

Supporting Statement A

National Aeronautics and Space Administration NASA Software Release Request System OMB Control No. 2700-0175

Type of information collection: Revision of a currently approved collection.

Abstract: The National Aeronautics and Space Administration (NASA) Software Release Request System (SRRS), is the Agency's system for software owners and developers to prepare, submit, and route software release requests; supporting efficient management of software release processes across NASA centers.

Summary of Changes:

- Annual number of respondents decreased from 126 to 110, consequently, the annual burden hours adjusted from 504 to 440.
- Annual Cost Burden changed from previously approved \$21, 284 to \$13,314.
- Annual costs to the federal government changed from previously approved \$24,126 to \$13,314, decreasing by \$10,812.

1. Need for the Information Collection.

This information collection is necessary to support NASA's required processes for the release, reuse, and management of NASA-developed software. It is mandated by NASA Procedural Requirements (NPR) 2210.1E "Release of NASA Software" (see: https://nodis3.gsfc.nasa.gov/npg_img/N_PR_2210_001E_/N_PR_2210_001E_.pdf) and further supported in NASA Policy Directive (NPD) 7120.4E "NASA Engineering and Program/Project Management Policy" (see: <https://nodis3.gsfc.nasa.gov/displayDir.cfm?t=NPD&c=7120&s=4E>).

Together, they require the collection of information needed to manage, classify, and authorize the release and reuse of NASA-developed software to ensure compliance, maximize public benefit, and support internal efficiency.

2. Purpose and Use of the Information Collection.

NASA SRRS, also referred to in NPR 2210.1E as the NASA Software Release System (SRS), enables software owners and developers to submit software release requests and track progress of all software releases and requests consistent with law and applicable agreements for commercial, industrial, educational, and Governmental purposes. Agency Software Release Authorities (SRAs) easily develop and route software release documents, such as the SRRS and Section 508 Compliance Matrix in an automated fashion. SRAs have the added ability to perform parallel routing, including the use of time-based email reminders, tracking and reporting progress on the processing of the software release requests so they can effectively manage this process at their respective centers.

3. Use of Information Technology.

NASA accepts and encourages the submission of software release documents via electronic means through the SRRS internal facing system.

4. Duplication of Information.

There is no duplication of information. The data collected is specific to software produced under NASA research and contract activities, and these data elements are not available from any other source.

5. Burden on Small Businesses.

There is no impact on small businesses or other small entities.

6. Consequences of Not Conducting Collection.

Absent of the collection, NASA would not be able to fulfill its mission and policy, consistent with statutory requirements, to promote the transfer and commercial utilization of inventions and software arising from NASA-supported research.

7. Special Circumstances.

There are no special circumstances. The collection of information is conducted in a manner consistent with the guidelines in 5 CFR 1320.6.

8. Consultations with Persons Outside the Agency and Public Comments.

- 60-day Federal Register Notice (FRN): 90 FR 45816 published on 9/23/2025.
NASA received two comments during the 60-day comment period:
 - o NASA-2025-0135-0003: The commenter asked whether information processed by SRRS would be publicly accessible under the Freedom of Information Act (FOIA). SRRS is an internal, access-controlled workflow; and, per NPR 2210.1E (P.2(h)), software is generally not considered a FOIA “record” and is not subject to mandatory release. NASA determined that no changes to the collection, burden, or cost estimates were necessary.
 - o NASA-2025-0135-0002 was empty and contained no substantive content.

- 30-day FRN: 91 FR 32105, published on 05/29/2026

9. Payment or Gifts.

No payments or gifts are offered to respondents.

10. Confidentiality.

NASA does not provide any assurance of confidentiality. Respondent information is protected in accordance with applicable NASA Information Technology security and privacy policies. SRRS is an internal NASA system used only by authorized NASA users and collects information strictly related to software release packages. Any contact details provided in submissions are incidental, not retrieved by personal identifier.

11. Questions of Sensitive Nature.

Questions of sensitive nature are not included in this collection.

12. Burden of Information Collection.

The table below summarizes the estimates of the hour burden of the collection of information.

Category of Respondents	Total Annual Responses	Estimated Time per Response (minutes)	Total Annual Burden Hours
NASA Funded Contractors and Government Employees	110	240	440

13. Annual Cost to Respondents.

The estimated annual cost to respondents: (110 respondents per year X 240 mins.) / (60 mins. / hour) = 440 hours per year. The cost was calculated using U.S. Office of Personnel Management (OPM) 2025 General Schedule (GS) Salary Table for GS-11 Step 1 base hourly pay rate (excluding locality pay rate) = \$30.26/hour. Estimated Annual Cost = \$30.26 X 440 hrs. = \$13,314 per year

14. Cost to the Federal Government.

The responsibility to process the software release requests submitted through the SRRS is performed by the Software Release Agent at each NASA center, as part of their official program duties. No additional cost is associated with the SRS.

15. Reasons for Change in Burden.

There is a change/decrease in burden, the annual number of respondents decreased from 126 to 110, consequently, the annual burden hours adjusted from 504 to 440. Annual Cost Burden changed from previously approved \$21, 284 to \$13,314. The federal government annual cost decreased from \$24,126-\$13,314. The annual cost was updated to reflect the revised U.S Office of Personnel Management Salary Table 2025 to a GS 11 Step 1.

16. Tabulation or Publication of Results.

No information is intended for publication.

17. Display of OMB Approval Date.

NASA displays an approved Paperwork Reduction Act (PRA) statement for this collection.

18. Exceptions to Certification for Paperwork Reduction Act Submissions.

There are no exceptions to the certification statement stated in 5 CFR 1320.9.