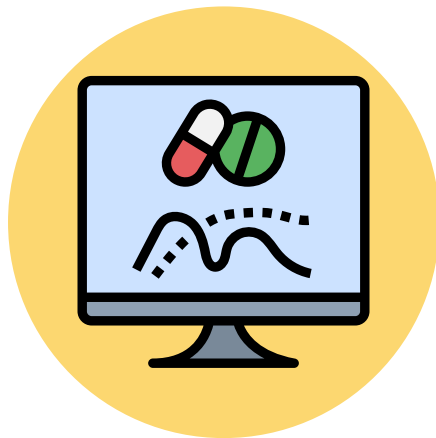


Biennial Inventory of Controlled Substances

Do you hold a registration for a controlled substance? Remember to complete your DEA required biennial inventory including all controlled substances on hand, their form, quantity and strength! You are required to do this inventory every two years, but we recommend doing it annually, if possible. Use [Form 6](#) to document your inventory. Find more information and forms on [this page](#).



The Office of Research Security would like to remind researchers to safeguard their research data by keeping the following best practices in mind when traveling or collaborating internationally:

- Update and patch hardware and software.
- Use encryption on your devices.
- Use Emory owned and managed devices.
- Minimize the use of personal devices as much as possible.
- When travelling offsite, maintain possession of your devices.
- Avoid travelling with data that isn't necessary.
- Know what types of data you are collecting, processing, storing, or sharing.
- Know who has access to the data and apply appropriate access restrictions.
- Use strong passwords on devices and folders.
- De-identify data when possible.
- Have a data management plan.
- Securely destroy unneeded data.
- Report hacked, lost, or stolen devices as soon as possible to [Emory Security](#).

Everyone Plays a Role in Research Integrity

[This visual case](#) study follows "Bob," a hypothetical postdoc working in "Dr. C's" lab, as they struggle with the pressures of "publish or perish." This infographic is intended to show the different pressures facing the research community at various levels of the scientific ecosystem. This information was obtained from the ORI website at <https://ori.hhs.gov/infographics>.

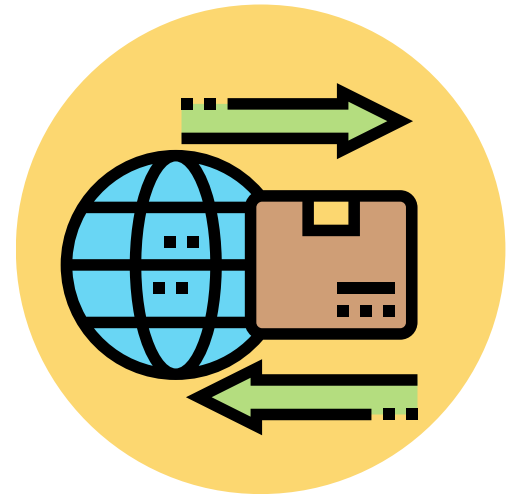


For more information contact:
researchsecurity@emory.edu
dataplan@emory.edu
ORAIThelp@emory.edu

ELECTRONIC EXPORT INFORMATION (EEI) FILING REQUIREMENTS for CHINA, VENEZUELA AND RUSSIA

What is Electronic Export Information (EEI)?

EEI is data that the US Census Bureau and the Customs and Border Protection require to be filed prior to exporting goods from the U.S. to a foreign country. In general, EEI filing is required for goods valued at more than \$2,500 or those that require a U.S. government export license. The filing requirement applies equally to items that are shipped using courier services such as FedEx and to items that may be hand-carried by a traveler.



Special requirements for China, Venezuela, and Russia

EEI filing is required for all items on the [Commerce Control List \(CCL\)](#) that are destined for China, Russia, or Venezuela regardless of the value of the shipment. The CCL includes commonly used items such as laptops and cellphones. There is no exception for hand-carried items!

For More Information:

- [EEI filing requirements for exports to China, Russia, and Venezuela](#)
- [Commerce Control List \(CCL\) index](#)

How to Comply

Contact Export Control Office and provide the information below at least two days in advance of travel if you are shipping or hand-carrying Emory-issued laptops, cellphones, or other equipment to China, Venezuela and Russia, even for a short period of time. Additionally, contact Export Control Office for any international shipment to any destination that is valued at or above \$2500 or that requires a U.S. government export license.

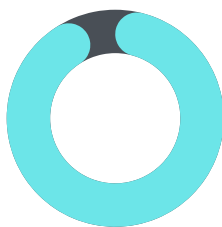
- Date of travel or shipping
- Item(s) that will be shipped or hand-carried
- Airport from which outbound flight will be leaving.

exportcontrol@emory.edu

eDisclose Metrics from the COI/COC Team as of 3/1/2023

Emory implemented the new disclosure platform eDisclose on November 17, 2022, and concluded the first annual certification cycle in the new system on January 18, 2022.

- 95% of all disclosers in the research category have submitted their Disclosure Profile (n=3,091)



- 393 disclosers have Significant Financial Interests requiring review.
- 553 Pre-Approval Requests have been submitted.
 - 69 under review
 - 262 approved

All Disclosers in Research Category	#	%
Disclosure Profiles Submitted	3091	95%
Disclosure Profiles Not Submitted	179	5%
Total # Disclosers in Research Category	3270	100%

SFIs Requiring Review	#	%
Disclosure Profiles with SFIs Requiring Review	393	13%
Disclosure Profiles with No Review Required	2698	87%
Total # Disclosure Profiles Submitted by Disclosers in Research Category	3091	100%

Pre-Approval Requests	#	%
Under Review	69	12%
Clarifications Requested	53	10%
Approved	262	47%
Discarded	45	8%
Declined	15	3%
Pre-Submission	109	20%
Total	553	100%

For more information:

- [eDisclose](#)
- Email edisclose@emory.edu for all inquiries concerning COI