

ARMY ACQUISITION CORPS OVERVIEW

Background/Mission/Vision

On October 13, 1989, the Army Chief of Staff approved creation of the Army Acquisition Corps (AAC). At that time, the Secretary of the Army emphasized that the Army would intensively manage acquisition specialists to create a dedicated corps of both military and civilian acquisition leaders. The AAC received legitimacy in law with the November 1990 passage of the Defense Acquisition Workforce Improvement Act (DAWIA). This law mandated the establishment of an Acquisition Corps in each of the Services and at least one corps for DOD agencies. DAWIA was enacted to improve the management, quality, and professionalism of the Acquisition, Logistics & Technology Workforce (AL&TWF). DAWIA can be accessed through the Web site of the Office of the Under Secretary of Defense for Acquisition, Technology and Logistics (USD[AT&L]) at <http://www.acq.osd.mil>.

The Army Acquisition Executive (AAE) has responsibility and authority for the career development of all Army acquisition professionals. The Director for Acquisition Career Management (DACM) and the Deputy Director for Acquisition Career Management (DDACM) assist the AAE in carrying out his responsibilities. The DACM and DDACM are responsible for providing professional development opportunities for the Acquisition workforce. They are responsible for establishing the policies and procedures that train, educate, and develop the workforce member.

The Army Acquisition Corps Mission:

Support Soldiers by continually improving our Army's combat capability and by developing the critical systems and services that enable our Army to meet its non-negotiable contract to fight and win our Nation's wars.

The Army Acquisition Corps Vision:

The premier developer of a strategically responsive force armed with the combat capabilities to dominate across the full spectrum of operations.

This vision is the AAC's commitment to the warfighter. The AAC will provide these vital services to soldiers by developing innovative leaders who can provide the best solutions for an agile, versatile, and lethal Army in the field. Our success depends on the whole team—our soldiers, both active and reserve, civilians, and contractor support.

To further define how the AAC will achieve this vision, two key objectives have been established:

- To develop a highly competent Acquisition & Technology Workforce responsive to current and future needs of the Army.

A highly competent workforce supports the warfighter's materiel needs through customer-focused development, integration, acquisition, fielding, and sustainment now and in the future. This involves building an AL&TWF that influences the acquisition process through innovative and broad-spectrum planning and programming, and ensures that the products of that process meet customer needs.

- To provide a clearly-defined environment that supports and encourages career progression and leader development at all levels.

An environment that supports and encourages career progression and leader development is essential to ensure that the acquisition community has access to a steady state of military and civilian leaders. This involves the establishment of a clearly defined culture that recognizes and rewards performance, excellence, and commitment—an environment in which the most capable are challenged with the toughest jobs.

U.S. Army Acquisition Workforce Campaign Plan

The DACM's strategic initiatives for supporting the Army's Transformation are found in the U.S. Army Acquisition Workforce Campaign Plan on the ASC homepage, <http://asc.rdaisa.army.mil/>. The initiatives outlined in this plan will ensure that our workforce is sized and trained properly and equipped with the right tools to support Transformation.

Composition

Military and Civilian. The AL&TWF is made up of civilian and military professionals who work throughout the life cycle of a system; i.e., “cradle to grave.” Civilian members of the AL&TWF participate in 11 of 12 Acquisition Career Fields (ACFs). Military officers are managed by Areas Of Concentration (AOC) that directly correspond to five of these career fields. This includes the Army Reserve (AR) and Army National Guard (ARNG) workforce members.

Acquisition Career Field (ACF)	ACF Code	Army Participation	Areas of Concentration	
			Description	Code
Life cycle Logistics	L	X		
Business Cost Estimating and Financial Management	K	X		
Information Technology	R	X	Information Technology	51R
Contracting (Including Construction)	C	X	Contracting and Industrial Management	51C
Industrial/Contract Property Management	D	X		
Production, Quality and Manufacturing	H	X		
Program Management	A	X	Systems Development	51A
Purchasing and Procurement Technology	E	X		
Systems Planning, Research Development, and Engineering – Science and Technology Managers	S/I	X	Research and Engineering	51S
Test and Evaluation	T	X	Test and Evaluation	51T
Facilities Engineering	F			

The following paragraphs provide additional information on enlisted, AR and ARNG workforce membership.

