



**INSPECTOR GENERAL**  
**DEPARTMENT OF DEFENSE**  
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ALEXANDRIA, VIRGINIA 22350-1500

July 19, 2012

## **INSPECTOR GENERAL INSTRUCTION 5025.3**

### **DEPARTMENT OF DEFENSE POLICY COORDINATION PROGRAM**

#### **FOREWORD**

This Instruction provides policy and procedures for the Department of Defense Office of Inspector General Policy Coordination Program. It provides the basic procedures for coordination, preparation, and approval of responses to requests for coordination of all Department of Defense draft issuances.

The office of primary responsibility for this Instruction is the Office of the Deputy Inspector General for Policy and Oversight. This Instruction is effective immediately.

FOR THE INSPECTOR GENERAL:

A handwritten signature in black ink, appearing to read "SD Wilson".

Stephen D. Wilson  
Assistant Inspector General  
for Administration and Management

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## CHAPTER 1 GENERAL

A. **Purpose.** This Instruction establishes policies and procedures and assigns responsibilities within the Department of Defense Office of Inspector General (DoD OIG) relating to the coordination of draft DoD issuances.

B. **References.** Appendix A.

C. **Cancellation.** This Instruction supersedes IGDINST 5025.3, *DoD Policy Coordination*, March 7, 2003.

D. **Definitions.** Appendix B.

E. **Acronyms.** Appendix C.

F. **Applicability.** This Instruction applies to the Office of Inspector General.

G. **Background.**

1. This Instruction provides OIG policy for centrally managing the coordination of draft DoD policy and procedural issuances (e.g., DoD directives, instructions, manuals, directive-type memorandums (DTMs), memorandums, and other DoD issuances).

2. Most requests for coordination of draft DoD issuances are received through the Washington Headquarters Services (WHS) web-based DoD Directives Program Portal hereafter referred to as the “portal.” Other requests may arrive at the OIG by e-mail or hard copy to individuals or Components that are not the appropriate source for coordinating the official OIG response. Clarification is needed to identify and formalize the procedures for coordinating and processing draft DoD issuances.

3. All correspondence received in the OIG pertaining to draft DoD issuances or pertaining to draft DoD policy and/or procedures shall be forwarded to the Office of the Deputy Inspector General Policy and Oversight (ODIG P&O). The ODIG P&O has the central management role for coordinating this type of correspondence.

4. The DoD issuances (except policy type memorandums) are coordinated using the SD Form 106, *DoD Directives Program Coordination Record*, Appendix G.

5. There are two exceptions to the above process:

a. The first exception is when an OIG employee is working on a Process Action Team (PAT), or other similar situation, and is asked to comment unofficially on a working draft of a

DoD issuance, report, or memorandum before formal DoD coordination. In such cases the OIG employee should advise his/her supervisor that unofficial comments were made and obtain the Component Head approval.

b. When the draft issuance being coordinated is a chapter of the DoD 7000.14-R, *Department of Defense Financial Management Regulations (FMRs)*, chapters are coordinated in accordance with (IAW) the procedures outlined in Chapter 2, paragraph C.

## **H. Policy.**

1. It is mandatory that all draft DoD issuances be coordinated with the DoD General Counsel, the OIG, and the Office of the Secretary of Defense (OSD), Director, Administration and Management (DA&M), reference (a).

2. In compliance with this guidance, OIG policy is established as follows:

a. The ODIG P&O shall coordinate all formal DoD requests for coordination and review of draft DoD issuances, including draft DoD directives, instructions, manuals, DTMs, policy memorandums, regulations, etc. This applies regardless of how the request is received at the OIG.

b. Draft DoD issuances shall be coordinated within the OIG through e-mail. When not practical through e-mail, such as classified, draft issuances shall be provided by hard copy for coordination.

c. The ODIG Auditing (AUD) and the OIG Office of General Counsel (OGC) shall formally review and staff all DoD issuances received for coordination.

d. The Report Followup Branch shall receive a copy of all draft DoD issuances and shall review and comment, as appropriate.

e. Other Components shall review and coordinate draft DoD issuances received. The OIG Focal Point shall use the “key words” at Appendix D to identify draft issuances for coordination by the individual Component.

f. Only the DoD Inspector General or designee may approve OIG positions on, or comments to, draft DoD issuances.

g. Component Heads shall ensure that all responses to requests for coordination/comment to draft DoD issuances are appropriately reviewed, approved, and due dates established by P&O receive meaningful consideration.

h. All draft DoD issuances that the OIG is the office of primary responsibility (OPR) shall be staffed internally before formal external coordination commences. (See Chapter 2, paragraph B, for further details.)

**I. Responsibilities.**

1. The **IG or Designee** shall be the approving official for all OIG positions on, or comments to, draft DoD issuances, except as indicated by the exceptions in Chapter 1, paragraph G.5.b.

2. The **DIG P&O** has been designated by the IG to approve all OIG positions on, or comments to, proposed DoD issuances and shall have the central management role for ensuring formal coordination and preparation of all OIG responses pertaining to draft DoD issuances. The DIG P&O shall keep the IG informed of issues regarding issuances of high level interest.

3. The **ODIG P&O** shall:

a. Be the sole liaison and OIG point of contact with the WHS, Directives Division (DD).

b. Designate in writing an OIG Focal Point with the responsibility of acting as the primary point of contact with the WHS DD.

c. Receive, coordinate, staff, and prepare the final package for approval of the OIG position on draft DoD issuances.

d. Ensure compliance with reference (a) in matters related to DoD issuances.

e. Provide advice on matters related to DoD issuances.

4. The **OIG Focal Point** shall:

a. Act as the OIG point of contact with the WHS DD on matters related to draft DoD issuances.

b. Receive all draft DoD issuances for coordination.

c. Process all draft issuances IAW the procedures outlined in Chapter 2.

d. Ensure compliance with reference (a) in matters related to DoD issuances.

e. Coordinate all draft DoD issuances that the OIG is the OPR IAW reference (a) for formal external coordination and before final approval of the draft issuance by the IG or designee.

5. The **DIG AUD** shall review and staff all draft DoD issuances received for coordination, in part, for determining if the results of audit reports are considered in the draft DoD issuance.

6. The **Component Heads** shall:

- a. Ensure employees are aware of the policy and procedures in this Instruction.
- b. Appoint a Component Point of Contact (CPOC) to manage the coordination of draft DoD issuances received within his/her Component. (CPOC training is available through WHS.)
- c. Be responsible for immediately forwarding all incoming correspondence or e-mails requiring formal coordination of draft DoD issuances to the OIG Focal Point.
- d. Ensure the review and, if applicable, comment on draft DoD policy documents within the established suspense date.
- e. Follow prescribed guidance in reference (a) and this Instruction when preparing and staffing a draft DoD issuance that the OIG is the DoD issuance OPR.
- f. Ensure all coordination responses are properly reviewed, approved, and inform the OIG Focal Point accordingly.
- g. Coordinate all draft DoD issuances that the OIG is the OPR with the OIG Focal Point before formal external coordination and final approval of the draft issuance by the IG or designee.
- h. Designate an action officer (AO) for each draft issuance that the Component is the OPR.

7. The **CPOCs** shall:

- a. Manage the coordination of draft DoD issuances received within his/her Component.
- b. Coordinate with the OIG Focal Point to resolve any conflicts concerning coordination of draft issuances.

8. The **Component AOs** shall:

- a. Perform all actions required by Chapter 2 for draft issuances that the OIG is the OPR.
- b. Coordinate with the OIG Focal Point to resolve any conflicts concerning coordination of draft issuances.

9. The **OGC** shall review and staff all draft DoD issuances received for coordination and review for significant proposed OIG comments to draft issuances.

10. The **Employees** shall:

- a. Comply with the policy and procedures in this Instruction and with the references listed herein.
- b. Immediately forward all incoming correspondence pertaining to a formal request to review draft DoD issuances to the OIG Focal Point for appropriate coordination.
- c. When requested to review a draft issuance, forward to the CPOC their recommendation for approval (no comment, concur without comment, concur with comment, or nonconcur with comment). Refer to Chapter 2, paragraph A.3.c.(2) for more information regarding the four types of responses to draft DoD issuances.

## CHAPTER 2 PROCEDURES

### A. Processing Department of Defense Issuances.

#### 1. Receiving Coordination Requests.

- a. All draft issuances requiring coordination shall be delivered to the OIG Focal Point.
- b. The standard method for receiving draft DoD issuances for coordination is by e-mail from the portal. E-mails are received from the portal including the draft issuance, SD Form 106, *DoD Directives Program Coordination Record*, and SD Form 818, *Comments Matrix for DoD Issuances*.
- c. Draft issuances requiring coordination may also be received from other sources and by other methods (mail, etc.). In these instances, their distribution shall be made by the most economic means.
- d. Classified issuances (CONFIDENTIAL and SECRET) shall be delivered through the Secret Internet Protocol Router Network (SIPRNet) e-mail or by hand, if necessary.

