

THE DoD ISSUANCE NUMBERING SYSTEM

1. BASIC NUMBERING SYSTEM. The Chief, Directives Division (DD), under the Director, Washington Headquarters Services, shall assign numbers to DoD issuances based on the established subject groups and sub groups provided in the enclosure, and the recommendations of DoD Component Heads with equity in a particular issuance.

a. DoD Directives (DoDDs) and DoD Instructions (DoDIs). The basic number shall be in Arabic numerals and shall consist of a 4-digit number representing a major subject group and its subgroup, followed by a decimal point and a 2-digit sequential number of the subgroup. For example:

(1) DoDI 5025.01 is in the major subject group “5000 – Acquisition, Administrative Management, Organizational Charters, Security, Public Affairs, and Legislative Affairs.”

(2) The number “25” represents the subgroup “5000-5099 – Acquisition and Administrative Management.”

(3) The number “.01” indicates that this is the first issuance assigned to that subgroup.

b. DoD Manuals (DoDMs). DoDMs shall be assigned the same number series as the DoDD or DoDI they implement when practicable. For DoDMs exceeding 100 pages in length, which shall be separated into Volumes, each Volume shall retain the same Manual number, with the addition of a dash and Volume number in Arabic numerals at the end, e.g.:

(1) DoD Manual 1400.25, Volume 1. Abbreviated as “DoDM 1400.25-V1.”

(2) DoD Manual 1400.25, Volume 2. Abbreviated as “DoDM 1400.25-V2.”

c. Administrative Instructions (AIs). AIs shall not be identified by subject. They shall be numbered sequentially beginning with the three digit Arabic numeral 001.

d. Directive-Type Memorandums (DTMs). DTMs shall be numbered sequentially beginning with the year in which issued, followed by the Arabic numeral for that DTM; e.g., for the first DTM issued in calendar year 2008, “DTM-08-001.”

2. NUMBERING NEW ISSUANCES

a. DoDDs and DoDIs. The OSD Components initiating new Directives and Instructions shall propose a 4-digit major group and subgroup number from the list in the enclosure. Initiating Components should coordinate the proposed group and subgroup number with other components with equity in the issuance. When submitting the issuance to DD for precoordination edit, the e-mail requesting review should justify the final group/subgroup recommendation and include any comments made by other components. DD shall assign a 2-digit alphabetic descriptor for the subgroup, rather than a sequential number, for use throughout

the coordination and approval process. The 2-digit sequential number of the subgroup shall be added by DD when the issuance is approved and signed.

b. AIs and DTMs. DD shall assign a temporary number to the DTM during precoordination review and a final number when the AI or DTM is signed.

3. NUMBERING REISSUANCES. Reissuances shall retain the same number as the original issuance. Numbers shall not be reused for any other purpose.

4. DoDDs THAT ASSIGN EXECUTIVE AGENTS (EAs). The suffix “E” shall be added at the end of the number for all DoDDs that assign EAs.

5. CLASSIFIED AND FOR OFFICIAL USE ONLY (FOUO) ISSUANCES. The abbreviation of the highest overall security classification within the issuance shall precede the issuance number: “C-” for Confidential, “S-” for Secret, and “TS-” for Top Secret. “O-” shall precede the number of FOUO issuances.

ENCLOSURE

MAJOR SUBJECT GROUPS AND SUBGROUPS

- 1000 MANPOWER AND PERSONNEL (CIVILIAN, MILITARY, AND RESERVE)
- 2000 INTERNATIONAL AND FOREIGN AFFAIRS
- 3000 PLANS AND OPERATIONS, COMMAND AND CONTROL, RESEARCH AND DEVELOPMENT, AND INTELLIGENCE
- 4000 LOGISTICS, NATURAL RESOURCES, AND ENVIRONMENT
- 5000 ACQUISITION, ADMINISTRATIVE MANAGEMENT, ORGANIZATIONAL CHARTERS, SECURITY, PUBLIC AFFAIRS, AND LEGISLATIVE AFFAIRS
- 6000 HEALTH
- 7000 BUDGET, FINANCE, AUDITS, AND RELATED INFORMATION CONTROL
- 8000 INFORMATION MANAGEMENT AND INFORMATION TECHNOLOGY

1000-1999 MANPOWER AND PERSONNEL (CIVILIAN, MILITARY, AND RESERVE)

