Dear Kutztown Traveler,

You have indicated that you plan to travel internationally. When traveling abroad, any physical material or technical data in your possession is considered by United States regulations to have been "exported" from the United States (US) to your final destination and any intermediate destinations, even if you bring the materials or data back to the US upon your return. It is your responsibility to abide by the US export laws and embargoes to ensure you are in compliance with national security, economic, and foreign policy. Here are a few items you should be aware of:

Travel to Sanctioned Countries: Iran, Syria, Cuba, North Korea and Sudan are sanctioned and embargoed countries. Carrying any hardware (including laptop computers or cell phones) and providing or accepting services from sanctioned entities may be a violation of US export laws. In addition, entering into transactions with certain individuals or organizations may also be prohibited. Please contact Pam Vargas in the Research office as soon as possible if you need to travel to any of these locations.

Traveling with Hardware: When traveling to many foreign locations, certain items (including laptop computers and electronic devices) must remain under "effective control" of the traveler at all times, which is defined *in federal regulations* as: "retaining physical possession of item or keeping it secured in a place such as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility." If you need to take high-tech devices to foreign locations, it is recommend that you check with Pam Vargas in the Research office to make sure the device can legally be exported to your destination.

Traveling with Technical Data: Depending upon the location and type of data, travelers cannot possess "controlled technical data," defined as "data required for the design, fabrication, operation, or maintenance of military or dual-use technology and not in the public domain or otherwise exempt from licensing requirements." Generally, this could include any proprietary data. **The best advice is to not travel to foreign locations with a computer that contains any proprietary or sensitive data. "Clean computers" may be available from the University for your use when traveling on official business travel.**

More information on traveling abroad can be found at PASSHE's Export Controls website. The University works with the PASSHE Export Controls Officer to determine any needed actions.

Kutztown University has a goal of promoting academic freedom and sharing of information to the greatest extent possible, however, researchers and administrators need to be mindful of the legal restrictions, including the significant personal liability, associated with handling sensitive (i.e. controlled) technologies. In the event that a license is needed to export an item, it is important to allow sufficient time to prepare and file the application, and to wait for approval from the appropriate federal agency.

Please contact the Research Office at 484-646-4340 or pvargas@kutztown.edu to help you determine what action you should take while traveling internationally. You may also access the website at Kutztown Export Controls.