#### 2. Preparing for Coordination.

- a. Once unclassified issuances are received for coordination, the OIG Focal Point will create an electronic file on a shared drive. The electronic file shall include the issuance, SD Form 106, SD Form 818, the *DoD Draft Publications Review and Analysis Status Log/Work Sheet*, produced by the OIG Focal Point, Appendix E, and all messages received relating to the draft issuance.
- b. The OIG Focal Point shall also produce a hard copy file of all documents included in the electronic file. Hard copy files shall be maintained IAW reference (d).
- c. The OIG Focal Point shall annotate the Publications Database on the S-drive at S:/PO-FO/db1.mdb with the required information concerning the draft issuance.
- d. The OIG Focal Point shall conduct a search of the draft issuance for key words indicated in Appendix D, and use the results of that search to determine which Components should receive the draft issuance for coordination. The OIG Focal Point may highlight key words, including "Inspector General" and applicable synonyms to assist the reviewer with the draft issuance review. The OIG Focal Point shall save a copy of the highlighted draft issuance in the electronic file.
- e. The OIG Focal Point shall send a copy of the highlighted draft issuance to the appropriate CPOC by e-mail, requesting review and coordination of the draft issuance and indicating an appropriate suspense date for completion of the review and response to the OIG Focal Point.

f. If a Component is a courtesy copy (CC) recipient, a response is not required unless the Component believes comments are warranted. If a CC Component plans to comment, the recipient should notify the OIG Focal Point as soon as possible, since sometimes the OIG official response is prepared and completed before the established suspense date.

3. Reviewing and Coordinating.

a. The Component Head shall designate a primary and alternate CPOC to receive all coordination requests. The primary CPOC shall receive the draft issuance for action and the alternate CPOC shall receive an information copy.

b. After a coordination request is received, the CPOC shall process the request IAW the Components requirements and ensure completion by the established suspense date.

c. Response Formats and Types.

(1) The Component Head or designee may respond to the OIG Focal Point by e-mail and/or memorandum. If a Component response is forwarded by a memorandum, a copy of the response should be provided to the OIG Focal Point by e-mail.

(2) One of the four review responses shall be provided by the Component to the OIG Focal Point, IAW reference (a):

(a) **No Comment.** Indicates the reviewing Component has reviewed the draft, but does not concur, nonconcur, or have any comments. This response signifies the reviewer reviewed the draft issuance and does not have an equity interest in it.

(b) **Concur Without Comment.** Indicates the reviewing Component has no comments to the draft issuance and accepts the draft issuance "as is."

(c) **Concur With Comment.** Comments are substantive and consist of changes meant to improve the clarity and correctness of a draft issuance.

(d) **Nonconcur With Comment.** The draft DoD issuance is unacceptable to the reviewing Component and unless changed, the draft issuance shall be in error or significantly faulty. Critical comments are the primary reason for a nonconcur response. Critical comments are those comments that identify the:

1 violations of the law or contradictions of Executive Branch policy or of policy established in DoD Directives (DoDDs) or DoD Instructions,

2 unnecessary risks to safety, life, limb, or DoD materiel,

3 waste or abuse of DoD appropriations, or

4 imposition of an unreasonable burden on a Component's resources.

(3) Responses should be submitted using SD Form 818, or providing the same information in the e-mail, (i.e., POC name, phone number, e-mail, page number, paragraph number, comment, and rationale).

4. Providing the Response.

a. Once all responses are received by the OIG Focal Point, the comments shall be reviewed. The OIG Focal Point shall prepare them for review and approval by the IG or designee. If significant changes are made to the comments before sending the comments to the IG or designee for approval, the OIG Focal Point shall provide the applicable CPOC the draft response for final review and comment. One workday day is given for OIG Components to review the comments.

b. If there are no comments, the IG or designee shall sign the SD Form 106 and the “no comment” box shall be checked.

c. Administrative comments should be provided by e-mail and not in SD Form 818.

d. If significant comments exist, the comments shall be provided to the OGC for review prior to submission for signature.

e. Once the OGC approves the comments, the OIG Focal Point shall develop an action memorandum and a memorandum to the issuance DoD AO with the attached SD Form 818 for the IG or designee signature.

f. The action memorandum package shall include:

(1) TAB A – the item requiring signature,

(2) TAB B – a copy of the draft issuance with appropriate key words highlighted and, if appropriate,

(3) TAB C – copies of all coordination responses, and

(4) TAB D – OGC approval of the comments.

g. Once the IG or designee approves the response, the OIG Focal Point shall submit the response to the draft issuance DoD AO through the portal at <https://dps.whs.mil>.

h. A copy of the portal document showing the response shall be maintained for the record copy file.

i. If the OIG nonconcur with the draft issuance, the hard copy coordination file shall be placed in suspense until resolution of the nonconcur comment(s).

j. Resolution of nonconcur comments.

(1) The draft issuance DoD AO shall provide adjudication of nonconcur comments to the OIG Focal Point. The OIG Focal Point shall provide the proposed adjudication to the CPOC that submitted the critical comment(s) for concurrence or nonconcurrence.

(2) If the Component still nonconcur, the OIG Focal Point shall inform the draft issuance DoD AO of the continuing nonconcurrence to allow additional negotiation/adjudication.

(3) If the Component concurs with the adjudication, the OIG Focal Point shall prepare an action memorandum for the DIG P&O signature indicating the nonconcurrence withdrawal.

(4) The action memorandum package shall include:

(a) TAB A – memorandum requiring signature, Appendix H,

(b) TAB B – copy of the draft issuance with the highlighted changes made as a result of the OIG comment(s),

(c) TAB C – copy of the original draft issuance,

(d) TAB D – copy of the Component Head response agreeing to the adjudication, and

(e) TAB E – OGC final approval of the comments.

k. After the DIG P&O approves/signs the memorandum withdrawing the nonconcurrence, the OIG Focal Point edits the response accordingly in the portal and posts the memorandum as an additional attachment. A copy of the updated response shall be maintained for the record copy file.

**B. Issuances that the Office of Inspector General is the Office of Primary Responsibility.**

Appendix K contains a complete list.

1. Stage 1 – Development.

a. Issuance Numbers.

(1) For new issuances the first step is to assign a number to the draft issuance. Revised issuances shall keep the same number. However, if the existing number ends in a decimal plus one digit, the WHS shall change the number with two digits after the number.

(2) The AO shall select the basic 4-digit number (the digits to the left of the decimal point).

(3) The number of an issuance is determined by its subject. Review the DoD Issuance Numbering System at <http://www.dtic.mil/whs/directives/> and identify which subject group applies to the draft issuance.

b. Issuance Type. For new issuances review the definition of the five types of DoD issuances in Chapter 3 and determine which type best suits your purpose. Select the corresponding TEMPLATE and STANDARD from the website located at <http://www.dtic.mil/whs/directives/> and save to the writer's personal files. Use of the templates is mandatory. Do not write over a prior version of the issuance.

c. New and Revised Issuances.

(1) Print out the *Writing Style Guide, Issuance Process Checklist, and Special Considerations Checklist* from <http://www.dtic.mil/whs/directives/> or save them to the writer's personal files.

(2) Draft the issuance, coordinate within the OIG, and adjudicate any internal comments received.

(3) Refer to the resources available on the *Writing DoD Issuances Supporting Documents* page at <http://www.dtic.mil/whs/directives/> for more information.

(4) The OIG Focal Point is available to assist during all stages of the process.

d. External Coordination Requirements. Block 15 of SD Form 106, (Appendix G) indicates mandatory, primary, and collateral external coordinators. Appendix C contains a definition of each type of coordinator.

e. Prepare the most current version of SD Form 106. Use the instructions on the back of the form and do not obtain a signature on the form at this stage.

f. The Focal Point shall prepare the *Modified DoD Draft Publications Review and Analysis Status Log/Work Sheet*, Appendix E.

## 2. Stage 2 – Precoordination.

a. Internal Coordination. Prior to submission of the draft issuance for a precoordination edit, the AO shall provide the draft issuance to the appropriate OIG Components for review, comment, and coordination. As a minimum, Auditing and the OGC shall be asked for review and comment. After adjudication of the comments received from the Components, the draft issuance is ready for a precoordination edit.

b. Precoordination Edit.

(1) The AO shall complete and e-mail the unsigned SD Form 106 and a clean Microsoft (MS) Word copy of the draft issuance to the OIG Focal Point for review and forwarding to the WHS DD for editorial review.

(2) The WHS precoordination edit includes a subjective review, a technical review, and SD Form 106 review.

(3) DTMs, because of their urgency, shall be edited and returned to the AO within 2 workdays.

(4) Draft issuances are e-mailed to one of the following WHS addresses:

(a) Unclassified Issuances: DoDDirectives@whs.mil

(b) Classified Issuances: DoDDirectives@whs.smil.mil

c. WHS DD Editorial comments.

(1) Upon receipt of the precoordination edit, the AO shall revise the draft issuance, accepting or rejecting WHS changes and recommendations, as appropriate.

(2) Delete all comments and remove all editorial markings from the draft.

(3) If rejecting changes or recommendations, coordinate with the assigned WHS DD editor.

d. Legal Objection Review. The AO shall submit a clean copy of the draft issuance and an unsigned SD Form 106 to the OIG Focal Point for review. The OIG Focal Point shall submit a clean copy of the draft issuance and an unsigned SD Form 106 to the DoD OGC via the portal for a legal objection review. The assigned WHS DD editor shall review the draft issuance before it is released to the DoD OGC and shall work with the AO to resolve any outstanding issues.

e. DoD OGC. The DoD OGC shall identify the draft issuance as “NOT LEGALLY OBJECTIONABLE” or “LEGALLY OBJECTIONABLE.” If the issuance is legally objectionable, the DoD OGC shall provide instructions to bring it into compliance with law, etc. Paragraph 8.a. of Enclosure 3 of reference (a) contains complete instructions regarding the legal objection review.

f. SD Form 106 Signature. After adjudicating the DoD OGC recommendations, the AO shall submit to the OIG Focal Point a clean copy of the draft issuance, an unsigned SD Form 106, and a copy of the SD Form 818. The OIG Focal Point shall develop an

action memorandum package, Appendix I, for the DIG P&O requesting signature in block 14 of SD Form 106. Do not make any changes to the draft DoD issuance other than those requested by the DoD OGC. The DIG P&O may request a briefing concerning the draft issuance prior to approval.

