**Technology Control Plan**

**Security Questionnaire**

**PI:**

**Doc ID or Project number:**

1. Indicate your determination with regard to whether *this project* is subject to the ITAR or EAR.

 [ ]  The project/technology is covered by the EAR.

 If so, please indicate the CCL ECCN category and source of determination (Previous review, sponsor, self-determination)

 [ ]  The project/technology is covered by the ITAR.

 If so, please indicate the CCL ECCN category and source of determination (Previous review, sponsor, self-determination)

 [ ]  Unknown/unsure.

 [ ]  This project is not covered by either the EAR or ITAR.

If this is selected you must provide an explanation. You may choose to skip the remaining questions, however, this may delay the review of your project, if the project is covered by the EAR or ITAR and a TCP is required.

1. List the buildings and rooms where work on this contract effort will be performed.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Building** | **Room** | **Lab?** | **Single Office?** | **Multiple Office?** | **Other?** | **Remarks** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

1. What method(s) will be used to transmit export control or sensitive data, information or items?

|  |  |  |
| --- | --- | --- |
| **Method of transferring data, information or items** | **Externally (between Sponsor and GT Participants)** | **Internally (between GT PI and other GT Participants)** |
| Email (GT email options: GT Office 365 or GT Exchange) |  |  |
| Data storage: ([GT Prism](http://www.prism.gatech.edu), [GT Microsoft Office 365 OneDrive](https://saas.oit.gatech.edu/office-365) and [GT Dropbox Enterprise](https://faq.oit.gatech.edu/dropbox) (for faculty/staff only) |  |  |
| Dept/Lab local server |  |  |
| Sponsor Server |  |  |
| DVD/CD/USB drives |  |  |
| Physical mail (USPS, FedEx, UPS, etc.) |  |  |
| Other (describe) |  |  |
|  |  |  |

1. Do you anticipate using a student for their thesis or dissertation on this project (hourly paid efforts not included)? (Yes or No) – If Yes, answer a-f below. If no, skip to 5.
	1. Student name and GT ID:
	2. Is the student a “US Person”?[[1]](#footnote-1)
	3. Is the student integral and necessary to the project (i.e. were they identified in the proposal)?
	4. Will Export Controlled data be included in the written Thesis/Dissertation or presentation (or will student only have access to and/or use export controlled data in the course of the thesis/dissertation but not include these data in the thesis/dissertation)?
	5. Will the student graduate, with no delay, if all results relating to this project were rejected for publication and could not be provided to the student’s graduate committee?
2. Do you anticipate the need to use non-US persons on this project? *Note: Non-US Persons includes H1-B (employee), F-1 (student), J-1 (visitors) visa holders.* *US person includes: US citizens, US permanent residents (“green card” holders).*

1. Do you have or plan to host Visiting Scholar(s) from another country?
2. Do any of the project participants share office space with non-US persons?
3. Are keys to any contract work areas in the possession of non-US persons?
4. Is access to contract work areas provided to non-US persons?
5. Do you anticipate the need to ship, transmit or deliver anything outside the US or to a foreign person or entity in the US?
6. Will any of your research or activities take place outside the US?
7. Will you be working with or for any foreign military or government (answer yes, even if your activities are on behalf or at the request of the US Government)?
8. Is there any pertinent information that would affect the security of this research effort?
1. A “US Person,” under US export control laws, includes United States Citizens, lawful permanent residents, and individuals granted certain rights of political asylum or refugee status. F-1 (student) and H1-B Visa holders *are not* US Persons. [↑](#footnote-ref-1)