

## Attachment 3

## Subcontract Data Requirements List

<u>Item Number</u>	<u>Description and Submittal</u>
SDRL0001	Quarterly Progress Report, submitted by 10 April 1976 and 10 July 1976, 10 October 1976
SDRL0002	Monthly Fiscal Reports, first submission 05 January 1976 and on 5th of each succeeding month.
SDRL0003	Abstract of New Technology, as required.
SDRL0009	Technical Reports, as required and mutually agreed upon by HIS, MIT, and USAF
SDRL0022	Final Report, due by 30 June 1977.
SDRL0023	Technical Reports, as required and mutually agreed upon by HIS and MIT

Prepare the above data items in accordance with the attached backup and data item description sheets.

In the instructions, please substitute Subcontractor for Contractor where applicable and Contractor for Government.

Copies of all reports will be distributed as follows:

1. One copy to the Contract Manager, R. M. Schwartz.
2. One copy to the Project Manager:

Honeywell Information Systems, Inc.  
 Attention: L. Verdery  
 7900 Westpark Drive  
 McLean, Virginia 22101

In addition to the above listed reports, MIT agrees to provide a monthly status report to Honeywell, copies as stated above, briefly describing significant events, accomplishments and problems associated with the progress of work.

## BACKUP SHEET FOR DATA ITEM SDRLO001

QUARTERLY STATUS REPORT CONTENTS

The initial reporting period will begin on the first day of the month following the effective date of the subcontract. Quarterly reports will thus cover three months of effort and will not necessarily fall due on calendar quarters. The Subcontractor is expected to notify Honeywell promptly of any major occurrence of a technical or management nature that takes place between the normal submission of reports.

The quarterly status report should be in letter form and, generally, should not exceed three (3) pages in length. Its primary purpose is to inform management of significant events, accomplishments, and problems associated with the progress of work. The report should represent a narrative summary of the work underway and should be prepared to reflect the topics outlined below. Any of the topics below may be covered by noting such comments as "none", "not applicable", or "no significant change" when appropriate. (The quarterly status report should not be used to document technical progress or contain technical charts, graphs or formulas. Such data belongs in technical reports.)

Research Program Plan. A brief statement of the program's objectives and the plan for research should be shown in this item.

Major Accomplishments. A brief description, written in non-technical terms, of any findings or accomplishments that should be brought to the attention of management. The accomplishment of major milestones (where the regular milestone report described below is not required) or the occurrence of technological break-throughs should be reported.

Problems Encountered. This item should include difficulties which have affected, or could affect the progress of the work. These would include problem areas of management significance such as: personnel, facilities, contracts, funds, strikes, disasters, etc. Significant problems of a technical nature should also be included, in brief, non-technical terms.

Fiscal Status

1. Amount currently provided for subcontract.
2. Expenditures and commitments to date.
3. Estimated funds required to complete the work.
4. Estimated date of completion of work.

Action Required by the Contract Agent. Generally, this item will entail the assistance required in resolving "Problems Encountered."

Future Plans. A brief statement of any significant change which is planned in the course of the work or any new item considered to be of interest to management.

BACKUP SHEET FOR SDRL0002

The Monthly Fiscal Report shall include the following:

1. The initial report will include an expenditure plan by month.
2. That report and subsequent reports will include a current fiscal status:
  - a. Amount currently provided for subcontract.
  - b. Expenditures and commitments to date.
  - c. Estimated funds required to complete the work.
  - d. Estimated date of completion of work.

