER
Shem Bonner, MBA, CPSM, CPSD, President
President@richmond.ism-cv.org
An affiliate of the Institute for Supply Management, ISM-CV offers its members ongoing programs and activities designed to enhance their professional development through research, education and
supply chain and procurement professionals and managers employed in both the private and public sector. ISM-CV has two chapters in Virginia - one in Metro Richmond and one in Roanoke.

INTERNATIONAL COMPLIANCE PROFESSIONALS ASSOCIATION

ICPA is a non-profit, global trade compliance community whose mission is to provide networking opportunities and resources to individuals involved in international trade compliance. The stated mission of ICPA is to:
- Create an online network for global import and export problem-solving
- Facilitate networking opportunities among the membership body
- Provide opportunities for resource sharing and benchmarking opportunities
- Disseminate information on international trade related matters
- Facilitate job opportunities
- Provide education and training including conferences, seminars and webinars
- Promote the interests of the international trade compliance professionals

NASBITE INTERNATIONAL

Forest Hill, MD
info@nasbite.org

NASBITE is the leading authority and industry standard for global business education, trade credentialing, training and practice. NASBITE was originally established in 1988 as the National Association of Small Business International Trade Educators. NASBITE International is a not-for-profit Membership organization and leading organization supporting training and education in the field of global business.

NATIONAL ASSOCIATION OF FOREIGN TRADE ZONES (NAFTZ)

Washington, DC
The National Association of Foreign-Trade Zones (NAFTZ), an association of public and private members, is the collective voice of the U.S. Foreign-Trade Zones Program. NAFTZ is instrumental in supporting economic development objectives and global competitiveness of its members by providing a forum for disseminating relevant information, and advocacy support on international trade issues.

VIRGINIA MARITIME ASSOCIATION

Norfolk, VA
The Virginia Maritime Association (VMA) was organized in 1920 to promote, protect and encourage international and domestic commerce through Virginia's Ports. With a membership of over 450 companies, employing over 70,000 Virginians, the Virginia Maritime Association is widely recognized as "The Voice of Port Industries,” the premier business organization to enhance competitiveness and promote commerce through Virginia's ports.

VIRGINIA PORT AUTHORITY

Norfolk, VA
The 6 terminals that comprise The Port of Virginia operate on a combined 1,864 acres, with 19,885 LF of berth going to 50’ in some locations. It utilizes 30 miles of on-dock rail to transport cargo to and from markets around the globe. The 6 terminals that comprise The Port of Virginia are Norfolk International Terminals (NIT), Virginia International Gateway (VIG), Portsmouth Marine Terminal.
(PMT), Newport News Marine Terminal (NNMT), Virginia Inland Port (VIP), and Richmond Marine Terminal (RMT).

**Educational Resources – Virginia**

COMMONWEALTH CENTER FOR ADVANCED LOGISTICS SYSTEMS (CCALS)

Mark Manasco, President and Executive Director
Petersburg, VA
mark.manasco@ccals.com

CCALS is a state-supported Logistics Center of Excellence under the Virginia Innovation Partnership Authority. CCALS is a unique economic and workforce development collaboration between economic developers, higher education, industry and government. Partnering with CCALS can be as simple as requesting a brainstorming meeting to generate ideas on logistics solutions, or as comprehensive as developing an enterprise-wide logistics solution that can be leveraged throughout the industry.

COMMUNITY COLLEGE WORKFORCE ALLIANCE (CCWA)

Midlothian, VA
help@ccwa.vccs.edu

The Community College Workforce Alliance (CCWA) is a workforce development partnership between John Tyler Community College and Reynolds Community College. The CCWA serves the economic development and workforce needs of Central Virginia. The organization provides non-credit training, custom-designed instruction, consulting, skills assessments and educational programs. The Community College Workforce Alliance (CCWA) offers the Certified Logistics Technician (CLT) certification program, which covers a wide range of skills necessary for success in the logistics industry. These skills include safety, quality control, supply chain management, receiving, storage, and communications. Its Certified Logistics Associate and Certified Logistics Technician Certification programs are offered online.

EXPORT COMPLIANCE TRAINING INSTITUTE

Harrisonburg, VA
info@learnexportcompliance.com

The Export Compliance Training Institute, Inc. (ECTI, Inc.), trains companies on how best to comply with export, import, transaction and activity regulations administered by the US Departments of Commerce, State and Treasury. The Institute holds a series of seminars each year throughout the United States and across the globe and offers customized training programs to keep your company compliant with US trade controls.

GEORGE MASON UNIVERSITY

School of Public Policy Center for Transportation Policy, Operations, and Logistics
Arlington, VA

The Schar School’s Master's in Transportation Policy, Operations, and Logistics explores the intersections of planning, policy, and practice within the fields of logistics, operations management, and transportation policy. Students master the knowledge and skills needed to effectively and efficiently supply and operate transportation facilities and services.
LONGWOOD UNIVERSITY

Longwood Logistics Center (LLC)
Farmville, VA
The mission of the Longwood Logistics Center is to develop logistics professionals who will design and lead the future of supply chain. The LLC serves as an academic research partner to the Commonwealth Center for Advanced Logistics Systems (CCALS).

