

**Department of the Army
Policy for the Army Acquisition Corps**

**Mandatory Requirements for Centrally-Selected List
Acquisition Key Billet Project and Product Managers**

14 Sep 2009

1. REFERENCES

- a. Chapter 87 of Title 10, United States Code, 10 U.S.C. 1732, 1734, and 1735.
- b. Department of Defense Instruction 5000.66, "Operation of the Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program", December 21, 2005.
- c. Department of Defense Desk Guide, "Acquisition, Technology and Logistics Workforce Career Management", January 10, 2006.
- d. Memorandum for Under Secretary of Defense (Acquisition, Technology and Logistics), Subject: Program Management Tenure and Accountability, September 25, 2007.
- e. Memorandum for Secretaries of the Military Departments and Directors of the Defense Agencies, Subject: Program Management Tenure and Accountability, May 25, 2007.
- f. Army Regulation 350-1, Army Training and Leader Development, August 3, 2007.
- g. Deputy Under Secretary of Defense for Acquisition, Technology and Logistics (DUSD AT&L) Memorandum, Subject: Report to Congress on Program Manager Empowerment and Accountability, August 10, 2007.

2. PURPOSE

This policy supersedes all other documentation concerning mandatory requirements for Centrally-Selected List (CSL) Acquisition Key Billet Project and Product Managers (PM). The policy outlines the Tenure and Program Management Agreement (T&PMA), the Mandatory Training Requirements and the Issuance of Charters.

3. APPLICABILITY AND SCOPE

Every CSL PM is required to complete the documentation and training detailed in this policy prior to reporting to an assigned Program Management Office.

Failure to complete these prerequisites will result in the slated PM not performing their duties unless a waiver is signed by the Army Acquisition Executive (AAE).

4. POLICY

1. Tenure and Program Management Agreement

a. As a result of Section 853 Program Management Empowerment and Accountability Report to Congress, the AAE made the decision to combine the T&PMA into one document to be signed by a CSL PM, the Program Executive Officer (PEO) (or equivalent), and the AAE regardless of Acquisition Category (ACAT) Level beginning with CSL PMs slated in 2008. All PEOs and CSL PMs must maintain strict adherence to the requirements outlined in reference A.5. that mandate an annualized plan (or more frequently as appropriate) for all CSL PMs. These plans must be fully resourced, measureable and achievable.

b. Tenure dates are based on the ACAT level of the Program in accordance with reference (e) above. The AAE has determined that Project Managers serving in or overseeing an ACAT I program will serve a four-year tour; all ACAT II and III Project Managers will serve a three-year tour; and all Product Managers will serve a three-year tour. Any exceptions to this requirement will require a tenure waiver with a justification submitted on a DD Form 2905 (AT&L Workforce Position Requirements or Tenure Waiver) for final approval by the AAE.

2. Mandatory Training Requirements

Officers and civilians selected as CSL Acquisition Key Billet PMs must complete the training detailed below prior to being chartered. Exceptions to this policy require the PEO to submit a position requirements waiver with justification submitted on a DD Form 2905 for final approval by the AAE. Supervisors of slated CSL PMs will make every opportunity for the slated PM to attend the required training.

a. CSL Project Manager (Colonel/GS-15/or equivalent):

(1) Executive Program Manager's Course (PMT 402) and any prerequisites to PMT 402 mandated by the Defense Acquisition University (DAU). PMT 402 and the prerequisite course PMT 401 are statutorily required for newly selected ACAT I and II Project Managers. ACAT III Project Managers will attend on a space-available basis. Priority of attendance for this course for Project Managers is ACAT I, ACAT II, and ACAT III designees.

- (2) Branch Pre-Command Course (branch of the project managed).
- (3) School for Command Preparation, Fort Leavenworth, KS (pre-command).

b. CSL Product Manager (Lieutenant Colonel/GS-14 or equivalent):

(1) Program Manager's Course (PMT 401) and any prerequisites to PMT 401 mandated by DAU.

(2) Branch Pre-Command Course (branch of the product to be managed).

(3) School for Command Preparation, Fort Leavenworth, KS (pre-Command).

The Human Resources Command (HRC)/Acquisition Management Branch (AMB) will schedule and prioritize all CSL selectees by ACAT level for the mandatory DAU PMT 400 level and pre-command courses upon slating to a CSL billet. ACAT I and II Project Managers must attend the combination of PMT 401 and PMT 402 to meet the statutory requirement. Specific details and procedures for prioritization, waivers, exceptions, and all other details are annotated in the Implementation Guidance.

3. Charters

The AAE, with the United States Army Acquisition Support Center (USAASC) as executive agent, will issue Charters for all Army PEOs, Direct Reporting Program Managers (DRPMs) and all Army CSL PMs. Updated Charters will not be reissued based on program name changes or promotions unless directed by the AAE. However, USAASC will charter acting PEOs and DRPMs as a result of the departure of the incumbent.

5. EFFECTIVE DATE AND IMPLEMENTATION

This policy is effective immediately and applies to CSL Acquisition Key Billet PMs slated in 2009 and later. The Deputy Director, Acquisition Career Management will publish additional guidance as necessary to implement this directive.



N. ROSS THOMPSON III
Lieutenant General, GS
Director, Acquisition Career Management