<b>1. TITLE</b> <b>R&amp;D Status Report</b>	<b>USAF</b>	<b>DI-A-3002</b> <b>A-113-1</b>
<b>2. DESCRIPTION/PURPOSE</b> The Research and Development Status Report is designed for a periodic report to keep project management informed of contractor activity and progress toward accomplishment of contractual objectives and advancement in state-of-the-art on research and development contracts. It is a brief narrative used for visibility and management purposes by the procuring activity.	<b>3. APPROVAL DATE</b> <b>21 May 1971</b>	
<b>7. APPLICATION/INTERRELATIONSHIP</b> a. Used on cost-reimbursable contracts and fixed price-level of effort contracts, other than system/equipment programs, in the R&D area. May be used on fixed-price R&D contracts. b. This DID is not a substitute for Technical Reporting.	<b>3. OFFICE OF PRIMARY RESPONSIBILITY</b> <b>AFSC</b>	
	<b>3. DDC REQUIRED</b>	
	<b>6. APPROVAL LIMITATION</b>	
<b>10. PREPARATION INSTRUCTIONS</b> This is a brief narrative report (letter format) and may contain: 1. a. Description of progress during the reporting period, supported by reasons for any change in approach reported previously. b. Description of any major items of experimental or special equipment purchased or constructed during the reporting period. c. Notification of any changes in key personnel associated with the contract during the reporting period. d. Summary of substantive information derived from noteworthy trips, meetings, and special conferences held in connection with the contract during the reporting period. e. Summary of any problems or areas of concern on which Air Force assistance or guidance is required. f. Statement relative to the apparent sufficiency of contractually prescribed effort to achieve the objectives of the contract. g. Related accomplishments; i.e., scientific papers published, etc. 2. Summary information: (report title, contract number, contractor identification project and task number(s), program structure and program element numbers, etc.) will be included in the report.	<b>3. REFERENCES (Mandatory as cited in block 10)</b> <b>ASPR 7-404.6</b>	
	<b>MSL NUMBER(S)</b>	

<p>1. TITLE</p> <p><b>ABSTRACT OF NEW TECHNOLOGY (ANT)</b></p>	<p>AGENCY</p> <p><b>USAF</b></p>	<p>NUMBER</p> <p><b>DI-A-3023A</b></p>
<p>2. DESCRIPTION/PURPOSE</p> <p>A brief abstract describing each item reportable as a subject invention under the Patent Rights clause. The Administrative Contracting Officer will forward the abstract to the procurement staff judge advocate (patents officer; patent counsel) for transmittal to HQ USAF/JACP.</p>	<p>4. APPROVAL DATE</p> <p><b>17 April 1972</b></p>	
<p>3. APPLICATION/INTERRELATIONSHIP</p> <p>The abstract (ANT) is a condensation of the technical disclosure required by the Patent Rights clause of the contract (ASPR 9-107.5(a), (b), and (c)). Submission of an abstract is mandatory for each subject invention made under an R&amp;D contract or subcontract containing a patent rights clause. The abstract shall be considered a part of the technical disclosure of each reportable item and may preferably be prepared by the originator (inventor) of the item. Where the same description of the invention will satisfy the "Invention Disclosure" requirements of the Patent Rights clause and the requirements for the Abstract of New Technology, such description may be utilized in the preparation of each.</p>	<p>5. OFFICE OF PRIMARY RESPONSIBILITY</p> <p><b>AFSC</b></p>	
	<p>6. DOC REQUIRED</p>	
	<p>8. APPROVAL LIMITATION</p>	
	<p>7. REFERENCES (Mandatory as cited in block 10)</p> <p><b>15 USC 1352-1353</b>  <b>DOD Directive 5100.3</b>  <b>ASPR 9-107</b>  <b>ASPR 9-107.5(a), (b), and (c)</b>  <b>AFSC ASPR Sup,</b>  <b>30 June 1971</b></p>	
	<p>MSL NUMBER</p>	

