

PENDING ACTIONS

Agency/Subagency	RIN /OMB Control Number	Title of Initiative/Rule/ICR	Brief Description	Actual or Target Completion Date	Anticipated savings in costs and/or information collection burdens, together with any anticipated changes in benefits (please quantify, to the extent feasible, and also specify baseline, time horizon, and affected groups)	Progress updates and anticipated accomplishments	Notes
1. NASA/Procurement	AD79	NASA Grant Handbook, Payment of Profit and/or Management Expenses on Cooperative Agreements	<p>This rule finalizes the amendments to 14 CFR 1260 and responds to public comments received during the review of the proposed rule that published January 11, 2012.</p> <p>Part 1260 prescribes the payment of profit and/or fee (including management fee) under all Federal Financial Assistance awards (i.e., grants and cooperative agreements).</p>	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Proposed rule published on January 11, 2012 [77 FR 1657] with the following title: Profit and Fee Under Federal Financial Assistance Awards.	
2. NASA/General Counsel	AD83	Collection of Civil Claims of the United States Arising Out of the Activities of NASA	<p>This direct final rule amends 14 CFR 1261, subpart 4, to make nonsubstantive changes to change the amount to collect installment payments from \$20,000 to \$100,000 to align with Title 31, subchapter II, Claims of the United States Government, section 3711 (a)(2) Collection and Compromise.</p> <p>Subpart 4 prescribes standards for the administrative collection, compromise, suspension or termination of collection, and referral to the General Accountability Office (GAO), and/or to the Department of Justice (DOJ) for litigation, of civil claims as defined by 31 U.S.C 3701(b), arising out of the activities of NASA, designates NASA officials authorized to effect actions, and requires compliance with GAO/DOJ joint regulations at 4 CFR, parts 101-105 and the Office of Personnel Management regulations at 5 CFR part 550, subpart K</p>	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final rule will be submitted for EO 12866 review October 2013.	

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3. NASA/Diversity and Equal Opportunity	AD85	Nondiscrimination on Basis of Handicap	<p>This proposed rule amends 14 CFR 1251 to align with the Department of Justice's (DOJ) implementing regulations incorporating the new accessibility standards. Other amendments include updates organizational information, use of the term "disability" in lieu of the term "handicap," changes to definitions, and other sections based on the Americans with Disabilities Act of 2008.</p> <p>Part 1251 implements the federally assisted provisions of section 504 of the Rehabilitation Act of 1973 (section 504), as amended, 29 U.S.C. section 794 which prohibits discrimination on the basis of disability by recipients of Federal Financial Assistance from NASA. Under Executive Order No. 12250, the United States Attorney General has the authority to coordinate the implementation and enforcement of a variety of civil rights statutes by Federal agencies such as NASA, including section 504. Recent rulemaking from DOJ that revised the standards that determine whether structural elements of buildings and facilities are accessible to individuals with disabilities.</p>	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Coordination with other relevant agencies underway before submission under E. O. 12866.	

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4. NASA/Human Exploration and Operation	AD87	Space Flight Mission Critical Systems Personnel Reliability Program	<p>This proposed rule amends 14 CFR 1214, subpart 5. NASA is determining if the need for this regulation still exists since the enactment of HSPD 12, Policy for a Common Identification Standard for Federal Employees and Contractors, which provides some initial and periodic screening and background checks for employees. The original program was implemented in response to President Carter's Administration's determination that the Space Shuttle was a critical national resource and that personnel assigned to mission critical positions in the Shuttle program that affected the safety of spaceflight needed to meet the highest standards of Integrity and reliability. If the need for this regulation continues, it will be shortened to incorporate the references provided by the HSPD-12 criteria.</p> <p>Subpart 5 establishes a program to ensure that personnel assigned to mission critical positions/duties meet the screening requirements.</p>	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Proposed rule will be submitted for EO 12866 review October 2013.	
5. NASA/Human Capital Management	AD88	Aeronautics and Space - Statement of Organization and General Information	<p>This direct final rule amends 14 CFR 1201 to make nonsubstantive changes to provide current information of NASA's organizations.</p> <p>Part 1201 describes the authority for the creation of the NASA, as well as the purpose, functions, administration, and organizational structure of the</p>	March 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final rule awaiting passage of H.R.667, to redesignate the Dryden Flight Research Center as the Neil A. Armstrong Flight Research Center introduced on February 13, 2013.	

