

SERVICES PROVIDED

by the

OFFICE of EXPORT CONTROLS

The UH OEC is tasked with certain administrative processes that are primarily related to restricted research (i.e., export-controlled and/or classified research) and other related business activities of the UH System. OEC serves as the primary resource for the UH community, including but not limited to UH administrators, researchers, faculty and staff, and others who support UH research projects and business matters involving the following:

- **Export Controls**
- **Industrial Security Services**
- **Agreements**

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UNIVERSITY
of HAWAII®
SYSTEM

**OFFICE OF
EXPORT
CONTROLS**

*Office of the Vice
President for Research
and Innovation*

The University of Hawai'i (UH) Office of Export Controls (OEC) is a system office that is responsible for assisting members of UH in complying with complex and ever-changing U.S. export laws and regulations. These export laws regulate strategic information, technology, and services, by providing training, advice and classification assistance, preparing and submitting license applications to appropriate Federal agencies, conducting internal evaluations and assessments, and administering applicable UH policies and procedures.

EXPORT CONTROLS

UH faculty, staff, and students, as well as RCUH employees hired to support UH-related programs (collectively referred to as “UH community”), are likely to come into contact with federal regulations that impose certain access, dissemination and/or participation restrictions, on the use and/or transfer of commodities, technical data, or the provision of services subject to US export control laws for reasons of national security, foreign policy, anti-terrorism or non-proliferation. Therefore, the UH community must be cognizant of US export control laws and regulations and be prepared to take the necessary steps in order to ensure compliance with said laws.

Contact the UH OEC for any questions pertaining to export control scenarios, interpretation of federal regulations or UH policy, to request export licenses, or to schedule departmental training.

INDUSTRIAL SECURITY SERVICES (CLASSIFIED RESEARCH)

The UH Office of Industrial Security Services (ISS) shall be responsible for any and all duties and responsibilities pertaining to the protection of classified information for UH, including responsibility over all matters necessary to ensure the security of classified information (e.g., the negotiation, execution, administration, and institutional compliance of classified contracts) that are subject to the requirements of the Department of Defense Industrial Security Regulation (ISR) and National Industrial Security Program Operating Manual (NISPOM). The ISS, under the direction of the UH Industrial Security Management Group (ISMG), shall ensure that UH complies with all policies, regulations and contractual stipulations relative to safeguarding classified information accessed by UH, in accordance with the requirements of the ISR and NISPOM, and appropriate approvals from the Defense Security Service, when necessary.

AGREEMENTS

The OEC has been delegated the responsibility to review and negotiate unfunded Research and Teaming Agreements, and the following:

- **Non-Disclosure Agreements (NDA)**
- **Confidentiality Agreements (CA)**
- **Material Transfer Agreements (MTA)**
- **Letters of Intent (LOI)**
- **Letters of Agreement (LOA)**
- **Memorandums of Agreement (MOA)**
- **Memorandums of Understanding (MOU)**
- **Data Use Agreements (DUA)**
- **Data Sharing Agreements (DSA)**