3. Stage 3 – Formal Coordination.

a. **Initiate Formal Coordination Through the Portal.** The OIG Focal Point shall submit the signed SD Form 106, a clean MS Word copy of the issuance, and SD Form 818 to the portal for formal external coordination. If assistance is needed the OIG Focal Point may contact the WHS Portal Manager at DoDDirectives@whs.mil.

(1) **WHS DD Editor.** The assigned WHS DD editor reviews the draft issuance and the SD Form 106 before officially posting to the portal to ensure that any changes required by the DoD OGC are made.

(2) **Advise AO.** Upon release of the task for coordination, the portal automatically sends an e-mail to the AO and OIG Focal Point advising that the task is posted.

b. **Coordinators Without Access to the Portal.** If coordinators were entered on SD Form 106 that do not have access to the portal, including other federal agencies, the AO is responsible for sending the draft issuance, SD Form 106, and SD Form 818 to them and obtaining their responses.

c. **Revisions and Adjudications.**

(1) **Suspense Reminders.** Throughout the coordination period, the portal shall send an e-mail to the AO and OIG Focal Point each time a coordination response is received, and e-mail reminders of upcoming and overdue suspenses to those Components that have not yet posted their coordination to the portal. Only coordinators with access to the portal shall receive reminders.

(2) **Responses.** The AO shall review and adjudicate the responses as they are received including, confirming the coordination is signed at the appropriate level IAW the List of Signature Authorities located at <http://www.dtic.mil/whs/directives/>. The AO shall document coordination comments and resolution on the SD Form 818. If there are conflicts, the AO shall make every effort to resolve them at the lowest level and involve the OIG Focal Point in reconciling differences, if required. The AO shall address unresolved nonconcurrences in the action memorandum discussed in Chapter 2, Section 3.e.(1).

(3) **DoD OGC Reviews.** If comments indicate a legal issue, or which DoD OGC input may be appropriate, the AO may initiate contact by e-mail with the DoD Associate Deputy General Counsel (DGC) who provided the legal objectionable review in Stage 2 or seek

the assistance of the OIG Focal Point for this task. The Associate DGC may reply with advice and assistance specific to legal issues and/or to other issues specifically identified by the AO. Paragraph 8.b. of Enclosure 3 of reference (a) contains complete instructions regarding the adjudication review.

(4) Revisions. The AO shall revise the draft issuance consistent with comment adjudication and the DoD OGC comment reviews.

d. Final Legal Adjudication Review (LAR). After the AO has adjudicated all responding coordinating agencies' comments and incorporated them into the draft issuance as appropriate, the final SD Form 818, SD Form 106, and a clean MS Word copy of the draft issuance with comments incorporated shall be provided to the OIG Focal Point for review and forwarding to the Associate DGC for review. The Associate DGC shall inform the AO and OIG Focal Point of any outstanding or new legal issues and shall confirm when all legal issues are satisfactorily addressed.

e. Presignature. Documents required for presignature include:

(1) An Action Memorandum Package. Examples of action memorandums with separate MS Word attachments are located at <http://www.dtic.mil/whs/directives/>. The AO shall prepare the appropriate action memorandum according to the issuance type and requested action. Action memorandums shall address unresolved issues (nonconcurrence, no response from a primary coordinator, and late coordination) and justify signature of the draft issuance despite these issues. The action memorandum package shall include:

- (a) TAB A – final draft of the new, revised, or changed issuance,
- (b) TAB B – SD Form 818,
- (c) TAB C – legal sufficiency review, and
- (d) TAB D – List of Coordinating Officials.

(2) Coordination and Comments. For coordination and comments from coordinators without portal access, the AO is responsible for obtaining these materials and providing electronic copies of their coordination, including comments, with the materials for presignature. The critical and substantive comments shall be included on SD Form 818, along with the comments obtained from the portal.

(3) DoD OGC E-mail. E-mail from the DoD OGC confirming completion of adjudication review or AO confirmation the DoD OGC did not respond to his/her requests.

#### 4. Stage 4 – Presignature.

a. Presignature Reviews. The AO shall e-mail the documents for presignature as described in Stage 3 to the OIG Focal Point for review and forwarding to the WHS DD for

review. The WHS DD editor shall contact the AO to provide an estimated review completion date. The presignature review includes:

- (1) subjective review and a technical review of the issuance,
- (2) List of Coordinating Officials,
- (3) action memorandum, and
- (4) review of the coordination and the manner in which any comments received were addressed in the draft issuance.
- (5) E-mail addresses are:
  - (a) Unclassified Issuances: DoDDirectives@whs.mil
  - (b) Classified Issuances: DoDDirectives@whs.smil.mil

b. Final Package (action memorandum and attachments). The AO shall revise the edited draft issuance and other final package contents according to the presignature review. If rejecting changes or recommendations, coordinate with the WHS DD editor or request assistance from the OIG Focal Point for this task.

c. Legal Sufficiency Review. The AO shall submit a clean copy of the final package, through the OIG Focal Point for review and forwarding to the DoD OGC via the portal for a legal sufficiency review. The DoD General Counsel, DoD Principal Deputy, or Deputy General Counsel shall perform this review. The DoD OGC shall identify the draft issuance as “LEGALLY SUFFICIENT” or “NOT LEGALLY SUFFICIENT.” If the draft issuance is not legally sufficient, DoD OGC shall provide instructions to bring it into compliance with law. Paragraph 8.c. of Enclosure 3 of reference (a) contains complete instructions regarding the legal sufficiency review.

d. Security Review. For issuances with unlimited release, upon incorporating changes from DoD OGC, the AO shall e-mail a clean copy of the draft issuance and a completed, signed DD Form 1910, *Clearance Request for Public Release of Department of Defense Information*, Appendix J, to WHS, Office of Security Review (OSR) at [secrev1@whs.mil](mailto:secrev1@whs.mil) for approval to publish the issuance on the unclassified DoD Issuances Website. The OSR approval is mandatory for issuance release on the unclassified DoD Issuances Website.

e. Final Package Preparation. The AO shall revise the issuance and other final package documents, if required by the OSR review. The OIG Focal Point is available to assist with resolution of any outstanding issues. The AO shall assemble the final package as described in Stage 3 for signature. If the OSR review required changes, the DoD OGC legal sufficiency review is invalid and shall be renewed. No changes should be made to the documents other than those required by the DoD OGC and/or the OSR.

5. Stage 5 – Signature and Posting. Changes made to the draft issuance at this point may invalidate DoD OGC's legal sufficiency review and require an additional LSR, and possibly additional formal coordination.

a. Posting Review. DoD draft issuances are processed differently in Stage 5 depending on who is signing the draft issuance.

(1) Signed by the Secretary or Deputy Secretary of Defense. The AO shall submit the final package to the OIG Focal Point for forwarding to the IG for approval and signature on the action memorandum. After signature, the OIG Focal Point shall submit the original hard copy final package to the Secretary or Deputy Secretary of Defense. The OIG Focal Point shall e-mail to the WHS DD:

- (a) MS Word version of the draft issuance sent for signature,
- (b) SD Form 818,
- (c) List of Coordinating Officials, and
- (d) OSR approval, if applicable.
- (e) E-mail addresses are:

1 Unclassified Issuances: DoDDirectives@whs.mil

2 Classified Issuances: DoDDirectives@whs.smil.mil

(2) Signed by the IG. The AO shall submit the final package to the OIG OGC for a final legal review prior to submitting the package to the OIG Focal Point for forwarding to the IG for approval and signature. After signature, the OIG Focal Point shall e-mail the WHS DD a signed MS Word version and the OSR approval, if applicable. The original hard copy final package (signed issuance, signed action memorandum, final SD Form 818, etc.) shall be sent to the WHS DD by the OSD mailroom or courier. (DO NOT send via the U.S. Postal Service.)

b. Distribution. WHS DD shall post the releasable issuances to the Non-classified Internet Protocol Router Network (NIPRNet) DoD Issuances Website and notify the AO and the OIG Focal Point of the posting. Approved classified releasable issuances shall be posted to the SIPRNet. For issuances not placed on the DoD Issuances Website, the WHS DD e-mails a signed copy to the AO for final distribution.

**C. Coordination of DoD 7000.14-R, Department of Defense Financial Management Regulations Chapters.**

1. Preparing for Coordination.

a. After the FMR chapter is downloaded for coordination, the OIG Focal Point shall create an electronic file on a shared drive (e.g., “S” or “U”). The file shall include the FMR chapter, the *DoD Draft Publications Review and Analysis Status Log/Work Sheet*, Appendix E, (produced by the OIG Focal Point), and all related messages.

b. The OIG Focal Point shall also produce a hard copy file of all documents included in the electronic file.

c. The OIG Focal Point shall annotate the Publications Database located on the S-drive at S:\PO-FO\db1.mdb with the required draft issuance information.

d. The FMRs receive limited distribution within the OIG.

e. The OIG Focal Point shall conduct a search of the chapter for key words indicated in Appendix D and use the results to determine which Components should receive the FMR chapter for coordination. The OIG Focal Point may highlight key words, such as “Inspector General” and applicable synonyms to assist the reviewer. The OIG Focal Point shall save a copy of the highlighted FMR chapter in the electronic file.

f. The DIG AUD, the Comptroller, and the OIG OGC shall designate a primary and alternate CPOC to receive all requests for FMR chapter coordination. For other Components, the CPOCs designated for receipt of draft issuances shall be used for FMR chapters.

