

AVOIDING TURBULENCE WHEN TRAVELING INTERNATIONALLY

FIRST CLASS TIPS FOR A SMOOTH TRIP

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JASON BOYLE – DIVISION OF RISK, ETHICS, AND COMPLIANCE

INTERNATIONAL ACTIVITIES AND COLLABORATIONS

TEXAS A&M EMBRACES A CULTURE OF EXCELLENCE WHICH VALUES INTERNATIONAL COLLABORATIONS AND AN ENVIRONMENT THAT PROMOTES INNOVATION AND CREATIVITY IN RESEARCH. AS A GLOBAL LEADER, THE UNIVERSITY ACKNOWLEDGES THE IMPORTANCE OF COLLABORATIONS, LOCALLY AS WELL AS AROUND THE WORLD, TO ADVANCE SOCIETY.

TEXAS A&M IS COMMITTED TO:

- PROTECTING THE STRENGTH AND VITALITY OF ITS RESEARCH ENTERPRISE
- CHAMPIONING ACADEMIC FREEDOM
- ENCOURAGING OUR RESEARCHERS AND SCHOLARS TO COLLABORATE WITH THE BRIGHTEST MINDS IN THE WORLD
- ADVANCING KNOWLEDGE AND THE APPLICATION OF THAT KNOWLEDGE

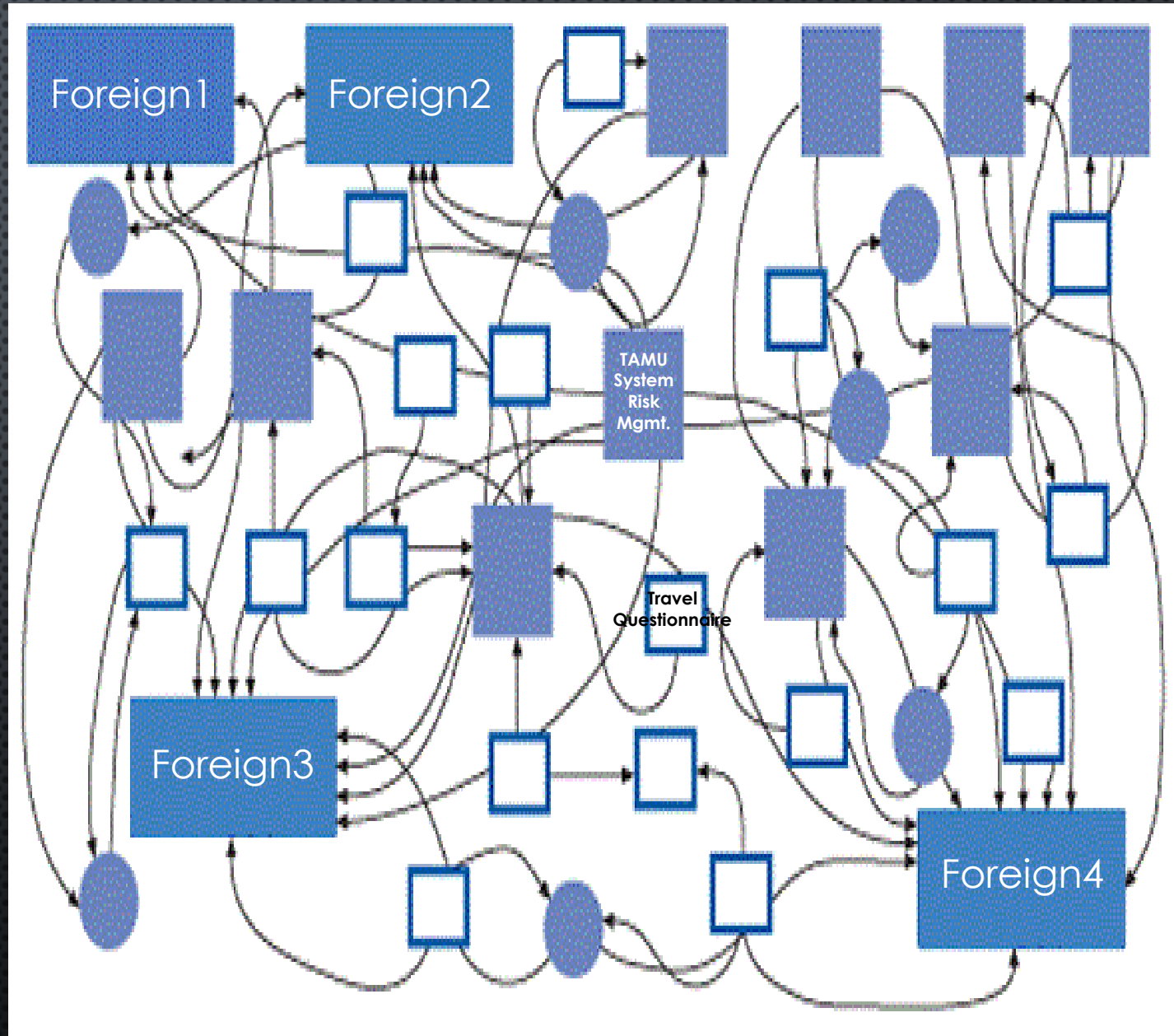
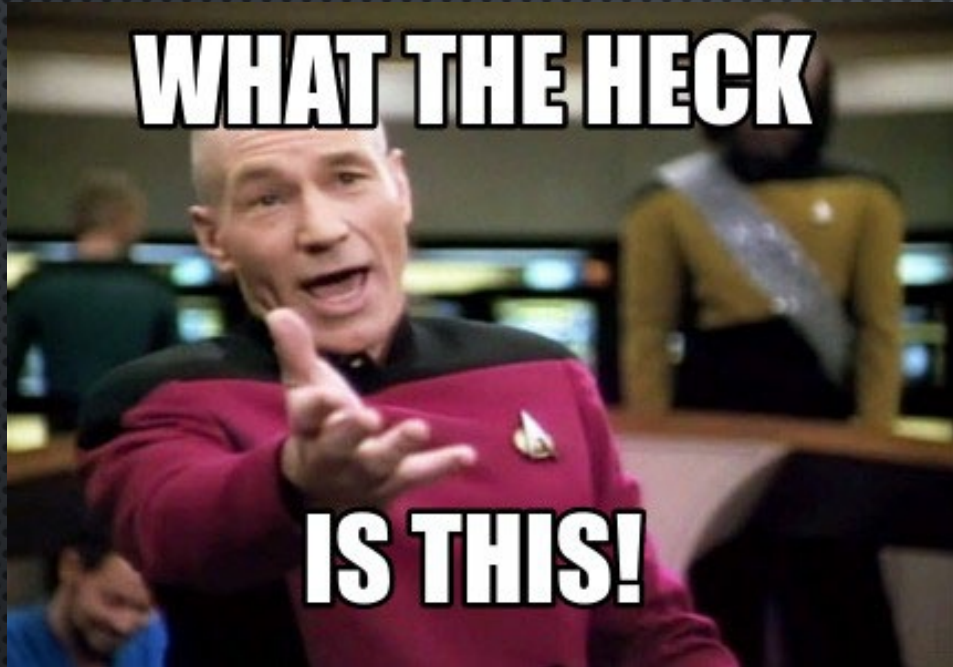
WHY SHOULD I USE CONCUR?

