copies of the information collection instrument(s) and instructions should be directed to Brenda J. Maxwell, Office of the Chief Information Officer, NASA Headquarters, 300 E Street, SW., Mail Suite 2571, Washington, DC 20546, (202) 358–4616, brenda.maxwell@nasa.gov.

SUPPLEMENTARY INFORMATION:

I. Abstract

NASA Langley Research Center has a need to baseline employees’ work environment. The intent is to use a valid and reliable survey that can assess employees’ (both civil servants and on-site contractors) perceptions of their current work environment. The results of the survey will establish a baseline and provide general themes on areas to focus on in order to enhance creativity and innovation at the Center.

II. Method of Collection

Electronic.

III. Data

Title: The KEYS Creativity and Innovation Survey.

OMB Number: 2700–XXXX.

Type of Review: Regular.

Affected Public: Individuals and household.

Estimated Number of Respondents: 1000.

Estimated Time per Response: 30 minutes.

Estimated Total Annual Burden Hours: 500.

Estimated Total Annual Cost: $0.

IV. Requests for Comments

Comments are invited on: (1) Whether the proposed collection of information is necessary for the proper performance of the functions of NASA, including whether the information collected has practical utility; (2) the accuracy of NASA’s estimate of the burden (including hours and cost) of the proposed collection of information; (3) ways to enhance the quality, utility, and clarity of the information to be collected; and (4) ways to minimize the burden of the collection of information on respondents, including automated collection techniques or the use of other forms of information technology.

Brenda J. Maxwell,
NASA PRA Clearance Officer.

ACTION: Notice of availability of proposed records schedules; request for comments.

SUMMARY: The National Archives and Records Administration (NARA) publishes notice at least once monthly of certain Federal agency requests for records disposition authority (records schedules). Once approved by NARA, records schedules provide mandatory instructions on what happens to records when no longer needed for current Government business. They authorize the preservation of records of continuing value in the National Archives of the United States and the destruction, after a specified period, of records lacking administrative, legal, research, or other value. Notice is published for records schedules in which agencies propose to destroy records not previously authorized for disposal or reduce the retention period of records already authorized for disposal. NARA invites public comments on such records schedules, as required by 44 U.S.C. 3303(a).

DATES: Requests for copies must be received in writing on or before August 18, 2010. Once the appraisal of the records is completed, NARA will send a copy of the schedule. NARA staff usually prepare appraisal memorandums that contain additional information concerning the records covered by a proposed schedule. These, too, may be requested and will be provided once the appraisal is completed. Requesters will be given 30 days to submit comments.

FOR FURTHER INFORMATION CONTACT:

Laurence Brewer, Director, Life Cycle Management Division (NWML), National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740–6001. E-mail: request.schedule@nara.gov. Telephone: 301–837–3698.

FOR FURTHER INFORMATION CONTACT:

Laurence Brewer, Director, Life Cycle Management Division (NWML), National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740–6001. E-mail: request.schedule@nara.gov. Telephone: 301–837–3698.