



**Export License Exception (TMP) Certification for  
Export Administration Regulations (EAR)  
Controlled Items, Technology, and Software**

**INSTRUCTIONS**

**Export License Exception (TMP) for Temporary Exports/Reexports**

This exception (TMP) can be used for travel outside the U.S. when you are taking items or technology that would normally require a license from the Department of Commerce.

The exemption **covers** the export of items, technology, commercial software, and encryption code subject to export control regulations (this includes laptops, PDAs and digital storage devices). The Department of Commerce's Export Administration Regulations (EAR) makes an exception to license requirements for the temporary export or reexport of certain items, technology, or software for professional use as long as the criteria in this certification are met.

The exemption **does not apply** to any EAR satellite or space-related equipment, components or software, or to any technology associated with high-level encryption products. The exemption cannot be used for travel to Iran, Syria, Cuba, North Korea or Sudan. This exception **DOES NOT apply** to items, technology, data, or software regulated by the Department of State's International Traffic in Arms Regulations (ITAR).

Record Keeping: The regulations require the use of this license exception be documented, and records must be kept for five years.

**Directions: Complete the exception form and submit to your Export Controls Delegate a minimum of ONE MONTH prior to departure.**

For a list of college/department delegates please see: <http://www.tamuk.edu/compliance/Visual Compliance Delegate List.pdf>

**KEEP A SIGNED COPY OF THIS EXCEPTION WITH YOU WHEN TRAVELING ABROAD**

**Retain a copy for your records for five years beyond the end of the trip.**

Name (Full Name):  Title:

College/Department:  Date:

Please Select Y/N: Is this travel related to a sponsored research project?

If yes, list all applicable project numbers/titles:

The export of items, technology, commercial software, and encryption code is subject to export control regulations (this includes laptops, PDAs and digital storage devices). The Department of Commerce's Export Administration Regulations (EAR) makes an exception to license requirements for the temporary export or reexport 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).

Provide a detailed description of **items, technology, or software** to which this certification applies. Include the following information for each item:

**Type of item/technology/software, brand, model, model number, and Export Control Classification Number (ECCN)**

## Export License Exception (TMP) Certification

Country/countries traveling to:

Date departing the United States:  Date returning to the United States:

Please Select Y/N: Will any of the items, technology, or software be consumed or destroyed during your trip?

If yes, which items, technology or software will be consumed or destroyed abroad during your trip?

By my signature below, I certify that:

1. I will ship or hand-carry the items, technology or software to the country/countries noted above as a "tool of the trade" to conduct TAMUK business only.
2. I will return the items, technology, or software to the United States on the date above, which is no later than 12 months from the date of leaving the United States 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 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 hotel safe, a bonded warehouse, or a locked or guarded exhibition facility).
4. 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 technology.
5. **I will not ship or hand-carry the items, technology, or software to Iran, Syria, Cuba, North Korea, or Sudan without consulting with TAMUK's Office of Compliance.** If I am planning to travel to these countries, I will consult with the Office of Compliance.

Signature

*\*Keep a signed copy with you when traveling abroad*