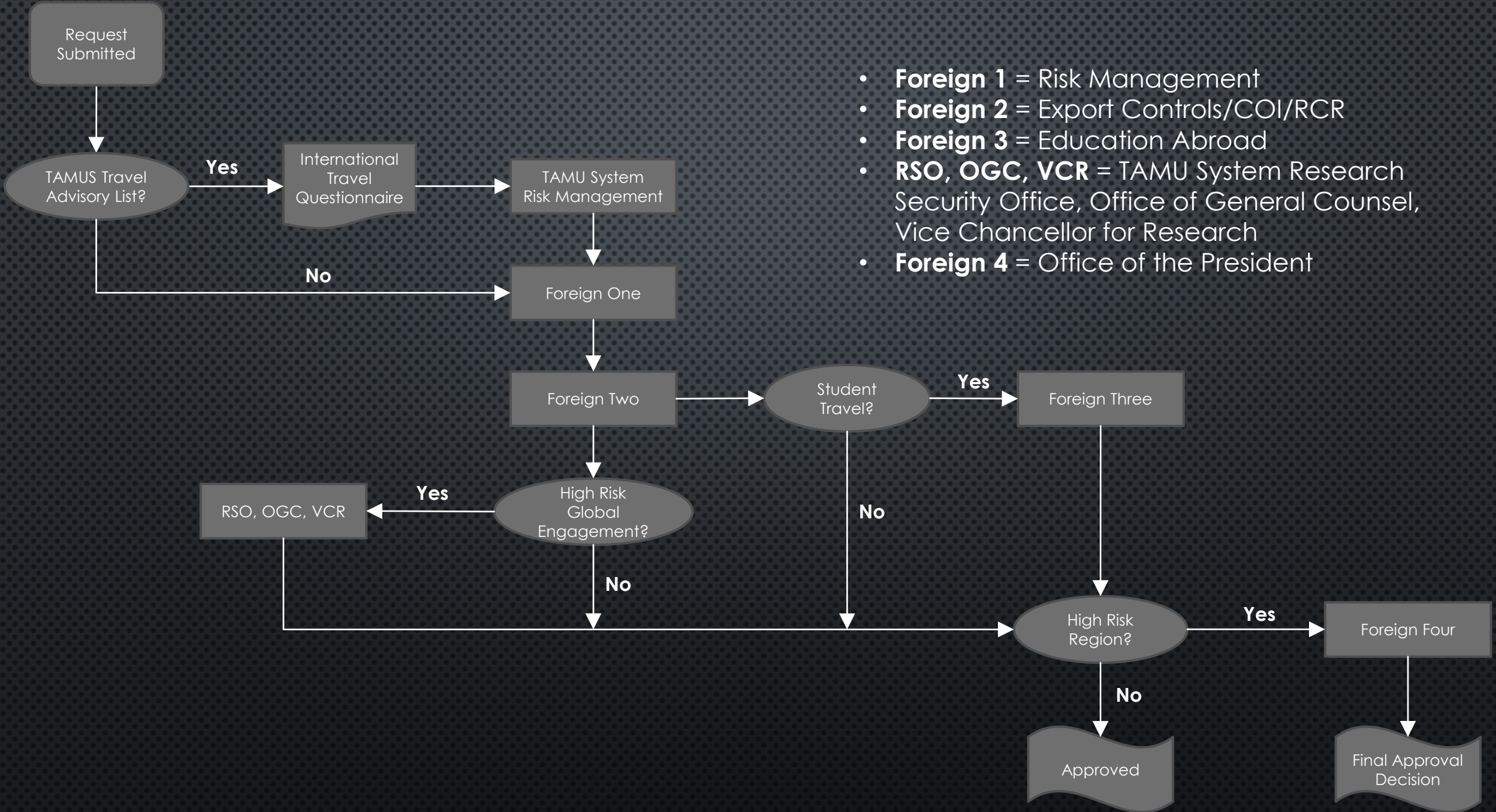
Compliance

- 21.01.03.M0.02: Foreign Travel
- 13.04.99.M1: Student Travel
- 15.02.99.M1: Export Controls Program
- Conflict of Interest & Others
- Division of Finance & Business Services Disbursement Manual – Travel Guidelines ([Approval Requirements | Disbursement Manual \(tamu.edu\)](#))
- State and Federal Laws

