



Before you ship internationally,
do YOU know the answers?

INTERNATIONAL SHIPPING CHECKLIST

WHAT	WHERE	WHO	WHY
<ul style="list-style-type: none"> • What is being shipped? • Is it a Controlled Agent? • What is its Export Control Classification Number (ECCN)? • What is the value of the item(s)? 	<ul style="list-style-type: none"> • Where are you shipping to? • Is the destination permissible for receipt of this item and its end use? • Is a license required? • Are the import restrictions at the destination? 	<ul style="list-style-type: none"> • Who are you shipping to? • Are they the ultimate end user? • Have the individuals and their organization(s) been screened against lists for excluded parties? 	<ul style="list-style-type: none"> • What is the end use of the item? • Is it permissible without a license?

Things to Remember:

For assistance with these questions, call the Office of Export Controls	Remember that every export is also an import at the international destination
Additional online resources: www.ohsu.edu/export	Be aware of red flags, such as shipping specialized medical equipment to a bakery
Retain records of all shipments	Be aware that compliance related to shipping hazardous materials and dangerous goods is separate from issues related to export controls

Contact: Jen McCaw
Export Compliance Officer | (503) 494-2009 | mccaw@ohsu.edu