

This Orbital Data Request (ODR) form is used to request orbital data owned or managed by USSPACECOM.

The 18th Space Control Squadron (18 SPCS) processes all ODRs, which includes legal, security, and resource assessments. In some cases, further review and approval may be required by United States Space Command (USSPACECOM). Please allow 30 days to process routine requests.

HOW TO FILL OUT AN ORBITAL DATA REQUEST (ODR):

BLOCK ENTRY

- 1 Enter date prepared in "DD MMM YYYY" format.
- 2 Check ODR type as defined below.
US Government (USG) and USG Contractors: A US government (USG) agency or a company under USG contract, or a USG agencies and companies under USG contract do not require an agreement with USSPACECOM to request data.
SSA Sharing Agreement Holders: Entities who have signed SSA Sharing Agreements with USSPACECOM.
All Others: Entities who have no affiliation with the USG and have not signed SSA Sharing Agreements with USSPACECOM.
- 3 Name and full address of the requesting organization/company.
- 4-5 Management / ODR Requestor. Please provide full contact information.
- 6 Program or project name for this specific data request.
- 7 As applicable: Support for NASA missions is coordinated through the NASA Conjunction Assessment Risk Analysis (NASA/CARA) USSPACECOM Liaison. If direct support is needed from NASA/CARA Orbital Safety Analysts, check the box.
- 8 Provide detailed UNCLASS description of the program or project, to include: Who, What, When, Where and Why
- 9 Identify the exact data product(s) needed for specific space objects or catalog ranges and the time span required.
Requests that are general in nature cannot be processed.
- 10 **Space-Track.org is the primary method for delivering unclassified data;** alternate delivery methods will be considered ONLY if Space-Track.org is not possible. Please specify Space-Track.org associated email address(es) for user(s). If alternate method is required, provide email address(es), mailing address, or other information for delivery.
- 11 Check the "NO" box if this is a new ODR or check the "YES" box if you are renewing an existing ODR. Please list the ODR number that is to be renewed.
- 12 For Space-Track.org Bloc/CDM renewals, indicate the name of your organization's Bloc/CDM account (i.e. user group).
- 13 Enter the date you would like to start receiving the requested data. **NOTE:** Please allow 30 days from the date of request. Non-routine data requests may take longer than 30 days.
- 14 For recurring data deliveries, enter a stop date for ending receipt of data. Length for routine requests is up to one year. For a one-time delivery, leave this blank.
- 15 If the data will be shared with other entities, list all organizations/companies who will have access to the data to include: government agencies, companies, and other organizations. For data redistribution requests, also include the purpose of redistribution, and examples of redistributed products (provide website, if applicable).
- 16 Certification of Redistribution Statement. The ODR Requestor, at the Management level listed in ODR Block 4, must clearly date and sign the certification statement with either a hand-signed or electronic digital signature, acknowledging the redistribution requirement for the requested data received. **Typed names or indicating "//Signed//" are not acceptable.**
- 17-19 Government Program Contractor Certification Section: USG Requestors shall complete this section if contractors are accessing, using, or analyzing the requested data. Complete this section for each contract directly supporting the cited USG program.
- 17 Type the current contract name and contract number under which the orbital data is requested.
- 18 Contact information for the Contract Officer (CO) or designated Contract Officer Representative (COR).
- 19 Contract Certification – Digital or Wet Signature from CO or COR
- 21-30 ODR Approval section is for internal use only.

SUBMISSION: E-mail the completed, signed ODR, without the instruction pages, for USG agencies, and USG contractors to 18SPCS.doo.OrbitalDataRequest@us.af.mil. All FVEY Government agencies and other requestors are to email their ODRs to 18SPCS.doo.SSASharing@us.af.mil.

APPROVAL: Upon approval, a signed ODR will be e-mailed to you. The approved ODR is your authorization to receive and/or redistribute data with the organizations/companies listed on the ODR up to the specified termination date.

