

# DAWIA II

## Transformation

# Outline

- **Background**
- **New Concepts**

# Background

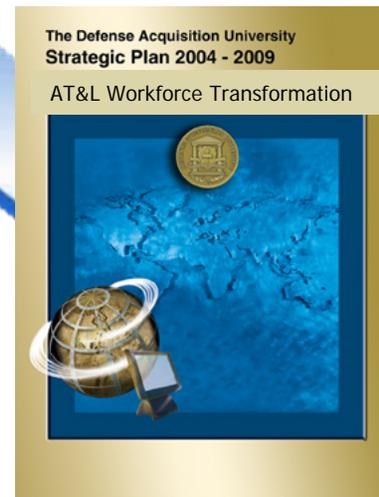
## Motivated, Agile Workforce



## AT&L Workforce Management Team Effort!

### USD(AT&L)7 Goals

1. Acquisition Excellence with Integrity
2. Logistics: Integrated and Efficient
3. Systems Integration & Engineering for Mission Success
4. Technology Dominance
5. Resources Rationalized
6. Industrial Base Strengthened
7. Motivated, Agile Workforce



# Background

## FY04 NDAA DAWIA II Congressional Intent

### ***Subtitle C—Defense Acquisition and Support Workforce Flexibility***

***Sec. 831. Management structure.***

***Sec. 832. Elimination of role of Office of Personnel Management.***

***Sec. 833. Single acquisition corps.***

***Sec. 834. Consolidation of certain education and training program requirements.***

***Sec. 835. General management provisions.***

***Sec. 836. Clerical amendments.***

**House Conference Report (108-354, page 725)(for HR1588)**

*Subtitle C—defense acquisition and support workforce (secs. 831–836)*

The Senate amendment contained a provision (sec. 841) that would amend the Defense Acquisition Workforce Improvement Act (DAWIA) to give the Secretary of Defense greater flexibility in managing the acquisition and support workforce. Specifically, the provision would give the Secretary the flexibility to establish different experience, educational, and tenure requirements for acquisition positions; require the establishment of a single acquisition corps; and streamline obsolete and outdated provisions of DAWIA.

The House bill contained no similar provision.

The House recedes with an amendment to split the provision into several sections.

Greater Management Flexibility

Specifically...

**Flexibility** to establish different experience, educational, and tenure requirements for acquisition positions

Establish a **single acquisition corps**

**Streamline** obsolete and outdated DAWIA provisions

# Background

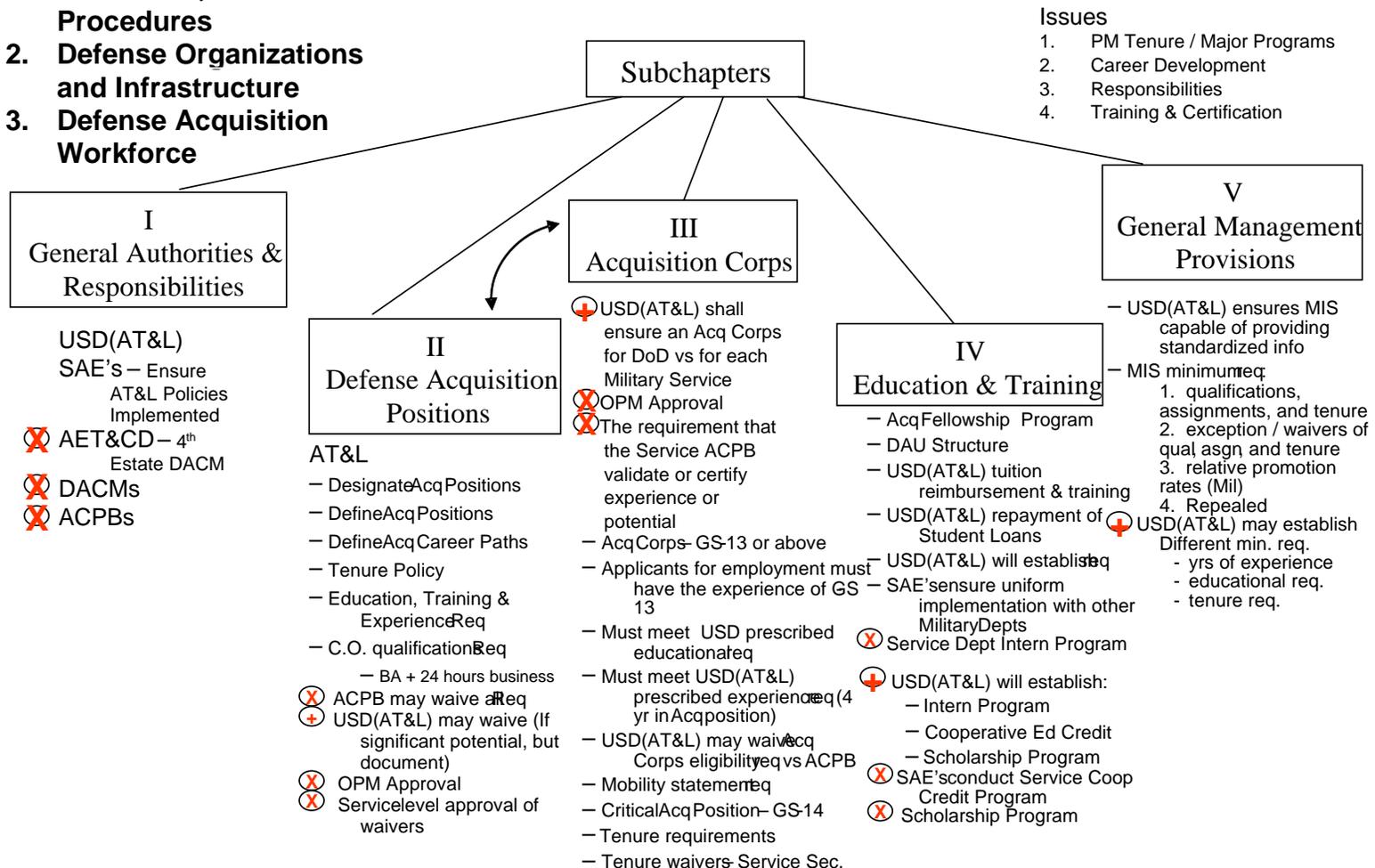
## Title 10 – Armed Forces; Part II – Personnel; Chapter 87 – Defense Acquisition Workforce Subchapter III – Acquisition Corps

NDA 1991

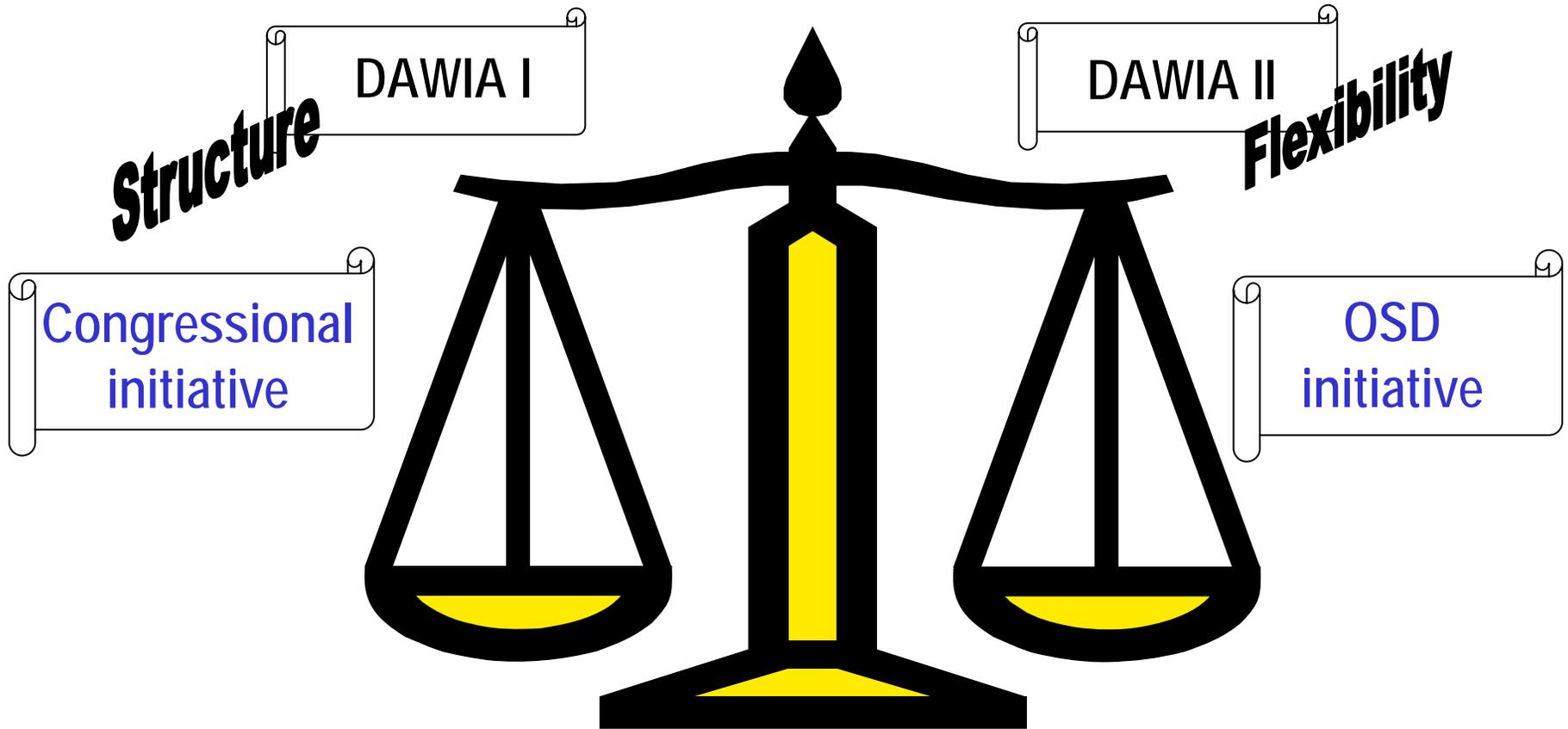
NDA 2004

### Three elements of Acquisition System

1. Defense Policies, Processes, and Procedures
2. Defense Organizations and Infrastructure
3. Defense Acquisition Workforce



# Background: Motivated, Agile Workforce



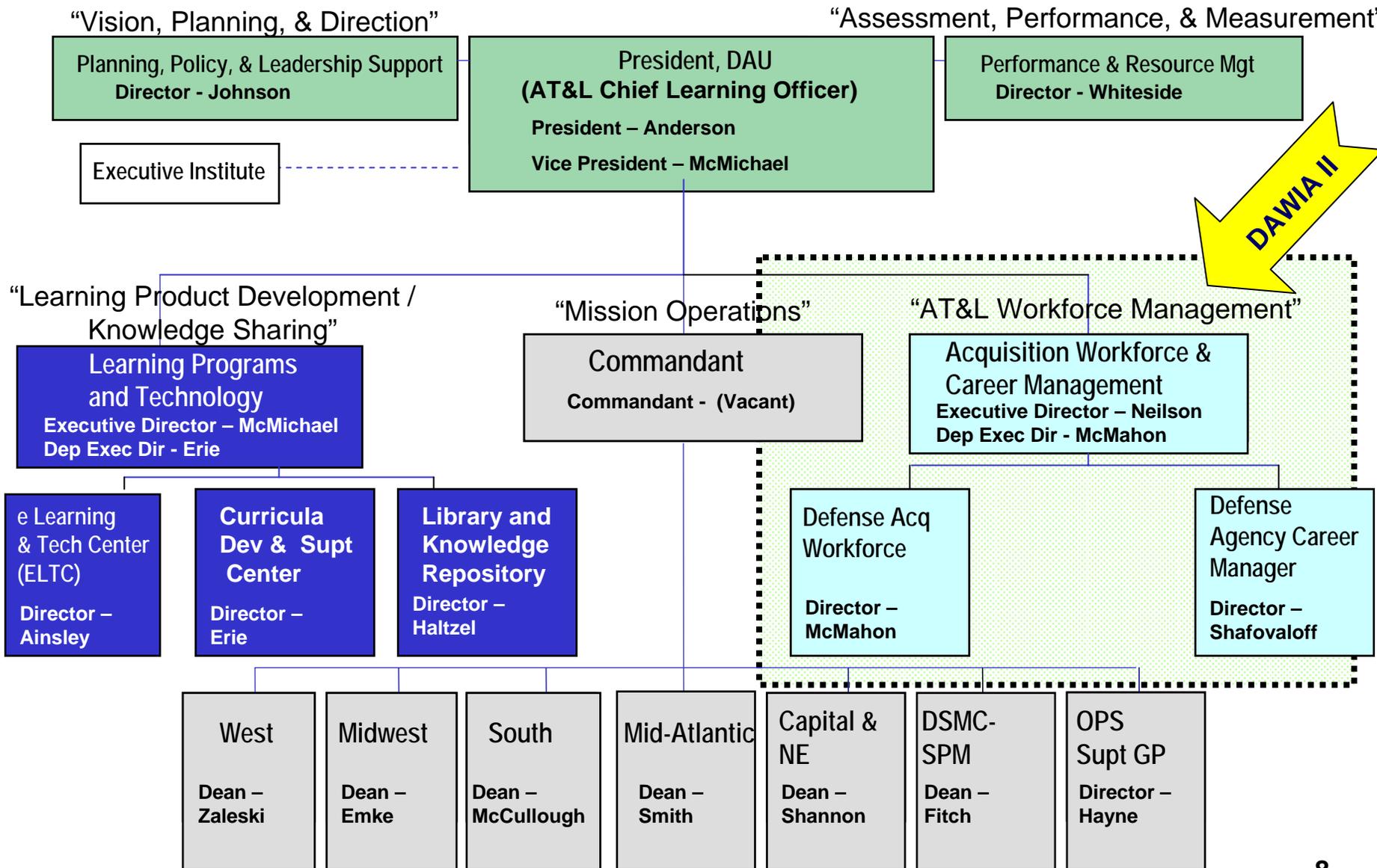
Centralized Policy, Guidance, Metrics  
Decentralized Execution

# New Concepts

- Integrated AT&L Workforce Management Structure
- Single Acquisition Corps
- Focused Career Development
- Key Leadership Positions
- Competency Management

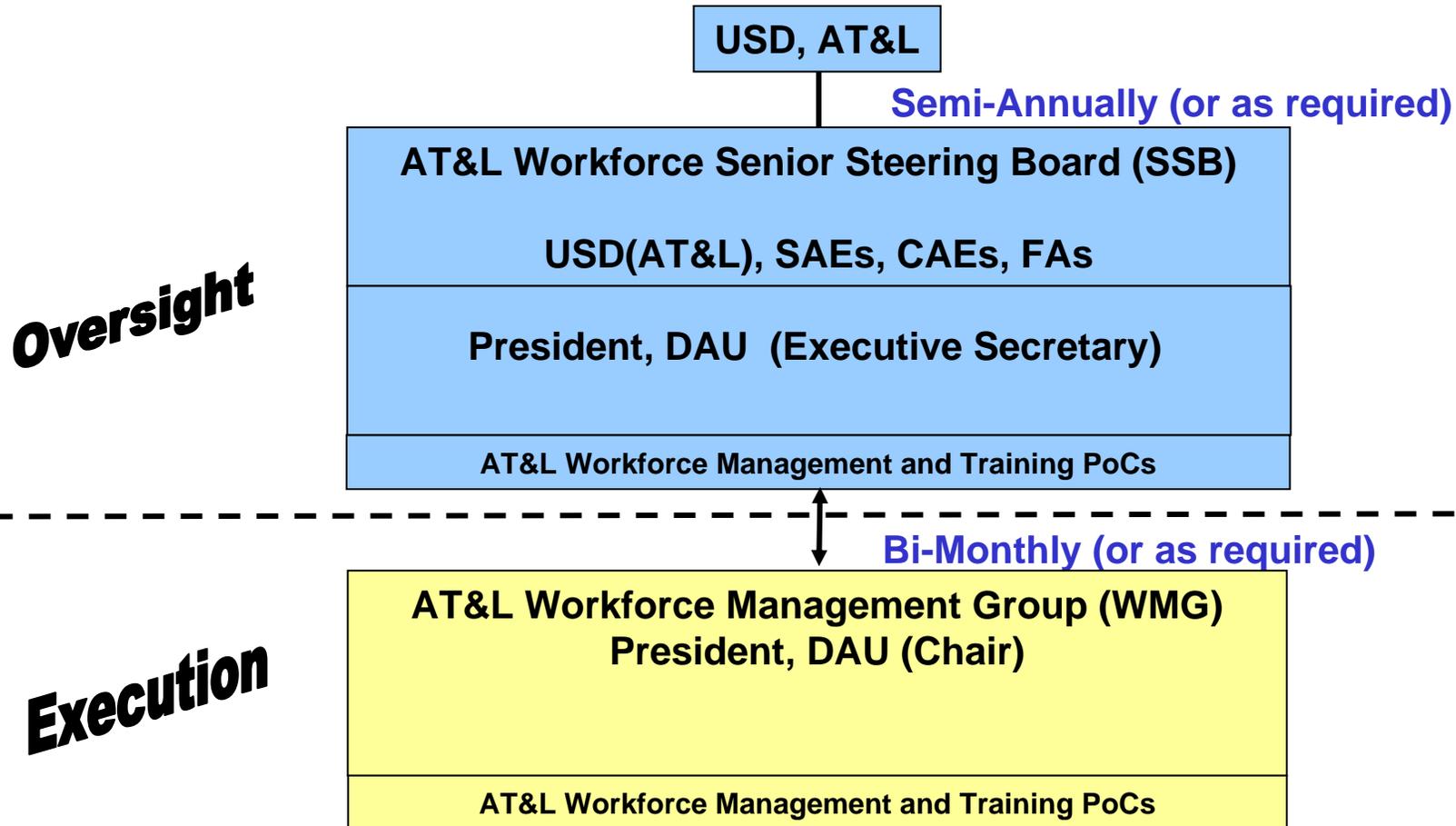
Centralized Policy, Guidance, Metrics  
Decentralized Execution

