Clean Laptop & License Exception Certification for International Travelers

Members of the George Mason University ("Mason") community are required to comply with the U.S. laws that regulate the transfer of items, software, information, and technology (including laptop computers and programs and data saved or installed on them) to destinations outside of the United States. The Export Administration Regulations' Temporary "TMP" license exception permits the temporary export or re-export of certain items, technology or software for professional use, without an export license, as long as the criteria to which you are certifying below are met, and corresponding records are kept. This exception does <u>not</u> apply to any satellite or space-related equipment, components or software, or to any technology associated with high level encryption products or nuclear-related research. 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).

If you wish, you may keep a copy of this form with you when traveling abroad. In the event you are questioned by Customs officials on your return to the United States, it can help demonstrate that your laptop should not be subject to duty charges, and that it does not contain export-controlled technology.

To be completed by traveler:
1. Traveler Name:
2. Traveler Department:
3. Laptop Pickup Date:
4. Travel Departure Date:
5. Travel Return Date:
6. Laptop Expected Return Date:
7. Dell or Mac Preference:
8. Countries Traveling to (or through):

By my signature below, I certify that:

a.   **I will use this laptop for Mason business.** I will take the laptop and associated software abroad as a professional "tool of the trade", pursuant to EAR section 740.9 – TMP, to conduct Mason business or research. I will return it to the United States no later than 12 months after my departure date, or provide RDIA with documentation demonstrating proof of its loss or destruction. (export@gmu.edu)

b.   **I will not install export-controlled software or information on the laptop.** I acknowledge that I have been granted "administrator" permissions for this laptop. I will not load any software or technical data onto the laptop that is subject to the ITAR, or that requires a license for export to the countries to which I will be traveling.

c.   **I will do my best to keep the laptop secure.** I will maintain the laptop under my "effective control" while abroad. That is, I will maintain physical control over the laptop or keep it in a secure environment when it is not under my physical control. I will take security precautions to avoid unauthorized release of any technology I load onto the laptop, such as using secure connections when accessing email and conducting Mason business activities, and using password protection on the laptop.

d.   **I will not take the laptop to sanctioned countries.** I am not traveling to or through Crimea Region of Ukraine, Iran, North Korea, or Syria. Prior to any Cuba travel, I will provide RDIA with all necessary information for required US filings.

e.   **In case of mishap,** I will cooperate with RDIA. For example, I will promptly report to RDIA the loss or theft of the laptop, its confiscation, or any suspected unauthorized access to it, and will work with RDIA to provide RDIA with documentation such as police reports of theft or impoundment notices.

Traveler Signature: _____   Date: _____