

EXPORT CONTROLS SURVEY FORM FOR OVERSEAS TRAVEL FUNDED BY THE COLLEGE OR
RESEARCH FOUNDATION

*(This information will be used for the College to determine whether an
Export Control license is required for the trip)*

Name: _____ Department: _____

Country(ies) being visited: _____

Dates of Travel: _____

Purpose of Travel, including destination:

Contact persons in the foreign country(ies)– list names and agency/institution of their
affiliation:

Items of Technology being transported – please list:

If transporting a laptop: (Note: laptops must remain in exclusive control of the person
responsible for it at all times and must not be used by anyone in the foreign country)

Manufacturer name _____

Make and model of the laptop _____

This a: _____ personal computer Is this an off the shelf model: _____ Yes _____ No
_____ belongs to the College/Research Foundation

Will you be using any encrypted software in your research or has any encryption software been
installed on the laptop? _____ Yes _____ No

Is there any sensitive/controlled data loaded to the laptop? _____ Yes _____ No

Please email form to: denise.straut@oneonta.edu **OR**
Send to: Denise Straut, Sponsored Programs Office, 27 Bacon Hall
Questions to: 607-436-2525 or denise.straut@oneonta.edu

Form updated 8/10/12