



**CUI**  
**Joint Army-Navy-NASA-Air Force (JANNAF)**  
**CUI/ITAR/Export-Controlled & Need-To-Know Authorization Form**

**PART I: To be completed by Applicant**

**Why are you completing this form?**

Title: ☐ Dr. ☐ Mr. ☐ Ms. ☐ Other

US Citizen? ☐ Yes ☐ No---**If No, Country of Birth:**

Name:

Dual Citizen? ☐ Yes ☐ No--**If Yes, Country:**

Organization:

Place of Birth:

Address:

City:

State:

ZIP Code:

Phone:

Email:

☐ I understand that information I receive which is subject to U.S. export control laws cannot be divulged to non-U.S. citizens or organizations without first obtaining approval or license from the Department of State for items controlled by the International Traffic in Arms Regulations (ITAR), or the Department of Commerce for items controlled by the Export Administration Regulations (EAR). I affirm that I will not disclose, distribute or transmit export-controlled information to any unauthorized person or organization and that I will promptly report to the Federal Bureau of Investigation any attempt by an unauthorized person to solicit export-controlled information. I understand that distribution of technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979, as amended, Title 50, U.S.C., App. 2401 et seq. is a violation of these export laws and are subject to severe criminal penalties.

☐ CUI/ITAR/Export-Controlled information can't be left unattended. Info. should be kept in a secure filing cabinet or desk drawer that can be locked.

☐ CUI/ITAR/Export-Controlled information can't be transmitted via email unless encrypted and password protected or sent via DoD SAFE.

☐ CUI/ITAR/Export-Controlled information can't be disposed of in regular trash. This information needs to be shredded.

☐ CUI/ITAR/Export-Controlled information can't be discussed with people that do not have a need-to-know for the information. This includes topic of information, names of people, and organizations.

Applicants Signature:

Date

**PART II: Export Compliance and Controlled Unclassified Information (CUI) Briefings:** I hereby certify as an **Export Compliance Officer** that the above named person was given an export compliance briefing and CUI briefing.

a. Export Compliance Briefing Date:

b. Controlled Unclassified Information (CUI) Briefing Date:

Name:

Position Title:

Organization:

City:

Phone:

Email:

Signature:

Date:

**PART III: Need-To-Know Certification (Required for all Consultants, Industry Contractors, and University applicants)**

I hereby certify as an authorized Government Sponsoring Certifying Official that the applicant is an employee of the above-named organization, has the requisite need-to-know and is qualified to receive militarily-critical technical data as defined by DoD Directive 5230.25.

**Government Sponsoring Certifying Official please check all that apply:**

1. To Attend and Participate in a JANNAF Meeting (Distribution Statement C/ITAR/CUI Information): Yes No
2. Subscribe to JANNAF and ERG Products and Services such as Online Databases (CPIN which includes JDOC). Information is Distribution Statement C/ITAR/CUI Information): Yes No

Govt. Contract Number:

Contract Expiration Date:

Govt. Official's Name:

Position Title:

Govt. Official's Organization:

Phone:

City:

State:

Govt. Official's Dig Signature:

Govt. Official's Email Address:

**Return via FAX or Mail: Fax: 410-730-4969; OR Mail to: JHU WSE ERG, 10630 Little Patuxent Pkwy, Suite 202, Columbia, MD 21044-3286.**

**We discourage sending PII via Email but if preferred send to [mgannaway@erg.jhu.edu](mailto:mgannaway@erg.jhu.edu).**

**CUI**