



EXPORT CONTROL BASICS INTERNATIONAL TRAVEL

Individuals traveling internationally on university business or with university property are responsible for complying with export control laws and regulations which may restrict or prohibit some travel related activities/destinations, and require licenses for other activities. The Export Control Office (ECO) can help with these assessments to ensure institutional and individual compliance with export control requirements.

When planning a trip abroad, travelers should think about the purpose of their trip, who they plan to interact with, what they will take, where they will go and how long will they be gone when making export control assessments. Items that are not needed should not be taken abroad. Travelers should consult with the ECO if they are thinking about taking encrypted software, export controlled items or information or unpublished research data or data not in the public domain abroad, or if traveling to a sanctioned country (e.g. Iran, Cuba, Syria, Sudan, North Korea) to conduct university activities.

Most travel for conferences will fall under exclusion to the export control regulations such as the Publicly Available and Public Domain exclusions (see 22 C.F.R. 120.11 and 15 C.F.R. 734.3). Information that is published and is generally accessible to the public through publication in books or periodicals available in a public library or in bookstores or information that is presented at a conference, meeting, seminar, trade show, or other open gathering is considered to be in the public domain. An open gathering is one in which members of the general public are eligible to attend, and attendees are permitted to take notes. To reduce the risk of potential export control violations, travelers should limit the information and technology they share to information that is published, and/or publicly available and should not share or take information, software or technology that is proprietary, or designated for military, space, encryption software or nuclear related applications; or may have been received under a nondisclosure agreement, or otherwise subject to contractual restraints.

University employees and students traveling outside the U.S. with laptops, PDAs, cell phones, or other data storage devices and encrypted software must ensure that there is no export controlled information on such devices unless there is a specific license or other authorization in place for the information for that destination. Anyone intending to travel with or transmit export controlled information outside the U.S. should first consult with the ECO. There are a number of exceptions and exclusions which may apply depending upon the facts and circumstances of each case.

Many items such as laptops, tablets, cell phones and commercial software may be taken out of the country temporarily under the "Tools of Trade" ("TMP") license exception. Under the TMP license exception, the traveler may take university property out of the U.S. provided the item is kept under the traveler's control and brought back to the U.S. within a year of the departure date. Travelers should complete a [TMP Certification](#) to document application of the TMP license exception. It is important for travelers to keep in mind that the TMP license exception may not apply in all cases. Some equipment (e.g., global positioning systems (GPS), thermal imaging cameras, inertial measurement units, and

specialty software) is highly restricted and may require an export license, even if it is hand carried. Individuals intending to take university equipment other than a laptop computer, PDA, cell phone, or data storage devices, abroad should contact ECO to determine if an export license or other government approval is required prior to taking the equipment out of the country. For personal laptops, tablets, cell phones and commercial software, the [BAG license exception](#) may apply. Like the TMP license exception, the BAG license exception allows travelers to take certain personal items out of the U.S. provided the item is kept under the traveler's control and brought back to the U.S. within a year of the departure date. Travelers should document application of the BAG exception.

An [International Travel - Export Control Screening Checklist](#) may be used by travelers to assist in the identification of potential export control issues. Contact the appropriate ECO for further information.

System Member Export Control Offices

- [Texas A&M University](#)
- [Prairie View A&M University](#)
- [Tarleton State University](#)
- [Texas A&M International University](#)
- [Texas A&M University - Corpus Christi](#)
- [Texas A&M University - Kingsville](#)
- [West Texas A&M University](#)
- [Texas A&M University - Commerce](#)
- [Texas A&M University - Texarkana](#)
- [Texas A&M University - Central Texas](#)
- [Texas A&M University - San Antonio](#)
- [Texas A&M AgriLife](#)
- [Texas A&M Engineering Experiment Station](#)
- [Texas A&M Transportation Institute](#)
- [Texas A&M University System](#)