



International Travel Export Controls Certification

This form does not serve as a blanket for all activities, and must be submitted with each instance of request or certification.

Traveler ADLOC: College AgriLife Extension AgriLife Research TVMDL

Section I: Certifying Individual and Scope of Trip

Name	Date
Department or Unit	Email

Scheduled Trip:

Location	Concur Request #	Trip Dates
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Trip Purpose, Scope of Interaction, and Information to be Exchanged (Select “yes” or “no” for all questions):

- Yes No *Information to be taken abroad and exchanged with foreign individuals/entities is in the public domain.*
- Yes No *The purpose of this trip is to attend a conference or scientific meeting.*
- Yes No *The purpose of this trip is to conduct research.*
- Yes No *The purpose of this trip is to meet with colleagues to discuss potential research collaborations.*
- Yes No *The purpose of this trip is to conduct a study abroad course.*
- Yes No *The purpose of this trip is to present a seminar.*
- Yes No *I currently have a Technology Control Plan, or am listed on a Technology Control Plan.*

If yes to any of the above, please list any individuals and entities (including conference titles) with whom you will interact.

Section II: Certification Determination (Items and Information to be taken Internationally)

Yes, I will be traveling with export-controlled items/information, and will work with AgriLife Risk & Compliance to obtain approvals/licenses.

If “yes,” continue to Section IV.

No, I will not be traveling with export-controlled items/information and/or an export control exemption applies. **Continue Section III.**

Section III: Continued from Section II, if answered “no.”

The export of items, technology, commercial software, and encryption code is subject to export control regulations. The Department of Commerce’s Export Administration Regulations (EAR) makes an exception to licensing requirements for the temporary export or re-export of certain items, technology, or software for professional use as long as the criteria to which you are certifying below are met. The exception does not apply to any EAR satellite or space-related equipment, components, or software, or to any technology associated with high-level encryption products. In addition, this exception does not apply to items, technology, data, or software regulated by the Department of State’s International Traffic in Arms Regulations (ITAR), or when traveling to Iran, Syria, Cuba, North Korea, or Sudan. Additionally, note that this exception does not apply to information contained on the item itself such as but not limited to research data. By my signature below, I certify that:

1. I will ship or hand-carry the items, technology, or software to _____ as a “tool of the trade” to conduct AgriLife business only.
2. I will return the items, technology, or software to the U.S. on _____ which is no later than 12 months from the date of leaving the U.S. unless the items, technology, or software are certified by me to have been consumed or destroyed abroad during this 12 month period.
3. I will not ship or hand-carry the items, technology, or software to Iran, Syria, Cuba, North Korea, or Sudan.
4. I will keep the items, technology, or software under my “effective control” while abroad (defined as retaining physical possession of the item or keeping it secured in a place such as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility).
5. I will take security precautions to protect against unauthorized release of the technology while the technology is being shipped or transmitted and used abroad such as:
 - a. Use of secure connections when accessing email and other business activities that involve the transmission and use of such technology;
 - b. Use of password systems on electronic devices that store technology; and
 - c. Use of personal firewalls on electronic devices that store the technology.
6. I will promptly notify AgriLife Information Technology (first-call@tamu.edu; 979-985-5737) and AgriLife Risk and Compliance (risk-compliance@ag.tamu.edu; 979-845-7879) in the event any items or information I’m traveling with are stolen.
7. No information contained within or accessed with the item to be taken as a “tool of the trade” and/or to be shared while traveling internationally is export-controlled, proprietary in nature, unpublished information, confidential information, personal information including but not limited to student data, etc.

Section IV: Certification (REQUIRED)

Traveler Signature	Date
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Date Received by AgriLife Risk and Compliance	Name
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