

**COMPILED COMMENT LOG**  
**Indian Health Manual {INSERT NAME OF DOCUMENT}**  
**Comment Review Ended {INSERT DATE}**

This comment log and the proposed directive must remain internal to IHS and shall not be shared outside of the agency.

The review and comment period for the draft {INSERT NAME OF DOCUMENT},” has closed on {INSERT DATE}.

{INSERT NUMBER OF RESPONSES} individuals responded to the request for comments which are provided below. We received “no comment” from {INSERT NUMBER OF RESPONSES} individuals. In order to assist in the review of the individual comments, we ask that you list your response to each significant comment together with your recommended disposition for each one. Additionally, for any significant comment that you disagree with, we request that you discuss and collaborate with the commenter to arrive at a satisfactory resolution to the disagreement and document the resolution on the comment log.

Please forward the completed log to our office as soon as possible. Should you have questions concerning this request or the comments that were received, you may email \_\_\_\_\_

Thank you for your assistance in this phase of the IHS directives development process.

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Manual Exhibit 1-1-L – Example of Compiled Comment Log Format

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Manual Exhibit 1-1-L – Example of Compiled Comment Log Format

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Manual Exhibit 1-1-L – Example of Compiled Comment Log Format

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

Name:

Location:

Comment –
Disposition:
Explanation:
Action:

**See IHM 1-1.14 for guidance when completing.**

**Key for the recipient of the comment log when responding to the comments listed:**

Disposition – (state if you agree or disagree with the comment).

Explanation – (if needed state why you disagree or agree with other edits).

Action field –(state the action taken if you made an edit to the policy or if no action was taken).