

## 1. Export Control Records

Dates: 2014 -  
Volume: 5 Cubic Feet/3 Gigabytes  
Annual Accumulation: 2 Cubic Feet/1 Gigabyte  
Arrangement: Alphabetical and Chronological

This record series consists of export control documentation retained on University commodities, software, or technology whenever they may be subject to export licensing under the Export Administration Regulations (EAR) or regulations by other government agencies. The documents may include, but are not limited to: restricted party screening, Temporary Exports/Re-exports Certifications, statements of responsibility, award proposals, financial records, travel records, memoranda, H1-B Visa applications, etc.

This item supersedes approved State Records Application No. 07-08, item 100.074, in order to change the agency name from "Southern Illinois University-Edwardsville" to "Southern Illinois University (All Campuses)" so that this records series applies agency wide; and to update the date, volume and annual accumulation of the record series; and to make minor edits to the record series description, per agency request. (No change to the overall length of the previously approved retention period is being proposed).

**Recommendation:** Retain for five (5) years after termination of funding period or date of last activity, whichever is later, then destroy in a secure manner or delete from system, provided all audits have been completed, if necessary, and no litigation is pending or anticipated.