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NASA Procedural Requirements

**NPR 4200.1G**Effective Date: March 30,
2010Expiration Date: February
28, 2017**COMPLIANCE IS MANDATORY**[Printable Format \(PDF\)](#)[Request Notification of Change](#) (NASA Only)

Subject: NASA Equipment Management Procedural Requirements

Responsible Office: Logistics Management Division

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Preface

P.1 Purpose

a. This NASA Procedural Requirements (NPR) 4200.1, NASA Equipment Management Procedural Requirements, supports the policy outlined in the NASA Policy Directive (NPD) 4200.1, Equipment Management. It contains procedures to use for the acquisition, management, assigning responsibility, identifying the points of contact, and use of NASA-owned equipment. Consistent with the requirements contained within this NPR, Centers are encouraged to customize their equipment management procedures to meet their local requirements. The Federal Acquisition Regulations (FAR), Part 45; the NASA FAR Supplement, Part 1845; and the terms and conditions of individual contracts establish the policies and procedures for contractor-accountable, NASA-owned equipment and for Center-accountable, NASA-owned equipment. The Installation Accountable Government Property (IAGP) clause and NASA FAR Supplement 1852.245-71 also apply. Equipment acquired and/or furnished under NASA grants and cooperative agreements is subject to the requirements of NPR 5800.1, NASA Grant and Cooperative Agreement Handbook.

b. A deviation of this NPR is considered to be any of the following:

(1) Use of a form other than a Standard Form (SF), NASA Form (NF) or Department of Defense Form or equivalent prescribed by this procedural requirement.

(2) Alteration of an SF or NF, except as authorized by this NPR.

(3) Any policy, procedure, method, or practice that is inconsistent with this NPR. Deviations from this NPR shall be authorized only when special circumstances make such deviations clearly in the best interests of the Government. Only the Director, Logistics Management Division (LMD) NASA Headquarters, is authorized to approve such deviations.

P.2 Applicability

a. This NPR is applicable to NASA Headquarters and NASA Centers, including Component Facilities and Technical and Service Support Centers.

b. This language applies to JPL (a Federally Funded Research and Development Center), other contractors, grant recipients, or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants, or agreements.

c. This NPR applies to all components of the Logistics Management Operations (LMO) including personal property and transportation managed and used by NASA Headquarters, NASA Space Centers, research centers, laboratories, and test facilities.

P.3 Authority

- a. 42 U.S.C. 2473 (C) (1), Section 203(c) (1) of the National Aeronautics and Space Act of 1958, as amended.
- b. 40 U.S.C. 251 et seq., the Federal Property and Administrative Services Act of 1949, as amended.
- c. Public Law 102-564, Small Business Research and Development Enhancement Act of 1992.
- d. 41 CFR Chapter 101, Federal Property Management Regulations, (FPMR).
- e. 41 CFR Chapter 102, Federal Management Regulation (FMR), Subchapter B, Personal Property.
- f. FAR Parts 45 and 52.245-1 through 52.245-9 and 48 CFR Parts 52.245-1 through 52.245-9 Government Property.
- g. NPD 4200.1, Equipment Management.

P.4 Applicable Documents

- a. NASA Interim Directive: Equipment Manual NM 4200.62
- b. NPD 1387.1, NASA Exhibits Program.
- c. NPD 1440.6, NASA Records Management.
- d. NPD, 2540.1, Personal Use of Government Office Equipment Including Information Technology Equipment.
- e. NPD 4300.1, NASA Personal Property Disposal Policy.
- f. NPD 7900.4, Aircraft Operations Management.
- g. NPD 9250.1, Identifying Capital Assets and Accumulation of Costs.
- h. NPD 1387.1, NASA Exhibits Program.
- i. NPR 1441.1, NASA Records Retention Schedules.
- j. NPR 2190.1, NASA Export Control Program.
- k. NPR 3752.1, Disciplinary and Adverse Actions.
- l. NPR 4200.2, Equipment Management Manual for Property Custodians.
- m. NPR 4300.1, NASA Personal Property Disposal Procedural Requirements.
- n. NPR 4310.1, Identification and Disposition of NASA Artifacts.
- o. NPR 5800.1, Grant and Cooperative Agreement Handbook.
- p. NPR 6200.1, NASA Transportation and General Traffic Management.
- q. NPR 7900.3, Aircraft Operations Management.
- r. NPR 8621.1, NASA Procedural Requirements for Mishap and Close Call Reporting, Investigating, and Recordkeeping.
- s. NPR 8715.3, NASA Safety Manual.
- t. NPR 9250.1, Property, Plant, and Equipment and Operating Materials and Supplies.
- u. NASA FAR Supplement Parts, 1852.245-70 through 1852.245.80, and 48 CFR Parts 52.245-1 through 52.245-71, Government Property.

P.5 Measurement/Verification

The LMD Compensation Controls Review (CCR) process is a formal assessment of how well an LMO function performs its mission and the quality of the logistics organization, staffing, and management controls. The review identifies significant management indicators and benchmarks that highlight potential successes and deficiencies. The CCR program evaluates and monitors the LMO to ensure that sufficient checks and balances reflect Agency policy.

P.6 Cancellation

NPR 4200.1F, Equipment Management Procedural Requirements, dated November 14, 2006.

/s/ Thomas Luedtke

Assistant Administrator for
Institutions and Management

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