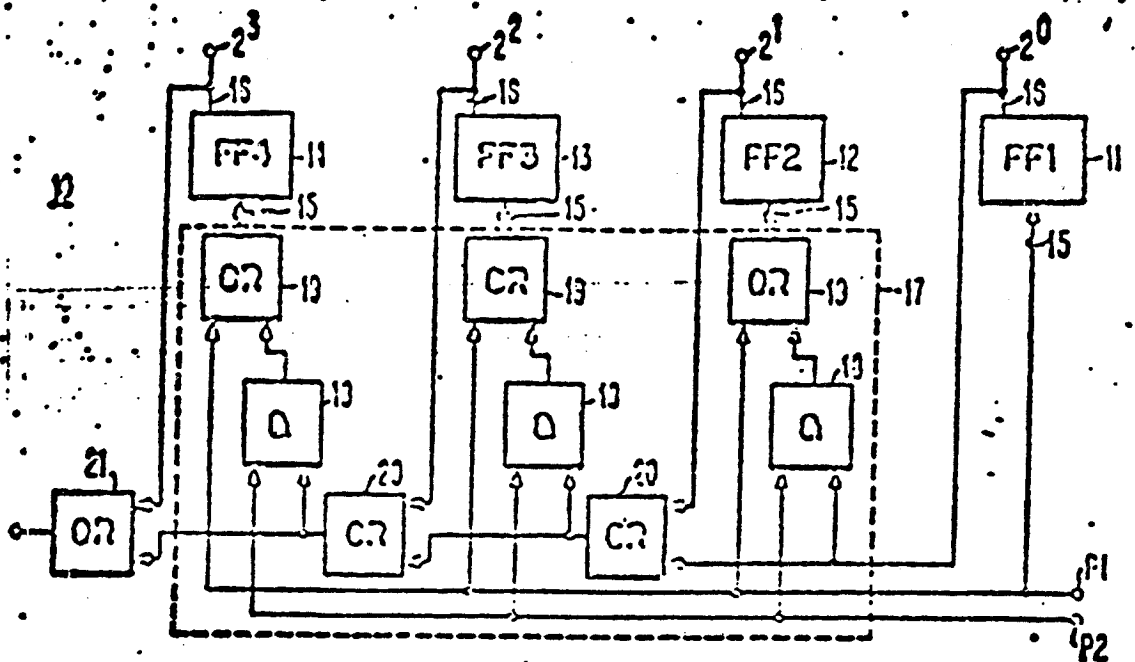
10. PREPARATION INSTRUCTIONS

The abstract will be in reproducible condition on 8-1/2" by 11" bond in the format shown in the Sample. A 1" space will be left blank at the top (short side) of each sheet.

- (1) Title. A short, meaningful title specifically identifying the nature of the item.
- (2) Graphics. Any graphics which might aid in illustrating the item and how it functions (illustrated by drawings, sketches, photographs, numbers and descriptive names, if possible).
- (3) Description. Sufficient information to enable a person skilled in the art to determine quickly, from a cursory inspection, the principal structural elements and function as well as the results afforded thereby.
- (4) Source. Inventor's name, company, organization or institution, address, and contract number.
- (5) Publication. Identification of the date and identity of any public use or publication of such item made by or known to the contractor, or of any contemplated publication by the contractor, including but not limited to published reports, patent applications, or journals.
- (6) Notice. Add the following warning at the bottom of the first page, as shown in the Sample: "This document was prepared under the sponsorship of the Department of the Air Force. Neither the United States Government nor any person acting on behalf of the United States Government assumes any liability resulting from the use of the information contained in this document or warrants that such use will be free from privately owned rights."

(SAMPLE)

## Binary Register



1. This invention relates to binary registers of the type for storing binary coded digital information and is particularly useful as a binary counter.

