

**CONTRACT DATA REQUIREMENTS LIST (CDRL)****November 6, 2015**

For purposes of this document, "time" is defined as follows: Time, if stated as a number of days, is calculated using calendar days, unless otherwise specified. It includes Saturdays, Sundays, and legal federal holidays. If, however, the last day falls on a Saturday, Sunday, or legal federal holiday, then the period shall include the next business day.

Unless otherwise specified below, reports may be submitted electronically to each of the identified recipients. Hardcopy reports shall be addressed as follows:

Recipient  
NASA Ames Research Center  
P.O. Box 1  
Attn: Code \_\_\_\_\_, M/S \_\_\_\_\_  
Moffett Field, CA 94035-0001

Acronyms:

CO Contracting Officer  
COR Contracting Officer's Representative  
FAR Federal Acquisition Regulation  
IPO Industrial Property Officer  
NFS NASA FAR Supplement

CONTRACT DATA REQUIREMENTS LIST (DRL)  
 CONTRACT DATA REQUIREMENTS LIST (CDRL)  
 TABLE OF CONTENTS

Report Number	Report Title	Page Number	Report Number	Report Title	Page Number
1.	Initial Financial Management Report (NF 533I)	1	16.	Individual Subcontracting Report (ISR) (formerly SF 294)	11
2.	Monthly Financial Management Report (NF 533M)	2	17.	Summary Subcontracting Report (SRR) (formerly SF 295)	11
3.	Quarterly Financial Management Report (NF 533Q)	3	18.	Subcontract Consent Package	11
4.	Monthly/ Quarterly Briefing/ Final Report	4	19.	ASRS Final Facility Security Plan	12
5.	Annual Technical Report	5	20.	Contingency Plan	12
6.	Phase-Out Plan	5	21.	Quality Assurance Plan	13
7.	Property Management Records Report	6	22.	Telephone Conduct Plan	13
8.	Centrally Reportable Equipment (DD1419)	6	23.	Subject Invention Reports	14
9.	NASA Property in the Custody of Contractors (NF 1018)	7	24.	Subject Invention Summary Reports	14
10.	Government Property Management Information Plan	7	25.	New Technology Reports (NTR)	15
11.	Organization Conflicts of Interest Avoidance Plan	8	26.	New Technology Summary Reports	15
12.	Non-Disclosure Agreements	8	27.	Delivery of Data Produced Under the Contract (including Special Works)	16
13.	Safety Plan	9	28.	Patent Rights – Notice of Election Decision	16
14.	IT Security Management Plan	10			
15.	IT Security Training Report	10			

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

1. LINE ITEM NO. 1	2. DRL TITLE Initial Financial Management Report	3. FREQUENCY See Remarks	4. SUBMISSION DATE See Remarks	5. COPIES See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION <b>Electronic</b> submission to:  Contracting Officer's Representative (COR) Code TH, M/S 262-4 (1 cy) Contracting Officer (CO) Code JAI, M/S: 241-1 (1 cy) Financial Management Division, Code CF, M/S 203-20 (1 cy) Resource Executive, Code TH, M/S 262-11 (1 cy)			8. REMARKS  Submission 10 working days after effective date of contract.  An initial financial management report shall be submitted by the Contractor and each major subcontractor on NASA Form 533Q (or computer-generated version) in accordance with the instructions on the reverse side of the forms and the NASA Procedural Requirements (NPR) 9501.2E, <i>NASA Contractor Financial Management Reporting</i> , at URL: <a href="http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&amp;c=9501&amp;s=2E">http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&amp;c=9501&amp;s=2E</a> and as set forth below.  Reporting categories shall be elements of cost including direct labor hours (excluding subcontract); direct labor hours (major subcontractors); direct labor costs (separated by prime and major subcontractor); overhead; other direct costs (ODCs), G&A; total costs; fixed fee; total cost plus fee. ODCs include travel, material purchases, and subcontracts (other than major subcontractors). All of the above data is to be submitted for the base period.	

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

1. LINE ITEM NO. 2	2. DRL TITLE Monthly Financial Management Report (NF533M)	3. FREQUENCY Monthly	4. SUBMISSION DATE See Remarks	5. COPIES See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION Electronic submission to:  Contracting Officer's Representative (COR) Code TH, M/S 262-4 (1 cy) Contracting Officer (CO) Code JAI, M/S: 241-1 (1 cy) Financial Management Division, Code CF, M/S 203-20 (1 cy) Resource Executive, Code TH, M/S 262-11 (1 cy)			8. REMARKS  The Contractor shall deliver the NF 533M report no later than the 10th working day after end of accounting month being reported. And in accordance with the instructions on the reverse side of the forms and the NASA Procedural Requirements (NPR) 9501.2E, <i>NASA Contractor Financial Management Reporting</i> , at URL: <a href="http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&amp;c=9501&amp;s=2E">http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&amp;c=9501&amp;s=2E</a> and as set forth below.  Reporting categories shall be elements of cost including direct labor hours (excluding subcontract); direct labor hours (major subcontractors); direct labor costs (separated by prime and major subcontractor); overhead; other direct costs (ODCs), G&A; total costs; fixed fee; total cost plus fee. ODCs include travel, material purchases, and subcontracts (other than major subcontractors). All of the above data is to be submitted for the reporting period, the cumulative periods, the Government Fiscal Year cumulative, and the estimated costs to completion. Formats will be agreed upon between the Contractor, COR, and Contracting Officer.  Variances under and exceeding <b>5 percent</b> between planned dollars and actual dollars for each reporting category (at the total contract level only) <b>shall be explained</b> . (Reasonable variance explanation includes the issue, monthly and/or total impacts, corrective actions and dates.).	

