REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

LEAVE BLANK (NARA use only)

JOB NUMBER
N1-255-10-4

DATE RECEIVED
4-8-2010

1 FROM (Agency or establishment)
NASA Aeronautics and Space Administration

2 MAJOR SUBDIVISION
NASA Headquaters

3 MINOR SUBDIVISION

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U S C 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10

4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE	DATE	ARCHIVIST OF THE UNITED STATES
Patti F Stockman, NASA Records Officer	(202) 358-4787	4/30/2010	

6 AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 8 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

☒ is not required, ☐ is attached; or ☐ has been requested

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
DEC 24 2009	Patti F Stockman	NASA Records Officer, NASA Headquarters

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	See attached propossed schedule revision		

	101-117	**PROGRAM AND PROJECT RECORDS**		
	What items 101-117 cover. These items designate appropriate retention of NASA program and project records produced through compliance with NPD/NPR 7120 series directives, or other authorized project management requirements documents It provides for permanent retention of substantive and historically significant records and temporary retention of other records until the Agency no longer needs them The terms "program" and "project" are defined in the current versions of NPD 7120 4 and NPR 7120 5 This schedule applies to all activities performed as part of programs/projects whether designated "tasks," "work packages," or other terminology			
	What items 101-117 do not cover. Records generated by some supporting activities such as procurement, financial management, property and supplies, personnel administration, and legal and patent issues are covered by other NASA records schedules Program/project records within electronic systems (e-systems) are covered by this schedule However, inputs, outputs, and system documentation for program/project e-systems are not covered (See Note 5 for further information) Questions about which schedules apply to specific records should be addressed to the Center Records Manager **Office(s) of Record.** As used in these items, Office of Record refers to that office holding the official record copy of a specific record when multiple copies are used across offices, projects and centers This is generally the office that creates and maintains the record, although other specific offices may be designated, when appropriate, to hold official program/project records In some cases there may be more than one official copy of a record when it has separate independent functions in different organizations **Media.** Items 101-117 cover records in any and all media, in any and all formats including Web content, and produced using any and all tools Records may include, but are not limited to, word processing documents, presentation materials, statistical data, test data, spreadsheets, databases, e-messages (this includes e-mail), photographic materials, audio materials, film and video materials, drawings, and artwork **How to use the Notes.** After determination of the type of program/project the records relate to, use the notes to assist with further retention selection Notes 1, 2, and 3 list documents perceived to have permanent, long-term temporary, or short-term temporary value, respectively These lists are intended to be inclusive rather than exclusive They are to assist in selection, not to preempt selection Program/project staff must exercise case-by-case judgment to ensure that permanent records are identified and retained while other records are destroyed appropriately In cases of doubt about what item to apply, users of this schedule should contact their Center Records Manager			
Item	**If the records pertain to**	**and consist of**	**which are**	**then the records are**
101	programs/projects relating to both manned and unmanned space flight, aerospace technology research, and basic or applied scientific research AND meeting one or more of the following criteria are "first of a kind," establish precedents, produce major contributions to scientific or engineering knowledge, integrate proven technology into new products, or are/have been subject of widespread media attention or Congressional scrutiny	records essential for understanding the history of a program/project from inception to completion defined by the stages in program/project's life Note 1 contains a list of eight stages and potential records that might be created in each	held at office of record	**permanent** Cut off records at close of program/project or in 3-year blocks for long term programs/projects Transfer to National Archives 7 years after cutoff Special media records will be transferred in accordance with 36 CFR § ~~1228 270~~ 1235.44-50 (electronic records), 36 CFR § ~~1228 266~~ 1237.28 (audiovisual records), 36 CFR § ~~1228 268~~ 1235.42 (cartographic and architectural records), and/or current transfer instructions specific to individual formats < N1-255-04-3> NOTE: NASA HAS AGREED TO TRANSFER PERMANENT AUDIO/VISUAL RECORDS 5 YEARS AFTER CUT-OFF.

102			all other copies	**temporary** Destroy/delete when no longer needed <N1-255-04-3>
103		records not required for documenting the history of the program/project as described in item 101, but which have operational value to the Agency Note 2 contains examples that might be created in each program/project stage	held at office of record	**temporary** Cut off records at close of program/project or in 5-year blocks Destroy/delete between 0 and 30 years after cutoff See Note 4
104			all other copies	**temporary** Destroy/delete when no longer needed <N1-255-04-3>
105		all other routine records that are not considered to be essential for on-going operations of the program/ project Note 3 contains a list of records that may be included	held at office of record	**temporary** Destroy/delete when between 0 and 15 years old Do not retain longer than life of program/project plus 5 years See Note 4 <N1-255-04-3>
106			all other copies	**temporary** Destroy/delete when no longer needed <N1-255-04-3>
107	programs/projects that do not meet the criteria stated in Item 101	records of programs/projects that have operational value to the Agency Notes 1 and 2 contain listings of records that may be included	held at office of record	**temporary** Destroy/delete between 0 and 30 years after program/project termination See Note 4 <N1-255-04-3>
108			all other copies	**temporary** Destroy/delete when no longer needed <N1-255-04-3>
109		all other routine records that are not considered to be essential for on-going operations of the program/ project Note 3 contains a list of records that may be included	held at office of record	**temporary** Destroy/delete when between 0 and 15 years old Do not retain longer than life of program/project plus 5 years See Note 4 <N1-255-04-3>
110			all other copies	**temporary** Destroy/delete when no longer needed <N1-255-04-3>

Item	If the records pertain to	and consist of	which are	then the records are
111	hard copy originals used to create imaged record copy on microfilm or electronic media	by definition duplicate materials because record copy is retained in another medium	held anywhere	~~Item Discontinued~~ Records now covered by GRS 20 Item 2 Covered by GRS 20 Item 2
112	electronic copies of records created using electronic mail, messaging systems, paging systems and word processing applications and used solely to generate a recordkeeping copy of the records covered by the other items in this schedule Also includes electronic records created and maintained for the purpose of updating revising or disseminating	copies that have no further administrative value after recordkeeping copy is created for retention under items 101, 103 105, or 107 Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories including those on hard disk, network drives sharedtdrives, and all other electronic applications that are used only to produce the recordkeeping copy	held anywhere	Item Discontinued By definition these are "all other copies "
113		copies used for dissemination revision or updating that are maintained in addition to the recordkeeping copy	held anywhere	Item Discontinued By definition, these are "all other copies " Covered by GRS 20, Item 14
114	Program/project records that clearly apply to (or cover) more than one program or project Such records might include, but are not limited to, technical standards/multi-program/project common use documentation, certain test stand data, etc	records which, if of an individual program/project, would be described by item 101	Held at office of record	**permanent** Cut off records at close of last applicable program/project or at any time in 3-year blocks Transfer to National Archives 7 years after cutoff Special media records will be transferred in accordance with 36 CFR § ~~1228.270~~ (electronic 1235.44-50 records), 36 CFR § ~~1228.266~~ (audiovisual 1237.28 records), 36 CFR § ~~1228.268~~ (cartographic and 1235.42 architectural records), and/or current transfer instructions specific to individual formats
115			All other copies	**temporary** Destroy/delete when no longer needed
116		records which, if of an individual program/project, would be described by items 103 or 107	Held at office of record	**temporary** Destroy/delete between 0 and 30 years after termination of last applicable program/project
117			All other copies	**temporary** Destroy/delete when no longer needed

