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| --- | --- | --- |
|  | UNIVERSITY OF NEW MEXICO  EXPORT CONTROL ANNUAL TEMPORARY EXPORT CERTIFICATION  For Portable Electronic Devices  (e.g., UNM-Owned Laptops, Tablets, GPS Units, Cell Phones, Smart Phones, Digital Storage Devices, or Encrypted Software) |  |

DATE:

TO: UNM Export Control Office [select below]

|  |  |
| --- | --- |
| **Main & Branch Campuses:** [export@unm.edu](mailto:export@unm.edu);  Adelicia Gunn, 277-2968 | **HSC:** [HSCexport@salud.unm.edu](mailto:HSCexport@salud.unm.edu) or BMSB.B83 (Tim Muller 272-5993) |

From:

The export of tangible university property is subject to export licenses or other government approvals under the Export Administration Regulations (EAR). By submitting this document annually with the appropriate Export Control Office, the researcher is requesting an export license exemption (TMP) for the temporary export or re-export of certain tangible items/software for professional use. This exemption applies only if all of the specific criteria to which you are certifying below are met.[[1]](#footnote-1)

I certify that:

I will take the item(s) and its software abroad ONLY as a “[Tool of the Trade](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=ced862bef46ffda859dffc5f27f999e2&rgn=div8&view=text&node=15:2.1.3.4.25.0.1.9&idno=15)”[[2]](#footnote-2) to conduct university business.

**I will return the item(s) and its software to the U.S. no later than 12 months from the date of export** unless they are certified by me, in writing, to have been consumed or destroyed abroad during this 12 month period.

I will maintain the item and its software under my “[effective control](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?type=simple;c=ecfr;cc=ecfr;sid=e54b38500501a19845e353d8b1a2f4cf;idno=15;region=DIV1;q1=772.1;rgn=div8;view=text;node=15%3A2.1.3.4.44.0.1.1)” (defined as retaining physical possession of an item or maintaining it in a secure environment ) while abroad.

I will not take any item or software to Cuba, Iran, North Korea, Syria, or the Sudan unless I have received approval from the appropriate Export Control Office in writing.

I will not take any item or software for inspection/testing/calibration/repair to any [Group D1](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=) Country listed as part of Part 740 Supplement 1 of the EAR. [*Contact UNM Export Control offices for a current Group D1 listing*]

I will notify the appropriate Export Control Office in writing before taking /sending other UNM equipment or specialty software abroad.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Yes  No I am working on an export controlled project

If “Yes,” provide the Proposal # (or Index #)

Yes  No I have added third-party software to this item

If “Yes,” describe

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NO CHANGE FROM PRIOR YEAR

Signature: Date:

Department: Phone/Email:

Detailed Description of All Item(s) to which this Certification applies:

|  |  |
| --- | --- |
| Description(s): | --Laptop Tablet  Cell Phone / Smart Phone GPS Unit  Other (describe): |
| Brand/Model(s): |  |
| Serial Numbers: |  |
| UNM Tag #(s): |  |

|  |  |
| --- | --- |
| Description(s): | --Laptop Tablet  Cell Phone / Smart Phone GPS Unit  Other (describe): |
| Brand/Model(s): |  |
| Serial Numbers: |  |
| UNM Tag #(s): |  |

|  |  |
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| Serial Numbers: |  |
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|  |  |
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| --- | --- |
| Description(s): | --Laptop Tablet  Cell Phone / Smart Phone GPS Unit  Other (describe): |
| Brand/Model(s): |  |
| Serial Numbers: |  |
| UNM Tag #(s): |  |

(Use additional page if needed.)

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| **Internal Use Only – Export Control**  Visual Compliance check  ECCN: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Comments:  Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. This Certification does not apply to any equipment, components or software designed for use in/which/by missiles, satellites or spacecraft, or otherwise regulated by the International Traffic in Arms Regulations (ITAR) as this exemption would not apply. [↑](#footnote-ref-1)
2. EAR 740.9 [↑](#footnote-ref-2)