

Table 1. Timelines for Coordination and Completion of DoD Issuances

STAGE IN THE ISSUANCE PROCESS (Steps are presented in sequential order.)	NUMBER OF WORKDAYS BY ISSUANCE TYPE				
	DoDD and DoDD to DoDI Conversion	DoDI, DoDM, and AI	Conforming and Substantive Changes	DTM ¹	Cancellations
PRECOORDINATION. Obtain DD precoordination edit, Office of the GC, DoD, (OGC) legally objectionable review (LOR), and authorizing official signature on SD Form 106.					
From: Date originating Component requests precoordination edit					
To: Date DD provides precoordination edit	5 ²	5 ²	5 ²	2	3
Date originator requests OGC LOR ³	10	10	5	5	-
Date OGC provides LOR ³	10	15	10	10	-
Date originator posts coordination request to the applicable DoD Directives Program Portal	10	10	10	10	10
TOTAL TIME FOR PRECOORDINATION	35	40	30	27	13
FORMAL COORDINATION. Obtain external coordination, adjudicate comments with legal advice from OGC, and obtain final OGC adjudication review.					
From: Date originator posts coordination request to Portal					
To: Coordination start date (date DD approves coordination request and SD Form 106 is released through portal)	2	2	2	2	2
Coordination end date ⁴	20	20/30/45 ⁴	15	15	15
Date originator requests final OGC adjudication review	10	15	5	5	-
Date OGC provides final adjudication review	5	10	5	5	-
Date originator requests DD presignature review	5	5	2	2	5
TOTAL TIME FOR FORMAL COORDINATION	42	Max. 77	29	29	22
PRESIGNATURE. Obtain DD presignature edit and OGC legal sufficiency review (LSR). Submit issuance for signature and, for unclassified issuances proposed for public release, Office of Security Review (OSR) clearance.					
From: Date originator requests presignature review					
To: Date DD provides presignature review	5 ²	5 ²	5 ²	2	2
Date originator requests OGC LSR	10	15	5	5	5
Date OGC provides LSR ⁴⁵	10	15	5	5	5
Date originator provides issuance to OSR for clearance review (unclass issuances only) ³	3	5	3	3	-
Date OSR provides clearance ⁵⁶	5	5	5	5	-
Date originator provides issuance to the DepSecDef (DoDDs) or DD (other issuances)	10	10	10	10	10
TOTAL TIME FOR PRESIGNATURE	43	55	33	30	22
TOTAL TIME TO SIGNATURE					
<u>Precoordination</u>	35	40	30	27	13
<u>Formal Coordination</u>	42	Max. 77	29	29	22
<u>Presignature</u>	43	55	33	30	22
WORKDAYS TO SIGNATURE	120	Max. 172	92	86	57
¹ Workdays shown are the maximum. They may be shortened depending upon the urgency of the DTM. ² For issuances over 25 pages long, add 2 days for each additional 25 pages. ³ LORs and OSR clearance are not required for cancellation of DoD issuances. ⁴ Coordination of DoDIs, DoDMs, and AIs are based on issuance length. ≤ 24 pages will have a 20 working day suspense; 25-50 pages, 30 working days; 51+ pages, 45 working days. ⁴⁵ These time limits apply only if the originator has engaged OGC during adjudication of formal coordination comments as set forth in paragraph 8.b. of this enclosure. ⁵⁶ Unclassified issuances should be sent to OSR for review before being forwarded for signature, but NOT until after DD presignature and OGC LSRs are completed. OSR clearance is mandatory for the publication of unclassified issuances.					