



OVERVIEW OF DoD ISSUANCES

COMMON
ISSUANCE TYPES

<div>DoD Directives</div> <div>DoDDs</div>	<div>DoD Instructions</div> <div>DoDIs</div>	<div>DoD Manuals</div> <div>DoDMs</div>
<ul style="list-style-type: none">Limited to SecDef or DepSecDef authority or interest items		
<ul style="list-style-type: none">Delegate authority		
<ul style="list-style-type: none">Establish policy	<ul style="list-style-type: none">Establish policy	
	<ul style="list-style-type: none">Implement policy	<ul style="list-style-type: none">Implement policy
<ul style="list-style-type: none">Assign responsibilities	<ul style="list-style-type: none">Assign responsibilities	<ul style="list-style-type: none">Assign responsibilities
	<ul style="list-style-type: none">Provide procedures	<ul style="list-style-type: none">Provide procedures
	<ul style="list-style-type: none">May have multiple volumes	<ul style="list-style-type: none">May have multiple volumes
<ul style="list-style-type: none">12-page limit	<ul style="list-style-type: none">50-page limit	<ul style="list-style-type: none">100-page limit



DoD Directives DoDDs

- Limited to SecDef or DepSecDef authority or interest items

- Delegate authority

- Establish policy

- Assign responsibilities

- 12-page limit

- Establish policy, assign responsibilities, and delegate authority to the DoD Components.
- Contain no procedures.
- Two types: Direct Oversight and Chartering

Direct Oversight:

- Requires SecDef or DepSecDef direction and approval; may not exceed 12 pages; and contain only:
 - Non delegable SecDef or DepSecDef responsibilities;
 - Assignment of functions and resources between/among PSAs and/or DoD Component heads;
 - Designation of DoD Executive Agents and assignment of related responsibilities and authorities; or
 - Matters of SecDef or DepSecDef special interest

Chartering:

- Establish OSD Component heads (i.e. PSAs, PAS officials, Defense Agencies, DoD Field Activities) or other major DoD or OSD Component's official mission, responsibilities functions, relationships, and delegated authorities.
- Approved by the SecDef or DepSecDef.
- Approved by the Under Secretaries delegated the authority in their charter for subordinate OSD PAS officials.



DoD Instructions DoDIs

- Establish or implement policy and assign responsibilities within a function area assigned in an OSD Component head's charter.
- May provide procedures for implementing the policy.
- If exceeding 50 pages, will be separated into volumes or require a page waiver.
- Approved only by OSD Component heads.
- Include OSD Component head's charter as a reference.

- Establish policy
- Implement policy
- Assign responsibilities
- Provide procedures
- May have multiple volumes
- 50-page limit



DoD Manuals DoDMs

- Implement or supplement policy already established in a directive or instruction. Will be authorized by a directive or instruction. The authorizing issuance will be cited in the manual and included as a reference.
- Identify uniform procedures for managing or operating systems and provide administrative information.
- If exceeding 100 pages, will be separated into volumes or require a page waiver.
- May contain a policy section **summarizing** policy established elsewhere.
- Approved by OSD Component heads, Principal Deputies, or other OSD PAS officials as authorized by their charters.
- All DoD publications that are not manuals (i.e. catalogues, compendiums, directories, guides, handbooks, indexes, inventories, lists, modules, pamphlets, plans, regulations, series, standards, and supplements) will be converted to manuals on their next reissuance.

- Implement policy
- Assign responsibilities
- Provide procedures
- May have multiple volumes
- 100-page limit



OVERVIEW OF DoD ISSUANCES

UNCOMMON
ISSUANCE TYPES

Administrative Instructions AIs

Directive-type Memorandums DTMs

- Establish policy

- Establish policy

- Implement policy

- Assign responsibilities

- Assign responsibilities

- Provide procedures

- Provide procedures

- Apply to WHS-serviced DoD Components

- Only for time sensitive actions
- Expires after 1 year

- 50-page limit

- 20-page limit



Administrative Instructions AIs

• Implement policy
• Assign responsibilities
• Provide procedures
• May have multiple volumes
• 100-page limit

- Written by WHS, PFPA, or PIO/DA&M personnel, but can be applicable to all OSD Components.
- Implements policy established in directives or instruction for the administration of the DoD Components in the National Capital Region that are serviced by WHS. May establish policy **only** for those WHS-services Components.
- If exceeding 100 pages, will be separated into volumes or require a page waiver.
- May be approved by the PIO/DA&M or Director, WHS.
 - If PIO/DA&M, the AI must cite DoDD 5105.53, the January 11, 2021 Deputy Secretary of Defense Memorandum, and the January 18, 2022 Deputy Secretary of Defense Memorandum.
 - If Director, WHS, the SI must cite DoDD 5110.04 and DoDI 5025.01.
 - See the DoD Issuance Style Guide, Addendum A for more information on citations.



DIRECTIVE-TYPE MEMORANDUMS

UNCOMMON
ISSUANCE TYPES

Directive-type Memorandums DTMs

- Implement policy
- Assign responsibilities
- Provide procedures
- May have multiple volumes
- 100-page limit

- Issued:
 - **Only** for a time-sensitive action that affects a current DoD issuance or that will become a DoD issuance.
 - **Only** when time constraints prevent publishing a new issuance or a change to an existing issuance.
- May:
 - Establish policy and assign responsibilities; or
 - Implement policies and responsibilities established in existing directives or instructions.
- Approval Authority:
 - SecDef or DepSecDef if the DTM requires their direct oversight.
 - OSD Component heads if the DTM established policy.
 - OSD Component heads, Principal Deputies, or other OSD PAS officials as authorized by their charters if the DTM implements policy.
- If exceeding 20 pages, will require a page waiver.
- Effective for 12 months from the date of signature. Must be incorporated into an existing DoD issuance, converted to a new DoD issuance, reissued, or cancelled.