**OFFBOARDING ATTESTATION FORM**

**FOR PRINCIPAL INVESTIGATORS, FACULTY, STAFF, & STUDENTS DEPARTING FROM THE UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER**

**INSTRUCTIONS:**

Please complete all fields in this form to the best of your knowledge.

This form must be signed and submitted to the University of North Texas Health Science Center Office of Research Compliance no later than a month before departure

If you have any questions regarding this form or the information requested, please contact the Export Controls Officer at (817) 735-0432, or email Crystal.Perez@unthsc.edu (you can also email The Office of Research Compliance at Research.Compliance@unthsc.edu).

**INFORMATION ON PRINCIPAL INVESTIGATOR, FACULTY, STAFF OR STUDENT:**

Full Name: \_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Departure: \_     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EXPORT CONTROL ATTESTATION:**

This form is to be completed by all Principal Investigators (PIs), faculty, staff & students departing from the University of North Texas Health Science Center in accordance with the university’s export control regulations, specifically the Export Administration Regulations [(EAR) (15 CFR Parts 730-774)](https://www.bis.doc.gov/index.php/regulations/export-administration-regulations-ear) and the [International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130).](https://www.ecfr.gov/current/title-22/chapter-I/subchapter-M/part-120?toc=1) Completion of this form serves as a certification that all relevant information and materials associated with the PI, faculty, staff or student research activities have been properly transferred, stored, or destroyed in accordance with university policies ([2.106 International Compliance](https://unthsc.navexone.com/content/dotNet/documents/?docid=573&public=true); [3.101 Information Security Policy](https://unthsc.navexone.com/content/dotNet/documents/?docid=743&public=true)) and federal regulations.

I certify that the information provided in this form is true and accurate to the best of my knowledge. I understand that failure to properly comply with university policies and federal regulations regarding export control, specifically the [EAR (15 CFR Parts 730-774)](https://www.bis.doc.gov/index.php/regulations/export-administration-regulations-ear) and ITAR [(22 CFR Parts 120-130),](https://www.bis.doc.gov/index.php/regulations/export-administration-regulations-ear) may result in legal and/or administrative penalties.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Date: \_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**