

# DoD Issuance Style Guide, Addendum A

THE OFFICIAL GUIDE TO WRITING  
AND PUBLISHING DOD ISSUANCES

ADDENDUM A: SPECIAL ISSUANCE  
AUTHORITY REQUIREMENTS

*Current as of June 8, 2021*



**1.1. Issuance Authority Requirements for the Director of Administration and Management (DA&M).**

The following references must be cited in the purpose statement and the reference list of DA&M issuances (or any former Chief Management Officer of the Department of Defense (CMO) or Deputy CMO (DCMO) issuance that has responsibilities accruing to the DA&M):

DoD Directive 5105.53, "Director of Administration and Management (DA&M)," February 26, 2008

Deputy Secretary of Defense Memorandum, "Re-establishment of the Assistant to the Secretary of Defense for Intelligence Oversight and the Director of Administration and Management," January 11, 2021

**1.2. Issuance Authority Requirements for the Director, Washington Headquarters Services.**

In addition to citing DoD Directive 5110.04 in the purpose statement of any issuance approved by the Director, you must also cite DoD Instruction 5025.01.