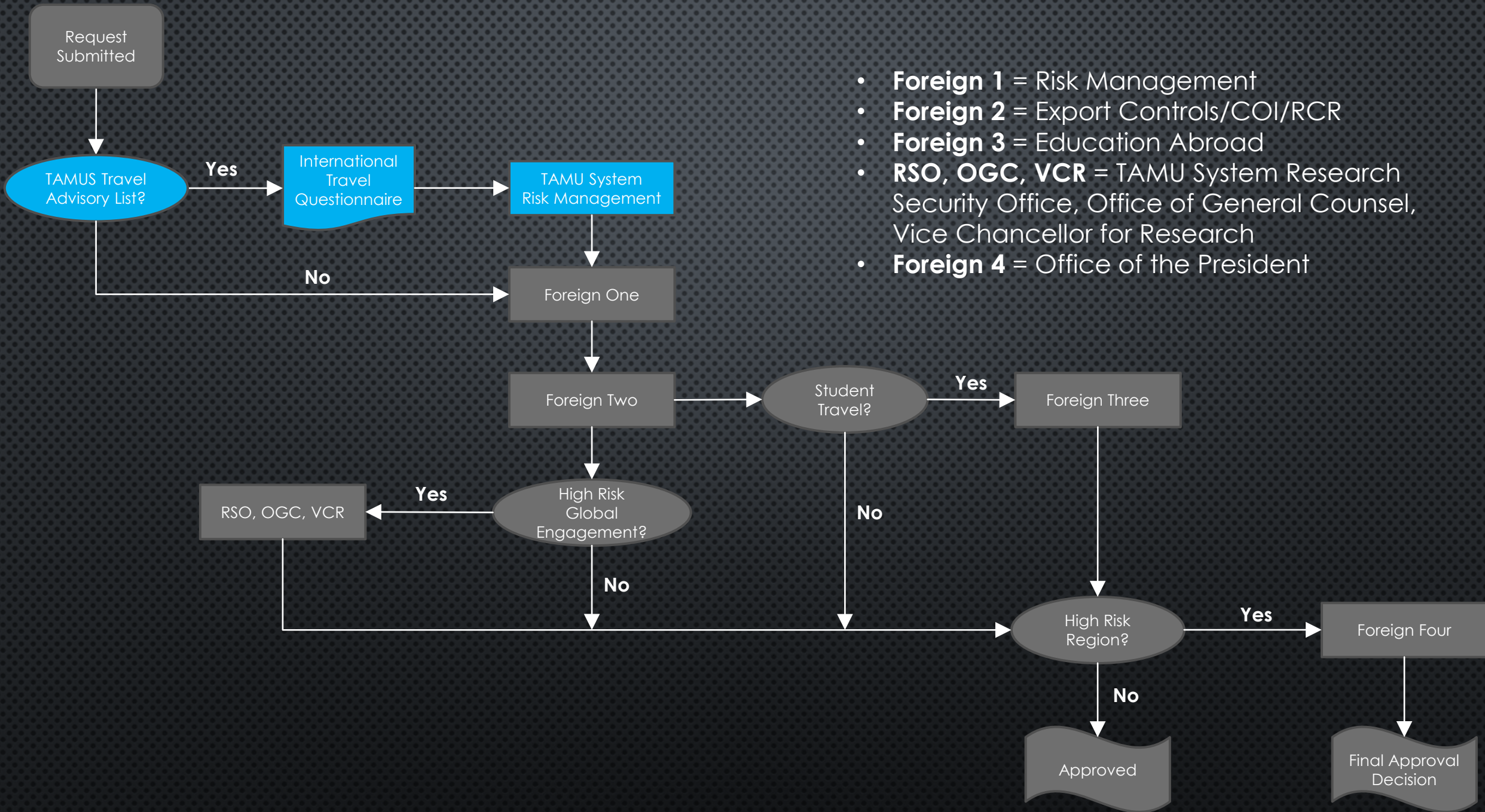
TAMU Cares

- Consistent with our mission and values
- Proactive planning and preparation
- Emergency response





- **Foreign 1** = Risk Management
- **Foreign 2** = Export Controls/COI/RCR
- **Foreign 3** = Education Abroad
- **RSO, OGC, VCR** = TAMU System Research Security Office, Office of General Counsel, Vice Chancellor for Research
- **Foreign 4** = Office of the President



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TAMUS INTERNATIONAL TRAVEL ADVISORY LIST

[HTTPS://WWW.TAMUS.EDU/RISK/RISKSUMMARY/](https://www.tamus.edu/risk/risksummary/)

Country Risk Summaries Cont.



COUNTRY TRAVEL ADVISORY LIST

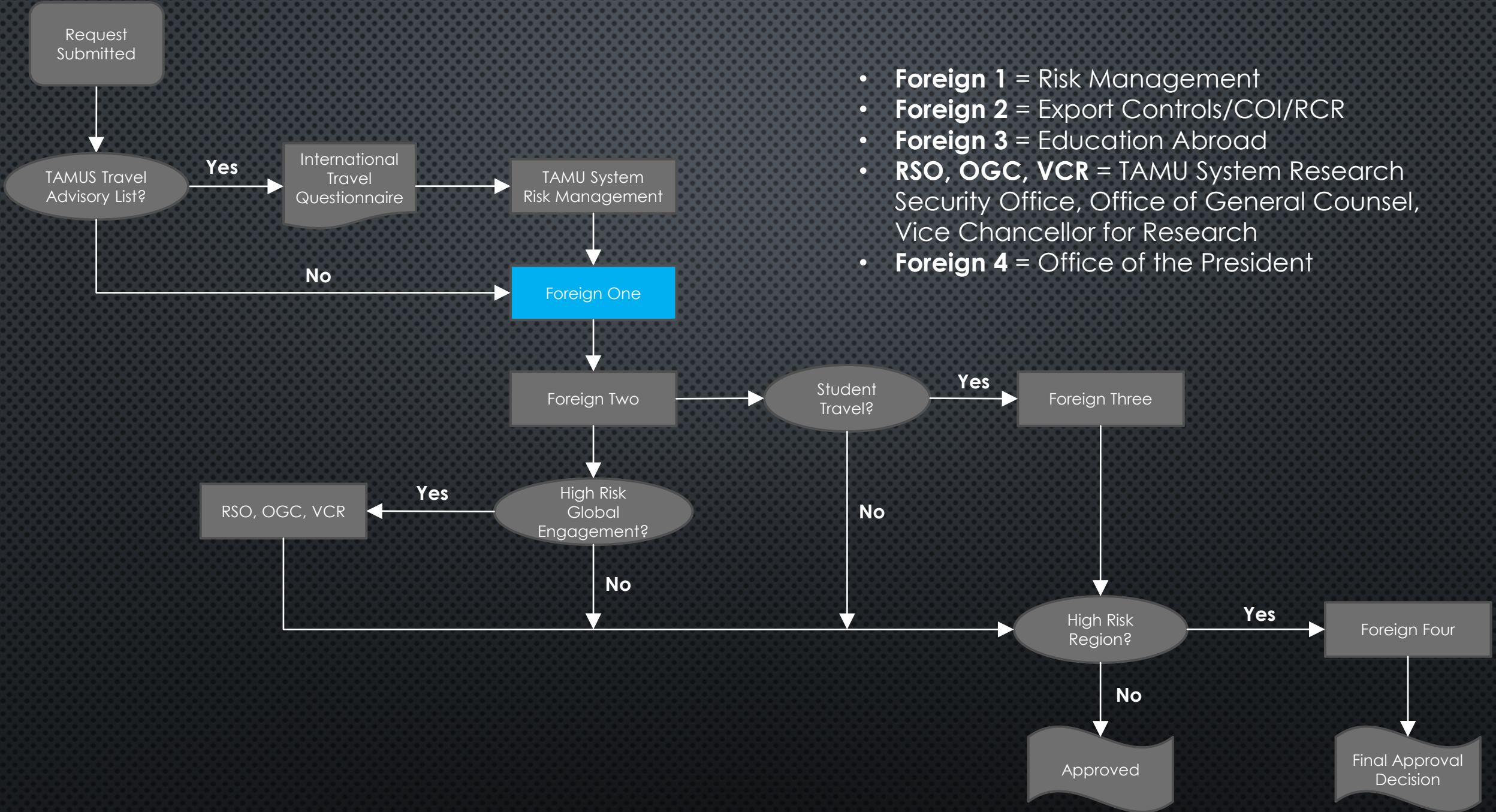
Any travel to the below listed Extreme Risk countries or countries with an Extreme Risk region requires an International Travel Questionnaire submission to System Risk Management for review.