1000-1099 General

- 1000 General
- 1005 Honors and Ceremonies
- 1010 Drug and Alcohol Abuse
- 1015 Morale, Welfare, and Recreation
- 1020 Equal Opportunity
- 1025 Education and Training
- 1030 Criminal Justice

1100-1199 Manpower

- 1100 General
- 1110 National Requirements
- 1115 Availability and Procurement
- 1120 Department of Defense Requirements
- 1125 Utilization
- 1130 Scientific and Technical Personnel
- 1135 Labor Relations
- 1140 Allocations
- 1145 Qualitative Distribution

1200-1299 Reserve Forces

- 1200 General
- 1205 Personnel
- 1215 Training and Education
- 1225 Facilities and Equipment
- 1235 Mobilization and Active Duty
- 1240 Demobilization
- 1241 Benefits and Eligibility
- 1250 National Committees

1300-1399 Military Personnel

- 1300 General
- 1304 Recruitment, Induction, Enlistment, and Reenlistment
- 1308 Physical and Mental Standards
- 1310 Classification and Designation
- 1312 Occupational Analysis
- 1315 Assignment and Rotation
- 1320 Advancement and Promotion
- 1322 Training and Education
- 1325 Performance and Discipline
- 1327 Leave and Liberty
- 1330 Morale, Welfare, and Recreation
- 1332 Retirement and Separation
- 1334 Uniforms
- 1336 Records and Forms
- 1338 Clothing, Food, and Housing
- 1340 Pay and Allowances
- 1341 Benefits and Eligibility
- 1342 Dependents
- 1344 Personal Affairs
- 1348 Awards and Decorations
- 1350 Equal Opportunity
- 1352 Retired Regular and Reserve
- 1354 Union Activities

1400-1499 Civilian Personnel

- 1400 General
- 1401 Nonappropriated Funds
- 1402 Recruitment, Examination, Selection, and Employment
- 1403 Senior Executive Service and General Schedule 16 through 18
- 1404 Placement, Promotion, Demotion, Transfer, Reassignment, and Reemployment
- 1412 Retirement
- 1416 Salary and Wages
- 1418 Allowances and Differentials
- 1422 Hours of Work and Overtime

- 1424 Leave
- 1426 Employee Relations
- 1430 Education and Training
- 1432 Awards, Suggestions, and Incentives
- 1438 Health and Safety
- 1440 Equal Opportunity
- 1442 Special Categories
- 1444 Records and Forms

2000-2999 INTERNATIONAL AND FOREIGN AFFAIRS

2000-2099 General

- 2000 General
- 2010 North Atlantic Treaty Organization
- 2030 Trade Control and Agreements
- 2060 Arms Control, Disarmament, and Verifications

2100-2199 Military Assistance and Sales

- 2100 General
- 2110 Military Assistance
- 2140 Military Sales

2200-2299 Democracy, Peacekeeping, and Human Rights

- 2200 General
- 2205 Humanitarian and Civic Assistance

2300-2399 Customs Of War

- 2300 General
- 2305 Law of War
- 2310 Prisoners of War/Missing in Action

3000-3999 PLANS AND OPERATIONS, RESEARCH AND DEVELOPMENT,
INTELLIGENCE, AND COMPUTER LANGUAGE

3000-3199 Plans and Operations

- 3000 Plans and Operations
- 3001 Personnel Accounting
- 3002 Personnel Recovery
- 3003 DoD Support to Civil Search and Rescue
- 3005 Mobilization
- 3020 Crisis Management and Emergency Preparedness

- 3025 Civil Defense, Civil Disturbances, and Evacuations
- 3100 International Cooperation
- 3110 Logistics
- 3115 Intelligence
- 3145 Biological and Chemical Defense
- 3150 Nuclear Weapons Systems

3200-3299 Research and Development

- 3200 General
- 3201 Laboratories
- 3210 Research Grants
- 3216 Biological Research
- 3222 Electromagnetic Compatibility and Electronic Warfare
- 3224 Equipment and Supplies

3300-3399 Intelligence

- 3300 General
- 3305 Education and Training
- 3325 Intelligence Collection

3400-3499 Computer Language

- 3400 General
- 3405 Programming Languages
- 3410 Artificial Intelligence

3500-3599 Space Systems and Programs

- 3500 General

3600-3699 Information Operations

- 3600 General
- 3601 Organization
- 3604 Military Deception
- 3605 Electronic Warfare
- 3606 Operations Security
- 3607 Military Information Support Operations
- 3608 Force Development
- 3609 Intelligence Support

