

APPENDIX C

AUTHORIZED EXCEPTIONS, SPECIAL PROCESSES, AND DELAYED IMPLEMENTATION DATES (INTRODUCTION)

A. DoD policy concerning the implementation of DoDAAD procedures is contained in DoD Directive 4140.1 (reference (a)), and is summarized in chapter 1, paragraph G., of this manual.

B. Separate intra-Service/Agency system/procedures will not be developed or used unless an authorized exception, special process, or delayed implementation date has been approved by the DoDAAD System Administrator in accordance with the **DUSD (L)**.

C. Requests for exceptions, special processes, or delayed implementation dates will be forwarded by concerned focal points to the DoDAAD Administrator for consideration when it can be demonstrated the DoDAAD cannot provide a workable method or procedure or that, for some reason beyond the control of the focal point or concerned Service/Agency, an approved change cannot be implemented on the scheduled date.

D. Requests for exceptions, special processes, or delayed implementation dates will not be granted solely to accommodate existing internal systems and procedures.

E. Requests for exceptions or special procedures will be forwarded to the DoDAAD System Administrator by the Service/Agency focal point for review and coordination, if required, with DoD Components, affected Federal Agencies, foreign governments, and industrial organizations and shall provide the following minimum information:

1. Narrative description of the basic concept being proposed and reason(s) therefor.
2. Known interface and impact requirement with other DLSS and Services/Agencies.
3. Advantages/disadvantages of request.
4. Proposed wording required for appendix C.
5. Starting and ending dates of request.