

EXPORT LICENSE EXCEPTION (TMP) CERTIFICATION

To: Florida State University Export Control Officer

From (Traveler Name):

Destination Countries:

Dates of Travel:

The TMP Certification form must be completed by FSU personnel (the traveler) traveling abroad to ensure that they are complying with the Department of Commerce's Export Administration Regulations (EAR). The export of university-owned or controlled items, technology (this includes laptops, tablets, cell phones and digital storage devices, such as flash drives), commercial software, and encryption code is subject to export control regulations. However, the EAR makes an exception to licensing requirements for the temporary export or re-export of certain items, technology, or software for personal or professional use as long as the criteria below are met. The exception does *not* apply to (1) satellite or space-related equipment, components, or software, (2) high-level encryption products, or (3) items, technology, data, or software regulated by the International Traffic in Arms Regulations (ITAR).

ITEMS TO BE EXPORTED: List all **UNIVERSITY-OWNED or CONTROLLED** technology and all *non-publicly available* software that you intend to take with you on international travel. List brand/model, serial number, and item description.

Purpose of travel – check all that apply:

<input type="checkbox"/>	Attending a meeting or conference	<input type="checkbox"/>	Teaching a course in the destination country/countries
<input type="checkbox"/>	Presenting published information at a meeting or conference	<input type="checkbox"/>	Foreign entity collaboration
<input type="checkbox"/>	Presenting unpublished information at a meeting or conference	<input type="checkbox"/>	Other (explain):
<input type="checkbox"/>	Conducting research		

Subject matter of presentation, meeting, conference, course, or research (be specific):

Certification:

By my signature below, I certify that:

1. I personally own the items, technology, or software I am taking abroad;
2. I am not shipping the items as unaccompanied baggage;
3. The items, technology, or software are intended for necessary and appropriate personal use only;
4. The items, technology, or software are not intended for sale or other disposal;
5. I will return the items, technology, or software to the U.S.;
6. I will keep the items, technology, or software under my "effective control" while abroad (defined as retaining physical possession of item or keeping it secured in a place such as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility);
7. 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 e-mail and other business activities that involve the transmission and use of the 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;
8. **I will not ship or hand-carry the items, technology or software to Iran, Syria, Cuba, North Korea, or Sudan without consulting with FSU's Export Controls Officer.** If I am planning to travel to these countries, I will consult FSU's Export Control Officer.

If you are able to make all of the above certifications and your equipment and software (i) do not contain ITAR-listed software or technical data; (ii) are not designed for use in/with/by satellites or spacecraft, or (iii) are otherwise not regulated as a U.S. Munitions List defense article, then your shipment, retransfer or hand-carry is eligible for shipment under License Exception BAG.

Send a signed copy to this certification to FSU's Export Control Officer via email to research-compliance@fsu.edu, and keep a signed copy with you when traveling abroad.

Traveler Signature and Date: