EXPORT CONTROL CHECKLIST

Complete ONLY if boxes under International Travel on page 1 are checked

Your answers to the questions below will help MU determine whether any aspect of your sponsored research project will be subject to export control regulations. If funded will your project:

Yes No 1. Involve encryption software?

Yes No 2. Involve activities related to the proliferation of nuclear, chemical, or biological weapons or missile technology?

Yes No 3. Involve any sanctioned countries, or travel to sanctioned countries? (See lists on Dept. of Treasury Sanctioned Countries or Dept. Commerce Lists to Check and Department of State Country Policies and Embargoes List)

Yes No 4. Involve materials, technology, or services listed on the EAR/Commerce Control List or the ITAR/U.S. Munitions List or otherwise specifically designed, developed, configured, modified or adapted for military or space-based applications?

Yes No 5. Involve specific access and dissemination restrictions (e.g., restrictions of participation by foreign nationals, or restrictions of publication-including reporting of the research results) or presentation at conferences?

Yes No 6. Involve participation of foreign nationals in the U.S.?

Yes No 7. Involve entities or individuals identified on any of the lists linked above?

If you have answered 'Yes' to any of the questions above, your responses to the next questions regarding information and software only will assist in deterring if an exclusion applies.

Yes No 1. Will all the information and software involved in your research published and generally accessible to the Public through at least one of the following:

a. Publication for distribution;
b. Subscriptions available without restrictions;
c. Website available free of charge;
d. Libraries open to the public;
e. Patents and published patent applications;
f. Instruction in commonly taught courses; or
g. Presentation at an open conference or seminar? If presentation occurs outside U.S., please indicate here: _____

Yes No 2. Will the information and software involved in your research meet all the following criteria?

a. Results are from research conducted at an accredited institution of higher Education in the U.S.;
b. Is ordinarily published and shared broadly within the scientific community;
c. Is not restricted (either through written or oral agreement) for proprietary reasons or National Security Controls; and
d. Is not subject to specific U.S. Government access and dissemination controls.

Export License Exception Certification

Complete ONLY if boxes under International Travel on page 1 are checked

Unlike the export of information resulting from fundamental research, the export of tangible items, commercial software and encryption code is subject to export control regulations. The Export Administration Regulations (EAR) however, make an exception to license requirements for the temporary export or re-export of certain tangible items or software for professional use as long as specific criteria to which you are certifying are met.

NOTE: This certification does NOT apply to laptops, PDAs, cell phones or digital storage devices incorporating information or software code designed for use in/with satellites, spacecraft or other defense articles that is not already in the public domain. If this situation applies to you, contact your university's designated office for an export license determination.

Detailed description of item to which this certification applies:
(Brand/Model and PASSHE/University Barcode Tag Number/Serial Number (if any) of items(s), list of software installed, etc. Continue on additional sheet if needed.)

By my signature below, I certify that:

1. I will take the items, technology or software abroad ONLY as a "tool of trade" to conduct University business;
2. I will return the items, technology or software to the U.S. no later than 12 months from the date of leaving the U.S. unless they are certified by me to have been consumed or destroyed aboard during this 12 month period;
3. I will keep the items, technology or software under my "effective control" while abroad (defined as retaining physical possession of an item or maintaining it in a secure environment – such as a locked hotel business office safe (not a hotel room safe) or secure facility);
4. I will not take the items to Cuba, Iran, North Korea, Syria, or Sudan unless I have received approval from PASSHE's Export Control Officer in writing;

Signature _____ Typed Name _____

Date:_____

*Please contact the designated export control officer for any questions.
*Please keep a signed copy with you when traveling abroad or in your files.