



Sponsored projects with restrictions on publication, participation, or dissemination?

Institutional sponsored projects with controlled technology or data?

Working with foreign nationals in your office or lab?

Collaboration with foreign institutions or sponsors?

Traveling internationally? Taking Vanderbilt property with you?

Shipping a package overseas?

Foreign national visitors on campus?

International purchases and payments?

Vanderbilt University Basic Export Guidance Vanderbilt Export Compliance (VEC) Office

What is export control?

Export Control is a group of federal laws & regulations that control products, services, and information for reasons of foreign policy and national security. Vanderbilt recognizes certain activities may be subject to export controls and is committed to complying.

What is an export?

Most generally think an export is a physical item you ship overseas. In actuality, an export is any transfer of an item or information to a foreign country or foreign national. This can occur abroad OR within the United States. The transmission can be oral, written, visual disclosure, a shipment, hand-carrying items while traveling, or providing technical assistance.

What do Vanderbilt personnel need to do?

In order to ensure compliance, it is important for university personnel to identify when their activities may trigger export controls. When export controls apply, individuals must obtain any required governmental licenses, monitor and control access, and safeguard all controlled materials.

There are four basic things to know before anything can be exported:

- What is the item or information?
- Where is it going?
- Who will receive it?
- What will the end-use be?

Who can help?

The **Vanderbilt Export Compliance (VEC)** office is a free resource dedicated to providing assistance and centralized resources for all university export control-related activities. We can help you determine when export controls apply and when they do not.

If you have any questions or need additional information, please visit our website for guidance or contact us directly. We're here to help!

Vanderbilt Export Compliance
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 615-343-2426 or 615-343-6070

