How to Conduct Restricted Party Screening in Visual Compliance

1. Login to your Visual Compliance account at https://www.visualcompliance.com/ using the username and password that you set during registration.

2. Click on RPS at the top of the page

3. The name of the person and the name of the entity (company or institution) need to be screened separately. This means you will perform two searches.

4. To begin search #1, enter the name of the person who is a potential collaborator in the Name box. Click Fuzzy Level 2 and then click Screen. If there are no matching records, click New Search to start Search #2. **If there are any matching records for the person name, contact MIT Export Control at exportcontrolhelp@mit.edu before engaging with the foreign party.**

5. To begin search #2, enter the name of the entity (institution or company) who is a potential collaborator in the Company box. Click Fuzzy Level 2 and then click Screen. If there are no matching records for the person name and the entity name, you can proceed with the collaboration. **If there are any matching records for the entity name, contact MIT Export Control at exportcontrolhelp@mit.edu before engaging with the foreign party.**

Visual aids are provided below.
Beginning search #1

Search #1: Enter name of person you want to collaborate with. The entity and person need to be screened separately. This means you need to conduct two searches.

**INDIVIDUAL AND COMPANY SCREENING**

- **Name:** Mary Jane Jones
- **Company:**
- **Address:**
- **City:**
- **State:**
- **Country:** Select country if applicable...

**BLOCKED FOREIGN NATIONALS BY COUNTRY**

Display a checklist of blocked foreign nationals in a country:

- **Select country for checklist:**

**BLOCKED ENTITIES AND FIGURATIVE LISTS**

Display a checklist of entities on the selected government list:

- **Select list to display:**

**GEOGRAPHIC LOCATION FROM IP ADDRESS**

Display geographic location of provided IP address:

- **IP Address:**

Set to Fuzzy Level 2

Viewing search #1 results (no matching records found)

**NO Matching Records Found**

Your search of the Visual Compliance Restricted Party Screening database failed to return any records.

**Search Criteria:**

- **Name:** Mary Jane Jones
- **Company:** n/a
- **Address:** n/a
- **City:** n/a
- **State:** n/a
- **Country:** n/a

**Search Type:**

- For Exact matches,
  - Stemming on
  - Thesaurus on
  - Field Specific on
  - Business words removal

**Date of Search:**

- Thursday, September 6, 2018

**Time of Search:**

- 10:37 AM EDT

Click here to start Search #2
Begin search #2

Search #2: Enter name of entity. The entity and person need to be screened separately.

This means you need to conduct two searches for each collaboration.

- **Company:** Peking University
- **Fuzzy Level:** 2

Set to Fuzzy Level 2

Viewing search #2 results (matching records found)
You searched for any records containing:

**Search criteria:**
- Name: n/a
- Company: BARC
- Address: n/a
- City: n/a
- State: n/a
- Country: n/a

**Search type:** for Fuzzy [2] matches, which returned 130 results.
- Export Specific
- Business words removal
- (Export, Sanctions, GSA, POLICE, PEP and International data groups,
- )
- GSA data is updated in full every business day direct from SAM/EPLS.

**Date of search:** Thursday, September 6, 2018
**Time of search:** 10:46 AM EDT

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<tr>
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Contact MIT Export Control if your search returns any results. Do not proceed with collaboration until you receive approval from Export Control.

ExportControlHelp@mit.edu