SAO Flow Chart 2.1.2
EXPORT COMPLIANCE PROCEDURE FOR
PROPOSALS/AWARDS/MODIFICATIONS
SPONSORED PROGRAMS

Abbreviations
CCL – Commerce Control List
ECO – Export Compliance
Officer
PI – Principal Investigator
PS- PeopleSoft
USML – US Munitions List

Grant/Contract Admin
Receive notice of proposal/award or modification

Review SOW and clauses.

Is there an export license clause?

Yes → Email **ECO.** → **ECO** Add to "possible controlled programs" list.

No

Did **PI** certify whether program is export controlled on NSPIRES cover page?

Yes → Email **ECO** → **ECO** Review **PI**'s response

Does response seem correct?

Yes →

No

ECO Contact **PI**. Classify program.

Is it on USML or CCL?

No →

Yes

ECO Check if research needs a license for Non-US persons involved, or purchase of controlled equipment. Obtain license or restrict non US persons from research. Request ITAR or EAR flag in Peoplesoft (PS)

Contract Specialist Enter into PS. Continue processing