Enlisted AL&TWF Members. In 1998, the AAC took on the initiative to access enlisted soldiers into the AL&TWF to supplement the contracting field. At this time, their primary support is in contingency contracting. Enlisted soldiers in the rank of staff sergeant through sergeant major assigned to operational units as supply specialists, technicians, or operations sergeants are often detailed as purchasing agents during the planning and execution of contingency operations. In some cases, the Additional Skill Identifier (ASI) of G1 (contracting agent) may be awarded to qualified individuals.

Enlisted soldier duties include assisting in the planning and execution of purchasing/contracting activities for post, camp, station, and contingency missions. Other duties may include purchasing, renting, or leasing supplies and equipment through either formal open market or competitive bid procedures. The primary objective is providing the rapid delivery of goods and services in direct support of operational requirements. These individuals possess the knowledge and understanding of commercial supply sources, as well as common business practices for roles, prices, discounts, deliveries, stocks, and shipments.

All service members desiring information on how to enroll enlisted soldiers in the Acquisition program should forward correspondence to:

**Acquisition Support Center
Attention: Army Acquisition Enlisted Proponent Officer
9900 Belvoir Road, Bldg. 201, Suite 101, Mail Stop 5567
Fort Belvoir, VA 22060-5567**

See the Organization/POC section of the ASC homepage for the name and contact information of the current Enlisted Proponency Officer.

Frequently asked questions and answers on enlisted acquisition workforce membership may be found at the end of this section.

The Army National Guard (ARNG) AL&TWF. The ARNG participates in selected Acquisition activities and career fields, both in support of ARNG functions and as a component of the Army. Generally, ARNG Acquisition activities have been conducted at the state level, usually under the auspices of the senior federal property and fiscal comptroller for that state, the U.S. Property Fiscal Office (USPFO). These personnel perform contracting and purchasing duties. Over time, however, the ARNG has become more involved with Acquisition across the full spectrum of its career fields and is now a full player that provides applicants for PM selection.

Formalizing this arrangement in June 1996, the Director of the Army National Guard (DARNG) signed a formal agreement with the ASA (AL&T) to “participate fully” in the AL&TWF. The ARNG Acquisition Workforce thus created consists of two categories of workforce members.

The first is federally controlled and is composed of military (Title 10 AGR program) and civilian workers. These generally are assigned at the National Guard Bureau (NGB) or at the Army National Guard Readiness Center (ARNGRC) both located in Arlington, VA. Others are assigned to field agencies, including Department of the Army Staff, Army MACOM, and various PEO and PM offices.

The second is state controlled, and is composed of military (T32 AGR program and M-Day), civilian, and dual-status federally excepted technicians. These workforce members are generally assigned at state area command (STARC) headquarters or USPFO agencies such as, but not limited to, Purchasing and Contracting staffs, DOIM, or Facility Management divisions. Others are assigned to TDA or MTOE units, generally as Contingency Contracting officers. For Acquisition-specific issues, the ARNG Acquisition Career Management Branch (ACMB) in Arlington, VA, serves all these categories of personnel.

ARNG military, civilian and federal technician personnel are served by:

ARNG Acquisition Career Management Branch
ARNGRC, ATTN: NGB-ARL-Q
111 South George Mason Drive
Arlington, VA 22204

Activities desiring to enroll ARNG NCOs in the AL&TWF should forward their correspondence through the Military Personnel Office (MILPO) of the individual’s state, with a copy furnished to the ARNG ACMB.

Army Reserve (AR). In December 1999, the Chief, Army Reserve approved establishment of the Army Reserve Acquisition Corps to support the Army’s need for trained and motivated USAR soldiers to work in key acquisition positions throughout the Army. The Army Reserve’s entry into the Army Acquisition Corps emphasizes the continued integration of the Reserve with the Active Army.

