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NASA Policy Directive

NPD 1371.5A

Effective Date: April 19, 1999

Expiration Date: October 19,
2010**COMPLIANCE IS MANDATORY**[Printable Format \(PDF\)](#)

Request Notification of Change

(NASA Only)

Subject: Coordination and Authorization of Access by Foreign Nationals and Foreign Representatives to NASA (Revalidated 3/29/04)

Responsible Office: Office of Protective Services

1. Policy

The following is NASA policy for facilitating, authorizing, and controlling all types of foreign visits and other access by foreign nationals and foreign representatives, other than foreign national members of the public information media, to NASA Facilities:

- a. Reserved.
- b. All types of foreign visit requests will be processed in a timely manner to enable NASA to fulfill its responsibilities for facilitating visits that support U.S. national interests and/or NASA's international program interests and operational requirements.
- c. At the same time, all foreign visit requests will be screened to determine whether they conform with Agency and national policies, including U.S. national security, nonproliferation and foreign policies, and U.S. export control regulations.
- d. Consistent with NASA procedural requirements, NASA Headquarters and each NASA Center is responsible for directly receiving, coordinating, and deciding all requests for visits by foreign nationals to its Facilities, with the exception of requests for visits by foreign heads of state or government, ambassadors, heads of foreign government ministries or space agencies, and representatives of countries listed in the Designated Areas List, which is included as Appendix A of NPR 1371.2. All such requests will be forwarded promptly to the Office of External Relations, NASA Headquarters, for coordination and decision.
- e. Specific arrangements for visits to Centers by distinguished individuals and delegations, as referenced in 1.d. above, are to be made by each Center, in consultation with the Office of Security and Program Protection, NASA Headquarters.
- f. Each NASA Center responsible for implementing an agreed NASA international

cooperative or reimbursable program or project may establish and maintain an Accreditation List to facilitate repeat visits, as necessary, by foreign partner program or project personnel.

g. NASA Headquarters and NASA Centers are responsible for reviewing and authorizing requests by NASA contractors and grantees for access by their foreign national employees to that Center. Requests for access by foreign nationals who are current citizens of a country listed in the Designated Areas List will be coordinated promptly with the Office of Security and Program Protection, NASA Headquarters.

2. Applicability

This Directive applies to NASA Headquarters and NASA Centers, including Component Facilities.

3. Authority

a. 42 U.S.C. 2473(c) and 2455(a), Sections 203(c) and 304(a), respectively, of the National Aeronautics and Space Act of 1958, as amended.

b. 14 CFR Part 1203a, NASA Security Areas.

4. Applicable Documents

a. NPR 1371.2, Procedural Requirements for Processing Requests for Access to NASA Centers by Foreign Nationals or Representatives.

b. NPD 1360.2, Initiation and Development of International Cooperation in Space and Aeronautics Programs.

c. NPD/NPR 2190.1, The NASA Export Control Program.

d. NPR 1600.1, NASA Security Program Procedural Requirements.

5. Responsibility

a. The Assistant Administrator for Security and Program Protection has overall management responsibility for providing policy guidance and establishing and monitoring procedures for handling all types of foreign visits and other access by foreign nationals and foreign representatives to NASA.

b. Officials-in-Charge of Headquarters Offices are responsible for determining, in consultation with the Assistant Administrator for Security and Program Protection, the appropriateness of visits by foreign nationals or representatives to their offices.

c. Center Directors are responsible for:

(1) Implementing NASA procedural requirements for receiving, coordinating, reviewing, and approving/disapproving requests for visits from foreign nationals or representatives to their Centers.

(2) Designating a Center International Visits Coordinator to be the specific point of contact responsible for receiving, coordinating, reviewing, and approving/disapproving each request for visit or access.

(3) Promptly forwarding to the Office of Security and Program Protection, NASA Headquarters, for coordination and decision, all requests for visits by foreign heads of state or government, ambassadors, and heads of foreign government ministries and space agencies, and nationals or representatives of countries on the Designated Areas List.

(4) Collecting and compiling data on all foreign visits and access by foreign national employees of NASA contractors or grantees to their respective Center.

6. Delegation of Authority

None.

7. Measurements/Verification

NASA Headquarters and each NASA Center will collect and compile information on all requests for foreign national visits to its installation and all requests from NASA contractors for access by its foreign national employees. Such data will be reported at the end of each fiscal year to the Office of Security and Program Protection, NASA Headquarters.

8. Cancellation

NMI 1371.3B, dated December 31, 1991; and NMI 1371.4B, dated December 16, 1991.

Revalidated

March 29, 2004

/s/ Daniel S. Goldin
Administrator

Attachment A: (Text)

None.

(URL for Graphic)

None.

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