818-RD-001-001

EOSDIS Core System Project

New Technology Reporting Plan for the ECS Project

December 1994

Hughes Applied Information Systems
Landover, Maryland

New Technology Reporting Plan for the ECS Project

December 1994

Prepared Under Contract NAS5-60000

SUBMITTED BY

Mark Settle for /s/	12/05/94
Marshall A. Caplan, Project Manager EOSDIS Core System Project	Date

Hughes Applied Information Systems, Inc.
Landover, Maryland

This page intentionally left blank.

Preface

Changes to this document shall be made by document change notice (DCN) or by complete revision.

This document is under ECS Project Management signatory control. Any questions or proposed changes should be addressed to:

Data Management Office
The ECS Project
Hughes Applied Information Systems
Landover, MD 20785

This page intentionally left blank.

Plan for New Technology Reporting

Pursuant to FAR 18-52.235-72, Plan for New Technology Reporting the following plan is submitted by Hughes Applied Information Systems, Inc. under Contract No. NAS5-60000 ("the Contract"). This Plan was previously submitted under document number 101-002-CO2-001.

A. The following areas of technical effort are considered likely to generate new technology:

The EOSDIS Core System is intended to provide a service to the ECS developers and Earth Science Community. It will provide information to the developers of ECS regarding commercial-off-the-shelf (COTS) products which have potential to be used instead of custom developed software. ECS will provide information to the Science Community on technology which could support Earth Science. ECS will provide evaluation of products for best value to the government and end user community. This latter feature will be accomplished through the performance of an on-going analysis of EOS requirements; review of techniques, hardware, or software developed outside the scope of ECS which could be applied to the ECS; development of prototypes for user sensitive and high-risk potential high-payoff items and incorporation of these beneficial results into the ECS; and application of the information gained by these activities to planning the evolution of the ECS. As such, no research and development activities shall be conducted under the confines of the ECS Contract. In implementing ECS however, Technology Assessment will be an integral part of how we develop and operate ECS. Within ECS, the Systems Integration and Planning engineering function will oversee this technology assessment process. This process shall track future technology; provide periodic assessments of future technologies; exert influence when needed; and assess existing technologies. Should new technologies be identified during indoctrinations and training as outlined in paragraph B, the program office will be notified.

B. Project supervisory and technical personnel will be advised of the responsibilities of reporting any and all inventions, conceived or first reduced to practice, under the ECS Contract ("reportable inventions"). HAIS is very cognizant of the importance of the New Technology reporting to NASA, and the need to ensure prompt and accurate information. To that end, HAIS will institute periodic training (both verbal and written notices) to project personnel who will be associated with any development effort on this program. This indoctrination, to be conducted by a representative of Hughes Aircraft Company Corporate Patents and Licensing Office, will stress the need for project personnel awareness of potential inventions and innovations on the ECS Program, and will instruct these personnel to report anything that might be considered applicable to the designated New Technology Representative (NTR). Further, the Contracts and Procurement Organization will provide the New Technology Plan to appropriate contract personnel and will brief all personnel on the reporting requirements of the contract. Initial indoctrination will begin within 90 days. Periodic indoctrination will take place yearly.

The Manager of the System Integration and Planning Office is designated as the New Technology Representative for the ECS effort. In this role, the NTR shall manage the technology assessment process, in addition to coordination of the periodic indoctrination. The essential skills of the NTR shall include a background in system engineering; with an advanced degree in computer science desirable. Additional knowledge of system engineering processes, standards setting, COTS maturation cycle, and evolutionary development processes will also be considered.

C. Procedures for insuring proper identification and reporting of new technology will include the following:

The Hughes Aircraft Company Corporate Patent & Licensing Office is delegated with the responsibility of final preparation of New Technology documentation and submittal to the customer. This office has many years of experience in performing invention reporting and is therefore highly qualified to perform the functions required. The assistance of this office will be coordinated through the designated ECS Contract New Technology Representative and, Contracts and Procurement organization.

1) When preparing technical reports, making notebook entries, and generating new design concepts, technical personnel will be cognizant of possible inventions, conceived or reduced to practice, during contract performance and will promptly document any such inventions. Inventions will be disclosed, whether patentable or not, to Patents & Licensing no later than six (6) months from conception or first reduction to practice. The invention disclosure will show the contract number, if conceived or first actually reduced to practice under this contract. Patents & Licensing will log the invention disclosure and the contract number into its automated reporting system.

2) Patents & Licensing will promptly report any invention disclosure through the ECS Contracts and Procurement organization to the Contracting Officer within two (2) months after the inventor submits the disclosure to the NTR, or in any event, prior to any sale, public use, or publication of the invention.

3) The Contracts organization will provide Patents & Licensing with a copy of the contract, showing the effective date. Patents & Licensing will log the contract into its automated system and on a monthly basis monitor its automated system for any interim and final reports due. Interim reports will be submitted to the Contracting office within 60 days of the 12 month anniversary of the effective date of the contract. When an interim report is due for a contract, Patents & Licensing will check the computerized contract file and retrieve all disclosures entered to date for that contract. Patents & Licensing will then report such disclosures or "none", as the case may be, and verify that all reportable items have been disclosed.

4) At the date indicated on the contract for contract completion, Patents & Licensing will solicit verification from the program office that the contract has been completed and that any disclosures shown in the automated database are in fact representative of all reportable inventions due under this contract. This verification will be provided to Patents & Licensing no later than five (5) days after receipt by the program office and will be verified by the Contracts office. Upon receipt of this verification, and no later than three (3) months after contract completion, Patents & Licensing will submit to the Contracting Officer a Final Report.

5) At this time, the ECS contract has no subcontracts specifically for research and development. Any research and development (R&D) subcontracts which may be issued in the future to large businesses will include FAR 18-52.227-70 - <u>New Technology;</u> and R&D subcontracts with Small Businesses will include FAR 52.227-11 - <u>Patent Rights -- Retention by Contractor (Short Form)</u>, as modified by NASA FAR Supplement 18-27-374-4 (b).

6) New Technology Reports issued under this Plan will be submitted to NASA Goddard Space Flight Center in accordance with Clause G.11 <u>Designation of New Technology Representative and Patent Representative.</u>

7) The following individuals, with their titles shown, have substantial responsibility for ensuring compliance with the New Technology Clause:

Mark Settle for /s/____________________

Marshall Caplan
ECS Program Manager

Peter G. O’Neill /s/____________________

Peter G. O'Neill
ECS New Technology Representative

Sharon G. Gowen /s/____________________

Sharon G. Gowen
Director, Contracts and Procurement