The Acquisition Personnel Management Division (APMD), located at the U.S. Army Reserve Personnel Command (AR-PERSCOM) in St. Louis, MO, supports the career management, personnel management, training coordination, and certification for all AR members and serves as a central point of contact for all AR Acquisition Corps personnel management issues. The APMD is responsible for the Human Resource management of all AR AL&TWF members and the grooming and movement of reserve officers in other related functional areas into the AR AL&TWF. Reserve Officers can dual track; therefore, they are still eligible for basic branch or other functional area assignments. ACMs located in APMD serve as the reservist's centralized point of contact for all acquisition schooling, position assignments, ACF certifications and Project/Product Manager and Acquisition Command Selection Board issues. Click on the Organization/POC button on the ASC homepage for contact information: <http://asc.rdaisa.army.mil/>.

The Acquisition and Technology Workforce Identification Methodology

The refined Packard methodology for identifying the Acquisition, Logistics, and Technology Workforce (AL&TWF) was approved by the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)) on May 13, 1999.

Army guidance is that the refined Packard has no impact on the current Army policy for identifying military acquisition positions and accessing military workforce members into the AL&TWF. The military acquisition corps has a maximum accession apportioned with each respective year group based on the overall strength of that respective year group. Each year group is further broken down to component branch level; each branch's requirement is based on that respective branch strength compared to the overall Army's strength for that year group. The acquisition corps is a voluntary board action from the time an officer is functionally area designated to career field designation.

The refined Packard methodology for identifying the civilian workforce using organizational and occupational data follows.

- All occupations listed in Category I are counted across all DOD organizations. These occupations are presumed to be acquisition-related regardless of where they are located in the Department.

Series

0340	Program Management
1102	Contracting
1103	Industrial Property
1105	Purchasing
1150	Industrial Specialist

- All occupations listed in Category IIA are counted whenever they are located in one of the following acquisition-related organizations:

Corps of Engineers
 Space and Missile Defense Command
 Acquisition Support Center
 Army Materiel Command
 Office, Assistant Secretary of the Army (Acquisition, Logistics & Technology)
 Medical Research & Materiel Command
 U.S. Army Cost & Economic Analysis Center

Series

0150 Geography
 0180 Psychology
 0301 Misc Admin/Mgmt
 0343 Mgmt/Program Analysis
 0346 Logistics Mgmt
 0391 Telecommunications
 0392 Communications Spec
 0413 Physiology
 0501 Financial Administration
 0505 Financial Management
 0510 Accounting
 0510 Budget Analyst
 0801 General Engineer
 0803 Safety Engineering
 0804 Fire Prevention
 0806 Materials Engineering
 0808 Architecture
 0810 Civil Engineering
 0818 Engineering Drafting
 0819 Environmental Engineering
 0830 Mechanical Engineering
 0840 Nuclear Engineering
 0850 Electrical Engineering
 0854 Computer Engineering
 0855 Electronics Engineering
 0858 Biomedical Engineering
 0861 Aerospace Engineering
 0873 Ship Surveying
 0893 Chemical Engineering
 0896 Industrial Engineering
 1101 Gen Business and Industry
 1104 Property Disposal
 1130 Public Utilities Series
 1152 Production Control Series
 1301 General Physical Science
 1310 Physics Series
 1313 Geophysics Series

1315 Hydrology Series
 1320 Chemist
 1321 Metallurgy Series
 1350 Geology Series
 1360 Oceanography
 1370 Cartography
 1515 Operations Research
 1520 Mathematics
 1529 Mathematical Statistician
 1530 Statistician
 1550 Computer Science
 1910 Quality Assurance
 2003 Supply Program Management
 2150 Transportation Operations
 2210 Information Technology

- All occupations listed in Category IIB, such as biological science and microbiology, are counted when they are located in one of the following science and technology related organizations:

Army Research Institute
 Army Research Lab
 Army Research Office

Series

0180 Psychology
 0401 General Biological Science
 0403 Microbiology
 0413 Physiology Series
 0801 General Engineering
 0803 Safety Engineering
 0806 Materials Engineering
 0810 Civil Engineering
 0819 Environmental Engineering
 0830 Mechanical Engineering
 0850 Electrical Engineering
 0854 Computer Engineering
 0855 Electronic Engineering
 0861 Aerospace Engineering
 0892 Ceramic Engineering
 0893 Chemical Engineering
 0896 Industrial Engineering
 1301 General Physical Science
 1310 Physics
 1313 Geophysics
 1321 Metallurgy
 1330 Space Science
 1340 Meteorology
 1515 Operations Research
 1520 Mathematics

1529 Mathematical Statistician
1530 Statistician
1550 Computer Science

The following are additional occupations counted when located in one of the above Category IIB Science and Technology Organizations.

