

Name/PI _____

Department _____

Email _____

International Shipping Checklist

Any item that is shipped from the U.S. to another country is considered an export under U.S. export laws and regulations (15 CFR 734.13 and 22 CFR 120.17). To determine any applicable government controls and/or the need for an export license or other authorization, CMU export review is required prior to shipping or hand-carrying items (e.g., commodities, software, technology, technical data, information, equipment, clothing, research samples, and materials, etc.) during travel outside of the U.S.

If you are shipping materials pursuant to another CMU agreement (e.g., Confidentiality/NDA, DUA, MTA), you do NOT need to complete this form.

Are you shipping to Cuba, Iran, North Korea, Syria, or the Crimea Region of the Ukraine? If yes, please complete this form and send to export-compliance@andrew.cmu.edu.

CMU is prohibited from doing business with certain debarred individuals and entities. If an individual and/or entity has not previously undergone Restricted Party Screening (RPS) by the Export Compliance Group (ECG) or another authorized Amber Road user, please send the full legal name of the individual/entity and country to export-compliance@andrew.cmu.edu with the subject line of "Amber Road Screen" prior to completing this form.

If the individual/entity does not appear on any restricted party lists, please refer to the [International Shipments/Hand-Carried Items - No Review Required List](#). If the material/item is on this list, you do not need to complete this form.

If the individual/entity appears on a restricted party list and/or the material/item is not on the No Review Required List, please complete this form and send to export-compliance@andrew.cmu.edu.

If you are unsure about your responses or have other questions/concerns, please contact ECG at export-compliance@andrew.cmu.edu for assistance.

<i>Please check the appropriate box for each question below.</i>	Yes (contact ECG)	No	Unsure
1. Are you shipping to Cuba, Iran, North Korea, Syria, the Crimea Region of the Ukraine, or another country of concern ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are you sharing, shipping, transmitting, or transferring items, biological agents, chemical or pathogenic materials, technology, technical data, or software: a. outside the U.S.? If yes, please list country: _____ b. to an entity or individual on any debarred, denied party, or specially designated lists? If yes, please list entity or individual: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Please describe the items, biological agents, chemical or pathogenic materials, information, software, technology, or technical data you are sharing, shipping, transmitting, or transferring: _____ _____ _____			
4. Is the software encrypted (in object or source code) or firmware?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are the items a component, part, accessory, software, or attachment considered a defense article or specially designed for military or space applications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name/PI _____

Department _____

Email _____

Please check the appropriate box for each question below.

	Yes <small>(contact ECG)</small>	No	Unsure
6. Are the items, biological agents, chemical or pathogenic materials, information, software, technical data or technology used in the design, development, production, manufacture, modification, or enhancement of an export-controlled item with military or space applications?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Do you have reason to believe the items, biological agents, chemical or pathogenic materials, information, technology, technical data, or software will (or can) be used for a prohibited end-use (e.g., for support in the design, development, production, stockpiling or use of chemical or biological weapons, nuclear explosive devices, spacecraft systems, or missiles)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>