



**State of New Jersey**  
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS  
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*Commander-in-Chief*

☆☆  
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*Major General*  
*The Adjutant General*

**DEPARTMENTAL DIRECTIVE**  
**NO. 335\***

**1 October 2006**

**ADMINISTRATION**

**REQUEST FOR PARTICIPATION OF THE GOVERNOR  
IN DEPARTMENT ACTIVITIES**

1. **PURPOSE:** This directive prescribes the policy for requesting the Governor to participate in New Jersey Department of Military and Veterans Affairs (NJDMAVA) activities.
2. **APPLICABILITY:** This directive is applicable to all directorates, facilities and activities in NJDMAVA.
3. **OBJECTIVE:** The objective of this directive is to implement the policy and procedures for requesting the Governor to participate in NJDMAVA activities.
4. **RESPONSIBILITIES:** The Adjutant General (TAG) or his designee holds the responsibility of final coordination with the Governor's Office.
5. **PROCEDURES:**
  - a. Requests for the participation of the Governor of the State of New Jersey in any activity of the NJDMAVA shall be made in letter format through administrative channels. Such requests should be limited to affairs of major importance and requests shall be made at least 30 days prior to the date scheduled for the event.
  - b. Requests will be forwarded to TAG, who will establish priorities, and consult with the Governor's office as to the Governor's availability.
  - c. The requesting facility or activity will be notified through channels of action taken.

***\*This Directive supersedes Department Directive 335, dated 1 November 1997.***

The proponent of this Directive is the Deputy Adjutant General, Office of Military Affairs. Users are invited to submit comments and suggested improvements directly to NJDMAVA, ATTN: DAG-OMA, Box 340, Trenton, NJ 08625-0340.

OFFICIAL:

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