0301 Misc Admin and Program
0343 Mgmt/Prog Analysis
0346 Logistics Management
0391 Telecommunication
0501 Financial Management
0510 Accounting
0560 Budget Analysis
05xx Other financial management
1101 General Business & Industry
1152 Production Control
1910 Quality Assurance
2003 Supply Program Management
2210 Information Technology

Category III adds flexibility to the model by allowing components to add or delete personnel to improve the accuracy of the count. For example, DAWIA positions not counted under Category I or II can be added under this category. Conversely, positions falling in Category II that are determined not to be acquisition may be deleted.

Acquisition Career Field (ACF) Descriptions

The following is a brief description of the types of positions and acquisition duties for each ACF. A listing of the occupational series codes (job series) that frequently include these acquisition duties follows each description. The military areas of concentration are also included. See Chapter 47, DA PAM 600-3, for additional information on military career fields.

- *Life Cycle Logistics (L)*. Life cycle logisticians are responsible for the planning, development, implementation, and management of a comprehensive, affordable, and effective systems support strategy. Under Total Life Cycle System Management (TLCSM), life cycle logisticians have a principal role during the acquisition and operational phases of the weapon or materiel system life cycle. They assemble and lead a cross functional team of subject matter experts to ensure that supportability requirements are addressed comprehensively and consistently with cost, performance, and schedule during the life cycle. They plan and develop affordable, effective support strategies to meet goals for operational effectiveness, optimum readiness, and to facilitate iterative technology enhancements during the weapon system life cycle. Life cycle logisticians plan, develop and implement Performance-Based Logistics initiatives as the preferred approach to systems support. Examples of these initiatives include: managing performance agreements, integrating support strategies, and employing diagnostics, prognostics, and logistics chain management approaches to achieve operational effectiveness and system affordability. They perform an integral role in the system engineering process, advising and consulting with a broad spectrum of acquisition personnel to ensure that supportability

considerations are implemented during the design and sustainment of a weapon system. Life cycle logisticians support the Program Manager (PM) in negotiating performance agreements and ensure the integration of all support elements to achieve affordability, deployability, supportability, and mobility of the weapon system throughout the program life cycle. They can work directly in a PM Office, in support of the PM, or in other supporting logistics activity offices. Life cycle logisticians' responsibilities include: supportability requirement generation; supportability planning, analyses and tradeoffs; fielding of logistics support elements; and performance of supply, maintenance, transportation, sustaining engineering, data management, interoperability, configuration management, manpower, training, safety, health, security, environmental, and disposal functions in support of life cycle management. These processes are addressed in the DOD 5000-series of regulations. Civilian occupational series include 0346 (logistics management), 08XX, 1515 (operations research analyst), and others.

- *Business, Cost Estimating and Financial Management (K).* Individuals in this ACF are responsible for financial planning, formulating financial programs, and administering budgets. They are also responsible for the expenditure, obligations, and accountability of funds; cost and schedule performance management of contractors; and cost estimating. Additional duties include advising or assisting commanders and program managers and providing other direct support of the defense acquisition process. This career field includes various disciplines that are divided into two tracks for career planning purposes: Business Financial Management and Cost Estimating. Civilian occupational series include 0110, 0301, 0343 (program analyst), 0501, 0510 (accountant), 0560 (budget analyst), 08XX, 1101, 1515 (operations research), 1520 (mathematics), and 1530 (statistician).
- *Information Technology (R).* This career field includes Computer Systems Analysts, Information Management Specialists, Telecommunications Managers, Software/Automation Specialists, and Computer Engineers. All directly support the acquisition of automated information systems and interconnecting components (to include hardware, software, and firmware products) used to create, record, produce, store, retrieve, process, transmit, disseminate, present, or display data or information. This includes computer ancillary equipment, software, telecommunications, and other related services. Individuals in this ACF identify requirements, write and/or review specifications, identify costs, obtain resources (manpower, funding, and training), test, evaluate, plan, obtain, and manage life cycle support (operations, maintenance, and replacement). An acquisition position is defined by those duties accomplished under the authority of the DOD 5000 series. Individuals in this ACF provide primary support for major automated information systems (AISs), new or existing AIS modifications, or provide primary support for an Army Major Automated Information System Review Council. Civilian occupational series include 0301 (miscellaneous administration/management), 2210 (information technology), 0343 (program analyst), 0391 (telecommunications), 0801 (general engineer), 0854 (computer engineer), 0855 (electronics engineer), 1101, 1515 (operations research), and 1550 (computer science). The military AOC code is 51R.
- *Contracting (C).* This career field includes the positions of Contract Negotiator, Contract Specialist, Contract Termination Specialist, Contract Administrator, Procurement Analyst, Administrative Contracting Officer, Contract Price and/or Cost Analyst, Contracting Officer, and Termination Contracting Officer.