Note 1 Records covered by Items 101, 102, 107 and 108 potentially created in the stages of a project/program's life are those essential for future studies of a program or project This list is neither all-inclusive nor all-exclusive, it must be applied based on value judgments by those familiar with a program/project's development and accomplishments Included are

Records created at multiple stages

* Agendas, minutes and briefing materials of substantive meetings
* Budget and actual cost data (final figures)
* Configuration management control documentation including Class I change requests and dispositions (e g , changes that impact form, fit or function)
* Correspondence, memos, e-messages, photographs, and presentation materials of a substantive nature
* Directives
* Hazard, risk and safety analyses/assessments
* Independent and non-advocate reviews and assessments
* Material from major milestone and peer reviews including, but not limited to concept, preliminary design, critical design, design certification, mission readiness, configuration, program/project requirements, and system requirements
* Mission success criteria
* Newsletters and bulletins
* Partnering agreements
* Press releases
* Products of collaborative tools used to track or facilitate progress
* Program/project plans, including annual Program Operating Plans
* Public relations materials
* Requirements documents including baseline system, data, software, interface, integration, testing, design, operations, performance, science and acceptance
* Specifications, drawings and associated lists used for hardware manufacture/fabrication, and related finding aids
* Testing and Operations Plans (i e verification, integration, handling, transportation, storage, support systems, facilities, logistics, qualification, quality, reliability, acceptance, and science)

Formulation Records defining scope, objectives, technical performance requirements, cost, and schedules of program/project prior to initial formal approval, including

* Announcements of opportunity (including research opportunity)
* Art work and drawings produced to illustrate concepts or designs
* Concept/configuration options and decision packages
* Concept definition documents
* Estimates of budget and schedule options
* Infrastructure and program/project needs assessment
* Mission needs statement, and other mission needs documents
* Preliminary configuration layouts
* Preliminary operations plans
* Procurement/acquisition plan
* Program/project formulation authorizations
* Requests for proposals
* Statements about analysis of program/project value
* Studies of available technology, conceptual options, feasibility trades, and sensitivity
* Technology availability/readiness assessments

Approval Records documenting program/project as initially approved, and subsequent changes resulting from iterative process of defining concepts and requirements, including

* Approval status tracking and control files
* Authorization/approval documents
* Commitment agreements
* Evaluation reviews
* Intra-NASA center and external memoranda of understanding or agreement

Design development Records containing comprehensive information about design and development process, requirements, products, performance, and review, including

* Design and development plan
* Design concept verification studies and reports
* Operating plan
* Verification of design concept studies and reports

Manufacture, fabrication and assembly Records that provide significant documentation of the construction, final assembly, and acceptance of as-flown hardware or as-operated ground-based experiments and any major changes to the original approved design, including

* Acceptance and end item review materials / packages for hardware eligible for museum display
* Configuration inspection reviews
* Manufacturing plans

Pre-launch system integration and verification Records that provide significant documentation of the process used to verify that a spacecraft is ready for launch, or a ground-based experiment is ready for operation, including

* Certification reports
* Flight readiness review materials
* Operations plans for testing, integration, calibration, interface, and reliability
* Requirements documents for testing and verification
* Test and operations plans verification, integration, handling, transportation, storage, support systems, facilities, logistics, qualification, and quality/reliability
* Test readiness review materials
* Verification plans

Implementation and operations Records that provide significant documentation about how a mission/experiment was conducted, including

* Anomaly reports
* Engineering and operations manuals
* Engineering data necessary to establish operation of technical sub-systems
* Final versions of specifications, drawings, associated lists and related finding aids used for manufacturing/fabrication
* Flight crew and mission controller reports or notes, audio tapes and imagery
* Flight data files and timelines
* Flight procedures manuals
* Imagery in any format of mission operations
* In-flight or on-orbit anomaly investigation reports and flight notes
* Standards

Observational data Records containing physical sciences observational data created by both space- and earth-based platforms that are unique and cannot be extrapolated from other data sets or observations at a reasonable cost, including

* Copies of definitive data sets
* Copies of processed data and metadata, their analyses, proposals for analysis, and related finding aids
* Instrument operations
* Laboratory notebooks and logbooks
* Proceedings
* Studies and reports

Evaluation and termination Records documenting results of program/project, specific manned or unmanned flight or experiment upon completion, including

* Analyses of mission results

* Final mission or experiment reports
* Lessons learned studies
* Mission/experiment reports (preliminary and final)
* Mission failure or accident investigation records
* Publications and conference proceedings
* Restart notes
* Substantive notes of scientists and other personnel not incorporated in other records
* Summaries of accomplishments and problems
* Termination notifications and related justifications

Note 2 Records covered by Items 103, 104, 107 and 108 potentially created in the stages of a project/program's life are those essential for continuing operations and technology transfer This list is neither all-inclusive nor all-exclusive, it must be applied based on value judgments by those familiar with a program/project's development and accomplishments Included are

Records created at multiple stages

* Configuration management control documentation including change requests and dispositions other than those listed in Note 1
* Correspondence, memos, and e-messages related to any records described in Note 2
* Interface control documents
* Minutes of all Program Control Boards
* Open action tracking files not included in major milestone review documentation
* Periodic reports, status reviews and presentations whose substance is captured in major milestone reviews (see Note 1, Records created at multiple stages)
* Problem reporting and corrective action reports
* Quality assurance audit reports
* Specifications and drawings of superseded systems with no historic interest, and related finding aids
* Waivers
* Work instructions and work authorization documents

Formulation, including

* Audits
* Concept verification testing data
* Environmental impact studies
* Technical evaluations of proposals
* Technology readiness demonstration results

Approval, including

* Configuration audits
* Failure modes analyses
* Preliminary budget and cost estimates and studies
* Preliminary design documents
* Safety analysis reports
* Work breakdown documents

Design development, including

* Contract End Item (CEI) specifications redundant to the specifications in Note 1, Design development
* Design performance analyses
* Design reviews whose substance is captured in major milestone reviews (Note 1, records created at various stages)
* Design verification testing data
* Test data developed for verification studies

Manufacture, fabrication and assembly Records not included in Note 1 that are useful for identification, correction, and/or

investigation of performance problems or mishaps, but not needed after hardware is no longer in NASA inventory, including

* Acceptance data packages including test procedures and results for hardware not suitable for museum display
* Audits
* Engineering test and evaluation data
* Final contract deliverable technical data requirements (complete set)
* Hardware vendor lists
* Material and parts lists
* Qualification of flight hardware, test plans, and results
* Quality and reliability test plans and results
* System acceptance review documents

Pre-launch system integration and verification Records not included in Note 1 that are useful for identification, correction, and/or investigation of performance problems or mishaps, but not needed after hardware is no longer in NASA inventory, including processing documents for spacecraft, payloads, or experiments such as

