OFFICE OF THE SECRETARY OF DEFENSE

WASHINGTON, DC 20301

JAN 22 2004

Administration & Management

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Department of Defense (DoD) Order of Precedence

This memorandum updates the order of precedence published on June 13, 2003. This update reflects all organizational changes that have occurred, as well as recommended and approved changes, since then. The attached list provides the relative protocol precedence for members within DoD. At a minimum, this list will be updated and published on a semi-annual basis.

The precedence code is used to determine the order of precedence for the following:

(1) official visit activities.
(2) assignment of government quarters.
(3) travel status on government aircraft and surface transportation (when mission essential), to include seating.
(4) seating arrangements and similar requirements at official functions and other activities requiring precedence decisions.

Requests for changes to this list should include detailed justification. Requests are to be forwarded through the organizational chain of command to: The Department of Defense, Director of Washington Headquarters Services, ATTN: Director of Executive Services and Communications, 1155 Pentagon, Rm 3B946, Washington DC 20301-1155, phone (703) 697-8261. The Director, Administration and Management will be the final approval authority for each request.

Raymond F. DuBois
Director

Attachment:
as stated

OSD 01028-04

ORDER OF PRECEDENCE
DEPARTMENT OF DEFENSE
AS OF JANUARY 22, 2004

(CODE 2)

Secretary of Defense
Deputy Secretary of Defense
Secretary of the Army
Secretary of the Navy
Secretary of the Air Force
Chairman of the Joint Chiefs of Staff
Under Secretary of Defense for Acquisition, Technology and Logistics (precedes Service Secretaries on acquisition matters)
Under Secretary of Defense for Policy
Under Secretary of Defense (Comptroller)/Chief Financial Officer
Under Secretary of Defense for Personnel and Readiness
Under Secretary of Defense for Intelligence
Administrator of the Coalition Provisional Authority (CPA) (see note 1)
Retired Chairmen of the Joint Chiefs of Staff
Vice Chairman of the Joint Chiefs of Staff
Retired Vice Chairmen of the Joint Chiefs of Staff
Army and Air Force Service Chiefs, Chief of Naval Operations, and Commandant of the Marine Corps (see note 2)
Commandant of the Coast Guard
Retired Army and Air Force Service Chiefs, Chiefs of Naval Operations, Commandants of the Marine Corps, and Commandants of the Coast Guard (see note 2)
Combatant Commanders (see note 3)
Retired Combatant Commanders (see note 3)

(CODE 3)

Principal Deputy Under Secretary of Defense for Acquisition, Technology and Logistics/Deputy Under Secretary of Defense for Acquisition and Technology
Deputy Under Secretary of Defense for Logistics and Materiel Readiness
Principal Deputy Under Secretary of Defense for Policy
Principal Deputy Under Secretary of Defense for Personnel and Readiness
Director of Defense Research and Engineering
Assistant Secretaries of Defense, General Counsel of the Department of Defense and Director of Operational Test and Evaluation (see note 4)
Inspector General of the Department of Defense
Judges on the U. S. Court of Appeals for the Armed Forces
Under Secretaries of the Army, Navy and Air Force (see note 4)

(continued)

CODE 3 (cont)

Army and Air Force Vice Chiefs, Vice Chief of Naval Operations and Assistant Commandant of the Marine Corps (see note 2)
Vice Commandant of the Coast Guard
Generals and Admirals (4-star) (see note 5)
Assistant Service Secretaries and General Counsels of the Army, Navy, and Air Force (see note 4)
Assistant to the Secretary of Defense for Nuclear and Chemical and Biological Defense Programs
Retired Generals and Admirals (4-star)
The Special Assistant to the Secretary of Defense and Deputy Secretary of Defense
The Special Assistant to the Deputy Secretary of Defense
Assistants to the Secretary of Defense (includes Special Assistants to the Secretary of Defense and Deputy Secretary of Defense, Assistant to the Secretary of Defense (Intelligence Oversight), Representative and Executive Director for the Coalition Provisional Authority, and other assistants as may be designated from time to time by the Secretary or Deputy Secretary of Defense) (see note 6)
Director, Administration and Management
Director, Program Analysis and Evaluation
Director of Net Assessment
Director, Force Transformation
Principal Deputy Under Secretary of Defense for Comptroller/Deputy Under Secretary of Defense for Management Reform (a dual-hat position in the current administration)
Principal Deputy Under Secretary of Defense for Intelligence
Defense Advisor U. S. Mission NATO, Secretary of Defense Representative to Europe
Chairmen of the Defense Policy Advisory Committee, Defense Science Board and the Reserve Forces Policy Board (see note 6)

(CODE 4)