EXTREME RISK COUNTRIES

- | | |
|-----------------------------------|-----------------|
| 1) Afghanistan | 11) Mali |
| 2) Belarus | 12) North Korea |
| 3) Burkina Faso | 13) Russia |
| 4) Burma (Myanmar) | 14) Somalia |
| 5) Central African Republic (CAR) | 15) South Sudan |
| 6) Haiti | 16) Sudan |
| 7) Iran | 17) Syria |
| 8) Iraq | 18) Ukraine |
| 9) Israel | 19) Venezuela |
| 10) Libya | 20) Yemen |

HIGH RISK COUNTRIES

- | | |
|---|----------------------|
| 1) Algeria | 15) India |
| 2) Azerbaijan | 16) Kenya |
| 3) Burundi | 17) Lebanon |
| 4) Cameroon | 18) Mauritania |
| 5) Chad | 19) Mexico |
| 6) Colombia | 20) Niger |
| 7) Congo (Republic of) | 21) Nigeria |
| 8) Cuba | 22) Pakistan |
| 9) Democratic Republic of the Congo (DRC) | 23) Panama |
| | 24) Papua New Guinea |



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FOREIGN ONE:
OFFICE OF RISK & COMPLIANCE ADVISORY
SERVICES



DESTINATION(S)



ACTIVITIES



TRAVELER(S)

FOREIGN ONE: OFFICE OF RISK & COMPLIANCE ADVISORY SERVICES



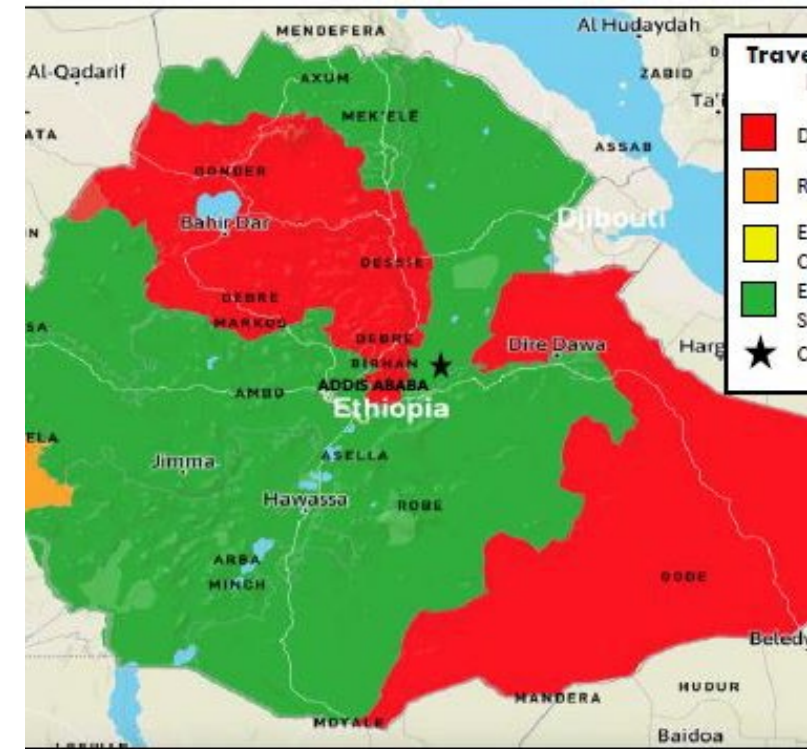
LOW RISK
DESTINATIONS

- CANADA
- QATAR
- JAPAN
- SOUTH KOREA
- UK
- EU



MODERATE-TO-HIGH RISK DESTINATIONS

- ❖ Assess
- ❖ May meet with traveler(s)
- ❖ Share resources
- ❖ Advance request – Orange and red regions require Foreign Four approval





CULTURAL INSURANCE SERVICES INTERNATIONAL

TAMU Employee Benefits

- Emergency medical evacuation
- Security evacuation
- Emergency medical reunion
- Repatriation
- Accidental Death & Dismemberment
- Team Assist Plan
 - 24/7 medical travel, technical assistance
 - Medical referrals
 - Prescription drug replacement/shipment
 - Emergency cash/funds
 - Replacement or lost/stolen airline ticket
 - Locating legal services
 - Bond/Bail assistance

***Additional Benefits**

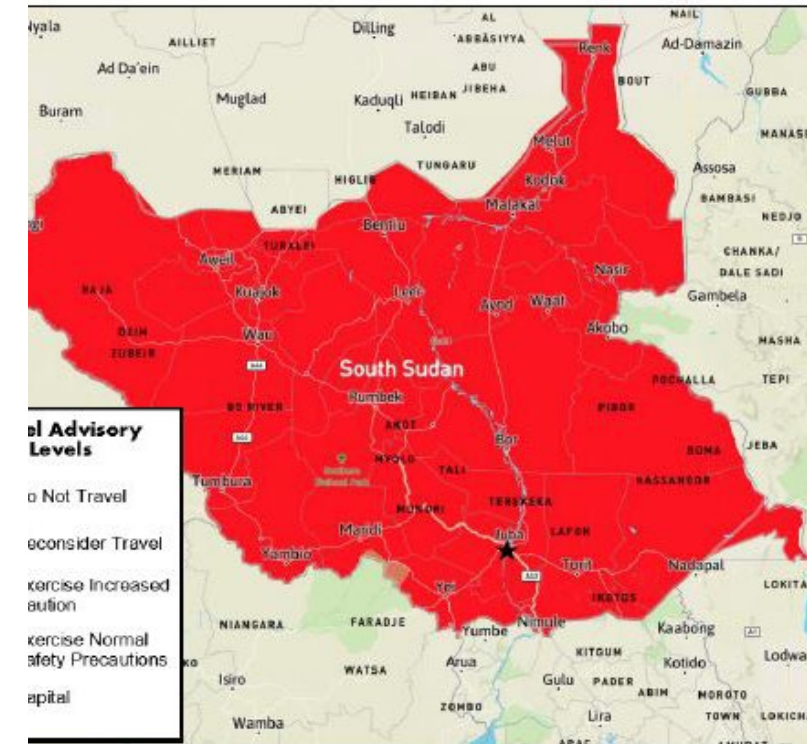
- Accident and Sickness Insurance
- Trip delay/interruption
- Quarantine

**Employees must opt-in, students enrolled through Education Abroad*



EXTREME RISK DESTINATIONS

- ❖ Assess
- ❖ Meet with traveler(s)
- ❖ Share resources
- ❖ Advance request w/recommendation for or against final approval