* Discrepancy reports
* Engineering support requests
* Field engineering changes
* Flight certifications
* Modification instruction packages
* Operations readiness review materials
* Payload processing and integration
* Pre-flight or pre-experirnent test and verification data
* Pre-ship review materials
* Safety and mission assurance documents
* Safety reviews
* Test and assembly procedures
* Test preparation sheets
* Verification/validation of flight/test software

Implementation and operations Records not included in Note 1 that are useful for identification, correction, and/or investigation of performance problems or mishaps, but not needed after hardware is no longer in NASA inventory, including

* Commands
* Launch operations data
* Principal investigators' user guides

Observational data Records that do not meet the criteria for observational data described in Note 1, in particular data generated by engineering tests to verify theories, design concepts, etc , including

* Derived data sets
* Engineering data necessary to establish operation of instruments
* Raw experimental, observational, or engineering data (Exception raw data determined by NASA management to have continuing value may be retained beyond 30 years until reference use ceases)

Note 3 Records covered by Items 105, 106, 109 and 110 potentially created in the stages of a project/program's life have only limited short-term value They include but are not limited to

* Action items from technical interchange meetings or management reviews not considered major milestones
* Budget and actual cost data (working files, for final figures see Note 1)
* Copies of presentation material maintained for personal reference containing no substantive notes
* Internal center memoranda of understanding or agreement
* Products of collaborative tools relating to administrative matters
* Routine correspondence, e-messages, agendas, minutes

* Small purchase justifications and related documents not maintained in official procurement files * Trip reports
Note 4 Retention period for records relating to environmental protection, OSHA or other regulatory requirements should be lengthened as required by applicable state legislation
Note 5 Reference schedule 2 for description and retention of inputs/outputs to, or documentation for program/project e-systems For inputs in any format, use schedule 2, items 15B1, 15B2 and 15B3, as appropriate For outputs in any format (e g , summarized, extracted, and/or downloaded e-files and printed copies), use schedule 2 items 15D, 15E, 15F, or GRS 10/12, as appropriate

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Proposed change to Schedule 8/10 Retention to reflect that some Configuration Management are temporary in nature.

Current ITEM DISCONTINUED RECORDS NOW COVERED BY ITEM 8/101

Change to ITEM DISCONTINUED RECORDS NOW COVERED BY ITEM 8/101 or 8/103

ALSO need to change the CROSSWALK as found in Appendix E of the NRRS.

Current

8/10	Config Mgmt – Space Shuttle	101

Change to

8/10	Config Mgmt – Space Shuttle	101 or 103

Summary of Changes to Programs & Projects Records Retentions (12-1-2009)

1. Additional text was added to the introductory material in the "**What items 101-117 cover**" and "**What items 101-117 do not cover**" and the "**How to use the Notes**" sections for greater clarity

2. Under "**Office(s) of Record**" Changed sentence to "This is generally the office that creates and maintains the record, although other specific offices may be designated, when appropriate, to hold official program/project records "

3 Under "**Media** " Added "including Web content" to the text and combined e-mail with e-messages by adding "(this includes e-mails)" after the word e-messages

4 **Item 101.** The phrase "Transfer to records center storage" was removed from item 101 retention (It was suggested that we could "be silent" on that, so to avoid having to spell out all the different storage places as well as "near" or "far" for electronic retirement, etc We chose to be silent)

5. **Item 103** retention was changed to allow for the option of cutting off and dispositioning records early The retention band for items 103, and 107 was changed from "5-30" to "0-30" years

6 **Item 103** records description Removed "throughout the life of the program/project" to remove contradiction between the changes to the retention and the description of the records The key words to distinguish item 103 from 107 has to do with "operational value" not with whether the records have operational value throughout the life of the P/P For some long-running P/Ps, the operational value may cease long before the end of the P/P

7 **Item 107 records description** Removed "throughout the life of the program/project" for consistency with changes to item 103

8 **Items 105 and 109** The retention band for items 105 and 109 was changed from "2-15" to "0-15" years to be consistent with changes to item 103

9 **Items 111-113** According to our NARA representative, current items 111-113 are no longer required by NARA (now that they have GRS 20 in place) and so they were discontinued and grayed-out Requirements for hardcopy documents are covered in GRS 20 item 2 (Also, the text in section I 7 in the current NPR 1441 1 tells us to use GRS 20)

10 **Items 114-117** Multi-program/project record retention schedules were added for both permanent (items 114-115) and temporary (items 116-117) records (See justification below)

11 **Under new item 114** In the description, added "Such records might include, but are not limited to," for clarification In the retention added "at any time " RATIONALE For clarification and permission Records can be cut off "at any time" in 3 year blocks This can be regardless of when they become inactive (Remember that these are permanent records that must be transferred to NARA It might be better to pre-accession these so that NARA can manage the migration to newer technologies, etc)

12 **Under new item 116** Removed 105 and 109 from the description RATIONALE These items deal with records from Note 3 which are not considered as being "essential for ongoing operations "

13 **Notes sections.** Some editing and formatting were done in the Notes section (such as spelling, alphabetization, alignment of paragraphs, etc), some text was added for clarification, and the duplicate exception under Note 2 Observational data was deleted

14 **Notes 1, 2 and 3** "E-mail" was changed to "E-messages" RATIONALE Due to the new technologies out there today (and in the future), it was suggested that we change "e-mail" to "e-messages" in this draft E-messages is a broader term which includes e-mail as well as other more modern technologies and ways of communicating

[It was also suggested that a comment or definition be added at the beginning of NPR 1441 1 (in the intro material) that said something to the affect that "e-mail" as used in these schedules includes any type of e-message This would prevent us from having to change "e-mail" throughout the whole document]

15. **Note 1,** in the second bullet under "Observational data," "and" was removed for clarity and text was changed to "their analyses" for agreement with plural aspects of "datae"

16. **Note 1.** Added bullet "Configuration management control documentation including Class I change requests and dispositions (e g , changes that impact form, fit or function)e"

[We also propose changing the wording for NRRS 8/10 retention and Appendix E crosswalk for CM records to point to items 8/101 <u>or 8/103e</u>]

17 **Note 5** was added for information pertaining to other records relating to electronic systems that house P/P records

Draft NEW schedules with respect to <u>Multi-Program/Project common use records.</u>

JUSTIFICATION

Some records are used by more than one program/project and have the potential for being retired more than once thus duplicating records management costs and possibly future research efforts, etc The records are not easily separated to a specific (or even a predominate) program or project with which to retire them An example of this is the multiprogram/project common use documentation This documentation includes things like standards, specifications, handbooks, procedures, etc that have a common base across all types of programs/projects

Some records are needed past their scheduled retention because they can be used for other programs/projects An example of this type might be the special test stand configuration records that are needed for the life of the test stand, not just the life of a program/project These records are different than the "brick and mortar" facilities-type records that are scheduled elsewhere in schedule 8 They document tests performed and special test stand configurations for those tests Other records may need to be kept for trending across programs/projects, etc

It is believed that a multiprogram/project "bucket" will better serve these records than trying to apply the current schedules which require a termination point of a specific program/project