# Defense Acquisition University - 2004



# New Concepts

## Integrated AT&L Workforce Management Structure



Centralized Policy, Guidance, Metrics  
Decentralized Execution

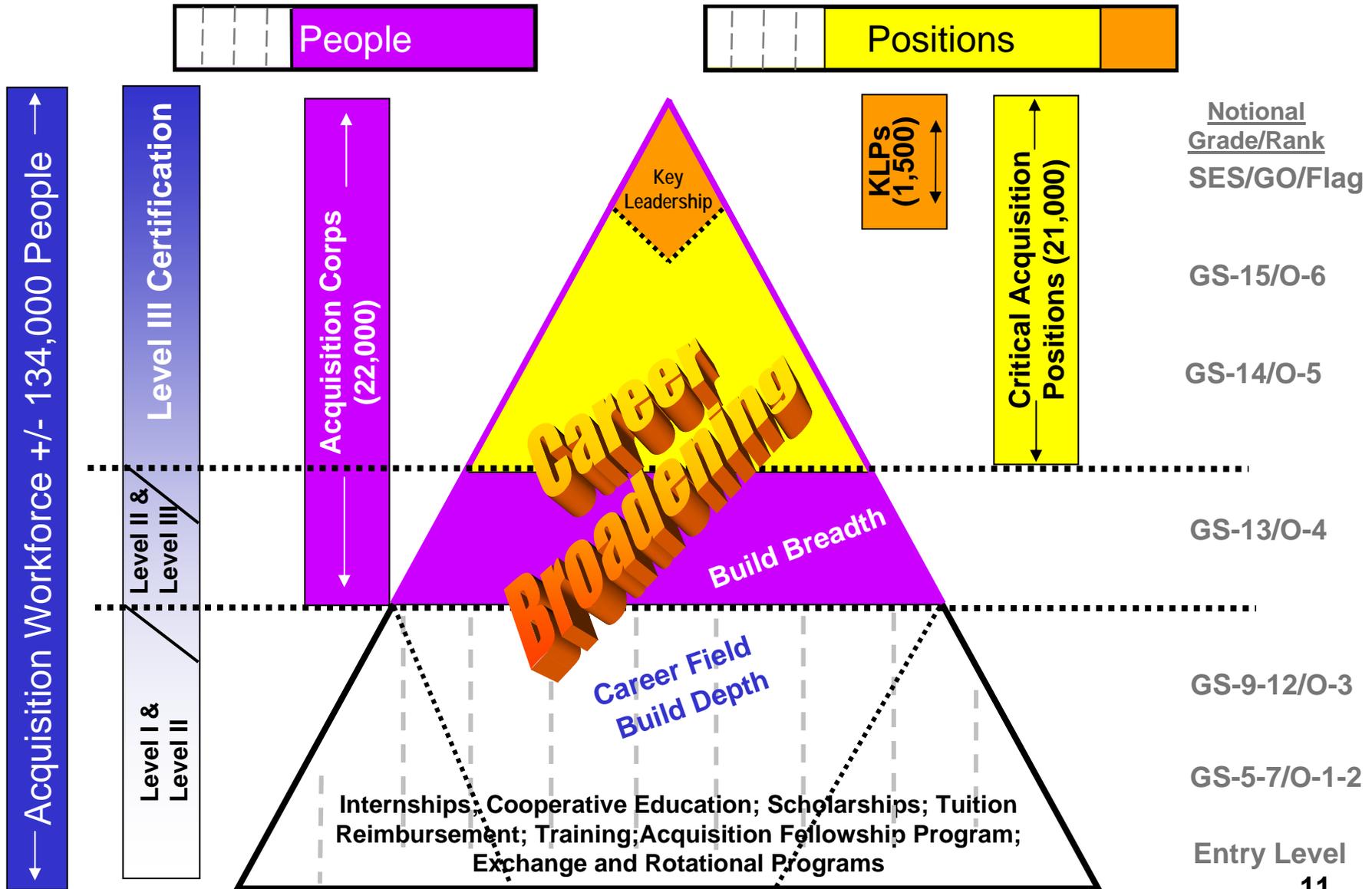
# Single Acquisition Corps



- New Uniform Eligibility Criteria
  - Entry
  - Limited waivers
- New Accountability & Oversight
  - Single DoD Management Information System (MIS)
    - Execution metrics
    - Senior leadership oversight

USD(AT&L): Sets policy  
Components: Execute career management program

# New Concepts: Focused Career Development



# New Concepts: Tenure Management Flexibility

## Original DAWIA

**Program Manager:** Assign until major milestone closest in time to 4 years  
**Deputy PM:** 4 years  
**Program Executive Officer:** 3 years  
**Senior Contracting Official:** 3 years  
**Other Critical Acq. Positions:** 3 years

**Service obligation agreements required**

**Waivers of assignment periods authorized**

**Current policies are inconsistently applied**

## DAWIA II Flexibility

**10 USC 1764**

**SECDEF may prescribe different minimum–**

- number of years of experience
- education qualifications
- tenure of service qualifications

**Flexibility applies to–**

- Program Manager
- Program Executive Officer
- Senior Contracting Official
- Contracting Officer
- Contingency Contracting Force positions



# New Concepts

## Competency-Based DAWIA Certification Program

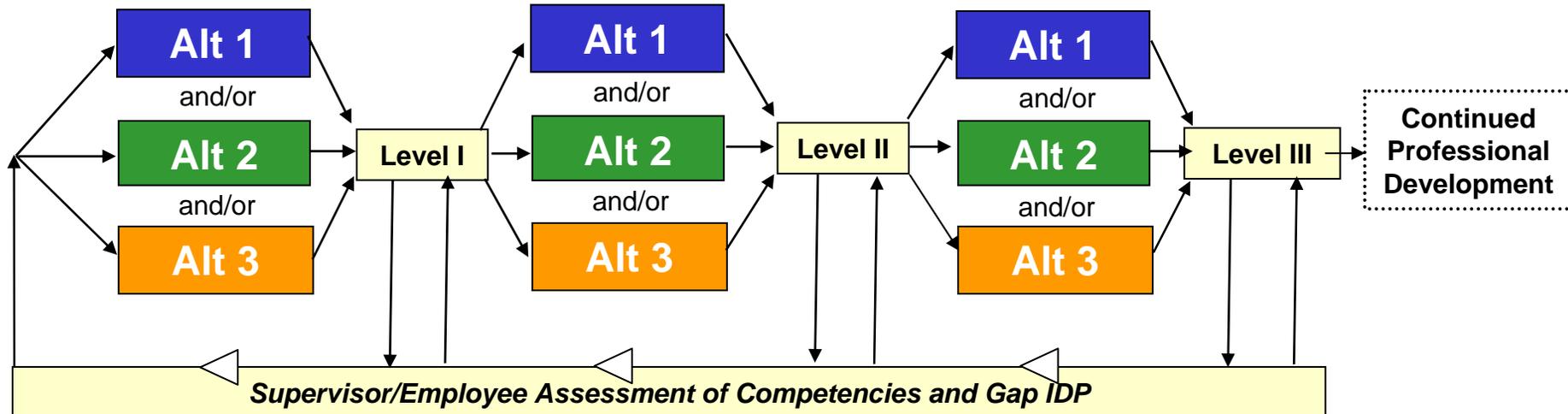
- Any Alt can be used to achieve certification.
- Combinations of Alts can be used to achieve certification levels.
- Education and experience requirements remain the same, regardless of Alt(s).

**Alt 1: DAU Functional Training**

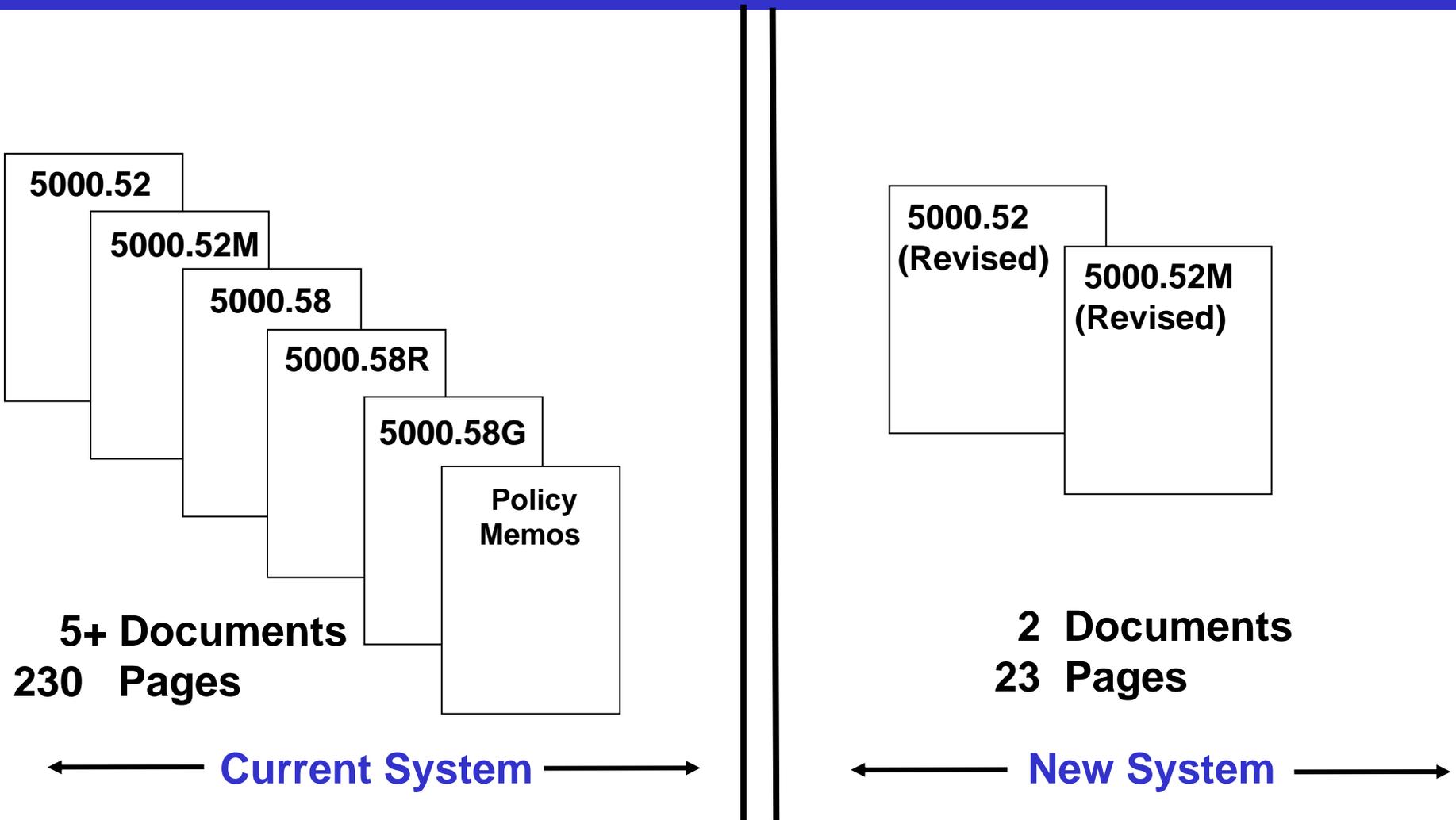
**Alt 2: Workplace / Personal Experience / Fulfillment**

**Alt 3: Professional Association Certification / Other**

Functional & Core Competency Development / Certification Levels I, II, III



# Streamlined DAWIA Regulations



**90% Reduction of Regulatory Guidance**

David D. Acker Library  
DEFENSE ACQUISITION UNIVERSITY  
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**CHANGES MADE TO DEFENSE ACQUISITION WORKFORCE  
IMPROVEMENT ACT (DAWIA)  
(AS CODIFIED IN THE U.S. CODE) BY THE  
NATIONAL DEFENSE AUTHORIZATION ACT FOR FY 2004,  
PUBLIC LAW 108-136,  
117 STAT. 1392 (NOV. 24, 2003)**

REVISION CODING:

**ADDITIONS** are indicated by Text –  
(On screen – red lettering with double underlining  
When printed – double underlining)

**DELETIONS** are indicated by ~~Text~~–  
(On screen and when printed - ~~Strikethrough~~)

**Version 1.1  
(Corrected Copy – Jan. 2004)**

## EDITOR'S NOTES

1. The editor regrets that an error appeared in Version 1.0 of this document. For readers who have Version 1.0, the following pen and ink changes can be made which will correct the error in Version 1.0. This correction has been made in Version 1.1

Version 1.0 reads as follows:

### § 1734. Career development

(e) (2) The Secretary of Defense shall establish a procedure under which the assignment of each person assigned to a critical acquisition position shall be reviewed on a case-by-case basis, by the acquisition career program board of the department concerned, for the purpose of determining ...

Change it to read:

### § 1734. Career development

(e)(2) The Secretary of Defense shall establish a procedure under which the assignment of each person assigned to a critical acquisition position shall be reviewed on a case-by-case basis, ~~by the acquisition career program board of the department concerned~~, for the purpose of determining ...

REASON: In subsection (e)(2), the text “, by the acquisition career program board of the department concerned,” was STRIKEN from the DAWIA by amendments in PL 108-136. Version 1.0 erroneously showed that the text was added.

2. A few minor formatting changes have been made in Version 1.1 that do not impact on the substance of the DAWIA.
3. A table of contents for the entire Chapter 87 – Defense Acquisition Workforce - has been added to Version 1.1.
4. Readers are encouraged to notify the editor by email to [library@dau.mil](mailto:library@dau.mil) if they have any concerns or suggestions on improving this document.

UNITED STATES CODE  
TITLE 10. ARMED FORCES  
SUBTITLE A--GENERAL MILITARY LAW  
PART II--PERSONNEL  
CHAPTER 87--DEFENSE ACQUISITION WORKFORCE

Subchapter	Sec.
I. General Authorities and Responsibilities	1701
II. Defense Acquisition Positions	1721
III. Acquisition Corps	1731
IV. Education and Training	1741
V. General Management Provisions	1761

**SUBCHAPTER I--GENERAL AUTHORITIES AND RESPONSIBILITIES**

Sec.

- 1701. Management policies.
- 1702. Under Secretary of Defense for Acquisition, Technology, and Logistics: authorities and responsibilities.
- 1703. ~~Director of Acquisition Education, Training, and Career Development.~~ (Repealed)
- 1704. Service acquisition executives: authorities and responsibilities.
- 1705. ~~Directors of Acquisition Career Management in the military departments.~~ (Repealed)
- 1706. ~~Acquisition career program boards.~~ (Repealed)
- 1707. ~~Personnel in the Office of the Secretary of Defense and in the Defense Agencies.~~ (Repealed)

**SUBCHAPTER II--DEFENSE ACQUISITION POSITIONS**

Sec.

- 1721. Designation of acquisition positions.
- 1722. Career development.
- 1723. General education, training, and experience requirements.
- 1724. Contracting positions: qualification requirements.
- 1725. ~~Office of Personnel Management approval.~~ (Repealed)

**SUBCHAPTER III--ACQUISITION CORPS**

Sec.

- 1731. Acquisition Corps: in general.
- 1732. Selection criteria and procedures.
- 1733. Critical acquisition positions.
- 1734. Career development.
- 1735. Education, training, and experience requirements for critical acquisition positions.
- (1736. Repealed.)
- 1737. Definitions and general provisions.

#### SUBCHAPTER IV--EDUCATION AND TRAINING

Sec.

- 1741. Policies and programs: establishment and implementation.
- 1742. ~~Intern program. (Repealed)~~
- 1742. Internship, cooperative education, and scholarship programs.  
(New § 1742)
- 1743. ~~Cooperative education program. (Repealed)~~
- 1744. ~~Scholarship program. (Repealed)~~
- 1745. Additional education and training programs available to acquisition personnel.
- 1746. Defense acquisition university structure.
- 1747. Acquisition fellowship program.

#### SUBCHAPTER V--GENERAL MANAGEMENT PROVISIONS

Sec.

- 1761. Management information system.
- (1762. Repealed.)
- 1763. ~~Reassignment of authority. (Repealed)~~
- (1764. Repealed.)
- 1764. Authority to establish different minimum requirements. (New § 1764)

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- 1703. ~~Director of Acquisition Education, Training, and Career Development. (Repealed)~~
- 1704. Service acquisition executives: authorities and responsibilities.
- 1705. ~~Directors of Acquisition Career Management in the military departments. (Repealed)~~
- 1706. ~~Acquisition career program boards. (Repealed)~~
- 1707. ~~Personnel in the Office of the Secretary of Defense and in the Defense Agencies. (Repealed)~~

ACKER LIBRARY N.B.:

Table of Sections amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 836, Nov. 24, 2003, 117 Stat. 1392.

**§ 1701. Management policies**

**(a) Policies and procedures.**--The Secretary of Defense shall establish policies and procedures for the effective management (including accession, education, training, and career development) of persons serving in acquisition positions in the Department of Defense.

**(b) Uniform implementation.**--The Secretary shall ensure that, to the maximum extent practicable, acquisition workforce policies and procedures established in accordance with this chapter are uniform in their implementation throughout the Department of Defense.

CREDIT(S)

(Added Pub.L.101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1638.)

Current through P.L. 108-99, approved 10-15-03

END OF DOCUMENT

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SUBCHAPTER I--GENERAL AUTHORITIES AND RESPONSIBILITIES

**§ 1702. Under Secretary of Defense for Acquisition, Technology, and Logistics: authorities and responsibilities**

Subject to the authority, direction, and control of the Secretary of Defense, the Under Secretary of Defense for Acquisition, Technology, and Logistics shall carry out all powers, functions, and duties of the Secretary of Defense with respect to the acquisition workforce in the Department of Defense. The Under Secretary shall ensure that the policies of the Secretary of Defense established in accordance with this chapter are implemented throughout the Department of Defense. The Under Secretary shall prescribe policies and requirements for the educational programs of the defense acquisition university structure established under section 1746 of this title.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1638, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 105-261, Div. A, Title VIII, § 815, Oct. 17, 1998, 112 Stat. 2088; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), (3)(A), Dec. 28, 2001, 115 Stat. 1225.)

Current through P.L. 108-99, approved 10-15-03

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SUBCHAPTER I--GENERAL AUTHORITIES AND RESPONSIBILITIES

**§ 1703. ~~Director of Acquisition Education, Training, and Career Development~~**

~~The Under Secretary of Defense for Acquisition, Technology, and Logistics shall appoint a Director of Acquisition Education, Training, and Career Development within the office of the Under Secretary to assist the Under Secretary in the performance of his duties under this chapter.~~

ACKER LIBRARY N.B.:

Repealed by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(a), Nov. 24, 2003, 117 Stat. 1392.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1639, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

10 U.S.C. § 1703

Current through P.L. 108-99, approved 10-15-03

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**§ 1704. Service acquisition executives: authorities and responsibilities**

Subject to the authority, direction, and control of the Secretary of the military department concerned, the service acquisition executive for each military department shall carry out all powers, functions, and duties of the Secretary concerned with respect to the acquisition workforce within the military department concerned and shall ensure that the policies of the Secretary of Defense established in accordance with this chapter are implemented in that department.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1639.)

10 U.S.C. § 1704

Current through P.L. 108-99, approved 10-15-03

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SUBCHAPTER I--GENERAL AUTHORITIES AND RESPONSIBILITIES

**§ 1705. ~~Directors of Acquisition Career Management in the military departments~~**

~~There shall be a Director of Acquisition Career Management for each military department within the office of the service acquisition executive to assist the executive in the performance of his duties under this chapter. The Secretary of the Navy, acting through the service acquisition executive, may appoint separate directors for the Navy and the Marine Corps.~~

ACKER LIBRARY N.B.:

Repealed by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(a), Nov. 24, 2003, 117 Stat. 1392.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1639.)

10 U.S.C.. § 1705

Current through P.L. 108-99, approved 10-15-03

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**§ 1706. ~~Acquisition career program boards~~**

~~(a) Establishment.~~ The Secretary of each military department, acting through the service acquisition executive, shall establish an acquisition career program board to advise the service acquisition executive in managing the accession, training, education, and career development of military and civilian personnel in the acquisition workforce and in selecting individuals for an Acquisition Corps under section 1731 of this title.

~~(b) Composition of board.~~ Each acquisition career program board shall include the Director of Acquisition Career Management (or his representative), the Assistant Secretary with responsibility for manpower (or his representative), and the military and civilian senior officials with responsibility for personnel development in the various acquisition career fields. The service acquisition executive (or his representative) shall be the head of the board.

~~(c) Subordinate boards.~~ The Secretary of a military department may establish a subordinate board structure in the department to which functions of the acquisition career program board may be delegated.

ACKER LIBRARY N.B.:

Repealed by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(a), Nov. 24, 2003, 117 Stat. 1392

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1639.)