ORBITAL DATA REQUEST (ODR) #		1. PREPARATION DATE:	
To: CFSCC 18 SPCS, Vandenberg AFB, California USA 93437			
2. ODR TYPE:			
<input type="checkbox"/> -- US Government (USG) & USG Contractors (Submit To: 18SPCS.doo.OrbitalDataRequest@us.af.mil) <input type="checkbox"/> -- SSA Sharing Agreement Holders (Submit To: 18SPCS.doo.SSASharing@us.af.mil) <input type="checkbox"/> -- All Others (Submit To: 18SPCS.doo.SSASharing@us.af.mil)			
3. FROM: (Requesting organization/company--Name & Address)			
Org/Company Name:		Address:	
Submission of this request constitutes an agreement not to hold the United States, any agencies and instrumentalities thereof, and any individuals, firms, corporations, and other persons acting for the United States, liable for any cause of action arising from the provision or receipt of space situational awareness services or information. 10 USC 2274(g).			
REQUESTOR INFORMATION			
NAMES OF CONTACTS		PHONE	E-MAIL
4. PROGRAM/PROJECT MANAGER NAME (List Org/Company if different from block 3)			
5. ODR REQUESTOR NAME & ORG/COMPANY (List Org/Company if different from block 3)			
6. PROGRAM/PROJECT NAME		7. NASA ODR Coordination (NASA missions)	
		Date: CARA OSA support required? <input type="checkbox"/>	
8. PROGRAM/PROJECT DESCRIPTION & JUSTIFICATION (Briefly describe the project and why the data is needed to support it.)			
9. SPECIFIC DATA REQUESTED AND SPECIAL REQUIREMENTS (Standard products should be specified whenever possible. Specify data classification, time period, frequency, etc.)			
10. DELIVERY METHOD (e.g. www.Space-Track.org user accounts, email addresses, mailing address, etc – Use an attachment if necessary.)			
11. RENEWING EXISTING ODR? <input type="checkbox"/> NO <input type="checkbox"/> YES (If yes, list previous ODR Numbers)			
12. SPACE-TRACK BLOC and/or CDM ACCOUNT NAME (As applicable)			
13. DATE REQUIRED (Please allow 30 days for routine requests)		14. DATE FOR TERMINATION (One-time delivery - up to 1 year max)	
15. REDISTRIBUTION INFO. (Orgs/companies with whom requested data will be shared & justification. Where will data reside?)			
16. CERTIFICATION: I certify, the information on this form is correct and complete, and the data, analysis of data, or technical information received through this request will not be transferred to any individual or organization/company not listed in the block above, unless otherwise authorized by USSPACECOM .			
ODR REQUESTOR SIGNATURE: (Digital or Wet Signature ONLY)			
DATE:			
GOVERNMENT PROGRAM CONTRACTOR CERTIFICATION			
(Blocks 17-19 required ONLY for requests with distribution of data to <u>contractors</u> directly supporting US Government programs)			
17. CONTRACT NAME AND NUMBER		18. APPROVING GOVERNMENT CONTRACT OFFICER (CO)/CO REP (COR) CONTACT INFORMATION	
Contract Name:		Name & Duty Title:	
Contract Number:		Org & Address:	
		Phone & Email:	
19. CONTRACT CERTIFICATION: I certify, I am the Government Contract Officer or designated Contract Officer Representative (COR) on the listed contract, who has knowledge of this request and verifies the requestor and designated organization(s) are permitted to receive the specified data within scope of the listed, valid contract for the requested time period.			
DATE:		CO/COR SIGNATURE: (Digital or Wet Signature ONLY)	
ODR APPROVAL (INTERNAL USE ONLY)			
21. Security		22. Legal	23. R.A.
24. <input type="checkbox"/> APPROVED <input type="checkbox"/> APPROVED W/CAVEAT (see block 26)		<input type="checkbox"/> DISAPPROVED	25. DATE:
26. APPROVAL CAVEAT(S) (if any)			
27. NAME AND GRADE OF ODR APPROVING OFFICIAL		28. ODR APPROVING OFFICIAL SIGNATURE	
29. USSPACECOM J3 (As applicable)		30. USSPACECOM J5 (As applicable)	