

INTERNATIONAL ACTIVITIES CHECKLIST—Individuals involved in international activities must complete with the following checklist. Please contact the Division of Research Compliance and/or the UF International Center (UFIC) if you have any questions or if the instructions direct you to do so.

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1. Attach a brief description of the proposed international travel, contract, research project, collaboration, payment, etc. ('Activity'). Include the purpose of the Activity as well as the entities, people, and payments involved in the Activity both at UF and abroad. Also include a description and model, make and manufacture of any equipment, software or materials that will be transferred and/or exported outside of the US.
 2. Will the Activity involve an **OFAC-sanctioned country, entities or person** [i.e., Cuba, Iran, North Korea, Syria, and Sudan]? **Yes** **No**
 3. Will **any** equipment (even office laptop computer, PDA, cell phone), material or payment be exported and/or transferred to an **OFAC-sanctioned country, entities or person** (even on a temporary basis?) **Yes** **No**
 4. Will the Activity involve interaction with or a benefit/payment to a person or entity on any of the following lists:

OFAC Prohibited List	Yes	No
State Department Terrorist Exclusion List	Yes	No
EAR Entities, Denied Persons, Unverified Persons, or General Order No. Lists	Yes	No

<http://www.access.gpo.gov/bis/ear/pdf/744spir.pdf>), (<http://www.bis.doc.gov/DPL/Default.shtm>,
http://www.bis.doc.gov/enforcement/unverifiedlist/unverified_parties.html,
<http://www.access.gpo.gov/bis/ear/pdf/736.pdf>
 5. Will any of the equipment/software or materials listed in the attachment to item 1 be hand-carried, sent, shipped, exported transferred or even temporarily left **anywhere abroad**? (see question 8) **Yes** **No**
 6. Will already controlled, or proprietary or not-yet-published (i.e., non public domain) technical data/research be communicated **abroad** ("**communicated abroad**" means **while abroad or from the U.S. to someone abroad**) or to a **non US person in the US**? **Yes** **No**
 7. Does the effort involve **information, software, equipment, materials or services subject to the U.S. Munitions List** or have a military application, or involve satellites, space vehicles or their components? **Yes** **No**

(Contact the Division of Research Compliance at 352 392-2369 if you answered yes to any of the questions above)

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8. If a **computer, PDA or cell phone** is being hand-carried or sent abroad (also see 2 regarding countries of concern):

Is the equipment available routinely at retail outlets in the U.S?	Yes	No
Does the equipment only contain mass market encrypted software (i.e., Microsoft office/Adobe)	Yes	No
Does the equipment contain only published/public domain technical and/or research data?	Yes	No
Does the equipment contain only non-proprietary/non-confidential technical data?	Yes	No
Confirm that the equipment will not be left abroad, even temporarily?	Yes	No
Will the equipment be used solely to conduct UF work/research and/or standard tourist activities?	Yes	No
Will you have physical possession/control of the equipment at all times?	Yes	No

(Contact the Division of Research Compliance at 352 392-2369 if you answered no to any of the items in question 8)
