

DATA ITEM DESCRIPTION	2. IDENTIFICATION NO(S).	
	AGENCY	NUMBER
1. TITLE Scientific and Technical Reports Summary		DI-MISC-80048
3. DESCRIPTION / PURPOSE 3.1 Technical reports are required to provide the scientific and technical community a description of the precise nature and results of research, development, test, and evaluation (RDT&E) accomplished. Technical reports may be definitive for the subject presented, exploratory in nature, or an evaluation of critical subsystem or of technical problems.	4. APPROVAL DATE 850911	
	5. OFFICE OF PRIMARY RESPONSIBILITY DELNV	
	6. DDC REQUIRED	
	8. APPROVAL LIMITATION	
7. APPLICATION / INTERRELATIONSHIP 7.1 This Data Item Description contains the data format and content preparation instructions for the data product generated by the specific and discrete task requirements for this data included in the contract. 7.2 This Data Item Description shall be used in preparing all ongoing interim or final Scientific and Technical Reports Summary. The purpose of these report summaries is to present management with a concise description of the scientific and technical findings and accomplishments during the reporting period. The types of scientific and technical report summaries and their frequencies are specified in the DD Form 1423. 7.3 This Data Item Description shall be applicable in contracts when DI-S-4057 is used.	9. REFERENCES (MANDATORY AS CITED IN BLOCK 10)	
	MCSL NUMBER(S) A3670	
10. PREPARATION INSTRUCTIONS 10.1 Contract. This Data Item Description is generated by the contract which contains a specific and discrete work task to develop this data product. 10.2 Format. The Scientific and Technical Reports Summary shall be in contractor format. 10.3 Contents. The level of detail of the Scientific and Technical Reports Summary shall be adequate for non-specialists in the subject matter. When appropriate, specific references should be made to more detailed materials. The content of the Scientific and Technical Report Summary shall consist of the following: (a) Task Objectives. (b) Technical Problems. (c) General methodology (e.g., literature review, lab experiment, survey, etc.) (d) Technical results. (e) Important findings and conclusions. (f) Implications for further research. (g) Significant hardware development (h) Special Comments		

Scientific and Technical Reports Summary (Cont'd)

Block 10 PREPARATION INSTRUCTIONS (Cont'd)

10.4 Cover Page - The heading or cover page of each report summary shall contain the following information:

- (a) Procuring Activity Designated Order Number
- (b) Name of Contractor
- (c) Contract Number
- (d) Effective Date of Contract
- (e) Expiration Date of Contract
- (f) Reporting Period
- (g) Principal Investigator and Phone No.
- (h) Project Scientist or Engineer and Phone No.
- (i) Short Title of work

10.4.1 Additionally, each report produced will have prominently displayed on the cover page, a notice of disclaimer worded as follows:

"The views and conclusions contained in this document are those of the authors and should not be interpreted as necessarily representing the official policies, either expressed or implied, of the Government."

10.4.2 Scientific and Technical Reports which are sponsored by other than the procuring activity shall have the following on the front cover:

Sponsored by
(Sponsor's Identification)

(Sponsor's Designated) Order No. _____

Monitored by _____ Under Contract No. _____

10.5 Reports shall be reproduced only by processes which provide black on white copy sufficiently clear and sharp for further reproduction when required. Ditto, hectograph, color, and other reproduction processes not reproducible photographically or xerographically are not acceptable.

PREPARATION INSTRUCTIONS FOR DELIVERY OF DATA ITEMS
FOR BMDO/SBIR PROCUREMENTS

10.4.1 Additionally, each report will have prominently displayed on the cover page, the statements required by the Distribution Control of Technical Documents Clause of this contract and the notice of disclaimer statement.

10.4.2 A properly executed DD Form 1473 or 298, Report Documentation page, shall be published as the first page behind the cover of the final report. Example and instructions for the above forms are depicted starting on page 4.

10.4.3 Scientific and Technical Reports which are sponsored by other than the procuring activity shall have the following on the front cover.

SPONSORED BY

BMDO Innovative Science and Technology Office

MANAGED BY

U.S. Army Space and Missile Defense Command

10.5 Defense Technical Information Center. All reports provided to the Defense Technical Information Center (DTIC) as required in block 14 of the Contract Data Requirements List (CDRL). Two properly executed DTIC Form 50 (DTIC Accession Notice) shall be included with all reports which are sent to DTIC. The purpose of this action is to obtain the assigned AD number which will be needed for reference should there be a requirement for secondary distribution of the reports. One DTIC form 50 should be returned addressed to the contractor; one shall be addressed to U.S. Army Space and Missile Defense Command, ATTN SMDC-IM-PA, P.O. Box 1500, Huntsville, Alabama, 35807-3801. An example is provided herein. The forms are provided by DTIC-DD, telephone (703) 274-6804 Defense System Network (DSN) 284-6804.

