

## The Office of Research Integrity and Compliance (ORIC) & The Office of Export Controls and Customs (OECC)

### EPAP Forms and You!

An External Professional Activity for Pay (EPAP) is an activity that is not part of your employment at ECU but involves the compensation for work performed based on your professional knowledge and experience. These activities can include paid speaking engagements, consulting activities, or serving as a paid member on a board or scientific advisory group.

Here are a few quick things to know about EPAPs:

- The form, known as a Notice of Intent (NOI), is completed electronically in the AIR System.
- The NOI should be completed no fewer than 10 calendar days before your EPAP engagement.
- If the EPAP engagement lasts more than one year, the NOI will need to be resubmitted annually.

Once completed, the EPAP form will automatically be routed to the appropriate EPAP approver in the employee's department or division. Remember, the EPAP activity should not begin unless it has been approved.



### Activities with Faculty and Students of Universities in Sanctioned Countries

Even when results are intended for publication, did you know that conducting research with individuals physically located in sanctioned countries may be prohibited unless specific conditions are met?

- The institution in the sanctioned country must not appear on any U.S. restricted parties list;
- The faculty member or student may not appear on any U.S. restricted parties list;
- None of those involved may be known or suspected agents of the foreign country's government;
- ECU's faculty or staff must not know, nor have reason to know, that the technology, information, data or software involved would be used directly or indirectly with respect to certain nuclear, missile, chemical or biological weapons or nuclear-maritime end-uses;
- Information, data, technology or software involved may not be specifically controlled by the International Traffic in Arms Regulations (the "ITAR"), the Export Administration Regulations (the "EAR"), nor subject to any other government agency regulation.



ECUResearch



@ECUResearch



REDEECU



REDEECU