

Checking the DoD Issuance Template Version

As of July 3, 2025

How do you make sure you're using the current template? From the "File" ribbon of your issuance, select the info tab and check the Properties Title and Tags. As of this date, this is the correct version.

DoD Issuance Template:

The screenshot shows the Microsoft Word interface with the "DoD_Issuance_Template" document open. The "Info" tab is selected in the left-hand ribbon. The main content area displays the "Info" section for the document. On the right side, the "Properties" pane is open, showing the "Title" and "Tags" fields, both of which are highlighted with a red box. The "Title" field contains "Version 2.2025" and the "Tags" field contains "Version 2.2025". Other visible information includes the document size (139KB), pages (8), words (1149), and total editing time (2 minutes).

Field	Value
Title	Version 2.2025
Tags	Version 2.2025

Directive-type Memorandum Template:

The screenshot shows the Microsoft Word interface with the "DTM_Template" document open. The "Info" tab is selected in the left-hand ribbon. The main content area displays the "Info" section for the document. On the right side, the "Properties" pane is open, showing the "Title" and "Tags" fields, both of which are highlighted with a red box. The "Title" field contains "Version 2.2025" and the "Tags" field contains "Version 2.2025". Other visible information includes the document size (87.4KB), pages (5), words (617), and total editing time (28 minutes).

Field	Value
Title	Version 2.2025
Tags	Version 2.2025

Chartering Directive Template:

Charter_template

No Label • Saved to this PC

Home

New

Open

Get Add-ins

Info

Save

Save As

Save as Adobe PDF

Print

Share

Export

Transform

Close

Account

Content Manager Options

Options

Charter_template

Desktop

Upload

Share

Copy path

Copy local path

Open file location

Protect Document

Protect Document

Inspect Document

Before publishing this file, be aware that it contains:

- Document properties, template name, author's name and related dates
- Headers and footers
- Characters formatted as hidden text
- Custom XML data

Version History

View and restore previous versions.

Manage Document

There are no unsaved changes.

Properties

Size139KB

Pages10

Words968

Total Editing Time2 Minutes

TitleVersion 2.2025

TagsVersion 2.2025

CommentsAdd comments

Related Dates

Last Modified2/28/2025 9:12 AM

Created6/6/2024 2:07 PM

Last Printed9/22/2015 10:15 AM

Related People

Author

RD

Rachael DeNale

Add an author

Last Modified By

DA

Dietz, Ashley N CIV WHS ESD

Related Documents

Open File Location

Show All Properties