10.6 Special Technical Summary. This abstract is to be written by the principal investigator for technical specialists and managers who are reasonably familiar with the broad topic area and technology issues. The concise format is designed to provide specific technical content rather than generalizations which are well known to workers in the field. The abstract is to reflect that your specific research goals and approach engage the technology challenges presented by the agency mission rather than follow a limited evolutionary patch. The abstract is used for the technical management and advocacy of your research effort. Classified and proprietary information should not be included in the Special Technology Summary. The use of Limited Rights data is not desirable; but, if Limited data are deemed necessary they should be properly marked in accordance with DFARS Citation 252.227-7013.

10.6.1 This one page of text plus two diagram abstracts is needed for research program. Do not exceed the page limit.

10.6.2 This one page of text is to be single spaced with standard one inch margins. The key elements are:

Paragraph 1

Include lead sentences stating the technical problems to be overcome or the opportunities to be seized. (If the BMDO relevance is obvious, do not devote space to it.)

Summarize how the approach extends the previous scientific accomplishments, enables entirely new capability, and/or resolves key issues.

Paragraph 2

Give the specifics for your technical approach. Stress why the approach is innovative and does not duplicate or parallel other efforts.

Compare your approach and results to those of other leaders in the field.

Justify the risks in terms of the potential payoffs.

(BMDO programs include high risk, high-payoff targeted fundamental research.)

Paragraph 3

State anticipated payoff of research in terms of resolving important issues, enabling important new capability, or delivering a new product/process.

10.6.3 Diagram 1 (Page 2). Highlight one of the more intriguing portions of the technical approach. Stress the physics rather than the hardware, mathematics, organization, etc. Concentrate on a specific process/mechanism and not an overall system. Ensure the diagram is uncluttered and serves to identify your approach.

10.6.4 Diagram 2 (page 3) - (Optional During first 3 months).

Highlight the physics of a representative portion of the anticipated/realized accomplishment. Stress the physics of the payoff rather than routine hardware, mathematics, organization, etc. (It is recognized that all aspects of the results cannot be summarized by one diagram.)

10.6.5 Submission of the Special Technical Summary Initial version of the abstract is due within the first month of the contract; if required, the revised version is to be submitted with the final report. Each page is to have a footnote indicating that the research is sponsored by BMDO/IST and managed by the U.S. Army Space and Missile Defense Command, Huntsville, Alabama.

10.7 Safety The contractor will assess hazards associated with the contractual effort (i.e., toxic, radioactive materials, explosives, electrical, lasers, etc.). A safety assessment will be included in the final report.

10.8 Preliminary Hazard List (PHL). The contractor shall examine the system concept and compile a PHL identifying possible hazards that may be inherent in the design (i.e., explosive, carcinogens, toxins, electrical, radioactive materials, high pressures, lasers, noise, etc.) The PHL will be included in the final report.

REPORT DOCUMENTATION PAGE

Form Approved
OMB No. 0704-0188

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and to the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington, DC 20503.

1. AGENCY USE ONLY (Leave blank)		2. REPORT DATE	3. REPORT TYPE AND DATES COVERED	
4. TITLE AND SUBTITLE			5. FUNDING NUMBERS	
6. AUTHOR(S)				
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES)			8. PERFORMING ORGANIZATION REPORT NUMBER	
9. SPONSORING / MONITORING AGENCY NAME(S) AND ADDRESS(ES)			10. SPONSORING / MONITORING AGENCY REPORT NUMBER	
11. SUPPLEMENTARY NOTES				
12a. DISTRIBUTION / AVAILABILITY STATEMENT			12b. DISTRIBUTION CODE	
13. ABSTRACT (Maximum 200 words)				
14. SUBJECT TERMS			15. NUMBER OF PAGES	
			16. PRICE CODE	
17. SECURITY CLASSIFICATION OF REPORT	18. SECURITY CLASSIFICATION OF THIS PAGE	19. SECURITY CLASSIFICATION OF ABSTRACT	20. LIMITATION OF ABSTRACT	

GENERAL INSTRUCTIONS FOR COMPLETING SF 298

The Report Documentation Page (RDP) is used in announcing and cataloging reports. It is important that this information be consistent with the rest of the report, particularly the cover and title page. Instructions for filling in each block of the form follow. It is important to ***stay within the lines*** to meet ***optical scanning requirements***.

