**A. Purpose**

The purpose of this ACKNOWLEDGMENT FORM is to set forth access restrictions and physical security of the **Click here to enter name of equipment** (henceforth referred to as the “Instrument”.)

**B. Export Control Regulatory Background**

The Instrument procured in its entirety as a complete system is classified for export control purposes under **CATEGORY Click here to enter ECCN OF THE COMMERCE CONTROL LIST (CCL)** as a dual use Instrument.

**C. Responsible Parties for Maintaining this ACKNOWLEDGMENT FORM**

Responsible parties for establishing and monitoring this ACKNOWLEDGMENT FORM’s requirements include the following individuals:

**Click here to enter Name, Title, Unit, and Phone Number of each Responsible Party.**

**D. Location of the Instrument**

The Instrument shall be stored in **Click here to enter location** and shall only be removed temporarily from this location when being used by an authorized user that has completed the Certification for this ACKNOWLEDGEMENT FORM.

**E. Access to and Authorized Use of the Instrument**

With respect to using the Instrument, only those individuals specifically authorized by the Responsible Parties shall have permission to use the Instrument.

**F. Protective Measures with Respect to Securing the Instrument**

The Instrument shall only be used for its authorized and intended purposes. Under no circumstances may any individual authorized to use the Instrument or authorized to use other Instruments within **Click here to enter location** manipulate or modify the Instrument for any reason.

**H. Relocation of the Instrument**

Under no circumstances may this Instrument be relocated within SIU, in the United States or outside of the United States without specific authorization from the Export Controls Office before the Instrument is relocated. **A specific license from the United States Government may be required to transfer the Instrument outside of the United States and it could take up to six (6) months to acquire such licensure.**

**J. Reporting Suspected Violations**

In the event that a violation or breach of one or more of the provisions contained within this ACKNOWLEDGMENT FORM is suspected or known, the person with knowledge of such violation, breach or concern shall immediately report the matter to the Responsible Parties (who in turn shall report the matter to the Export Controls Office) or shall report the matter directly to the Export Controls Office.

**Certification**

**Each individual authorized to access the Instrument identified in this ACKNOWLEDGEMENT FORM must sign the below certification.**

By signing below, I hereby certify that:

* I have read and understand the terms of this ACKNOWLEDGMENT FORM.
* I agree to follow the procedures set forth herein and to take other actions as necessary to prevent unauthorized access by foreign persons to the controlled Instrument.
* I understand that I may be held personally liable for civil and criminal penalties, up to and including incarceration, if I disclose any export-controlled information to unauthorized foreign persons.

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| --- | --- |
| **Printed Name:** |  |
| **Signature:** |  |
| **Date:** |  |