



Office of the Deputy Assistant Secretary of Defense – Transportation Policy

DoD 4500.36-R to DoDM 4500.36

POA&M

June 4, 2013



Project Overview

- **Problem Statement.**

DoD 4500.36-R requires a re-write to:

- Develop a Manual that is in line with DoDI 4500.36, December 11, 2012
- Update government non-tactical vehicle processes and procedures
- Convert the regulation into a manual in accordance with DoDI 5025.01

- **Desired Outcome.**

Create a DoDM 4500.36 that is aligned with and further defines the policy, responsibilities, and processes associated with the acquisition, management, and use of government owned or leased non-tactical vehicles contained in DoDI 4500.36.

Outcome: Create a DoDM 4500.36 that is aligned with and further defines the policy, responsibilities, and processes associated with the acquisition, management, and use of government owned or leased non-tactical vehicles contained in DoDI 4500.36. (1/3)

Objective	Product	Activity
<p>Re-write DoD 4500.36-R Chapters into DoDM 4500.36 Enclosures.</p> <p>On-going</p>	<p>Initial draft of Enclosures.</p> <p>80% (100%) complete.</p>	<ul style="list-style-type: none"> • Conduct Monthly Work Group meetings to vet Enclosures. Next meeting 18 June. • WG members coordinate on all Enclosures by 1 July. Enclosures 2 and 3 due back 13 June.
<p>Pre-coordination review internal to OSD w/Services coordination of Enclosures.</p> <p>On-going</p>	<p>Initial draft of Manual.</p>	<ul style="list-style-type: none"> • Work Group participants coordinate on initial draft no later than 29 July.
<p>WHS Editor pre-coordination edit.</p>	<p>Approved draft of Manual.</p>	<ul style="list-style-type: none"> • WHS Editor reviews/approves by 24 July.
<p>DoD OGC Legal Objection Review.</p>	<p>Draft manual ready for SD 106 process.</p>	<ul style="list-style-type: none"> • DoD OGC approves LOR by 8 August.
<p>Manual coordinated through SD Form 106 for signature.</p>	<p>Manual coordinated through SD 106.</p>	<ul style="list-style-type: none"> • Coordinated manual through SD 106 by 22 August.

Outcome: Create a DoDM 4500.36 that is aligned with and further defines the policy, responsibilities, and processes associated with the acquisition, management, and use of government owned or leased non-tactical vehicles contained in DoDI 4500.36. (2/3)

Objective	Product	Activity
Manual adjudicated and revised.	Adjudicated and revised Manual.	<ul style="list-style-type: none"> • Conduct Work Group meeting to adjudicate and reply to comments. • Revise Manual. • Complete by 5 Sept.
DoD OGC Legal Adjudication Review.	LAR approved Manual.	<ul style="list-style-type: none"> • Send to DoD OGC by 6 Sept. • OGC completes review and returns by 20 Sept.
Pre-signature Review.	Manual prepared for pre-signature edit.	<ul style="list-style-type: none"> • Send to WHS Editor by 24 Sept.
Pre-signature Edit.	WHS Editor approved Manual.	<ul style="list-style-type: none"> • WHS Editor completes review by 1 Oct.