10 U.S.C.. § 1706

Current through P.L. 108-99, approved 10-15-03

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~~§ 1707. Personnel in the Office of the Secretary of Defense and in the Defense Agencies~~

~~(a) Policies.~~ The Secretary of Defense, acting through the Under Secretary of Defense for Acquisition, Technology, and Logistics, shall establish and implement, in such manner as the Secretary considers appropriate, policies and procedures for the effective management, including accession, education, training, and career development, of persons serving in acquisition positions in the Office of the Secretary of Defense and the Defense Agencies. Such policies and procedures shall include (1) the establishment of one or more Acquisition Corps with respect to such persons, and (2) the establishment of an acquisition career program board (and any appropriate subordinate board structure) with respect to such persons. The Secretary shall ensure that, to the maximum extent practicable, such policies and procedures are as uniform as practicable with the policies established under this chapter for the military departments.

~~(b) Management.~~ The Director of Acquisition Education, Training, and Career Development appointed under section 1703 of this title shall serve as the Director of Acquisition Career Management for the Office of the Secretary of Defense and for the Defense Agencies.

ACKER LIBRARY N.B.:

Repealed by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(a), Nov. 24, 2003, 117 Stat. 1392

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1639, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

10 U.S.C. § 1707

Current through P.L. 108-99, approved 10-15-03

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Sec.

- 1721. Designation of acquisition positions.
- 1722. Career development.
- 1723. General education, training, and experience requirements.
- 1724. Contracting positions: qualification requirements.
- 1725. ~~Office of Personnel Management approval.~~ (Repealed)

ACKER LIBRARY N.B.:

Table of Sections amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 836, Nov. 24, 2003, 117 Stat. 1392 .

**§ 1721. Designation of acquisition positions**

**(a) Designation.**--The Secretary of Defense shall designate in regulations those positions in the Department of Defense that are acquisition positions for purposes of this chapter.

**(b) Required positions.**--In designating the positions under subsection (a), the Secretary shall include, at a minimum, all acquisition-related positions in the following areas:

- (1) Program management.
- (2) Systems planning, research, development, engineering, and testing.
- (3) Procurement, including contracting.
- (4) Industrial property management.
- (5) Logistics.
- (6) Quality control and assurance.
- (7) Manufacturing and production.
- (8) Business, cost estimating, financial management, and auditing.
- (9) Education, training, and career development.
- (10) Construction.
- (11) Joint development and production with other government agencies and foreign countries.

**(c) Management headquarters activities.**--The Secretary also shall designate as acquisition positions under subsection (a) those acquisition-related positions which are in management headquarters activities and in management headquarters support activities. For purposes of this subsection, the terms "management headquarters activities" and "management headquarters support activities" have the meanings given those terms in Department of Defense Directive 5100.73, entitled "Department of Defense Management Headquarters and Headquarters Support Activities", dated November 12, 1996.

CREDIT(S)

(Added Pub.L. 101-51, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1640, and amended Pub.L. 102-25, Title VII, § 701(1)(1), Apr. 6, 1991, 105 Stat. 116; Pub.L. 105-85, Div. A, Title IX, § 912(f), Nov. 18, 1997, 111 Stat. 1862.)

10 U.S.C. § 1721

Current through P.L. 108-99, approved 10-15-03

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**§ 1722. Career development**

**(a) Career paths.**--The Secretary of Defense, acting through the Under Secretary of Defense for Acquisition, Technology, and Logistics, shall ensure that appropriate career paths for civilian and military personnel who wish to pursue careers in acquisition are identified in terms of the education, training, experience, and assignments necessary for career progression of civilians and members of the armed forces to the most senior acquisition positions. The Secretary shall make available published information on such career paths.

**(b) Limitation on preference for military personnel.**--(1) The Secretary of Defense shall ensure that no requirement or preference for a member of the armed forces is used in the consideration of persons for acquisition positions, except as provided in the policy established under paragraph (2).

**(2)(A)** The Secretary shall establish a policy permitting a particular acquisition position to be specified as available only to members of the armed forces if a determination is made, under criteria specified in the policy, that a member of the armed forces is required for that position by law, is essential for performance of the duties of the position, or is necessary for another compelling reason.

**(B)** Not later than December 15 of each year, the Under Secretary of Defense for Acquisition, Technology, and Logistics shall submit to the Secretary a report that lists each acquisition position that is restricted to members of the armed forces under such policy and the recommendation of the Under Secretary as to whether such position should remain so restricted.

**(c) Opportunities for civilians to qualify.**--The Secretary of Defense shall ensure that civilian personnel are provided the opportunity to acquire the education, training, and experience necessary to qualify for senior acquisition positions.

**(d) Best qualified.**--The Secretary of Defense shall ensure that the policies established under this chapter are designed to provide for the selection of the best qualified individual for a position, consistent with other applicable law.

**(e) [Repealed. Pub.L.107-107, Div. A, Title X, § 1048(e)(3), Dec. 28, 2001, 115 Stat. 1227]**

**(f) Assignments policy.**--(1) The Secretary of Defense shall establish a policy on assigning military personnel to acquisition positions that provides for a balance between (A) the need for personnel to serve in career broadening positions, and (B) the need for requiring service in each such position for sufficient time to provide the stability necessary to effectively carry out the duties of the position and to allow for the establishment of responsibility and accountability for actions taken in the position.

(2) In implementing the policy established under paragraph (1), the Secretaries of the military departments shall provide, as appropriate, for longer lengths of assignments to acquisition positions than assignments to other positions.

**(g) Performance appraisals.**--The Secretary of each military department, acting through the service acquisition executive for that department, shall provide an opportunity for review and inclusion of any comments on any appraisal of the performance of a person serving in an acquisition position by a person serving in an acquisition position in the same acquisition career field.

**(h) Balanced workforce policy.**--In the development of defense acquisition workforce policies under this chapter with respect to any civilian employees or applicants for employment, the Secretary of Defense or the Secretary of a military department (as applicable) shall, consistent with the merit system principles set out in paragraphs (1) and (2) of section 2301(b) of title 5, take into consideration the need to maintain a balanced workforce in which women and members of racial and ethnic minority groups are appropriately represented in Government service.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1641, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), (e)(3), Dec. 28, 2001, 115 Stat. 1225, 1227.)

10 U.S.C. § 1722

Current through P.L. 108-99, approved 10-15-03

END OF DOCUMENT

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**§ 1723. General education, training, and experience requirements**

**(a) Qualification requirements.**--The Secretary of Defense shall establish education, training, and experience requirements for each acquisition position, based on the level of complexity of duties carried out in the position. In establishing such requirements for positions other than critical acquisition positions designated pursuant to section 1733 of this title, the Secretary may state the requirements by categories of positions.

**(b) Limitation on credit for training or education.**--Not more than one year of a period of time spent pursuing a program of academic training or education in acquisition may be counted toward fulfilling any requirement established under this chapter for a certain period of experience.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1642, and amended Pub.L. 104-201, Div. A, Title X, § 1074(a)(9)(A), Sept. 23, 1996, 110 Stat. 2659.)

10 U.S.C. § 1723

Current through P.L. 108-99, approved 10-15-03

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SUBCHAPTER II--DEFENSE ACQUISITION POSITIONS

**§ 1724. Contracting positions: qualification requirements**

**(a) Contracting officers.**--The Secretary of Defense shall require that, in order to qualify to serve in an acquisition position as a contracting officer with authority to award or administer contracts for amounts above the simplified acquisition threshold referred to in section 2304(g) of this title, an employee of the Department of Defense or member of the armed forces (other than the Coast Guard) must, except as provided in subsections (c) and (d)--

(1) have completed all contracting courses required for a contracting officer (A) in the case of an employee, serving in the position within the grade of the General Schedule in which the employee is serving, and (B) in the case of a member of the armed forces, in the member's grade;

(2) have at least two years of experience in a contracting position;

(3) (A) have received a baccalaureate degree from an accredited educational institution authorized to grant baccalaureate degrees, and (B) have completed at least 24 semester credit hours (or the equivalent) of study from an accredited institution of higher education in any of the following disciplines: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management; and

(4) meet such additional requirements, based on the dollar value and complexity of the contracts awarded or administered in the position, as may be established by the Secretary of Defense for the position.

**(b) GS-1102 series positions and similar military positions.**--(1) The Secretary of Defense shall require that in order to qualify to serve in a position in the Department of Defense that is in the GS-1102 occupational series an employee or potential employee of the Department of Defense meet the requirements set forth in paragraph (3) of subsection (a). The Secretary may not require that in order to serve in such a position an employee or potential employee meet any of the requirements of paragraphs (1) and (2) of that subsection.

(2) The Secretary of Defense shall require that in order for a member of the armed forces to be selected for an occupational specialty within the armed forces that (as determined by the Secretary) is similar to the GS-1102 occupational series a member of the armed forces meet the requirements set forth in paragraph (3) of subsection (a). The Secretary may not require that in order to be selected for such an occupational specialty a member meet any of the requirements of paragraphs (1) and (2) of that subsection.

**(c) Exceptions.**--The qualification requirements imposed by the Secretary of Defense pursuant to subsections (a) and (b) shall not apply to an employee of the Department of Defense or member of the armed forces who--

(1) served as a contracting officer with authority to award or administer contracts in excess of the simplified acquisition threshold on or before September 30, 2000;

(2) served, on or before September 30, 2000, in a position either as an employee in the GS-1102 series or as a member of the armed forces in a similar occupational specialty;

(3) is in the contingency contracting force; or

(4) is described in subsection (e)(1)(B).

**(d) Waiver.**~~The acquisition career program board concerned may waive any or all of the requirements of subsections (a) and (b) with respect to an employee of the Department of Defense or member of the armed forces if the board certifies~~ [The Secretary of Defense may waive any or all of the requirements of subsections (a) and (b) with respect to an employee of the Department of Defense or member of the armed forces if the Secretary determines that the individual possesses significant potential for advancement to levels of greater responsibility and authority, based on demonstrated job performance and qualifying experience. With respect to each waiver granted under this subsection, ~~the board~~ the Secretary shall set forth in a written document the rationale for its decision to waive such requirements. ~~Such document shall be submitted to and retained by the Director of Acquisition Education, Training, and Career Development.~~

**(e) Developmental opportunities.--(1) The Secretary of Defense may--**

**(A)** establish or continue one or more programs for the purpose of recruiting, selecting, appointing, educating, qualifying, and developing the careers of individuals to meet the requirements in subparagraphs (A) and (B) of subsection (a)(3);

**(B)** appoint individuals to developmental positions in those programs; and

**(C)** separate from the civil service after a three-year probationary period any individual appointed under this subsection who fails to meet the requirements described in subsection (a)(3).

**(2) To qualify for any developmental program described in paragraph (1)( B), an individual shall have--**

**(A)** been awarded a baccalaureate degree, with a grade point average of at least 3.0 (or the equivalent), from an accredited institution of higher education authorized to grant baccalaureate degrees; or

**(B)** completed at least 24 semester credit hours or the equivalent of study from an accredited institution of higher education in any of the disciplines of accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management.

**(f) Contingency contracting force.**~~The Secretary shall establish qualification requirements for the contingency contracting force consisting of members of the armed forces whose mission is to deploy in support of contingency operations and other operations of the Department of Defense, including--~~

**(1)** completion of at least 24 semester credit hours or the equivalent of study from an accredited institution of higher education or similar educational institution in any of the disciplines of accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management; or

**(2)** passing an examination that demonstrates skills, knowledge, or abilities comparable to that of an individual who has completed at least 24 semester credit hours or the equivalent of study in any of the disciplines described in paragraph (1).

ACKER LIBRARY N.B.:

As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(b), Nov. 24, 2003, 117 Stat. 1392 .

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1642, and amended Pub.L. 103-35, Title I, § 101, May 31, 1993, 107 Stat. 97; Pub.L. 104-201, Div. A, Title X, § 1074(a)(9)(B), Sept. 23, 1996, 110 Stat. 2659; Pub.L. 106-398 § 1 [Div. A, Title VIII, § 808(a) to (d)], Oct. 30, 2000, 114 Stat. 1654, 1654A-208; Pub.L. 107-107, Div. A, Title VIII, § 824(a), Dec. 28, 2001, 115 Stat. 1183.)

10 U.S.C. § 1724

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UNITED STATES CODE  
TITLE 10. ARMED FORCES  
SUBTITLE A--GENERAL MILITARY LAW  
PART II--PERSONNEL  
CHAPTER 87--DEFENSE ACQUISITION WORKFORCE  
SUBCHAPTER II--DEFENSE ACQUISITION POSITIONS

**§ 1725. Office of Personnel Management approval**

~~(a) **Qualification requirements.** The Secretary of Defense shall submit any requirement with respect to civilian employees that is established under section 1723 or under section 1724(a)(4) of this title to the Director of the Office of Personnel Management for approval. If the Director does not disapprove the requirement within 30 days after the date on which the Director receives the requirement, the requirement is deemed to be approved by the Director.~~

~~(b) **Examinations.** The Secretary of Defense shall submit examinations to be given to civilian employees under subsection (a)(3) or (b) of section 1724 of this title to the Director of the Office of Personnel Management for approval. If the Director does not disapprove an examination within 30 days after the date on which the Director receives the examination, the examination is deemed to be approved by the Director.~~

ACKER LIBRARY N.B.:

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SUBCHAPTER III--ACQUISITION CORPS

Sec.

- 1731. Acquisition Corps: in general.
- 1732. Selection criteria and procedures.
- 1733. Critical acquisition positions.
- 1734. Career development.
- 1735. Education, training, and experience requirements for critical acquisition positions.
- (1736. Repealed.)
- 1737. Definitions and general provisions.

**§ 1731. Acquisition Corps: in general**

**(a) Acquisition corps.**--The Secretary of Defense shall ensure that an Acquisition Corps is established for ~~each of the military departments and one or more Corps, as he considers appropriate, for the other components of the~~ Department of Defense. ~~A separate Acquisition Corps may be established for each of the Navy and the Marine Corps.~~

**(b) Promotion rate for officers in acquisition corps.**--The Secretary of Defense shall ensure that the qualifications of commissioned officers selected for ~~an Acquisition Corps~~ the Acquisition Corps are such that those officers are expected, as a group, to be promoted at a rate not less than the rate for all line (or the equivalent) officers of the same armed force (both in the zone and below the zone) in the same grade.

**(c) OPM approval.** ~~The Secretary of Defense shall submit any requirement with respect to civilian employees established under section 1732 of this title to the Director of the Office of Personnel Management for approval. If the Director does not disapprove the requirement within 30 days after the date on which the Director receives the requirement, the requirement is deemed to be approved by the Director.~~

[ACKER LIBRARY N.B.:](#)

[As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 832\(b\), Nov. 24, 2003, 117 Stat. 1392.](#)

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SUBCHAPTER III--ACQUISITION CORPS

**§ 1732. Selection criteria and procedures**

**(a) Selection criteria and procedures.**--Selection for membership in ~~an Acquisition Corps~~ the Acquisition Corps shall be made in accordance with criteria and procedures established by the Secretary of Defense.

**(b) Eligibility criteria.**--Except as provided in subsections (c) and (d), only persons who meet all of the following requirements may be considered for service in the Corps:

**(1)(A)** In the case of an employee, the person must be currently serving in a position within grade GS-13 or above of the General Schedule.

**(B)** In the case of a member of the armed forces, the person must be currently serving in the grade of major or, in the case of the Navy, lieutenant commander, or a higher grade.

**(C)** In the case of an applicant for employment, the person must have experience in government or industry equivalent to the experience of a person in a position described in subparagraph (A) or (B), ~~as validated by the appropriate career program management board.~~

**(2)** The person must meet the educational requirements prescribed by the Secretary of Defense. Such requirements, at a minimum, shall include both of the following:

**(A)** A requirement that the person--

**(i)** has received a baccalaureate degree at an accredited educational institution authorized to grant baccalaureate degrees, or

**(ii)** ~~has been certified by the acquisition career program board of the employing military department as possessing~~ possess significant potential for advancement to levels of greater responsibility and authority, based on demonstrated analytical and decisionmaking capabilities, job performance, and qualifying experience.

**(B)** A requirement that the person has completed--

**(i)** at least 24 semester credit hours (or the equivalent) of study from an accredited institution of higher education from among the following disciplines: accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management; or

**(ii)** at least 24 semester credit hours (or the equivalent) from an accredited institution of higher education in the person's career field and 12 semester credit hours (or the equivalent) from such an institution from among the disciplines listed in clause (i) or equivalent training as prescribed by the Secretary to ensure proficiency in the disciplines listed in clause (i).

**(3)** The person must meet experience requirements prescribed by the Secretary of Defense. Such requirements shall, at a minimum, include a requirement for at least four years of experience in an acquisition position in the Department of Defense or in a comparable position in industry or government.

(4) The person must meet such other requirements as the Secretary of Defense or the Secretary of the military department concerned prescribes by regulation.

(c) **Exceptions.--**(1) The requirements of subsections (b)(2)(A) and (b)(2)(B) shall not apply to any employee who, on October 1, 1991, has at least 10 years of experience in acquisition positions or in comparable positions in other government agencies or the private sector.

(2) The requirements of subsections (b)(2)(A) and (b)(2)(B) shall not apply to any employee who is serving in an acquisition position on October 1, 1991, and who does not have 10 years of experience as described in paragraph (1) if the employee passes an examination considered by the Secretary of Defense to demonstrate skills, knowledge, or abilities comparable to that of an individual who has completed at least 24 semester credit hours (or the equivalent) of study from an accredited institution of higher education from among the following disciplines: accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management. ~~The Secretary of Defense shall submit examinations to be given to civilian employees under this paragraph to the Director of the Office of Personnel Management for approval. If the Director does not disapprove an examination within 30 days after the date on which the Director receives the examination, the examination is deemed to be approved by the Director.~~

(3) Paragraph (1) of subsection (b) shall not apply to an employee who--

(A) having previously served in a position within a grade referred to in subparagraph (A) of that paragraph, is currently serving in the same position within a grade below GS-13 of the General Schedule, or in another position within that grade, by reason of a reduction in force or the closure or realignment of a military installation, or for any other reason other than by reason of an adverse personnel action for cause; and

(B) except as provided in paragraphs (1) and (2), satisfies the educational, experience, and other requirements prescribed under paragraphs (2), (3), and (4) of that subsection.

(d) **Waiver.--**(1) Except as provided in paragraph (2), ~~the acquisition career program board of a military department may waive any or all of the requirements of subsection (b) with respect to an employee of that military department if the board certifies~~ The Secretary of Defense may waive any or all of the requirements of subsection (b) with respect to an employee if the Secretary determines that the employee possesses significant potential for advancement to levels of greater responsibility and authority, based on demonstrated analytical and decisionmaking capabilities, job performance, and qualifying experience. With respect to each waiver granted under this subsection, ~~the board~~ the Secretary shall set forth in a written document the rationale for its decision to waive such requirements. ~~The document shall be submitted to and retained by the Director of Acquisition Education, Training, and Career Development.~~

(2) ~~The acquisition career program board of a military department~~ The Secretary may not waive the requirements of subsection (b)(2)(A)(ii).

(e) **Mobility statements.--**(1) The Secretary of Defense is authorized to require civilians in ~~an Acquisition Corps~~ the Acquisition Corps to sign mobility statements.

(2) The Secretary of Defense shall identify which categories of civilians in ~~an Acquisition Corps~~ the Acquisition Corps, as a condition of serving in the Corps, shall be required to sign mobility statements. The Secretary shall make available published information on such identification of categories.