OLD DOMINION UNIVERSITY

Old Dominion University Maritime Institute
Strome College of Business
Norfolk, VA
Old Dominion University is the only university in the United States to specifically offer a maritime and supply chain management undergraduate major and one of only two universities to offer an undergraduate maritime major. Old Dominion University's International Maritime (Ports and Logistics Management) Institute provides world quality maritime, ports and logistics management education, training and research that are responsive to the needs of Hampton Roads, Virginia and other port-related facilities around the world. This program provides the knowledge, skills and abilities needed to work with supply chain partners in transportation, shipping, warehouse and distribution, customs and various other government agencies that are directly or indirectly involved in the movement of cargo, in the U.S. and internationally.

PAUL D. CAMP COMMUNITY COLLEGE

Regional Workforce Development Center
Franklin, VA
Paul D. Camp Community College has developed a Logistics Management Career Studies certificate designed to prepare workers for careers in transportation and warehousing management. In 2019 PDCCC opened its Regional Warehouse and Distribution Training Facility that replicates a real-world warehouse environment for customizable training.

UNIVERSITY OF RICHMOND

Professional & Continuing Studies
Richmond, VA
spcs@richmond.edu
The School of Professional & Continuing Studies (SPCS) at the University of Richmond offers degree and certificate programs, enrichment opportunities, professional education and summer programs to part-time and non-traditional students of all ages.

UNIVERSITY OF VIRGINIA

Center for Risk Management of Engineering Systems
Charlottesville, VA
SEASweb@virginia.edu
The Center for Risk Management of Engineering Systems has advanced the field of risk management in a variety of ways, including educational programs in Security and trust for advanced logistics systems; Supply chain risk management and resilience; and Multimodal transportation planning and transportation safety.
Students interested in Supply Chain Management and Analytics have undergraduate and graduate opportunities at VCU. The Bachelor of Science in Business, with a concentration in Supply Chain Management and Analytics degree gives students the skills to manage the manufacture and movement of products in the global environment and to understand the fundamentals of decision analytics. The curriculum is comprehensive in that supply chain management and analytics involve a range of issues from inventory management to risk management, as well as the indispensable role of information and technology in coordinating modern supply chains and analyzing data for the benefit of the organization. The Master of Supply Chain Management degree is a 30-credit hour program that educates professionals from the corporate and military sectors to advance their careers and contribute to the fast-growing field of global logistics management.

VIRGINIA STATE UNIVERSITY

Information Logistics Technology
Chesterfield, VA

The Bachelor of Science program in Information Logistics Technology seeks to prepare students through educational opportunities that are designed to produce professionals capable of managing projects, products, and processes across many business, industry, government, and educational organizations. The program has been aligned to complement the needs of a growing supply chain workforce by providing logistics technology training to improve the overall quality and productivity of the Commonwealth of Virginia, the nation and beyond.

VIRGINIA TECH

Center for Packaging and Unit Load Design
Blacksburg, VA
unitload@vt.edu

The Center for Packaging and Unit Load Design (CPULD) is one of the leading packaging research facilities in the United States. Using state of the art technology, CPULD researches every aspect of the material handling system from primary packaging all the way through unit load design.

Educational Resources – Outside of Virginia

ALLOCCA ENTERPRISES, INC.

Mr. Mike Allocca, MBA, CGBP, President
York, SC
803.684.8012
Allocca Enterprises, Inc is the premier provider of on-site and web based international trade compliance education and training.

GEORGETOWN UNIVERSITY

School of Continuing Studies
Washington, DC
Georgetown’s [Master of Professional Studies in Supply Chain Management](#) prepares students to maximize the value of a company’s supply chain through successfully aligning business processes, anticipating and meeting customer needs, and establishing a competitive advantage for the organization.

**GRC EDUCATORS**

Houston, TX  
[support@grceducators.com](mailto:support@grceducators.com)

GRC Educators creates webinars and training sessions on governance, both compliance and regulatory, that is suitable for individuals and corporations.

**MICHIGAN STATE UNIVERSITY ONLINE**

East Lansing, MI  
Michigan State University Online offers many [Supply Chain Management Certificate Programs](#), including Master Certificates in:

- Advanced Procurement Management
- Supply Chain Management
- Integrated Supply Chain Management
- Supply Chain Management and Procurement
- Global Supply Chain Management

**THE WORLD ACADEMY**

Woodbridge, NJ  
[The World Academy](#) is an executive international trade consulting firm specializing in global trade compliance, facilitation and international supply chain management. Professional services range from onsite third-party compliance management to offsite international trade and logistics resource support to compliment the needs of companies with an international global footprint in world trade.
Logistics Resources

ALLEGHENY BROKERAGE CO., INC.
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Allegheny is a full-service customs brokerage in ocean, air, and truck freight forwarding. They provide export and import regulatory guidance and training. They have extensive experience training in defense and commerce regulatory requirements.

EXPEDITORS - NORFOLK
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www.expeditors.com
Expeditors is a Fortune 500 service-based logistics company. Expeditors generates highly optimized and customized supply chain solutions for its clients using unified technology systems that are integrated through a global network of 357 locations in 60+ countries on six continents.

LIVINGSTON INTERNATIONAL
Tom Mollison
Norfolk, Virginia
757.297.7888
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Livingston International offers international trade consulting and freight forwarding around the globe. The company is TRACE certified, which means that it has completed a comprehensive due diligence process that signifies that it has been “pre-vetted” as potential partners for multinational companies seeking to do business.

UPS
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UPS is a global leader in logistics, offering a broad range of solutions including the transportation of packages and freight, the facilitation of international trade, and the deployment of advanced technology to more efficiently manage the world of business.

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