

**NASA/AIR FORCE COST MODEL (NAFCOM) RESTRICTED WEBSITE  
USER ACCESS REQUEST FORM**

Government Users and Government Sponsored Users Only

<b>1. TYPE OF SUBMISSION</b> ( <i>X One</i> )			Initial Submission (    )	Resubmission (    )	Revision (    )
<b>2. REQUESTOR</b>					
a. Name			b. U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No		
c. Email Address			d. Phone		
e. Static IP Address			f. Fax		
<b>3. U.S. GOVERNMENT EMPLOYEE</b>					
a. U.S. Government Employee <input type="checkbox"/> No (skip to block 4.) <input type="checkbox"/> Yes (finish block 3. then skip to block 5.)					
b. U.S. Government Agency		c. U.S. Gov. Supervisor Name/Org.		d. U.S. Gov. Supervisor Sign/Date	
<b>4. REQUESTOR AFFILIATION</b> ( <i>Skip this Section if you are a U.S. Government employee</i> )					
a. Affiliation Name ( <i>i.e., Company, University, etc.</i> )			b. Affiliation Mailing Address ( <i>Include ZIP Code</i> )		
c. Contract Number and Customer Supported					
d. Contract Period of Performance			e. <input type="checkbox"/> Indicate contract includes NFS 1852.237-72, Access to Sensitive Information and attach copy of contract verbiage (see detailed instructions)		
f. Description of Relevant Business Activity ( <i>Print or type</i> )					
g. Gov't Sponsor Name/Agency/Organization		h. Gov't Sponsor Phone		i. Gov't Sponsor Signature/Date	
<b>5. STATEMENT OF RESPONSIBILITY</b> ( <i>please initial signifying that you have read and agree to comply</i> )					
As a condition of receiving controlled technical data, the requestor certifies that:					
_____ I am being entrusted with sensitive historical cost information on completed space programs, which are for government use in developing independent government cost estimates of future programs. I am agreeing to safeguard this information from unauthorized disclosure to space hardware contractors and other unauthorized users.					
_____ NAFCOM remains the property of NASA and the Air Force and all NAFCOM program files will be purged from the computer if it is no longer required by my job assignment.					
_____ The copy of NAFCOM issued to me may not be reproduced and the NAFCOM password and user name may not be given to others.					
_____ I acknowledge all responsibilities under applicable U.S. Export Control laws and regulations (including the obligation, under certain circumstances, to obtain an export license from the U.S. Government prior to the release of controlled technical data within the United States).					
_____ I agree not to disseminate controlled technical data in a manner that would violate applicable U.S. Export Control laws and regulations. I will not provide access to controlled technical data to other persons including sharing of password.					
_____ I am not disbarred, suspended, or otherwise ineligible to perform on U.S. Government contracts or have violated U.S. Export Control laws.					
_____ I understand that misuse of assigned accounts, and accessing others' accounts without authorization is not permitted.					
_____ I understand that this/these system(s) and resources are subject to monitoring and recording.					
_____ I further understand that failure to abide by these provisions may constitute grounds for termination of access privileges, administrative action, and/or civil or criminal prosecution.					
_____ I agree to abide by proprietary software regulations and the Security of Information Technology Procedures and Guidelines (NPG 2810.1)					
_____ <b>I understand that the Department of State has determined that NAFCOM is subject to the licensing jurisdiction of the Department of State in accordance with the International Traffic in Arms Regulations (ITAR) (22 CFR 120-130) with a USML category of IV(i) or XV(f). No release of information from NAFCOM to any foreign person or country is authorized without an export license.</b>					
_____ I have, to the best of my knowledge, answered all questions on the NAFCOM User Access Request Form accurately and completely and I will inform Mr. Andy Prince MSFC Engineering Cost Office at (256)544-8360 of a change to any information entered					
<b>Requestor Signature/Date</b>					
<b>6. NASA/MSFC Authorization</b>					
a. Approver Name and Org. Code <b>Andy Prince CS50    -or-    Fred Harrington CS50 (COTR)</b>			b. Approver Signature/Date		

## NAFCOM RESTRICTED WEBSITE USER ACCESS REQUEST FORM INSTRUCTIONS

The NAFCOM Restricted Website User Access Request Form is required for all U.S. Government (blocks 1, 2, 3, 5, and 6) and non-U.S. Government (blocks 1 – 6) personnel requesting NAFCOM Restricted Website access. The form must be completed in its entirety to preclude your request from being delayed. Fax the completed form with required signatures to:

NAFCOM Administrator - SAIC  
(256) 705 - 8596

Requestors will be contacted via email acknowledging receipt of their request form and information describing the process for obtaining a username and password.

### Block Instructions

- (1) Indicate type of submission by putting an X in the appropriate box.
- (2a) Requestor's first name, middle initial and last name.
- (2b) Specify Yes or No to whether requestor is a U.S. Citizen.
- (2c) Requestor's Email address.
- (2d) Requestor's phone number including area code.
- (2e) Requestor's static IP Address. NAFCOM access will be limited to that computer only. [For PCs, Push the "Start" button and select "Run". Type in "cmd" and hit OK. In the newly created window, enter the following command: ipconfig /all. The IP address will be displayed in the output.]
- (2f) Requestor's fax number including area code.
- (3a) Requestor indicates whether U.S. Government employee or not.
- (3b) The requestor's U.S. Government Agency employer
- (3c) The requestor's U.S. Government Supervisor's printed name and organization
- (3d) The requestor's U.S. Government Supervisor's signed name with date
- (4a) For non-U.S. Government employees only. The requestor indicates the company, university, or other organization they are employed with or represent.
- (4b) Mailing address of requestor's affiliation including 9-digit ZIP code.
- (4c) The requestor's Contract Number and Customer Supported.
- (4d) The requestor's Contract Period of Performance.
- (4e) Requestor's check mark indicates that contract noted includes appropriate FAR clause, i.e. Access to Sensitive Information NFS 1852.237-72 AND attach copy of the contract verbiage (including contract cover page).
- (4d) The requestor's description of relevant business activity justifying access to NAFCOM Restricted Website.
- (4e) The requestor's COTR or government sponsor's name, government agency and home organization.
- (4f) The requestor's COTR or government sponsor's business phone number including area code.
- (4g) The requestor's COTR or government sponsor's signature and date.
- (5) Requestor's initials, signature, and date signifying their understanding and acceptance of the complete conditional criteria listed in the Statement of Responsibility. This must be fully completed.
- (6a) The name and organization code of the NASA/MSFC employee granting access to the requestor.
- (6b) The signature and date of the NASA/MSFC employee granting access to the requestor.