FOREIGN ONE:
OFFICE OF RISK & COMPLIANCE ADVISORY
SERVICES



DESTINATION(S)



ACTIVITIES



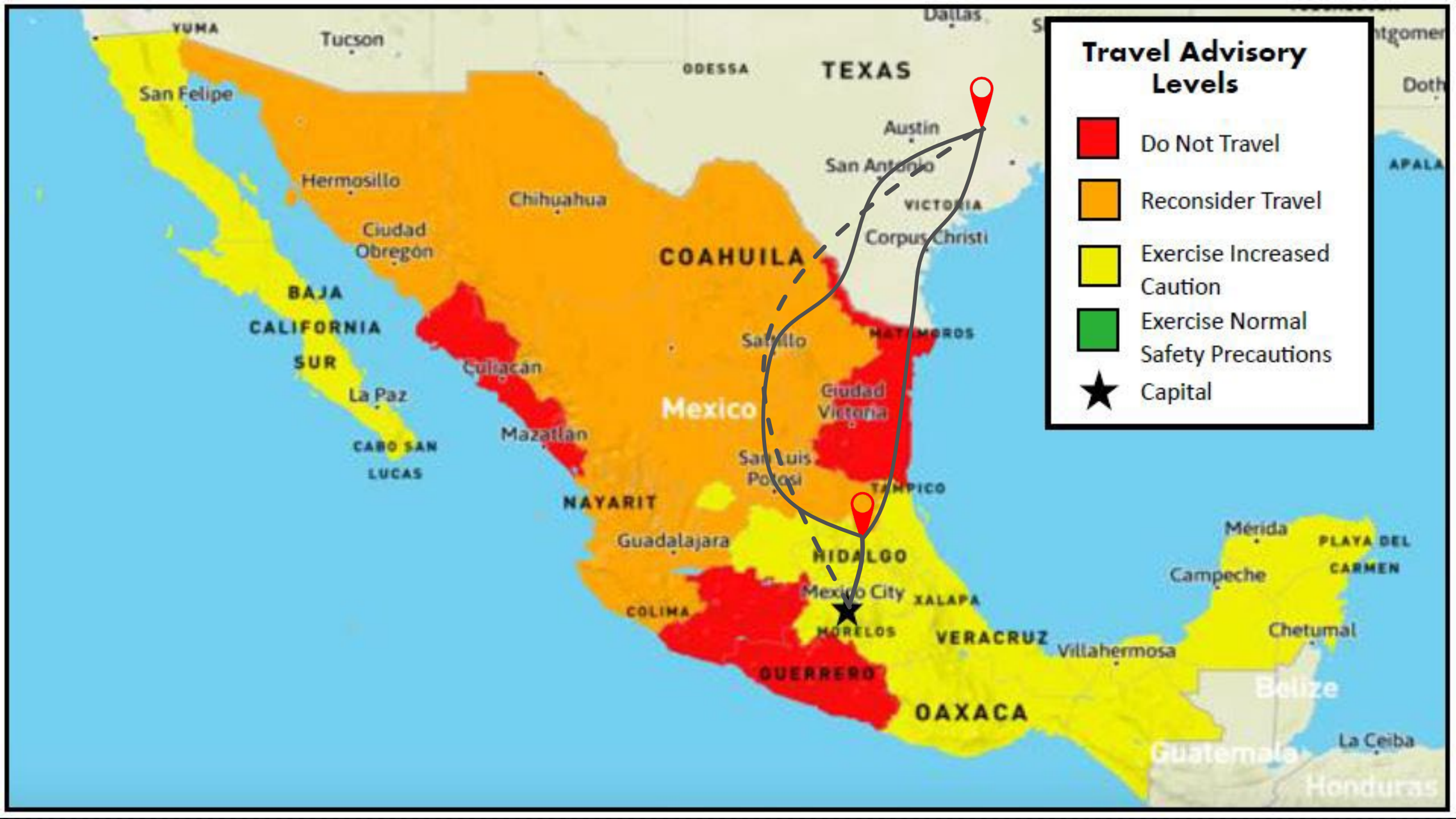
TRAVELER(S)

FOREIGN ONE: OFFICE OF RISK & COMPLIANCE ADVISORY SERVICES



- TRAVEL
- GETTING AROUND
- LODGING
- PLANNED ACTIVITIES
- FREE-TIME

ACTIVITIES



FOREIGN ONE: OFFICE OF RISK & COMPLIANCE ADVISORY SERVICES



- TRAVEL
- GETTING AROUND
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ACTIVITIES

FOREIGN ONE:
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SERVICES



DESTINATION(S)



ACTIVITIES



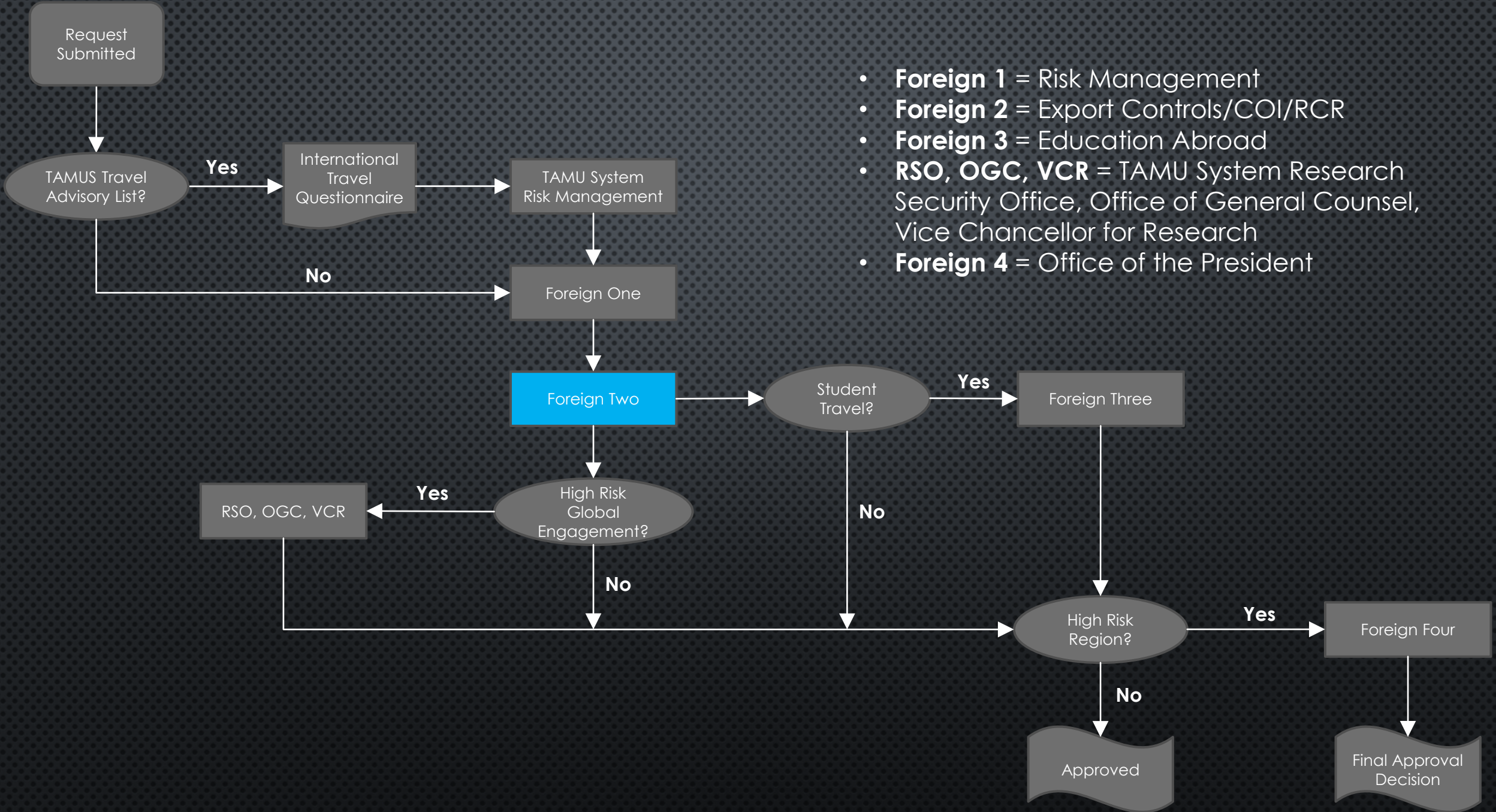
TRAVELER(S)

