



## Managers' Monthly Certification of Foreign Employees



## **Employee License Monthly Review Form**

All RSG employees who are non-U.S. persons (i.e. foreign nationals without permanent residency status), must be "red-badged" and covered by a DSP-5 "employee license" and/or an EAR "deemed exports" license) unless they are sequestered (including after-hours) from access to ITAR/EAR items or technical data associated therewith, including drawings, software, and other technical data, either electronic or hard copy. For all those employees covered by such ITAR or EAR licenses, the following form must be filled out and signed monthly by their supervisor. The forms must be turned in to the RSG Export Compliance Officer by the fifth business day of each month, who will maintain them for a period of at least 5 years following the expiration or termination of the associated export license.



## **EMPLOYEE LICENSE MONTHLY REVIEW FORM**

I hereby certify that as the Manager of the below-referenced Rotorcraft Services Group, Inc. employees, I have reviewed their ITAR and/or EAR employee licenses, and found their work to be compliant with the Provisos as mandated by the US Department of State and/or any Riders & Conditions as mandated by the US Department of Commerce.

Employee Name	DSP-5 and/or FNR license number	Manager Name	Manager Signature	Date	Comments
John Doe	050423456 & D123456	B. Clinton			
Mary Roe	050212345	B. Clinton			
John Smith	D111111	B. Clinton			

ROTORCRAFT SERVICES GR	OUP, INC.	
Bill Clinton [Title]	// Date	