2. Coordinating.

a. The OIG Focal Point shall receive notification from the FMR website/notification system by e-mail that a specific chapter is ready for coordination. The website is located at: <https://fmcoord.ousdc.osd.mil>.

b. After notification is received by the OIG Focal Point, the OIG Focal Point shall go to the link provided with the e-mail and download the FMR chapter being coordinated. The first page provides a list of the sections being changed.

c. Coordination shall be completed 30 days after the e-mail notification is sent.

3. Reviewing and Coordination.

a. All FMR chapters shall be provided to Auditing, the Comptroller, and the OGC for review.

b. FMR chapters may be provided to other OIG Components if deemed appropriate based on chapter content.

c. Once a request for coordination is received, the CPOC shall process the request IAW the Component's requirements and ensure completion by the established suspense date, when feasible.

d. The Component Head shall ensure all comments are appropriately reviewed and approved.

e. The CPOC shall provide the approved response by e-mail and the response shall take the form of concur without comment, concur with comment, or nonconcur with comment. Comments may be provided in the text of the e-mail or as a separate MS Word attachment and should include:

- (1) page number,
- (2) paragraph number,
- (3) comment (include specifically what is recommended for modification), and
- (4) rationale/justification.

4. Providing the OIG Response.

a. The OIG Focal Point shall submit the Component responses to FMR coordination requests. The Component Heads shall ensure comments are appropriately staffed and approved.

b. After receipt of reviews and comments that have been provided by the Component, the OIG Focal Point shall determine if OIG OGC review is required for substantive comments and submit the comments to the OIG OGC for the issuance, if appropriate.

c. The OIG OGC shall coordinate with the CPOC on any questions concerning Component comments. After OIG OGC approval of the comments, the OIG Focal Point shall post the responses on the FMR website located at <https://fmcoord.ousdc.osd.mil>.

d. The OIG Focal Point shall post responses individually according to the section to which the comment refers.

### CHAPTER 3 DEPARTMENT OF DEFENSE ISSUANCES

**A. Administrative Instruction.** An Administrative Instruction (AI) is a DoD issuance, no more than 50 pages in length, that provides general procedures for implementing policy for the administration of the DoD Components in the National Capital Region serviced by WHS. AIs implement policy established in DoDDs or DoDIs. AIs shall be signed by the DA&M or the Director, WHS.

**B. Department of Defense Directive.** A DoDD is an issuance exclusively establishing policy, assigning responsibility, and delegating authority to the DoD Components. DoDDs shall not contain procedures and there are two issuance types:

1. Direct Oversight DoDD. A DoDD issuance is no more than eight pages in length including enclosures. A DoDD is reserved for subjects requiring direct oversight by the Secretary or Deputy Secretary of Defense. A DoDD is approved and signed only by the Secretary or Deputy Secretary of Defense, and consisting only of one or more of these types of information:

a. Non-delegable responsibilities assigned to the Secretary or Deputy Secretary of Defense.

b. Assignment of functions and resources between or among the DoD Component Heads and/or OSD Component Heads. More specifically, this is when the fundamental responsibilities, functions, or authorities of the Component Head are being defined or redefined. These major assignments should not be confused with the collateral functions routinely mentioned in an issuance in which the OSD Component Head assigns a responsibility to (and coordinates with) another Component Head to perform a task within an assigned functional area.

c. Executive Agent (EA) assignments, which consist of the designation of an EA and the assignment of related responsibilities and authorities.

2. Matters of special interest to the Secretary or Deputy Secretary of Defense such as advisory boards or urgent Global War on Terrorism matters. They may be items selected by the Secretary or Deputy Secretary or recommended by an OSD Component Head.

**C. Department of Defense Instruction.** A DoDI may implement policy established in a DoDD or a policy DoDI by providing general, overarching procedures for carrying out that policy. Policy DoDIs may also provide general procedures for implementing that policy. Policy DoDIs shall be signed only by the OSD Component Head, Acting OSD Component Head, or designee. Policy DoDIs shall include the Component's chartering DoDD as a reference. A DoDI may also be a non-policy DoDI. Non-policy DoDIs shall be signed by the OSD

Component Heads, Principal Deputies, or the OSD Presidentially-Appointed Senate-Confirmed (PAS) officials, as authorized by their chartering DoDDs. A DoDI shall be no more than 50 pages in length, including enclosures. DoDIs exceeding 50 pages in length shall be separated into 2 or more volumes.

**D. Department of Defense Manuals.** A Department of Defense Manual (DoDM) is an issuance providing detailed procedures for implementing policy established in DoDDs and policy DoDIs. DoDMs shall include the specific procedural information formerly published as DoD Publications. All DoD Publications that are not DoDMs (i.e., catalogs, compendiums, directories, handbooks, indexes, inventories, lists, modules, pamphlets, plans, series, standards, supplements, and regulations) shall be converted into DoDMs on their next reissuance. DoDMs shall be signed by the OSD Component Heads, Principal Deputies, or the OSD PAS officials, as authorized by their chartering DoDDs. DoDMs exceeding 100 pages in length shall be separated into 2 or more volumes.

**E. Department of Defense Directive-Type Memorandum.** A DTM is issued only for time sensitive actions affecting current issuances or that shall become DoD issuances, and only when time constraints prevent publishing a new issuance or a change to an existing issuance. Time sensitive actions are mandated by Executive Order; directed by the Secretary or Deputy Secretary of Defense; a matter of urgent national security; required by recent (less than 90 days) change in law or statute; or necessary to prevent loss of life or limb. DTMs establish DoD policy and assign responsibilities, or implement policies and responsibilities established in existing DoD issuances, DoDDs, and policy DoDIs.

**APPENDIX A  
REFERENCES**

- a. DoD Instruction 5025.01, *DoD Directives Program*, October 28, 2007
- b. IGDINST 5025.1, *Publications and Policy Memorandum Program*, September 16, 2009
- c. Office of the Under Secretary of Defense (Comptroller), DoD Financial Management Regulation 7000.14-R, *Web-based Coordination Procedure Steps*, October 2007, (available from the OIG Focal Point)
- d. IGDINST 5015.2, *Records Management Program*, November 7, 2007

## APPENDIX B DEFINITIONS

1. **Action Officer.** The OIG staff officer designated by the OIG Component Head to develop and process a new issuance or revision to an issuance that the Component is the OPR.
2. **Administrative Comments.** Administrative comments concern non-substantive aspects of the draft issuance, such as reference dates, organizational symbols, format, and grammar.
3. **Collateral Coordinator.** A “C” on the SD Form 106 indicates a Component has no apparent equity in an issuance, but is being provided an informational copy and may comment if desired.
4. **Component Point of Contact.** The OIG CPOC appointed by the OIG Component Head to manage coordinating draft DoD issuances received within his/her Component.
5. **Critical Comments.** Critical comments identify violations of the law or contradictions of Executive Branch policy or of policy established in DoDDs or DoDIs, or unnecessary risks to safety, life, limb, or DoD materiel; waste or abuse of DoD appropriations; or imposition of an unreasonable burden on a Component’s resources.
6. **DoD Issuances.** The DoD publishes six issuance types: DoDD, DoDI, DoDM, DTM, AI, and DoD Publication. The term “DoD Publication” shall be discontinued on reissuance of all DoD Publications as DoDMs.
7. **Legal Objectable Review.** A legal review of the draft DoD issuance and the SD Form 106 conducted by the DoD OGC after incorporating precoordination editorial comments.
8. **Legal Adjudication Review.** A legal review of the draft DoD issuance, the SD Form 106, and the adjudicated SD Form 818 conducted by the DoD OGC after adjudicating all formal comments and modifying the draft issuance, as appropriate.
9. **Legal Sufficiency Review.** A legal review of the draft DoD issuance, the SD Form 106, the adjudicated SD Form 818, and LAR conducted by the DoD OGC after the presignature review, but before signature.
10. **Mandatory Coordinator.** Coordination is required from the IG and the DA&M for all DoD issuances. (Mandatory coordinators are pre-filled with an “M” on the SD Form 106.)
11. **OIG Focal Point.** The appointed point of contact in P&O responsible for working with the WHS DD on DoD issuances and coordinating DoD issuances within the OIG.
12. **Primary Coordinator.** A “P” on the SD Form 106 indicates a Component has equity in the issuance and coordination is expected.

**APPENDIX B (cont'd)**

13. **Substantive Comments.** Substantive comments are made when a section in the issuance appears to be, or is potentially, unnecessary, incorrect, misleading, confusing, or inconsistent with other sections, or when a Component disagrees with the proposed responsibilities, requirements, and/or procedures. A substantive comment is usually not sufficient justification for a Component to nonconcur on the issuance. Several substantive comments, when taken together, may be grounds for a nonconcurrency.

14. **WHS, Directives Division.** The WHS DD is the DoD Office managing all DoD issuances. The WHS program is referred to as the "DoD Directives Program." The DoD Directives Program provides for the orderly processing, approval, publication, distribution, internal review, and records management of DoDDs, DoDIs, and DoD Publications. The DoD Issuances Website is [www.dtic.mil/whs/directives/](http://www.dtic.mil/whs/directives/). All current unclassified DoD issuances may be located at this website. The WHS DD no longer publishes hard copy issuances.

