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Department of Defense
DIRECTIVE

AD-A272 701



August 23, 1989
NUMBER 5025.12

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DA&M

SUBJECT: Standardization of Military and Associated Terminology

- References:
- (a) DoD Directive 5000.9, subject as above, March 23, 1981 (hereby canceled)
 - (b) DoD Directive 5000.11 "Data Elements and Data Codes Standardization Program," December 7, 1964
 - (c) DoD 5000.12-M, "DoD Manual for Standard Data Elements," October 1986, authorized by DoD Instruction 5000.12, April 27, 1965

A. PURPOSE

This Directive:

1. Replaces reference (a).
2. Updates responsibilities and procedures for the standardization of military terminology within the Department of Defense.
3. Authorizes the continued development, issuance, and maintenance of JCS Pub 1-02, "Department of Defense Dictionary of Military and Associated Terms."

B. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Joint Chiefs of Staff and Joint Staff, the Inspector General, Department of Defense (IG, DoD), the Unified and Specified Commands, and the Defense Agencies (hereafter referred to as "DoD Components").

C. POLICY

1. It is DoD policy to improve communications and mutual understanding within the Department of Defense, with other Federal Agencies, and between the United States and its allies through the standardization of military and associated terminology.

2. This Directive does not restrict the use and publication of terms and definitions for unique functional areas; for unilateral use by individual DoD Components. However, any military or associated term or definition that involves joint DoD interest and use across functional boundaries shall be included in JCS Pub 1-02.

3. Terms published in JCS Pub 1-02 that meet the criteria of DoD Directive 5000.11 (reference (b)) and are used in information systems, reports, or forms, whether automated or manual, shall be processed as part of the DoD Standard Data Element and Data Code Program in accordance with DoD 5000.12-M (reference (c)).

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4. Changes to terms registered in the DoD Standard Data Element and Standard Data Code program shall be processed in accordance with DoD 5000.12-M (reference (c)).

D. RESPONSIBILITIES

1. The Director of Administration and Management, Office of the Secretary of Defense (DA&M, OSD), shall:

- a. Provide OSD policy guidance and advice on the compilation and publication of standardized military terminology.
- b. Coordinate proposed additions, deletions, and changes to JCS Pub 1-02 with OSD Components.

2. The Director, Joint Staff, shall:

- a. Develop, issue, and maintain JCS Pub 1-02.
- b. Establish procedures to ensure that changes and revisions to JCS Pub 1-02 are coordinated with DoD Components.

3. The Heads of DoD Components shall ensure that any term and its definitions that may be of joint DoD interest and usage shall be submitted to their Component terminology point of contact designated in enclosure 1 for consideration by the U.S. Joint Military Terminology Group, Joint Staff.

E. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. Forward two copies of implementing documents to the Director of Administration and Management, Office of the Secretary of Defense, within 120 days.

Donald J. Atwood
 Donald J. Atwood
 Deputy Secretary of Defense

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Enclosure - 1
 U.S. Joint Military Terminology Group Terminology Points of Contact

Aug 23, 89
5025.12

U.S. JOINT MILITARY TERMINOLOGY GROUP

TERMINOLOGY POINTS OF CONTACT

<u>Organizations</u>	<u>Points of Contact Addresses</u>	<u>Telephone Numbers</u>
A. <u>Office, U.S. Joint Military Terminology Group</u>	Chairman U.S. Joint Military Terminology Group ATTN: The Joint Staff (J-7, JDED) Room 1A724, The Pentagon Washington, DC 20318-7000	(202) 694-6663 Autovon 224-6663
B. <u>Military Departments</u>		
Army	Commander United States Army Information Systems Software Center ATTN: ASQBI-DMS Fort Belvoir, VA 22060-5456	(202) 325-6090 Autovon 221-6090
Navy	Office of the Chief of Naval Operations ATTN: CNO (OP-607E) Washington, DC 20350-2000	(202) 695-2075 Autovon 225-2075
Air Force	Headquarters, United States Air Force ATTN: HQ USAF/XOXWD Room 4C1062, The Pentagon Washington, DC 20330-5057	(202) 697-0498 Autovon 227-0498
Marine Corps	United States Marines Corps Doctrine Center ATTN: MCCDC (WF 12E) Quantico, VA 22134-5001	(703) 640-3608 Autovon 278-3608
C. <u>Joint Staff</u>		
J-1	The Joint Staff ATTN: J-1, Military Secretary Washington, DC 20318-1000	(202) 697-9644 Autovon 227-9644
J-3	The Joint Staff ATTN: J-3, Military Secretary Washington, DC 20318-3000	(202) 695-4705 Autovon 225-4705
J-4	The Joint Staff ATTN: J-4, Logistic Planning Division Washington, DC 20318-4000	(202) 697-2257 Autovon 227-2257