I purchase equipment and supplies for faculty members in my department, is there anything I should do to help prevent possible export control violations?

Yes. For all items, other than the exceptions listed below, ask the vendor or manufacturer for the Export Control Classification Number (ECCN) of the items you are purchasing. The manufacturer or vendor is in the best position to know the export control status of their goods. The ECCN is a five digit alpha numeric designation; it is always a number, followed by a letter, followed by three numbers, e.g. 1C351. It may also include sub-designations, e.g. 1C351.a.10. If the vendor or manufacturer can’t or won’t provide the ECCN, you can self-classify by using ListVUe. Please contact opra@vanderbilt.edu for assistance using ListVUe. If you have any other questions or concerns regarding self-classification, contact vec@vanderbilt.edu

For items intended for use outside of the U.S.:
Consider having the items drop shipped to the foreign location by the manufacturer or vendor in order to save on shipping charges. An added advantage to this request is that the manufacturer or vendor then has a vested interest in export compliance and share liability for any export control violation that occurs. The manufacturer or vendor is in the best position to know the Export Control Classification Number (ECCN) of their goods.

For items intended for use at Vanderbilt or within the U.S., you do not need to request an ECCN for the items listed below:

1. Laboratory chemicals that are not explosives, energetics or toxins.
2. Laboratory supplies, e.g. culture plates, eppindorf tubes, pipette tips, syringes, needles, glassware, gloves.
3. Medical equipment that is marketed and approved for patient diagnosis or treatment.
4. General office equipment and supplies.
5. Standard laboratory equipment, e.g. certain microscopes, computers, autopipetters and pH meters.

However, please note that certain microscopes, centrifuges and balances may have the following export controls:
   a. 3B992 - Microscopes
   b. 2B122 – Centrifuges capable of imparting accelerations above 100g
   c. 7B003 – Gyro dynamic balance stations
   d. 7B003 – IMU platform balance fixture
   e. 7B101 – Gyro dynamic balance stations
   f. 7B101 – IMU platform balance fixture