**APPENDIX C  
ACRONYMS**

A&M	Administration and Management
AI	Administrative Investigations
AO	Action Officer
APO	Audit Policy and Oversight
AUD	Auditing
CC	Courtesy Copy
CPOC	Component Point of Contact
DD	Directives Division (WHS)
DGC	Deputy General Counsel (DoD)
DoD	Department of Defense
DoDD	Department of Defense Directive
DoDI	Department of Defense Instruction
DoDM	Department of Defense Manual
DTM	Directive-Type Memorandum
EA	Executive Agent
EEO	Equal Employment Opportunity
FMR	Financial Management Regulations
IAW	In Accordance With
IG	Inspector General
IPO	Investigative Policy and Oversight
ISPA	Intelligence and Special Program Assessments
LAR	Legal Adjudication Review
NIPRNet	Non-classified Internet Protocol Router Network
OCCL	Office of Communications and Congressional Liaison
ODIG-P&O	Office of the Deputy Inspector General for Policy and Oversight
OGC	Office of General Counsel
OIG	Office of Inspector General
OPR	Office of Primary Responsibility

**APPENDIX C (cont'd)**

OSD	Office of the Secretary of Defense
OSR	Office of Security Review (WHS)
PAS	Presidentially-Appointed Senate-Confirmed
PAT	Process Action Team
POC	Point of Contact
PORTAL	DoD Directives Program Portal
SIPRNet	Secret Internet Protocol Router Network
WHS	Washington Headquarters Services

**APPENDIX D**  
**OFFICE OF INSPECTOR GENERAL COMPONENT AREAS OF INTEREST**

1. **Office of the Deputy Inspector General for Auditing.** Reviews all draft DoD issuances and FMRs.
2. **Audit Policy and Oversight.** Reviews draft DoD issuances related to audit policy, contract audit oversight, single audit, and non-appropriated funds.
3. **Audit Report Followup Branch.** Receives a copy of all draft DoD issuances and FMRs to determine if the draft policy/issuance relates to an OIG report recommendation.
4. **Office of General Counsel.** Reviews all draft DoD issuances and FMRs.
5. **Investigative Policy and Oversight.** Reviews draft issuances related to policy and procedures for criminal investigation, and law enforcement. (key words: investigation, investigate, law enforcement, crime/criminal, forensics, domestic, death)
6. **Office of the Deputy Inspector General for Investigations/Defense Criminal Investigative Service.** Reviews draft issuances related to policy and procedures for criminal investigations. (key words: investigation, investigate, law enforcement, crime, criminal)
7. **Senior Military Officer.** Reviews draft DoD issuances related to military operations. (key words: military operations, military benefits, military forces, etc.)
8. **Office of the Deputy Inspector General for Intelligence and Special Program Assessments.** Reviews draft issuances related to policy and procedures for intelligence and nuclear weapons. (key words: intelligence, information assurance, nuclear, classification, classified)
9. **Office of the Comptroller.** Reviews draft issuances and FMRs related to policy and procedures for comptroller and budget issues. Reviews draft issuances related to policy and procedures for travel issues.
10. **Office of the Assistant Inspector General for Administration and Management.** Reviews draft issuances related to policy and procedures for administration, facilities, logistics and training. (key words: administration, logistics, supplies, training, education, facilities/facility)
11. **Corporate Learning Office.** Reviews draft issuances related to policy and procedures for education or learning orientated policy coordination. (key words: training, education)
12. **Information Systems Directorate.** Reviews draft issuances and FMRs related to policy and procedures for information technology and network issues. (key words: information technology, network, automation, computer system)

## APPENDIX D (cont'd)

13. **Office of the Deputy Assistant Inspector General for Human Capital Management.** Reviews draft issuances related to policy and procedures for all human resource issues. (key words: personnel, benefits, pay, human resources)
14. **Equal Employment Opportunity.** Reviews issuances related to policy and procedures for Equal Employment Opportunity issues.
15. **Office of Communications and Congressional Liaison.** Reviews draft issuances related to DoD policy and procedures for internet issues, hotline, whistleblower issues, reprisal issues, Freedom of Information Act, Privacy Act, congressional affairs, media and public affairs, social media, and the Government Accountability Office.
16. **Office of the Deputy Inspector General for Special Plans and Operations.** Reviews draft issuances related to DoD policy and procedures for oversees contingency operations, operations planning, environmental issues, national vulnerabilities, homeland defense, cyber warfare, energy issues, health affairs, and intelligence.
17. **Office of the Deputy Inspector General for Administrative Investigations.** Reviews draft issuances related to policy and procedures for complaints, investigations, whistleblower issues, reprisal issues, mental health issues, and senior officials.
18. **Technical Assessment Directorate.** Reviews draft issuances related to policy and procedures for technical issues/information and technical/information assurance.
19. **Office of Security.** Reviews draft issuances related to policy and procedures for Personnel Security and Personnel Security Investigations; Information Security; Sensitive Compartmented Information; Physical Security; Industrial Security; Operations Security; Communications Security; Antiterrorism; and Counterintelligence.

**APPENDIX E  
DoD DRAFT PUBLICATIONS REVIEW AND ANALYSIS STATUS  
LOG/WORKSHEET**

***DoD DRAFT PUBLICATIONS REVIEW AND ANALYSIS  
STATUS LOG/WORKSHEET***

SUSPENSE DATES: *OSD:* Month/day/year *OIG:* \_\_\_\_\_ *P & O:* Month/day/year

**PUBLICATION NUMBER & TITLE:** Coordination of DoD (type of issuance) (issuance number) – (issuance Title)  
– (new/reissuance/change/cancellation)

**PROPONENT:** (Issuing Component) \_\_\_\_\_ **POC:** (Component Action Officer (AO)) \_\_\_\_\_ **PHONE NUMBER:** (AO number) \_\_\_\_\_

**EMAIL ADDRESS:** (AO email) \_\_\_\_\_ **FAX:** \_\_\_\_\_

**DATE RECEIVED:** Month/day/year **DATE SENT OUT FOR COMMENT:** Month/day/year

ORGANIZATION TASKED	DATE RESPONSE RECEIVED	POC NAME	RESPONSE BY MEMO / EMAIL	CONCUR		
				Y	W/O COMMENT	N
X	AUDIT					
	INV					
X	INTEL					
X	IPO					
X	OGC					
X	SPO					
	OTHERS					
	HCAS					
CC	RF					
	AM					
	TAD					
	Comptroller					

RECOMMEND IG, DoD, POSITION (C, NoC, CC, NC): \_\_\_\_\_

DATE/TIME SD FORM 106 / RESPONSE MEMO FORWARDED TO DIG: \_\_\_\_\_

DATE SIGNED: \_\_\_\_\_

REMARKS:

FILE: (Issuance type and number)

**ACTION CLOSED AND FILED:**

**APPENDIX F  
SD FORM 818, COMMENTS MATRIX FOR DoD ISSUANCES**

**[CLASSIFICATION]**

COMMENTS MATRIX FOR DoD ISSUANCES: Issuance Type and Number, "Title" <i>(Please read instructions on back before completing form.)</i>							
#	CLASS	COMPONENT AND POC NAME, PHONE, AND E-MAIL	PAGE #	PARA #	COMMENT TYPE (C/S)	COMMENTS, JUSTIFICATION, AND ORIGINATOR JUSTIFICATION FOR RESOLUTION	A/R/P
						Coordinator Comment: Coordinator Justification: Originator Justification for Resolution:	
						Coordinator Comment: Coordinator Justification: Originator Justification for Resolution:	
						Coordinator Comment: Coordinator Justification: Originator Justification for Resolution:	
						Coordinator Comment: Coordinator Justification: Originator Justification for Resolution:	
						Coordinator Comment: Coordinator Justification: Originator Justification for Resolution:	

**[CLASSIFICATION]**

APPENDIX F (cont'd)

[CLASSIFICATION]