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
3	<b>Quarterly Financial Management Report (NF 533Q)</b>  6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required  7. DISTRIBUTION <b>Electronic</b> submission to:  Contracting Officer's Representative (COR) Code TH, M/S 262-4 (1 cy) Contracting Officer (CO) Code JAI, M/S: 241-1 (1 cy) Financial Management Division, Code CF, M/S 203-20 (1 cy) Resource Executive, Code TH, M/S 262-11 (1 cy)	Quarterly	See Remarks	See Distribution
8. REMARKS  The Contractor shall submit the NF 533Q not later than the 15th day of the month preceding the quarter (based on the Government Fiscal Year) being projected in accordance with the instructions on the reverse side of the forms and the NASA Procedural Requirements (NPR) 9501.2E, <i>NASA Contractor Financial Management Reporting</i> , at URL: <a href="http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&amp;c=9501&amp;s=2E">http://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPR&amp;c=9501&amp;s=2E</a> and as set forth below.  Reporting categories shall be elements of cost including direct labor hours (excluding subcontract); direct labor hours (major subcontractors); direct labor costs (separated by prime and major subcontractor); overhead; other direct costs (ODCs), G&A; total costs; fixed fee; total cost plus fee. ODCs include travel, material purchases, and subcontracts (other than major subcontractors). All of the above data is to be submitted for the reporting period, the cumulative periods, the Government Fiscal Year cumulative, and the estimated costs to completion. Formats will be agreed upon between the Contractor, COR, and Contracting Officer.  Variances under and exceeding <b>5 percent</b> between planned dollars and actual dollars for each reporting category (at the total contract level only) <b>shall be explained</b> . (Reasonable variance explanation includes the issue, monthly and/or total impacts, corrective actions and dates.)				

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
4	<b>Monthly Report / Quarterly Briefing / Final Report</b>  6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required  7. DISTRIBUTION Electronic submittal to:  Contracting Officer's Representative (COR) Code TH, M/S 262-4 (1 cy) Contracting Officer (CO) Code JAI, M/S: 241-1 (1 cy) New Technology Representative, Code BT, M/S 202A-3 (1 cy) Electronic (monthly) cc to IPO	See Remarks	See Remarks	See Distribution
		8. REMARKS  In accordance with clause H.1 entitled "Additional Reports of Work - Research and Development" (NFS 1852.235-74) the Contractor shall provide quarterly status of all work accomplished. <u>Monthly Reports</u> shall be delivered NLT the 7 <sup>th</sup> day of the month following the month to be reported. Include: a brief summary of technical progress, contract issues, if any, for the previous month.  The <u>Quarterly Program Briefing</u> shall be delivered via a progress meeting at the Contractor's ASRS/C3RS facility, attended by the CO, COR, and Contractor management including key personnel. Draft presentation charts to be distributed one work day before the meeting. The meeting shall be held NLT the 15 <sup>th</sup> day following the quarter being reported; or as determined by the CO and COR. Final charts to be distributed within one week of the meeting.  <u>Final Report.</u> The Contractor shall submit to the Contracting Officer a final report NLT the last day of contract performance which documents and summarizes the results of the entire contract, including recommendations and conclusions based on the experience and results obtained. The final report shall be of a quality suitable for publication and shall follow the formatting and stylistic guidelines contained in NPR 2200.2C, Guidelines for Documentation, Approval, and Dissemination of NASA Scientific and Technical Information. Electronic formats for submission of reports should be used to the maximum extent practical.  The last page of the final report shall be a completed Standard Form (SF) 298, Report Documentation Page.		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> <b>November 6, 2015</b>
---	---	---

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>5</b>	<b>Annual Technical Report</b>	See Remarks	See Remarks	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic) COR; Code TH, M/S 262-4 (1 cy electronic)			8. REMARKS The Contractor shall provide annual reports to NASA on each reporting system. These reports shall provide summaries of the previous calendar year's activities and any other related program activity, performance and output, details of problems encountered or anticipated, staffing levels, security issues, and information regarding system costs. The CO or COR may request other topics to be included as needed. Draft Annual Report is due NLT January 30 of each calendar year for the preceding calendar year. If NASA requests, a Final Annual Technical Report will be due NLT 30 days after NASA review of the submitted draft annual report.	

