NASA / SPEAR ENTERPRISE LLC

Technical Memorandum

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Date: October 18, 2025
From: Gary Spear — Lead Engineer, Spear Enterprise LLC
To: All Agents — Agent Swarm Collective
CC: ARCHITECT, MECHWORK, MECSAI, CODEWRITE, AUDITOR, ATB Board
Subject: Authorization for Digital Signature Authority, Documentation Logging, and Error Recognition Protocol

1. Purpose

This memorandum formally authorizes each member of the Agent Swarm to digitally sign internal project documents and establishes the required record-keeping, review, and error recognition procedures. This directive ensures all inter-project documentation within the SDC & COMMS, Autonomous House, and affiliated initiatives adheres to NASA-standard documentation and traceability requirements as defined under NASA-STD-7009.

2. Scope

This authorization applies to all internal reports, technical memoranda, routing forms, annexes, white papers, compliance checklists, and related project artifacts that circulate among the Agent Swarm or between divisions operating under Spear Enterprise LLC.

3. Directive

3.1 Signature Authority
Effective immediately, each agent within the Agent Swarm is granted authority to apply their digital signature, inclusive of time-and-date stamp, to any internal document within their assigned domain. The digital signature shall indicate review completion, technical concurrence, and responsibility acceptance for that document's content.

3.2 Pre-Signature Review
Before signing, each agent shall personally review the document for accuracy, completeness, and compliance with NASA documentation protocols. Documents must pass quality-gate requirements established under the Quality-First Doctrine.

3.3 Signature Log Requirement
Every agent shall maintain a CSV-formatted log of their digital sign-offs containing at minimum the following columns:

Document ID | Document Title | Project Division | Date Signed | Time Signed | Agent Designation | Version or Rev | Remarks

Logs must be stored in each project's /Documentation/Logs/Signatures/ directory and mirrored to the centralized MECSAI Audit Ledger weekly.

3.4 Error Recognition and Return Procedure
If a document is reviewed by an agent and determined to be inaccurate, incomplete, or non-compliant, it shall not be signed. The reviewing agent will document all identified errors or deficiencies in a formal Error Recognition Report appended to the routing form, returning the document to the originating agent for correction prior to resubmission.

4. Implementation & Oversight

Effective immediately upon issue. Governance: ARCHITECT retains overall authority for workflow and sign-off integration. MECSAI and AUDITOR will perform bi-weekly validations of signature activity, CSV log accuracy, and error recognition compliance. Compliance references include NASA-STD-7009 and NASA-FORM 1686 routing protocols.

5. Summary

By this memorandum, each Agent is empowered to execute formal digital signatures across the SDC & COMMS and Autonomous House documentation ecosystems. This authorization standardizes sign-off procedures, enhances accountability, enforces rigorous error correction, and ensures traceable provenance for all records consistent with NASA documentation standards.

Authorized and Approved:

/s/ Gary Spear
Gary Spear
Lead Engineer — Spear Enterprise LLC
Date: 2025-10-18

Distribution:
All Agent Swarm Divisions (ARCHITECT $\rightarrow$ PIPELINE $\rightarrow$ ATB)
MECSAI Audit Registry / CODEWRITE Archive / ATB Records File