MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS

CHAIRMAN OF THE JOINT CHIEFS OF STAFF

UNDER SECRETARIES OF DEFENSE

CHIEF OF THE NATIONAL GUARD BUREAU

GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE

DIRECTOR, COST ASSESSMENT AND PROGRAM

EVALUATION

INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE

DIRECTOR, OPERATIONAL TEST AND EVALUATION

DEPARTMENT OF DEFENSE CHIEF INFORMATION OFFICER

ASSISTANT SECRETARIES OF DEFENSE

ASSISTANTS TO THE SECRETARY OF DEFENSE

DIRECTOR, NET ASSESSMENT

DIRECTORS OF THE DEFENSE AGENCIES

DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Coordination of [Proposed, Interim final, or Final] Rule, “[Title]”

1. The attached [Proposed, Interim final, or Final] rule is forwarded for review and coordination.

2. Concurrence, comments or non-concurrence. Concurrence with or without comment or non-concurrence will be provided by memorandum. Concurrence with comment or non-concurrence will be accompanied by a justification for the comment or non-concurrence. Your response will be used to consolidate DoD Component coordination; please provide comments to [mailing address]. You may e-mail [action officer] at [e-mail address].

3. Coordination must be signed by the Principal Staff Assistant (PSA), the PSA’s Principal Deputy, or an individual appointed by the PSA to sign on his/her behalf. Comments must be received by [establish suspense of 2 to 3 weeks based on length of rule].

[signature of PSA]

Attachments

As stated