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>6</b>	<b>Phase-Out Plan</b>	Once	See Remarks	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic) COR; Code TH, M/S 262-4 (1 cy)			8. REMARKS The Contractor shall provide, for CO and COR review and approval, a Phase-Out Plan for the complete and orderly transfer of duties and records to the incoming Contractor. The Plan shall address issues pertinent to the continuation of safe operations for all areas of responsibility under the contract.  The Phase-Out Plan is required 90 days before the end of the contract's period of performance. (Ref. SOW Section 4.2)	

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

<b>1. LINE ITEM NO.</b> 7	<b>2. DRL TITLE</b> Property Management Records Report	<b>3. FREQUENCY</b> Quarterly	<b>4. SUBMISSION DATE</b> See Remarks	<b>5. COPIES</b> See Distribution
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
<b>7. DISTRIBUTION</b> COR; Code TH; M/S: 262-4 (1 cy) CO, Code JAI, M/S: 241-1 (1 cy) Equipment Specialist (ES), Code JS, M/S 255-2 (original) Industrial Property Officer (IPO) electronic cy		<b>8. REMARKS</b> The Contractor shall submit a Property Management Report itemizing all purchases for the quarter no later than 5 working days after the end of each quarter. All orders, items received, and prices must be included. The Contractor shall use DD Form 1149, <i>DOD Requisition and Invoice/Shipping Document</i> , to report Government property that is centrally reportable equipment to the NASA Property Plant and Equipment (PP&E) System: 1) at the time of receipt and acceptance of accountability; 2) when major changes occur in the data initially submitted to NASA; and, 3) when the equipment is no longer required for or actively being used in pursuit of this contract. The Contractor shall indicate the current condition code of equipment reported pursuant to (3) above. Reportable data shall be forwarded through the Contracting Officer within 15 working days after the event that created the need for their preparation and shall be marked "FOR PP&E System."		

<b>1. LINE ITEM NO.</b> 8	<b>2. DRL TITLE</b> Centrally Reportable Equipment (DOD Industrial Plant Equipment Requisition System (DD 1419))	<b>3. FREQUENCY</b> As Needed	<b>4. SUBMISSION DATE</b> See Remarks	<b>5. COPIES</b> See Distribution
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
<b>7. DISTRIBUTION</b> Through COR, Code TH, M/S 262-4 (1 cy) Through CO, Code JAI, M/S 241-1; to Equipment Specialist, Code JS, M/S 255-2 (1 cy) Industrial Property Officer (IPO) 1 electronic cy		<b>8. REMARKS</b> The Contractor shall submit a DD Form 1419, <i>DOD Industrial Plan Equipment Requisition</i> , for property screening 30 days prior to purchase of property. The DD Form 1419 will be prepared, for each item of centrally reportable equipment to be acquired over \$1,000, in accordance with NFS 1845.502-70 and the preparation instructions in NFS 1845.7102.		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> <b>November 6, 2015</b>
---	---	---

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>9</b>	<b>NASA Property in the Custody of Contractors (NF 1018)</b>	Annually	See Remarks	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION Submittal of NASA Form (NF) 1018  The individual required to submit the NF1018 for your entity should follow the instructions provided to <b>record, save, attach and submit your data via e-mail</b> to your NASA Center Industrial Property Officer (IPO) and delegated Property Administrator (PA). The 1018 PDF attached to the e-mail will be uploaded into the NESS system by the Center IPO or their delegated representative.		8. REMARKS The Contractor shall submit annually a NASA Form (NF) 1018, NASA Property in the Custody of Contractors, in accordance with the provisions of NFS 1845.505-14, the instructions on the form, NFS subpart 1845.71, and any supplemental instructions for the current reporting period issued by NASA for property in the off-site possession of the contractor and/or any subcontractor.  The annual reporting period shall be from October 1 of each year through September 30 of the following year. The report shall be submitted in time to be received by October 15. A final report shall be submitted within 30 days after disposition of all property subject to reporting when the contract performance period is complete.		
<b>10</b>	<b>Government Property Management Information Plan</b>	See Remarks	Submittal with proposal	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input checked="" type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)  IPO, Code JS M/S 255-2 (1 cy electronic)		8. REMARKS In accordance with Section L, NFS provision 1852.245-80, Government Property Information, the Contractor shall provide a Government Property Management Information Plan with its proposal submission. The Plan will be reviewed by the CO after award, revised by Contractor if required, finalized and approved prior to the end of the Phase-In period, and subsequently incorporated into the contract as Section J.1(a) Attachment 11. The plan shall be updated when applicable for Government review and approval.		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> <b>November 6, 2015</b>
---	---	---

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>11</b>	<b>Organizational Conflicts of Interest Avoidance Plan</b>	See Remarks	Due with submission of proposal	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 241-1 (1 cy electronic)		8. REMARKS The Organizational Conflicts of Interest Avoidance Plan shall be provided by the contractor with submission of the proposal. This plan shall incorporate any previous studies performed, shall thoroughly analyze all organizational conflicts of interest that might arise because the service provider has access to companies' and/or individuals' sensitive information and shall establish specific methods to control, mitigate, or eliminate all problems identified. The plan shall address all the requirements identified in Section H, paragraph H.9, Organizational Conflicts of Interest, and Limitations of Future Contracting and Section I, paragraph I.1, NFS 1852.237-72, Access to Sensitive Information. The plan is required upon submission of proposal. The Contractor shall submit to the CO and COR for review, approval, and incorporation into the contract, any updates to this plan necessary during performance of this contract and shall deliver a task order specific plan when required.		
1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>12</b>	<b>Non-Disclosure Agreements</b>	See Remarks	See below	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 241-1 (1 cy electronic)		8. REMARKS All contractor personnel shall be required to sign non-disclosure agreements prior to starting work and may be required to sign Center, contract, and/or contractor specific non-disclosure agreements as part of the closing of certain specific contractual agreements. Submit copies of executed Non-Disclosure Agreements entered into with each of its employees within 30 days of contract award per the Organizational Conflict of Interest and Limitation on Future Contracting Clause at H.9 of the contract.  Per the same H-clause, provide copies of NDAs entered into by Contractor with third parties as well as additional agreements executed by new employees within 15 days of entering into the third-party NDA or their hiring for new employees.		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES							
13	<b>Safety Plan</b>	See Remarks	NLT 30 days after contract award	See Distribution							
<table border="0" style="width: 100%;"> <tr> <td colspan="5">                     6. DATA TYPE:    <input checked="" type="checkbox"/> Scheduled submittal    <input type="checkbox"/> Submittal upon request    <input type="checkbox"/> Submitted upon update    <input checked="" type="checkbox"/> Gov't Approval Required                 </td> </tr> <tr> <td style="width: 50%; vertical-align: top;">                     7. DISTRIBUTION                       CO, Code JAI, M/S 241-1 (1 cy electronic)                       COR; Code TH, M/S 262-4 (1 cy electronic)                 </td> <td style="width: 50%; vertical-align: top;">                     8. REMARKS                       The Contractor shall provide a Safety Plan addressing issues pertinent to safe operation under the contract. The Plan shall acknowledge corporate responsibility for understanding and implementing OSHA regulations, but also any other potential hazards and control, respectively to avoid possible injury. NPR 8715.3C NASA General Safety Program Requirements as it applies to all NASA equipment, property, and systems, in particular Chapter 9, is applicable. The Safety Plan shall include the items listed below.                       (1) Statement of corporate policy and program goals concerning safety.                      (2) ASRS safety program management structure.                      (3) ASRS safety management program elements.                     <ul style="list-style-type: none"> <li>• Contractor's Experience Modification Rate and OSHA injury rate.</li> <li>• Means for ensuring that every employee understands how to recognize hazards and how to avoid having mishaps in the workplace.</li> <li>• Method of making sure that emergency plans and procedures are current and sufficient.</li> <li>• Ergonomic program for employees.</li> <li>• Safe driver training requirements for employees driving to NASA Ames for meetings, PO Box mail pick-up, etc.</li> <li>• Method for ensuring management commitment to:                             <ul style="list-style-type: none"> <li>○ Worksite Analysis</li> <li>○ Hazard Prevention and Control</li> <li>○ Safety Training</li> </ul> </li> </ul>                     The plan shall be delivered NLT 30 days after contract award for Government review and approval.                 </td> </tr> </table>					6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required					7. DISTRIBUTION  CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)	8. REMARKS  The Contractor shall provide a Safety Plan addressing issues pertinent to safe operation under the contract. The Plan shall acknowledge corporate responsibility for understanding and implementing OSHA regulations, but also any other potential hazards and control, respectively to avoid possible injury. NPR 8715.3C NASA General Safety Program Requirements as it applies to all NASA equipment, property, and systems, in particular Chapter 9, is applicable. The Safety Plan shall include the items listed below.  (1) Statement of corporate policy and program goals concerning safety. (2) ASRS safety program management structure. (3) ASRS safety management program elements. <ul style="list-style-type: none"> <li>• Contractor's Experience Modification Rate and OSHA injury rate.</li> <li>• Means for ensuring that every employee understands how to recognize hazards and how to avoid having mishaps in the workplace.</li> <li>• Method of making sure that emergency plans and procedures are current and sufficient.</li> <li>• Ergonomic program for employees.</li> <li>• Safe driver training requirements for employees driving to NASA Ames for meetings, PO Box mail pick-up, etc.</li> <li>• Method for ensuring management commitment to:                             <ul style="list-style-type: none"> <li>○ Worksite Analysis</li> <li>○ Hazard Prevention and Control</li> <li>○ Safety Training</li> </ul> </li> </ul> The plan shall be delivered NLT 30 days after contract award for Government review and approval.
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required											
7. DISTRIBUTION  CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)	8. REMARKS  The Contractor shall provide a Safety Plan addressing issues pertinent to safe operation under the contract. The Plan shall acknowledge corporate responsibility for understanding and implementing OSHA regulations, but also any other potential hazards and control, respectively to avoid possible injury. NPR 8715.3C NASA General Safety Program Requirements as it applies to all NASA equipment, property, and systems, in particular Chapter 9, is applicable. The Safety Plan shall include the items listed below.  (1) Statement of corporate policy and program goals concerning safety. (2) ASRS safety program management structure. (3) ASRS safety management program elements. <ul style="list-style-type: none"> <li>• Contractor's Experience Modification Rate and OSHA injury rate.</li> <li>• Means for ensuring that every employee understands how to recognize hazards and how to avoid having mishaps in the workplace.</li> <li>• Method of making sure that emergency plans and procedures are current and sufficient.</li> <li>• Ergonomic program for employees.</li> <li>• Safe driver training requirements for employees driving to NASA Ames for meetings, PO Box mail pick-up, etc.</li> <li>• Method for ensuring management commitment to:                             <ul style="list-style-type: none"> <li>○ Worksite Analysis</li> <li>○ Hazard Prevention and Control</li> <li>○ Safety Training</li> </ul> </li> </ul> The plan shall be delivered NLT 30 days after contract award for Government review and approval.										

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> <b>November 6, 2015</b>
---	---	---

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>14</b>	<b>IT Security Management Plan</b>	Once	See Remarks	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)		8. REMARKS The Contractor shall prepare and submit for an IT Security Management Plan for NASA approval in accordance with NFS clause 1852.204-76, <i>Security Requirements for Unclassified Information Technology Resources</i> NLT 30 days after contract award. The Contractor shall submit to the CO and COR for review, revisions if required, and approval, and incorporation into the contract, including any updates to this plan necessary during performance of this contract.		

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>15</b>	<b>IT Security Training Report</b>	Monthly	See Remarks	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)		8. REMARKS The Contractor shall submit a monthly listing, including updates, of all Contractor personnel receiving IT security training. Due no later than 5 working days after the end of each month.  Ref: NFS 1852.204-76, <i>Security Requirements for Unclassified Information Technology Resources</i>		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> <b>November 6, 2015</b>
---	---	---

<b>1. LINE ITEM NO.</b> <b>16</b>	<b>2. DRL TITLE</b> <b>Individual Subcontracting Report (ISR)</b>	<b>3. FREQUENCY</b> Semi-annually	<b>4. SUBMISSION DATE</b> See Remarks	<b>5. COPIES</b> See Distribution
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
<b>7. DISTRIBUTION</b> Electronic submittal into the Electronic Subcontracting Reporting System (ESRS) at <a href="http://www.esrs.gov">http://www.esrs.gov</a>			<b>8. REMARKS</b> The Contractor shall electronically submit their Individual Subcontracting Report (ISR) (formerly SF 294) in accordance with the instructions provided at <a href="http://www.esrs.gov">http://www.esrs.gov</a> and in accordance with Section I.7 paragraph (I), FAR clause 52.219-9 <i>Small Business Subcontracting Plan</i> . The ISR is to be semi-annually by 30 days after the close of the reporting period (no later than April 30 and October 30 of each year).	

<b>1. LINE ITEM NO.</b> <b>17</b>	<b>2. DRL TITLE</b> <b>Summary Subcontracting Report (SSR)</b>	<b>3. FREQUENCY</b> Annually	<b>4. SUBMISSION DATE</b> See Remarks	<b>5. COPIES</b> See Distribution
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
<b>7. DISTRIBUTION</b> Electronic submittal into the Electronic Subcontracting Reporting System (ESRS) at <a href="http://www.esrs.gov">http://www.esrs.gov</a>			<b>8. REMARKS</b> The Contractor shall electronically submit their Summary Subcontracting Report (formerly SF 295) in accordance with the instructions provided at <a href="http://www.esrs.gov">http://www.esrs.gov</a> and in accordance with Section I.7, paragraph (I), FAR clause 52.219-9 <i>Small Business Subcontracting Plan</i> . The SSR is to be submitted annually for the 12 month period ending September 30, due 30 days following the reporting period (no later than October 30 of each year).	

<b>1. LINE ITEM NO.</b> <b>18</b>	<b>2. DRL TITLE</b> <b>Subcontract Consent Package</b>	<b>3. FREQUENCY</b> See Remarks	<b>4. SUBMISSION DATE</b> See Remarks	<b>5. COPIES</b> See Distribution
<b>6. DATA TYPE:</b> <input type="checkbox"/> Scheduled submittal <input checked="" type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
<b>7. DISTRIBUTION</b> CO, Code JAI, M/S 241-1 (1 cy)			<b>8. REMARKS</b> The Contractor shall submit subcontract consent package(s) in accordance with FAR 52.244-2 or as specifically requested by the Contracting Officer.	

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

<b>1. LINE ITEM NO.</b> 19	<b>2. DRL TITLE</b> ASRS Final Facility Security Plan	<b>3. FREQUENCY</b> See Remarks	<b>4. SUBMISSION DATE</b> Due 5 days after contract award	<b>5. COPIES</b> See Distribution							
<table border="1" style="width:100%"> <tr> <td colspan="5" data-bbox="109 427 2041 467"> <b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required                 </td> </tr> <tr> <td data-bbox="109 467 1110 841" style="width:50%"> <b>7. DISTRIBUTION</b>                      CO, Code JAI, M/S 241-1 (1 cy electronic)                       COR; Code TH, M/S 262-4 (1 cy electronic)                 </td> <td data-bbox="1110 467 2041 841" style="width:50%"> <b>8. REMARKS</b>                      Within 10 days of contract award, the Contractor shall submit, for Government approval, an ASRS Facility Security Plan. The Contractor shall develop, implement, and maintain this Plan, which shall include both its Facility and IT security procedures and policies. The ASRS and Related Systems Facility Security Plan shall address at a minimum the issues identified in the SOW, Appendix 6.3, "Minimum Security Considerations." The ASRS Facility Security Plan will be reviewed and approved after award, and incorporated into the contract as Section J.1(a) Attachment 8. (SOW 2.9.1(a))                 </td> </tr> </table>					<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required					<b>7. DISTRIBUTION</b> CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)	<b>8. REMARKS</b> Within 10 days of contract award, the Contractor shall submit, for Government approval, an ASRS Facility Security Plan. The Contractor shall develop, implement, and maintain this Plan, which shall include both its Facility and IT security procedures and policies. The ASRS and Related Systems Facility Security Plan shall address at a minimum the issues identified in the SOW, Appendix 6.3, "Minimum Security Considerations." The ASRS Facility Security Plan will be reviewed and approved after award, and incorporated into the contract as Section J.1(a) Attachment 8. (SOW 2.9.1(a))
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required											
<b>7. DISTRIBUTION</b> CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)	<b>8. REMARKS</b> Within 10 days of contract award, the Contractor shall submit, for Government approval, an ASRS Facility Security Plan. The Contractor shall develop, implement, and maintain this Plan, which shall include both its Facility and IT security procedures and policies. The ASRS and Related Systems Facility Security Plan shall address at a minimum the issues identified in the SOW, Appendix 6.3, "Minimum Security Considerations." The ASRS Facility Security Plan will be reviewed and approved after award, and incorporated into the contract as Section J.1(a) Attachment 8. (SOW 2.9.1(a))										

<b>1. LINE ITEM NO.</b> 20	<b>2. DRL TITLE</b> Contingency Plan	<b>3. FREQUENCY</b> See Remarks	<b>4. SUBMISSION DATE</b> See Remarks	<b>5. COPIES</b> See Distribution							
<table border="1" style="width:100%"> <tr> <td colspan="5" data-bbox="109 930 2041 974"> <b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required                 </td> </tr> <tr> <td data-bbox="109 974 1110 1369" style="width:50%"> <b>7. DISTRIBUTION</b>                      CO, Code JAI, M/S 241-1 (1 cy electronic)                       COR; Code TH, M/S 262-4 (1 cy electronic)                 </td> <td data-bbox="1110 974 2041 1369" style="width:50%"> <b>8. REMARKS</b>                      30 Days after contract award, the Contractor shall submit, for Government approval, a Contingency Plan to address actions that would be necessary to assure accessibility and preservation of the ASRS and other databases in the event of a catastrophe. The Plan shall address how to reinstate database at 98% of the pre-catastrophic condition within one week of downtime. The recovery procedures addressed in the Contingency Plan shall be demonstrated to NASA 30 days after contract award and annually thereafter. (SOW Section 2.9.1(c))                 </td> </tr> </table>					<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required					<b>7. DISTRIBUTION</b> CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)	<b>8. REMARKS</b> 30 Days after contract award, the Contractor shall submit, for Government approval, a Contingency Plan to address actions that would be necessary to assure accessibility and preservation of the ASRS and other databases in the event of a catastrophe. The Plan shall address how to reinstate database at 98% of the pre-catastrophic condition within one week of downtime. The recovery procedures addressed in the Contingency Plan shall be demonstrated to NASA 30 days after contract award and annually thereafter. (SOW Section 2.9.1(c))
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required											
<b>7. DISTRIBUTION</b> CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)	<b>8. REMARKS</b> 30 Days after contract award, the Contractor shall submit, for Government approval, a Contingency Plan to address actions that would be necessary to assure accessibility and preservation of the ASRS and other databases in the event of a catastrophe. The Plan shall address how to reinstate database at 98% of the pre-catastrophic condition within one week of downtime. The recovery procedures addressed in the Contingency Plan shall be demonstrated to NASA 30 days after contract award and annually thereafter. (SOW Section 2.9.1(c))										

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> <b>November 6, 2015</b>
---	---	---

<b>1. LINE ITEM NO.</b> <b>21</b>	<b>2. DRL TITLE</b> <b>Quality Assurance Plan</b>	<b>3. FREQUENCY</b> See Remarks	<b>4. SUBMISSION DATE</b> 3 months after contract award	<b>5. COPIES</b> See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic)  COR; Code TH, M/S 262-4 (1 cy electronic)		8. REMARKS The Contractor shall submit, for Government approval, a Quality Assurance Plan to assure accuracy, completeness and quality of data entry. The overall standards of database records shall assure that the database is current with standards identified in the SOW. The quality of the database records shall be maintained at 95% accuracy for content and keying errors. The Plan shall be delivered to NASA for approval 3 months after award. The Plan shall be approved by the CO and COR prior to implementation. This plan shall be reviewed annually and updated as appropriate. (SOW Section 2.9.1(e))		

<b>1. LINE ITEM NO.</b> <b>22</b>	<b>2. DRL TITLE</b> <b>Telephone Conduct Plan</b>	<b>3. FREQUENCY</b> Once	<b>4. SUBMISSION DATE</b> <b>NLT 2 weeks after award</b>	<b>5. COPIES</b> See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION CO, Code JAI, M/S 241-1 (1 cy electronic) COR; Code TH, M/S 262-4 (1 cy)		8. REMARKS The Contractor shall submit, for Government approval, a set of guidelines for analysts' telephone conduct prior to conducting programmatic phone calls. These guidelines shall include who contacts the reporters, how the analysts identify themselves to the reporter, how messages are left at work or home for a return collect phone call, and how reporters' collect calls are handled once received. This Plan shall include Contractor staff guidelines concerning telephone and direct communication with media, lawyers, general public, NASA, FAA, FRA, NTSB, and other Government agencies. Upon NASA approval, the Contractor shall educate the staff on this conduct and the importance of confidentiality protections. This training shall be renewed every 6 months. (SOW Section 2.9.1(d))		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> November 6, 2015
---	---	--

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>23</b>	<b>Subject Invention Reports</b>	See Remarks	See Remarks	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION New Technology Representative, Code BT, M/S 202A-3 (original) Patent Representative, Code DL, M/S 202A-4 (Final Reports Only) CO, Code JAI, M/S: 241-1 (1 cy) COR, Code TH, M/S 262-4 (1 cy)		8. REMARKS The Contractor shall submit written <b>Subject Invention Reports</b> identifying the inventor(s) and shall be sufficiently complete in technical detail to convey a clear understanding of the subject invention in accordance with paragraph (c)(1) and new paragraph (c)(5) of <b>FAR clause 52.227-11, Patent Rights-Ownership by the Contractor, as modified by NFS clause 1852.227-11.</b>  Electronic submission via NASA's Electronic New Technology Reporting (eNTRe) web system at <a href="http://invention.nasa.gov/">http://invention.nasa.gov/</a> is encouraged. NASA Form 1679, <i>Disclosure of Invention and New Technology (Including Software)</i> , or equivalent, may also be used. Both the electronic submission page and NASA Form 1679 document may be accessed at the electronic New Technology Reporting Web site <a href="http://invention.nasa.gov">http://invention.nasa.gov</a> , per new paragraph (c)(5) of FAR clause 52.227-11, Patent Rights-Ownership by the Contractor, as modified by NFS clause 1852.227-11.		

1. LINE ITEM NO.	2. DRL TITLE	3. FREQUENCY	4. SUBMISSION DATE	5. COPIES
<b>24</b>	<b>Subject Invention Summary Reports</b>	See Remarks	See Remarks	See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION New Technology Representative, Code BT, M/S 202A-3 (original) Patent Representative, Code DL, M/S 202A-4 (Final Reports Only) CO, Code JAI, M/S: 241-1 (1 cy) COR, Code TH, M/S 262-4 (1 cy)		8. REMARKS The Contractor shall submit Interim <b>Subject Invention</b> Summary Reports listing all inventions required to be disclosed during the period, as well as, a Final <b>Subject Invention</b> Summary Report prior to closeout, which cumulatively identifies all <b>Subject Inventions</b> or indicates that there were none in accordance with paragraph (c)(5) of <b>FAR clause 52.227-11, Patent Rights-Ownership by the Contractor, as modified by NFS clause 1852.227-11.</b> If there are no reportable items, a negative report is required.  Interim reports shall be submitted annually. If there are no reportable items, a negative report is required. A final report is due within 3 months after completion of contracted work.		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

TITLE OF CONTRACT, PRODUCT, SOW, ETC. Aviation Safety Reporting System (ASRS) and Related Systems	CONTRACT/RFP NO. NNA15540517R	DRL DATE/MOD DATE November 6, 2015
--	----------------------------------	---------------------------------------

1. LINE ITEM NO. 25	2. DRL TITLE New Technology Reports (NTR)	3. FREQUENCY See below	4. SUBMISSION DATE See Remarks	5. COPIES See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION New Technology Representative, Code BT, M/S 202A-3 (original) Patent Representative, Code DL, M/S 202A-4 (original) CO, Code JAI, M/S: 241-1 (1 cy) COR, Code TH, M/S 262-4 (1 cy)		8. REMARKS The Contractor shall submit written <b>New Technology Reports</b> identifying the inventor(s) and shall be sufficiently complete in technical detail to convey a clear understanding of the subject invention in accordance with <b>Paragraph (e)(2) of NFS 1852.227-70, New Technology</b> . Interim reports shall be submitted annually. If there are no reportable items, a negative report is required.  Electronic submission via NASA's Electronic New Technology Reporting (eNTRe) web system at <a href="http://invention.nasa.gov/">http://invention.nasa.gov/</a> is encouraged. NASA Form 1679, <i>Disclosure of Invention and New Technology (Including Software)</i> , or equivalent, may also be used. Both the electronic submission page and NASA Form 1679 document may be accessed at the electronic New Technology Reporting Web site <a href="http://invention.nasa.gov">http://invention.nasa.gov</a> , per new paragraph (e)(3)of NFS 1852.227-70, New Technology.		

1. LINE ITEM NO. 26	2. DRL TITLE New Technology Summary Reports	3. FREQUENCY Annually and at end of contract	4. SUBMISSION DATE See Remarks	5. COPIES See Distribution
6. DATA TYPE: <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input checked="" type="checkbox"/> Gov't Approval Required				
7. DISTRIBUTION New Technology Representative, Code BT, M/S 202A-3 (original) Final New Technology Summary Report Only: Patent Representative, Code DL, M/S 202A-4 (1 cy) CO, Code JAI, M/S: 241-1 (1 cy) COR, Code TH, M/S 262-4 (1 cy)		8. REMARKS The Contractor shall submit Interim <b>New Technology Summary Reports</b> , as well as, a <b>Final New Technology Summary Report</b> submitted within 3 months of completion of work under the contract in accordance with <b>Paragraph (e)(4) of NFS 1852.227-70, New Technology</b> . Interim reports shall be submitted annually. If there are no reportable items, a negative report is required.  Electronic submission via NASA's Electronic New Technology Reporting (eNTRe) web system at <a href="http://invention.nasa.gov/">http://invention.nasa.gov/</a> is encouraged. NASA Form 1679, <i>Disclosure of Invention and New Technology (Including Software)</i> , or equivalent, may also be used. Both the electronic submission page and NASA Form 1679 document may be accessed at the electronic New Technology Reporting Web site <a href="http://invention.nasa.gov">http://invention.nasa.gov</a> , per paragraph (e)(3) of NFS 1852.227-70, New Technology.		

CONTRACT DATA REQUIREMENTS LIST (CDRL)

<b>TITLE OF CONTRACT, PRODUCT, SOW, ETC.</b> Aviation Safety Reporting System (ASRS) and Related Systems	<b>CONTRACT/RFP NO.</b> NNA15540517R	<b>DRL DATE/MOD DATE</b> <b>November 6, 2015</b>
---	---	---

<b>1. LINE ITEM NO.</b> <b>27</b>	<b>2. DRL TITLE</b> <b>Delivery of Data Produced Under the Contract (including Special Works)</b>	<b>3. FREQUENCY</b> Quarterly, or as otherwise specified	<b>4. SUBMISSION DATE</b> Not later than 30 days after the end of each quarter	<b>5. COPIES</b> See Distribution
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
<b>7. DISTRIBUTION</b> COR, Code TH, M/S 262-4 (1 cy)		<b>8. REMARKS</b> Except as otherwise specified in the Statement of Work, the Contractor shall deliver the following Data produced under the Contract (including Special Works) in electronic format to the identified recipients: all electronic databases, websites, software tools/algorithms/documentation and other software developments/improvements in source and object code format; and outreach materials, work processes and plan, procedure, work progress, report and documentation.		

<b>1. LINE ITEM NO.</b> <b>28</b>	<b>2. DRL TITLE</b> <b>Patent Rights – Notice of Election Decision</b>	<b>3. FREQUENCY</b> Upon Decision	<b>4. SUBMISSION DATE</b> See Remarks	<b>5. COPIES</b> See Distribution
<b>6. DATA TYPE:</b> <input checked="" type="checkbox"/> Scheduled submittal <input type="checkbox"/> Submittal upon request <input checked="" type="checkbox"/> Submitted upon update <input type="checkbox"/> Gov't Approval Required				
<b>7. DISTRIBUTION</b> Patent Representative, Code DL, M/S 202A-4 (1 cy) (original) CO, Code JAI, M/S: 241-1 (1 cy) COR, Code TH, M/S 262-4 (1 cy)		<b>8. REMARKS</b> Upon decision, but not later than two years after disclosure of a subject invention, the Contractor shall submit any election decision in accordance with paragraph (c)(2) of FAR clause 52.227-11, Patent Rights-Ownership by the Contractor, as modified by NFS clause 1852.227-11. After passage of the Leahy-Smith America Invents Act of 2011, for convenience, NASA provides a form for Contractor to use for submission of its election decision asking that Contractor notify NASA early of any non-election decision to provide sufficient time for NASA evaluation of the subject invention before patent rights are lost to third parties who independently conceive and file for protection on the same or similar invention.		