



Information Technology Services

International Travel & Export Controls Overview

When planning a trip abroad individuals sometimes take information, technology and equipment with them. However, faculty, staff and students need to be aware of the impact of export control regulations when traveling internationally.

Export controls regulations affect:

- Items you take with you on a trip:
 - Laptops (both Personal and ASU-Beebe owned)
 - Encryption Items
 - Data and Technology
 - Blueprints, drawings, and schematics
 - Chemicals, biological materials, and scientific equipment
- Supplying certain technologies or data at a closed conference or meeting, which is one that would not be open to all technically qualified members of the public and attendees are not permitted to take notes.
- Restricted information (Print and/or Electronic formats and/or material discussed verbally while abroad)
- Travel to sanctioned and/or embargoed countries
- Doing business with and/or providing services to certain people or entities (including human subjects and/or collaborative research)

You must ensure that any information you discuss or items you take are either not controlled or if controlled, proper licenses are in place. A license may be required from the Departments of Commerce, State, or Treasury depending on the items you are taking, the country you are traveling to, and the individuals you will be interacting with.

Fortunately, travel to most countries oftentimes does not raise any export control concerns. In some cases, an exclusion or exception to the license requirements is available. In order to assess any export control restrictions associated with your upcoming international trip, please answer the questions on the International Travel Data Security Questionnaire, which will accompany this overview document. *Please note that individuals can be held personally liable for exporting items, technical data, or software without a license or license exception.*

Please sign and return the Questionnaire and be sure to keep a copy for your personal records.

If you have any questions please email its@asub.edu.

