



## License Exception BAG (Temporary Export - Personally Owned Devices)

**You must download to your desktop before completing. Once completed, save prior to sending or all info will be lost.**

**Please read the following in its entirety before completing the form**

The export of items, technology, commercial software and encryption code is subject to export control regulations (this includes laptops, tablets, smartphones, PDAs and digital storage devices). The U.S. Department of Commerce's Export Administration Regulations (EAR) makes an exception to licensing requirements for the temporary export or re-export of certain items, technology, or software for personal use as long as you are able to meet the criteria to which you are certifying below. The exception<sup>1</sup> does not apply to:

- EAR satellite or space-related equipment, components, or software
- Technology associated with high-level encryption products
- Defense items, technology, data or software regulated by the U.S. Department of State's International Traffic in Arms Regulations (ITAR)

**INSTRUCTIONS:** This form is to be completed by the traveler. If you are not certain how to answer a question, contact the Director of Export Control Compliance at: [exportcontrol@miami.edu](mailto:exportcontrol@miami.edu) or call 305-284-9558. The License Exception BAG form is to be submitted to the Export Control Compliance mailbox [exportcontrol@miami.edu](mailto:exportcontrol@miami.edu). The License Exception BAG form cannot proceed until this form is submitted to the Export Control Compliance mailbox.

To...	<a href="mailto:exportcontrol@miami.edu">exportcontrol@miami.edu;</a>
Cc...	<a href="#">Collins, William Jesus;</a>
Subject	SEBASTIAN THE IBIS

### Traveler Information

Traveler Name:	<input type="text"/>	Traveler Title:	<input type="text"/>
Traveler Department:	<input type="text"/>	Traveler Phone:	<input type="text"/>
Traveler Email:	<input type="text"/>	Supervisor Name:	<input type="text"/>
Has the traveler registered with <a href="#">Int SOS</a> through UM's Travel Management?	<input type="checkbox"/>	Has the traveler requested a 'loaner' laptop from UM-IT?	<input type="checkbox"/>

### Travel Information

Departure Date:	<input type="text"/>	Return Date:	<input type="text"/>
What Country(ies) will the traveler enter?	<input type="text"/>		
Will this travel be part of a series of trips to the same destination, for the same purpose?	<input type="checkbox"/>	If 'Yes', how many trips do you estimate will be taken?	<input type="text"/>
What is the purpose of this travel?	<input type="checkbox"/> Conference <input type="checkbox"/> Meeting <input type="checkbox"/> Research / Field Work <input type="checkbox"/> Other		
If "Other", please explain in detail:			
If Research / Field Work - will you be conducting research in International waters?	<input type="checkbox"/>		

### Technology Information

Item Type	Make / Model Details	Description of Item
<input type="checkbox"/> Laptop		
<input type="checkbox"/> Tablet		
<input type="checkbox"/> Smartphone / PDA		
<input type="checkbox"/> External Hard Drive		
<input type="checkbox"/>		
<input type="checkbox"/>		

[15 CFR 740.14](#) License Exception Baggage (BAG)



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### Certification & Authorization

By my signature below, I certify that:

1. I personally own the items, technology or software that I am taking abroad to the country(ies) noted above
2. I am not shipping the items as unaccompanied baggage
3. The items, technology or software noted above are intended for necessary and appropriate personal use only
4. The items, technology or software noted above are not intended for sale or other disposal
5. I will return all the items, technology and software noted above to the U.S.
6. I will keep the items under my "effective control" while abroad. I understand that this means it must stay in my physical possession in a locked and secured environment such as a hotel safe, a bonded warehouse, or a locked or guarded exhibition facility
7. I will take security precautions to protect against unauthorized releases of technology while the items are being shipped or transmitted and used during my travel, such as:
  - a. Using secure connections when accessing email or other business activities that involve the transmission and use of the technology
  - b. Use of password systems on electronic devices that store technology
  - c. Use of personal firewalls on all electronic devices that store the technology
8. I will not access export controlled, restricted, confidential or sensitive information that may be stored on Cloud / web-based storage servers during my travel
9. I will not take any item or software incorporating University of Miami (UM) developed, non-commercial strong encryption source code outside the United States territory unless I have received approval from UM's Export Control & Technology Management office in writing
10. I will not ship or hand-carry any items, technology or software to embargoed countries (e.g., Cuba, Syria, Sudan, Iran, North Korea) without consulting UM's Export Control & Technology Management office in advance.

Travelers Signature:

Date:

Printed Name:

### Below is For Use By the Office of Research Administration

- The use of License Exception BAG is authorized for use by this traveler.
- The use of License Exception BAG is denied for reasons outlined below.
- Items do not qualify under this license exception.
  - Travel is to a country that has been identified as ineligible for license exception use.

Authorizing Signature:

Printed Name:

William J. Collins

Date:

Title:

Export Compliance Officer