Individuals in this career field develop, manage, supervise, and oversee policies and procedures involving the procurement of supplies and services; construction, research, and development; acquisition planning; cost and price analysis; selection and solicitation of sources; and preparation, negotiation, and award of contracts through sealed bidding or negotiation contracts. This career field requires knowledge of the legislation, policies, regulations, and methods used in contracting; as well as knowledge of business and industry practices; sources of supply; cost factors; cost and price analysis techniques; and general requirements characteristics. Series include: 1101, 1102, 1103, and 1150. The military AOC code is 51C.

- *Industrial/Contract Property Management (D)*. This career field includes Industrial Property Management Specialists, Property Administrators, Industrial Plant Clearance Specialists, Plant Clearance Officers, and Contract and Industrial Specialists (if assigned property management responsibilities). Individuals in this career field include personnel who perform, manage, supervise, or develop policies and procedures for professional work. It may involve the acquisition, control, management, use, and disposition of government-owned property used by contractors to support future contractual requirements. Responsibilities include providing guidance, counsel, and direction to government and contractor managers and technicians relating to regulatory and contractual requirements for managing government property; participating in pre-award surveys and post-award reviews; reviewing contracts assigned for property administration; evaluating a contractor's property management system and approving the system or recommending disapproval; and developing and applying property systems analysis programs to assess the effectiveness of contractors' government property management systems. These functions are normally performed by property administrators as part of the contract administration office team and as required by Parts 42.3, 45, and 245 of the Federal Acquisition Regulation (FAR) and Defense Federal Acquisition Regulation (DFAR). Plant Clearance Officers are responsible for performing the duties necessary to dispose of excess and surplus contractor inventory in accordance with Part 45.6 of the FAR and Part 245.6 of the DFAR. Civilian occupational series 1103 (Property Administration and Plant Clearance) is always included in the Industrial Property Management career field regardless of organization. The GS-1102 and GS-1150 series, and others that are performing industrial and/or contract property management as a primary job function, must meet the education and training standards for that ACF in addition to their own career field.
- *Production, Quality and Manufacturing (H)*. Acquisition-related manufacturing and production career field duties vary greatly in managerial, administrative, and technical content. Acquisition-related contractor and manufacturing and production duties usually involve program management or monitoring the manufacturing and production efforts of private sector contractors. Civilian occupational series include 0301, 08XX, and 1150. The Quality Assurance Specialist manages quality assurance activities to establish quality standards and controls; develops and executes plans that focus on quality of design, quality of performance, and fitness for use; integrates quality plans into the system engineering process; develops policies, procedures, test provisions, and quality requirements in specifications, standards, and solicitations; and evaluates quality assurance during acquisition processes as design reviews, functional and configuration audits, production readiness reviews, and milestone reviews. Civilian occupational series include 0018, 0028, 0414, 0660, 08XX, 13XX, 15XX, and 1910.

