





Department of Energy
Washington, DC 20585

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MEMORANDUM FOR HEADS OF DEPARTMENTAL ELEMENTS

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SUBJECT: **INFORMATION**: REQUIREMENTS FOR SUBMISSION OF DOE-
FUNDED SOFTWARE TO DOE CODE

ISSUE: This memorandum provides the requirements for submission of DOE-funded software to DOE CODE.

BACKGROUND: Pursuant to DOE O 241.1B, *Scientific and Technical Information Management*, the Department is responsible for providing the public access to unclassified R&D.¹ This Memorandum outlines the process for submitting and providing access to both scientific and non-scientific unclassified, custom-developed software and metadata describing the software *developed with Department of Energy (DOE) funding*.

Metadata, including a URL to the software code, for all custom-developed scientific and non-scientific (e.g., business) software should be submitted to DOE CODE through the submission link at <https://www.osti.gov/doecode/login>. The Office of the Chief Information Officer (OCIO) and the Office of Scientific and Technical Information (OSTI) are partnering to leverage OSTI's [DOE CODE](#) platform to maintain a comprehensive inventory of DOE-funded custom-developed software.

DOE CODE is a platform for DOE-funded researchers and scientific software developers to share scientific software and discover other DOE-funded code. It also offers code repository services for DOE developers in a DOE open source GitHub community repository and in a DOE-hosted GitLab instance. DOE CODE aligns with OSTI's mission to make all DOE R&D results (e.g., publications, datasets, software, etc.) accessible and useful to the public and to the

¹ DOE O 241.B flows from: the Energy Policy Act of 2005, Section 982, 42 U.S.C. § 16322 and the Department of Energy Organization Act of 1977, 42 U.S.C. § 5916; and supports Office of Management and Budget Memorandum M-16-21, *Federal Source Code Policy: Achieving Efficiency, Transparency, and Innovation through Reusable and Open Source Software*.



DOE research community. The submission of scientific software and the metadata describing the software to OSTI is not a new requirement; DOE CODE represents an improved interface and service replacing the previous Energy Science and Technology Software Center (ESTSC).

Use of DOE CODE will facilitate the accomplishment of DOE mission objectives and maximize the public value of such effort. This inventory will foster scientific progress, provide transparency to and promote public uptake of DOE-funded, custom-developed software, and enable DOE to fulfill requirements for government-wide reporting of custom-developed software to the government-wide [Code.gov](https://code.gov) website. DOE custom-developed software may be open source or proprietary, and distribution of DOE-funded software will be determined by its associated license and any access limitations.

In November 2017, OSTI launched the alpha version of DOE CODE, a software services platform and search tool for scientific software resulting from DOE-funded research. OSTI's launch of DOE CODE also positions DOE to more broadly and efficiently fulfill Departmental requirements to maintain an inventory of all DOE-funded custom-developed software and to report this inventory to the [Code.gov](https://code.gov) website.

To fulfill these requirements, the following minimal metadata elements are requested:

- Software title
- Software description
- Permissions (license, usage type)
- Contact name/e-mail
- Developer names
- Sponsoring organization
- Repository URL

In cases where a repository URL from which OSTI can access and archive software is not available, the software itself should be submitted to OSTI along with associated metadata. For additional information, please go to <https://www.osti.gov/doecode/policy>.

As part of the submission, users also have the option to obtain a digital object identifier for software to facilitate software citation and interlinking to related research products such as publications and datasets.

In an effort to bring DOE's source code inventory up to date more quickly, OCIO and OSTI will also harvest metadata for potentially DOE-funded software from open repositories such as GitHub and will verify affiliations with DOE national laboratories and program offices before populating DOE CODE with this metadata. As an alpha version, DOE CODE will continue to add features in response to DOE software community feedback.

For questions or to offer feedback on DOE CODE, please contact doecode@osti.gov or the DOE CODE technical project manager Lance Vowell at vowell@osti.gov or 865-576-2087.

SENSITIVITIES: None.

POLICY IMPACT: None.

URGENCY: None.