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			<p>Agency. The organizational information outlines in more detail the basic structure and responsibilities of the Mission Directorates located at NASA Headquarters and the NASA Centers located throughout the United States. Part 1201 also provides information on the Agency-level councils, committees, boards, and panels established to govern and support decision making. General information about doing work with NASA is included.</p>				
6. NASA/Chief Information Officer	AD92	Information Security Program	<p>This direct final rule amends 14 CFR 1203 to make nonsubstantive changes to align with EO 13556, Controlled Unclassified Information (CUI) and to incorporate the National Archives and Records Administration's guidance to agencies for CUI that's currently under development.</p> <p>Part 1203 establishes the objectives of the NASA Information Security Program, ensures that information is classified only when and for such a period as necessary, prevents unwarranted classification and over-classification, ensures the greatest practicable uniformity within NASA and with other Government departments and agencies where there is an interchange of information or hardware, and provides a timely and effective means for downgrading or declassifying information as appropriate.</p>	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Amendments to this rule is pending NARA's implementation of the Controlled Unclassified Information (CUI) program, per EO 13556 that will provide agencies with implementing guidelines for CUI, thereby enabling agencies to describe and provide the required instructions for their respective employees.	

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7. NASA/Procurement	AD94	NASA Grant and Cooperative Agreement Handbook: Update, Streamline and Reorganize	This proposed rule amends 14 CFR Parts 1260, 1267, 1271, 1273, and 1274 to update and streamline the NASA Grant and Cooperative Handbook, by removing nonregulatory text.	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Amendments include changes described for RIN AD60 that was withdrawn. Amendments to this rule will impact updates to RIN AE00, National Space Grant College and Fellowship Program. Proposed rule will be submitted for EO 12866 review October 2013.	
8. NASA/Strategic Infrastructure	AD95	Delegations and Designations and Use of NASA Airfield Facilities	<p>This direct final rule amends 14 CFR 1204, subparts 5 and 14 to make nonsubstantive changes to correct citations and titles throughout, clarify NASA's policy for use of its airfields to include landing and recovery fees, and to update the list of available airport facilities</p> <p>Subpart 5 delegates authority to take actions in real estate and related matters.</p> <p>Subpart 14 of 14 CFR 1204 establishes responsibility and provides conditions and procedures for the use of NASA airfield facilities by aircraft not operated for the benefit of the Federal Government.</p>	December 2013	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.		
9. NASA/Small Business Program	AD97	Small Business Policy	This direct final rule amends 14 CFR 1204, subpart 4, to make nonsubstantive changes to update office names and titles, describe the role of the Small Business Technical Advisor, add more small business categories to include small disadvantaged business, HUBZone small business, women-owned small business concerns, veteran-	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final rule undergoing internal NASA review and will be submitted for EO 12866 review October 2013	

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			<p>owned small business, and service-and disabled veteran-owned small business in accordance with and required by the Small Business Act (15 U.S.C 631).</p> <p>Subpart 4 establishes the Agency's small business policy and outlines the delegation of authority in implementing this policy.</p>				
10. NASA/Human Exploration and Operations	AD98	Space Flight	<p>This proposed rule amends 14 CFR subparts 6, 7, and 11 to remove language that refers to the recently retired Space Shuttle program and to clarify language for other ongoing programs that requires some of this rule to remain in place.</p> <p>Subpart 6 establishes policy, procedures and responsibilities for selecting, approving, packing, storing, and disposing of mementos carried on Space Shuttle flights.</p> <p>Subpart 7 establishes the authority of the Space Shuttle commander to enforce order and discipline during all flight phases of a Shuttle flight. a program to ensure that personnel assigned to mission</p> <p>Subpart 11 establishes NASA procedures and assigns responsibilities for recruitment and selection of astronaut candidates.</p>	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Proposed rule will be submitted for EO 12866 review October 2013.	
11. NASA/Human Exploration and Operation	AD99	Duty Free Entry of Space Articles	This proposed rule amends 14 CFR 1217 to remove language that refers to the recently retired Space Shuttle program	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Proposed rule will be submitted for EO 12866 review October 2013.	