Directors of Defense Agencies (see note 7)
Deputy Under Secretaries of Defense (see note 6)
Deputy Directors of Defense Research and Engineering (see note 6)
Principal Assistant Deputy Under Secretary of Defense, Logistics and Materiel Readiness
Principal Deputy Assistant Secretaries of Defense, Principal Deputy General Counsel of the Department of Defense and Principal Deputy Director Operational Test and Evaluation (see note 6)
Administrative Assistants to Secretaries of the Army, Navy, and Air Force
Senior Enlisted Advisors (Sergeant Major of the Army; Master Chief Petty Officer of the Navy; Chief Master Sergeant of the Air Force; Sergeant Major of the Marine Corps; and Master Chief Petty Officer of the Coast Guard) (see note 8)
Lieutenant Generals and Vice Admirals (3-star) (see note 5)
Retired Lieutenant Generals and Vice Admirals (3-star)
Principal Deputy Assistant Service Secretaries and Principal Deputy General Counsels of the Army, Navy, and Air Force (see note 6)

(continued)

CODE 4 (cont)

Deputy Assistant Secretaries of Defense and Deputy General Counsels of the Department of Defense (see note 6)
Deputy Inspectors General of the Department of Defense (see note 6)
Deputy Comptrollers of the Department of Defense (see note 6)
Deputy Under Secretaries of the Army, Navy, and Air Force (see note 6)
Deputy Defense Advisor, U.S. Mission NATO
Members of Secretary of Defense Boards (Defense Policy Advisory Committee; Defense Science Board; and Reserve Forces Policy Board)
The Auditor Generals of the Army, Navy and Air Force (see note 6)

(CODE 5)

Major Generals and Rear Admirals of the upper half (2-star) (see note 5)
Deputy Assistant Service Secretaries and Deputy General Counsels of the Army, Navy, and Air Force (see note 6)
Deputy Assistants to the Secretary of Defense for Nuclear and Chemical and Biological Defense Programs (see note 6)

(CODE 6)

Brigadier Generals and Rear Admirals of the lower half (1-star) (see note 5)
Assistant Deputy Under Secretaries and Principal Directors (see note 6)

NOTES:

1. On May 9, 2003, the President of the United States appointed Mr. L. Paul Bremer to serve as his Presidential Envoy to Iraq, reporting through the Secretary of Defense. Pursuant to that appointment, on May 13, 2003, the Secretary of Defense designated Mr. Bremer as the head of the Coalition Provisional Authority, with the title of Administrator. In this position, he is responsible for the temporary governance of Iraq.

2. Precedence is established by the date of appointment to the position.

3. Precedence is established by the date of appointment as a Combatant Commander. However, if a Combatant Commander was previously appointed to one of these positions, Chairman of the Joint Chiefs of Staff, Vice Chairman of the Joint Chiefs of Staff, Service Chief, or a previous Combatant Commander position, then the initial date of appointment to the previously held position will be used.
(continued)

Notes (continued)

4. Within a group listed on a line under a code, precedence for Senate confirmed civilian positions is established by date of appointment.

5. Precedence is by date of rank in the serving grade.

6. For non-statutory positions within a group, precedence is by date assigned to the position.

7. Precedence for Defense Agency Directors is determined by the establishment date of the organization.

8. Code 4 precedence applies to the currently serving Service Senior Enlisted Advisors. Certain protocol functions may require a deviation from the established precedence. Retired service senior enlisted advisors should be placed in front of other retired members of the same grade (E-9).

9. Effective with this update, previous guidance pertaining to determining the precedence for members of the Senior Executive Service (SES) had to be revised due to the implementation of the New Performance-Based Pay System for the SES. The provisions for the new pay system were included in the National Defense Authorization Act (Public Law 108-136, November 24, 2003). Among the changes, this new system eliminates the six Executive Schedule pay levels in favor of one pay range. Implementation regulations are forthcoming. These changes took effect January 11, 2004. The revised guidance is as follows:

Precedence for members of the SES is established by the position held. The **SES includes** various executive and managerial positions and **excludes** non-managerial, Senior Level (SL) and Scientific and Professional (ST) positions as well as SES-type systems authorized by law for certain law enforcement or intelligence programs. The following general guidance pertains to members of the SES whose positions are not specifically listed in this DoD Order of Precedence list; their precedence will be in either Code 5 or 6. To determine if the SES is a Code 5 or 6, contact the member's office or the service office responsible for SES matters.

10. For Service-related functions and activities, when appropriate to do so, the Services may adjust the established order of precedence as necessary.

11. Except as noted herein, the provisions of this memorandum are not applicable to former civilian officials of the Department as they do not retain the precedence associated with their position upon departure from that position. In recognition of their past service in the Department, courtesies and recognition may be extended to them as appropriate. Precedence is retained, however, by former Secretaries of Defense due to their status as presidential cabinet member, and by retired members of the military since they retain the rank in which they were retired.