Block 1. Agency Use Only (*Leave blank*).

Block 2. Report Date. Full publication date including day, month, and year, if available (e.g. 1 Jan 88). Must cite at least the year.

Block 3. Type of Report and Dates Covered. State whether report is interim, final, etc. If applicable, enter inclusive report dates (e.g. 10 Jun 87 - 30 Jun 88).

Block 4. Title and Subtitle. A title is taken from the part of the report that provides the most meaningful and complete information. When a report is prepared in more than one volume, repeat the primary title, add volume number, and include subtitle for the specific volume. On classified documents enter the title classification in parentheses.

Block 5. Funding Numbers. To include contract and grant numbers; may include program element number(s), project number(s), task number(s), and work unit number(s). Use the following labels:

C	- Contract	PR	- Project
G	- Grant	TA	- Task
PE	- Program Element	WU	- Work Unit Accession No.

Block 6. Author(s). Name(s) of person(s) responsible for writing the report, performing the research, or credited with the content of the report. If editor or compiler, this should follow the name(s).

Block 7. Performing Organization Name(s) and Address(es). Self-explanatory.

Block 8. Performing Organization Report Number. Enter the unique alphanumeric report number(s) assigned by the organization performing the report.

Block 9. Sponsoring/Monitoring Agency Name(s) and Address(es). Self-explanatory.

Block 10. Sponsoring/Monitoring Agency Report Number. (*If known*)

Block 11. Supplementary Notes. Enter information not included elsewhere such as: Prepared in Cooperation with...; Trans. of...; To be published in.... When a report is revised, include a statement whether the new report supersedes or supplements the older report.

Block 12a. Distribution/Availability Statement. Denotes public availability or limitations. Cite any availability to the public. Enter additional limitations or special markings in all capitals (e.g. NOFORN, REL, ITAR).

DOD - See DoDD 5230.24, "Distribution Statements on Technical Documents."

DOE - See authorities.

NASA - See Handbook NHB 2200.2.

NTIS - Leave blank.

Block 12b. Distribution Code.

DOD - Leave blank.

DOE - Enter DOE distribution categories from the Standard Distribution for Unclassified Scientific and Technical Reports

NASA - Leave blank.

NTIS - Leave blank.

Block 13. Abstract. Include a brief (*Maximum 200 words*) factual summary of the most significant information contained in the report.

Block 14. Subject Terms. Keywords or phrases identifying major subjects in the report.

Block 15. Number of Pages. Enter the total number of pages.

Block 16. Price Code. Enter appropriate price code (*NTIS only*).

Blocks 17. - 19. Security Classifications. Self-explanatory. Enter U.S. Security Classification in accordance with U.S. Security Regulations (i.e., UNCLASSIFIED). If form contains classified information, stamp classification on the top and bottom of the page.

Block 20. Limitation of Abstract. This block must be completed to assign a limitation to the abstract. Enter either UL (unlimited) or SAR (same as report). An entry in this block is necessary if the abstract is to be limited. If blank, the abstract is assumed to be unlimited.

ATTN: DTIC-OMI
DEFENSE TECHNICAL INFORMATION CENTER
8725 John J. Kingman Rd, STE 0944
Ft. Belvoir, VA 22060-6218

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE, \$30

US ARMY SPACE AND MISSILE DEFENSE COMMAND
ATTN: SMDC-IM-PL
PO BOX 1500
HUNTSVILLE, AL 35807-3801

AD NUMBER	DATE	DTIC ACCESSION NOTICE
1. REPORT IDENTIFYING INFORMATION		REQUESTER: <i>1. Put your mailing address on reverse of form.</i> <i>2. Complete items 1 and 2.</i> <i>3. Attach form to reports mailed to DTIC.</i> <i>4. Use unclassified information only.</i> <i>5. Do not order document for 6 to 8 weeks.</i> DTIC: <i>1. Assign AD Number.</i> <i>2. Return to requester.</i>
A. ORIGINATING AGENCY		
B. REPORT TITLE AND/OR NUMBER		
C. MONITOR REPORT NUMBER		
D. PREPARED UNDER CONTRACT NUMBER		
2. DISTRIBUTION STATEMENT		

ATTN: DTIC-OMI
DEFENSE TECHNICAL INFORMATION CENTER
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OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE, \$30