COMMENTS MATRIX FOR DoD ISSUANCES: Issuance Type and Number, "Title" <i>(Please read instructions on back before completing form.)</i>							
#	CLASS	COMPONENT AND POC NAME, PHONE, AND E-MAIL	PAGE #	PARA #	COMMENT TYPE (C/S)	COMMENTS, JUSTIFICATION, AND ORIGINATOR JUSTIFICATION FOR RESOLUTION	A/R/P
<b>INSTRUCTIONS FOR COMPLETING SD FORM 818</b>							
<p><b>COORDINATING OSD COMPONENT:</b> Use this form to provide consolidated critical and substantive comments to the OSD Component that originated the issuance. Complete the classification header and footer, columns 1 through 6, and the first two entries in column 7. <b>REVIEW THE COMMENTS, RESOLVE ANY CONFLICTING VIEWS, AND CONFIRM THAT THE COMPLETED MATRIX ACCURATELY REPRESENTS YOUR COMPONENT'S POSITION.</b> Upload the form to the DoD Directives Program Portal IN MICROSOFT WORD FORMAT, with a scanned copy of the sign SD Form 106, "DoD Directives Program Coordination Record," or coordination memorandum.</p> <p><b>ORIGINATING OSD COMPONENT:</b> Use this form to consolidate comments from all coordinators and to record adjudication of the comments. (To add comments from an SD 818 submitted by a coordinator, use the "Copy" and "Paste" tools on the Microsoft Word Standard Toolbar.) When consolidating comments, place them in the order of the pages/paragraphs they apply to (e.g., all comments from all coordinators that apply to page 1, paragraph 1.a., should be grouped together as the initial entries; all comments that apply to page 1, paragraph 1.b., should be grouped together next, and so on). General comments that do not refer to specific text or that apply to the document as a whole are listed first. Complete the third entry in column 7 and column 8. Adjust the classification header and footer and columns 1 and 2 as appropriate.</p> <p><b>CLASSIFICATION</b> – Enter the highest classification of the comments. If all are unclassified, mark the header and footer accordingly and ignore the column.</p> <p><b>COLUMN 1</b> – Enter the number of the comment. Enter comments in the order of the pages/paragraphs they apply to.</p> <p><b>COLUMN 2</b> – Enter the classification of the comment. If all comments are unclassified, mark the header and footer accordingly and ignore the column.</p> <p><b>COLUMN 3</b> – Enter the appropriate information.</p> <p><b>COLUMN 4</b> – Enter the appropriate information.</p> <p><b>COLUMN 5</b> – Enter the appropriate information.</p> <p><b>COLUMN 6</b> – Enter the comment type. Place only one comment per row. Do NOT include administrative comments concerning non-substantive aspects of an issuance, such as dates of references, organizational symbols, and/or grammatical errors.</p> <p>(C) <b>CRITICAL:</b> When a Component has one or more critical comments, that Component's coordination shall reflect a nonconcur. <b>THE JUSTIFICATION FOR CRITICAL COMMENTS MUST IDENTIFY:</b></p> <ul style="list-style-type: none"> <li>– Violations of the law or contradictions of Executive Branch policy or of policy established in DoD issuances. The GC, DoD, or his or her representative shall identify legal objections as critical comments.</li> <li>– Unnecessary risks to safety, life, limb, or DoD materiel; waste or abuse of DoD appropriations; or imposition of an unreasonable burden on a Component's resources.</li> </ul> <p>(S) <b>SUBSTANTIVE:</b> Substantive comments are made when a section in the issuance appears to be or is potentially unnecessary, incorrect, misleading, confusing, or inconsistent with other sections, or when a Component disagrees with the proposed responsibilities, requirements, and/or procedures. A substantive comment is usually not sufficient justification for a Component to nonconcur on an issuance. Several substantive comments when taken together may be grounds for a nonconurrence.</p> <p><b>COLUMN 7 – COORDINATING COMPONENT:</b> Enter the comment in the area provided. Enter your justification for the comment and your requested or recommended changes in the area provided. <b>YOU MUST PROVIDE CONVINCING SUPPORT FOR CRITICAL COMMENTS IN THE JUSTIFICATION.</b></p> <p>– <b>ORIGINATING COMPONENT:</b> Enter your justification for disposition of the comment in the area provided. Include any related communications with the coordinating Component. You must provide convincing support for rejecting critical comments.</p> <p><b>COLUMN 8</b> – Enter whether you accepted (A), rejected (R), or partially accepted (P) the comment. Your justification for disposition of the comment in column 7 must be consistent with this entry.</p>							

SD FORM 818, JUL 10

PREVIOUS EDITION IS OBSOLETE

2

[CLASSIFICATION]

**APPENDIX G**  
**SD FORM 106, DoD DIRECTIVES PROGRAM COORDINATION RECORD**

**- UNCLASSIFIED -**

DoD DIRECTIVES PROGRAM COORDINATION RECORD <i>(Please read instructions on back before completing form.)</i>			
<b>1. CLASSIFICATION OF ISSUANCE</b> (X one) <input type="checkbox"/> TOP SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> SECRET <input type="checkbox"/> UNCLASSIFIED		<b>2. TYPE OF DoD ISSUANCE</b> (X one) <input type="checkbox"/> DoDD (DoD Directive) <input type="checkbox"/> DoDM (DoD Manual) <input type="checkbox"/> DTM (Directive Type Memo) <input type="checkbox"/> DoDI (DoD Instruction) <input type="checkbox"/> AI (Administrative Instruction)	
<b>3. TYPE OF ACTION</b> (X one) <input type="checkbox"/> NEW <input type="checkbox"/> CHANGE <input type="checkbox"/> REISSUANCE <input type="checkbox"/> CANCELLATION			
<b>4. DISTRIBUTION STATEMENT</b> (X one) <input type="checkbox"/> UNLIMITED <input type="checkbox"/> RESTRICTED <input type="checkbox"/> NOT RELEASABLE			
<b>5. DoD ISSUANCE NUMBER</b> (See instructions on page 2)		<b>6. COORDINATION SUSPENSE DATE.</b> DoD Directives Program Portal sets suspenses automatically from the date of posting on the Portal. For DTMs, the suspense is 15 working days; for Directives, 20 working days; for other issuances, 20, 30, or 45 days in accordance with DoDI 5025.01, Table 1. Expedited coordinations must be approved by Directives Division.	
<b>7. SUBJECT</b> (Title of Issuance)		<b>8. PURPOSE AND REMARKS</b> (Continue on back if necessary)	
<b>9. FEDERAL REGISTER PUBLICATION REQUIRED</b> (X one) <input type="checkbox"/> YES <input type="checkbox"/> NO			
<b>10. REPORTING REQUIREMENTS</b> (X as applicable) <input type="checkbox"/> OMB (Public) <input type="checkbox"/> RCS (DoD and/or Interagency)			
<b>11. FORMS PRESCRIBED</b> (X one) <input type="checkbox"/> YES <input type="checkbox"/> NO		<b>12. PRIVACY REQUIREMENTS</b> (X one) <input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>13.a. ACTION OFFICER NAME</b> (Last, First, Middle Initial) (Print or type)			
<b>b. OFFICE DESIGNATION</b>			
<b>c. COMPLETE MAILING ADDRESS</b>			
<b>d. TELEPHONE</b> (Include Area Code)		<b>e. FAX NUMBER</b> (Include Area Code)	
<b>f. E-MAIL ADDRESS</b>			
<b>14.a. ORIGINATING AUTHORIZING OFFICIAL</b> (See instructions on page 2)			
<b>(1) SIGN</b>			
<b>(2) PRINT OR TYPE NAME</b>			
<b>b. POSITION TITLE</b> (Print or type)		<b>c. DATE FORM SIGNED</b>	
<b>15. COORDINATING OFFICIALS.</b> (Mark all that apply with either P (Primary) or C (Collateral). Mandatory coordinators are already marked with an "M." (See page 2 of this form for explanation of coordinating levels.)			
<input type="checkbox"/> ASSISTANT SECRETARY OF DEFENSE FOR LEGISLATIVE AFFAIRS		<input type="checkbox"/> UNDER SECRETARY OF DEFENSE (COMPTROLLER)/CHIEF FINANCIAL OFFICER	
<input type="checkbox"/> ASSISTANT SECRETARY OF DEFENSE FOR PUBLIC AFFAIRS DIR DEFENSE MEDIA ACTIVITY		<input type="checkbox"/> PDUSD (COMPTROLLER) DIR DEFENSE CONTRACT AUDIT AGENCY DIR DEFENSE FINANCE AND ACCOUNTING SERVICE	
<input type="checkbox"/> ASSISTANT TO THE SECRETARY OF DEFENSE FOR INTELLIGENCE OVERSIGHT		<input type="checkbox"/> UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE	
<input type="checkbox"/> CHAIRMAN OF THE JOINT CHIEFS OF STAFF		<input type="checkbox"/> PDUSD (INTELLIGENCE) DIR DEFENSE INTELLIGENCE AGENCY DIR DEFENSE SECURITY SERVICE DIR NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY DIR NATIONAL RECONNAISSANCE OFFICE DIR NATIONAL SECURITY AGENCY/CHIEF, CENTRAL SECURITY SERVICE	
<input type="checkbox"/> DEPUTY CHIEF MANAGEMENT OFFICER		<input type="checkbox"/> UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS	
<input type="checkbox"/> DEPARTMENT OF DEFENSE CHIEF INFORMATION OFFICER DIR DEFENSE INFORMATION SYSTEMS AGENCY		<input type="checkbox"/> PDUSD (PERSONNEL AND READINESS) ASD (HEALTH AFFAIRS) ASD (READINESS AND FORCE MANAGEMENT) ASD (RESERVE AFFAIRS) DIR DEFENSE COMMISSARY AGENCY DIR DEPARTMENT OF DEFENSE EDUCATION ACTIVITY DIR DEPARTMENT OF DEFENSE HUMAN RESOURCES ACTIVITY DIR TRICARE MANAGEMENT ACTIVITY	
<input type="checkbox"/> <b>M</b> DIRECTOR ADMINISTRATION AND MANAGEMENT, OSD DIR PENTAGON FORCE PROTECTION AGENCY DIR WASHINGTON HEADQUARTERS SERVICES		<input type="checkbox"/> UNDER SECRETARY OF DEFENSE FOR POLICY	
<input type="checkbox"/> DIRECTOR COST ASSESSMENT AND PROGRAM EVALUATION		<input type="checkbox"/> PDUSD (POLICY) ASD (ASIAN & PACIFIC SECURITY AFFAIRS) ASD (GLOBAL STRATEGIC AFFAIRS) ASD (HOMELAND DEFENSE & AMERICAS' SECURITY AFFAIRS) ASD (INTERNATIONAL SECURITY AFFAIRS) ASD (SPECIAL OPERATIONS AND LOW INTENSITY CONFLICT) DIR DEFENSE SECURITY COOPERATION AGENCY DIR DEFENSE POW/MIP OFFICE DIR DEFENSE TECHNOLOGY SECURITY ADMINISTRATION	
<input type="checkbox"/> DIRECTOR NET ASSESSMENT		<input type="checkbox"/> OTHER (Identify)	
<input type="checkbox"/> DIRECTOR OPERATIONAL TEST AND EVALUATION		<input type="checkbox"/> OTHER (Identify)	
<input type="checkbox"/> <b>C</b> GENERAL COUNSEL, DEPARTMENT OF DEFENSE DEFENSE LEGAL SERVICES AGENCY		<b>16.a. COORDINATING OFFICIAL</b> (See instructions on page 2)	
<input type="checkbox"/> <b>M</b> INSPECTOR GENERAL, DEPARTMENT OF DEFENSE		<b>(1) SIGN</b>	
<input type="checkbox"/> SECRETARY OF THE AIR FORCE		<input type="checkbox"/> CONCUR <input type="checkbox"/> CONCUR WITH COMMENT <input type="checkbox"/> NO COMMENT <input type="checkbox"/> NONCONCUR WITH COMMENT	
<input type="checkbox"/> SECRETARY OF THE ARMY		<b>(2) PRINT OR TYPE NAME</b>	
<input type="checkbox"/> SECRETARY OF THE NAVY		<b>b. POSITION TITLE</b> (Print or type)	
<input type="checkbox"/> UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY, AND LOGISTICS PDUSD (ACQUISITION, TECHNOLOGY, AND LOGISTICS) ASD (ACQUISITION) ASD (LOGISTICS AND MATERIEL READINESS) ASD (NUCLEAR, CHEMICAL, AND BIOLOGICAL DEFENSE PROGRAMS) ASD (RESEARCH AND ENGINEERING) ASD (OPERATIONAL ENERGY PLANS AND PROGRAMS) DIR DEFENSE ADVANCED RESEARCH PROJECTS AGENCY DIR DEFENSE CONTRACT MANAGEMENT AGENCY DIR DEFENSE LOGISTICS AGENCY DIR DEFENSE THREAT REDUCTION AGENCY DIR MISSILE DEFENSE AGENCY DIR DEFENSE TECHNICAL INFORMATION CENTER DIR DOD TEST RESOURCE MANAGEMENT CENTER DIR OFFICE OF ECONOMIC ADJUSTMENT		<b>c. DATE FORM SIGNED</b>	

