

Regional Customer Support Offices (RCSOs)

Tom Evans and Shirley Hornaday

The U.S. Army Acquisition Support Center's (USAASC's) RCSOs are separated into two regions: Eastern and Western. Within the Eastern Region, there are two CSOs: the National Capital Region, Fort Belvoir, VA, and Aberdeen Proving Ground, MD. Within the Western Region, there are three CSOs: Huntsville, AL; Warren, MI; and White Sands Missile Range, NM. Each region supports approximately 50 percent of our acquisition workforce population of 40,916 civilian and military members (as of 3rd quarter FY09). RCSOs support the career management customer support mission of the Assistant Secretary of the Army for Acquisition, Logistics, and Technology (ASAALT) to grow and enhance the capability of the acquisition workforce. The RCSOs are staffed by Acquisition Career Managers (ACMs) who address acquisition career issues.



Yves Jackson, a USAASC RCSO Eastern Region ACM, provides information regarding AL&T careers at USAASC's booth at the Association of the United States Army Annual Convention, October 2008. (U.S. Army photo by McArthur Newell II, BRTRC.)

ACMs

USAASC ACMs assist the AL&T Workforce, workforce supervisors, and Acquisition Career Management Advocates (ACMAs) with the execution of their responsibilities. The ACM's primary function is to support and promote USAASC policies and programs and provide career assistance to the AL&T Workforce through supervisor outreach, career counseling, and assistance with certification requirements. ACMs are the primary source for acquisition career management information for the Army's AL&T Workforce.

ACMAs

ACMAs are senior acquisition leaders recommended by their organization to serve as the Director, Acquisition Career Management's (DACM's) link to the AL&T Workforce. ACMAs are chartered by the DACM, who is also the Principal Military Deputy to the ASAALT. These individuals are responsible for command-specific issues and are principal advisors to the DACM, acquisition leaders, and the AL&T Workforce on matters related to acquisition career development policy, procedures, programs, and management.

Career Acquisition Personnel and Position Management Information System (CAPPMIS)

CAPPMIS is the Army's executive system for managing all Army acquisition positions and personnel. CAPPMIS provides the applications/tools to assist those individuals and offices that perform acquisition career management for AL&T Workforce members. Created in 2001, CAPPMIS is a set of applications and tools collected into



ACMs are the primary source for acquisition career management information. Shown here is the Frequently Asked Question page that is available online at <http://asc.army.mil/faqs/ask/default.cfm>.

the Career Acquisition Management Portal (CAMP) to support the Army DACM's mission.

CAPPMIS features eight Web applications:

- Acquisition Career Record Brief (ACRB)—The ACRB is accessed by Army acquisition civilians, Army National Guard (ARNG) and U.S. Army Reserve (USAR) members, and enlisted workforce members via Army Knowledge Online, CAPPMIS user name and password, and/or common access card (CAC). The ACRB serves as the official record for training, work experience, education, awards, acquisition status, current position information, and acquisition career field (ACF) certification. ARNG and USAR members use the ACRB to reflect their acquisition qualifications. The ACRB is

the civilian equivalent to the Officer Record Brief (ORB) and is required for competitive development boards, including Program Manager; Acquisition Education, Training, and Experience (AETE); and Acquisition Tuition Assistance Program (ATAP), to provide a succinct and comparable assessment of an individual's capability and past performance. CAPPMIS provides online tools to manage ACRB-related data to the USAASC Regional Directors, ACMs, ACMAs, and organizational career management points of contact.

- Individual Development Plan/Continuous Learning (IDP/CL)—The IDP/CL is also Internet-accessible to AL&T Workforce members via a user name and password and/or CAC. Employees and supervisors can use IDP/CL to identify and track career AETE objectives over a 5-year period. It is also used by supervisors to approve Defense Acquisition University courses for employees before they register through the Army Training Requirements and Resources System Internet Training Application System. The IDP/CL is also used to

The ACM's primary function is to support and promote USAASC policies and programs and provide career assistance to the AL&T Workforce through supervisor outreach, career counseling, and assistance with certification requirements.

annotate, award, and track CL points per DOD's CL Policy.

