

## Export Control Training Program

July 2015

The Research & Engagement executive area, through its Office of Research Compliance (ORC), has been charged by the Chancellor to recommend and implement a program of required training for identified groups from the campus community.

Orientation and training in foundational aspects of export control is critical to ensuring UMass Amherst faculty, staff, and students are aware of and can seek assistance with transactions or circumstances that may be impacted by export control laws and regulations. Because the export regulatory schema impacts not only research activities, but also international travel, purchasing, shipping, receiving, and other aspects of daily university business, it is important that the campus community has a sufficient understanding to ensure compliance. Individuals who complete and maintain this required training, and follow the relevant University policies and procedures, can rely on the University's protections against liability and its continued support for their activities.

Pursuant to the Chancellor's memo entitled *International Admissions/Visa/Compliance* dated May 26, 2015, all faculty and graduate students in Chemical Engineering, Electrical and Computer Engineering, Mechanical and Industrial Engineering, Physics, Chemistry, and Microbiology must undertake training by way of the Collaborative Institutional Training Initiative (CITI)<sup>1</sup> suite of online training programs. Undergraduates in these departments who are funded by sponsored research must also participate in the online training program. Faculty, staff, and students in other disciplines or departments whose activities intersect export control regulations may also be required to participate in the training as a condition of approval for particular transactions or research activities.

Department heads and faculty have the primary responsibility to ensure compliance with this training requirement. The ORC is available to support and assist faculty in determining applicability of the requirements to their activities and in documenting training. ORC also supports the day-to-day analysis of transactions and activities for any export control compliance concerns in accordance with campus operational policies and guidance (see [Export Control Program](#)).

Training must be completed annually by September 30, comprising the following foundational modules:

- Introduction to Export Compliance (ID: 16800)
- Export Compliance for Researchers: Part I (ID: 16801)
- Export Compliance for Researchers: Part II (ID: 16802)
- Export Compliance and United States Sanctions Programs (ID: 16812)

Export control regulations are complex and dynamic, and ORC can offer resources and expertise to understand the application of the regulations to your university business. Contact Jennifer Donais at (413) 545-5896 or [rescomp@research.umass.edu](mailto:rescomp@research.umass.edu).

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<sup>1</sup> Link to CITI Training: <https://www.umass.edu/research/citi-training-export-control> (if you don't already have a CITI account, you will have to create one)