ACKER LIBRARY N.B.:

As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(b), Nov. 24, 2003, 117 Stat. 1392 .

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SUBCHAPTER III--ACQUISITION CORPS

**§ 1733. Critical acquisition positions**

**(a) Requirement for corps member.**--A critical acquisition position may be filled only by a member of ~~an Acquisition Corps~~ the Acquisition Corps.

**(b) Designation of critical acquisition positions.**--(1) The Secretary of Defense shall designate the acquisition positions in the Department of Defense that are critical acquisition positions. Such positions shall include the following:

**(A)** Any acquisition position which--

**(i)** in the case of employees, is required to be filled by an employee in a position within grade GS-14 or above of the General Schedule, or in the Senior Executive Service; or

**(ii)** in the case of members of the armed forces, is required to be filled by a commissioned officer of the Army, Navy, Air Force, or Marine Corps who is serving in the grade of lieutenant colonel, or, in the case of the Navy, commander, or a higher grade.

**(B)** Other selected acquisition positions not covered by subparagraph (A), including the following:

**(i)** Program executive officer.

**(ii)** Program manager of a major defense acquisition program (as defined in section 2430 of this title) or of a significant nonmajor defense acquisition program (as defined in section 1737(a)(3) of this title).

**(iii)** Deputy program manager of a major defense acquisition program.

**(C)** Any other acquisition position of significant responsibility in which the primary duties are supervisory or management duties.

**(2)** The Secretary shall periodically publish a list of the positions designated under this subsection.

[ACKER LIBRARY N.B.:](#)

[As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 833, Nov. 24, 2003, 117 Stat. 1392.](#)

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(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1646, and amended Pub.L. 102-484, Div. A, Title X, § 1052(22), Oct. 23, 1992, 106 Stat. 2500; Pub.L. 103-89, § 3(b)(3)(C), Sept. 30, 1993, 107 Stat. 983; Pub.L. 104-201, Div. A, Title X, § 1074(a)(9)(C), Sept. 23, 1996, 110 Stat. 2659.)

10 U.S.C. § 1733

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CHAPTER 87--DEFENSE ACQUISITION WORKFORCE  
SUBCHAPTER III--ACQUISITION CORPS

**§ 1734. Career development**

**(a) Three-year assignment period.--(1)** Except as provided under subsection (b) and paragraph (3), the Secretary of each military department, acting through the service acquisition executive for that department, shall provide that any person who is assigned to a critical acquisition position shall be assigned to the position for not fewer than three years. Except as provided in subsection (d), the Secretary concerned may not reassign a person from such an assignment before the end of the three-year period.

**(2)** A person may not be assigned to a critical acquisition position unless the person executes a written agreement to remain on active duty (in the case of a member of the armed forces) or to remain in Federal service (in the case of an employee) in that position for at least three years. The service obligation contained in such a written agreement shall remain in effect unless and until waived by the Secretary concerned under subsection (b).

**(3)** The assignment period requirement of the first sentence of paragraph (1) is waived for any individual serving as a deputy program manager if the individual is assigned to a critical acquisition position upon completion of the individual's assignment as a deputy program manager.

**(b) Assignment period for program managers.--(1)** The Secretary of Defense shall prescribe in regulations--

**(A)** a requirement that a program manager and a deputy program manager (except as provided in paragraph (3)) of a major defense acquisition program be assigned to the position at least until completion of the major milestone that occurs closest in time to the date on which the person has served in the position for four years; and

**(B)** a requirement that, to the maximum extent practicable, a program manager who is the replacement for a reassigned program manager arrive at the assignment location before the reassigned program manager leaves.

Except as provided in subsection (d), the Secretary concerned may not reassign a program manager or deputy program manager from such an assignment until after such major milestone has occurred.

**(2)** A person may not be assigned to a critical acquisition position as a program manager or deputy program manager of a major defense acquisition program unless the person executes a written agreement to remain on active duty (in the case of a member of the armed forces) or to remain in Federal service (in the case of an employee) in that position at least until completion of the first major milestone that occurs closest in time to the date on which the person has served in the position for four years. The service obligation contained in such a written agreement shall remain in effect unless and until waived by the Secretary concerned under subsection (d).

**(3)** The assignment period requirement under subparagraph (A) of paragraph (1) is waived for any individual serving as a deputy program manager if the individual is assigned to a critical acquisition position upon completion of the individual's assignment as a deputy program manager.

**(c) Major milestone regulations.--(1)** The Secretary of Defense shall issue regulations defining what constitutes major milestones for purposes of this section. The service acquisition executive of each military department shall establish major milestones at the beginning of a major defense acquisition program consistent with such regulations and shall use such milestones to determine the assignment period for program managers and deputy program managers under subsection (b).

**(2)** The regulations shall require that major milestones be clearly definable and measurable events that mark the completion of a significant phase in a major defense acquisition program and that such milestones be the same as the milestones contained in the baseline description established for the program pursuant to section 2435(a) of this title. The Secretary shall require that the major milestones as defined in the regulations be included in the Selected Acquisition Report required for such program under section 2432 of this title.

**(d) Waiver of assignment period.--(1)** With respect to a person assigned to a critical acquisition position, the Secretary concerned may waive the prohibition on reassignment of that person (in subsection (a)(1) or (b)(1)) and the service obligation in an agreement executed by that person (under subsection (a)(2) or (b)(2)), but only in exceptional circumstances in which a waiver is necessary for reasons permitted in regulations prescribed by the Secretary of Defense.

~~**(2)** The authority to grant such waivers may be delegated by the service acquisition executive of a military department only to the Director of Acquisition Career Management for the military department.~~

~~**(3)** (2) With respect to each waiver granted under this subsection, the service acquisition executive (or his delegate) shall set forth in a written document the rationale for the decision to grant the waiver. The document shall be submitted to the Director of Acquisition Education, Training, and Career Development.~~

**(e) Rotation policy.--(1)** The Secretary of Defense shall establish a policy encouraging the rotation of members of an Acquisition Corps ~~the Acquisition Corps~~ serving in critical acquisition positions to new assignments after completion of five years of service in such positions, or, in the case of a program manager, after completion of a major program milestone, whichever is longer. Such rotation policy shall be designed to ensure opportunities for career broadening assignments and an infusion of new ideas into critical acquisition positions.

**(2)** The Secretary of Defense shall establish a procedure under which the assignment of each person assigned to a critical acquisition position shall be reviewed on a case-by-case basis, ~~by the acquisition career program board of the department concerned,~~ 1/ for the purpose of determining whether the Government and such person would be better served by a reassignment to a different position. Such a review shall be carried out with respect to each such person not later than five years after that person is assigned to a critical position.

**(f) Centralized job referral system.--**The Secretary of Defense shall prescribe regulations providing for the use of centralized lists to ensure that persons are selected for critical positions without regard to geographic location of applicants for such positions.

**(g) Exchange program.--(1)** ~~The Secretary~~ The Secretary of Defense shall establish, for purposes of broadening the experience of members of each Acquisition Corps, ~~a test program in which members of a Corps~~ the Acquisition Corps, a test program in which members of the Corps serving in a military department or Defense Agency are assigned or detailed to an acquisition position in another department or agency. Under the test program, the Secretary of Defense shall ensure that, to the maximum extent practicable, at least 5 percent of the members of the Acquisition Corps shall serve in such exchange assignments each year. The test program shall operate for not less than a period of three years.

1/ Language of Sec. 1734(e)(2) is corrected in Version 1.1 of this document. This page contains correct language showing the strikethrough text that was STRIKEN from DAWIA by Pub.L. 108-136, sec. 831(b).

~~(2) The Secretary of Defense shall submit the portion of the test program applicable to civilian employees to the Director of the Office of Personnel Management for approval. If the Director does not disapprove that portion of the test program within 30 days after the date on which the Director receives it, that portion of the test program is deemed to be approved by the Director.~~

**(h) Responsibility for assignments.**--The Secretary of each military department, acting through the service acquisition executive for that department, is responsible for ~~making assignments of civilian and military members of the Acquisition Corps of that military department~~ making assignments of civilian and military personnel of that military department who are members of the Acquisition Corps to critical acquisition positions.

ACKER LIBRARY N.B.:

As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(b), Nov. 24, 2003, 117 Stat. 1392.

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10 U.S.C. § 1734

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CHAPTER 87--DEFENSE ACQUISITION WORKFORCE  
SUBCHAPTER III--ACQUISITION CORPS

**§ 1735. Education, training, and experience requirements for critical acquisition positions**

**(a) Qualification requirements.**--In establishing the education, training, and experience requirements under section 1723 of this title for critical acquisition positions, the Secretary of Defense shall, at a minimum, include the requirements set forth in subsections (b) through (e).

**(b) Program managers and deputy program managers.**--Before being assigned to a position as a program manager or deputy program manager of a major defense acquisition program or a significant nonmajor defense acquisition program, a person--

**(1)** must have completed the program management course at the Defense Systems Management College or a management program at an accredited educational institution determined to be comparable by the Secretary of Defense;

**(2)** must have executed a written agreement as required in section 1734(b)(2); and

**(3)** in the case of--

**(A)** a program manager of a major defense acquisition program, must have at least eight years of experience in acquisition, at least two years of which were performed in a systems program office or similar organization;

**(B)** a program manager of a significant nonmajor defense acquisition program, must have at least six years of experience in acquisition;

**(C)** a deputy program manager of a major defense acquisition program, must have at least six years of experience in acquisition, at least two years of which were performed in a systems program office or similar organization; and

**(D)** a deputy program manager of a significant nonmajor defense acquisition program, must have at least four years of experience in acquisition.

**(c) Program executive officers.**--Before being assigned to a position as a program executive officer, a person--

**(1)** must have completed the program management course at the Defense Systems Management College or a management program at an accredited educational institution in the private sector determined to be comparable by the Secretary of Defense, acting through the Under Secretary of Defense for Acquisition, Technology, and Logistics;

**(2)** must have at least 10 years experience in an acquisition position, at least four years of which were performed while assigned to a critical acquisition position; and

**(3)** must have held a position as a program manager or a deputy program manager.

**(d) General and flag officers and civilians in equivalent positions.**--Before a general or flag officer, or a civilian serving in a position equivalent in grade to the grade of such an officer, may be assigned to a critical acquisition position, the person must have at least 10 years experience in an acquisition position, at least four years of which were performed while assigned to a critical acquisition position.

**(e) Senior contracting officials.**--Before a person may be assigned to a critical acquisition position as a senior contracting official, the person must have at least four years experience in contracting.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1648, and amended Pub.L. 102-484, Div. A, Title VIII, § 812(d), Oct. 23, 1992, 106 Stat. 2451; Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

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**[§ 1736. Repealed. Pub.L. 107-107, Div. A, Title X, § 1048(e)(6)(A), Dec. 28, 2001, 115 Stat. 1227]**

10 U.S.C. § 1736

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CHAPTER 87--DEFENSE ACQUISITION WORKFORCE  
SUBCHAPTER III--ACQUISITION CORPS

**§ 1737. Definitions and general provisions**

**(a) Definitions.**--In this subchapter:

(1) The term "program manager" means, with respect to a defense acquisition program, the member of ~~an Acquisition Corps~~ the Acquisition Corps responsible for managing the program, regardless of the title given the member.

(2) The term "deputy program manager" means the person who has authority to act on behalf of the program manager in the absence of the program manager.

(3) The term "significant nonmajor defense acquisition program" means a Department of Defense acquisition program that is not a major defense acquisition program (as defined in section 2430 of this title) and that is estimated by the Secretary of Defense to require an eventual total expenditure for research, development, test, and evaluation of more than the dollar threshold set forth in section 2302(5)(A) of this title for such purposes for a major system or an eventual total expenditure for procurement of more than the dollar threshold set forth in section 2302(5)(A) of this title for such purpose for a major system.

(4) The term "program executive officer" has the meaning given such term in regulations prescribed by the Secretary of Defense.

(5) The term "senior contracting official" means a director of contracting, or a principal deputy to a director of contracting, serving in the office of the Secretary of a military department, the headquarters of a military department, the head of a Defense Agency, a subordinate command headquarters, or in a major systems or logistics contracting activity in the Department of Defense.

**(b) Limitation.**--Any civilian or military member of the Corps who does not meet the education, training, and experience requirements for a critical acquisition position established under this subchapter may not carry out the duties or exercise the authorities of that position, except for a period not to exceed six months, unless a waiver of the requirements is granted under subsection (c).

**(c) Waiver.**--~~(1) The Secretary~~ The Secretary of each military department (acting through the service acquisition executive for that department) or the Secretary of Defense (acting through the Under Secretary of Defense for Acquisition, Technology, and Logistics) for Defense Agencies and other components of the Department of Defense may waive, on a case-by-case basis, the requirements established under this subchapter with respect to the assignment of an individual to a particular critical acquisition position. Such a waiver may be granted only if unusual circumstances justify the waiver or if the Secretary concerned (or official to whom the waiver authority is delegated) determines that the individual's qualifications obviate the need for meeting the education, training, and experience requirements established under this subchapter.

~~(2) The authority to grant such waivers may be delegated--~~

~~(A) in the case of the service acquisition executives of the military departments, only to the Director of Acquisition Career Management for the military department concerned; and~~

~~(B) in the case of the Under Secretary of Defense for Acquisition, Technology, and Logistics, only to the Director of Acquisition Education, Training, and Career Development.~~

~~(d) OPM approval.~~ The Secretary of Defense shall submit any requirement with respect to civilian employees established under this subchapter to the Director of the Office of Personnel Management for approval. If the Director does not disapprove the requirement within 30 days after the date on which the Director receives the requirement, the requirement is deemed to be approved by the Director.

ACKER LIBRARY N.B.:

As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 831(b), Nov. 24, 2003, 117 Stat. 1392.

ACKER LIBRARY N.B.:

As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 832(b), Nov. 24, 2003, 117 Stat. 1392.

ACKER LIBRARY N.B.:

As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 833, Nov. 24, 2003, 117 Stat. 1392.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1650, and amended Pub.L. 102-190, Div. A, Title X, § 1061(a)(8), (c), Dec. 5, 1991, 105 Stat. 1472, 1475; Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

10 U.S.C. § 1737

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Sec.

1741. Policies and programs: establishment and implementation.

1742. ~~Intern program.~~ (Repealed)

1742. Internship, cooperative education, and scholarship programs.  
(New § 1742)

1743. ~~Cooperative education program.~~ (Repealed)

1744. ~~Scholarship program.~~ (Repealed)

1745. Additional education and training programs available to acquisition personnel.

1746. Defense acquisition university structure.

1747. Acquisition fellowship program.

ACKER LIBRARY N.B.:

Table of Sections amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 836, Nov. 24, 2003, 117 Stat. 1392.

**§ 1741. Policies and programs: establishment and implementation**

**(a) Policies and procedures.**--The Secretary of Defense shall establish policies and procedures for the establishment and implementation of the education and training programs authorized by this subchapter.

**(b) Funding levels.**--The Under Secretary of Defense for Acquisition, Technology, and Logistics each year shall recommend to the Secretary of Defense the funding levels to be requested in the defense budget to implement the education and training programs under this subchapter. The Secretary of Defense shall set forth separately the funding levels requested for such programs in the Department of Defense budget justification documents submitted in support of the President's budget submitted to Congress under section 1105 of title 31.

**(c) Programs.**--The Secretary of each military department, acting through the service acquisition executive for that department, shall establish and implement the education and training programs authorized by this subchapter. In carrying out such requirement, the Secretary concerned shall ensure that such programs are established and implemented throughout the military department concerned and, to the maximum extent practicable, uniformly with the programs of the other military departments.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1651, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

10 U.S.C. § 1741

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**§ 1742. ~~Intern program~~**

~~The Secretary of Defense shall require that each military department conduct an intern program for purposes of providing highly qualified and talented individuals an opportunity for accelerated promotions, career broadening assignments, and specified training to prepare them for entry into the Acquisition Corps.~~

**§ 1742. Internship, cooperative education, and scholarship programs (New § 1742)**

The Secretary of Defense shall conduct the following education and training programs:

- (1) An Intern program for purposes of providing highly qualified and talented individuals an opportunity for accelerated promotions, career broadening assignments, and specified training to prepare them for entry into the Acquisition Corps.
- (2) A cooperative education credit program under which the Secretary arranges, through cooperative arrangements entered into with one or more accredited institutions of higher education, for such institutions to grant undergraduate credit for work performed by students who are employed by the Department of Defense in acquisition positions.
- (3) A scholarship program for the purpose of qualifying personnel for acquisition positions in the Department of Defense.

ACKER LIBRARY N.B.:

As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 834(a), Nov. 24, 2003, 117 Stat. 1392.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1651.)

10 U.S.C. § 1742

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**§ 1743. ~~Cooperative education program~~**

~~The Secretary of Defense shall require that the Secretary of each military department conduct a department wide cooperative education credit program under which students are employed by the Department of Defense in acquisition positions. Under the program, the Secretary shall enter into cooperative arrangements with one or more accredited institutions of higher education which provide for such institutions to grant undergraduate credit for work performed in such a position.~~

ACKER LIBRARY N.B.:

Repealed by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 834(b), Nov. 24, 2003, 117 Stat. 1392.

CREDIT(S)

(Added Pub.L. 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1651.)

10 U.S.C. § 1743

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SUBCHAPTER IV--EDUCATION AND TRAINING

**§ 1744. Scholarship program**

~~(a) Establishment.~~ The Secretary of Defense shall establish a scholarship program for the purpose of qualifying personnel for acquisition positions in the Department of Defense.

~~(b) Eligibility.~~ To be eligible to participate in the scholarship program, an individual must—

~~(1) be accepted for enrollment or be currently enrolled as a full time student at an accredited educational institution authorized to grant baccalaureate or graduate degrees (as appropriate);~~

~~(2) be pursuing a course of education that leads toward completion of a bachelor's, master's, or doctor's degree (as appropriate) in a qualifying field of study, as determined by the Secretary of Defense;~~

~~(3) sign an agreement described in subsection (c) under which the participant agrees to serve a period of obligated service in the Department of Defense in an acquisition position in return for payment of educational assistance as provided in the agreement; and~~

~~(4) meet such other requirements as the Secretary prescribes.~~

~~(c) Agreement.~~ An agreement between the Secretary of Defense and a participant in the scholarship program established under this section shall be in writing, shall be signed by the participant, and shall include the following provisions:

~~(1) The Secretary's agreement to provide the participant with educational assistance for a specified number (from one to four) of school years during which the participant is pursuing a course of education in a qualifying field of study. The assistance may include payment of tuition, fees, books, laboratory expenses, and a stipend.~~

~~(2) The participant's agreement (A) to accept such educational assistance, (B) to maintain enrollment and attendance in the course of education until completed, and (C) while enrolled in such course, to maintain an acceptable level of academic standing (as prescribed by the Secretary).~~

~~(3) The participant's agreement that, after successfully completing the course of education, the participant—~~

~~(A) shall accept, if offered within such time as shall be specified in the agreement, an appointment to a full-time acquisition position in the Department of Defense that is commensurate with the participant's academic degree and experience, and that is—~~

~~(i) in the excepted service, if the participant has not previously acquired competitive status, with the right, after successful completion of 2 years of service and such other requirements as the Office of Personnel Management may prescribe, to be appointed to a position in the competitive service, notwithstanding subchapter I of chapter 33 of title 5; or~~

~~(ii) in the competitive service, if the participant has previously acquired competitive status; and~~

~~(B) if appointed under subparagraph (A), shall serve for 1 calendar year for each school year or part thereof for which the participant was provided a scholarship under the scholarship program.~~

~~(d) Repayment. (1) Any person participating in a program established under this section shall agree to pay to the United States the total amount of educational assistance provided to the person under the program if the person is voluntarily separated from service or involuntarily separated for cause from the Department of Defense before the end of the period for which the person has agreed to continue in the service of the Department of Defense in an acquisition position.~~

~~(2) If an employee fails to fulfill his agreement to pay to the Government the total amount of educational assistance provided to the person under the program, a sum equal to the amount of the educational assistance is recoverable by the Government from the employee or his estate by—~~

~~(A) setoff against accrued pay, compensation, amount of retirement credit, or other amount due the employee from the Government; and~~

~~(B) such other method as is provided by law for the recovery of amounts owing to the Government.~~

~~(3) The Secretary may waive in whole or in part a required repayment under this subsection if the Secretary determines the recovery would be against equity and good conscience or would be contrary to the best interests of the United States.~~

~~(e) Rule of construction. Nothing in this section shall be considered to require that a position be offered to a person after such person successfully completes the course of education agreed to. However, if no position described in subsection (c)(3)(A) is offered within the time specified in the agreement, the agreement shall be considered terminated.~~

~~(f) Definitions. In this section, the terms "competitive service" and "excepted service" have the meanings provided those terms by sections 2102 and 2103, respectively, of title 5.~~

~~ACKER LIBRARY N.B.:~~

~~As amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 832(c), Nov. 24, 2003, 117 Stat. 1392.~~

~~ACKER LIBRARY N.B.:~~

~~Repealed by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 834(b), Nov. 24, 2003, 117 Stat. 1392.~~

CREDIT(S)

(Added Pub.L 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1652, and amended Pub.L. 102-484, Div. A, Title VIII, § 812(f), Oct. 23, 1992, 106 Stat. 2451.)