[*It should be noted that these draft multiprogram/project schedules are* ***<u>NOT</u>*** *meant to replace the process for transfer of records from Shuttle to Constellation/Ares, or other such transfer of records from one ending P/P to a new P/P that might be doing similar work [That process has been defined and a special transfer form was created to document the process] They are rather for collections of records that are required for use by more than one P/P such as technical standards, special test stand configuration records, some safety records that are used for trending across programs/projects, or certain propulsion records that cross multiple programs/projects*]

Summary of Changes to Programs & Projects Records Retentions (12-1-2009)

Further explanation of some of the changes:

Draft change NRRS 8/103 to allow for <u>early disposal of Program/Project records no longer needed.</u>

JUSTIFICATION

- **Efficient use of available current resources to deal with no-longer-needed temporary records** Because of the huge amount of no-longer-needed temporary records that Shuttle projects currently hold and the scheduled loss of Shuttle personnel at the close of the Program next year, waiting until the end of the Shuttle program (or years afterward) to disposition this huge volume would undoubtedly result in an unnecessary delay in Shuttle records dispositions and a probable cost hardship due to unavailability of resources at the time records come due for destruction

- **The records are no longer needed and personnel to deal with them are available now.** The records in question, as far as the SSP Projects are concerned (and their management will attest), are no longer needed, and the personnel needed to process this huge volume are available now, but will not be two years from now

- **Previous retention schedules allowed for scheduling records based on "years old" retentions.** While the current records schedule allows for the archival of permanent records before the end of the Program/Project, it (inadvertently) dropped the ability to destroy temporary records before the end of the Program/Project This draft proposes a return to a Project Office's ability to schedule temporary records based on "years old" in addition to "years-after-project "

- **A new schedule is not needed, only an amendment to existing language in NRRS 8/103.** We believe the proposed change to NRRS 8/103 is absolutely necessary to effectively schedule and disposition some P/P records in a timely manner

Draft changes to Notes 1 and 2 with respect to <u>configuration management records.</u>

JUSTIFICATION:

Clarification of current records retention schedule for Shuttle Program configuration management records is provided Currently, AFS 8040 (NRRS 8/10 – a discontinued item) identifies Schedule 8/101 (Permanent) as the retention schedule for Space Shuttle Configuration Management files However, note 2 of the new (current) schedule 8 indicates that configuration management files are temporary and places them in NRRS 8/103

To provide for permanent preservation of the more significant CM records, Note 1 has been modified to elaborate Class 1 CM documentation, terminology pretty common across programs and projects Clarifying text was added to the Note 2 entry for CM records signifying "other than those listed in Note 1 " NRRS 8/10 mapping and the crosswalk in Appendix E will be changed to point users to either Schedule 8/101 or 103

Draft changes to Note 1 with respect to <u>correspondence records.</u>

JUSTIFICATION:

In Note 1, the entry for "Correspondence" is not in alphabetical order in the list for "Records created at multiple stages" since the word "Substantial" is the first word in that line Yet in Note 2, the entry for "Correspondence" is in alphabetical order which makes it more prominent to the user (even though the caveat of "related to any records described in Note 2" is included) Because of this, the Note 1 listing has the potential to be missed and therefore correspondence may be automatically put in the Note 2 schedules and not considered for Note 1 schedules By rewording the Note 1 entry, this oversight can hopefully be corrected

Draft NEW Note 5 with respect to description and retention of <u>inputs/outputs to, or documentation for program/project e-systems.</u>

JUSTIFICATION:
The records retention schedules for electronic records systems are already outlined in schedule 2 There is no need to duplicate these with each retention Therefore, the introductory text was edited to remind folks of the additional requirements and Note 5 added to point folks in the right direction (i e , further information)

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Dryden	Business Information Tracking System	BITS	**8000**	**Programs & Projects**	**8/1t16 (new!)**	Tracks cost and scheduling of WATR (Western Aeronautical Test Range) resources	M
Glenn	EDMP	EDMP	**8000**	**Programs & Projects**	**8/1t14 and 8/1t16 [New]**	An EDMP - (Experiment Data Management Plan) is a document that gives information about a flight experiment Included in the document is contact information, a summary of the experiment, the results, and a catalog of all the data products collected and storage location This site allows the Principal Investigator and Project Scientist for Space Flight experiment to enter the EDMP info for their experiment online In addition, this site contains a way to index search past NASA microgravity flight experiments	Ret/Fluid Physics and Transport Branch
Glenn	Escort Data System	ESCORT	**8000**	**Programs & Projects**	**(8/116) schedule 8, items 101-1t10**	MISSION ENVIRONMENT -- the Escort data systems provide for the real-time data acquisition, reduction, data management, and post processing of experimental data from the GRC facilities WILL NOT USE NAMS	Data Systems Branch, Testing Division
Glenn	Risk Management Implementatio n Tool	RMIT	**8000**	**Programs & Projects**	**8/1t16**	RMIT is a web-based application developed to aid NASA project managers and project members in performing Continuous Risk Management	QEA

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Glenn	Safety and Mission Assurance Requirements Tracking System	SMARTS	**8000**	**Programs & Projects**	**NRRS 8/103 or 8/1t16**	SMARTS is an internet-based information system designed to collect all SMA policy and procedural requirements at the Agency and Center levels and from appropriate sources external to NASA, support research into SMA requirements by providing a means to filter, collect, search, and sort requirements into "virtual" documents to meet specific needs, support the data associated with the verification of compliance to SMA requirements, support maintenance and development of new SMA policy and implementation documents/requirements, and trace links of SMA requirements to improve effectiveness and help limit duplication of requirements	NB00 Knowledge Management Systems
Glenn	Windchill	Windchill	**8000**	**Programs & Projects**	**8/114 and 8/1t16 (Could possibly be library of records too.)**	Replacement for obsolete Engineering data management system	DB00

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Goddard	Project Data Repository (Project DR)	DR	**8000**	**Programs & Projects**	**NRRS 8/101 (or NRRS 8/114 or 8/116)**	The Project Data Repository will replace the current repository, which houses data associated with NASA missions and instruments (i e tasks and sub-tasks) where GSFC is involved with the science and/or management of the operation The system will give its users the ability to manage tasks and sub-tasks in a more user-friendly, accessible environment and with better efficiency Users of the system will be authenticated via username and password following the security guidelines detailed in NPG 2810 1 Authorized users will have the ability to add a new task or edit an existing task, and all associated data fields into the database via their web browser Users of the system will also have the ability to search the database by specifying criteria through an extensive search interface and create reports defined by the administrators of the system (e g monthly status reports, timeline reports showing milestones and phases for tasks and sub-tasks, etc)	400
Goddard	Earth Observing Data and Information System	EOSDIS	**8000**	**Programs & Projects**	**NRRS 8/101 8/114 or 8/116**	The Earth Observing System (EOS) Data and Information System (EOSDIS) is a highly specialized, comprehensive distributed system designed to support NASA's EOS EOSDIS archives, manages, and distributes Earth science data from NASA missions and science data processing for the EOS missions EOSDIS has been archiving and distributing pre-EOS data since 1994 Currently EOSDIS supports both the pre-EOS and EOS data EOSDIS distributes NASA's Earth Science data to a broad user community, enabling research, applications, education and policy analysis	423

