

VUMC Relinquishment Form

FOR INTERNAL VANDERBILT UNIVERSITY MEDICAL CENTER USE ONLY

For processing of your relinquishment form, please email completed form to vumc.export@vumc.org.

Tangible Vanderbilt University Medical Center-owned property becomes subject to export controls when taken outside the United States. As such, VUMC hereby relinquishes the property described below to become personal property of the beneficiary upon the date of execution, notated by all three signatures below.

As recipient of this property, the beneficiary takes full ownership including permanent rights of transfer, at the execution date of this Relinquishment form.

For the Beneficiary:

1) Complete this relinquishment form **before** exporting VUMC-owned property outside of the U.S.*

*The following exceptions apply - this form **cannot** be used for export to North Korea, Iran, Cuba, Syria, Sudan, the Crimea region of the Ukraine, or any other country or territory subject to U.S. trade sanctions.

Contact vumc.export@vumc.org for further guidance.

2) Email a signed copy of this form to vumc.export@vumc.org.

3) Keep this signed form in your VUMC records for five years from the date of relinquishment.

Beneficiary Information (Individual Receiving the Property): *Please do not use acronyms*

Beneficiary's Name:

Country of Nationality: Email:

Department:

VUMC property being relinquished (includes equipment, electronics, software, materials, etc.):

Item 1: If other, please describe:

Name of Item: Manufacturer: ECCN:

Approximate Value: Serial Number:

Item 2: If other, please describe:

Name of Item: Manufacturer: ECCN:

Approximate Value: Serial Number:

Item 3: If other, please describe:

Name of Item: Manufacturer: ECCN:

Approximate Value: Serial Number:

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1. I will not export or reexport the property, software, and/or technology to North Korea, Iran, Cuba, Syria, Sudan, the Crimea region of the Ukraine, or any other country or territory subject to U.S. trade sanctions;
2. I will not take any commodities, software, and/or technology incorporating Vanderbilt University Medical Center-generated, non-commercial encryption code outside the borders of the United States;
3. If the property is an electronic device such as a laptop, cell phone, PDA, tablet, etc., I will ensure VUMC IT has removed Vanderbilt protocols from the device prior to exporting, including protections against **unauthorized access or release** of VUMC infrastructure by:
 - a) Using secure network connectivity means (such as Virtual Private Network (VPN)) when accessing VUMC's IT infrastructure and data for business activities, that involve the transmission and access of VUMC data and information.
 - b) Using user access level controls (such as: usernames/passwords) on electronic devices and equipment that connect and store VUMC data and information.
 - c) Using network access controls (such as personal firewalls) on electronic devices and equipment to limit access to VUMC infrastructure, data, and information.
4. I understand this Relinquishment form is valid **only** for the property(ies) described herein, and not for any other property, equipment, software, technology, or materials:
 - a) I will ensure that VUMC IT has deleted any third party proprietary data, VUMC proprietary data, or unpublished technical data from the propert(ies) described herein.
5. Personal ownership and rights to the aforementioned property does not remove any other requirements, conditions, or restrictions as outlined in a separate contract, non-disclosure agreement, assurance letter, or technology control plan.

Note:

All exports of VUMC-owned property (even temporarily) are subject to review by VUMC Export Compliance and **may require** a license from the United States government due to certain controls. Currently, the licensing process can take several weeks. VUMC-owned export-controlled items and/or information **may not** be exported without appropriate review and/or licensing.

Beneficiary signature below indicates:

I agree to the terms and conditions of this Relinquishment form, and I understand that violations of United States export control laws are punishable by severe civil and criminal penalties, including monetary fines for which I may be personally liable, up to and including employment termination and/or imprisonment:

Signature of Beneficiary: Date:

Signature of responsible VUMC official: Date:

Signature of VUMC Export Compliance: Date: