



## NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

[21-013]

**Name of Information Collection:** Term and Condition Notification of Harassment Form

**AGENCY:** National Aeronautics and Space Administration (NASA).

**ACTION:** Notice of information collection.

**SUMMARY:** The National Aeronautics and Space Administration, as part of its continuing effort to reduce paperwork and respondent burden, invites the general public and other Federal agencies to take this opportunity to comment on proposed and/or continuing information collections.

**DATES:** Comments are due by [INSERT DATE 60 DAYS AFTER DATE OF PUBLICATION IN THE FEDERAL REGISTER].

**ADDRESSES:** All comments should be addressed to Claire Little, National Aeronautics and Space Administration, 300 E Street, S.W., Washington, DC 20546-0001 or call 202-358-2375.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument(s) and instructions should be directed to Claire Little, NASA Clearance Officer, NASA Headquarters, 300 E Street SW, JF0000, Washington, DC 20546 or email [claire.a.little@nasa.gov](mailto:claire.a.little@nasa.gov).

### **SUPPLEMENTARY INFORMATION:**

#### **I. Abstract:**

This collection of information supports NASA's term and condition regarding sexual harassment, other forms of harassment, and sexual assault. This term and condition requires recipient organizations to report to NASA any findings/determinations of sexual harassment, other forms of harassment, or sexual assault regarding a NASA funded Principle Investigator (PI) or Co-Investigator (Co-I). The new term and condition will also require the recipient to report to NASA if the PI or Co-I is placed on administrative leave or if the recipient has imposed

any administrative action on the PI or Co-I, or any determination or an investigation of an alleged violation of the recipient's policies or codes of conduct, statutes, regulations, or executive orders relating to sexual harassment, other forms of harassment, or sexual assault.

In reviewing harassment notifications pursuant to the term and condition, it will be necessary for the Agency to have complete information provided in a consistent manner. The information provided will be used by the Agency to assess the matters reported and to consult with the Authorized Organizational Representative (AOR), or designee of the reporting institution. Based on the results of this review and consultation, NASA may, if necessary, assert its programmatic stewardship responsibilities and oversight authority to initiate the substitution or removal of the PI or any co-PI, reduce the award funding amount, or where neither of those previous options is available or adequate, to suspend or terminate the award.

## **II. Methods of Collection:**

Electronic.

## **III. Data**

**Title:** NASA Term and Condition Notification of Harassment Form

**OMB Number:**

**Type of review:** New

**Affected Public:** NASA grant recipient institution reporting officials

**Estimated Annual Number of Activities:** 20

**Estimated Number of Respondents per Activity:** 1

**Annual Responses:** 20

**Estimated Time Per Response:** 1 hour

**Estimated Total Annual Burden Hours:** 20

**Estimated Total Annual Cost:** \$2,000

#### **IV. Request for Comments**

Comments are invited on: 1) Whether the proposed collection of information is necessary for the proper performance of the functions of NASA, including whether the information collected has practical utility; 2) the accuracy of NASA's estimate of the burden (including hours and cost) of the proposed collection of information; 3) ways to enhance the quality, utility, and clarity of the information to be collected; and 4) ways to minimize the burden of the collection of information on respondents, including automated collection techniques or the use of other forms of information technology.

Comments submitted in response to this notice will be summarized and included in the request for OMB approval of this information collection. They will also become a matter of public record.

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Lori Parker,

NASA PRA Clearance Officer.

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