FOREIGN ONE: OFFICE OF RISK & COMPLIANCE ADVISORY SERVICES



TRAVELER(S)

- STATUS
 - EMPLOYEE
 - STUDENT
 - EMPLOYEE W/STUDENTS
- DEPARTMENT
 - TAMU
 - AGRILIFE
 - TEES



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FOREIGN TWO:
EXPORT CONTROLS/CONFLICTS OF
INTEREST/RESPONSIBLE CONDUCT OF RESEARCH



DESTINATION(S)



ACTIVITIES



TRAVELER(S)

Export Controls

- Federal Laws
 - OFAC/BIS/DDTC
 - NSPM-33
- The Texas A&M University System Policy 15.02 – Export Controls
- Texas A&M University Rule 15.02.99.M1 Export Controls

Conflicts of Interest

- Sponsor Guidelines
- 15.01.03.M1 Financial Conflicts of Interest in Sponsored Research
- 31.05.01 Faculty Consulting and/or External Professional Employment
- 31.05.02 External Employment
- 15.99.99.M0.02 Conflict of Commitment

The term “Export Controls” refers collectively to those U.S. laws and regulations that govern the transfer of controlled information, items, technologies, software, or services to foreign countries (“export”) and/or foreign persons in the U.S. (“deemed export”).

The U.S. Government considers these laws and regulations critical to:

National Security;
Economy; and/or
Foreign Policy.

Violations can result in institutional and personal liability, including loss of research funding, significant fines, jail time, debarment, and unwanted publicity.

NATIONAL SECURITY PRESEDENTIAL MEMORANDUM 33 (NSPM-33)

Cybersecurity

Research Security Training

Export Control Training

Foreign Travel Security/Training

Establish and maintain international travel policies for covered individuals engaged in federally funded R&D who are traveling internationally for organization business, teaching, conference attendance, research purposes, or who receive offers of sponsored travel for research or professional purposes.

System Regulation 15.05.04

High Risk Global Engagements and High Risk International Collaborations

A High Risk Global Engagement is a contract with one or more Foreign Persons based outside the United States in a Country of Concern.

A High Risk International Collaboration is any of the following relationships with Foreign Persons based outside the United States in a Country of Concern:

- student and faculty exchanges;
- placements abroad;
- unfunded research relationships;
- technical assistance;
- unfunded professional development, training, and services;
- unfunded outside appointments, honorary positions, peer review, or distinguished positions;
- unfunded outside support including but not limited to lab space or other resources, provided either physically or virtually;
- activities with Foreign Persons traditionally compensated by a payment, honorarium, or paid travel expenses.

FOREIGN TWO: EXPORT CONTROLS/CONFLICTS OF INTEREST/RESPONSIBLE CONDUCT OF RESEARCH



DESTINATION(S)

- TRAVEL TO AN EMBARGOED COUNTRY:
 - CUBA, IRAN, NORTH KOREA, RUSSIA
- TRAVEL TO A COUNTRY IDENTIFIED AS A “COUNTRY OF CONCERN” UNDER SYSTEM REGULATION 15.05.04
 - CHINA, IRAN, NORTH KOREA, RUSSIA

FOREIGN TWO:
EXPORT CONTROLS/CONFLICTS OF
INTEREST/RESPONSIBLE CONDUCT OF RESEARCH



DESTINATION(S)



ACTIVITIES



TRAVELER(S)

FOREIGN TWO: EXPORT CONTROLS/CONFLICTS OF INTEREST/RESPONSIBLE CONDUCT OF RESEARCH



ACTIVITIES

- PHYSICAL EXPORTS
- DISCUSSIONS OR OTHER EXCHANGES OF INFORMATION WITH NON-U.S. PERSONS
- RESEARCH

Travel with Electronic Devices

- TAMU employees who will be conducting university business while traveling are required to use Technology Services managed equipment that has the proper protections including device level encryption applied. All external storage devices that might be used must be approved by a Technology Services representative and have appropriate security applied to the storage device as well.
- For travel outside of the United States, a loaner laptop should be used. These laptops are clean/sanitized devices specific for international travel and can be obtained from your departmental IT office. **This is being required if you are traveling to a country of concern** and *strongly encouraged* for other international destinations.
- If you are unable to obtain a loaner laptop, please have your departmental IT confirm that your regularly issued TAMU laptop has the proper security profile and inform them of your travel plans so that any other concerns can be addressed.

Travel with Electronic Devices

- Any personal mobile or other device that has TAMU information (i.e. email, Teams DUO app, CONCUR app, etc.) or will be used for TAMU purposes should be taken to IT to ensure they have the proper security profile as well.
- Please notify your departmental IT and the Export Controls Office of any controlled software, technology, or information on the laptop or device you plan to take.
- Upon return from international travel, please take any device used abroad back to IT to be sanitized before docking into the TAMU system.