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A. ORIGINATING AGENCY		
B. REPORT TITLE AND/OR NUMBER		
C. MONITOR REPORT NUMBER		
D. PREPARED UNDER CONTRACT NUMBER		
2. DISTRIBUTION STATEMENT		

DISTRIBUTION STATEMENTS FOR USE ON TECHNICAL DOCUMENTS

A. The following distribution statements and notices are authorized for use on DoD technical documents:

1. DISTRIBUTION STATEMENT A. Approved for public release; distribution is unlimited.

a. This statement may be used only on unclassified technical documents that have been cleared for public release by competent authority in accordance with DoD Directive 5230.9 (reference (f)). Technical documents resulting from contracted fundamental research efforts will normally be assigned Distribution Statement A, except for those rare and exceptional circumstances where there is a high likelihood of disclosing performance characteristics of military systems, or of manufacturing technologies that are unique and critical to defense, and agreement on this situation has been recorded in the contract or grant.

b. Technical documents with this statement may be made available or sold to the public and foreign nationals, companies, and governments, including adversary governments, and may be exported.

c. This statement may not be used on technical documents that formerly were classified unless such documents are cleared for public release in accordance with reference (f).

d. This statement shall not be used on classified technical documents or documents containing export-controlled technical data as provided in DoD Directive 5230.25 (reference (c)).

2. DISTRIBUTION STATEMENT B. Distribution authorized to U.S. Government agencies only (fill in reason) (date of determination). Other requests for this document shall be referred to (insert controlling DoD office).

a. This statement may be used on unclassified and classified technical documents.

b. Reasons for assigning distribution statement B include:

Foreign Government Information	To protect and limit distribution in accordance with the desires of the foreign government that furnished the technical information. Information of this type normally is classified at the CONFIDENTIAL level or higher in accordance with DoD 5200.1-R (reference (h)).
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Proprietary Information	To protect information not owned by the U.S. Government and protected by a contractor's "limited rights" statement, or received with the understanding that it not be routinely transmitted outside the U.S. Government.
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Critical Technology	To protect information and technical data that advance current technology or describe new technology in an area of significant or potentially significant military applications or that relate to a specific military deficiency of a potential adversary. Information of this type may be classified or unclassified; when unclassified, it is export-controlled and subject to the provisions of DoD Directive 5230.25 (reference (c)).
Test and Evaluation	To protect results of test and evaluation of commercial products or military hardware when such disclosure may cause unfair advantage or disadvantage to the manufacturer of the product
Contractor Performance Evaluation	To protect information in management, reviews, records of contract performance evaluation, or other advisory documents evaluating programs of contractors.
Premature Dissemination	To protect patentable information on systems or processes in the developmental or concept stage from premature dissemination.
Administrative or Operational Use	To protect technical or operational data or information from automatic dissemination under the International Exchange Program or by other means. This protection covers publications required solely for official use or strictly for administrative or operational purposes. This statement may be applied to manuals, pamphlets, technical orders, technical reports, and other publications containing valuable technical or operational data.
Software Documentation	Releasable only in accordance with DoD Instruction 7930.2 (reference (I)).
Specific Authority	To protect information not specifically included in the above reasons and discussions, but which requires protection in accordance with valid documented authority such as Executive Orders, classification guidelines, DoD or DoD Component regulatory documents. When filling in the reason, cite "Specific Authority (identification of valid documented authority)."

3. DISTRIBUTION STATEMENT C. Distribution authorized to U.S. Government Agencies and their contractors (fill in reason) (date of determination). Other requests for this document shall be referred to (insert controlling DoD office).

a. Distribution statement C may be used on unclassified and classified technical documents.

b. Reasons for assigning distribution statement C include:

Foreign Government Information	Same as distribution statement B.
Critical Technology	Same as distribution statement B.
Software Documentation	Same as distribution statement B.
Administrative or Operational Use	Same as distribution statement B.
Specific Authority	Same as distribution statement B.

4. DISTRIBUTION STATEMENT D. Distribution authorized to the Department of Defense and U.S. DoD contractors only (fill in reason) (date of determination). Other requests shall be referred to (insert controlling DoD office).

a. Distribution statement D may be used on unclassified and classified technical documents,

b. Reasons for assigning distribution statement D include:

Foreign Government Information	Same as distribution statement B.
Administrative or Operational Use	Same as distribution statement B.
Software Documentation	Same as distribution statement B.
Critical Technology	Same as distribution statement B.
Specific Authority	Same as distribution statement B.