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Goddard	Earth Science Mission Operations	ESMO	**8000**	**Programs & Projects**	**NRRS 8/101 8/114 or 8/116**	The Earth Science Mission Operations (ESMO) Project is responsible for spacecraft maintenance and operations for Earth Science missions conducted by the Earth Observing System (EOS) Program at the Goddard Space Flight Center	428
Goddard	Heliophysics Program MIS	HMIS	**8000**	**Programs & Projects**	**NRRS 8/116-117**	This MIS supports the activities within the Heliophysics Division	460
Goddard	Spacecraft Orbital Anomaly Reporting System (SOARS)	SO	**8000**	**Programs & Projects**	**NRRS 8/101 New 8/114 or 8/116**	This system is used by Code 300 to initiate, report and track all anomalies on spacecraft in orbit The SOARS module systematically records a summary of the anomalies after the spacecraft has been launched and is now in orbit	302
Goddard	Software Quality Engineering Repository Database	SQERD	**8000** ~~1280~~	**Programs & Projects**	**NRRS 8/101, or 8/103 or 8/107 (or new Multi-P/P)**	SW Quality database used to track SQ Engineer assessments of projects	300

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Goddard	TEST AND INTEGRATION MANAGEMENT INFORMATION SYSTEM (TIMIS)	TM	**8000**	**Programs & Projects**	**8/116 ort8/114**	TIMIS is a web-based, platform-independent, interactive system developed for Code 540 It is used to process and track work directives from the initiation phase through the email approval cycle to completion of a work directive for the current test contract This system provides the Code 540 a mechanism to maintain and track requirements, estimates, actuals, schedules, and costs for the test activities performed It also imports the contractor's 533 and weekly data and creates the assessment files for SAP on a monthly basis	549
Johnson	MIS Alert Log for Readiness Testing	ALRT	**8000**	**Programs & Projects**	**8/116**	ALRT came about as a result of the accident investigation ALRT is used to document anomalies discovered during Operations Readiness Tests and H/W S/W Integration Tests	DA8
Johnson	MIS Anomaly Log	Anomaly Log	**8000**	**Programs & Projects**	**8/116**	Web-based application used by the flight controllers to track mission anomalies	DA8
Johnson	Configuration Status Management Operations System	COSMOS	**8000**	**Programs & Projects**	**8/114 or 8/116**	COSMOS is a WEB based Oracle database that is used to track changes submitted to the ISS Program The database contains data for all phases of the change process from configuration item effected by the change request, the engineering release documents, the schedule for commitments, and the Board/Panel authorizing signature	OH

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Johnson	DDMS - Design & Data Management System	DDMS	**8000**	**Programs & Projects**	**8/114 [Per Pam Baker]**	The Design and Data Management System (DDMS) enables an integrated approach for product lifecycle management for the management and warehousing of engineering design data for flight and other projects	IS
Johnson	Digital Imagery Management System (DIMS)	DIMS	**8000**	**Programs & Projects**	**8/101, 8/103 or 8/114 or 8/116**	DIMS is an online database that contains imagery that is required by the ISS program, including on orbit imagery, as well as imagery that is required by the Logistics Support Analysis Record (LSAR) for Payload Development and Integration This includes imagery documenting the manufacturing, integration and closeout of hardware and modules from the International Partners, Bench Reviews of NASA and Russian hardware and certain NASA provided Government Furnished Equipment from the different NASA centers DIMS also contains imagery that is not required by the ISS program but since it is Space Station imagery it is included	

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Johnson	Decision Package Integration Tool	DPIT	**8000**	**Programs & Projects**	**8/116 (new!)**	The Decision Package Integration Tool (DPIT) is a web interfaced database application that will allow entry and review of budget planning data for engineering tasks supporting NASA Programs	EA2
Johnson	Flight Controller Performance Criteria System	FCPC System	**8000**	**Programs & Projects**	**8/116 8/107**	This database stores flight controller performance criteria ratings assigned after every ISS or Shuttle Simulation	DA7
Johnson	IPS - Flight Dynamics Planning and Analysis	FDPA	**8000**	**Programs & Projects**	**8/116**	Provides operations planning and analysis capabilities for ISS Guidance, Navigation, and Control (GN&C), ISS propulsion, trajectory, and communication coverage FDPA also provides for generation of intervals of opportunity for pointing at various targets from the ISS or from the SSP Orbiter The on-orbit trajectory design and ancillary trajectory functions also support SSP Orbiter operations planning	DD23
Johnson	Materials Components Test Information System (MCT)	MCT	**8000**	**Programs & Projects**	**8/116**	MCT is an Oracle based database used to store and report data from material and component testing MCT is used by the Materials Test Group, Material Desorption and Analysis Laboratory, and the Hypervelocity Impact Test Group of the White Sands Test Facility Laboratories Department The purpose of the MCT is to Store experimental results and calculations from standard material and component testing performed at WSTF under NASA Standard 6001 and SP-R- 0022A for Shuttle and Space Station, TP-WSTF-629 rev 4 for Navy testing, and TP922B for Hypervelocity Impact Testing Store critical information about materials and components tested Provide a schedule of testing Maintain the status of tests in progress Use the data stored in MCT to produce reports	RA
Johnson	NBL Test Readiness Review System	NBL TRR	**8000**	**Programs & Projects**	**8/103 [Possibly Multi-P/P]**	Provides and Tracks data related to the TRR of items in the NBL at the SCTF - Sonny Carter Training Facility [Doubtless contains records concerning many programs and projects]	DX 12

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Johnson	QREX - Safety & Mission Assurance Surveillance	QREX	**8000**	**Programs & Projects**	**8/103 or 8/116**	Maintains records of Quality Inspections/Assessments	NT
Johnson	Review and Audit Database (RADB)	RADB	**8000**	**Programs & Projects**	**NRRS 8/101-117**	Tracks the scheduled audits and reviews for the ISS hardware and software	OH
Johnson	Water and Food Analytical Laboratory (WAFAL) Laboratory Inventory Management System (LIMS)	WinLIMS	**8000**	**Programs & Projects**	**8/101, 8/103, 8/107, 8/114 or 8/116**	This is a restricted access (WAFAL lab personnel) laboratory information system which contains the water quality data for ISS, Shuttle and other ground--based studies	SF
Johnson	FCOH / OIP Document Change Control System (DCCS)		**8000.**	**Programs & Projects**	**8/103 or 8/116**	It is used to manage document change requests Currently there are two documents, Flight Controllers Operations Handbook (FCOH) and Operations Interface Procedures (OIP) There is a ISS FCOH and a STS FCOH The OIP handles the interface between NASA and the international partners	DA8

