

## International Travel

International travel with equipment that is owned by the University of Cincinnati, to include but not limited to: laptop computers, mobile devices, or lab items (GPS, any device that contains encrypted software, etc.), may require a license or license exception certification prior to travel. The hand-carry or shipment of items may be prohibited or restricted by U.S. export control laws and the import control laws of the destination country.

International travelers proposing to take such University owned devices abroad must comply with all U.S. Export Control and destination country regulations and with the University's Export Control Program.

In advance of travel, please reference the University of Cincinnati Export Controls website for guidance and completion of training on export control requirements.

**Travel to Crimea, Cuba, Iran, Syria, Sudan, and/or North Korea** may require licensing from the Office of Foreign Assets Control (OFAC) and specific record keeping. Please contact the Export Controls office as soon as possible when traveling to these countries.

## International Travel Certification

Completion of this form is suggested for all UC personnel that travel internationally to conduct business, research, or other activities related to their employment at UC. **International Travel Certificate**

- Examples of travel:
  - 1) Attendance of a conference in Cuba
  - 2) Presenting at a workshop in Iran

### **Where am I going? Who am I visiting? What am I doing while I'm there? Am I hand-carrying or shipping items?**

- Contact the Export Controls office if:
  - 1) traveling to **OFAC sanctioned destinations** (top 5 out of 21, country specific-named above)
  - 2) taking or shipping items, contact the Export Controls office
- Avoid international travel with proprietary data (GE data, etc.)
- Ensure **restricted party screening** (RPS) is conducted on the place and/or person(s) of visit and cleared prior to trip
- Presentations and discussions must be limited to topics that are not related to controlled items, software, or technology unless that information is already published or in the public domain
- If you are hand-carrying an item internationally, you must consider the import regulations of the destination country. **The Bureau of Industry and Security has specific guidance for Hong Kong, Singapore, and UAE.**