

May 19, 2006

Memorandum

To: Dean, Chairs, Directors and all Faculty Hiring Units

From: Office of the Provost

Re: Declaration Regarding Material Assistance/Nonassistance of a Terrorist Organization,
Senate Bill 9

Senate Bill 9, which included the provision for the Declaration Regarding Material Assistance/Nonassistance of a Terrorist Organization, was signed into law on January 11, 2006 by Governor Taft and became effective on April 14, 2006. This change in the law directly impacts our hiring and business practices. In accordance with the Ohio Revised Code section 2909.34, we are amending our hiring practices and procedures to incorporate this provision of Senate Bill 9.

Effective immediately, all new employees, including students and graduate assistant awardees, are required to complete and submit to the hiring unit a Declaration Regarding Material Assistance/Nonassistance to a Terrorist Organization (DMA) form before any offer of employment may be extended.

The search committee Chair **must** provide to all final candidates the DMA and Terrorist Exclusion List (TEL) forms **at the time** finalists receive written notification or the itinerary of their on-campus interview. Any applicants under final consideration for employment by BGSU **must complete and submit** the DMA to the hiring unit prior to the conclusion of their on-campus interview.

In this section is a sheet of frequently asked questions, the DMA form and the TEL form. Thank you for your assistance with this important matter. If you have additional questions or concerns, please contact Barbara Waddell (bwaddell) or 372-5387 in the Office of the Provost.

The DMA and TEL forms may also be found at:

http://www.homelandsecurity.ohio.gov/dma_terrorist/HLS%200037%20Public%20Employment%2002-06.pdf

http://www.homelandsecurity.ohio.gov/dma_terrorist/terrorist_exclusion_list.pdf