- *Program Management (A)*. This career field includes, but is not limited to, Program Managers, Deputy Program Managers, or Program Executive Officer (PEO) positions. Other examples include staff positions such as Program Analyst or Program Integrator. Responsibilities may be broad or focused and may be line or staff in nature. This career field does not cover positions associated with other programs such as communications, computer, or basic research programs. Civilian occupational series include 0301, 0340, 0343, 0391, 0560, 08XX, 1101, 13XX, and 1515. The military AOC code is 51A.
- *Purchasing and Procurement Technician (E)*. Individuals in this career field are typically Purchasing Agents or Supervisory Purchasing Agents who work at the GS-05 to GS-09 level. This career field requires the individual to purchase, rent, or lease supplies, services, and equipment through either formal open-market methods or competitive bid procedure. The primary objective of the work is the rapid delivery of goods and services in direct support of common business practices for discounts, deliveries, stocks, and shipments. This career field has a lower grade structure and does not include AAC positions. Civilian occupational series includes 1105.
- *Systems Planning, Research, Development and Engineering – Systems Engineering (S)*. Personnel in this career field are usually engineers and scientists with experience in performing systems planning, research, and development; and/or others with degrees in engineering, chemistry, physics, operations research, mathematics, or computer science fields who directly support acquisition programs, projects, or activities. These positions require the individual to plan, organize, monitor, oversee, and/or perform engineering activities that relate to the design, development, fabrication, installation, modification, or analysis of systems or system components. Duties may require identification, establishment, and organization or implementation of acquisition engineering objectives and policies or establishment of specifications. Job titles include Systems Engineer, Project Officer, Project Engineer, Scientist, Program Management Engineer, Supervising Project Engineer, Computer Specialist, Operations Research Analyst, Software Engineer, Technical Director, Systems Integration Engineer, Engineering Research Psychologist, and Project Leader. Civilian occupational series include 0180, 04XX, 08XX, 13XX, and 15XX. The military AOC code is 51S.
- *Systems Planning, Research and Development and Engineering – Science and Technology Manager (S&T)(I)*. S&T Managers is a track under SPRDE. S&T Managers are typically scientists and engineers involved in the Concept and Technology Development Phase and/or the System Development and Demonstration Phase of the Defense Acquisition Process. Primary Duties: 1) Develop overall program goals for S&T funds; 2) Acquire the services of scientists, engineers and technical support personnel, experts in their fields, to perform science and technology research for DOD; 3) Provide funds and oversee S&T performers including universities, industry, and federal government organizations; and 4) Interface with the technology customer(s) to expedite the transition of technology to the user.
- *Test and Evaluation (T)*. Individuals who work in this field are usually engineers, scientists, operations researchers, computer scientists and other degree-holding technical personnel who perform test and evaluation tasks in support of acquisition. It includes managers and technical specialists in engineering, physics, operations research, mathematics, and computer science fields who are responsible for

planning, monitoring, conducting, and evaluating tests of prototype, new or modified weapon systems equipment or materiel. These individuals also analyze, assess, and evaluate test data and results; prepare assessments of test data and results; and write reports of findings. Civilian occupational series include 08XX, 13XX, and 15XX. The military AOC code is 51T.

- *Facilities Engineering (F)*. Life cycle management of DOD installations, facilities, civil works projects, airfields, roadways, and ocean facilities. Duties include all facets of facilities engineering from planning through disposal, including design, construction, environmental management, base operations and support, housing, real estate, and real property maintenance. Duties may require identification, establishment, organization, or implementation of defense acquisition engineering objectives and policies, or establishing of specifications. Additional duties include advising or assisting Commanders, and acting as or advising program managers and other officials as necessary in executing all aspects of their responsibilities for facility management and the mitigation/elimination of environmental impact in direct support of the defense acquisition process. Engineers, scientists, and other professionals usually accomplish these duties. Duties also include oversight and quality management duties that technicians perform.

Differentiating Between the AL&TWF and the AAC

AL&TWF. Everyone assigned to an Army acquisition position is considered part of the AL&TWF. While civilians may compete for assignment to an acquisition position, military officers must apply and be selected for accession into the AAC prior to being placed into an acquisition position.

AAC. The AAC is a subset of the AL&TWF. AAC status is required for all individuals who occupy a critical acquisition position. To be an AAC member, you must meet established DAWIA, DOD, and Army requirements. Once selected for the AAC, members are considered part of the AAC regardless of whether they are currently assigned to an acquisition position. Policy dictates that military officers, once accessed, are assigned only to acquisition positions.

