

# ACCRE VAMPIRE DISCLOSURE

## Guest Users



This form is being distributed to establish a "Guest User" account for access to a non-restricted group at ACCRE VAMPIRE. Please complete this form and submit it to Carie Lee Kennedy at [carielee.kennedy@vanderbilt.edu](mailto:carielee.kennedy@vanderbilt.edu).

1) I, \_\_\_\_\_, am the Principal Investigator for the following research group and I am familiar with and/or have discussed this disclosure form with researchers and/or personnel who are familiar with the data, information, technology, images, software, etc. contained in the research analyzed and/or stored at ACCRE VAMPIRE. I confirm that none of the information currently stored or information that will be stored in the noted group below is restricted (export controlled or proprietary).

*If you are not familiar with the EAR and ITAR regulations, please review the information at the following links before proceeding:*

Export Control Basics: <http://www.bis.doc.gov/licensing/exportingbasics.htm>

Deemed Exports: <http://www.bis.doc.gov/deemedexports/deemedexportsfaq.html>

ITAR and Munitions List: [http://www.pmddtc.state.gov/regulations\\_laws/documents/official\\_itar/ITAR\\_Part\\_121.pdf](http://www.pmddtc.state.gov/regulations_laws/documents/official_itar/ITAR_Part_121.pdf)

Vanderbilt Export Compliance (VEC): [www.vanderbilt.edu/exportcompliance](http://www.vanderbilt.edu/exportcompliance)

*(Where proprietary is defined as "data which embody trade secrets developed at private expense, where such data 1) is not generally known or available from other sources without obligation concerning their confidentiality; 2) has not been made available by the owner to others without obligations concerning their confidentiality; and 3) is not already available to the Government without obligation concerning their confidentiality.")*

**ACCRE Group:** \_\_\_\_\_

**NO**, the research information in the above referenced group analyzed and/or stored at ACCRE VAMPIRE does **not** contain any data, information, technology, images, or software that is controlled under either EAR/ITAR, nor is it considered proprietary. In addition, the citizenship/visa status of ACCRE employees is not relevant so any ACCRE staff member may have access to the files of any users and/or data contained in my group. Note: Should the information/data stored on ACCRE VAMPIRE become export controlled or proprietary you must contact ACCRE and VEC immediately.

**Sponsored** or  **Non-Sponsored Research**

**Who is the sponsor?** \_\_\_\_\_

I confirm the following items:

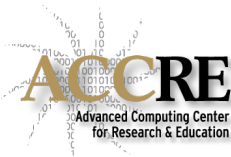
I am a faculty member at Vanderbilt and this guest user account is either for a staff member, post-doc, student, or visiting scholar that works under my supervision or this guest user account is for my own usage.

In addition, I understand that:

- Both the new guest user and the faculty sponsor must be in the ACCRE "Announce" listserv to receive major news pertinent to their research group's use of the ACCRE facility.
- All on campus guest users must meet with our Education and Outreach Liaison before the account can be opened.

2) Important information regarding your ACCRE VAMPIRE access:

- a. Use of [Request Tracker \(RT\) helpdesk](#): The following statement is predominantly displayed on the RT helpdesk and on the New Account Request form – "No confidential, export controlled, or proprietary information is allowed in any ACCRE Request Tracker help tickets."



# ACCRES VAMPIRE DISCLOSURE

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- b. Use of Passwords: The following statement is prominently displayed on the new account request form “When your new ACCRES VAMPIRE account is opened, you will be emailed a temporary password. You are required to change your password immediately to a unique password which you maintain for your confidential use.”
- c. Software used on ACCRES VAMPIRE: Users only have access to publicly available source code and to source code in their individual and group directories or to non-export controlled restricted commercial software. No EAR, ITAR, or proprietary restricted software may be used on VAMPIRE without advance notice and written approval by ACCRES, VEC, and the Vice Provost for Research.
- d. VAMPIRE may be used for Vanderbilt University courses. The professor of any course using VAMPIRE must provide a copy of the class roster via email. When VAMPIRE is used for class, the class website must include the following statement: “Material not directly related to this course may not be analyzed and/or stored at ACCRES.
- e. Notify ACCRES when users are no longer members of the group. Once a user’s account is closed, all files become the property of the PI of that group.

The Principal Investigator for each VAMPIRE group must complete a new ACCRES VAMPIRE Disclosure form annually. ACCRES will contact you with the request for a new disclosure. Failure to return a disclosure could result in the closure of the VAMPIRE account.

Reporting Violations: If you believe that an export control violation has or is about to occur, report your concern to ACCRES and VEC immediately; having knowledge of such information, but not reporting it can result in disciplinary and/or legal actions by the University and/or by Federal agencies.

I agree to abide by all instructions and procedures required by the Vanderbilt University, Vanderbilt Export Compliance, Division of Sponsored Research, Grants and Contract Management, and/or ACCRES; this includes Federal, State and local laws and regulations.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

If you are uncertain whether your research, which will be or is currently analyzed and/or stored at ACCRES, contains information controlled by EAR or ITAR, please contact Marcia Williams at 615-343-6075 or [marcia.e.williams@vanderbilt.edu](mailto:marcia.e.williams@vanderbilt.edu). If you have any questions regarding this form, please contact Carie Lee Kennedy 615-322-7256 or [carielee.kennedy@vanderbilt.edu](mailto:carielee.kennedy@vanderbilt.edu).

Note: EAR, ITAR or proprietary information, items, technology, images, software, etc. that is stored anywhere at Vanderbilt must be properly safeguarded; this is true whether your research is sponsored or non-sponsored. Please contact the Division of Sponsored Research at Vanderbilt if you have any questions relating to Vanderbilt policies and procedures or with Federal laws and regulations to ensure compliance. (615) 322-2631