Travel with Electronic Devices

- Unpublished data on any laptop or device could be subject to export controls. Traveling for the expressed purpose of working on projects that deal with critical or restricted information should be evaluated on a case by case basis for the most appropriate mitigations.

VPN Use:

While VPN access to campus is not always necessary, the use of VPN services while outside of the campus network will never be discouraged. Many resources require the use of VPN services while outside of the campus network. If traveling internationally, the traveler must be aware of laws that may restrict the use of VPN services from within that country. If access to data or a service that requires the use of VPN while outside of the campus network is proposed as necessary, appropriate IT, and IT Security personnel, must be notified in enough advance time to make a determination of alternative means of access, or even if an alternative means of access is even possible based on risk.

FOREIGN TWO:
EXPORT CONTROLS/CONFLICTS OF
INTEREST/RESPONSIBLE CONDUCT OF RESEARCH



DESTINATION(S)



ACTIVITIES



TRAVELER(S)

FOREIGN TWO: EXPORT CONTROLS/CONFLICTS OF INTEREST/RESPONSIBLE CONDUCT OF RESEARCH



SPONSORED AWARDS

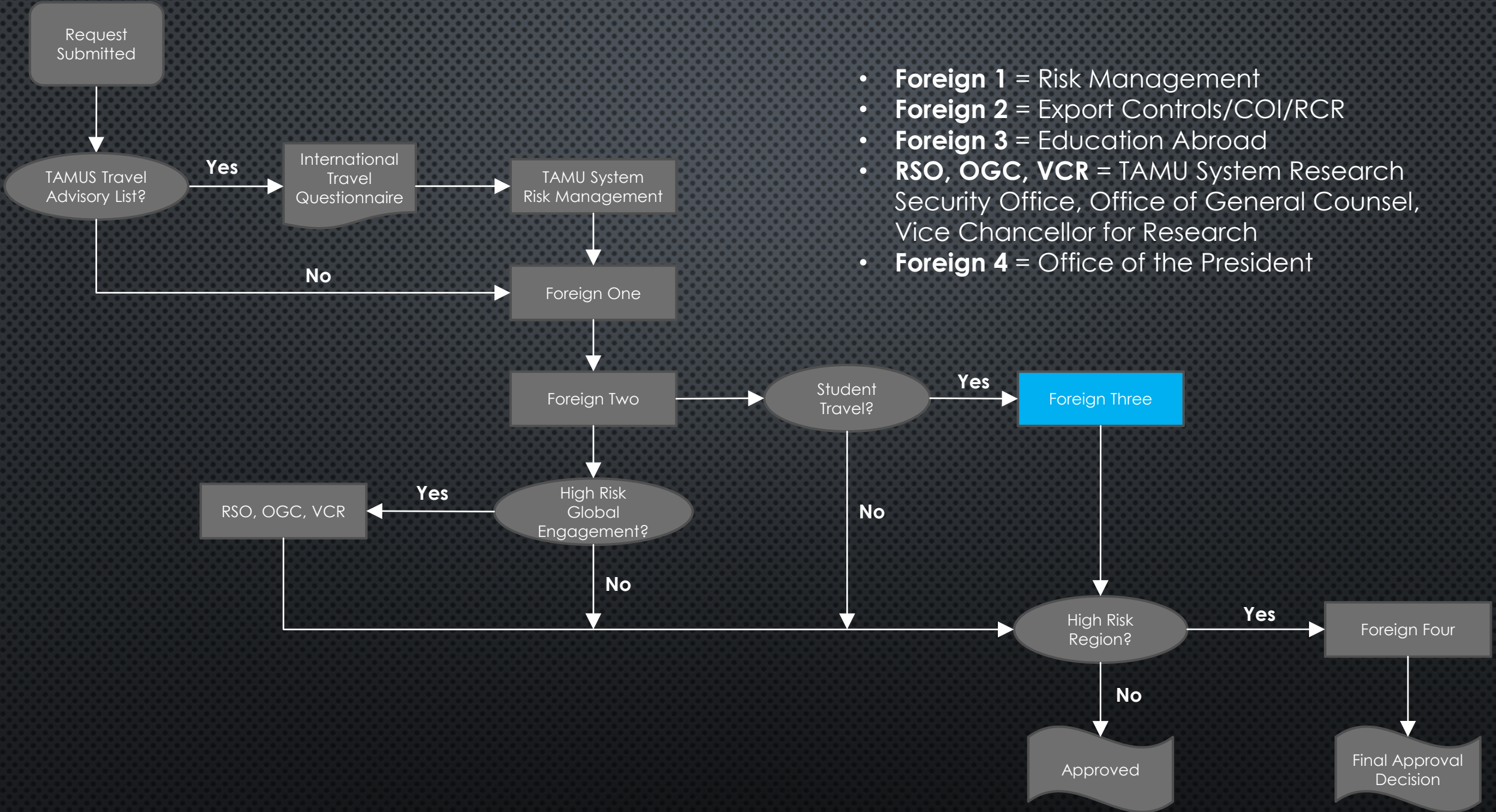
PREVIOUSLY REVIEWED TRAVEL

PREVIOUSLY DISCLOSED COLLABORATORS

TRAVELER(S)

HURON RESEARCH SUITE

General Category	Type(s) of Activity to be Disclosed	Examples	Huron Disclosure Profile (DP) Requirement	Huron Pre-Approval Request (PAR) Requirement	Category of Huron Pre-Approval Request to select	Federal Sponsors' Disclosure Requirements (Reference NSPM-33 Implementation Guidance)
Travel (all other)	Travel supported/paid by an entity other than own institution to perform research activities with an associated time commitment. (Other than travel that is reimbursed or sponsored by a U.S. Federal, state, or local government agency, a U.S. Institution of higher education as defined at 20 U.S.C. 1001 (a), an academic teaching hospital, a medical center, or a research institute that is affiliated with a U.S. Institution of higher education.)	Travel paid/reimbursed by any foreign entity or from a domestic entity other than U.S. Universities, U.S. Federal Funding Agencies, etc.	Required on Disclosure Profile. Select "Sponsored Travel" category under Q2 (Reference TAMU System Regulation 15.01.03)	Prior approval is required for all foreign travel (submit through Concur)(Reference TAMU System Regulation 21.01.03); Huron Pre-Approval Request is also required if the activity involves a country of concern (Reference TAMU System Regulation 15.05.04)	Foreign Travel	Travel supported/paid by an external entity to perform research activities with an associated time commitment must be disclosed as an In-kind Contribution under the Current & Pending Support/Other Support section of proposals and progress reports (RPPRs) submitted to federal sponsors; Travel supported/paid by an external entity to attend a conference or workshop does not require a disclosure to federal sponsors. Any discovered omission of support or in-kind contributions may also be subject to Post-award Disclosure requirements by federal sponsors



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FOREIGN THREE: EDUCATION ABROAD

When should I register?