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			<p>and to clarify language for other ongoing programs that requires some of this rule to remain in place</p> <p>Part 1217 establishes general responsibilities and conditions for duty free exchange of hardware between NASA and its partners.</p>				
12. NASA/Education	AE00	National Space Grant College and Fellowship Program	<p>This direct final rule amends 14 CFR 1259 to make nonsubstantive changes to update offices titles and correct citations, and to align with the updated NASA Grant and Cooperative Agreement Handbook currently under development.</p> <p>Part 1259 establishes the policies responsibilities and procedures relative to the National Space Grant College and Fellowship Program established by title II of the National Aeronautics and Space Administration Authorization Act of 1988.</p>	March 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	<p>Amendment to this rule is tied to the update of the Grant and Cooperative Agreements Handbook (RIN AD94).</p> <p>Direct final rule will be submitted for EO 12866 review October 2013.</p>	
13. NASA/Procurement	AE01	NASA FAR Supplement Revise, Update, Reissues NASA FAR Supplement	This proposed rule amends 48 CFR for a comprehensive rewrite of the NASA FAR Supplement (NFS). The rewrite will accomplish basic administrative clean-up of document, correct numbering inconsistencies, incorporate guidance currently existing outside of the NFS, add new policy, and delete outdated policy. The effort will also identify opportunities for efficiencies and streamlining and include changes	January 2014	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Proposed rule published April 18, 2013 [78 FR 23199].	

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			<p>accordingly. The goal is to lessen the regulatory burden on the public.</p> <p>The update to the NASA FAR Supplement will be done in three phases. This first phase will amend part 1815, Contracting By Negotiation, 1834, Major System Acquisition, part 1841, Acquisition of Utility Services, part 1846, Quality Assurances, part 1851, Use of Government Sources by Contractors, and part 1852, Solicitation Provisions and Contract Clauses.</p>				
<p>14. NASA/Diversity and Equal Opportunity and Chief Health and Medical Officer</p>	<p>AE11</p>	<p>Removal of Redundant Regulations</p>	<p>This direct final rule makes nonsubstantive changes by removing redundant regulatory language in 14 CFR 1204.508, and parts 1230 and 1232. This language is already captured in statutes that govern NASA activities related to delegation of authority of certain civil rights functions, protection of human subjects, and care and use of animals in the conduct of NASA activities. Therefore, these regulations will be streamlined to make reference to those statutes.</p>	<p>December 2013</p>	<p>Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.</p>	<p>Direct final rule will be submitted for EO 12866 review October 2013.</p>	

COMPLETED ACTIONS

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1. NASA/General Counsel	AD51	Inventions and Contributions	<p>In July 2012, NASA finalized a rule to make nonsubstantive changes to clarify and update the procedures for board recommended awards, and the procedures and requirements for recommended special initial awards, including patent application awards, software release awards, and Tech Brief awards, and to update citations and the information on the systems used for reporting inventions and issuing reward payments.</p> <p>14 CFR 1240 prescribes procedures for submitting applications for monetary awards to the Administrator of NASA for scientific and technical contributions which have significant value in the conduct of aeronautical and space activities and establishes the awards program.</p>	July 2012	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final rule published May 10, 2012 [77 FR 27365]. Final rule became effective July 9, 2012.	COMPLETED
2. NASA/Protective Services	AD61	Information Security Protection	<p>This direct final rule amends 14 CFR 1203 to align with and implement the provisions of Executive Order 13526, Classified National Security Information, and to appropriately correspond with NASA's internal requirements, NPR 1600.2, Classified National Security Information (http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&c=1600&s=2), that establishes the Agency's requirements for the proper implementation and management of a uniform</p>	January 2013	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final rule published January 24, 2013 [78 FR 5117]	COMPLETED