- **Workforce Management (WFM)**—The WFM replaced the legacy Acquisition Data Review System. WFM stores acquisition workforce members' personal and acquisition-related data including certification, acquisition training, and current and past acquisition assignments. Authorized WFM users can add and edit acquisition information for AL&T Workforce members.
- **Senior Rater Potential Evaluation (SRPE)**—The SRPE is required for competitive board-select positions. CAPPMIS provides the supervisor the ability to request SRPEs and senior raters with an online tool to produce and manage evaluations of civilian employees' leadership potential. CAPPMIS maintains, tracks, and archives SRPEs.
- **Army Acquisition Professional Development System (AAPDS)**—The AAPDS allows AL&T Workforce members to submit online applications for programs managed and funded by USAASC. It also provides functionality to conduct virtual boards for assessing tuition assistance programs, including the Competitive Development Group, AETE, ATAP, and Contracting and Acquisition Career Program (CP-14) training. AAPDS uses the data tracked in CAPPMIS so AL&T Workforce members can automatically include a current ACRB and SRPE as required for each program's application packets.
- **Certification Management System (CMS)**—The CMS is a virtual application portal for processing the Army's *Defense Acquisition Workforce Improvement Act (DAWIA)* certification requests. The certification process is how AL&T Workforce members can obtain a *DAWIA* certification within a specific ACF at a specific acquisition career level. The certification request includes an online application, which depends

on data contained in each individual applicant's ACRB, ORB, or Enlisted Record Brief. Certification requests are reviewed by a designated certifying official or functional designee and then certification applicants are notified of the training, education, and experience requirements for their current position. CMS applies additional USAASC business rules to CAPPMIS data to streamline the certification request and allow all AL&T Workforce members to apply online for their certifications without going through another external system. The CMS is under a separate tab on CAMP/CAPPMIS at <https://rda.altess.army.mil/camp>.

- **Position Management Module**—This module is used by USAASC's Program Structures Division to manage and input the approved Military Acquisition Position List data.
- **U.S. Army Acquisition Corps (AAC) Membership**—The *FY04 National Defense Authorization Act* amended the *DAWIA*, passed in 1990, to give the Secretary of Defense greater flexibility in managing the AL&T Workforce. Pursuant to the amended *DAWIA*, now referred to as *DAWIA II*, there is now only one acquisition corps: the Defense Acquisition Corps (AC). Current AAC members automatically become members of the new AC. To be eligible for AAC membership, applicants must:
 - ▲ Be Level II certified in an ACF.
 - ▲ Have a college degree (with 24/12 business hours) or 10 years' experience prior to Oct. 1, 1991.
 - ▲ Have 4 years of acquisition experience.
 - ▲ Be GS-13/Step 1 or broad/pay band equivalent, or in a position coded level 3 of highest level of a career field, or selected for a Critical Acquisition Position (CAP).

All CAPs and Key Leadership Positions require AC membership before placement in the position or a waiver is required. These positions require a tenure agreement.

USAASC automated the AAC application process in March 2009. The AAC Management System (MS) is a separate tab—AAC MS—in CAMP/CAPPMIS (<https://rda.altess.army.mil/camp>) along with the ACRB, IDP, SRPE, and the AAPDS.

The AAC MS replaced the previous manual process for the workforce. It features the AAC membership application process and permits designated regional reviewers to evaluate applications online. Current AAC members can print their membership certificates under the Print Certificate tab. Only those who are AAC members will see the AAC MS tab.

Acquisition policies and procedures are available on USAASC's Web Site at <http://asc.army.mil/policies/policiesprocedures.cfm>.

TOM EVANS is USAASC's Eastern Regional Director. He holds a B.A. in accounting from Alfred University and an M.B.A. in acquisition and procurement from Webster University. Evans is certified Level III in program management and Level II in business, cost estimating, and financial management. He is a retired Army lieutenant colonel.

SHIRLEY HORNADAY is USAASC's Western Regional Director. She holds a B.A. in journalism/public relations from the University of Central Florida and an M.B.A. in acquisition and procurement from the Florida Institute of Technology. Hornaday is Level III certified in program management; business, cost estimating, and financial management; and contracting.