

## DCS Policy Review Calendar 2024-2025

### **JANUARY**

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	January 2, 2024
• Policy Owners approve edits and return final drafts to PDU	January 9, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING	January 16, 2024
• Policy Owners review comments and submit revisions to PDU	January 19, 2024
• Preview & Executive Review (2 weeks)	January 23, 2024-February 2, 2024
• Policy Owners review comments and submit revisions to PDU	February 9, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	February 13, 2024-February 23, 2024
• POLICY EFFECTIVE DATE	<b>**February 29, 2024 or TBA</b>

### **FEBRUARY**

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	February 6, 2024
• Policy Owners approve edits and return final drafts to PDU	February 12, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING	February 20, 2024
• Policy Owners review comments and submit revisions to PDU	February 23, 2024
• Preview & Executive Review (2 weeks)	February 28, 2024-March 8, 2024
• Policy Owners review comments and submit revisions to PDU	March 14, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	March 19, 2024-March 26, 2024
• EFFECTIVE DATE	<b>**March 28, 2024 or TBA</b>

### **MARCH**

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	March 5, 2024
• Policy Owners approve edits and return final drafts to PDU	March 11, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING	March 19, 2024
• Policy Owners review comments and submit revisions to PDU	March 22, 2024
• Preview & Executive Review (2 weeks)	March 26, 2024-April 5, 2024
• Policy Owners review comments and submit revisions to PDU	April 11, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	April 16, 2024-April 24, 2024
• POLICY EFFECTIVE DATE	<b>**April 30, 2024 or TBA</b>

\* Policies may be submitted on or before the first Tuesday of every month.

\*\* Policy Effective dates are anticipated implementation dates or To Be Announced (TBA)

## DCS Policy Review Calendar 2024-2025

### APRIL

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	April 2, 2024
• Policy Owners approve edits and return final drafts to PDU	April 9, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING	April 16, 2024
• Policy Owners review comments and submit revisions to PDU	April 19, 2024
• Preview & Executive Review (2 weeks)	April 24, 2024-May 3, 2024
• Policy Owners review comments and submit revisions to PDU	May 10, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	May 14, 2024-May 24, 2024
• POLICY EFFECTIVE DATE	**May 31, 2024 or TBA

### MAY

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	May 7, 2024
• Policy Owners approve edits and return final drafts to PDU	May 13, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING	May 21, 2024
• Policy Owners review comments and submit revisions to PDU	May 27, 2023
• Preview & Executive Review (2 weeks)	May 29, 2024-June 7, 2024
• Policy Owners review comments and submit revisions to PDU	June 13, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	June 17, 2024-June 25, 2024
• POLICY EFFECTIVE DATE	**June 28, 2024 or TBA

### JUNE

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	June 4, 2024
• Policy Owners approve edits and return final drafts to PDU	June 10, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING:	June 18, 2024
• Policy Owners review comments and submit revisions to PDU	June 21, 2024
• Preview & Executive Review (2 weeks)	June 25, 2024-July 5, 2024
• Policy Owners review comments and submit revisions to PDU	July 10, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	July 16, 2024-July 26, 2024
• POLICY EFFECTIVE DATE	**July 31, 2024 or TBA

\* Policies may be submitted on or before the first Tuesday of every month.

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## DCS Policy Review Calendar 2024-2025

### **JULY**

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	July 2, 2024
• Policy Owners approve edits and return final drafts to PDU	July 8, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING:	July 16, 2024
• Policy Owners review comments and submit revisions to PDU	July 19, 2024
• Preview & Executive Review (2 weeks)	July 23, 2024-August 2, 2024
• Policy Owners review comments and submit revisions to PDU	August 9, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	August 13, 2024-August 23, 2024
• POLICY EFFECTIVE DATE	**August 30, 2024 or TBA

### **AUGUST**

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	August 6, 2024
• Policy Owners approve edits and return final drafts to PDU	August 12, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING:	August 20, 2024
• Policy Owners review comments and submit revisions to PDU	August 23, 2024
• Preview & Executive Review (2 weeks)	August 27, 2024-September 6, 2024
• Policy Owners review comments and submit revisions to PDU	September 11, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	September 17, 2024-September 25, 2024
• POLICY EFFECTIVE DATE	**September 30, 2024 or TBA

### **SEPTEMBER**

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	September 3, 2024
• Policy Owners approve edits and return final drafts to PDU	September 9, 2024
• POLICY REVIEW COMMITTEE (PRC) MEETING:	September 17, 2024
• Policy Owners review comments and submit revisions to PDU	September 20, 2024
• Preview & Executive Review (2 weeks)	September 24, 2024-October 4, 2024
• Policy Owners review comments and submit revisions to PDU	October 11, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	October 15, 2024-October 25, 2024
• POLICY EFFECTIVE DATE	**October 31, 2024 or TBA

\* Policies may be submitted on or before the first Tuesday of every month.

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## DCS Policy Review Calendar 2024-2025

### OCTOBER

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	<b>October 1, 2024</b>
• Policy Owners approve edits and return final drafts to PDU	<b>October 7, 2024</b>
• <u>POLICY REVIEW COMMITTEE (PRC) MEETING:</u>	<b>October 15, 2024</b>
• Policy Owners review comments and submit revisions to PDU	<b>October 18, 2024</b>
• Preview & Executive Review (2 weeks)	<b>October 23, 2024- November 1, 2024</b>
• Policy Owners review comments and submit revisions to PDU	<b>November 8, 2024</b>
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	<b>November 15, 2024-November 22, 2024</b>
• POLICY EFFECTIVE DATE	<b>**November 29, 2024 or TBA</b>

### NOVEMBER

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	<b>November 5, 2024</b>
• Policy Owners approve edits and return final drafts to PDU	<b>November 11, 2024</b>
• <u>POLICY REVIEW COMMITTEE (PRC) MEETING:</u>	<b>November 19, 2024</b>
• Policy Owners review comments and submit revisions to PDU	<b>November 22, 2024</b>
• Preview & Executive Review (2 weeks)	<b>November 26, 2024-December 6, 2024</b>
• Policy Owners review comments and submit revisions to PDU	<b>December 11, 2024</b>
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	<b>December 13, 2024-December 20, 2024</b>
• POLICY EFFECTIVE DATE	<b>**December 30, 2024 or TBA</b>

### DECEMBER

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	<b>December 3, 2024</b>
• Policy Owners approve edits and return final drafts to PDU	<b>December 9, 2024</b>
• <u>POLICY REVIEW COMMITTEE (PRC) MEETING:</u>	<b>December 17, 2024</b>
• Policy Owners review comments and submit revisions to PDU	<b>December 20, 2024</b>
• Preview & Executive Review (2 weeks)	<b>December 27, 2023-January 10, 2025</b>
• Policy Owners review comments and submit revisions to PDU	<b>January 15, 2025</b>
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	<b>January 17, 2025-January 27, 2025</b>
• POLICY EFFECTIVE DATE	<b>**January 31, 2025 or TBA</b>

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