



Statement of UCI Employee Obligations related to External Individual Engagements

Individual engagements are between the University of California, Irvine employee and an external entity. In other words, UCI is not a party to an individual engagement. When considering a new individual engagement with an external entity, UCI employees should keep in mind their UC obligations and consider sharing them with the external entity to avoid any issues.

In the course of discussing or participating in an individual international engagement, if the external entity requests or requires that you to do something that would cause you to violate UC/UCI policy or would cause you to not fulfill your obligations to the University of California, please contact [Research Security & International Engagement](#) for advice, guidance, and support. Please contact [Conflict of Interest](#) for additional guidance on other individual engagements.

Some key obligations for UCI employees include, but are not limited to:

Disclosure requirements

- Faculty, Adjunct Professors, Health Sciences Clinical Professor, and Professor of Teaching titles:
 - Disclose to the University information about certain types of outside professional activities as required by APM-025 and APM-671. Some types of outside professional activities require University prior approval before engaging in the activity. Please see [APP 1-15](#) for a list of the outside professional activities and additional information on disclosure requirements.
- Researchers (including Faculty, Adjunct Professors, Health Sciences Clinical Professor, and Professor of Teaching titles):
 - Disclose certain affiliations, activities, and research projects with external entities in federal grant applications through [biographical sketches and other/current & pending support](#).
 - Disclose certain financial interests from external entities under [conflict of interest policies](#).

Intellectual Property requirements

- Promptly report and fully disclose the conception and/or reduction to practice of potentially patentable inventions to the University licensing office.
- Assign inventions conceived or developed 1) within the course and scope of University employment, 2) using any University research facilities, or 3) through any connection with the use of gift, grant, or contract research funds received through the University, except those resulting from permissible consulting activities without the use of University facilities and outside the course and scope of University employment.

Other requirements

- [Apply for and receive extramural support through UC](#). Awards must be made to the Regents of the University of California.
- [Prohibited](#) from using University resources for personal outside professional activities.
- Maintain University confidential information and do not disclose to external entities.
- Uphold the [UC Standards of Ethical Conduct](#).

International considerations

- The U.S. government imposes restrictions on nearly all engagements with Cuba, Iran, North Korea, Syria, and Ukraine (Crimea, Donetsk, & Luhansk regions only). If you have an engagement with an institution or individual in one of these countries/regions, contact the [Export Control Office](#).
- Shipping or carrying tangible items outside of the United States may subject you and the university to Export Control regulations. See the [Export Control guidance](#) before shipping or carrying tangible items overseas.
- The U.S. government maintains lists of federally sanctioned, debarred, or restricted persons and organizations. Contact the [Export Control Office](#) for assistance with screenings.