

Responsible Office: Office of Chief Information Officer

Subject: NASA Interim Directive (NID): The purpose of this NID is to issue interim requirement changes to NASA Policy Directive (NPD) 2200.1A, Management of Scientific and Technical Information

This NASA Interim Directive (NID) shall be in effect for one year from the date of this memorandum, or until the release of an update to NPD 2200.1A, Management of Scientific and Technical Information, whichever occurs first. This NID applies to NASA Headquarters and NASA Centers, including Component Facilities.

This NID updates NPD 2200.1A with new requirements based upon recommendations from an Agency audit and its subsequent agreed-upon corrective follow-up. The updates below are additional requirements to the current NPD 2200.1A and all existing requirements remain in effect.

## 5. RESPONSIBILITY

### d. STI Program Office (STIPO)

(7) The STIPO shall conduct an annual review to ensure that all Centers are in compliance with NPD 2200.1.

- (a) The annual review shall include evaluating the review and approval of STI prior to release/publication/dissemination and the processes for providing internal access to STI in situations where non-U.S. persons may be involved.
- (b) STIPO shall report the findings of this review to each Center Director to facilitate improvements when warranted.

### e. Center Directors

- (3) Center Directors, in coordination with the Center STI Managers, shall establish and implement a plan to ensure awareness of the STI review requirements contained in NPR 2200.2B.
- (4) Center Directors shall ensure that corrective actions associated with improvement areas cited in the yearly compliance review are implemented at their Center.

### f. Centers STI Managers

- (5) Center STI Managers shall be responsible for instituting a process to ensure that timely (prior to needed release date) notification is given to authors, initiators, and approvers of STI including, as a minimum, the disposition of the STI, either approved or disapproved, to help ensure that only appropriately approved STI is released.
- (6) Center STI Managers shall ensure that their Center maintains a list of all non-approved STI and that this list is provided to the STI Program Office (STIPO) annually to help support STIPO's compliance review of appropriately released STI.
- (7) Center STI Managers, in coordination with Center Directors, shall establish and implement a plan to ensure awareness of the STI review requirements contained in NPR 2200.2B.

#### h. Managers Who Approve STI at Centers

- (5) Managers who approve STI shall track STI documents that are non-approved for release and provide the list to the Center STI Program Managers on a regular basis (at least annually) or as requested by the Center STI Manager for STIPO compliance reviews.

## 7. MEASUREMENTS

- (5) Effectiveness of STI review process shall be evaluated through the results of the annual compliance review and associated reports to the Center Directors.

These changes take effect upon the date of signature. Questions regarding this NID should be forwarded to George J. Roncaglia, [George.J.Roncaglia@nasa.gov](mailto:George.J.Roncaglia@nasa.gov), at (757) 864-9475.