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			<p>system for classifying, accounting, safeguarding, and declassifying national security information generated by or in the possession of NASA.</p> <p>Part 1203 describes security and protective services requirements for NASA Headquarters, NASA Centers and component facilities in order to protect the Agency's employees, contractors, property, and information.</p>				
3. NASA/General Counsel	AD63	Claims for Patent and Copyright Infringement	<p>In March 2012, NASA finalized a rule to formalize existing procedures as a regulation by adding a subpart to provide guidelines to file a claim for patent or copyright infringement, and to provide for written notification to the claimant upon completion of NASA investigation.</p> <p>14 CFR 1245 prescribes regulations for the waiver of rights of the Government of the United States to inventions made under NASA contract in conformity with section 305 of the National Aeronautics and Space Action of 1958.</p>	March 2012	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	<p>Proposed rule published July 26, 2011 [76 FR 44504].</p> <p>Final rule published March 12, 2012 [77 FR 14686].</p>	COMPLETED

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4. NASA/Strategic Infrastructure	AD71	Procedures for Implementing the National Environmental Policy Act	<p>In January 2012, NASA finalized a rule for implementing the National Environmental Policy Act of 1969 (NEPA) as authorized by the Council on Environmental Quality (CEQ) Code of Federal Regulations (CFR) (40 CFR parts 1500-1508) and The National Aeronautics and Space Act of 1958, sec 20113(a), 51 U.S.C. section 20113 (a), by amending existing and adding new categories of actions eligible for categorical exclusion and adding generally applicable extraordinary circumstances to bound the use of all NASA categorical exclusions (CatExs). Consistent with CEQ regulations, CatExs was defined to mean "categories of agency actions with no individually or cumulatively significant effect on the human environment." Some of the new CatExs are similar to the CatExs of other Federal agencies and reflect NASA's experience with similar circumstances. The Preamble cites related CatExs from the NEPA regulations of other Federal agencies and examples of NASA NEPA Actions for each of the 23 CatExs proposed. Additional examples supporting the CatExs and NEPA documents are also available at NASA's NEPA Library at http://www.nasa.gov/green/nepa.</p> <p>14 CFR 1216 sets forth NASA's policy on environmental quality and control and the</p>	January 2012	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	<p>Proposed rule published July 21, 2011 [76 FR 43616].</p> <p>Final rule published January 23, 2012 [77 FR 3102]</p>	COMPLETED

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			responsibilities of NASA officials in carrying out these policies.				
5. NASA/Human Exploration and Operations	AD72	Tracking and Data Relay Satellite System	<p>In April 2012, NASA finalized a rule to make nonsubstantive changes to services provided to non-U.S. Government users and the reimbursement for rendering such services.</p> <p>14 CFR 1215 provides the policy governing the TDRSS services furnished to non-U.S. government users and the reimbursement for those services. The TDRSS represents a major investment by the U.S. government with the primary goal of providing improved communications and tracking services to spacecraft in low-Earth orbit at altitudes between (very roughly) 200 miles and 930 miles.</p>	April 2012	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	<p>Direct final rule published February 10, 2012 [77 FR 6949].</p> <p>Final rule became effective April 10, 2012.</p>	COMPLETED
6. NASA/Internal Controls and Management Systems	AD78	Removal of Obsolete Regulation: Use of Centennial of Flight Commission Name	In October 2012, NASA published a direct final rule to make nonsubstantive changes to remove Delegation of Authority to License the Use of	December 2012	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	<p>Direct final rule published on October 4, 2012 [77 FR 60619].</p> <p>Final rule effect December 3, 2012.</p>	COMPLETED

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			<p>the Centennial of Flight Commission Name. This rule effective December 3, 2012.</p> <p>14 CFR 1204.506 delegated authority to the Assistant Administrator for Public Affairs to use the Centennial of Flight Commission name on any logo, emblem, seal, or descriptive or designating mark for a year-long commemoration of the Wright brother's achievements in powered flight that began December 2002 and ended December 2003.</p>				
15. NASA/Procurement	AD81	Non Procurement Rule, Suspension and Debarment	This proposed rule amends 2 CFR 1880 to extend coverage of nonprocurement suspension and debarment to all-tier procurement and non-procurement actions under all grants and cooperative agreements. Part 1880 prohibits the award of grants and cooperative agreements from offers that propose sub-awards to firms or individuals on the Excluded Parties List Service.	February 2013	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Proposed rule published of October 29, 2012 [77 FR 65500] Final rule published February 27, 2013 [78 FR 13211]. Final rule became effective March 29, 2013	COMPLETED
16. NASA/General Counsel	AD82	Boards and Committees	This direct final rule amends 14 CFR 1209, subpart 3, to make nonsubstantive changes to remove references to an obsolete internal NASA policy (NASA Management Instruction (NMI) 1152.5) that was cancelled September 30, 1994. Subpart 3 provides authority for the Contract Adjustment Board to consider and dispose of requests for extraordinary contractual adjustment by contractor of NASA. It is being amended.	March 2013	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final rule published April 9, 2013 [78 FR 20422]. Final rule became effective June 4, 2013.	COMPLETED

