

20. Nomenclature of Part	21. NASA/KSC Advisory Number NA-KSC- -	22. Date Prepared	23. Page ____ of ____
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GENERAL INFORMATION

This is a NASA Advisory issued in accordance with the requirements of NASA Procedures and Guidelines 8735.1, "Procedures for Exchanging Parts, Materials, and Safety Problem Data Utilizing NASA Advisories and the Government-Industry Data Exchange Program." For information concerning processing and actions required to be conducted in conjunction with this information, refer to your contract or NASA Procedures and Guidelines 8735.1.

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24. Problem Description (continued)

25. Action Taken (continued)

1. & 20. Nomenclature - Nomenclature of part.
2. Manufacturer - Name, address, telephone number(s), and point of contact for the company who manufactures the part or material or uses the process.
3. & 23. Page number.
4. Subject - Enter name or title of the subject part, material, or process. Use key descriptive adjectives or modifiers that limit the potential scope of the condition within the part, material, or process family.
5. Manufacturer CAGE Code - Enter the governmental five-digit alpha numerical CAGE (commercial and government entity) code assigned to the company and its respective facility locations.
6. Lot/Date Code - The lot number of the part, material, or process that experienced the problem.
7. Manufacturer Part/Material Number - Enter the part, material, or process control number that distinguishes the specific item that is the subject of this KSC NASA Advisory.
8. Serial Number - The serial number of the part, material, or process that experienced the problem.
9. References - Identify supporting documentation that relates to this KSC NASA Advisory problem, investigation, and resolution; e.g., failure analysis report, test results, or destructive physical analysis report. These may include accepted governmental or industrial standards, methods, or practices.
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11. & 24. Problem Description and Details - Enter a detailed description of the problem. If additional space is needed for the description, use a continuation sheet.
12. & 25. Action Taken - Provide the details of the actions taken by the organization experiencing the problem or condition to correct, avoid, control, or minimize the effects of the identified problem or conditions. Include any immediate, interim, or permanent/final actions.
13. Name/Title of Originator - Provide the name and title of the Technical Point of Contact.
14. Originator Phone Number.
15. Originator Advisory Number.
16. & 22. Date Prepared - Enter the date the Technical Point of Contact completes the releasable KSC NASA Advisory (original or revision). Use the MM/DD/YYYY format, with MM = numerical indicator for the month; DD = numerical indicator for the day; and YYYY = **all four digits** of the calendar year.
17. Date Released - Date the KSC NASA Advisory is signed by the KSC NASA Advisory Coordinator and released for inclusion in the database. Use the MM/DD/YYYY format, with MM = numerical indicator for the month; DD = numerical indicator for the day; and YYYY = **all four digits** of the calendar year.
Released by (Signature) - Space for KSC NASA Advisory Coordinator's signature.
18. KSC NASA Advisory Coordinator - Provide the KSC NASA Advisory Coordinator's name, organization, mail address, voice telephone number, facsimile telephone number, and E-mail address.
19. & 21. NASA/KSC Advisory Number - This is provided by the NASA/KSC Center GIDEP Representative.
Advisory Number - Use the following format:
KSC-NA-FYYY-XX(Y)