Critical Acquisition Positions

Critical Acquisition Positions (CAPs) are senior-level acquisition positions at the grade of GS-14/equivalent DOD Civilian Acquisition Workforce Personnel Demonstration Project broadband and LTC and above. These positions may only be filled by a member of the AAC. (All GS-14/equivalent DOD Civilian Acquisition Workforce Personnel Demonstration Project broadband positions meeting the refined Packard definition are CAPs. Only the DACM has the authority to remove the position from acquisition.) The DOD Civilian Acquisition Workforce Personnel Demonstration Project broadband equivalencies are found at the end of this section on page 22.

Frequently Asked Questions on NCOs in the AL&TWF

Who is the Proponent for NCOs in the Acquisition Workforce ?

CW2 Cevilla Mosby (current proponent): cevilla.mosby@us.army.mil

Who is the assignment manager?

MSG Terry Graves: terry.graves@us.army.mil

What field of Acquisition is open to NCOs?

Contracting field (with specifics in contingency contracting).

What responsibilities are given to NCOs in contracting?

They are given the same responsibilities as our Contracting Officers and civilians.

Does the Army have a separate MOS for NCOs in the Acquisition Workforce?

No, currently the NCOs are awarded an additional skill identifier (ASI).

What is the identifier called?

ASI G1 Contract Agent.

Who is eligible to receive the ASI G1?

Individuals in the Quarter Master (QM) career field with a primary or secondary MOS of 92A Logistician or 92Y Supply Sergeants.

How do I get an assignment in the contracting field?

Contact your branch manager and forward a DA Form 4187 stating request for favorable consideration for contracting duties with the Acquisition Corps. See an additional example of how to apply by visiting the NCO Program on the ASC Web site at <http://asc.rdaisa.army.mil>. Click on Application.

How many career fields are in the Acquisition Corps?

There are 12, but ASI G1 only participates in one.

What courses are required to obtain the ASI?

CON 101 Basics of Contracting
CON 104 Principles of Contract Pricing
CON 234 Contingency Contracting.

What is the warrant authority for NCOs?

Supporting Exercises-100K
Supporting Contingency Operations-200K

What other courses are available in the contracting field?

CON 100 Shaping Smart Business Arrangements

CON 202 Intermediate Contracting

CON 204 Intermediate Contract Pricing

CON 210 Government Contract Law

CON 237 Simplified Acquisition Procedures

CON 301 Executive Contracting

CON 333 Management for Contracting Supervisors.

(Note these courses are available to NCOs depending on availability and on an as needed basis; See DAU catalog for course prerequisites.)

Where are these courses taught?

They are taught at various military sites throughout the world. However, the primary locations for NCOs are:

- Huntsville, AL
- Wright Patterson AFB Ohio
- Ft Lee, VA
- Kaiserslauten Germany

Are these courses available on the Web?

ACQ 101 and CON 101 are available on the Web and are highly recommended. CON 104 is hybrid. All other courses are resident.

Can the courses be fulfilled through other means?

Yes, DAU has acknowledged acceptance of equivalent courses and personal experience (see DAU catalog).

Does the Acquisition Corps provide the funding for the residence courses?

Yes, provided the individual has been identified for contracting duties by the Acquisition Corps proponent office.

How do I get enrolled to take the residence courses?

Once you have been notified of your identification as a candidate for contracting duties, contact MSG Graves via email (terry.graves@us.army.mil) and provide the following:

Name

Rank

Grade

MOS

Unit phone

Unit address

Unit fax

Home phone

Home address

Email

Supervisor name/phone/email

This personal data will be used to add individual personal you to the Acquisition Corps Database.

How do NCOs get the ASI?

The ASI is awarded on completion of the above listed residence courses. The individual should submit a DA Form 4187 with copies of course completion certificates to:

Director
Acquisition Support Center
9900 Belvoir Road
Building 201, Suite 101, Mail Stop 5567
Fort Belvoir, VA 22060-5567

Faxed requests are acceptable at (703) 325-6636.

Does the PAC/PSB do a SIDPERS transaction?

No, the ASI is top loaded on EDAS after approval by the, DDACM.