10 U.S.C. § 1744

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SUBCHAPTER IV--EDUCATION AND TRAINING

**§ 1745. Additional education and training programs available to acquisition personnel**

**(a) Tuition reimbursement and training.--(1)** The Secretary of Defense shall provide for tuition reimbursement and training (including a full-time course of study leading to a degree) for acquisition personnel in the Department of Defense.

**(2)** For civilian personnel, the reimbursement and training shall be provided under section 4107(b) of title 5 for the purposes described in that section. For purposes of such section 4107(b), there is deemed to be, until September 30, 2010, a shortage of qualified personnel to serve in acquisition positions in the Department of Defense.

**(3)** In the case of members of the armed forces, the limitation in section 2007(a) of this title shall not apply to tuition reimbursement and training provided for under this subsection.

**(b) Repayment of student loans.--**The Secretary of Defense may repay all or part of a student loan under section 5379 of title 5 for an employee of the Department of Defense appointed to an acquisition position.

CREDIT(S)

(Added Pub.L 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1653, and amended Pub.L. 104-106, Div. A, Title XV, § 1503(a)(15), Feb. 10, 1996, 110 Stat. 511; Pub.L. 106-65, Div. A, Title IX, § 925(a), Oct. 5, 1999, 113 Stat. 726; Pub.L. 106-398, § 1 [Div. A, Title XI, § 1123], Oct. 30, 2000, 114 Stat. 1654, 1654A-317.)

10 U.S.C. § 1745

Current through P.L. 108-99, approved 10-15-03

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**§ 1746. Defense acquisition university structure**

**(a) Defense acquisition university structure.**--The Secretary of Defense, acting through the Under Secretary of Defense for Acquisition, Technology, and Logistics shall establish and maintain a defense acquisition university structure to provide for--

- (1) the professional educational development and training of the acquisition workforce; and
- (2) research and analysis of defense acquisition policy issues from an academic perspective.

**(b) Civilian faculty members.**--**(1)** The Secretary of Defense may employ as many civilians as professors, instructors, and lecturers in the defense acquisition university structure as the Secretary considers necessary.

**(2)** The compensation of persons employed under this subsection shall be as prescribed by the Secretary.

**(3)** In this subsection, the term "defense acquisition university" includes the Defense Systems Management College.

CREDIT(S)

(Added Pub.L 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1653, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 104-106, Div. A, Title XV, § 1503(a)(16), Feb. 10, 1996, 110 Stat. 512; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

10 U.S.C. § 1746

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**§ 1747. Acquisition fellowship program**

**(a) Establishment.**--The Secretary of Defense shall establish and carry out an acquisition fellowship program in accordance with this section in order to enhance the ability of the Department of Defense to recruit employees who are highly qualified in fields of acquisition.

**(b) Number of fellowships.**--The Secretary of Defense may designate up to 25 prospective employees of the Department of Defense as acquisition fellows.

**(c) Eligibility.**--In order to be eligible for designation as an acquisition fellow, an employee--

**(1)** must complete at least 2 years of Federal Government service as an employee in an acquisition position in the Department of Defense; and

**(2)** must be serving in an acquisition position in the Department of Defense that involves the performance of duties likely to result in significant restrictions under law on the employment activities of that employee after leaving Government service.

**(d) Two-year period of research and teaching.**--Under the fellowship program, the Secretary of Defense shall pay designated acquisition fellows to engage in research or teaching for a 2-year period in a field related to Federal Government acquisition policy. Such research or teaching may be conducted in the defense acquisition university structure of the Department of Defense, any other institution of professional education of the Federal Government, or a nonprofit institution of higher education. Each fellow shall be paid at a rate equal to the rate of pay payable for the level of the position in which the fellow served in the Department of Defense before undertaking such research or teaching.

CREDIT(S)

(Added Pub.L 102-484, Div. A, Title VIII, § 841(a), Oct. 23, 1992, 106 Stat. 2468, § 2410h, renumbered § 1747, Pub.L 107-314, Div. A, Title X, § 1062(a)(10)(A), Dec. 2, 2002, 116 Stat. 2650.)

10 U.S.C. § 1747

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SUBCHAPTER V--GENERAL MANAGEMENT PROVISIONS

Sec.

1761. Management information system.

(1762. Repealed.)

~~1763. Reassignment of authority. (Repealed)~~

(1764. Repealed.)

1764. Authority to establish different minimum requirements (New.)

ACKER LIBRARY N.B.:

Table of Sections amended by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 836, Nov. 24, 2003, 117 Stat. 1392 .

**§ 1761. Management information system**

**(a) In general.**--The Secretary of Defense shall prescribe regulations to ensure that the military departments and Defense Agencies establish a management information system capable of providing standardized information to the Secretary on persons serving in acquisition positions.

**(b) Minimum information.**--The management information system shall, at a minimum, provide for--

- (1)** the collection and retention of information concerning the qualifications, assignments, and tenure of persons in the acquisition workforce;
- (2)** any exceptions and waivers granted with respect to the application of qualification, assignment, and tenure policies, procedures, and practices to such persons;
- (3)** relative promotion rates for military personnel in the acquisition workforce; and
- (4)** collection of the information necessary for the Under Secretary of Defense for Acquisition, Technology, and Logistics and the Secretary of Defense to comply with the requirements of section 1762 for the years in which that section is in effect.

CREDIT(S)

(Added Pub.L 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1653, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

10 U.S.C. § 1761

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**[§ 1762. Repealed. Pub.L. 107-107, Div. A, Title X, § 1048(e)(7)(A), Dec. 28, 2001, 115 Stat. 1227]**

10 U.S.C. § 1762

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**§ 1763. ~~Reassignment of authority~~**

~~The Secretary of Defense may assign the responsibilities under this chapter of the Under Secretary of Defense for Acquisition, Technology, and Logistics to any other civilian official in the Office of the Secretary of Defense who is appointed by the President by and with the advice and consent of the Senate. If the Secretary takes action under the preceding sentence, he may authorize the Secretaries of the military departments to assign the responsibilities of a senior acquisition executive under this chapter to any other civilian official in the military department who is appointed by the President by and with the advice and consent of the Senate.~~

ACKER LIBRARY N.B.:

Repealed by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 835, Nov. 24, 2003, 117 Stat. 1392 .

CREDIT(S)

(Added Pub.L 101-510, Div. A, Title XII, § 1202(a), Nov. 5, 1990, 104 Stat. 1656, and amended Pub.L. 103-160, Div. A, Title IX, § 904(d)(1), Nov. 30, 1993, 107 Stat. 1728; Pub.L. 105-85, Div. A, Title X, § 1073(a)(33), Nov. 18, 1997, 111 Stat. 1902; Pub.L. 106-65, Div. A, Title IX, § 911(a)(1), Oct. 5, 1999, 113 Stat. 717; Pub.L. 107-107, Div. A, Title X, § 1048(b)(2), Dec. 28, 2001, 115 Stat. 1225.)

10 U.S.C. § 1763

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**[§ 1764. Repealed. Pub.L. 107-107, Div. A, Title X, § 1048(e)(7)(A), Dec. 28, 2001, 115 Stat. 1227]**

§ 1764. Authority to establish different minimum requirements (New § 1764)

- (a) AUTHORITY.—(1) The Secretary of Defense may prescribe a different minimum number of years of experience, different minimum education qualifications, and different tenure of service qualifications to be required for eligibility for appointment or advancement to an acquisition position referred to in subsection (b) than is required for such position under or pursuant to any provision of this chapter.
- (2) Any requirement prescribed under paragraph (1) for a position referred to in any paragraph of subsection (b) shall be applied uniformly to all positions referred to in such paragraph.
- (b) APPLICABILITY.—This section applies to the following acquisition positions in the Department of Defense:
- (1) Contracting officer, except a position referred to in paragraph (5).  
(2) Program executive officer.  
(3) Senior contracting official.  
(4) Program manager.  
(5) A position in the contract contingency force of an armed force that is filled by a member of that armed force.
- (c) DEFINITION.—In this section, the term “contract contingency force”, with respect to an armed force, has the meaning given such term in regulations prescribed by the Secretary concerned.

ACKER LIBRARY N.B.:

New § 1764 added by Pub.L. 108-136, Div. A, Title VIII, Subtitle C, Sec. 835, Nov. 24, 2003, 117 Stat. 1392 .

10 U.S.C. § 1764

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# Department of Defense

## DIRECTIVE

NUMBER 5000.52  
January 12, 2005

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USD(AT&L)

**SUBJECT:** Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program

**References:** (a) DoD Directive 5000.52, "Defense Acquisition Education, Training, and Career Development Program," October 25, 1991 (hereby canceled)  
(b) Chapter 87 of title 10, United States Code  
(c) DoD Instruction 5000.58, "Defense Acquisition Workforce," January 14, 1992 (hereby canceled)  
(d) DoD 5000.58-R, "Acquisition Career Management Program," January 1993 (hereby canceled)  
(e) through (n), see enclosure 1

### 1. REISSUANCE AND PURPOSE

This Directive

1.1. Reissues reference (a), implements reference (b), and updates policies and responsibilities for an education, training, and career development program for the DoD Acquisition, Technology, and Logistics (AT&L) Workforce.

1.2. Establishes a single Acquisition Corps throughout the Department of Defense.

1.3. Cancels references (c) and (d) and DoD 5000.58-G; Under Secretary of Defense for Acquisition and Technology Memorandum; Principal Deputy Under Secretary of Defense for Acquisition and Technology Memorandum; and Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) Memorandum (references (e) through (h)).

### 2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense (OSD), the Military Departments (including their National Guard and Reserve components), the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of

Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as the “DoD Components”).

### 3. DEFINITIONS

Terms used in this Directive are defined in enclosure 2.

### 4. POLICY

It is DoD policy that:

4.1. The primary objective of the Defense AT&L Workforce Education, Training, and Career Development Program is to create a professional, agile, and motivated workforce that consistently makes smart business decisions, acts in an ethical manner, and delivers timely and affordable capabilities to the warfighter. The Defense AT&L Workforce Education, Training, and Career Development Program shall provide:

4.1.1. An integrated management approach of centralized policies and procedures and decentralized execution.

4.1.2. Strategic AT&L Workforce planning to achieve the goals of the Department of Defense.

4.1.3. A management information system capable of providing standardized information to the Secretary of Defense on persons serving in acquisition positions, as provided for in Section 1761 of reference (b), in accordance with Deputy Secretary of Defense Memorandum, DoD Directive 8000.1, DoD Directive 8100.1, DoD Directive 4630.5, and DoD Directive 8500.1 (references (i) through (m)).

4.1.4. A career model for workforce members in planning career development and progression.

4.1.5. An AT&L Performance Learning Model that shall facilitate attainment of competencies through education, training, and experience requirements established for entry level positions through Key Leadership Positions (KLPs) in the AT&L Workforce.

4.1.6. Career development programs, including the education and training programs required by Subchapter IV of reference (b). These include internship; cooperative education; scholarship; tuition reimbursement and training; authority to repay all or part of a student loan; a Defense Acquisition University (DAU) structure; an acquisition fellowship program; centralized job referral; and exchange program(s) for persons occupying Critical Acquisition Positions (CAPs).

4.2. The Component Acquisition Executives (CAEs) shall identify AT&L positions in accordance with Section 1721 of reference (b) and AT&L implementing regulations, to include the identification of CAPs and KLPs.

4.2.1. CAPs, a subset of AT&L positions, are senior acquisition positions specifically designated by the CAEs in accordance with reference (b) and this Directive.

4.2.2. KLPs are selected CAPs specifically designated by the CAEs and approved by the USD(AT&L).

4.2.2.1. KLPs at a minimum, shall consist of Program Executive Officers (PEOs), Program Managers (PMs), and Deputy PMs (DPMs) for Major Defense Acquisition Programs including Major Automated Information Systems (MAIS); and PEOs and PMs of significant non-major programs, including MAIS.

4.2.2.2. Positions that should be considered for designation as KLPs include Deputy PEOs, Senior Contracting Officials, DPMs of selected significant non-major defense acquisition programs, including MAIS, and positions related to other significant acquisition efforts.

4.2.2.3. KLPs may also include selected staff positions, as well as any CAP that, by the criticality of the duties, warrants special management attention to qualification and tenure requirements.

4.2.3. The CAE shall ensure that there are position requirements in place for KLPs, and the career development and management processes that support program stability, accountability, and success.

4.3. There shall be a single Defense Acquisition Corps, hereafter referred to as the "Acquisition Corps." The Acquisition Corps comprises those persons who have met the standards prescribed by reference (b) and who have been granted admission to the Acquisition Corps by the USD(AT&L) or by a CAE.

4.4. An integrated AT&L Workforce management structure shall provide for governance of the Defense AT&L Workforce Education, Training, and Career Development Program and ensure that the objectives of this Directive are met. The structure shall include:

4.4.1. An AT&L Workforce Senior Steering Board (SSB). The SSB is chartered to oversee the execution of the Defense AT&L Workforce Education, Training, and Career Development Program. It shall be chaired by the USD(AT&L) and the membership shall include the CAEs of the Military Departments; representatives of the CAEs outside the Military Departments; the Functional Advisors (FAs); the Director, Defense Procurement and Acquisition Policy (ex officio, as Executive Secretary); and others as the USD(AT&L) considers appropriate. The President, DAU, shall be a non-voting member. The SSB shall meet at least twice each year and at the call of the Chair.

4.4.2. An AT&L Workforce Management Group (WMG). The WMG is chartered to guide the daily execution of the Defense AT&L Workforce Education, Training, and Career Development Program, advise the SSB on workforce issues, and develop performance measures (metrics) to facilitate and enhance oversight by the SSB. The WMG shall be chaired by the President, DAU, and shall be composed of representatives of SSB members to include CAE Component Workforce managers, FA representatives, and others as the Chair considers appropriate. The WMG shall meet every 2 months or at the call of the Chair.

## 5. RESPONSIBILITIES

5.1. The Under Secretary of Defense for Acquisition, Technology, and Logistics shall:

5.1.1. In accordance with Section 1702 of reference (b), carry out all powers, functions, and duties of the Secretary of Defense with respect to the DoD AT&L Workforce.

5.1.2. Establish the Defense AT&L Workforce Education, Training, and Career Development Program for the effective management of persons serving in DoD AT&L positions and in the single Acquisition Corps.

5.1.3. Provide policy, direction, oversight, budgeting of central resources, and evaluation of the Defense AT&L Workforce Education, Training, and Career Development Program.

5.1.4. In coordination with the Under Secretary of Defense for Personnel and Readiness and the Heads of the DoD Components, identify requirements for a management information system to include an AT&L Workforce data repository for collection and retention of information and performance measurement data.

5.1.5. Ensure automated Human Resources system requirements are provided and/or documented, including identification of needed data elements.

5.1.6. Issue implementing regulations.

5.2. The Under Secretary of Defense for Personnel and Readiness shall:

5.2.1. Provide advice and assistance to the USD(AT&L) and collaborate on implementation of the Defense AT&L Workforce Education, Training, and Career Development Program to ensure compliance with applicable manpower and personnel management statutes and policies.

5.2.2. Establish and maintain an AT&L Workforce data repository, in coordination with the USD(AT&L), capable of providing standardized information on persons serving in AT&L positions. To the maximum extent practicable, the data repository shall utilize existing civilian and military databases and processes.

5.3. The Under Secretary of Defense (Comptroller) shall set forth separately the funding levels requested for acquisition education and training programs established under section 4. of this Directive in the DoD budget justification documents submitted to the Congress in support of the President's budget.

5.4. The Under Secretary of Defense for Intelligence, in coordination with the USD(AT&L), shall ensure that programs in the Defense Intelligence Agency, the National Geospatial-Intelligence Agency, and the National Security Agency comply with this Directive and applicable laws.

5.5. The Heads of the DoD Components, acting through their CAEs, shall:

5.5.1. Implement the Defense AT&L Workforce Education, Training, and Career Development Program as uniformly as practicable and in accordance with the Military Departments' force management construct.

5.5.2. In accordance with Section 1704 of reference (b), carry out all powers, functions, and duties of the Secretary of the Military Department concerned with respect to the DoD AT&L Workforce within that Military Department.

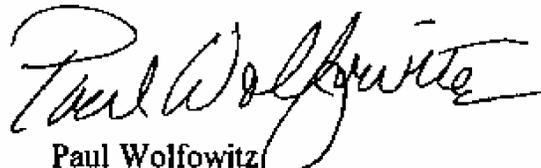
5.5.3. Implement this Directive within their organizations.

## 6. INFORMATION REQUIREMENTS

The information requirements in this Directive have been assigned Report Control Symbol DD-P&R(Q&A)1841 in accordance with DoD 8910.1-M (reference (n)).

## 7. EFFECTIVE DATE

This Directive is effective immediately.



Paul Wolfowitz  
Deputy Secretary of Defense

Enclosures - 2

E1. References, continued

E2. Definitions

E1. ENCLOSURE 1

REFERENCES, continued

- (e) DoD 5000.58-G, "Central Referral System (CRS) Guide," June 1995 (hereby canceled)
- (f) Under Secretary of Defense for Acquisition and Technology Memorandum, "Setting Defense Acquisition University Course Prerequisites," June 17, 1999 (hereby canceled)
- (g) Principal Deputy Under Secretary of Defense for Acquisition and Technology Memorandum, "Assimilation of Newly Identified Personnel into the Acquisition and Technology Workforce," April 6, 2001 (hereby canceled)
- (h) Under Secretary of Defense for Acquisition, Technology, and Logistics Memorandum, "Acquisition Career Management Program Applicability to Military Reservists," December 4, 2003 (hereby canceled)
- (i) Deputy Secretary of Defense Memorandum, "Global Information Grid Enterprise Service," November 10, 2003
- (j) DoD Directive 8000.1, "Management of DoD Information Resources and Technology," February 27, 2002
- (k) DoD Directive 8100.1, "Global Information Grid (GIG) Overarching Policy," September 19, 2002
- (l) DoD Directive 4630.5, "Interoperability and Supportability of Information Technology (IT) and National Security Systems (NSS)," May 5, 2004
- (m) DoD Directive 8500.1, "Information Assurance," October 24, 2002
- (n) DoD 8910.1-M, "DoD Procedures for Management of Information Requirements," June 30, 1998

## E2. ENCLOSURE 2

### DEFINITIONS

E2.1.1. AT&L Performance Learning Model is the foundation for meeting the career-long training and professional development needs of the AT&L Workforce and serves as a systematic approach to practitioner performance and training that is delivered through multi-media learning assets, to include classroom and on-line training, continuous learning, knowledge sharing, and performance support.

