**EXPORT LICENSE EXEMPTION (TMP) CERTIFICATION**

**for Export Administration Regulations Controlled Items, Technology, and Software**

The export of items, technology, commercial software, and encryption code, including tablets, laptops, PDAs, digital storage devices, and smart phones, is subject to U.S. export control laws and regulations. The Export Administration Regulations (EAR) allow for an exception to licensing requirements for the temporary export or reexport of certain items, technology, or software for professional use, as long as the following the criteria, to which you are certifying, are met.

The TMP exception does not apply to:

* Satellite or space-related equipment, components, information or software code regulated by the EAR
* Technology associated with high-level encryption products
* Items, technology, data, or software regulated by the International Traffic in Arms Regulations

Please provide a detailed description of items, technology or software to be exported or reported for which this certification applies:

[Insert description here (Brand/model, UND barcode/inventory number for all items, and photograph, if available):]

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Please keep a signed copy of this document with you when travelling abroad and retain this TMP Certification in your records for five years after your return to the U.S.

**By my signature below, I certify that:**

1. I am taking WCU owned property, technology, or software abroad to [insert country(s) traveling to]; \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. The items, technology, or software are only intended for use as a tool of the trade to conduct university business;
3. The items, technology, or software are not intended for sale or other disposal;
4. I am hand carrying the item(s) to my destination;
5. I will return the items, technology, or software to the U.S. within 12 months of departure;
6. I will keep the items, technology, or software under my “effective control” while abroad. “Effective control” is defined by the EAR to mean either retaining physical possession of the item, or securing the item in such an environment as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility;
7. I will take security precautions to protect against unauthorized access or release of the technology while the technology is being shipped or transmitted and used abroad.

Examples include:

* use of secure connections when accessing e-mail and other business activities that involve the transmission and use of the technology,
* use of password systems on electronic devices that store technology, and
* use of personal firewalls on electronic devices that store the technology;
1. The items, technology or software described above are not defense articles or technical data controlled under the ITAR and will not be used for nuclear research, military purposes, or the development of weapons of mass destruction;
2. The technology will not be used for foreign production purposes or for technical assistance unless authorized by the Bureau of Industry and Security; and
3. I will not take the items, software, and/or technology to Cuba, Iran, North Korea, Syria, Libya or Sudan without consulting with Western Carolina University’s Office of Research Administration

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_