4000-4999 LOGISTICS, NATURAL RESOURCES, AND ENVIRONMENT

4000-4099 Logistics

- 4000 Logistic Support
- 4005 Industrial Preparedness

4100-4199 Materiel and Property Management

- 4100 Commercial Activities
- 4105 Procurement
- 4120 Standards
- 4140 Materiel Management and Control
- 4145 Storage
- 4151 Materiel Maintenance
- 4155 Quality Assurance and Control
- 4161 Personal and Military Property
- 4165 Real Property
- 4170 Conservation

4200-4299 Production and Acquisition

- 4200 General
- 4205 Contractual Assistance
- 4210 Materials
- 4220 Petroleum Products
- 4245 Acquisition Management and Production
- 4270 Construction

4400-4499 Priority and Urgency

- 4400 General
- 4410 Procedures and Instructions

4500-4599 Transportation

- 4500 Management
- 4515 Utilization
- 4525 Postal Services
- 4540 Movement Control

4600-4699 Communications and Electronics

- 4600 Countermeasures
- 4630 Facilities
- 4640 Telephone and Telecommunications
- 4650 Radio
- 4660 Communications Security

4700-4799 Natural Resources and Environment

- 4700 General
- 4705 Water
- 4710 Preservations
- 4715 Environmental Security

5000-5999 ACQUISITION, ADMINISTRATIVE MANAGEMENT, ORGANIZATIONAL CHARTERS, SECURITY, PUBLIC AFFAIRS, AND LEGISLATIVE AFFAIRS

5000-5099 Acquisition and Administrative Management

- 5000 General
- 5010 Management Programs
- 5015 Records Management
- 5025 DoD Directives Program
- 5030 Interagency Relations
- 5035 Contributions
- 5040 Audiovisual Activities
- 5045 Correspondence

5100-5199 Organizational Charters

- 5100 General
- 5101 Executive Agents
- 5105 Secretary of Defense
- 5106 Inspector General of the Department of Defense
- 5110 Washington Headquarters Services
- 5111 Under Secretary of Defense (Policy)
- 5118 Under Secretary of Defense (Comptroller/Chief Financial Officer)
- 5122 Assistant Secretary of Defense (Public Affairs)
- 5124 Under Secretary of Defense (for Personnel and Readiness)
- 5125 Assistant Secretary of Defense (for Reserve Affairs)
- 5134 Under Secretary of Defense (Acquisition and Technology)
- 5136 Assistant Secretary of Defense (Health Affairs)
- 5141 Assistant Secretary of Defense (Program Analysis and Evaluation)
- 5142 Assistant Secretary of Defense (Legislative Affairs)
- 5143 Under Secretary of Defense (Intelligence)
- 5144 DoD Chief Information Officer
- 5145 General Counsel of the Department of Defense
- 5149 Coordinators and Advisors
- 5158 Joint Chiefs of Staff

5200-5299 Security

- 5200 General
- 5205 Special Programs

- 5210 Personnel, Facilities, and Classification Guides
- 5215 Computer Security
- 5220 Industrial Security
- 5230 Information Disclosure
- 5240 Counterintelligence
- 5250 Signature Support

5300-5399 Office and Administrative Services

- 5305 Space
- 5330 Printing and Copying
- 5335 Supplies and Equipment

5400-5499 Public Affairs

- 5400 General
- 5410 Community and Commercial Participation

5500-5599 Legislative Affairs

- 5500 General
- 5505 Investigations
- 5515 Claims
- 5525 Law Enforcement and Legislative Affairs
- 5530 Agreements
- 5535 Patents, Copyrights, and Trademarks
- 5545 Congressional Relations and Hearings

6000-6999 HEALTH

6000-6099 General

- 6000 General
- 6010 Benefits and Treatment
- 6015 Facilities
- 6020 First Aid
- 6025 Health Care
- 6040 Records and Forms
- 6050 Environmental Hazards
- 6055 Safety
- 6060 Child Care

6100-6199 Physical Fitness

- 6100 General
- 6130 Evaluation, Review Boards, and Councils

6200-6399 Preventive and General Medicine

- 6200 General
- 6205 Immunization
- 6230 Hygiene and Sanitation
- 6310 Treatment and Hospitalization

6400-6499 Special Fields

- 6400 General
- 6410 Dentistry
- 6420 Medical Intelligence
- 6430 Boards
- 6440 Laboratory Testing
- 6465 Pathology
- 6480 Blood
- 6485 Infections and Diseases
- 6490 Mental Health
- 6495 Assault Prevention