E2.1.2. AT&L Positions are those civilian and military positions in the Department of Defense that are designated to be acquisition positions in accordance with Section 1721 of reference (b) and regulations issued by the USD(AT&L).

E2.1.3. AT&L Workforce comprises those persons who occupy AT&L positions.

E2.1.4. Competencies, as used in this Directive, are the core acquisition, functional, and leadership skills, knowledge, and abilities required by the AT&L Workforce to perform the duties and responsibilities of the various AT&L positions.

E2.1.5. Component Acquisition Executive (CAE) is the Service Acquisition Executive of a Military Department or the person designated to be the CAE by the Head of a DoD Component other than a Military Department. For the purpose of this Directive, the Head of a DoD Component is the CAE for the DoD Components that have not designated a CAE. The USD(AT&L) performs this role for the OSD.

E2.1.6. Critical Acquisition Positions (CAPs) are a subset of AT&L positions specifically designated by the CAE in accordance with reference (b) and this Directive.

E2.1.7. Defense Acquisition Corps, hereafter referred to as the “Acquisition Corps,” is a pool of highly qualified members of the AT&L workforce to fill CAPs. It is composed of those persons who have met the standards prescribed by reference (b) and this Directive, and who have been granted admission to the Acquisition Corps by the USD(AT&L) or by a CAE to whom this authority has been delegated.

E2.1.8. Defense AT&L Workforce Education, Training, and Career Development Program includes the structure, resources, policies, and procedures to enable the AT&L Workforce to achieve the competencies required to perform the duties and responsibilities as required by AT&L positions and to promote integrated AT&L Workforce management.

E2.1.9. Functional Advisors (FAs) are senior DoD officials who serve as the subject matter expert for their respective functional area for oversight and management of career development requirements.

E2.1.10. Key Leadership Positions (KLPs) are a subset of CAPs with a significant level of responsibility and authority and are key to the success of a program or effort. These positions warrant special management attention to qualification and tenure requirements.

E2.1.11. Service Acquisition Executives, referred to as CAEs of the Military Departments in this Directive, are individuals with the responsibilities and authorities described in Section 1704 of reference (b).

E2.1.12. Senior Contracting Official is a director of contracting, or a principal deputy to a director of contracting, serving in the office of the Secretary of a Military Department, the headquarters of a Military Department, the Head of a Defense Agency, a subordinate command headquarters, or in a major systems or logistics contracting activity in the Department of Defense, with the responsibilities and authorities described in reference (b).



# Department of Defense **INSTRUCTION**

**NUMBER** 5000.66  
December 21, 2005

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USD(AT&L)

**SUBJECT:** Operation of the Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program

- References:**
- (a) DoD Directive 5000.52, "Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program," January 12, 2005
  - (b) DoD 5000.52-M, "Acquisition Career Development Program," November 22, 1995 (hereby canceled)
  - (c) Principal Deputy Under Secretary of Defense for Acquisition, Technology, and Logistics Memorandum, "Consultation Process for Program Executive Officer and ACAT 1D Assignment," May 28, 2002 (hereby canceled)
  - (d) Under Secretary of Defense for Acquisition, Technology and Logistics Memorandum "Contracting Professional Development Program," October 25, 2002 (hereby canceled)
  - (e) through (m), see enclosure 1

## 1. PURPOSE

This Instruction:

1.1. Implements reference (a) and provides uniform guidance for managing positions and career development of the Acquisition, Technology, and Logistics (AT&L) Workforce. This includes the designation and identification of AT&L positions; specification of position requirements; attainment and maintenance of AT&L competencies through education, training and experience; AT&L Performance Learning Model; management of the Defense Acquisition Corps; selection and placement of personnel in AT&L positions; and workforce metrics.

1.2. Supersedes DoD 5000.52-M (reference (b)).

1.3. Cancels the Principal Deputy Under Secretary of Defense for Acquisition, Technology, and Logistics Memorandum dated May 28, 2002; as well as Under Secretary of Defense for Acquisition, Technology, and Logistics Memoranda dated October 25, 2002; April 10, 2003; September 13, 2003; March 9, 2004; and November 23, 2004 (references (c) through (h)).

## 2. APPLICABILITY

This Instruction applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as the “DoD Components”).

## 3. DEFINITIONS

3.1. Acquisition, Technology, and Logistics (AT&L) Career Field. One or more occupations that require similar functional competencies.

3.2. AT&L Position Categories. Subsets of AT&L positions that are characterized by a common set of core acquisition and functional competencies.

3.3. Chief Learning Officer. A person responsible for integrating learning throughout the AT&L community and creating a strong career-long learning environment that supports knowledge sharing and continuous improvement.

3.4. Contracting Officer. A person with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings.

3.5. Additional terms used in this Instruction are defined in reference (a).

## 4. POLICY

It is DoD policy that the primary objective of the AT&L Workforce Education, Training, and Career Development Program is to create a professional, agile and motivated workforce that consistently makes smart business decisions, acts in an ethical manner, and delivers timely and affordable capabilities to the warfighter. The AT&L Workforce Education, Training, and Career Development Program improves the capabilities and management of the AT&L Workforce by: developing a highly qualified, diverse workforce capable of performing current and future DoD acquisition, technology, and logistics functions; preparing future key leaders; providing career guidance and opportunities for broadening experiences and progression; managing Key Leadership Positions (KLPs) to enhance program stability and accountability; and ensuring effective use of training and education resources.

## 5. RESPONSIBILITIES

Authorities identified in this Instruction may be redelegated unless otherwise stated.

5.1. The Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) shall:

5.1.1. According to section 1702 of chapter 87, title 10 U.S.C. (reference (i)) and as authorized by reference (a), carry out all powers, functions, and duties of the Secretary of Defense with respect to the Department of Defense AT&L Workforce.

5.1.2. Annually recommend funding levels be requested in the defense budget to implement the education, training, and other activities within the AT&L Workforce Education, Training, and Career Development Program. These shall be set forth separately in the budget documentation submitted to Congress.

5.1.3. Chair the AT&L Workforce Senior Steering Board (SSB).

5.1.4. Designate a Functional Advisor (FA) for each career field, or career path as necessary.

5.1.5. Approve Component Acquisition Executive (CAE) designation of positions to be KLPs.

5.1.6. Determine uniform policies and procedures for the AT&L Education, Training, and Career Development Program and publish implementing DoD issuances including a Desk Guide for AT&L Workforce Career Management.

5.1.8. Identify appropriate career paths for civilian and military personnel in the AT&L Workforce in terms of education, training, experience, and assignments necessary for career progression to the most senior AT&L positions.

5.1.9. Provide input to the DoD human capital strategic planning process as it pertains to the AT&L Workforce.

5.2. The Director, Defense Logistics Agency shall provide administrative, logistical, and financial support to the AT&L workforce support office (see section 5.6.6. of this Instruction) for support of the Office of the USD(AT&L) and the DoD Components other than a Military Department.

5.3. The Heads of DoD Components (acting through their CAEs) shall:

5.3.1. Designate AT&L positions, including Critical Acquisition Positions (CAPs), according to section 1721 of reference (i) and regulations issued by the USD(AT&L).

5.3.2. Designate positions to be KLPs for USD(AT&L) approval.

5.3.3. Approve the assignments of Acquisition Corps members to KLPs.

5.3.4. Provide opportunities for both civilian and military members of the AT&L Workforce to acquire the education, training, and experience necessary to qualify for senior positions.

5.3.5. Integrate the education, training, and experience requirements of the AT&L Workforce Education, Training, and Career Development Program with the personnel policies and procedures of their respective organizations and ensure that AT&L Workforce members meet the requirements of the AT&L Workforce Education, Training, and Career Development Program.

5.3.6. Design policies and processes to ensure that the best qualified persons are selected for AT&L positions.

5.3.7. Allocate budget resources.

5.3.8. Establish and implement career development programs in support of the AT&L Workforce Education, Training, and Career Development Program.

5.3.9. Provide data for metrics and information to the management information system as determined by USD(AT&L).

5.3.10. Implement the DoD Human Resources Strategic Plan as it pertains to the AT&L Workforce within their DoD Components.

5.3.11. Provide opportunity for review of performance appraisals by an individual in the same AT&L career field.

5.3.12. Ensure that at least first-level evaluations of contracting officers are performed within the contracting career chain. The only exception will be the performance evaluation of the senior official in charge of contracting for the organization, when this official is not the primary contracting officer for the organization.

5.3.13. Establish a workforce management structure as appropriate. This management structure shall provide for a single point of contact with Defense Acquisition University (DAU) and the other DoD Components on matters relating to the AT&L Workforce Education, Training, and Career Development Program. The CAEs of the Military Departments shall budget for resources to establish and implement career development in support of the AT&L Workforce Education, Training, and Career Development Program.

5.4. Director, Defense Contract Audit Agency, under the Under Secretary of Defense (Comptroller), shall serve as the FA for the auditing career field, and shall structure, direct, manage, resource, and execute all elements of the AT&L Workforce Education, Training, and

Career Development Program as it pertains to contract auditor positions and personnel consistent with this Instruction and references (a) and (i) including career and information management.

5.5. The Functional Advisors shall:

5.5.1. Serve as the subject matter expert for their respective functional areas.

5.5.2. Provide functional advice and recommendations to support implementation of the AT&L Workforce Education, Training, and Career Development Program.

5.5.3. Establish, oversee and maintain the education, training, and experience requirements including competencies and certification standards; position category description(s); and content of the DAU courses as current, technically accurate, and consistent with DoD acquisition policies.

5.5.4. Meet in working and/or advisory groups as required to execute responsibilities in support of role as subject matter expert for their respective functional area.

5.6. President, Defense Acquisition University, shall:

5.6.1. Serve as the Chief Learning Officer of the AT&L community.

5.6.1.1. Lead and manage those elements of the AT&L Workforce Education, Training, and Career Development Program that are Department-wide in nature.

5.6.1.2. Advise and support the USD(AT&L) in executing his/her responsibilities under this Instruction and references (a) and (i).

5.6.2. Maintain the uniform framework of certification standards applicable to AT&L position categories. This framework will support career development and describe competencies required by AT&L career fields.

5.6.3. Under the USD(AT&L), serve as the Executive Secretary of the SSB. Charter and chair an AT&L Workforce Management Group (WMG) to support the SSB, the CAEs, and the FAs in overseeing and executing the AT&L Workforce Education, Training, and Career Development Program.

5.6.4. Deliver learning assets to implement the AT&L Performance Learning Model (PLM) through certification courses, assignment specific training, performance support, rapid deployment training, knowledge sharing, continuous learning, acquisition policy research, and other means as appropriate.

5.6.5. Provide access to acquisition-specific training that is designed to support effective implementation of acquisition-related duties performed by non-AT&L Workforce Department personnel serving in fields such as financial management, science and technology, contracting officer representative, Inspector General, and support occupations.

5.6.6. Provide for, oversee, and manage the AT&L workforce support office.

5.6.6.1. Provide for department-wide execution and policy support of the AT&L Workforce Education, Training, and Career Development Program.

5.6.6.2. Provide centralized AT&L workforce career management as required by reference (a), to assist the CAEs in the DoD Components outside the Military Departments in managing their workforces, to serve as a single point of contact and coordination for these CAEs, and to issue coordinated guidelines to support uniform, effective and equitable administration of their workforce programs.

5.7. The CAEs of the Military Departments shall:

5.7.1. Carry out all powers, functions, and duties of the Secretary of the Military Department concerned with respect to the DoD AT&L Workforce within that Military Department, according to section 1704 of reference (i).

5.7.2. Ensure that the qualifications of commissioned officers selected for the Acquisition Corps are such that those officers are expected, as a group, to be promoted at a rate not less than the rate for all line (or the equivalent) officers in the same armed force (both in the zone and below the zone) in the same grade according to reference (i).

5.7.3. Provide metrics for military officer promotion rates by AT&L career field according to reference (i).

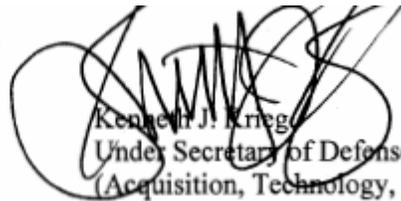
5.7.4. Assign military officers to provide a balance between career broadening experience and sufficient time in each position to ensure accountability, responsibility and stability.

## 6. INFORMATION REQUIREMENTS

The information requirements in this Instruction have been assigned Report Control Symbol DD-P&R(Q&A)1841 according to DoD 8910.1-M (reference (j)).

7. EFFECTIVE DATE

This Instruction is effective as of the date of signature. The DoD Components shall commence implementation of this Instruction within 90 days from the effective date.



Kenneth J. Krige  
Under Secretary of Defense  
(Acquisition, Technology, & Logistics)

Enclosures - 7

- E1. References, continued
- E2. Guidance for the Operation of the Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program
- E3. DD Form 2888 "Critical Acquisition Position Service Agreement"
- E4. DD Form 2889 "Critical Acquisition Position Service Agreement Key Leadership Position (KLP)"
- E5. Critical Acquisition Position Requirements and Waiver Authority
- E6. 1102 Occupational Series, Similar Military Positions and Contracting Officer Position Requirements
- E7. Acquisition Corps: Uniform Eligibility Criteria

E1. ENCLOSURE 1

REFERENCES, continued

- (e) USD(AT&L) Memorandum “Military Contingency Contracting Force Qualifications,” April 10, 2003 (hereby canceled)
- (f) USD(AT&L) Memorandum, “Continuous Learning Policy for the Department of Defense Acquisition, Technology and Logistics Workforce,” September 13, 2003 (hereby canceled)
- (g) USD(AT&L) Memorandum, “Interim Policy for Defense Acquisition Workforce Improvement Act Authorities,” March 9, 2004 (hereby canceled)
- (h) USD(AT&L) Memorandum, “Functional Independence of Contracting Officers,” November 23, 2004 (hereby canceled)
- (i) Chapter 87 of title 10, United States Code (U.S.C.)
- (j) DoD 8910.1-M, "DoD Procedures for Management of Information Requirements," June 30, 1998
- (k) Defense Acquisition University (DAU) Catalog<sup>1</sup>
- (l) Chapter 23 of title 5, United States Code (U.S.C.)
- (m) Chapter 33 of title 5, United States Code (U.S.C.)

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<sup>1</sup> Available at <http://www.dau.mil/catalog/>

## E2. ENCLOSURE 2

### GUIDANCE FOR THE OPERATION OF THE DEFENSE ACQUISITION, TECHNOLOGY, AND LOGISTICS WORKFORCE EDUCATION, TRAINING, AND CAREER DEVELOPMENT PROGRAM

#### E2.1. DESIGNATION OF AND REQUIREMENTS FOR AT&L POSITIONS

##### E2.1.1. Designation of AT&L Positions.

E2.1.1.1. The AT&L Workforce SSB shall provide guidance to ensure that AT&L positions are consistently designated across DoD Components.

E2.1.1.2. The DAU shall publish uniform AT&L position category descriptions.

E2.1.1.3. The CAEs shall designate the AT&L positions in their respective DoD Components according to references (a) and (i) and the uniform AT&L position category descriptions. AT&L positions shall be identified wherever they exist in the Department of Defense, disregarding the DoD Component or mission of an organizational element. Wage Grade, Foreign National, and Executive Level positions shall not be designated as AT&L positions.

E2.1.1.3.1. CAPs are a subset of AT&L positions and shall be designated by CAEs according to reference (i).

E2.1.1.3.2. KLPs are a subset of CAPs with a significant level of responsibility and authority and are key to the success of a program or effort, designated by the CAEs, and approved by the USD(AT&L).

E2.1.2. Statutory Limitation on Preference for Military Personnel. The Heads of the DoD Components acting through the CAEs, shall ensure that no requirement or preference for a member of the Armed Forces is used in consideration of persons for AT&L positions, unless specifically identified to that Secretary. Specification of any particular AT&L position as available only to members of the Armed Force(s) shall be according to reference (i), and shall confirm that a member of the Armed Forces is required for that position by law, is essential for performance of duties of the position, or is necessary for another compelling reason.

##### E2.1.3. Establishment of AT&L Position Requirements.

E2.1.3.1. The USD(AT&L) shall establish education, training, and experience requirements for each AT&L position category based on the level of complexity of duties carried out in that category of positions.

E2.1.3.2. The DAU shall publish the uniform framework of such requirements by position category, to include position category descriptions and certification standards. The certification standards shall be designated as either “mandatory” or “desired” and will be

uniformly applied throughout the DoD Components. For example, the publication would identify one “Program Management – Level III” certification standard for positions categorized as “Program Management – Level III.”

E2.1.3.3. The CAEs shall determine the AT&L position category and certification level required for each AT&L position in their respective DoD Components, e.g. Contracting – Level III. The CAE may specify additional position requirements in terms of assignment-specific education, training and/or experience.

E2.1.3.4. CAP Requirements.

E2.1.3.4.1. Acquisition Corps membership.

E2.1.3.4.2. Level III certification or equivalent in applicable AT&L career field within 24 months of assignment.

E2.1.3.4.3. Certain CAPs have additional statutory education, training, and experience requirements as indicated in enclosure 5. These CAPs include: Flag and General Officer and Senior Executive Service (SES); Program Executive Officer (PEO); Program Manager (PM) and Deputy PM (DPM) positions for Major Defense Acquisition Programs (MDAPs) (and Major Automated Information Systems (MAISs)); PM and DPM positions for significant nonmajor defense acquisition programs; and Senior Contracting Official positions.

E2.1.3.4.4. The CAE is responsible for establishing position requirements for KLPs. The CAE may prescribe unique additional minimum requirements above those already applicable to CAPs and may establish tenure requirements tailored to significant milestones, events or efforts.

E2.1.3.4.5. In exceptional circumstances the CAE, as specified in enclosure 5, may waive CAP position requirements.

E2.1.3.5. Specific Contracting Career Field Requirements.

E2.1.3.5.1. The 1102 occupational series, similar military positions, Contracting Officer positions, specified developmental positions, and the Contingency Contracting Force (CCF) have statutory qualification requirements which are included in enclosure 6.

E2.1.3.5.2. In exceptional circumstances the CAE may waive qualification requirements as indicated in enclosure 6.

## E2.2. AT&L WORKFORCE

E2.2.1. AT&L Workforce Career Development Programs are structured to support the continuing professional development of the AT&L Workforce throughout their careers. These programs support the attainment of acquisition competencies and continuous learning to include updates on evolving policies and procedures. Managers and supervisors are responsible for providing their employees with the opportunity to participate in these AT&L Workforce career development programs.

