

# Illinois State University

## Temporary (TMP) Export License Exception Certification

### Export Administration Regulations

License Exception TMP (15 CFR 740.9) under the Export Administration Regulations (EAR) authorizes U.S. Persons to export, reexport, and transfer (in-country) **University-owned** commodities and software (“tools of trade”) for temporary use abroad. Tool(s) of trade are those items (*e.g.*, instruments, equipment, software, technology, etc.) needed for use with the individual’s occupation/employment. The use of this exception is subject to certain conditions:

1. The TMP exception may not be used for Country Group E:1. (Cuba, Iran, North Korea, Syria, and the Crimea Region of Ukraine).
2. Items must remain in the individual’s “**effective control**” defined as retaining physical possession of the item or keeping it secured in a place such as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility, while abroad. Tool(s) of trade may accompany the individual above or may be shipped unaccompanied within one month before departure from the U.S., or at any time after departure.
3. Software and technology used as/a tool(s) of trade may be used overseas solely by the individual listed below provided adequate security precautions are taken to protect against unauthorized access. **Examples** of adequate security precautions include encryption of technology; the use of Virtual Private Network (VPN) connections when accessing email and other business activities; use of passwords on all electronic devices; and, the use of personal firewalls.
4. Individuals leaving the U.S. temporarily (*i.e.*, traveling) **must** bring back all items exported and reexported under this TMP exception **within twelve (12) months of the departure date**.

This exception ***does not*** apply to anything controlled under the International Traffic in Arms Regulations (ITAR).

### Export Details

Traveler:

Destination(s):

Travel Dates:

Description of Items, Technology, or Software to which this Certification applies:

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### TMP Certifications

By my signature below, I certify that:

1. *I will ship or hand-carry the items, technology, and/or software as outlined above as/a “tool(s) of trade” to conduct university business only;*
2. *I will return the items to the U.S. on the date above, which is no later than 12 months from leaving the U.S.;*
3. *I will keep the items noted above under my “effective control” while abroad;*
4. *I will take the security precautions outlined above to protect against unauthorized release; and*
5. *I will not ship or hand-carry the items noted above or travel to Cuba, Iran, North Korea, Syria, and/or the Crimea Region of Ukraine without consulting export controls in advance. (A license may be required).*

Traveler’s Signature and Date:

Export Control Officer’s Signature and Date:

**Please send this form to Export Controls at [export@ilstu.edu](mailto:export@ilstu.edu). A fully signed copy will be returned to you to keep with you as you travel abroad.**