2. The register 10 has plural bistable means 11-14 which are either multi-vibrators or flip-flops. Input 15 corresponds to the complement input of the particular flip-flop. The output 16 corresponds to the 1 or true output of the particular flip-flop. The outputs 16 of stages 11 to 14 are connected to individual ones of the output terminals designated 20 to 23, respectively. The FF1 stage 11 is the lowest order stage, FF2 is the next lowest, etc., etc. Control means 17 couples the respective output 16 of each of the stages 11-14 to the respective inputs 18 of all the succeeding higher stages and provides a cascaded arrangement which includes a two input AND gate 18 and a two input OR gate 19. Commencing with stage 13 and each succeeding stage thereafter, a respective two input CR gate 20 is provided. An additional logic stage, e.g. two input CR circuit 21 is provided for those applications where it may be required to sense when the outputs 16 of the register 10 are all in 0 states.

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3. The invention provides a binary register which has control means for selectively setting the register to the one's and two's complements in response to first and second control signals, respectively. In addition, alternate application of the first and second control signals causes the register to function as a counter which operates in the forward mode if the first and second control signals are applied in a given sequence and/or operates in the reverse mode if the signals are applied in opposite sequence.

4. This invention is owned by the AEC Corporation, Washington, D.C. 20331, and was made in the performance of Air Force Contract No. F29600-70-C-0047. The inventors are A.B. Coe and John Coe of the Data Systems Division. Patent Application #321,410 was filed on 29 May 1969. The U.S. Government has an irrevocable, nonexclusive and royalty free license to practice (Throughout the world for Government purposes) any and all inventions covered by this patent application. The contract was sponsored by the Air Force Avionics Laboratory, Wright-Patterson AFB, Ohio 45433. Technical Report No. AFAL-TR-71-13 contains a detailed description.



BACKUP SHEET FOR SDRL0003.

1. Delayed Delivery of Abstracts of New Technology

Whenever the Subcontractor is authorized under the Patent Rights clause of this subcontract to file a United States patent application claiming a "Subject Invention," and elects to do so within the time provided in clause, the Subcontractor may delay delivery of the Abstract of New Technology until such time as the Subcontractor delivers the completed disclosure or a copy of the patent application as required by the Patent Rights.

2. Delayed Dissemination of Abstracts of New Technology

When the Subcontractor, if authorized by the Patent Rights clause of this contract, has elected to file a domestic and/or foreign patent application, the Contractor may, upon request of the Subcontractor, delay dissemination of any Abstract of New Technology for a period not to exceed one year. In exceptional circumstances, additional delay may be authorized upon a showing of good cause.

## BACKUP SHEET FOR DATA ITEMS SDRL0009, 0023

TECHNICAL REPORT SUMMARY

Each Technical Report will include a report summary. This summary, prominently identified, should normally not exceed a few pages. The purpose of the project must be specified, together with a description of important equipment purchased or developed, if any, and the conclusions reached by the contractor. The most important single feature of this summary is that it must be meaningful to readers who are not specialists in the subject matter of the contract.

The requirement for careful preparation cannot be over-emphasized as this summary will often provide the basis for decisions on the continuity of a project. The contractor must recognize that his achievements are quite often surveyed by Department of Defense staff who function at a level that precludes a thorough review of detailed reports.

Where appropriate, references should be made to more detailed sections of the report in order to guide those who may be prepared to spend the additional time required to develop a more complete and professional understanding of the accomplishments.

The report summary should include the following information for each experiment or program:

1. Technical problem
2. General methodology (e.g., literature review, laboratory experiment, survey, field study, etc.)
3. Technical results
4. Implications for further research (if any)
5. Special comments (if any)

**DATA ITEM DESCRIPTION**

**1. TITLE**

**Technical Reports**

Technical reports (TR) are required to document and disseminate RDT&E accomplishments. TR's may be definitive, exploratory in nature, or an evaluation of critical subsystem or technical problems. They are basically used to disseminate current scientific and technical information that are useful to the R&D for other Government, and/or public consumption and usage.

**7. APPLICATION AND CORRELATION**

TRs are used to record the technical results of a given project when a specific report for such purposes is not specified on the CRP. These reports may cover the complete effort, cover only a portion of the effort. They may be submitted at completion of the project, or on an interim basis as the technical information is created. (See AFSCR 69-20 for interim report constraints). TR's are not intended for surveillance purposes.