5. DISTRIBUTION STATEMENT E. Distribution authorized to DoD Components only (fill in reason) (date of determination). Other requests shall be referred to (insert controlling DoD office).

a. Distribution statement E may be used on unclassified and classified technical documents,

b. Reasons for assigning distribution statement E include:

Direct Military Support The document contains export-controlled technical data of such military significance that release for purposes other than direct support of DoD-approved activities may jeopardize an important technological or operational military advantage of the United States. Designation of such data is made by competent authority in accordance with DoD Directive 5230.25 (reference (c)).

Foreign Government Information Same as distribution statement B.

Proprietary Information Same as distribution statement B.

Premature Dissemination Same as distribution statement D.

Test and Evaluation Same as distribution statement B.

Software Documentation Same as distribution statement B.

Contractor Performance Evaluation Same as distribution statement B.

Critical Technology Same as distribution statement B.

Administrative/Operational Use Same as distribution statement B.

Specific Authority Same as distribution statement B.

6. DISTRIBUTION STATEMENT F. Further dissemination only as directed by (inserting controlling DoD office) (date of determination) or higher DoD authority.

a. Distribution statement F is normally used only unclassified technical documents, but may be used on unclassified technical documents when specific authority exists (e.g., designation as direct military support as in statement E).

b. Distribution statement F is also used when the DoD originator determines that information is subject to special dissemination limitation specified by paragraph 4-505, DoD 5200.1-R (reference (h)).

7. DISTRIBUTION STATEMENT X. Distribution authorized to U.S. Government Agencies and private individuals or enterprises eligible to obtain export-controlled technical data in accordance with reference (c) (date of determination). Controlling DoD office is (insert).

a. Distribution statement X shall be used on unclassified documents when distribution statements B, C, D, E, or F do not apply, but the document does contain technical data as explained in reference (c).

b. This statement shall not be used on classified technical documents; however, it may be assigned to technical documents that formerly were classified.

8. Export Control Warning.

All technical documents that are determined to contain export-controlled technical data shall be marked "WARNING - This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2751, et seq.) or the Export Administration Act of 1979, as amended, Title 50, U.S.C., App. 2405 et seq. Violations of these export laws are subject to severe criminal penalties. Disseminate in accordance with Provisions of DoD Directive 5230.25." When it is technically infeasible to use the entire statement, an abbreviated marking may be used, and a copy of the full statement added to the "Notice To Accompany Release of Export Controlled Data required by DoD Directive 5230.25 (reference (c)).

9. Handling and Destroying Unclassified/Limited Distribution Documents

Unclassified/Limited Distribution documents shall be handled using the same standard as "For Official Use Only (FOUO)" material, and will be destroyed by any method that will prevent disclosure of contents or reconstruction of the document. When local circumstances or experience indicates that this destruction method is not sufficiently protective of unclassified limited information, local authorities may prescribe other methods but must give due consideration to the additional expense balanced against the degree of sensitivity.

CONTRACTOR-IMPOSED DISTRIBUTION STATEMENTS

1. Part 27, Subpart 27.4 to the DoD Supplement to the Federal Acquisition Regulation (FAR) (reference (g)) stipulates control procedures for contractor-controlled technical data to which the Government has limited rights. In this case, an approved statement from the DoD Supplement to the FAR shall appear on all copies of each document. Unmarked or improperly marked technical documents supplied by a contractor shall be handled in accordance with the DoD Supplement to the FAR. Limited rights information shall be assigned distribution statements B, E, or F.

2. The limited rights statement shall remain in effect until changed or canceled under contract terms or with the permission of the contractor, and until the controlling DoD Component notifies recipients of the document that the statement may be changed or canceled. Upon cancellation of the statement, the distribution, disclosure, or release of the technical document shall then be controlled by its security classification or, if unclassified, by the appropriate statement selected from this Directive.

3. Reference (g) defines limited rights as the right to use, duplicate, or disclose technical data in whole or in part, by or for the U.S. Government with the expressed limitation that such technical data, without the written permission of the party furnishing such technical data, may not be:

a. Released or disclosed in whole or in part outside the Government.

b. Used in whole or in part by the Government for manufacture, or in the case of computer software documentation, for reproduction of the computer software.

c. Used by a party other than the Government, except for:

(1) Emergency repair or overhaul work only by or for the Government, when the item or process concerned is not otherwise reasonably available to enable timely performance of the work, provided that the release or disclosure outside the Government shall be made subject to a prohibition against further use, release, or disclosure.

(2) Release to a foreign government, as the interest of the United States may require, only for information or evaluation within such government or for emergency repair or overhaul work by or for such government under the conditions of subparagraph 3.c.(1), above.