



Traveling Internationally with Electronic Devices

Protocols when preparing to travel internationally with electronic devices.

- When possible, travelers must avoid taking university issued electronic devices, including but not limited to, laptops and tablets.
- If an electronic device is required for international travel, TAMUK employees must request a loaner device from Information Technology Services (ITS). Only TAMUK loaner devices from ITS will be allowed to be carried internationally.
- Requests for ITS loaner devices must be made at least two (2) weeks before international travel.
- Travelers must utilize the TAMUK Virtual Private Network (VPN) connection at all times while in a foreign country. The VPN requires the use of DUO 2-factor authentication.
- Electronic devices must be hand carried along with completed Export Control forms during travel.
- If electronic devices, technology, and/or information are stolen while traveling abroad, travelers shall promptly contact the Office of Compliance (361- 593-4758; ExportControls@tamuk.edu).

While traveling, carrying the loaner laptops could fall under the temporary license exclusion known as the “tools of the trade” exclusion. EAR makes an exception to licensing requirements for the temporary export or re-export of certain items, technology, or software for professional use as long as the criteria 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 ITAR. Note that this license exception is not available for equipment, components, or software designed for use in/by/with most satellites or spacecraft. “Effective control” means retaining physical possession of an item or maintaining it in a secure environment.

Temporary exports under the “tools of the trade” license exception (as defined in Appendix B) apply when the laptop, PDA, cell phone, data storage devices, and encrypted software are:

- hand-carried with the individual while traveling;
- carried in the luggage or baggage that travels with the individual; or
- shipped no more than thirty days prior to the individual’s departure or may be shipped to the individual at any time while the individual is outside the country.

Generally, no government export license is required so long as an individual:

- retains their laptop computer, PDA, cell phone, data storage devices, and/or encrypted software under their personal custody and effective control for the duration of travel;
- does not intend to keep these items in these countries for longer than 1 year; and
- is not traveling to an embargoed country.

TAMUK employees are ultimately individually responsible for ensuring compliance with U.S. export controls regulations, as well as System policies and regulations, and must conduct their affairs in accordance. All employees are also required to complete “Export Controls and Embargo training” at least once every two years. This training (course number 2111212) can be completed via TrainTraq, which is accessible by logging into SSO.