E2.2.2. Opportunities for Civilians to Qualify. The Heads of the DoD Components, acting through the CAEs, shall ensure that civilian personnel are provided the opportunity to acquire the education, training, and experience necessary to qualify for senior AT&L positions to include KLP.

E2.2.3. Competencies. AT&L Workforce competencies include the knowledge, skills and abilities to shape intelligent business decisions to support the Department of Defense in delivering goods and services to the warfighter. Members are expected to possess the competencies necessary to perform in their current assignment and develop their potential for career progression. Categories of competencies include: Leadership competencies that the DoD Components shall establish and communicate to their entire workforce; Core Acquisition competencies that the FAs identify for application across the AT&L Workforce; and Functional competencies that the FAs establish for their specific AT&L career fields.

E2.2.3.1. The DAU shall publish the core acquisition and functional competencies.

E2.2.3.2. The DoD Components shall provide access to opportunities for attainment of Leadership competencies.

E2.2.4. Competency Development and Management. AT&L Workforce members are expected to improve their core acquisition, functional, and leadership competencies and performance capabilities through education, training, and experience throughout their career.

E2.2.4.1. Career field FAs shall identify, define, and maintain current functional and core competencies required for certification within a career field.

E2.2.4.2. The DoD Components shall provide education, training, and experience opportunities; prioritize and register AT&L Workforce members who meet course prerequisites for DAU courses and ensure appropriate workplace experience is obtained between DAU training events. The objective of these activities is to develop a professional, agile, motivated workforce and to ensure that individuals are qualified to perform the requirements of their position.

E2.2.4.3. The DoD Components shall establish and provide other developmental opportunities for AT&L Workforce members as required.

E2.2.4.4. The DAU, in coordination with the FAs and the WMG, shall develop, maintain, and provide a competency achievement model.

E2.2.5. Mobility. The CAEs shall encourage positional, functional, and/or geographic mobility of the AT&L Workforce at all levels within the career development framework. The CAEs shall establish appropriate mobility requirements to meet their workforce management and career development needs and may require Acquisition Corps members to sign mobility agreements according to reference (i).

E2.2.6. AT&L Workforce Learning Environment and Resources. The AT&L philosophy is that career development programs and workforce competency achievement are significantly dependent on a strong learning environment. A strong learning environment is enabled through proactive leadership support; high quality, performance-enhancing learning resources; and workforce member competence in using those resources. Both AT&L and the Components provide the AT&L workforce access to a breadth of learning resources.

E2.2.6.1. The AT&L framework for addressing workforce learning environment needs and capability is the AT&L PLM. The PLM represents the support network of DAU learning resources that, along with component and workplace resources, are a large part of the workforce learning environment. The PLM includes training courses, performance support, continuous learning, knowledge sharing resources, and other learning assets as appropriate. Additional information on the PLM can be found in the DAU Catalog (reference (k)).

E2.2.6.2. Training courses include certification, assignment specific, and other courses provided to meet special competency requirements.

E2.2.6.2.1. The DAU, in coordination with the FAs, shall develop and offer acquisition certification courses that address competency requirements. The DAU Catalog lists the requirements for all AT&L career fields.

E2.2.6.2.2. The DAU, in coordination with the FAs, shall develop and provide acquisition assignment specific training required for a specific assignment, job, or position.

E2.2.6.2.3. The DAU Catalog identifies prerequisite course requirements to ensure that students possess competencies that are necessary for successful completion of certain courses. Students must either take the required prerequisite courses or demonstrate attainment of the prerequisite competencies through such processes as fulfillment, testing or successful completion of equivalent courses according to the competency achievement model.

E2.2.6.3. Performance support is tailored to the customer needs and may include consulting, coaching, and/or facilitation. Rapid Deployment Training provides the workforce information on emerging initiatives and is delivered within days of new policy implementation. Targeted training is tailored to the specific needs of an organization or integrated product team.

E2.2.6.4. The DoD Components and the DAU shall provide a variety of learning assets to support the continuous learning needs of the workforce. The DAU Continuous Learning Center provides the workforce on-line continuous learning modules for just-in-time training, professional development, and currency needs.

E2.2.6.5. Knowledge sharing capability for the workforce is supported by the AT&L Knowledge Sharing System (AKSS). The AKSS provides access to a variety of on-line tools and reference materials. The Acquisition Community Connection provides the workforce capability to participate in online communities of practice that involve discussion forums where lessons learned and best practices can be shared.

E2.2.7. Certification. Certification recognizes the level to which a member of the AT&L Workforce has achieved functional and core acquisition competencies required by a specific career field. DoD Components certify members of the AT&L Workforce using the uniform DoD certification standards.

E2.2.7.1. Certification Levels. These functional and core acquisition competencies have been divided into three levels: basic (Level I); intermediate (Level II) and advanced (Level III).

E2.2.7.1.1. Basic (Level I). Basic certification standards are designed to establish fundamental qualifications and expertise in the individual's career field. In addition to participating in education and training courses, individuals are expected to develop their required competencies through appropriate on-the-job experience, including rotational assignments.

E2.2.7.1.2. Intermediate (Level II). At the intermediate level, individuals should initially emphasize functional specialization. Individuals should also engage in career broadening experiences to provide breadth and depth. These broadening experiences should provide the competencies and skills necessary to assume positions of greater responsibility. This may involve multi-functional experience and development.

E2.2.7.1.3. Advanced (Level III). At the advanced level, individuals should attain the appropriate functional and core competencies to fill CAPs, and will comprise the pool from which individuals will be selected to fill KLPs.

E2.2.7.2. An individual cannot be certified through a waiver. Certification can only be achieved by meeting mandatory certification standards. However, as specified in subparagraph E2.4.1.2. of this Instruction, individuals do not have to be certified prior to going into a Level I, II, or III AT&L position.

E2.2.7.3. When certification standards are changed, an individual certified at a particular level remains certified at that level regardless of any new requirements made effective after certification. Individuals not currently certified at that level must meet the new certification standards.

E2.2.8. Continuous Learning. Members of the AT&L Workforce and their supervisors shall establish individually tailored plans for continuous learning in order to increase functional proficiency, maintain currency, increase leadership and cross-functional competencies, and keep pace with initiatives in the dynamic AT&L environment.

E2.2.8.1. Members shall acquire a minimum of 40 continuous learning points (CLPs) every fiscal year as a goal and 80 CLPs being mandatory within 2 years.

E2.2.8.2. Members may count certification training towards CLPs.

E2.2.8.3. Components should give priority to providing certification training over other continuous learning activities.

E2.2.8.4. Data on the number of personnel required to meet standards and the percentage of attainment shall be reported by the Components to DAU annually.

E2.2.9. Competency Development After Level III Certification. Once the individual has completed Level III certification in their primary career field, he or she is expected to continue professional development through training, education, and assignments. Continued competency development and continuous learning efforts are expected by all AT&L workforce members.

E2.2.9.1. PEOs, PMs and DPMs for MDAPs, MAIS and significant non-major programs, are required to complete the DSMC PM Courses or DAU equivalent as listed in the DAU Catalog. The CAEs may waive the course requirement as authorized in enclosure 5 and reference (i).

E2.2.9.2. Senior Acquisition Course. A senior acquisition course has been established at the Industrial College of the Armed Forces, National Defense University. Information is available in the DAU catalog.

E2.2.10. Contracting Professional Development Program. The DoD Components may establish a Contracting Professional Development Program, as authorized under Section 1724 (e) of title 10, U.S.C. (reference (i)), and accept individuals into civil service positions in the program for a probationary period of up to 3 years in order to complete the statutory educational requirements specified in subsection 1724 (a)(3) (reference (i)). See enclosure 6.

### E2.3. DEFENSE ACQUISITION CORPS

E2.3.1. General. The USD(AT&L) shall establish the criteria for the single Defense Acquisition Corps (hereafter referred to as the "Acquisition Corps"). The purpose of the Acquisition Corps is to create a pool of highly qualified AT&L personnel to fill CAPs. The AT&L WMG shall develop any common Acquisition Corps processes that may be required. Execution responsibility is delegated to the DoD Components, to include the authority to manage the selection for Acquisition Corps membership in the DoD Component.

E2.3.2. Eligibility. Membership in the Acquisition Corps can only be achieved by meeting the uniform eligibility criteria for the Acquisition Corps identified in Enclosure 7. An individual cannot become a member of the Acquisition Corps through a waiver.

E2.3.3. Mobility Agreements. The CAEs may establish mobility requirements to meet their workforce management and career development needs and may require Acquisition Corps members to sign mobility agreements according to reference (i).

#### E2.4. SELECTION AND PLACEMENT OF PERSONNEL IN AT&L POSITIONS

E2.4.1. Selection of individuals for AT&L positions shall be according to the requirements established by the CAEs, overarching DoD military and civilian personnel systems, and the AT&L Workforce Education, Training, and Career Development Program. Selections shall be made according to merit principles and adherence to rules governing prohibited personnel practices (title 5 U.S.C., Chapter 33, section 2301 and 2302 (references (I))).

E2.4.1.1. These position requirements shall be used as quality ranking factors for civilian selections to all AT&L positions. When applying the ranking factors, comparable certifications from non-DoD sources and comparable experience and training at other agencies or private sector entities may be credited according to Program guidance.

E2.4.1.2. Organizations are responsible for ensuring timely development of individuals to ensure they attain the competencies necessary to meet requisite certification requirements. When individuals are placed on an AT&L position, the DoD Component shall either document the determination that the individual has satisfied appropriate certification and assignment specific training requirements, or establish a plan for the individual to meet the requirements within 24 months of placement or other period established by the CAE. In the event an individual does not meet position requirements within established timeframes, a waiver must be obtained according to DoD Component procedures to remain in the position.

E2.4.1.3. Applicants from outside the AT&L Workforce shall be evaluated by the hiring authority for experience, education, and training comparable to required AT&L competencies/certification levels. Subparagraph E2.4.1.2. shall apply once an applicant from outside the AT&L Workforce is placed on an AT&L position.

E2.4.1.4. The DoD Components shall provide for the selection of the best qualified individual, consistent with applicable laws and regulations.

E2.4.2. CAPs must be filled only by Acquisition Corps members. In addition, Defense Acquisition Workforce Improvement Act (DAWIA) Level III certification or equivalent is highly desired for selection to a CAP. In exceptional circumstances the CAE, as specified in enclosure 5, may waive CAP requirements.

E2.4.2.1. Assignments to CAPs that have not been designated as a KLP must be for a period of at least three years according to reference (i) and shall be supported by a written tenure agreement. For CAPs not designated as KLPs, the following actions are acceptable deviations from this tenure requirement: Promotion; reassignment to a command/command-equivalent position; separation; retirement; removal for cause; reduction-in-force; mobilization; assignment to military theater/zone of operation; elimination of position; or reassignment due to program cancellation, merger, or organizational realignment (see enclosure 3 for the CAP Tenure Agreement). In exceptional circumstances not listed above, the CAE, as specified in enclosure 5, may waive CAP tenure requirements. When management initiates reassignments to another CAP not designated as a KLP within the same PEO or equivalent portfolio of programs, management-officials at the Flag, General Officer, or SES level may either require a new tenure agreement or, when appropriate, may permit existing tenure agreements to remain in force. If the reassignment is to a different portfolio, or to a KLP, a new tenure agreement is required.

E2.4.2.2. Each assignment to a KLP shall be supported by a written tenure agreement that addresses tenure requirements based on the unique requirements of the specific program or effort to be performed, such as significant milestones, events or efforts. KLP tenure agreements shall be between individuals and the CAE. Generally, KLP tenure periods should be as prescribed by reference (i) for the position; however, there may be circumstances in which an appropriate major milestone, event or effort may require a shorter time period. When the agreed upon tenure period for a KLP is less than prescribed by reference (i) for the position, the tenure agreement is deemed to constitute a waiver of that requirement. (See enclosure 4 for KLP Tenure Agreement.)

E2.4.2.3. Criteria used to determine best qualified candidates for KLPs should include, but are not limited to:

E2.4.2.3.1. Level III certification in any AT&L career field.

E2.4.2.3.2. Functional area competencies in additional AT&L career field(s).

E2.4.2.3.3. Cross functional assignments/rotations.

E2.4.2.3.4. Broadening assignments, e.g. Service Headquarters/Office of the Secretary of Defense/Joint/Industry /Operational.

E2.4.2.3.5. Relevant advanced academic degree.

E2.4.2.3.6. Senior Service School (or equivalent).

E2.4.2.3.7. Leadership training and experience.

E2.4.2.3.8. Demonstrated experience integrating functional, core, and leadership competencies.

E2.4.2.4. Before an individual is assigned to a KLP as a PEO, or PM for a program where the DAE is the milestone decision authority, the CAE shall consult in advance with the DAE. Such consultation may be in writing or as agreed to by the DAE.

#### E2.5. AT&L WORKFORCE METRICS

E2.5.1. The WMG shall develop appropriate metrics on the AT&L Workforce Education, Training, and Career Development Program to ensure a sufficient pool of highly qualified individuals is being prepared to enter the Acquisition Corps and for assignment to CAPs and KLPs. Additionally, the WMG shall provide appropriate metrics so the USD(AT&L) and the SSB have appropriate oversight and accountability for management and career development of the AT&L Workforce.

E2.5.1.1. The DoD Components shall submit regular and recurring reports on performance toward established metrics for the USD(AT&L) and SSB review, in order to ensure consistent and uniform implementation.

E2.5.1.2. KLP Metrics. The USD(AT&L) shall develop and maintain appropriate metrics regarding waivers and tenure for KLPs. Metrics data shall be provided by the DoD Components to the chair of the WMG for review by the SSB.

E3. ENCLOSURE 3

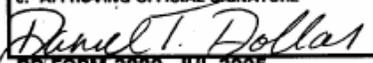
CRITICAL ACQUISITION POSITION SERVICE AGREEMENT

<b>CRITICAL ACQUISITION POSITION SERVICE AGREEMENT</b>		
<p>Required under the Defense Acquisition Workforce Improvement Act (DAWIA), Section 1201 of the National Defense Authorization Act for Fiscal Year 1991 dated November 5, 1990, Title 10 U.S.C. Chapter 87, as amended.</p>		
<b>PRIVACY ACT STATEMENT</b>		
<p><b>AUTHORITY:</b> P.L. 101-510, Title XII, "Defense Acquisition Workforce Improvement Act"; Title 10, Sections 1701-1764; and Executive Order 9397, as amended.</p> <p><b>PRINCIPAL PURPOSE(S):</b> Completion of a service agreement is required for individuals assigned to or selected to fill a Critical Acquisition Position (CAP) on and after October 1, 1993.</p> <p><b>ROUTINE USE(S):</b> None.</p> <p><b>DISCLOSURE:</b> Voluntary; however, a selectee will not be eligible for appointment to, and an incumbent will not be eligible to retain employment in, a position designated as a Critical Acquisition Position if the requested information is not provided.</p>		
1. <b>SELECTEE NAME</b> ( <i>Last, First, Middle Initial</i> )	2. <b>AT&amp;L CAREER FIELD</b>	
Smith, Jane A	C = Contracting	
3. <b>SERIES/DESIGNATOR</b>	4. <b>GRADE/RANK</b>	
1102	GS-14	
<b>5. WORKFORCE SERVICE AGREEMENT</b>		
<p>POSITION TITLE: Supervisory Contract Negotiator</p> <p>AT&amp;L POSITION CATEGORY: C = Contracting</p> <p>POSITION NUMBER: XXXXXXXXX</p> <p>COMPONENT: Army</p> <p>ORGANIZATION: PEO Soldier</p> <p>UNIT IDENTIFICATION CODE: XXXXXXXXX</p> <p>POSITION START DATE: 08/01/05</p> <p>DATE TENURE PERIOD ENDS: 07/31/08</p>		
S A M P L E		
<p>In accepting this Critical Acquisition Position (CAP) that is not designated as a Key Leadership Position, I agree to the three year tenure period in accordance with the Defense Acquisition Workforce Improvement Act. I further understand that I may not be assigned to a CAP unless a written service agreement is executed to remain in Federal service in that position for a tenure period of at least three (3) years. The obligation incurred by this agreement will remain in effect unless and until waived.</p> <p>The following actions are acceptable deviations from this CAP tenure agreement and do not require a waiver: Promotion; reassignment to a command/command-equivalent position; separation; retirement; removal for cause; reduction-in-force; mobilization; assignment to military theater/zone of operation; elimination of position; or reassignment due to program cancellation, merger, or organizational realignment.</p>		
6. I understand and accept the terms of this agreement.		
a. <b>SELECTEE'S SIGNATURE</b>	b. <b>DATE</b>	
	08/01/05	
c. <b>APPROVING OFFICIAL SIGNATURE</b>	d. <b>TITLE</b>	e. <b>DATE</b>
	Component Acquisition Executive or appropriate official's title, if delegated	08/01/05

DD FORM 2888, JUL 2005

E4. ENCLOSURE 4

CRITICAL ACQUISITION POSITION SERVICE AGREEMENT  
KEY LEADERSHIP POSITION (KLP)

CRITICAL ACQUISITION POSITION SERVICE AGREEMENT KEY LEADERSHIP POSITION (KLP)			
Required under the Defense Acquisition Workforce Improvement Act (DAWIA), Section 1201 of the National Defense Authorization Act for Fiscal Year 1991 dated November 5, 1990, Title 10 U.S.C. Chapter 87, as amended.			
<b>PRIVACY ACT STATEMENT</b>			
<b>AUTHORITY:</b> P.L. 101-510, Title XII, "Defense Acquisition Workforce Improvement Act"; Title 10, Sections 1701-1764; and Executive Order 9397, as amended.			
<b>PRINCIPAL PURPOSE(S):</b> Completion of a service agreement is required for individuals assigned to or selected to fill a Critical Acquisition Position (CAP) on and after October 1, 1993.			
<b>ROUTINE USE(S):</b> None.			
<b>DISCLOSURE:</b> Voluntary; however, a selectee will not be eligible for appointment to, and an incumbent will not be eligible to retain employment in, a position designated as a Critical Acquisition Position if the requested information is not provided.			
<b>1. SELECTEE NAME (Last, First, Middle Initial)</b>		<b>2. AT&amp;L CAREER FIELD</b>	
Doe, John B.		A = Program Management	
<b>3. SERIES/DESIGNATOR</b>		<b>4. GRADE/RANK</b>	
9958		0-6	
<b>5. WORKFORCE SERVICE AGREEMENT</b>			
POSITION TITLE: V-22 Program Manager			
ACQUISITION PROGRAM OR ACQUISITION EFFORT: V-22 Program			
AT&L POSITION CATEGORY: A = Program Management			
POSITION NUMBER: XXXXXXXXX			
COMPONENT: Navy			
<b>S A M P L E</b>			
ORGANIZATION: V-22 Program Office			
UNIT IDENTIFICATION CODE: XXXXXXXXX			
POSITION START DATE: 07/11/05			
In accepting this Critical Acquisition Position that is designated as a Key Leadership Position (KLP), I agree to a tenure period of successful completion of Milestone C (09/15/09) *, in accordance with the Defense Acquisition Workforce Improvement Act and implementing regulations. I further understand that I may not be assigned to a KLP unless I execute a written service agreement to remain in Federal service in that position for the period designated above. The obligation incurred by this agreement will remain in effect unless and until waived.			
*To be defined by CAE for this specific KLP, based on significant milestones, events, or efforts.			
<b>6. I understand and accept the terms of this agreement.</b>			
<b>a. SELECTEE'S SIGNATURE</b>		<b>b. DATE</b>	
		07/11/05	
<b>c. APPROVING OFFICIAL SIGNATURE</b>		<b>d. TITLE</b>	
		Component Acquisition Executive	
		<b>e. DATE</b>	
		07/11/05	