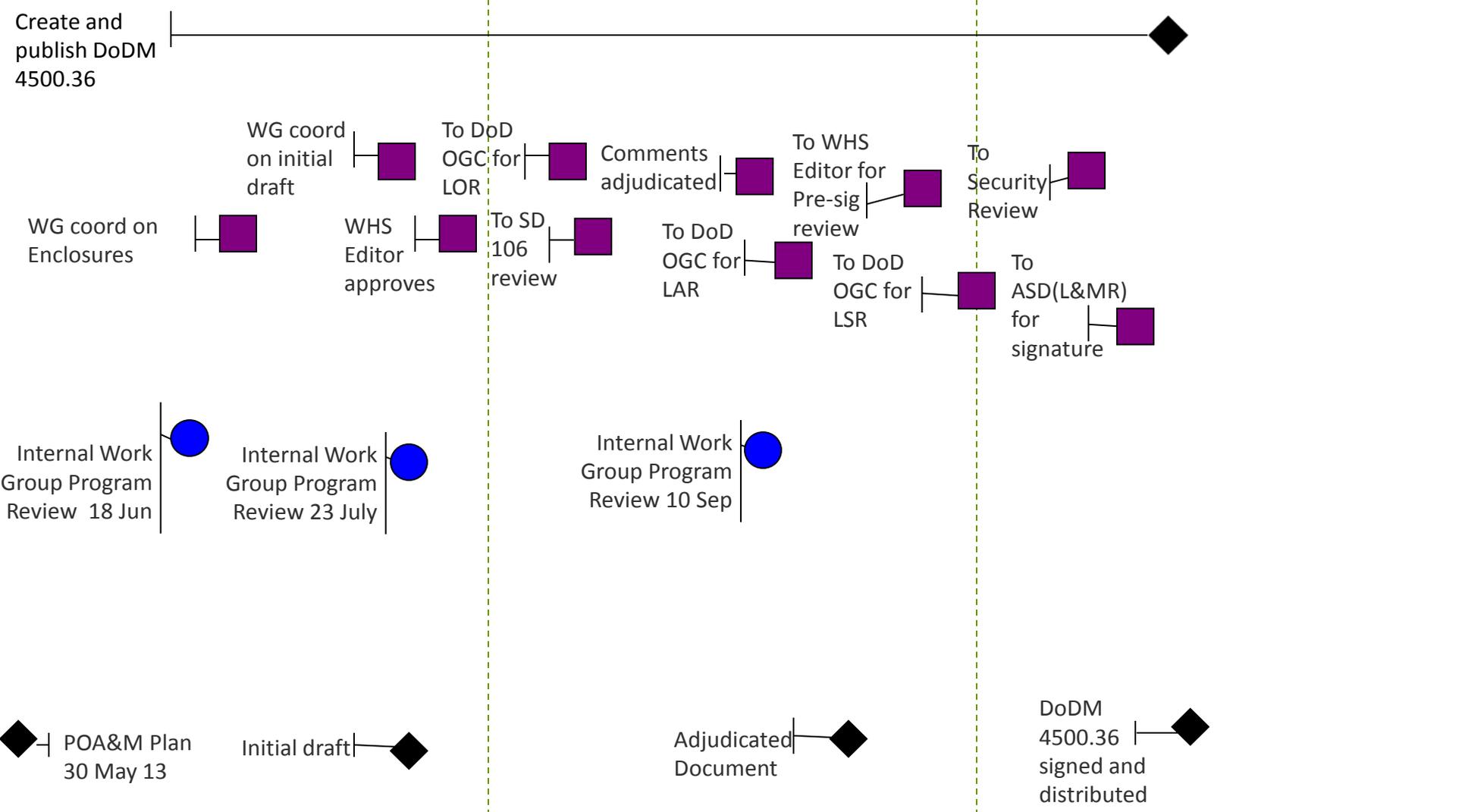
Outcome: Create a DoDM 4500.36 that is aligned with and further defines the policy, responsibilities, and processes associated with the acquisition, management, and use of government owned or leased non-tactical vehicles contained in DoDI 4500.36. (3/3)

Objective	Product	Activity
DoD OGC Legal Sufficiency Review.	Legally sufficient Manual.	<ul style="list-style-type: none">• DoD OGC completes LSR by 15 October.
Security Review.	Manual passes Security Review.	<ul style="list-style-type: none">• Security Review completed by 29 October.
Prepare for ASD(L&MR) Signature.	Manual signed by ASD(L&MR).	<ul style="list-style-type: none">• To ASD(L&MR) for signature by 5 November.
Distribution.	Completed Manual.	<ul style="list-style-type: none">• Distributed – TBD.



POA&M Timeline

7 Months





DoDM 4500.36 "Acquisition, Management, and Use of DoD NTVs"

Status	Enclosure	Title	OPR
~ 100%	Cover Pages		TP
~ 90%	1	References	TP
~ 100%	2	Responsibilities	TP/ARA/ I&E
~ 100%	3	Acquisition and Management	ARA/I&E
~ 100%	4	Use	TP/ARA
~ 90%	Glossary		TP
TBD	Tables/Figures		TP