- 13.04.99.M1: Student Travel Rule
- 13.04.99.M1.01: Student Travel SAP

Why should I register?

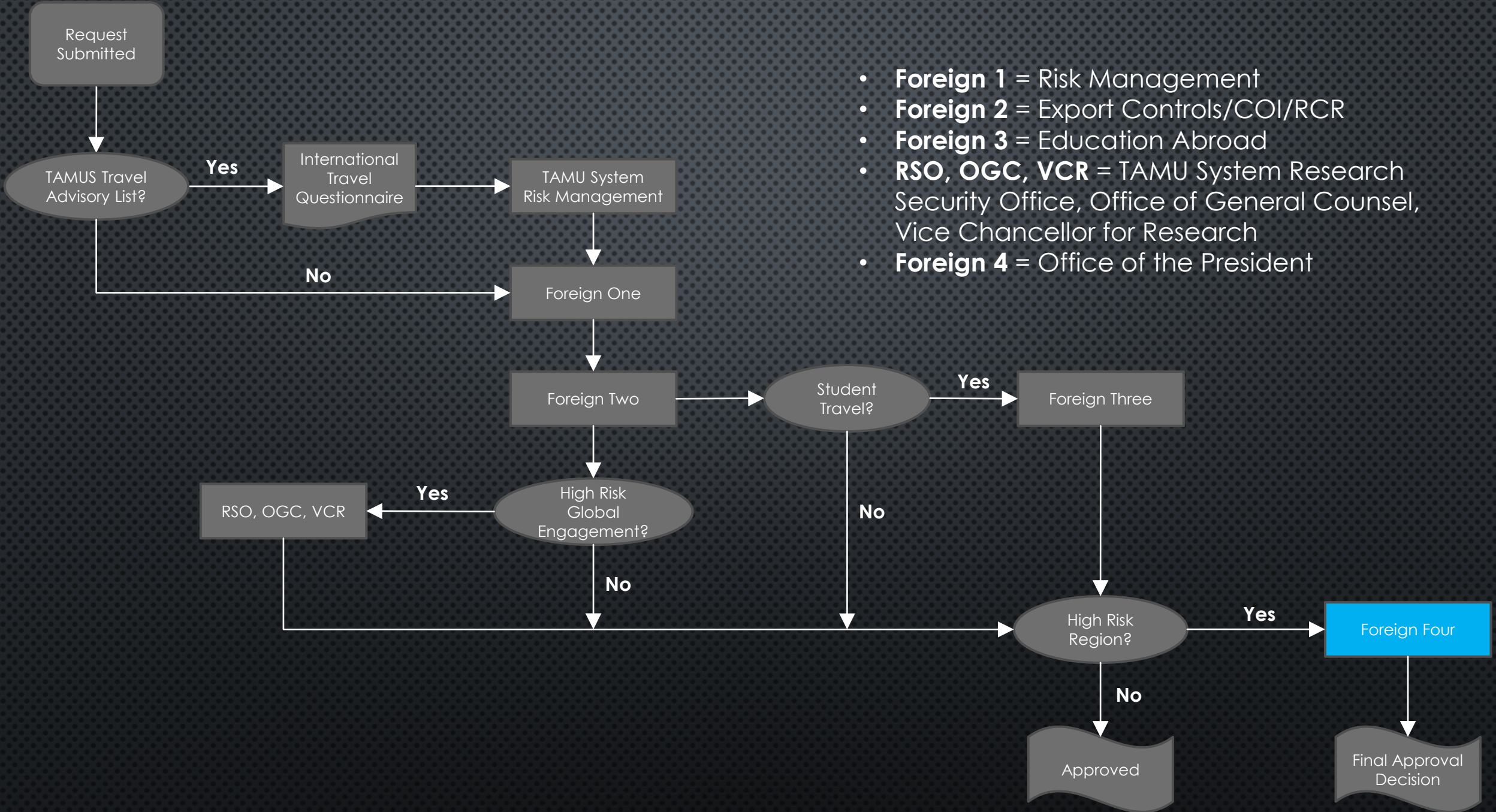
- Pre-departure training
- Vital emergency & assistance services
- I.C.E.

How do I register?

- Complete profile in the Ed Abroad portal Via (1st time in Via only, information about you): <https://tamuabroad.via-trm.com/authV2/welcome>
- Select experience-type
 - No credit experience: Will not receive academic credit for experience
 - TAMU credit experience: Will receive academic credit for the experience
 - Transfer credit experience: Will receive transfer credit from another institution for the experience
- Create travel plan (dates, location(s), etc.)

Registration questions?

Contact Education Abroad at 845-0544 or abroad@tamu.edu



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AVOIDING TURBULENCE: FIRST CLASS TIPS



Plan Ahead

Familiarize yourself with the requirements & resources

Research your location (especially if it's "familiar")

Submit your Concur request sooner rather than later

Complete the available trainings in TrainTraq

Work with the EC/COI/RCR Office as early as possible



Pack with Purpose

Provide as much information as possible in your Concur request

Take only essential items

Share only publicly available information while abroad



Sit back, relax, and enjoy the flight!



RESOURCES

RULES

- FOREIGN TRAVEL: [HTTPS://RULES-SAPS.TAMU.EDU/PDFs/21.01.03.M0.02.PDF](https://rules-saps.tamu.edu/PDFs/21.01.03.M0.02.pdf)
- EXPORT CONTROLS PROGRAM MANAGEMENT : [HTTPS://RULES-SAPS.TAMU.EDU/PDFs/15.02.99.M1.PDF](https://rules-saps.tamu.edu/PDFs/15.02.99.M1.pdf)
- STUDENT TRAVEL: [HTTPS://RULES-SAPS.TAMU.EDU/PDFs/13.04.99.M1.PDF](https://rules-saps.tamu.edu/PDFs/13.04.99.M1.pdf)

TRAINTRAQ COURSES

- 2111728: INTERNATIONAL TRAVEL SAFETY - SAFE PASSAGE PRESENTATION
- 2111212: EXPORT CONTROLS & EMBARGO TRAINING - BASIC COURSE

DEPARTMENTS/CONTACTS

- [DIVISION OF RISK, ETHICS AND COMPLIANCE](#)
- [EDUCATION ABROAD](#)
- [EXPORT CONTROL RESOURCES – DIVISION OF RESEARCH](#)
- [INTERNATIONAL RESEARCH COLLABORATION / FOREIGN INFLUENCE – DIVISION OF RESEARCH](#)
- [SAFE COMPUTING & INTERNATIONAL TRAVEL - TECHNOLOGY SERVICES](#)

THANK
YOU!

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