How long does it take to get the ASI awarded?

Current processing time 5 to 10 business days.

How long can I work in the contracting field?

Coordination has been made for NCOs being awarded the ASI G1 to work in the contracting field for a minimum of 36 months. (This is an interim approval contingent upon establishment of a separate MOS.)

Do NCOs have to meet the civilian education requirements outlined in Defense Acquisition Workforce Improvement Act (DAWIA)?

Yes. Some exceptions concerning simplified acquisitions have been approved concerning the requirement to obtain a BA/BS degree. (All NCOs interested in pursuing duties in contracting are strongly encouraged to complete a 4-year degree in either accounting, law, business finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, organization and management.)

What is an Individual Development Plan (IDP)?

This is a developmental tool used by the Acquisition Corps to assist individuals and supervisors in documenting and planning long-range and short-range training objectives. (It is a plan, notification of IDP approval does not mean you have been approved for a seat in a residence course. Course seating is requested through Army Training (AITAS/ATRRS). IDP/AITAS Web site is <https://rda.rdaisa.army.mil/cappmis>.

Who processes certifications and warrants for enlisted soldiers?

Completed certification packets pertaining to contracting should be forwarded through the Acquisition Assignment Managers Office (MSG Graves) for review and forwarding through approval channels:

Director
Acquisition Support Center
9900 Belvoir Road
Building 201, Suite 101, Mail Stop 5567
Fort Belvoir, VA 22060-5567

The DOD Civilian Acquisition Workforce Personnel Demonstration Project Broadband Equivalency Chart

Army Demonstration Projects	Career Paths	Broadband Levels					
		Current GS Rating					
		I	II	III	IV	V	VI
U.S. Army Missile RDEC Federal Register Notice Approved June 27, 1997 Implemented September 1997 Project duration 5 years	Engineers/Scientists (DB)	1-4	5-11	12-13	14-15	Above 15	
	Technical/Business Support (DE)	1-4	5-9	10-12	13-14	15	
	General Support (DK)	1-4	5-6	7-8	9-10		
U.S. Army Aviation RDEC Federal Register Notice Approved June 27, 1997 Implemented September 1997 Implemented September 1997	Engineers/Scientists (DB)	1-4	5-11	12-13	14-15	Above 15	
	Technical/Business Support (DE)	1-4	5-9	10-12	13-14	15	
	General Support (DK)	1-4	5-6	7-8	9-10		
U.S. Army Research Laboratory Federal Register Notice Approved March 4, 1998 Implemented June 3, 1998 Project duration 5 years	Engineers/Scientists (DB)	1-4	5-11	12-13	14-15	Above 15	
	E/S Technicians (DE)	1-8	9-11	12-13			
	Administrative (DJ)	1-4	5-10	11-13	14-15		
	General Support (DK)	1-4	5-7	8-10			
U.S. Army Medical Research and Material Command Federal Register Notice Approved March 3, 1998 Implemented June 3, 1998 Project duration 5 years	Engineers/Scientists (DB)	1-4	5-12	13-14	15	Above 15	
	E/S Technicians (DE)	1-4	5-8	9-11	12-13		
	Administrative (DJ)	1-4	5-10	11-12	13-14	15	
	General Support (DK)	1-4	5-8	9-10			
U.S. Army Engineer Waterways Experiment Station, Vicksburg, MS Federal Register Notice Approved March 25, 1998 Implemented September 13, 1998 Project duration 5 years	Engineers/Scientist (DB)	1-4	5-11	11-12	13-14	15	Above 15
	E/S Technicians (DE)	1-4	5-7	8-10	11-12		
	Administrative (DJ)	1-4	5-10	11-12	13-14	15	
	General Support (DK)	1-3	4-5	6-7	8-9		
DOD Civilian Acquisition Workforce Personnel Demonstration Project Federal Register Notice January 8, 1999 Implemented February 9, 1999 Project Duration 5 years	Business Mgt/Technical Mgt Professional (NH)	1-4	5-11	12-13	14-15		
	Technical Management Support (NJ)	1-4	5-8	9-11	12-13		
	Administrative Support (NK)	1-4	5-7	8-10			