Texas A&M Engineering Experiment Station (TEES)
International Travel - Export Control Screening

When planning a trip abroad, you should think about the purpose of your trip, who you plan to interact with, what you will take, where you will go and how long will you be gone when making export control assessments. Items that are not needed should not be taken abroad. Consult with the TEES Risk and Compliance (RC) if you are thinking about taking encrypted software, export controlled items/information or unpublished research data or data not in the public domain, or if traveling to an embargoed country to conduct university activities. Some travel related activities/destinations may be prohibited and others may require a license.

Travelers are required to submit a Travel Request in Concur to receive approval to travel to a foreign country. The Checklist below can be used on a voluntary basis to identify potential export control issues. If you mark any of the boxes below “yes” or “unknown”, contact RC for export control compliance guidance prior to your trip by emailing your completed form to RC at researchcompliance@tees.tamus.edu and including any relevant background information to put the checklist into context (e.g. countries you plan to visit, the purpose and duration of the trip, items and information you plan to take). It is important to seek guidance from RC as soon as possible. If a license is needed, the RC will need adequate time to prepare, submit and obtain the license-assuming it will be granted. Additional information on Export Controls is available at http://tees.tamu.edu/researchcompliance/export-controls/.

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<tr>
<th>TRAVELER CHECKLIST</th>
<th>Unknown</th>
<th>Yes</th>
<th>No</th>
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<td>1. Will you travel to an embargoed destination (e.g. Cuba, Iran, North Korea, Sudan, Syria)? For current list see <a href="http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx">http://www.treasury.gov/resource-center/sanctions/Programs/Pages/Programs.aspx</a></td>
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<td>2. Will you take information, technology or items subject to export control regulations and not widely available in the public domain? (e.g. technology, software, and information related to the design, production, testing, maintenance, operation, modification, or use of controlled items or items with military applications – see Attachment 1 for general categories. This does not include basic marketing information on function or purpose; information regarding general scientific, mathematical or engineering principles commonly taught in universities; or information that is generally accessible in the public domain.)</td>
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<td>3. Will you be taking biological or hazardous material? a. If yes, please identify: ___________________________</td>
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4. Will you take materials or equipment? (Advanced laptops, software or scientific equipment. Please note that this section does not include basic/standard laptops, workstation, and/or tablet, operation general commercial software like Windows and Apple’s IOS)
   a. If yes, please identify: ______________________________

5. Will your activities involve presenting or sharing information not in the public domain?
   a. If yes, please explain: ______________________________

6. Do you know or have any reason to believe that the information you will be sharing or the activities you will engage in while traveling will have a military use or will provide a military service? (E.g. will the information you carry with you or the discussions you engage in aide in the design, development, production, stockpiling or use of nuclear explosive devices, chemical or biological weapons, or missiles?)

7. Will you be furnishing financial assistance or anything of value, including services to a blocked or sanctioned country, individual or entity? This includes agreements performable outside the United States, making payments to foreign vendors, engaging collaborative projects/activities.

8. Will your activities involve sharing non-commercial encryption software in source or object code?

The answers I have provided are true and correct to the best of my knowledge. If my travel plans change, I understand that I should complete another checklist.

Name of Traveler ___________________________________________________

Signature of Traveler _______________________________ Date ____________

If any of the boxes above is marked ‘Unknown’ or ‘Yes’, please email completed form to TEES Risk and Compliance (RC) as instructed above. If all the boxes are marked ‘No’, the traveler should retain this form for his or her records.
ATTACHMENT 1
For questions, or clarification please contact TEES Risk and Compliance at (979) 458-2586 or via email at
researchcompliance@tees.tamu.edu. Additional information available at:
http://tees.tamu.edu/researchcompliance/export-controls/.

EAR AND ITAR CONTROL LISTS BY MAJOR CATEGORIES

COMMERCE CONTROL LIST (ccl)
Export Administration Regulations (EAR)
http://www.access.gpo.gov/bis/ear/ear_data.html
See Part 774 - The Commerce Control List

Category 0 - Nuclear Materials, Facilities & Equipment (and Miscellaneous Items)
Category 1 - Materials, Chemicals, Microorganisms, and Toxins
Category 2 - Materials Processing
Category 3 - Electronics
Category 4 - Computers
Category 5 (Part 1) - Telecommunications
Category 5 (Part 2) - Information Security
Category 6 - Sensors and Lasers
Category 7 - Navigation and Avionics
Category 8 - Marine
Category 9 - Propulsion Systems, Space Vehicles and Related Equipment

U.S. MUNITIONS LIST (USML)
International Traffic in Arms Regulations (ITAR)
http://pmddtc.state.gov/regulations_laws/documents/consolidated_itar/Part_121.pdf
Category I—Firearms, Close Assault Weapons and Combat Shotguns
Category II—Guns and Armament
Category III—Ammunition/Ordnance
Category IV—Launch Vehicles, Guided Missiles, Ballistic Missiles, Rockets, Torpedoes, Bombs and Mines
Category V—Explosives and Energetic Materials, Propellants, Incendiary Agents and Their Constituents
Category VI—Vessels of War and Special Naval Equipment
Category VII—Tanks and Military Vehicles
Category VIII—Aircraft and Associated Equipment
Category IX—Military Training Equipment and Training
Category X—Protective Personnel Equipment and Shelters
Category XI—Military Electronics
Category XII—Fire Control, Range Finder, Optical and Guidance and Control Equipment
Category XIII—Auxiliary Military Equipment
Category XIV—Toxicological Agents, Including Chemical Agents, Biological Agents, and Associated Equipment
Category XV—Spacecraft Systems and Associated Equipment
Category XVI—Nuclear Weapons, Design and Testing Related Items
Category XVII—Classified Articles, Technical Data and Defense Services Not Otherwise Enumerated
Category XVIII—Directed Energy Weapons
Category XIX [Reserved]
Category XX—Submersible Vessels, Oceanographic and Associated Equipment
Category XXI—Miscellaneous Article