

LIST OF APPROVAL AND SIGNATURE AUTHORITIES FOR DoD ISSUANCE ACTIONS

POSITIONS AUTHORIZED TO APPROVE, INITIATE COORDINATION, AND COORDINATE ON DoD ISSUANCES			
Issuance Type	Issuance Approval¹	Initiate Coordination (DD Form 106)²	Coordinate (DD Form 818)⁴
Direct-Oversight DoD Directives (DoDDs)	<ul style="list-style-type: none"> Secretary and Deputy Secretary of Defense 	OSD Component heads and their Principal Deputies	<ul style="list-style-type: none"> OSD Component heads and their Principal Deputies Chairman and Vice Chairman, Joint Chiefs of Staff; Director and Vice Director, Joint Staff Secretaries, Under Secretaries, Assistant Secretaries, General Counsels (GCs), and Administrative Assistants of the Military Departments Commandant of the Coast Guard Chief, National Guard Bureau
Chartering DoDDs	<ul style="list-style-type: none"> Secretary and Deputy Secretary of Defense OSD Component heads, as delegated by the Deputy Secretary of Defense in their respective chartering DoDDs, may approve chartering DoDDs for their subordinate OSD Presidentially Appointed, Senate-confirmed (PAS) officials³ <i>when the charters are reissued.</i> 		
DoD Instructions (DoDIs)	OSD Component heads		
DoD Manuals (DoDMs)	<ul style="list-style-type: none"> OSD Component heads and their Principal Deputies OSD PAS officials 	<ul style="list-style-type: none"> OSD Component heads and their Principal Deputies OSD PAS officials 	<ul style="list-style-type: none"> The above officials OSD PAS officials Deputy Under and Deputy Assistant Secretaries of Defense DoD Deputy GCs and Deputy Inspectors General (IGs)
Administrative Instructions (AIs)	<ul style="list-style-type: none"> Director of Administration and Management (DA&M) Director, Washington Headquarters Services (WHS) 	<ul style="list-style-type: none"> DA&M Director, WHS 	
Policy Directive-type Memorandums (DTMs)	<ul style="list-style-type: none"> Secretary and Deputy Secretary of Defense OSD Component heads 	<ul style="list-style-type: none"> OSD Component heads and their Principal Deputies 	
Non-Policy DTMs	<ul style="list-style-type: none"> OSD Component heads and their Principal Deputies OSD PAS officials 	<ul style="list-style-type: none"> OSD Component heads and their Principal Deputies OSD PAS officials 	<ul style="list-style-type: none"> Policy DTMs will be coordinated at the same level as DoDIs⁵ Non-policy DTMs will be coordinated at the same level as DoDMs and AIs⁵

POSITIONS AUTHORIZED TO APPROVE, INITIATE COORDINATION, AND COORDINATE ON DoD ISSUANCES

Notes

¹ The officials authorized to approve the various types of issuances are also authorized to approve changes to and cancellations of those types of issuances. Individuals who have been officially designated as “Acting” or “Performing the Duties of” these officials have these authorities.

² The officials authorized to start coordination on the various types of issuance are also authorized to sign the action memorandum transmitting the completed action for approval.

³ The OSD PAS officials are the:

Under Secretaries of Defense and their Deputy Under Secretary

Director, Cost Assessment and Program Evaluation

Director of Operational Test and Evaluation

GC DoD

IG DoD

Assistant Secretaries of Defense, excluding the ASD for Legislative Affairs and ASD for Special Operations and Low Intensity Conflict
(these are Principal Staff Assistants)

⁴ The officials authorized to coordinate on DoDDs and DoDIs may delegate this authority to a position at the level of a general or flag officer, Senior Executive Service member, senior-level employee, or equivalent. Any delegation must be provided to the Directives Division in writing. Delegated authorities are available online at https://www.esd.whs.mil/Directives/issuance_process/supporting_documents/, “Authorized Component Coordinators.” That file will be updated when changes in positions or authorization occur.

⁵DTM coordinators will be collateral; responses should be received, at a minimum, from the IG DoD and DA&M. GC DoD will respond during legal sufficiency review.