**- UNCLASSIFIED -**

APPENDIX G (cont'd)

- UNCLASSIFIED -

<p>8. PURPOSE AND REMARKS (Continued)</p>	
<p><b>INSTRUCTIONS FOR COMPLETING SD FORM 106</b>  <i>(For additional information on coordination requirements and signature levels, see Sections 6 and 7 of Enclosure 3 to DoDI 5025.01.)</i></p>	
<p><b>ITEM 1. CLASSIFICATION OF ISSUANCE</b> Place an "X" in the appropriate box.</p> <p><b>ITEM 2. TYPE OF ISSUANCE</b> Place an "X" in the appropriate box. See DoDI 5025.01 for DTM guidelines.</p> <p><b>ITEM 3. TYPE OF ACTION</b> Place an "X" in the appropriate box.</p> <p><b>ITEM 4. DISTRIBUTION STATEMENT</b> Place an "X" in the appropriate box.  <b>Unlimited:</b> Unclassified issuance approved for public release.  <b>Restricted:</b> Issuance approved for release through controlled internet access from the DoD Issuances Web Site on the SIPRNET.  <b>Not Releasable:</b> Issuance shall not be released on the Internet. Release shall be approved and accomplished by the cognizant Component. (See review and clearance requirements in DoDD 5230.9 and DoDI 5230.29 to determine the appropriate release and distribution option for the issuance.)</p> <p><b>ITEM 5. DOD ISSUANCE NUMBER</b> For a new DoD issuance, enter the 4-digit number of the major subject group (See the DoD Issuance Numbering System on the DoD Issuances Web Site). For a revision, change, or cancellation, enter the existing number of the DoD issuance.</p> <p><b>ITEM 6. COORDINATION SUSPENSE DATE</b> The DoD Directives Program Portal sets suspenses automatically from the date of posting on the Portal. For DTMs, the suspense is 15 working days; for Directives, 20 working days; for other issuances, 20, 30, or 45 days in accordance with DoDI 5025.01, Table 1. Expedited coordinations, including coordinations of DTMs, must be approved by Directives Division.</p> <p><b>ITEM 7. SUBJECT</b> Enter the title of the issuance. It shall be no longer than two lines.</p> <p><b>ITEM 8. PURPOSE AND REMARKS</b> Enter the reason for the action and any supplementary or background information to support it. If the issuance should be reviewed by DoD officials who are under the cognizance of an Under Secretary of Defense, an Assistant Secretary of Defense, or a Deputy Under Secretary of Defense, make recommendations in this block.</p> <p><b>ITEM 9. FEDERAL REGISTER PUBLICATION REQUIRED</b> Place an "X" in the appropriate box. Any issuance that levies requirements on the public, Federal or Government employees outside the Department of Defense, and/or the Reserve Components, or that has public or political interest, should be considered for publication in the FR. (See AI No. 102.)</p> <p><b>ITEM 10. REPORTING REQUIREMENTS</b> Select "OMB" when collecting information from the public and "RCS" when collecting information from other DoD Component employees and/or other Federal agency employees. (See DoD 8910.1-M.)</p> <p><b>ITEM 11. FORMS PRESCRIBED</b> Place an "X" in the appropriate box. (See DoD 7750.7-M.)</p> <p><b>ITEM 12. PRIVACY REQUIREMENTS</b> Place an "X" in the appropriate box. Privacy requirements apply to any issuance that addresses the collection, maintenance, use or dissemination of personal information regarding U.S. citizens or aliens admitted for permanent residence. (See DoDD 5400.11 and DoD 5400.11-R.)</p> <p><b>ITEM 13. ACTION OFFICER</b> Enter the appropriate information.</p>	<p><b>ITEM 14. ORIGINATING AUTHORIZING OFFICIAL</b> PRINT OR TYPE THE OFFICIAL'S NAME in block 14.a(2). ENTER THE OFFICIAL'S POSITION TITLE in block 14.b. and the signature date in block 14.c. Positions authorized to start coordination are listed by type of issuance. Any delegation of signature authority must be provided to the DA&amp;M in writing.</p> <p><b>DoDDs, DoDIs and DTMs that Establish Policy:</b>          - THE HEADS OF THE OSD COMPONENTS          - THEIR PRINCIPAL DEPUTIES  <b>DoDIs and DTMs that Implement Policy, DoDMs, and AIs:</b>          - THE HEADS OF THE OSD COMPONENTS          - THEIR PRINCIPAL DEPUTIES          - THE OSD PRESIDENTIALLY APPOINTED, SENATE-CONFIRMED (PAS) OFFICIALS*</p> <p><b>ITEM 15. COORDINATING OFFICIALS</b>  <b>Mandatory Coordinators:</b> Pre-filled (IG DoD; DA&amp;M).  <b>Primary Coordinators:</b> Have equity or interest in the issuance. Response required; however, if no response is received by the suspense date, the issuance approval process shall continue.  <b>Collateral Coordinators:</b> Are provided the issuance for information only. No response required, but comments received will be included. GC, DoD, is always a collateral coordinator in the formal coordination stage.  <b>Other:</b> Other Federal agencies such as the Department of Homeland Security. The action officer is responsible for providing coordination to agencies not on the Portal.</p> <p><b>ITEM 16. COORDINATING OFFICIAL</b> PRINT OR TYPE THE OFFICIAL'S NAME in block 16.a.(2). ENTER THE OFFICIAL'S POSITION TITLE in block 16.b. and the signature date in block 16.c. Positions authorized to coordinate are listed by type of issuance. Authority may be delegated to a position at the level of a flag officer, Senior Executive Service member, or senior level employee. Any delegation of coordination authority must be provided to the DA&amp;M in writing.</p> <p><b>DoDDs, DoDIs and DTMs that Establish Policy:</b>          - THE HEADS OF THE OSD COMPONENTS AND THEIR PRINCIPAL DEPUTIES.          - THE SECRETARIES, UNDER SECRETARIES, ASSISTANT SECRETARIES, GENERAL COUNSELS, AND ADMINISTRATIVE ASSISTANTS OF THE MILITARY DEPARTMENTS.          - THE CHAIRMAN AND VICE CHAIRMAN OF THE JOINT CHIEFS OF STAFF AND THE DIRECTOR AND VICE DIRECTOR OF THE JOINT STAFF.</p> <p><b>DoDIs that Implement Policy, DoDMs, and AIs:</b>          - ANY OF THE OFFICIALS AUTHORIZED TO COORDINATE ON DoDDs AND DoDIs THAT ESTABLISH POLICY.          - THE OSD PAS OFFICIALS.*          - THE DEPUTY UNDER SECRETARIES AND DEPUTY ASSISTANT SECRETARIES OF DEFENSE.          - THE DoD DEPUTY INSPECTORS GENERAL.</p> <p><b>DTMs:</b> Shall be coordinated with the mandatory coordinators, at a minimum. DTMs that establish policy shall be coordinated at the same level as DoDDs and policy DoDIs. DTMs that implement policy shall be coordinated at the same level as non-policy DoDIs.</p> <p>*The OSD PAS officials are: the USDs; Deputy Chief Management Officer; PDUSDs; the ASDs; the DoD CIO; GC, DoD; and the IG DoD.</p>

SD FORM 106 (BACK), JAN 2012

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**APPENDIX H  
WITHDRAWAL OF INSPECTOR GENERAL  
NONCONCUR RESPONSE TO COORDINATION MEMORANDUM**



INSPECTOR GENERAL  
DEPARTMENT OF DEFENSE  
4800 MARK CENTER DRIVE  
ALEXANDRIA, VIRGINIA 22350-1500

MEMORANDUM FOR DIRECTOR FOR ADMINISTRATION AND MANAGEMENT

SUBJECT: Withdrawal the Nonconcur Response for the Coordination of DoD Directive 5105.ab, "Director of Cost Assessment and Program Evaluation (DCAPE)"

On December 5, 2011, the DoD IG submitted a nonconcur with comment response concerning the subject draft DTM provided by your staff for coordination. Based on proposed modifications provided by your action officer, the DoD IG withdraws its nonconcur with comment. Should you have any questions, please contact me or Mr. Ralph Doe of my staff at 703-XXX-XXXX.

