

DCS Policy Review Calendar 2023-2024

JANUARY

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	January 3, 2023
• Policy Owners approve edits and return final drafts to PDU	January 10, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING	January 17, 2023
• Policy Owners review comments and submit revisions to PDU	January 20, 2023
• Preview & Executive Review (2 weeks)	January 24, 2023-February 2, 2023
• Policy Owners review comments and submit revisions to PDU	February 9, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	February 16, 2023-February 24, 2023
• POLICY EFFECTIVE DATE	**February 28, 2023 or TBA

FEBRUARY

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	February 7, 2023
• Policy Owners approve edits and return final drafts to PDU	February 14, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING	February 21, 2023
• Policy Owners review comments and submit revisions to PDU	February 23, 2023
• Preview & Executive Review (2 weeks)	February 28, 2023-March 9, 2023
• Policy Owners review comments and submit revisions to PDU	March 13, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	March 20, 2023-March 28, 2023
• EFFECTIVE DATE	**March 31, 2023 or TBA

MARCH

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	March 6, 2023
• Policy Owners approve edits and return final drafts to PDU	March 13, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING	March 21, 2023
• Policy Owners review comments and submit revisions to PDU	March 23, 2023
• Preview & Executive Review (2 weeks)	March 27, 2023-April 5, 2023
• Policy Owners review comments and submit revisions to PDU	April 11, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	April 17, 2023-April 24, 2023
• POLICY EFFECTIVE DATE	**April 28, 2023 or TBA

* 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)

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APRIL

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	April 4, 2023
• Policy Owners approve edits and return final drafts to PDU	April 11, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING	April 18, 2023
• Policy Owners review comments and submit revisions to PDU	April 20, 2023
• Preview & Executive Review (2 weeks)	April 25, 2023-May 4, 2023
• Policy Owners review comments and submit revisions to PDU	May 11, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	May 18, 2023-May 25, 2023
• POLICY EFFECTIVE DATE	**May 31, 2023 or TBA

MAY

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	May 2, 2023
• Policy Owners approve edits and return final drafts to PDU	May 9, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING	May 16, 2023
• Policy Owners review comments and submit revisions to PDU	May 18, 2023
• Preview & Executive Review (2 weeks)	May 23, 2023-June 1, 2023
• Policy Owners review comments and submit revisions to PDU	June 7, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	June 15, 2023-June 22, 2023
• POLICY EFFECTIVE DATE	**June 30, 2023 or TBA

JUNE

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	June 6, 2023
• Policy Owners approve edits and return final drafts to PDU	June 13, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING:	June 20, 2023
• Policy Owners review comments and submit revisions to PDU	June 22, 2023
• Preview & Executive Review (2 weeks)	June 27, 2023-July 5, 2023
• Policy Owners review comments and submit revisions to PDU	July 7, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	July 12, 2023-July 21, 2023
• POLICY EFFECTIVE DATE	**July 28, 2023 or TBA

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

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DCS Policy Review Calendar 2023-2024

JULY

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	July 4, 2023
• Policy Owners approve edits and return final drafts to PDU	July 11, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING:	July 18, 2023
• Policy Owners review comments and submit revisions to PDU	July 20, 2023
• Preview & Executive Review (2 weeks)	July 25, 2023-August 3, 2023
• Policy Owners review comments and submit revisions to PDU	August 7, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	August 14, 2023-August 24, 2023
• POLICY EFFECTIVE DATE	**August 31, 2023 or TBA

AUGUST

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	August 1, 2023
• Policy Owners approve edits and return final drafts to PDU	August 8, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING:	August 15, 2023
• Policy Owners review comments and submit revisions to PDU	August 17, 2023
• Preview & Executive Review (2 weeks)	August 23, 2023-September 1, 2023
• Policy Owners review comments and submit revisions to PDU	September 7, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	September 13, 2023-September 22, 2023
• POLICY EFFECTIVE DATE	**September 29, 2023 or TBA

SEPTEMBER

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	September 5, 2023
• Policy Owners approve edits and return final drafts to PDU	September 12, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING:	September 19, 2023
• Policy Owners review comments and submit revisions to PDU	September 21, 2023
• Preview & Executive Review (2 weeks)	September 27, 2023-October 6, 2023
• Policy Owners review comments and submit revisions to PDU	October 12, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	October 17, 2023-October 25, 2023
• POLICY EFFECTIVE DATE	**October 31, 2023 or TBA

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

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DCS Policy Review Calendar 2023-2024

OCTOBER

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	October 3, 2023
• Policy Owners approve edits and return final drafts to PDU	October 10, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING:	October 17, 2023
• Policy Owners review comments and submit revisions to PDU	October 19, 2023
• Preview & Executive Review (2 weeks)	October 26, 2023- November 7, 2023
• Policy Owners review comments and submit revisions to PDU	November 9, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	November 14, 2023-November 22, 2023
• POLICY EFFECTIVE DATE	**November 30, 2023 or TBA

NOVEMBER

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	November 7, 2023
• Policy Owners approve edits and return final drafts to PDU	November 14, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING:	November 21, 2023
• Policy Owners review comments and submit revisions to PDU	November 27, 2023
• Preview & Executive Review (2 weeks)	November 30, 2023-December 8, 2023
• Policy Owners review comments and submit revisions to PDU	December 12, 2023
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	December 15, 2023-December 22, 2023
• POLICY EFFECTIVE DATE	**December 29, 2023 or TBA

DECEMBER

Task	Due Date
• Policy Owners submit new/revised policies and other documents to the Policy Development Unit (PDU)	December 5, 2023
• Policy Owners approve edits and return final drafts to PDU	December 12, 2023
• POLICY REVIEW COMMITTEE (PRC) MEETING:	December 19, 2023
• Policy Owners review comments and submit revisions to PDU	December 21, 2023
• Preview & Executive Review (2 weeks)	December 27, 2023-January 5, 2024
• Policy Owners review comments and submit revisions to PDU	January 12, 2024
• <u>COMMISSIONER'S REVIEW/APPROVAL</u>	January 17, 2024-January 25, 2024
• POLICY EFFECTIVE DATE	**January 31, 2024 or TBA

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

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