

DTM Justification Considerations

Rather than doing the same work twice, which is essentially a DTM's effect on the entire DoD, the WHS Directives Division generally recommends that we work together to get your DoD directive, instruction, or manual through the process in a timely manner. We can work with you and your leadership to prepare a timeline for doing so and expedite development.

To be considered for development as a DTM, you must make the case as to why your subject matter meets the DTM definition in DoDI 5025.01:

"DTMs will be issued only for time-sensitive actions and only when time constraints prevent publishing a new issuance or incorporating a change to an existing issuance. DTMs must not be used to permanently change or supplement existing issuances. They will be effective for no more than 12 months from the date signed, unless extended in accordance with this issuance. "Time sensitive" actions are those that are:

- Directed by Executive order;
- Directed by the Secretary or Deputy Secretary of Defense;
- A matter of urgent national security;
- A matter of urgent DoD policy as determined by an OSD Component head;
- Required by recent (less than 3 months) change in law, statute, or government-wide regulation; or
- Necessary to prevent imminent danger to life and health."

When you are developing a DTM, you need to consider some standard questions that we will be asking. It will help speed your process if you have these answers prepared (some Components submit them in a separate document to us via the Portal when requesting a precoordination!):

- Why do you anticipate delays in development and processing of a directive, instruction, or manual? Is this a contentious subject?
- Have you received direct guidance in writing from the President, Congress, or the Secretary or Deputy Secretary of Defense that getting DoD policy or procedures in place for this topic is a priority? Is there a specific date attached to doing so? Are any of these entities looking for reports or any other production from the DoD by a specific time?
- What is the damage being done to the DoD not having these policies or procedures in place? How is the DoD mission / national security / citizen or Service member life endangered?