John Doe  
Deputy Inspector General  
Policy and Oversight

APPENDIX I  
ACTION MEMORANDUM



INSPECTOR GENERAL  
DEPARTMENT OF DEFENSE  
4800 MARK CENTER DRIVE  
ALEXANDRIA, VIRGINIA 22350-1500

ACTION MEMO

(Month Date, Year; Time hours)

FOR: DEPUTY INSPECTOR GENERAL FOR POLICY AND OVERSIGHT

FROM: (Name), (Title), ODIG P&O

SUBJECT: Coordination of DoD (Type Issuance) (Issuance Number), "(Issuance Title)"

- (Mr. or Ms.) (DIG P&O Name), Please sign Block 14 (Originating Authorizing Official) of the SD 106 at TAB A.
- (Insert purpose of the draft issuance)
- The draft Instruction was coordinated internally by (OIG Component) on (date); recently re-coordinated with WHS DD for a precoordination edit, and with the DoD OGC for a Legally Objectionable Review in accordance with DoD Instruction 5025.01.
- For your convenience the obsolete Instruction (if any) is provided at TAB B. (Indicate summary of substantive changes to the Issuance) at TAB C.

RECOMMENDATION: Recommend approval of the (Issuance Type) and the SD 106 and signature at Block 14 of the SD 106 at TAB A.

COORDINATION: Coordination with all appropriate OIG Components, WHS DD, and DoD OGC is completed. In accordance with DoD I 5025.01, the next step is to submit the draft issuance for external coordination.

Attachment:  
As stated

Prepared by: (Name), P&O, (Phone Number)

**APPENDIX J**  
**DD FORM 1910, CLEARANCE REQUEST FOR PUBLIC RELEASE OF**  
**DEPARTMENT OF DEFENSE INFORMATION**

CLEARANCE REQUEST FOR PUBLIC RELEASE OF DEPARTMENT OF DEFENSE INFORMATION		
<i>(See Instructions on back.)</i>		
<i>(This form is to be used in requesting review and clearance of DoD information proposed for public release in accordance with DoDD 5230.09.)</i>		
TO: <i>(See Note)</i> Chief, Office of Security Review, 1155 Defense Pentagon, Washington, DC 20301-1155		
Note: Regular mail address shown above. For drop-off/next day delivery, use: Room 12047, 1777 North Kent Street, Rosslyn, VA 22209-2133		
<b>1. DOCUMENT DESCRIPTION</b>		
a. TYPE	b. TITLE	
c. PAGE COUNT	d. SUBJECT AREA	
<b>2. AUTHOR/SPEAKER</b>		
a. NAME <i>(Last, First, Middle Initial)</i>	b. RANK	c. TITLE
d. OFFICE		e. AGENCY
<b>3. PRESENTATION/PUBLICATION DATA <i>(Date, Place, Event)</i></b>		
<b>4. POINT OF CONTACT</b>		
a. NAME <i>(Last, First, Middle Initial)</i>		b. TELEPHONE NO. <i>(Include Area Code)</i>
<b>5. PRIOR COORDINATION</b>		
a. NAME <i>(Last, First, Middle Initial)</i>	b. OFFICE/AGENCY	c. TELEPHONE NO. <i>(Include Area Code)</i>
<b>6. REMARKS</b>		
<b>7. RECOMMENDATION OF SUBMITTING OFFICE/AGENCY</b>		
a. THE ATTACHED MATERIAL HAS DEPARTMENT/OFFICE/AGENCY APPROVAL FOR PUBLIC RELEASE <i>(qualifications, if any, are indicated in Remarks section)</i> AND CLEARANCE FOR OPEN PUBLICATION IS RECOMMENDED UNDER PROVISIONS OF DODD 5230.09. I AM AUTHORIZED TO MAKE THIS RECOMMENDATION FOR RELEASE ON BEHALF OF:		
_____		
b. CLEARANCE IS REQUESTED BY _____ <i>(YYYYMMDD)</i> .		
c. NAME <i>(Last, First, Middle Initial)</i>		d. TITLE
e. OFFICE		f. AGENCY
g. SIGNATURE		h. DATE SIGNED <i>(YYYYMMDD)</i>

DD FORM 1910, JAN 2006

PREVIOUS EDITION MAY BE USED.

Reset

Adobe Professional 8.0

## APPENDIX J (cont'd)

## INSTRUCTIONS

**GENERAL NOTE FOR PERSONNEL PROCESSING THIS REPORT:** Items marked with an asterisk (\*) have been registered in the DoD Data Element Program.

**1. DOCUMENT DESCRIPTION.**

a. Type - Record nature of material submitted; e.g., speech, article, manuscript, study/thesis, brochure, news release, advertisement, radio/television script, etc.

b. Title - Record the exact caption, headline, name or label of the material.

c. Page Count - Enter the number of pages of the document submitted.

d. Subject Area - Record major topic or theme, whenever possible.

Examples: "Go-Between Circuits III - Total Force in Action," and "Communications."

**2. AUTHOR/SPEAKER.**

\*a. Name - Self explanatory.

\*b. Rank - Self explanatory.

c. Title - Self explanatory.

d. Office - Self explanatory.

e. Agency - Self explanatory.

**3. PRESENTATION/PUBLICATION DATA.** Record the forum of open presentation or publication.

**4. POINT OF CONTACT**

\*a. Name - Self explanatory.

b. Telephone Number - Enter the office phone number of the point of contact.

**5. PRIOR COORDINATION.** Self explanatory.

**6. REMARKS.** Enter any additional pertinent information.

**7. RECOMMENDATION OF SUBMITTING OFFICE/AGENCY.** It is of paramount importance to components, as large and complex as those which comprise the Department of Defense, that coordinated and consistent security and policy determinations are made; therefore, Item 7 must be completed by an individual who possesses the authority to communicate a particular component's policies and recommendation.

a. Enter title of Component/Agency Head or title of other individual ultimately responsible for the substantive issues addressed.

Examples: Secretary of the Army; Chairman of the Joint Chiefs of Staff; President, National Defense University; etc.

\*b. Clearance is requested by - Self explanatory.

\*c. Name - Entry must be typed or printed and coincide with signatory official.

d. Title - Self explanatory.

e. Office - Self explanatory.

f. Agency - Self explanatory.

g. Signature - Mandatory.

\*h. Date - Self explanatory.

**APPENDIX K**  
**DOD ISSUANCES THAT THE OIG IS THE**  
**OFFICE OF PRIMARY RESPONSIBILITY**

<b>Issuance Number</b>	<b>Issuance Title</b>	<b>OIG Component</b>
DoDD 1401.03	DoD Nonappropriated Fund Instrumentality Employee Whistleblower Protection	AI/OCCL
DoDD 5505.06	Investigations of Allegations Against Senior Officials of DoD	AI
DoDD 5505.9	Interception of Wire, Electronic and Oral Communications for Law Enforcement	P&O/IPO
DoDD 5525.7	Implementation of the Memorandum of Understanding Between the DoJ and DoD Relating to the Investigation and Prosecution of Certain Crimes	P&O/IPO
DoDD 7050.06	Military Whistleblower Program	AI/OCCL
DoDD 7050.4	Awards for Cost Savings Resulting from the Disclosure of Fraud, Waste, or Mismanagement	P&O/IPO/OCCL
DoDD 7600.10	Audits of States, Local Governments, and Non-Profit Organizations	P&O/APO
DoDD 7650.03	Follow-up on General Accounting Office/DoD IG/Internal Audit Reports	AUD
DoDI 5100.86	DoD Forensic Science Committee	P&O/IPO
DoDI 5106.05	Combatant Command Inspectors General – Implementing Procedures	P&O/A&M
DoDI 5240.04	Counterintelligence (CI) Investigations	ISPA
DoDI 5505.03	Initiation of Investigations by Military Criminal Investigative Organizations	P&O/IPO
DoDI 5505.10	Investigation of Noncombat Deaths of Active Duty Members of the Armed Forces	P&O/IPO
DoDI 5505.11	Fingerprint Card and Final Disposition Report Submission Requirements	P&O/IPO
DoDI 5505.14	Deoxyribonucleic Acid (DNA) Collection Requirements For Criminal Investigations	P&O/IPO
DoDI 5505.15	DoD Contractor Disclosure Program	P&O/IPO
DoDI 5505.2	Criminal Investigation of Fraud Offenses	P&O/IPO
DoDI 5505.7	Titling and Indexing of Subjects of Criminal Investigations in DoD	P&O/IPO
DoDI 5505.8	Defense Criminal Investigative Organizations and Other DoD Law Enforcement Organizations Investigations of Sexual Misconduct	P&O/IPO
DoDI 5525.12	Implementation of Law Enforcement Officers Safety Act	P&O/IPO
DoDI 7050.01	Defense Hotline Program	OCCL/Hotline
DoDI 7050.03	Access to Records and Information by the DoD IG	P&O/IPO
DoDI 7050.05	Coordination of Remedies for Fraud and Corruption Related to Procurement Activities	P&O/IPO
DoDI 7600.02	Audit Policies	P&O/APO
DoDI 7600.6	Audit of Nonappropriated Fund Instrumentalities and Related Activities	P&O/APO
DoDI 7640.02	Policy for Follow-up on Contract Audit Reports	P&O/APO
DoDI 7650.02	Government Accountability Office Reviews and Reports	OCCL
DoDI 7750.6	Information Requirements for Semi-Annual Report to the Congress	OCCL
DoD 7600.07-M	DoD Audit Manual	P&O/APO
DoD O-5505.9-M	Procedures for Wire, Electronic and Oral Interception for Law Enforcement	P&O/IPO