Export Control Compliance Reviews for International Shipments

To prevent UCSB researchers from unintentionally violating export control laws and regulations when shipping (i.e., mailing or hand carrying) items to a foreign destination and foreign end-user, the Export Control Officer (ECO) should review all items being exported to a foreign destination (letters and documents are exempt from this requirement).

A review by the ECO ensures UCSB is compliant with U.S. laws and regulations. Members of campus who wish to send or hand-carry materials to a destination outside of the U.S. will require the approval of the ECO before the item(s) leaves campus.

In order for the ECO to process a request, please provide answers to the following questions:

1. What is being shipped (please be detailed; no acronyms)?
2. What is the quantity?
3. What is the estimated value?
4. What country is it being shipped to?
5. Who are you shipping to? Who are the ultimate end-users?
6. What foreign institution(s) are the above persons primarily affiliated with?
7. What will be done with the equipment/material; please briefly describe the research?
8. Will this equipment/material be used for any military purpose?
9. Were the goods being shipped provided by a third-party or do the goods incorporate products provided by a third-party?
10. Is there an intent to publish the research involving the goods being shipped?
11. What is the ECCN for the item?
    Review the Commerce Control List (CCL), https://www.bis.doc.gov/index.php/regulations/export-administration-regulations-ear, and provide the ECO with a determination of whether your item is listed or not listed in the CCL. If your item is listed, provide the corresponding ECCN (Export Control Classification Number), e.g., 3A001.a.2, to the ECO for each item using the following methods:
    - Review the Alphabetical Index to the Commerce Control List (CCL). The index provides a list of categories. Look in the category that corresponds to your item to determine if your item is described by an ECCN in that category. You may need to review more than one category of the CCL and more than one ECCN description. Instructions for using the CCL are found in EAR Part 738.
    - Go to the source. Ask the manufacturer, producer, supplier or developer of the item for the corresponding ECCN.