

## **EXPORT CONTROLS PROCEDURES**

<b>Title: Campus Department Coordination</b>		
<b>Procedure #:</b> EC008	<b>Effective Date:</b> 12/10/2021	<b>Author:</b> Todd Wakeland

**Purpose/Definitions:** In order to identify activities and assets which may be subject to export controls, as well as to prevent activities with restricted parties, the Export Controls office shall coordinate with campus departments that may be able to assist in export control activities.

**Procedure:**

The Export Controls Office coordinates with the following campus departments:

<b>Campus</b>	<b>Area</b>	<b>Description</b>	<b>Documentation Location</b>
SIUC	Various	Various offices perform restricted party screenings.	Appendix A
SIUC	OSPA	Provides monthly report of proposals and sends any flagged awards or awards that meet certain criteria for Export Control Office review	

### Appendix A: SIUC Restricted Party Screening Responsibilities

Entity Being Searched	Responsible for Identifying Entity in Need of Search	Responsible for Performing Screening in Software	Instances RPS is performed:
Foreign visitors to the campus	All	Export Controls	As requested
Foreign travel for faculty/staff	All	Export Controls	As requested
Foreign faculty, AP, employees (H-1B) Agreements (i.e. MOUs, CDAs, MTAs, etc.)	Provost & VC for Academic Affairs  Office of Tech Mgmt & Industry Relations	Export Controls	H1Bs for new faculty