DIVISION OF AGRICULTURE
RESEARCH & EXTENSION
University of Arkansas System

Foreign Travel Export Control Form

The purpose of this form is to ensure that the Division of Agriculture is in compliance with federal and state guidelines regarding export control. All employees traveling outside of the U.S. on behalf of the Division must complete this form. It should be sent to the Division Export Control Compliance Officer for review and then attached to the Spend Authorization request in Workday. If an export license is required, it must be in place prior to travel. Please refer to the Division of Agriculture's International Travel Policy for additional guidance.

Must be completed by traveler and attached to Spend Authorization as a pdf and not scanned.

1. Please list foreign destination(s): *

2. Will you be taking Division-owned equipment? *

    s Yes

    No

    If yes, please describe in detail the equipment you will be taking abroad:

3. Will you be taking or accessing technical data or information not for public dissemination?*

    Yes

    No

    If yes, please describe in detail the technical data you will be taking or accessing abroad:

4. Will you be accessing any regulated data during the course of your travel?*

    Yes

    No

    If yes, please describe the applicable regulations (e.g., EAR, ITAR, HIPAA, CCPA, FERPA, etc.):

5. Is this travel part of your contractual obligations for sponsored research where the Sponsor or Prime is a government agency?*

    Yes

    No

    If yes, please include the name of the agency and award ID:

By completing this form, you are also acknowledging the following best practices when traveling to a foreign country:

- No export-controlled data or technology is to be accessed while traveling without an export license or other government authorization obtained through the Division's Export Control Officer in advance of travel.
- No information that is not published should be shared with any individuals who are not part of the project team.
- Always use the Division's Virtual Private Network when conducting any Division business from any device.
- As a best practice, it is recommended a backup of any device you take with you be made before you travel. For example, if you are obligated to obtain a SIM card for the country you are visiting in order to utilize your device, it is recommended that you do a device reset to factory default settings when you return to ensure the device has not been contaminated with spyware, malware, or other malicious code.
- No Division equipment may be taken to any country that appears on the U.S. Department of Defense list of proscribed countries, nor may any export-controlled data be accessed from within those countries. A license or other government authorization must be obtained through the Division's Export Control Officer in advance of travel.
- Traveler must request approval/guidance from the UADA IT department at, Agritech@uark.edu - AES or helpdesk@uada.edu - CES, if any Division laptops, smartphones, phones, or tablets will be taken to a foreign country.

NOTE: Nvidia's A100 or H100, Advanced Micro Devices (AMD) MI250 chips, devices containing such AI chips, advanced computing integrated circuits (ICs), or devices containing such ICs are unauthorized to be exported or reexported via any mode (i.e., hand carry or shipping), nor may they be designated as surplus or reuse without prior authorization from the Division's Export Control Officer.

Updated: 05.08.2024