7000-7999 BUDGET, FINANCE, AUDITS, AND INFORMATION CONTROL

7000-7099 General

- 7000 General
- 7040 Financial Management
- 7041 Cost and Economic Information
- 7045 Program Management
- 7050 Investigation and Inspection
- 7060 International Balance of Payments Program

7100-7199 Budgeting

- 7100 General
- 7150 Public Works

7200-7299 Appropriations Accounting and Control

- 7200 General
- 7220 Obligations, Expenditure, and Cost Accounting
- 7230 Reimbursements
- 7250 Reprogramming
- 7280 Special Funds
- 7290 Military Assistance

7300-7399 Disbursements and Receipts

- 7300 General
- 7310 Accountability
- 7330 Payrolls and Pay Allotments
- 7360 Foreign Financial Operations

7400-7499 Revolving Funds

- 7400 General
- 7410 Industrial Funds
- 7420 Stock Funds
- 7460 Management Funds

7600-7699 Auditing

- 7600 General
- 7640 Contract Auditing
- 7650 General Accounting Office

7700-7799 Information Resources Management

- 7700 General
- 7710 Financial Reporting
- 7720 Progress Reporting
- 7730 Statistical Reporting
- 7740 Programs
- 7750 Information Requirements
- 7770 Magnetic Tape Extracts

7800-7899 Contract Financing

- 7800 General
- 7830 Advance Payments
- 7840 Partial and Progress Payments

7900-7999 Automated Information Systems

- 7900 General
- 7920 Automated Information Systems
- 7930 Programs
- 7935 Data Systems Documentation Standards
- 7950 Automated Data Processing Resources

8000-8999 INFORMATION MANAGEMENT/INFORMATION TECHNOLOGY

8000-8099 Defense Information Management

8000 General

8100-8199 Information Resources Management

8100 General

- 8110 Information Management Strategic and Business Planning
- 8115 Capital Planning and Investment Control
- 8120 Automated Information Systems
- 8130 Governance Processes and Management Control Structures
- 8140 Knowledge/Skills-Based Workforce
- 8150 Performance Measures and Assessment Activities
- 8160 Asset Inventory Management and Visibility
- 8170 Creating, Accessing, and Dissemination of Information
- 8180 Records Management
- 8190 Electronic Business/Electronic Commerce

8200-8299 Mission and Functional Processes

8200 General

- 8210 Customer Requirements Generation Processes
- 8215 Suppliers and Competitive Sourcing
- 8220 Information Technology Services
- 8240 Business Process Re-Engineering
- 8250 Process Change
- 8260 Data Management
- 8270 Operational Architectures

8300-8399 Information Infrastructure Design and Engineering

8300 General

- 8310 Building Codes and Standards
- 8315 Modeling and Simulation
- 8320 Data Elements and Codes
- 8330 Integration and Interoperability
- 8340 Common Operating Environment
- 8350 Engineering
- 8360 Test and Evaluation
- 8370 Technical and Systems Architectures

8400-8499 Information Technology

8400 General

- 8410 Computing
- 8420 Telecommunication

- 8430 Software and Application Systems
- 8440 Other Information Technology
- 8450 Information Processing Services
- 8460 Telecommunications Services
- 8470 Software Services

8500-8599 Information Infrastructure Protection and Safeguards

- 8500 Information Assurance General (Overarching)
- 8510 Information Assurance Certification and Accreditation
- 8520 Key and Identity Management (Public Key Infrastructure, Key Management Infrastructure, Electronic Key Management System)
- 8521 Biometrics
- 8530 Computer Network Defense
- 8531 Vulnerability Management (e.g., Information Assurance Vulnerability Alert)
- 8540 Interconnectivity/Multiple Security Levels (e.g., SECRET and Below Interoperability)
- 8550 Network/Web
- 8551 Ports, Protocols, and Services
- 8560 Assessments (e.g., Red Teaming, TEMPEST Testing and Monitoring)
- 8570 Education, Training, Awareness
- 8580 Other Information Assurance (e.g., Information Assurance in Acquisition, Operational Test and Evaluation)
- 8581 Information Assurance for Space Systems
- 8582 Information Assurance in the Acquisition System
- 8590 Critical Infrastructure Protection

8900-8999 Information Collection

- 8900 General
- 8910 Information Requirements