



National Aeronautics and Space Administration  
Headquarters  
Washington, DC 20546-0001

September 18, 2015

Reply to Attn of:

Office of the Chief Financial Officer

TO: Assistant Administrator for Mission Support Directorate  
FROM: Deputy Chief Financial Officer (Finance)  
SUBJECT: Request for a Requirements Waiver for NID 9700.2, "Appendix A, NASA Travel Regulations Supplement"

The Office of the Chief Financial Officer (OCFO) requests an additional one-year extension to the expiration date of NID 9700.2.

This NID was originally put into place to accommodate some policy changes resulting from the implementation of the new Concur travel system. This complete guidance (substantial in size) requires some major restructuring and significant revisions. We have been working extensively with the Centers and other stakeholders on the draft so that the NODIS review should be relatively smooth. A number of issues are taking longer than expected to resolve.

Thank you for your consideration of this request. Please contact Kevin Buford at (202) 358-0405 if you have any questions.

  
Lisa M. Ziehm

APPROVED

DENIED

SIGNATURE: \_\_\_\_\_