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Kennedy	Acoustic Launch and Vibration Data Plot	(DE Plots)	**8000**	**Programs & Projects**	**8/116**	MATLAB and FORTRAN Engineering analysis software used to analyze vibration and acoustic environments of launch	ITt- IMCS
Kennedy	Mercury Test Director/Quick Test Professional	(JB100)	**8000**	**Programs & Projects**	**NRRS 8/103, 104, 107, 108 or multi-P/P.**	This is a test tool for System Test to create manual and automated test procedures In addition, all issues found during test are recorded in this test tool Mercury Test Director v 8 0, Mercury Quick Test Professional v 6 5 1, Mercury Quick Test Professional Net Add-in v6 5 1 Tracks software application issues, software application requirements, and software application test plans Also provides the ability to automate the running of test procedures	ITt- JBOSC
Kennedy	Flight Information Display System	(JB1t18) FIDS	**8000**	**Programs & Projects**	**8/116**	FIDS is a Shuttle Landing Facility display of Schedules, Dates and Times of Operations, Fuelings, Maintenance, Take Offs, Landings of all aircraft at the SLF There is a Windows 3 1 computer in the SLF that is connected to video displays in Fire Station 2 and LCC 1p10 The video displays and communications are maintained by the Facilities Management Alarm Shops Bob Bryan (SGS)7-2108, Jose Valentin (SGS) and the company ITS (Industrial Television Services) provide video support ITS phone 847-871-4793 Description update 12/16/05, per Phil Gemmer, Video transmission of schedule of SLF departures and arrivals and aircraft routed to a protected software interface and secured by network drop, domain userid and password and COTS userid and password authentication Maximum 15 connections	IT - IMCS

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Kennedy	Quality and Mission Assurance Corrective and Preventive Action Request	(JB33) CAR/PAR	**8000**	**Programs & Projects**	**8/1t16**	This application is used for submitting Corrective Action Requests and Preventive Action Requests It may also be used for maintenance of existing records, tracking the history of revisions, and full inquiry capabilities with reporting options	IT - IMCS
Kennedy	Project Tracking Dashboard	(JB59) PTRD	**8000**	**Programs & Projects**	**8/116**	The Project Tracking Dashboard (PTRD) is a Web-based application that allows users to review and monitor the status reporting on Contract Change Request (CCR) and Special 3C projects that are being worked within Space Gateway Support (SGS)	IT - JBOSC
Kennedy	ProjectWise	(JB87)	**8000**	**Programs & Projects**	**8/1t16**	Bentley ProjectWise is an electronic document management solution for the Design Engineering and Space Allocation offices within Engineering Services, Space Gateway Support (SGS) The application is a Commercial-Off-The-Shelf (COTS) package requiring no additional application development Users can consolidate decentralized engineering content into a single presentation to ensure that all project team members have access to the right data when they need it ProjectWise is designed to handle MicroStation DGN and AutoCAD DWG files, as well as other business file formats ProjectWise works with Bentley Publisher to provide •Publishing Content, •Workflow Management, •Revision Control, •Search and Query, •Security and Access Control	IT - JBOSC
Kennedy	WON Tracking (incl CCB and Doc Closure)	(JB93)	**8000**	**Programs & Projects**	**8/1t16**	Tracks all Engineering CCB related work (includes Configuration Control Board and Doc Closure)	IT - JBOSC

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description/ Purpose	Responsible Org
Kennedy	Mission & Customer Support System	(JB99) MCSS	**8000**	**Programs & Projects**	**8/1t16**	MCSS is a Net Client Server Application Using a Windows Application and Web Services Applications supports the SGS Duty Office To automate primary coordination activities of the Space Gateway Support (SGS) Duty Office and Mission Support Office (MSO)	ITt- IMCS
Kennedy	Configuration Management Data System	(MD00) CMDS	**8000**	**Programs & Projects**	**8/1t16 If documents can be separated by Program/Project, then NRRS 8/1t01t, 8/1t03, 8/1t07, 8/109 If documents are used by more than one Program/Project, then New schedule of NRRS 8/1t14 or 8/116.**	Supports contractors and NASA in Engineering Document Release, Engineering Change Processing, and equipment/system Configuration Identification Documents (CID) Those recorded on the system are indexed to specific equipment and systems that are identified in the document itself All document revisions are maintained as well as Engineering Orders (modifications) and Engineering Instructions to support the Engineering Orders There are three major subsystems Document Release Subsystem All new or revised engineering documentation is authorized and released officially by a signed Document Release Authorization (DRA) Some typical documents indexed and identified are electrical schematics, cable assemblies, deviation waivers, operation and maintenance manuals, etc Some of the elements recorded when a new document or revision is released are the authorizing engineer, authorizing organization, document location, total sheets, sheet size, and equipment item Configuration Identificat	ITt- IMCS
Kennedy	Design Data Management System	(NE03) DDMS	**8000**	**Programs & Projects**	**8/1t14 8/1t01**	Design Data Management System (DDMS) is an NASA Engineering Electronic Document Management System that manages product changes during the product development and engineering process utilizing lifecycle management, change management, and workflow managemen	ITt- IMCS

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Kennedy	LSOC Logistics Open Requirements Mgmt Tracking	(RG71) LORMS	**8000**	**Programs & Projects**	**8/116**	Used to process, control, manage, and report the status of all Orbiter-related open items Included are mod kits, component end items, LRUs, spares, and flight GSE A menu selection is provided for update or report generation All records and data elements pertaining to receipt, deletion, and modification are included in thesystem There is about 10,000 records in the system	ITt- IMCS
Kennedy	Shuttle Landing Facility Log System	(SI01)	**8000**	**Programs & Projects**	**8/116**	The Shuttle Landing Facility Log System serves two major functions for Airfield Services, a Prior Permission Request (PPR) log of flight activity tracking for each KSC arrival, and a Daily log of significant SLF events that is printed to satisfy FAA requirements Reports provide data for numerous purposes, including traffic count data for JSC billing (JSC owns the fuel that is pumped), propellants, LOX servicing, scheduled support, scheduled maintenance, airspace intrusions, and SGS metrics	ITt- IMCS
Kennedy	SAT Processing System	(SI35)	**8000**	**Programs & Projects**	**8/116**	The SAT Processing System was designed to improve the process of moving programs from one place to another more efficiently It provides an online means of recording requests and activities performed for each mainframe application Notification of SATS waiting approval or implementation can be made directly to the approver or implementer It allows any NATURAL program to be moved from TEST to PROD or Vice-Versa, and between any NATURAL domains	IT - IMCS
Kennedy	Electrical Power Systems Analysis	(TA58) ETAP	**8000**	**Programs & Projects**	**8/116**	ETAP (a COTS application) is a comprehensive analysis application for the design, simulation, operation, control, optimization, and automation of generation, transmission, distribution, and industrial power systems The system is used to model both Air	ITt- JBOSC

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Kennedy	Airborne Field Mill	(YA05) ABFM	**8000**	**Programs & Projects**	**8/114**	The Airborne Field Mill Project was conducted near Kennedy Space Center during June 2000, February 2001 and May/June 2001 It is a cooperative project between the NASA Kennedy Space Center, National Center for Atmospheric Research, NASA Marshall Space Flight Center, University of North Dakota, University of Arizona, NOAA National Hurricane Lab , and in Feb 2001, the NOAA Environmental Technology Lab This web site contains plots and images of radar, airborne electric field, microphysics and lightning data recorded during the flights of the UND Citation and additionally, ongoing analysis of the different cases	ITt- IMCS
Kennedy	Tropical Rainfall Measurement Mission	(YA06) TRMM	**8000**	**Programs & Projects**	**8/114**	Spaceport Weather Data Archive	ITt- IMCS
Kennedy	Configuration Status & Accounting System (CSAS)	CSAS	**8000**	**Programs & Projects**	**8/116**	Provides real time and online capabilities for configuration identification, status, verification and accounting of product configuration during product development, design, build and maintenance cycles CSAS is accessible via the Internet and is designe	UB
Kennedy	Payload Services Data Warehouse	DWHS	**8000**	**Programs & Projects**	**8/116**	The Payload Services Data Warehouse provides a reporting environment for payloads data This environment consists of one active and one archive data source CIMS data is copied once each day and stored in a format readily accessible via the Web The Data	UB
Kennedy	Electronic Connect/Disconnect Log (ECDL)	ECDL	**8000**	**Programs & Projects**	**8/116**	Application tracks the connection and disconnection of electrical harness connectors, both plugs and receptacles, and fluids QDs for a specific Payload per a Work Authorization Document	UB