DD FORM 2889, JUL 2005

**E5. ENCLOSURE 5**  
**CRITICAL ACQUISITION POSITION (CAP) REQUIREMENTS**  
**AND WAIVER AUTHORITY**

<b>CAPs</b>	<b>CAP Requirements</b>	<b>Position Requirements Waiver: Approval Authority<sup>1</sup></b>
All CAPs	<ul style="list-style-type: none"> <li>• Member of the Acquisition Corps. -----</li> <li>• Level III Certification in primary career field within 24 months of assignment to the position unless other period identified by CAE. -----</li> <li>• Execute a written tenure agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• Acquisition Corps Membership<sup>2</sup>: CAE -----</li> <li>• Certification period: CAE</li> <li>-----</li> <li>• Tenure period: CAE</li> </ul>
CAP not designated as KLP	<ul style="list-style-type: none"> <li>• Member of the Acquisition Corps. -----</li> <li>• Level III Certification in primary career field within 24 months of assignment to the position unless other period identified by CAE. -----</li> <li>• 3-year tenure period. Execute a written tenure agreement (DD Form 2888).<sup>3</sup></li> </ul>	<ul style="list-style-type: none"> <li>• Acquisition Corps Membership<sup>2</sup>: CAE -----</li> <li>• Certification period: CAE</li> <li>-----</li> <li>• Tenure period: CAE</li> </ul>
CAP designated as KLP (KLP CAP)	<ul style="list-style-type: none"> <li>• Member of the Acquisition Corps. -----</li> <li>• Level III Certification in primary career field within 24 months of assignment to the position unless other period identified by CAE.</li> <li>• Additional position requirements may apply to KLPs as determined by law or the CAE. -----</li> <li>• 3-year tenure period may be tailored by CAE based on unique program requirements (see E2.4.2.2). Execute a written tenure agreement (DD Form 2889).</li> </ul>	<ul style="list-style-type: none"> <li>• Acquisition Corps Membership<sup>2</sup>: CAE -----</li> <li>• Certification period: CAE</li> <li>-----</li> <li>• Tenure period: CAE</li> </ul>

<p>General and Flag Officers and Civilians in equivalent positions  (KLP CAP if designated by CAE)</p>	<p>In addition to CAP or KLP CAP requirements:</p> <ul style="list-style-type: none"> <li>• 10 years acquisition experience in an AT&amp;L position, at least 4 years of which performed while assigned to a CAP. -----</li> <li>• 3 year tenure period (may be tailored by CAE based on unique program requirements if a KLP CAP) (see E2.4.2.2). Execute a written tenure agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory Requirements<sup>4</sup>: CAE  -----</li> <li>• Tenure period: CAE</li> </ul>
<p>PEO  (KLP CAP)</p>	<p>In addition to KLP CAP requirements:</p> <ul style="list-style-type: none"> <li>• 10 years acquisition experience in an AT&amp;L position, at least 4 years of which performed while assigned to a CAP.</li> <li>• Served as a PM or DPM.</li> <li>• DSMC PM Course or Equivalent. -----</li> <li>• 3-year tenure period or as tailored by CAE based on unique program requirements (see E2.4.2.2). Execute a written tenure agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory Requirements<sup>4</sup>: CAE  -----</li> <li>• Tenure period: CAE</li> </ul>
<p>PM for MDAPs and MAISs (ACAT I/IA)  (KLP CAP)</p>	<p>In addition to KLP CAP requirements:</p> <ul style="list-style-type: none"> <li>• 8 years acquisition experience in acquisition, at least 2 years in a program office or similar organization.</li> <li>• DSMC PM Course or Equivalent. -----</li> <li>• Tenure period: Milestone closest to 4 years or as tailored by CAE based on unique program requirements (see E2.4.2.2). Execute a written tenure agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory Requirements<sup>4</sup>: CAE  -----</li> <li>• Tenure period: CAE</li> </ul>
<p>DPM for MDAPs and MAISs (ACAT I/IA)  (KLP CAP)</p>	<p>In addition to KLP CAP requirements:</p> <ul style="list-style-type: none"> <li>• 6 years acquisition experience with at least 2 years in a program office or similar organization.</li> <li>• DSMC PM Course or Equivalent -----</li> <li>• Tenure period: Milestone closest to 4 years or as tailored by CAE based on unique program requirements (see E2.4.2.2). Execute a written tenure agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory Requirements<sup>4</sup>: CAE  -----</li> <li>• Tenure period: CAE</li> </ul>
<p>PM for Significant Nonmajor And Other Designated Programs (ACAT II)  (KLP CAP)</p>	<p>In addition to KLP CAP requirements:</p> <ul style="list-style-type: none"> <li>• 6 years acquisition experience.</li> <li>• DSMC PM Course or Equivalent. -----</li> <li>• 3-year tenure period or as tailored by CAE based on unique program requirements (see E2.4.2.2). Execute a written tenure agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• Statutory Requirements<sup>4</sup>: CAE  -----</li> <li>• Tenure period: CAE</li> </ul>

<p>DPM for Significant Nonmajor and Other Designated Programs (ACAT II)</p> <p>(KLP CAP if determined by CAE)</p>	<p>In addition to CAP or KLP CAP requirements:</p> <ul style="list-style-type: none"> <li>• 4 years acquisition experience.</li> <li>• DSMC PM Course or Equivalent.</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>• 3-year tenure period (may be tailored by CAE based on unique program requirements if a KLP CAP) (see E2.4.2.2).</li> </ul> <p>Execute a written tenure agreement.</p>	<ul style="list-style-type: none"> <li>• Statutory Requirements<sup>4</sup>: CAE</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>• Tenure period: CAE</li> </ul>
<p>Senior Contracting Official (KLP CAP if determined by CAE)</p>	<ul style="list-style-type: none"> <li>• At least 4 years of contracting experience.</li> <li>• See Enclosure 5 for education requirements.</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>• 3-year tenure period (may be tailored by CAE based on unique program requirements if a KLP CAP) (see E2.4.2.2).</li> </ul> <p>Execute a written tenure agreement.</p>	<ul style="list-style-type: none"> <li>• Statutory Requirements<sup>4</sup>: CAE</li> </ul> <p>-----</p> <ul style="list-style-type: none"> <li>• Tenure period: CAE</li> </ul>

- 1 Waiver is limited to the assignment of an individual to a particular AT&L Position. Each waiver must be done on a case-by-case basis. Process waivers according to the Desk Guide for AT&L Workforce Career Management and DoD Component procedures.
- 2 The requirement to fill a CAP with an Acquisition Corps member may be waived. The Position Requirements Waiver allows management to assign a non-Acquisition Corps member to a particular CAP on a one-time basis. The waiver can be for the duration that the employee on whose behalf it was granted occupies the particular position for which it was granted or may be for a specified period of time established for the individual to obtain Acquisition Corps membership. The Position Requirements Waiver must be approved before the individual can be assigned to the position.
- 3 As identified on the CAP tenure agreement, additional waiver documentation is not required for CAPs not designated as KLPs when the following deviations apply: promotion; reassignment to a command/command-equivalent position; separation; retirement; removal for cause; reduction in force; mobilization; assignment to area of military operation; elimination of position; or reassignment due to program cancellation, merger or organizational realignment.
- 4 Acquisition Corps members who are assigned to these particular types of positions and who do not meet the statutory requirements may be assigned for up to 6 months without a Position Requirements Waiver. Position Requirements Waivers are required at the time of assignment for Acquisition Corps members who cannot meet the requirements within 6 months and for all non-Acquisition Corps members.

E6. ENCLOSURE 61102 OCCUPATIONAL SERIES, SIMILAR MILITARY POSITIONS AND  
CONTRACTING OFFICER POSITION REQUIREMENTS

<b>Qualifications</b>	<b>Complete all Required Contracting Courses for Grade level</b>	<b>2 Years Contracting Experience</b>	<b>Baccalaureate Degree (from an accredited Educational Institution)</b>	<b>24 Semester Credit Hours in Business Disciplines*</b>	<b>Waiver Authority</b>
<b>Contracting Officers:**</b> Employees, regardless of grade, series, or career field, and members of the Armed Forces (other than the Coast Guard) who award or administer contracts above the simplified acquisition threshold.	X	X	X	X	CAE
<b>Occupational Series 1102</b> And similar military positions			X	X	CAE

\*Business disciplines include: Accounting, Business, Finance, Law, Contracts, Purchasing, Economics, Industrial Management, Marketing, Quantitative Methods, or Organization and Management. The 24 semester credit hours (or the equivalent) must be earned from an accredited institution of higher education.

\*\* Contracting officer positions may include additional qualification requirements based on the dollar value and complexity of the contracts awarded or administered in the position.

E6.1. QUALIFICATION REQUIREMENTS FOR CONTRACTING OFFICERS AND  
CONTRACTING POSITIONS

E6.1.1. Exceptions to Education Requirements. The education requirements do not apply to a DoD employee or member of the Armed Forces who:

E6.1.1.1. Served as a contracting officer with authority to award or administer contracts in excess of the simplified acquisition threshold (SAT) on or before September 30, 2000;

E6.1.1.2. Served in an 1102 position or as a member of the Armed Forces in a similar occupational specialty on or before September 30, 2000;

E6.1.1.3. Is a member of a CCF (see section E6.2. for alternative qualification requirements for the CCF); or

E6.1.1.4. Is being considered for, or serving in, a position under an approved Professional Contracting Developmental Program (see section E6.3. for alternative qualification requirements for Developmental positions).

E6.1.2. Situations that Meet the Exceptions to Education Requirements Include:

E6.1.2.1. Is a current DoD employee not currently holding an 1102 position but who held an 1102 position within an agency outside DoD on or before September 30, 2000.

E6.1.2.2. Is a member of the Armed Forces who held an 1102/comparable position on or before September 30, 2000 and subsequently applies for an 1102 PRIOR to retirement or separation from the Armed Forces.

E6.1.3. Situations that DO NOT Meet the Exception to Education Requirements Include:

E6.1.3.1. A current Federal employee occupying an 1102 position in any agency outside the Department of Defense.

E6.1.3.2. Any member of the Armed Forces who is applying for an 1102 position AFTER retirement or separation from the Armed Forces.

E6.1.4. Waiver. In exceptional circumstances, the CAE may waive qualification requirements for current DoD employees or members of the Armed Forces if the CAE determines that the individual possesses significant potential for advancement to levels of greater responsibility and authority, based on demonstrated job performance and qualifying experience. For any current DoD employee or member of the Armed Forces who has not occupied an 1102 or similar military occupational specialty, a waiver of qualification requirements must be approved prior to appointment to an 1102 position or similar military occupational specialty. Process waivers according to the Desk Guide for AT&L Workforce Career Management and DoD Component procedures.

E6.2. QUALIFICATION REQUIREMENTS FOR THE CCF

E6.2.1. Definition of CCF. The CCF for each Military Department consists of members of the Armed Forces whose mission is to deploy for contingency operations and other operations of the Department of Defense to provide necessary contracting support.

E6.2.2. Development Criteria. To prepare for the CCF, the member must:

E6.2.2.1. Complete at least 24 semester hours or the equivalent from an accredited institution of higher education or similar educational institution in any of the business disciplines, or:

E6.2.2.2. Pass an examination that demonstrates skills, knowledge or abilities comparable to that of an individual who has completed at least 24 semester credit hours or equivalent in any of the business disciplines. The examination may be a written examination or may be an examination of the member's record for training, education and experience that demonstrates potential for business acumen and other characteristics that show promise for

success in the contracting field or Military Occupation Specialty. Military training and education that has obtained accreditation or equivalent may be considered.

E6.2.3. Accession Criteria. To enter the CCF:

E6.2.3.1. A member must complete any testing required by the Military Department concerned to determine the member's suitability for the contracting career field.

E6.2.3.2. The Military Department must complete a record review of any education from an accredited institution of higher learning accomplished by the member, for the purpose of determining the member's current level of accomplishment towards meeting the minimum 24-semester hour requirement. This review should be documented upon arrival at the member's initial duty station and a plan developed to achieve the required 24 semester hours.

E6.2.4. Deployment Requirements.

E6.2.4.1. Each of the Military Departments shall establish a minimum amount of experience and/or training required for each CCF member prior to a deployment. The minimum training should include training in Government contracting principles, simplified acquisition procedures, contingency contracting and Government purchase card, as appropriate.

E6.2.4.2. Warrants. The training and experience of the CCF member shall be considered before issuing a warrant at or below the SAT. CCF members appointed as contracting officers with authority to award or administer contracts above the SAT shall meet the qualification requirements identified in this Enclosure for contracting officers above the SAT, with the exception of a college degree.

E6.2.5. Certification. When not deployed, CCF members that are part of the AT&L workforce and assigned to AT&L positions must meet all certification requirements for that position.

E6.3. DEVELOPMENTAL POSITIONS UNDER 10 U.S.C. 1724(e) (reference (i))

E6.3.1. The Heads of the DoD Components who choose to establish a Component Contracting Professional Development Program as authorized under 10 U.S.C. 1724(e) (reference (i)) (see paragraph E2.2.10.) will provide a proposed program implementation plan to the USD(AT&L) for approval in coordination with the Under Secretary of Defense for Personnel and Readiness (USD(P&R)) prior to implementation. At a minimum, each DoD Component's proposed implementation plan shall include copies of notices provided to participants advising them of program terms and conditions; copies of program agreements to be signed by participants; and an explanation of how the DoD Component intends to remove from their positions individuals who do not attain the educational requirements of 10 U.S.C. 1724 (reference (i)) by the end of the 3-year probationary period.

E6.3.2. Each program agreement must, at a minimum, include:

E6.3.2.1. The terms of the program as implemented by the appointing DoD Component and approved by the USD(AT&L) and the USD(P&R).

E6.3.2.2. The terms of any applicable service agreement that may have been established.

E6.3.2.3. Notice of consequences if the individual fails to complete the educational requirements established in 10 U.S.C. 1724(c)(1)(C) (reference (i)).

E6.3.3. DoD Component programs shall require that participants in their programs:

E6.3.3.1. Have been awarded a baccalaureate degree, with a grade point average of at least 3.0 on a 4.0 scale (or the equivalent), from an accredited institution of higher education authorized to grant baccalaureate degrees; OR have completed at least 24 semester credit hours or the equivalent of study from an accredited institution of higher education in any of the disciplines of accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management;

E6.3.3.2. Meet the qualification requirements of the grade level of the position for which they have applied; and

E6.3.3.3. Sign an agreement with the terms and conditions of the appointment to the developmental position. Each agreement must, at a minimum, include:

E6.3.3.3.1. The terms of the program as implemented by the appointing DoD Component and approved by the USD(AT&L) and the USD(P&R).

E6.3.3.3.2. The terms of any applicable service agreement that may have been established.

E6.3.3.3.3. Notice of consequences if the individual fails to complete the educational requirements established in 10 U.S.C. 1724(e)(1)(C) (reference (i)).

E6.3.4. If a DoD Component selects for the program a current Federal employee who has successfully completed a probationary period (as defined in 5 U.S.C (reference l), or the equivalent), and the employee fails to complete education requirements established in 10 U.S.C. 1724(e)(1)(C) (reference (i)) for reasons unrelated to misconduct or suitability within the 3-year time limit provided in law, the employee shall be removed from the program and reassigned to a position of equivalent status, tenure and pay outside the 1102 series for which he or she qualifies, if such a position is available. Otherwise, the Component shall utilize applicable adverse action procedures to remove the employee from his or her position in the 1102 series.

E6.3.5. If a DoD Component selects for the program a new Federal appointee who has not previously successfully completed a probationary period (as defined in 5 U.S.C. (reference (m)), or the equivalent), the DoD Component may utilize the 3-year probationary period established under 10 U.S.C. 1724(e) (reference (i)) to separate the employee if he or she fails to complete the educational requirements established in 10 U.S.C. 1724 (e)(1)(C) (reference (i)). Otherwise, the DoD Component shall treat the employee as a probationary employee for the first 12 months of employment and, thereafter, utilize those adverse action procedures that would have applied to the employee after 1 year of employment had he or she not been appointed into the developmental program to take the appropriate adverse action (up to and including removal from federal service) against the employee.

E6.3.6. The DoD Components may establish arrangements with accredited educational institutions to enable persons selected for this program to fulfill the requirements for entry into the 1102 series. The DoD Components may use this program in addition to other DoD developmental programs already in place, and may use existing arrangements with accredited educational institutions offering courses that provide credit towards DAWIA certification as well as degree completion.

E6.3.7. The DoD Components shall maintain records on the number of participants and their progress in the program and shall evaluate the success of the program in meeting their requirements.

E7. ENCLOSURE 7

ACQUISITION CORPS ELIGIBILITY CRITERIA<sup>1,2</sup>

**EDUCATION, SATISFY BOTH THE DEGREE AND COURSEWORK REQUIREMENTS:**

- Degree, one of the following:
  - Baccalaureate degree from an accredited<sup>3</sup> educational institution, or
  - Possess significant potential for advancement to levels of greater responsibility and authority, based on demonstrated analytical and decision-making capabilities, job performance, and qualifying experience, as determined by the CAE according to criteria approved by the AT&L Workforce Senior Steering Board.<sup>4</sup>
  
- Coursework,<sup>5</sup> one of the following:
  - 24 semester credit hours<sup>6</sup> from among the following disciplines: *accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management*; or
  - Both of the following:
    - 24 semester credit hours<sup>3</sup> in the person's AT&L career field, and
    - One of the following:
      - 12 semester credit hours<sup>3</sup> in the disciplines listed above in italics, or
      - Training equivalent to 12 semester credit hours in the disciplines listed above in italics.<sup>6</sup>

**EXPERIENCE:**

- 4 years of service in an AT&L position either in the DoD or in a comparable position in industry or government.

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<sup>1</sup>  Mandatory criterion     Option for meeting a mandatory criterion.

<sup>2</sup> The CAE may establish mobility requirements to meet their workforce management and career development needs and may require Acquisition Corps members to sign mobility agreements according to reference (i).

<sup>3</sup> Degrees and credit hours must be from an institution of higher education that is accredited by a regional agency which is approved by the Secretary of Education to grant accreditation. Quarter- or trimester-hours must be converted to semester hours.

<sup>4</sup> Applicant must submit qualifying evidence for evaluation.

<sup>5</sup> The coursework requirement is not applicable to any DoD employee who, on October 1, 1991, has at least 10 years of experience in acquisition positions in DoD or in comparable positions in other government agencies or the private sector.

<sup>6</sup> Equivalency is determined by the conversions of training courses to credit hours that are recommended by the American Council on Education.

**CERTIFICATION LEVEL:**

- DoD civilian or military – certified at AT&L career level II or above.
- Individual from outside DoD selected for a critical acquisition position – qualified for certification at AT&L career level II or above.<sup>7</sup>

**OTHER:**

- Eligible for selection to a Critical Acquisition Position as addressed in the Desk Guide for AT&L Workforce Career Management.
- Satisfy any additional requirements<sup>88</sup> prescribed by the Military Department or DoD Component and approved by the AT&L Senior Steering Board.

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<sup>7</sup> Individual must submit qualifying evidence for evaluation. Certification requirements are published in the DAU Catalog.

<sup>8</sup> See footnote 2 above. An agreement to accept geographic mobility is among the additional requirements that may be applied.