Various U.S. government agencies maintain lists of individuals, companies, and organizations, both foreign and domestic, whose U.S. export privileges have been blocked, restricted, or revoked. To remain compliant with the regulations, UCAR/NCAR must ensure that no transactions are conducted with such parties unless authorized by the listing U.S. government agency.

UCAR/NCAR uses a web-based software tool known as Visual Compliance to quickly and easily conduct Restricted Party Screening (RPS) against the various lists for: Restricted Parties, Denied Parties, as well as Blocked, Unverified, and Sanctioned Parties lists. Screenings should be completed for:

- Foreign and domestic sponsors and vendors
- Foreign research collaborators
- All personnel associated with export controlled research
- Foreign visiting scientists
- Subcontractors

Conducting Restricted Party Screening

Registered individuals who have access to the Visual Compliance system and can conduct RPS directly. The Export Compliance Program Manager (ECPM) manages user access to the Visual Compliance system. UCAR/NCAR staff with a need to conduct RPS on a regular basis may request access to the Visual Compliance system. Otherwise, if the need for RPS is occasional, the ECPM will be happy to conduct the screening for you.

Requests for RPS should be sent to the ECPM at: export@ucar.edu. The email should contain the following information:

- Name of individual to be screened.
- Name of affiliated organization (if applicable).
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- Country of Nationality (for individuals) / Country of Incorporation (for organizations)
- Reason for conducting RPS (e.g., V2 or V3 visitor, Proposal, NDA)

Requesting Access to Visual Compliance

Lab/Program/Department supervisors should send a request to the ECPM at export@ucar.edu with the following information: Name of Individual(s) needing access. The ECPM will then send the new user a link to create an account with Visual Compliance.

Available Training

Although training is not required prior to using Visual Compliance, the ECPM recommends that new users review the training material posted below as well as online modules provided by Visual Compliance in order to gain a thorough understanding of how to conduct RPS and manage the results. Once an account has been established, a formal in-person training session can be scheduled by emailing a request to the ECPM.

The ECPM has created the following training materials for conducting screenings, reviewing the results, and steps to take for potential matches (or 'hit').

- RPS Basics with Visual Compliance (on web site)

Registered users may also watch the Visual Compliance online training modules by selecting the training icon at the bottom of the screen after logging in to the site with their provided user access. Visual Compliance also conducts quarterly training sessions on system updates and best practices. An email will be sent to all registered users by Visual Compliance of upcoming events with registration details.
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For additional guidance, please contact the Export Compliance Program Manager at x8898, export@ucar.edu.