

Research Security & Safety

The Stony Brook University community has many valuable resources to protect. These bulletins are meant to provide quick facts, best practices, and key University contacts.

Hiring Foreign Persons

Hiring foreign persons to fill roles in your lab can come with many advantages. At the same time, we need to ensure that appropriate caution is exercised to ensure export controls compliance.



Why Diligence is Important

Certain activities or events that involve foreign persons working in your lab require an export license from the U.S government:

- Allowing access proprietary or restricted data that is export controlled
- Granting access to facilities with sensitive content
- Demonstrating how to use certain lab equipment

Failure to obtain a license can have serious repercussions for SBU.

Whom to Contact

The [Export Controls Program](#) (part of the larger Research Security Program) manages all aspects of export compliance for SBU.

They are located within the Office of the Vice President for Research (OVPR) and can be contacted at:

ovpr_exports_admin@stonybrook.edu

For any VIS related questions contact

vis_scholar@stonybrook.edu

Best Practices

- Disclose to Visa and Immigration Services (VIS) at the time of visa application if your foreign person employee will be working around export controlled equipment/data
- Keep a log of whom within your lab is authorized to have access to anything export controlled and report any violations of this to an Export Compliance Officer immediately!
- Notify VIS of any position changes (e.g. changes in duties, title, salary, location, hours), resignations, dismissals (involuntary termination) **before** they occur
- If your foreign person employee does not require sponsorship through SBU, contact an Export Compliance officer for advanced screening

University Policy

[Export Control Policy](#)