



## NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

[NASA Document Number: 26-013]

### **Name of Information Collection: NASA Property in the Custody of Award Recipients and Property Management System Analysis (PMSA)**

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

**ACTION:** Notice of Reinstatement with change of a previously approved information collection.

**SUMMARY:** NASA, as part of its continuing effort to reduce paperwork and respondent burden, under the Paperwork Reduction Act, 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 30 DAYS AFTER DATE OF PUBLICATION IN THE *FEDERAL REGISTER*].

**ADDRESSES:** Written comments and recommendations for this information collection should be sent within 30 days of publication of this notice to [www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection by selecting “Currently under Review - Open for Public Comments”.

**FOR FURTHER INFORMATION CONTACT:** Requests for additional information or copies of the information collection instrument(s) and instructions should be directed to NASA PRA Clearance Officer, Stayce Hoult, NASA Headquarters, 300 E Street SW, JC0000, Washington, DC 20546, phone 256-714-8575, or email [stayce.d.hoult@nasa.gov](mailto:stayce.d.hoult@nasa.gov) or [hq-ocio-pra-program@mail.nasa.gov](mailto:hq-ocio-pra-program@mail.nasa.gov).

### **SUPPLEMENTARY INFORMATION:**

#### **I. Abstract**

To ensure accurate reporting of Government-owned, contractor-held property on the financial statements and to provide information necessary for effective property management in accordance with FAR Part 45, NASA obtains summary data annually from the official Government property records maintained by its award recipients with contracts, grants and cooperative agreements. The information is submitted via the NASA Form 1018, at the end of each fiscal year. Additional information submitted to approve the accuracy of the award recipient property management system compliance is submitted via NASA Form 1019, at the beginning of awards with NASA property in the hands of award recipients; and same information gathered by Federal agencies assisting NASA according to risk matrix. Information for property management system in accordance with FAR Part 45, NASA is the agency responsible for contract award administration shall conduct an analysis of the award recipient's property management policies, procedures, practices, and systems.

## **II. Methods of Collection**

Electronic.

## **III. Data**

Title: NASA Property in the Custody of Award Recipients and Property Management System Analysis (PMSA).

OMB Number: 2700-0017.

Type of review: Reinstatement with change of a previously approved information collection.

Affected Public: Business or other for-profit and not-for-profit institutions.

Estimated Annual Number of Activities: 1

Estimated Number of Respondents per Activity: 726

Annual Responses: 726

Estimated Time Per Response: 5.8 hours

Estimated Total Annual Burden Hours: 4,195

#### **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.

**Stayce Hault,**

*PRA Clearance Officer,*

*National Aeronautics and Space Administration.*

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