**DEPARTMENT OF THE ARMY**
**ASSISTANT SECRETARY OF THE ARMY**
**ACQUISITION, LOGISTICS AND TECHNOLOGY**
**103 ARMY PENTAGON**
**WASHINGTON DC 20310-0103**

SFAE-CDD

JUN 15 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Mandatory Training Requirement Directive for Acquisition Category (ACAT) I and II Deputy Project Managers and Deputy Product Managers (DPMs)

1. In accordance with Title 10 United States Code Chapter 87 Section 1735, every Deputy Program Manager of a major defense acquisition program must complete the Defense Acquisition University Program Manager's Course (PMT 401) and the Executive Program Manager's Course (PMT402). Therefore, I direct all DPMs in ACAT I and II programs to complete the mandatory training requirements as identified in paragraphs 4 and 5 of this memorandum.

2. Currently, the Army has a limited number of slots available to meet this requirement. To ensure DPM training requirements are met, the Army prioritizes slots by ACAT levels. Centrally Selected List (CSL) Project and Product Managers have a higher priority for this training over other DPMs. The DPMs will be assigned seats in the following order of priority: (1) DPMs (ACAT I programs) and (2) DPMs (ACAT II programs).

3. Without my written approval, DPMs with a confirmed class reservation for PMT 401 or PMT 402 may not cancel or reschedule this mandatory training.

4. DPMs will meet the following mandatory training requirements:

| Mandatory Training | Prerequisites | Notes: |
|---|---|---|
| PMT 402 (Deputy Project Manager) | PMT 401 and PMT 352A/B | • DPMs who have completed PMT 301 or PMT 302 and PMT 352B and have four years of recent acquisition experience in a program office or similar organization are EXEMPT from PMT 401.<br>• If DPMs have completed PMT 301 or PMT 302 and NOT PMT 352B, a waiver can be granted for PMT 352B.<br>• DPMs must complete four continuous learning modules related to PM (i.e., earned value). |
| PMT 401 (Deputy Product Manager) | PMT 352A/B | |

5. In addition, I direct all Program Executive Officers to ensure these DPMs meet the course prerequisites as soon as possible due to the fact that DPMs must attend the mandatory courses within 36 months from the date of this directive.

6. If a DPM does not meet the standards, his/her responsible Program Executive Officer must request a waiver with a full justification submitted on a DD Form 2905 (Acquisition, Technology, and Logistics (AT&L) Workforce Position Requirements or Tenure Waiver) explaining why the DPM cannot complete the mandatory training within the next 36 months. Only waivers that are processed in accordance with the Department of the Army Waiver Guidance and Policy (see http://asc.army.mil/docs/policy/army_waiverguide_0802.pdf) will be processed through the U.S. Army Acquisition Support Center (USAASC), Workforce Management Division.

7. The point of contact is Ms. Chandra Evans-Mitchell, USAASC, commercial (703) 805-1247, DSN 655-1247, or e-mail: chandra.evansmitchel@us.army.mil.

Team,
I appreciate your support for this important effort!
v/r
Bill

William N. Phillips
WILLIAM N. PHILLIPS
Lieutenant General, GS
Director, Acquisition Career Management

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