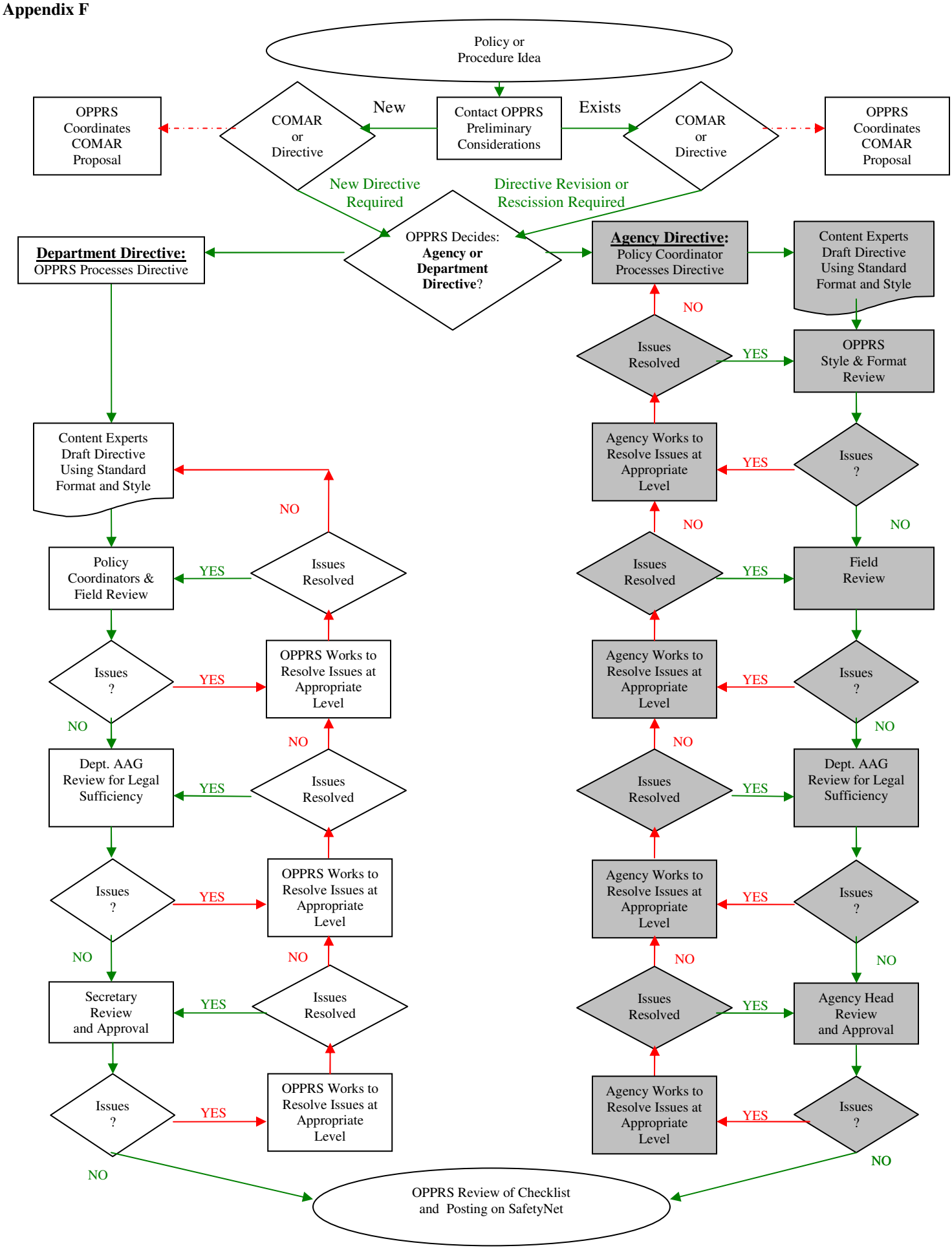
Appendix F


Policy or Procedure Idea
Contact OPPRS Preliminary Considerations
New
Exists
COMAR or Directive
OPPRS Coordinates COMAR Proposal
COMAR or Directive
OPPRS Coordinates COMAR Proposal
New Directive Required
Directive Revision or Rescission Required
OPPRS Decides: Agency or Department Directive?
Department Directive: OPPRS Processes Directive
Agency Directive: Policy Coordinator Processes Directive
Content Experts Draft Directive Using Standard Format and Style
Content Experts Draft Directive Using Standard Format and Style
Policy Coordinators & Field Review
Issues ?
YES
NO
Issues Resolved
OPPRS Works to Resolve Issues at Appropriate Level
Dept. AAG Review for Legal Sufficiency
Issues ?
Issues Resolved
OPPRS Works to Resolve Issues at Appropriate Level
Secretary Review and Approval
Issues ?
Issues Resolved
OPPRS Works to Resolve Issues at Appropriate Level
OPPRS Style & Format Review
Issues ?
Agency Works to Resolve Issues at Appropriate Level
Issues Resolved
Field Review
Issues ?
Agency Works to Resolve Issues at Appropriate Level
Issues Resolved
Dept. AAG Review for Legal Sufficiency
Issues ?
Agency Works to Resolve Issues at Appropriate Level
Issues Resolved
Agency Head Review and Approval
Issues ?
Agency Works to Resolve Issues at Appropriate Level
OPPRS Review of Checklist and Posting on SafetyNet