NASA - RETROSPECTIVE PLAN PROGRESS
July 2013

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7. NASA/Chief Scientist	AD84	Research Misconduct	<p>In September 2012, NASA finalized a rule to make non-substantive changes to the policy governing the handling of allegations of research misconduct and update organizational information for changes that have occurred in the Agency.</p> <p>14 CFR 1275 establishes procedures to be used by NASA for the handling of allegations of research misconduct.</p>	September 2012	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final published July 27, 2012. [77 FR 44439]. Final rule became effective September 28, 2012.	COMPLETED
8. NASA/Chief Information Officer	AD86	Privacy Act - NASA Regulations	<p>In October 2012, NASA published a direct final rule to make non-substantive changes to NASA rules governing implementation of the Privacy Act by updating statute citations, position titles, terminology, and adjusting appellate responsibility for records held by the NASA Office of the Inspector General.</p> <p>14 CFR 1212 establishes procedures for individuals to access their Privacy Act records maintained by NASA, to request amendment of information in records concerning them, and to provide procedures for administrative appeals and other remedies.</p>	December 2012	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Direct final rule published October 4, 2012 [77 FR 60619]. Final rule effective December 3, 2012.	COMPLETED
9. NASA/Protective Services	AD89	NASA Security and Protective Services Enforcement	This direct final rule amends 14 CFR parts 1203a and 1203b, and subpart 10 of part 1204, to make nonsubstantive changes to align with and implement the provisions of Homeland Security Presidential Directive (HSPD) 12, Policy for a Common Identification Standard for Federal Employees and	January 2013	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	<p>Direct final rule includes amendments described RINs AD90 and AD91 that were withdrawn.</p> <p>Direct final rule published January 24, 2013 [78 FR 5122]. Direct final rule effective March 25, 2013.</p>	COMPLETED

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			<p>Contractors. , HSPD 7, Critical Infrastructure Identification, Executive Order 12978, Interagency Security Committee (ISC), 2008 ISC Standards, 2008 ISC Facility Security Level Determinations for Federal Facilities, Executive Order 13526, Classified National Security Information, Executive Order 10450, Security requirements for Government employment, and to appropriately correspond with the following NASA internal requirements:</p> <ul style="list-style-type: none"> - NPR 1600.1, NASA Security Program Procedural Requirements can be access at http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&c=1600&s=1, - NPD 1600.2, NASA Security Policy, can be access at http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPD&c=1600&s=2E. - NPR 1600.2, NASA Classified National Security Information (CNSI), http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&c=1600&s=2 - NPD 1600.3, Policy on Prevention of and Response to Workplace Violence, can be access at http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPD&c=1600&s=3. - NPR 1600.3, Personnel Security, can be access at http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&c=1600&s=3 				

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			<p>00&s=3.</p> <ul style="list-style-type: none"> - NPD 1600.4, National Security Programs, http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPD&c=1600&s=4. <p>Part 1203a, NASA Security Areas, describes the legal basis and other applicable NASA regulations related to NASA's security and law enforcement services implementation requirements.</p> <p>Part 1203b, Security Program; Arrest Authority and Use of Force by NASA Security Force Personnel, describes guidelines for the exercise of arrest authority establishes the Agency's security and law enforcement services implementation requirements.</p> <p>Subpart 10 of part 1204, Inspection of Persons and Personal Effect at NASA Installations or on NASA's Property, describes NASA's policy and minimum procedures concerning the inspection of persons and property in their possession while entering, or on, or exiting NASA real property or installations, as well as proscribes unauthorized entry or the unauthorized introduction of weapons or other dangerous instruments or materials at any NASA facility.</p>				