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Kennedy	Integrated Checkout Assembly & Management System (ICAMS)	ICAMS	**8000**	**Programs & Projects**	**8/116**	Maintains KSC As-Built configuration and ensures incorporation of Design Agency flight hardware configuration requirements Tracks selected hardware from point of issue through delivery to customer and subsequent return to stock or point of origin after	UB
Kennedy	Kennedy Forward Return Link-COMDEC	KFRL-COMDEC	**8000**	**Programs & Projects**	**8/116**	Specialized imbedded application for processing Telemetry and Communication information at KSC COMDEC equipment manufactured by RT LOGIC for NASA specifically for the KFRL project System has GUI software for status and control from PCs running XPtOS	IMCSt- KICSt-Voice Systems
Kennedy	Launch Services Management System	LSMS	**8000**	**Programs & Projects**	**8/103 or 8/116 (new!)**	The LSMS application is a database that stores LSP financial, contractual, budget, program decisions, and official correspondence with launch service contractors	VA
Kennedy	Management Information Decision Analysis System (MIDAS)	MIDAS	**8000**	**Programs & Projects**	**8/116**	Project mgnt and resourse mgnt system	NE
Kennedy	Meteorological Systems	MS	**8000**	**Programs & Projects**	**8/116**	The Meteorological System provides unclassified weather data products that are used for both manned and un-manned launch support and normal daily operations at the Kennedy Space Center	MTC
Kennedy	Open Plan Professional (OPP)	OPP	**8000**	**Programs & Projects**	**8/116 (new!)**	An enterprise project management and scheduling system that improves an organizationis ability to complete multiple projects on time and on budget OPP provides multi-project analysis, critical path planning and resource management The Integrated Daily	UB
Kennedy	KSC Projects and Resources On-Line		**8000**	**Programs & Projects**	**8/116**	Project Portfolio Management	NE

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Kennedy	KSC Product Data Management System (Windchill)		**8000**	**Programs & Projects**	**8/116**	Product Data Management System for Document, Configuration, and Change Management	NE
Langley	aeroCOMPASS	aeroCOMPASS	**8000**	**Programs & Projects**	**8/117 (Potentially a library of records covered by several schedules)**	Integrated set of project/test-related tools and applications that are accessible via the web by individual users for specific test-related purposes either as individuals or as part of test teams Data on aeroCOMPASS is not intended to be permanent storage [aeroCOMPASS is an integrated system of applications to support NASA team collaboration via the web The most generic of these are the Document Management System (DMS) and its Action Item and Notes Subsystems aeroCOMPASS also supports a number of test-related processes, including Test Planning and Execution, Automated Data Upload, Hardware Search and Reservation, Data Archive and Retrieval http //aerocompass larc nasa gov]	D504
Langley	Facility Automation Systems / Data Acquisition Systems	FAS/DAS	**8000**	**Programs & Projects**	**FAS = 8/116 DAS = 8/116**	System control information is sent from the Data Acquisition System (DAS) to the Facility Automation System (FAS), which serves to direct the mechanical components of the wind tunnel during testing Most test facilities have one or more FAS (it is a generic term) which operates or monitors the facility and/or its process sytsems Logs and process-related data are generated from FAS The DAS primarily captures research data from test article This data is given to the customer A copy is "archived" to central storage or facility CD/DVD storage (unless the test is a secret, in which case no copy is kept)	D504
Langley	Fabrication Work Order Control System	FWOCS	**8000**	**Programs & Projects**	**8/116 8/104**	Tracks work performed in the Fabrication shop for the Programs & Projects NASA data center run from Marshall Space Flight Center	FAB/ D212, D213, D214

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Langley	Non-Conformance Failure Reporting System		**8000**	**Programs & Projects**	**8/114**	The NFR System allows for the documentation, review, and disposition of all nonconforming articles and materials and programs/projects It is accessible to cognizant engineers, project representatives, quality assurance representatives, and others as ma	Safety & Mission Assurance Office (org C2)
Langley	Configuration Management On-Line System		**8000**	**Programs & Projects**	**8/114 8/108**	The CMOL system is a web-based system that enables users to review, approve, and store configuration-controlled facility and project drawings and documentation, as well as review pressure systems documentation, weld information, and recertification infor	Safety & Mission Assurance Office (org C2)
Langley	LaRC Risk Management System		**8000**	**Programs & Projects**	**8/114 ?**	The RMS serves as a risk management database tool, which was designed and developed via ConITS and resides on a Center server	Safety & Mission Assurance Office (org C2)
Marshall	Data Reduction Center	DRC	**8000**	**Programs & Projects**	**8/115tort8/117**	The Data Reduction Center gathers and maintains propulsion data for current and past NASA missions and provides this data to engineers and scientists for analysis related to propulsion system performance and safety	EO60
Marshall	electronic Project Online Risk Tool	ePORT	**8000**	**Programs & Projects**	**NRRS 8/114 or 8/116 8-101**	ePORT stores the risk data (title, description, likelihood, consequences, impacts, mitigation plan, etc) for a program or project and supports the risk manager in executing their risk management plan ePORT access is controlled by login and password while specific data access is controlled by the risk manager for the program or project by granting access to a user	VP40/CS40

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Marshall	Exploration Systems Mission Directorate Integrated Collaborative Environment - Windchill	ESMD ICE	**8000**	**Programs & Projects**	**For records stored in ICE, NRRS 8/101-8/110, NRRS 8/114 - 115 or 8/116 - 117**	The Integrated Collaborative Environment (ICE) provides the authoritative data source for the Exploration Systems Mission Directorate (ESMD) ICE is used by ESMD and related programs to store, manipulate and integrate risk, requirements, schedule, performance, design and product management data ICE Windchill is a complex application providing collaboration support, product data management and change management functionality	IS50 for Agency
Marshall	Electronic Test Preparation System	eTPS	**8000**	**Programs & Projects**	**NRRS 8/107 New 8/116 - 117**	The Electronic Test Preparation System (eTPS) Application is a web based work tracking system It provides the user with a web interface in which to create approve sign route and report status of all task assigned to and performed by MSFC Test Area support personnel	ET01
Marshall	Integrated Configuration Management System	ICMS	**8000**	**Programs & Projects**	**As Designated by the data owner; NRRS 8/114 or 8/116**	ICMS provides MSFC design engineers with an automated facility for controlling Engineering documentation releases It maintains a database of all officially released Documentation Release Lists (DRL), Engineering Parts Lists (EPL), and Engineering Orders (EO) This database is available for on-line reference by MSFC design engineers and other authorized individuals The ICMS is used for configuration control accounting by processing EPL and DRL revisions or EO releases as configuration changes to the technical drawings occur ICMS has an extensive reporting capability including all reporting on Program Control Folders (PCF/PCN) and the As-Designed/As-Built Comparison Report ICMS is the replacement for the inactive MIS3090-based Documentation Release System (DRS) and Change Processing, Tracking, and Accounting System	ED03

