



Exports Controls: International Travel

Harvard University is fully committed to compliance with applicable U.S. laws and regulations pertaining to exports of items, services and technology.



The information contained in this pamphlet is intended to provide a high level overview of situations in which export control laws may come into play during international travel and resources to assist with export control matters. ***In the event of a violation of U.S. export control law, both the university and the individuals involved in the violation may be liable.***

The [Office of the Vice Provost for Research](#) and Harvard [Global Support Services](#) (GSS) websites have additional information on export control laws and regulations, as well as links to University resources and a list of School Contacts.

Export Control Council/ School Export Control Administrators

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TRAVEL TIPS

- Visit Harvard Global Support Services' [Travel Tools](#) to register your trip, learn about Harvard Travel Assist, and take advantage of other resources, including visa services, country profiles, and travel alerts.
- Per [University guidance](#) never store high risk confidential information on any mobile device (laptop, netbook, smart phone, USB key, etc.)
- Keep your device under your control at all times. Do not leave it unattended.
- Know that some foreign countries may impose custom duties or import restrictions on items brought into the country. This includes laptops, encryption software and other electronic devices.
- Be aware of trade sanctions that exist for certain countries (e.g. Iran, Cuba, Sudan) with regard to restrictions on travel and exchange of currency.

Export Controls and International Travel

Exports

- Any item that is sent from the United States to a foreign destination is an export. “Items” include commodities, software, technology, and information.
- The export of **controlled** items, information or software may require approval from the U.S. government in the form of an export license. An export license permits controlled tangible items or software to be sent outside the U.S. or controlled information or software to be shared with foreign persons in the U.S. or abroad. This could include things such as biological materials, sensors and lasers, and computers.
- Before carrying, shipping, or otherwise sending materials outside of the United States, you should consult your School or Institute’s Export Control Administrator to determine whether an export license is required.
- Export control issues can arise when a researcher interacts with people during scientific discussions or conferences in which controlled, **unpublished** technical information is shared. If the data you plan to present at a conference has not been published, consult with your School or Institute’s Export control administrator to ensure you are not exporting controlled information.

International Travel

It is important to keep in mind the following before traveling abroad:

- **Shipped v. Carried Items:** Export-control laws do not distinguish between an item that is shipped and an item that is carried. Thus, ***if it is unlawful to ship an item to a certain country without a license, it is also unlawful to take it with you.***
- **Destination:** ***Your destination determines what export controls or regulations apply.*** Contact your School or Institute’s Export control administrator to determine whether your destination is subject to a sanctions program. Additionally, your arrival country may have import controls. Consult the [Global Support Services Exports and Imports](#) website for more info.
- **Restricted Individual/Entities:** Foreign individuals and entities may also be subject to sanctions. Before collaborating with a foreign national/entity, or presenting your research at an international conference, contact your School’s export control administrator to ensure that the individuals/entities you are collaborating with, or presenting to, are not included on a sanctions list.
- **Money:** If you are traveling to a sanctioned country, ***you may need a license to spend certain funds in that country.*** Additionally, certain countries restrict how much money may be brought into or out of the country. The [International Air Transport Association](#) (IATA) website provides a list of currency rules.
- **Shipping Items Back:** Foreign countries may have their own export controls and US Customs enforces import controls. Consult the [Global Support Services Exports and Imports](#) website for more info.

Electronic Devices and Encryption Software

Taking a laptop abroad, allowing a person in a foreign country to use the laptop or permitting a foreign national access to the laptop in the U.S. may raise export control issues.

Does this mean I can’t take my laptop abroad?

A licensing exception may apply to the export of a laptop or GPS, which may enable you to take a laptop abroad without violating export controls. Faculty who wish to take their laptops out of the country may be able to do so under the license exception for temporary export (TMP) if the laptop meets the requirement for “tools of trade” and remains under the control of the researcher, or the baggage (BAG) license exception covering personal items that are owned by the researcher and intended only for their personal use. **These License Exceptions might not apply if items are shipped or carried to certain sanctioned countries.** You should contact your local export controls administrator to determine whether a license exception applies to you.

Before taking your laptop abroad:

Consult [University guidance](#) and review the software and data on your laptop to ensure that you are not taking out of the country any controlled software or technical information. This also applies to global positioning systems (GPS.) Your School or Institute’s Export Control administrator can assist you with this review.