WITHDRAWN ACTIONS

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1. NASA/Procurement	AD60	NASA Grant and Cooperative Agreement: Change Procedures for Letter of Credit Advance Payments	This rule, initially drafted to revise the NASA Grant and Cooperative Handbook at 14 CFR 1260 for grant and cooperative agreement recipients to request advance payments through letters of credit to reduce the time period during which NASA may suspend or reduce payments due to the recipient's delinquent financial reporting, was withdrawn.	WITHDRAWN	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Amendments will be done as part of the rewrite of Grant and Cooperative Agreement Handbook (RIN AD94).	WITHDRAWN
2. NASA/Protective Services	AD90	Inspection of Persons and Personal Effect at NASA Installations or on NASA's Property.	This rule, initially drafted to revise subpart 1204.10 to align with the guidelines outlined in Homeland Security Presidential Directive (HSPD) 7, Critical Infrastructure Identification, was withdrawn.	WITHDRAWN	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Amendments to subpart 10 will be done along with the amendments to subpart B (RIN AD89)	WITHDRAWN
3. NASA/Protective Services	AD91	NASA Security Area	This rule, initially drafted to amend part 1203a to align with HSPD 12, Policies for a Common Identification Standard for Federal Employees and Contractors, was withdrawn.	WITHDRAWN	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Amendments to subpart A will be done along with the amendments to subpart B (RIN AD89)	WITHDRAWN
4. NASA/Strategic Infrastructure	AD96	Use of NASA Airfield Facilities by Aircraft not Operated for the Benefit of the Federal Government	This rule, initially draft to amend subpart 1204.14 to clarify NASA's policy for use of its airfields to include landing and recovery fees and to update the list of available airport facilities, was withdrawn.	WITHDRAWN	Administrative corrections made to align with NASA's current operations and/or to comply with external requirements.	Amendments to subpart 14 will be done along with the amendments to subpart 5 (RIN AD95)	WITHDRAWN

**NASA's Burden Reduction Initiatives
July 2013**

Paperwork and Reporting Burden Reduction Initiatives					
Agency	Sub-Agency	Title	Description of the initiative	Hours of paperwork/ reporting eliminated	Estimated effective date of the change
NASA	Office of the Chief Financial Officer	Contractor Financial Management Reports (OMB control number 2700-0003) www.reginfo.gov/public/	NASA Forms 533M and 533Q are used by contractors to report (1) accounts payable data and (2) estimated and incurred cost. NASA reviews the reports to ensure the contractor's performance plan and associated cost is realistic. Two factors contributed to the burden reduction: (1) Previously, NASA Forms 533M and 533Q were available in an IFM format and contractors had to download NASA FileNet software to fill. The form is now available in a filable, saveable, and printable PDF format. Businesses with ENTRUST can electronically sign and submit. (2) The number of respondents was reduced based on the number of contractors currently meeting the reporting criteria. This initiative is complete.	8,100	6/2013
NASA	Office of the Chief Financial Officer	NASA Property in the Custody of Contractors (OMB control number 2700-0017) www.reginfo.gov/public/	The Federal Financial Accounting Standards require accountability for government owned property in the custody of contractors. Currently there are fewer NASA contractor therefore the original number of respondents (1092) was reduced to 649. NASA also refined its original burden estimate to eliminate processes already required by the FAR Government Property Clause 52.245.1 which were separate and apart from NASA's reporting requirements. NASA originally factored in 23 hours of burden for the contractor to prepare the report, which was an over estimation because it included time already required by the FAR. That refinement resulted in a burden correction. The original annual burden estimate was 9,804. The new burden estimate is 977 hours. During FY13 NASA planned to provide an option to contractors to attach the report to an email in lieu of using the NASA Electronic Submission System (NESS.). However, NASA now realizes this process will not result in further burden reduction because the information being collected will not change and contractor training is still required. regardless of the option the contractors choose to submit the required information. This initiative is complete.	8,828	9/2012