

## **Working protocol for processing applications for exemption from the North Korea Sanctions Order 2017 by individuals seeking admission to specific areas of education and research**

1. Individuals who seek admission to one or more proliferation-sensitive areas of education or research within the meaning of article 3 of the North Korea Sanctions Order 2017 are required to apply for an exemption. While particularly relevant to MSc students, PhD candidates and research staff, this exemption requirement applies to all those in a position to acquire 'specialised knowledge'. This acquisition of knowledge can also occur in the course of practical work, for example in a reactor room or in the context of extracurricular activities.
2. The application for an exemption, which must include relevant information about the individual in question, can be submitted by email to the Ministry of Education, Culture and Science ([OCW-loket kennisembargo@minocw.nl](mailto:OCW-loket_kennisembargo@minocw.nl)). Sending your application via e-mail may contain risks regarding privacy. You can also send it by mail to:

Ministerie van OCW  
T.a.v. 'OCW-loket Kennisembargo'  
Postbus 16375  
2500 BJ Den Haag

The following documents must be submitted: a truthfully completed [application form](#) and all the relevant supporting documents:

- scan/photo of passport or ID card
- scan/photo of residence permit (if applicable)
- scan/photo of diploma and list of grades
- proof of financing
- letter of application to/letter of invitation from the Dutch university (for researchers only).

If any information is missing or if the applicant does not respond in time to a request for additional information, the application will not be processed.

3. On the basis of the information submitted, possible ties with North Korea will be investigated by an assessment unit made up of staff from various ministries.
4. The Ministry of Education, Culture and Science may decide on the basis of the application that further investigation is necessary. The investigation may include an interview at the Dutch embassy in the country where the applicant lives or at the Ministry of Foreign Affairs in The Hague.
5. The Ministry of Education, Culture and Science will ensure that a decision on granting an exemption is taken on the basis of the recommendation given by the assessment unit. This decision will be based on an individual assessment of the risk of proliferation pursuant to the North Korea Sanctions Order 2017.

Please note: the information provided by the applicant may also be used to monitor compliance with the prohibitions referred to in articles 4a and 4b of the EU's Council Regulation concerning restrictive measures against Iran (Council Regulation (EU) no. 267/2012).

6. The Ministry of Education, Culture and Science will inform the applicant of the decision in writing as soon as possible after the application has been submitted. Legal remedies against this decision are available. In cases where no further investigation is necessary, the ministry will strive to inform the applicant of the decision within three weeks.
7. If the assessment unit needs to carry out a further investigation, it will strive to decide whether to grant an exemption as soon as possible after the complete application is submitted, but in any event within 13 weeks.
8. If the applicant requires a visa to live in the Netherlands the following applies. Applicants requiring either a visa or residence permit must obtain their exemption before their visa/residence permit application can be processed. For applicants staying in the Netherlands for three months or less (short-stay visa), the decision lies with the Minister of Foreign Affairs. For applicants intending to stay in the Netherlands for longer than three months (residence permit), the decision will be made by the Immigration and Naturalisation Service (IND) on behalf of the Minister for Migration.