Export of Goods and Technology

Whether you are planning on establishing a new facility overseas or just interested in supporting a certain project, keep in mind that many items require an approved license prior to export. A majority of the items that require an export license are commercially available in the U.S. Most manufacturers will indicate export restrictions in the fine print of product’s owner’s manual but are not required to do so.

Additionally, sharing technical data with a foreign national or foreign entity may require a license. For example, sending specifications to a foreign entity for the procurement of goods may be prohibited by the U.S. government regardless of the cost savings.

Electronic Exchanges of Information

- Exchanges of information with nationals from sanctioned countries (see inside) may be prohibited.
- The transfer of technical data may require an export license

Contact the Office of Export Controls for a review of exemptions or licensing options.

Your Local Embassy

Consider registering with your local Embassy for long term visits. You should keep the phone number to your local Embassy handy. Request to contact your local Embassy if any of the following happen to you:

- You are asked to pay a bribe
- You are asked to sign an international trade document
- You lose your passport or other government documents
- You are detained by Customs or local authorities
- You require immediate assistance

Export control laws and sanction country programs change regularly. This document was last revised:

June 2017

If you have any additional questions regarding the information presented in this pamphlet, please contact the Office of Export Controls for assistance.

Office of Export Controls
304 Research Drive, Rm 413 | 415
Durham, NC 27708
Phone: 919-684-3030
Fax: 919-684-2418
export@duke.edu
http://export.duke.edu

This pamphlet is for informational purposes only. It does not address international tax implications or international visa issuance. Contact Duke Human Resources or Duke Visa Services for assistance with personal tax and visa issues, respectively. Questions on international trade compliance should be addressed directly to the Office of Export Controls.

Duke University
Office of Export Controls
Phone: 919 668-2711 | 919 613-6800
export@duke.edu
http://export.duke.edu
**Taking Goods Overseas**

**Laptops**
Generally speaking, laptops purchased through US retail outlets do not require a license to be taken overseas. However, the following may require a license or documented exception:
- Laptops with enhanced or specialized hardware or processing features
- Encryption products that are not mass marketed
- Technical data provided by the government or industry may require an export license

Any Customs Administration has the right to inspect the contents of your computer. A Customs Officer may request that you provide all passwords. Failure to comply will lead to a detained laptop. **If you don’t want someone to see information on your computer, leave the information at home!**

**Material and Samples**
Certain goods require a license to be taken out of the country. If you are sending or carrying anything beyond your personal effects, contact the Office of Export Controls for assistance. Common examples of export controlled items are:
- Biological Toxins and Chemicals
- Scientific Research Equipment
- GPS equipment
- Donations of Surplus Goods
Any item that was designed or configured for use by the U.S. military regardless of whether or not these items are commercially available (ITAR)

**Detained by Customs or Local Authorities?**
Customs Administrations select passengers for secondary processing through targeting and random selection. Cooperate with the authorities. If you are being detained for over an hour or you are being held against your will, request to contact the local U.S. Embassy for assistance. Provide the Embassy with a personal and professional contact name and number.

**Sanctioned and Embargoed Countries**
If you are dealing with any of the following countries or nationals of the following countries, you should first contact the Office of Export Controls to ensure that you are not violating U.S. sanctions and embargoes:

<table>
<thead>
<tr>
<th>Country</th>
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<tbody>
<tr>
<td>Belarus</td>
<td>North Korea</td>
</tr>
<tr>
<td>Cuba*</td>
<td>Sudan</td>
</tr>
<tr>
<td>Iran</td>
<td>Syria</td>
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<tr>
<td>Iraq</td>
<td>Ukraine/Russia</td>
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<tr>
<td>Libya</td>
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*Includes travel restrictions. Duke University may use a “general license” for travel to Cuba for very limited activities. Contact the Office of Export Controls to determine if your proposed activities fall within the scope of this general license. Countries in RED indicate stringent sanctions.

**Anti- Boycott Regulations**
It is illegal for a U.S. person or institution to engage in business which supports a boycott of Israel. If you are presented with language that promotes a boycott of Israel, do not sign any documents and contact the Office of Export Controls immediately. American citizens and residents are required by law to report the occurrence to the U.S. government, regardless of whether the terms are accepted or not.

As of February 2013, the US government suspects the following countries of participating in the international boycott: Iraq, Kuwait, Lebanon, Libya, Qatar, Saudi Arabia, Syria, United Arab Emirates, and Yemen.

**Foreign Corrupt Practices Act**
It is against U.S. laws to directly or indirectly provide anything of value to a foreign official, political party, or political candidate in an attempt to obtain or secure business. This includes but is not limited to:
- Elaborate or expensive gifts (nominal gifts with the Duke logo are acceptable)
- Travel accommodations for foreign officials or political figures (travel expenses directly related to the execution of a contract is acceptable)
- Entertainment expenses

**Anti-Money Laundering Measures**
Most countries have limits on the amount of cash and cash equivalents that may be carried in international travel. The United States does not have a limit but requires that any traveler carrying over $10,000 in cash or cash equivalents MUST declare the amount to U.S. Customs prior to import or export. Failure to do so will result in a seizure of all cash and monetary instruments in a traveler’s possession at the time of import / export.

**Working with Foreign Governments and Foreign Defense Contractors**
Supporting foreign governments and foreign defense contractors on military or space applications requires a license, even if the collaboration only involves information in the public domain.

**Don’t forget your Duke ISOS Insurance Card! Emergency while overseas?**
Call ISOS at one of the following:  
(001) 215-942-8226 (U.S.A. office)  
(00) +44 20 8762 8008 (London office)  
(00) +65 6338 7800 (Singapore office)  
Alternate – Call Duke Police at 001-919-684-2444