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Marshall	Integrated Engineering Capabilities - Design and Data Management System	IEC DDMS	**8000**	**Programs & Projects**	**NRRS 8/101 (Permanent) [New NRRS 8/114 if can't be separated by P/P.]**	The IEC Systems provide a collaborative environment for projects to use in the development and management of Engineering, Technical, and Program/Project data The users will be able to collaborate on technical and engineering documents and be able to share this information with other engineers across the agency The IEC systems fully enable the MSFC Policies and Procedures for Configuration and Data Management	JP20 controls information in the Product Area of IEC/DDMS Windchill
Marshall	Integrated Manufacturing System	IMS	**8000**	**Programs & Projects**	**Possibly Tracking and Control --- Or, NRRS 8/116-117**	This system integrates the functions and capabilities necessary to provide the Manufacturing Services Group (ES23) automated means for Scheduling, tracking, and monitoring customer requests, work orders, and material procurements Tracking and managing in house parts, raw materials and tool-crib supplies Collecting and posting shop floor labor transactions Sending messages and notifications to the responsible person(s) based on significant events within the system Documenting and tracking Non-Conformance Reports and action items	ES23

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Marshall	Marshall Interactive Data Display System	MIDDS	**8000**	**Programs & Projects**	**NRRS 8/114-117 (Possibly just 8/115 and 117)**	The MIDDS system provides support for the day of launch operations carried out by EV13 personnel prior to the launch of each space shuttle The mission is to insure that the measured day of launch upper winds are not outside the shuttle assessment/verification databases This includes the analysis of wind shears between 7 500 and 50 000 feet to flag any design shear exceedences and the monitoring of wind changes over time to insure that they are also not outside of the experience databases The Shuttle Day of Launch Operations for Marshall Winds support are performed in room A260 of MSFC Building 4663, also known as the Huntsville Operations Support Center (HOSC) The MIDDS system is also used to archive meteorological data received from weather balloons and/or weather instruments from KSC, Edwards, and White Sands These archived data are stored on the ECS II system	EV44
Marshall	MSFC Review Item Discrepancy System	MSFCRIDS	**8000**	**Programs & Projects**	**NRRS 8/101-117**	This system allows the automated entry and tracking of exception reporting or RID's on engineering documentation and drawings This system replaced the FileMaker Pro based version of RIDS	ED03
Marshall	Exploration Systems Mission Directorate Integrated Collaborative Environment - Primavera CM	Primavera CM	**8000**	**Programs & Projects**	**NRRS 8/101-117**	The Integrated Collaborative Environment (ICE) provides the authoritative data source for the Exploration Systems Mission Directorate (ESMD) ICE is used by ESMD and related programs to store, manipulate and integrate risk, requirements, schedule, performance, design and product management data Primavera CM provides COst Management functionality for ESMD users and programs	IS50 for Agency

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Marshall	Exploration Systems Mission Directorate Integrated Collaborative Environment - Atlassian Confluence Wiki	Wiki	**8000**	**Programs & Projects**	**NRRS 8/101-117**	The Integrated Collaborative Environment (ICE) provides the authoritative data source for the Exploration Systems Mission Directorate (ESMD) ICE is used by ESMD and related programs to store, manipulate and integrate risk, requirements, schedule, performance, design and product management data Confluence Wiki provides an environment for unstructured collaboration for users of the ICE	IS50 for Agency
Marshall	MADS Database	MADS	**8000**	**Programs & Projects**	**NRRS 8/116**	Missions processed, schedule for tape orders, # of records processed, database names etc This is done in an excel spreadsheet Maintained for all Filed sequentially by Mission # Maintained on Res1 Server	EO60
Marshall	Research Data Storage And Retrieval Library	REDSTAR	**8000**	**Programs & Projects Reference Library?**	**NRRS 8/101 or 8/114 [???] I chose 2430 because this does not appear to be the record copy of this data. Rather, it is a reference library for a specific purpose.**	Library for storing historical NASA program and project data used to develop cost estimates and models, especially the NASA Air Force Cost Model (NAFCOM)	CS50

NASA Electronic Systems/Applications with Multi-Programs/Projects Records

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Marshall	Constellation Program Integrated Risk Management Application	CxIRMA	**8000**	**Programs & Projects**	**NRRS 8/103 or 8/116**	CxP IRMA is used to document, track, and mitigate program management, concerns, & risks [NOTE This is a JSC system]	JSC ZG1t14 (JP20)
Marshall	Preliminary Analysis of Revolutionary Space Exploration Concepts	PARSEC	**8000**	**Programs & Projects**	**NRRS 8/101-117**	In-house developed Collaboration Tool for conceptual design of launch vehicles and spacecraft	ED04
Marshall	Review Item Discrepency System	RIDS	**8000**	**Programs & Projects**	**8/101-117 As Designated by the data owner**	This web-based system allows the automated entry and tracking of RIDS against documentation that is part of a design review data package This system meets the requirements of MPR 8060 3	ED03
Stennis	Integrated Risk Managment Application	IRMA	**8000**	**Programs & Projects**	**NRRS 8/103 or 8/116 (DW) Per Margie: not all P/P - Institutional as well various apps similar to IRMA used by other Centers and HQ Requirements for P/P Risk Management provided under NPR 7120.5 Multiple P/P? Or could this also fall under 8720**	Center risk management system used for tracking programmatic and institutional risks, identifying impacts and mitigations	Safety & Mission Assurance

Center Name	Application Name	Acronym	Category number	Category name	If yes, which NRRS item?	Description / Purpose	Responsible Org
Stennis	Propulsion Integrated Testing and Validation	PITV	**8000**	**Programs & Projects**	**8/116**	Propulsion test article modeling and simulation tool	Engineering & Science Directorate
Stennis	Primavera	PRIMAVERA	**8000**	**Programs & Projects**	**8/116**	Project management system for use by Engineering and Science Directorate to perform budget, schedule and EVM activities	Business Management Directorate
Stennis	RocketTest Administration	PTD ADMIN	**8000**	**Programs & Projects**	**8/116**	System used to submit new documentation and manage content of the Rockettest System This component is used by other NASA Center and DOD users to submit data The Rockettest AMS is used by NASA and NTOG to further manage/publish content submitted in this admin tool	Rocket Propulsion Test Program Office
Stennis	Rocket Propulsion Test Automated Management System	RPT AMS	**8000**	**Programs & Projects**	**8/116t?? This is admin IT component of item above.**	Account and content management tool used by SSC project managers to control access and data in the rockettest system This component is used used by NASA and NTOG staff to control the release of data submitted via the rockettest administration tool	Rocket Propulsion Test Program Office