



**LANGLEY
POLICY
DIRECTIVE**

**Directive: LAPD 2220.5
Effective Date: July 22, 2004
Expiration Date: October 8, 2004**

**Responsible Office: Library and Media Services Branch, Office of the
Chief Information Officer**

**SUBJECT: Langley Research Center (LaRC) Scientific and Technical
Information Program**

1. REFERENCE

NPD 2220.5, "Management of NASA Scientific and Technical Information (STI)."

2. SUMMARY

a. Stated are the policies and responsibilities for the Langley Research Center (LaRC) Scientific and Technical Information Program.

b. Detailed regulations and procedures for the review, approval, publication, and dissemination of LaRC authored and/or sponsored scientific and technical publications are contained in "Guidelines for Author Preparation of Reports," available on the World Wide Web at <http://larcpubs.larc.nasa.gov/guidelines>.

3. POLICY

This Center will:

a. Comply with the policy, regulations, and guidelines set forth in NASA regulations and Federal law.

b. Ensure that scientific and technical publications are reviewed for appropriate availability, technical accuracy, conformance to policy, and reporting standards before they are published.

4. RESPONSIBILITIES

Key responsibilities of personnel with roles in the LaRC Scientific and Technical Information Program are given below.

a. Center Director

Overall responsibility for the LaRC Scientific and Technical Information Program as stated in NPR 2200.2, "Guidelines for Documentation, Approval, and Dissemination of NASA Scientific and Technical Information."

b. Author

Ensure that the scientific and technical publication is completed in compliance with the policy, regulations, and guidelines set forth in this directive and NPR 2200.2.

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c. Officials Approving Scientific and Technical Publications

- (1) Give general guidance.
- (2) Review scientific and technical publication.
- (3) Assign appropriate technical editing reviewer or committee.
- (4) Approve scientific and technical publication.
- (5) Ensure that the scientific and technical publication is expeditiously reviewed, revised, and submitted for publication.

d. Langley Scientific and Technical Information Manager

- (1) Manage the LaRC Scientific and Technical Information Program.
- (2) Ensure that LaRC scientific and technical publications are expeditiously published and disseminated.

5. RECISION

LAPD 2220.5, dated July 2, 1990.

Jeremiah F. Creedon
Director