

UNIVERSITY of HOUSTON

EXPORT CONTROLS I-129 FOREIGN NATIONALS DISCLOSURE FORM

University of Houston _____ (“University”)
Foreign National Name (“Prospective Employee”): _____
Faculty Supervisor Name: _____
School/Department: _____

A new requirement in the H-1B and O-1 process is to determine whether or not an Export Control license is necessary for the prospective employee. The university cannot complete the H-1B/O-1 application until this issue has been fully vetted by the Department Chair or equivalent and the Principal Investigator (“PI”), if applicable. Any future changes to the employment must also be reviewed. **Submission of this document constitutes an acknowledgment of the review of the University’s webpages on [Export Controls](#).**

The following questions must be completed and signed-off by the Department Chair or equivalent and the PI, if applicable. If there is no PI, then the following questions must be completed and signed-off by the Department Chair or equivalent:

1. Will the prospective employee be provided access to any University-owned technical data or technology that is considered proprietary or confidential to the University? (Access would include verbal discussions, training, access to shared drives or websites, access to laboratories and equipment.)
Yes No
If yes, please describe: _____
2. Will the prospective employee be provided access to any third party-owned technical data or technology that is considered proprietary or confidential to the third party owner? This includes U.S. government furnished technical data with dissemination controls or other restrictive markings, as well as ITAR-controlled software.
Yes No
If yes, please describe: _____
3. Will the prospective employee be provided access to equipment specifically designed or developed for military or space applications?
Yes No
If yes, please describe: _____
4. Will the prospective employee be involved in any research projects?
Yes No

If yes, will any of the research be sponsored, in whole or part, by either the University or an External Sponsor, including the federal government?

If yes, please provide the project identification number(s), if available.

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If yes, please describe in detail the research that will be performed, including whether the research results will be taught, published or otherwise shared with the interested public.

If yes, will the research be fundamental research, as described in the UH Export Control materials linked above?

5. Is the information or software education material taught in a catalog course and associated with a teaching laboratory?

Yes No

If yes, please describe: _____

6. Is the information or software within the public domain?

Yes No

If yes, please describe: _____

Name of PI

Signature

Date

Name of Department Chair or Equivalent

Signature of Department Chair or Equivalent

Date

If you answered 'Yes' to any of the questions above, please provide a reason where indicated in this questionnaire.

Once complete, send to the Export Control Officer at the Division of Research all four pages of this document.

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ATTACHMENT A

Certification – No Technology or Technical Data to Be Released

1. I work or will work, in a capacity that enables me to anticipate the particulars of the employment of _____ (“Prospective Employee”), a citizen of _____, should he/she be granted permission from the U.S. Government to work within the University of Houston _____ (“University”). After performing the due diligence necessary to verify whether a license is required, I do not foresee University personnel knowingly releasing any technology or technical data.
2. I have reviewed the UH website which includes information about Export Control Regulations as well as the webpages on Export Control Verification protocol.
3. I will notify the University export controls office before:
 - a. any technology or technical data is released to the Prospective Employee, and/or
 - b. the Prospective Employee moves to a new office or lab, or begins work activity outside my control or knowledge.

I affirm that the contents of the foregoing certification are true, to the best of my knowledge, information, and belief.

Certifier’s Printed Name

2nd Certifier’s Printed Name

Certifier’s Signature

2nd Certifier’s Signature

Date

Date

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**EXPORT CONTROL OFFICE RECOMMENDATION
AS TO COMPLETION OF I-129, PART 6**

In reliance upon the attached Certification, it has been determined that a license for Export Control is not required for this Prospective Employee, therefore, the University Office of Export Controls recommends that, as to Part 6 of the I-129, which the University presently seeks to submit on behalf of the Prospective Employee (I-129 "Beneficiary") named _____, Box 1 should be selected as the most appropriate certification option provided.

Name of ECO Representative

ECO Representative Signature

Date