

Georgia State University
EXPORT CONTROL SCREENING FORM
(NON-EMPLOYEES)

All persons who are doing Georgia State University (GSU) work/activities under the direction and control of a GSU employee but are not employees or enrolled students of GSU must enroll in the GSU Volunteer Program by completing the Volunteer Registration Form. In addition, any non-employees doing research at GSU or who have regular access to GSU laboratories or facilities where research data is maintained must be screened for Export Control purposes.

Name of non-employee (print): _____

Are you a U.S. citizen **or** permanent resident of the U.S.?

- Yes, I am a citizen or permanent resident of the U.S.
 No. Country of citizenship _____

Name of GSU supervising faculty or staff member: _____

GSU Department: _____ Home institution (if any) _____

Are you employed by another entity or are you receiving outside funding for your activities at GSU?

- Yes. Employer or Sponsor Name/country _____
 No.

Have you or will you be asked to provide detailed information regarding your activities at GSU to a government or a representative of a government or non-U.S. entity?

- Yes. Name(s)/country _____
 No.

To the best of my knowledge, all of the above information is true and correct.

Signature

Date

This portion is to be completed by the supervising faculty (e.g. PI) or staff member.

1. Will the person named above (hereinafter "volunteer") be working on any sponsored research projects?

- Yes. Sponsor Name & Grant No. _____
 No.

2. What areas (i.e. rooms and labs) will the volunteer have access to? _____

3. Are materials, technology, information, or software that the volunteer has access to, whether generated from the volunteer's project or not, intended for military applications, or if intended for civilian purposes, **could** such materials, technology, information, or software have a military application?

- Yes.
 No.

4. If new technology is developed, will the results be published?

- Yes
 No

5. Will the volunteer have access to any proprietary information (i.e. third party confidential information)?

- Yes
 No

It is unlawful under export laws and regulations to send or take export controlled information out of the United States or to disclose, orally or visually, or to transfer export controlled information to foreign nationals **inside or** outside the United States. A "foreign person" is one who is not a U.S. citizen or permanent resident alien of the U.S.

Researchers may be personally liable for violations of export control laws and regulations; therefore it is important that you use reasonable care in responding to the questions provided below. Prior to responding, you will need to review the general overview of your obligations under export laws and regulations and descriptions of technologies that are controlled by the International Traffic in Arms Regulations (ITAR) 22 CFR Section 121.1 et seq., accessible at http://pmdc.state.gov/docs/ITAR/2007/official_itar/ITAR_Part_121.pdf and/or the Export Administration Regulations (EAR) 15 CFR Section 774, Supp. 1, (Categories 0-9) accessible at http://www.access.gpo.gov/bis/ear/ear_data.html and decide if you believe the technology involved in this particular project falls within one or more of the categories. **There are a number of legal exceptions and exclusions under ITAR and EAR that may apply to certain research activities.** However, it is important that we identify whether such activities are subject to ITAR or EAR as a threshold matter.

6. Indicate your determination with regard to whether the volunteer's activities include technology subject to the ITAR or EAR.

- The project does not involve technologies covered by ITAR or EAR.
- The project/technology is covered by either ITAR or EAR. If so, indicate the relevant category information:

7. In the space provided, describe any specialized equipment that the volunteer will use or have regular access to (Use of equipment may be controlled for export purposes if such use extends beyond routine operation). If you need additional space, attach a separate sheet of paper.

8. Is there an existing agreement, such as an exchange agreement, that governs the relationship between GSU and the volunteer's home entity?

- Yes. Please attach a copy to this form.
- No.

9. Are there any other sensitive issues or concerns that Legal Affairs should know about? Please provide below or call Legal Affairs at 3-0500.

Supervisor Name	Department and Title	Telephone Number
Supervisor Signature	Email Address	Volunteer Begin & End Dates

Department Head Signature - Must be signed before submittal	Date
--	------

Submit completed form to GSU Office of Legal Affairs by FAX (404)413-0518 or in person to 10 Park Place, Suite 510.