IDENTIFICATION DATA	
ACTIVITY	NUMBER
USAF	DI-S-3591/ S-117-1
APPROVAL DATE	
1 November 1971	
RESPONSIBILITY	
AFSC	
C. USE REQUIRED	
X(See Preparation)	
B. APPROVAL LIMITATION	
D. REFERENCES (Priority as cited in CRP 10)	
AFR 60-44	
AFR 60-45	
AFSCR 69-20	
MIL-STD-817	
AFR 60-45	
E. CONTROL NUMBERS	

**10. PREPARATION INSTRUCTIONS**

1. The contractor will document the results of specified contract efforts as identified on the ED Form 1473. In most cases, the TR will be associated with a specific task under the work statement of the contract.

a. The report shall generally be written in accordance with MIL-STD-817. Special notices, required to be placed on the reverse side of the front cover and on the title page of the report will be provided by the contracting officer unless other contract provisions exist. These notices cover security, distribution, availability, legal aspect, and disposition.

b. Technical reports made available to the Defense Documentation Center on primary distribution will be approved by the government project officer prior to such distribution. This approval indicates that the report is in the proper format, is clearly written, describes accomplishments and other facts adequately, includes no technical errors, and is acceptable for release as an Air Force document. The contractor is responsible for ensuring the technical security and validity of the data and for the typographical accuracy of all tables, charts, figures, drawings, and text. Unclassified unlimited technical reports will be sent to DDC accompanied by a letter certifying that they have been cleared for public release and sale; to include foreign nationals.

c. Copies of technical reports furnished to DDC will include (as a final page) a completed copy of ED Form 1473. (Instructions are attached to the form, which is available through Air Force publications distribution channels in accordance with AFM 7-1).

2. The TR will be prepared on one of the following bases (as specified on the CDRL):

a. A final report, of all technical work accomplished and information gained in performance of the contract, pertinent observations, nature of problems, positive as well as negative results, and design criteria established where applicable will be prepared. Procedures followed, processes developed, etc., will be included. The details of all technical work included shall be sufficient to permit full understanding of the techniques and procedures used in evolving technology or processes developed. If a separate detailed design, engineering, and/or process specification is to be independently delivered to the Government, this report will omit these details, but must make appropriate references and contain sufficient information to permit a full understanding of the results from the investigation.

b. Interim Technical Reports shall encompass only the work associated with a specific milestone, special subject event (such as a technological breakthrough), or specified reporting period. Interim technical reports provide a brief summary of the current technology of the overall project, including pertinent observations, nature of technical problems, positive as well as negative results and design criteria established to this point. Where feasible, material should be prepared in such a manner as to permit ready incorporation without change into the final report. The report is usually not distributed to DDC at this stage of the effort (as determined by provisions of AFSCR 80-20) and the overall format need not conform to MIL-STD-847.

Backup Sheet for Data Item SDRL0022

Final Report Summary

The final report shall be prepared in final form no later than 30 June 1977. It shall integrate and interpret the results of the subcontractor's complete effort under this Subcontract.

This report shall include a summary of all work accomplished and information gained in performance of the contract. Pertinent observations, nature of problems confronted, positive as well as negative results, and design criteria established shall also be included herein. An outline of the procedures followed, processes developed and other applicable technical developments shall be covered. The details of all technical work included shall be sufficient to permit full understanding of the techniques and procedures used in evolving technology. If a separate detailed design, engineering, and/or process specification is to be independently delivered to the Government, this report shall omit these details, but shall make appropriate reference and contain sufficient information to permit a full understanding of the results from the investigation.

Honeywell requires (50) fifty copies of the final report suitable for delivery to the Government. To insure a timely delivery to the Government, Honeywell requires that these reports be received no later than 30 June, 1977.

PHASE I  
del.  
problems.

*W. S. ...*