DEPARTMENT OF THE ARMY
ADVANCED CIVIL SCHOOL (ACS) AND TRAINING WITH INDUSTRY (TWI)
POLICY AND PROCEDURES

1. REFERENCES: SEE APPENDIX A.

2. APPLICABILITY: This policy and these procedures apply to all Active Component Functional Area 51 (FA51) Army officers including the Reserve Component. Failure to comply will result in non-selection and/or removal from the program.

3. PURPOSE: This document establishes the policy and procedures for application to the ACS and TWI programs and the selection of applicants for these programs.

4. RESPONSIBILITIES:

a. The Deputy Director, Acquisition Career Management (DDACM):

(1) Has oversight and control of the ACS and TWI policy and procedures.

(2) Is responsible for the development and management of the program and providing for the education, training, and career development of the Acquisition, Logistics, and Technology (AL&T) workforce members.

(3) Is the final approval authority for military AL&T workforce members selected to participate in ACS and TWI.

(4) Is the final approval authority for the ACS Program Order of Merit List (OML) and slating of TWI officers.

b. U.S. Army Human Resources Command (HRC):

(1) Is the overall administrative coordinator for the Army.

(2) Initiates requests for gratuitous agreements on all industries participating in the TWI program prior to the TWI participant reporting for training.

(3) Maintains the Army Educations Requirements System (AERS) and distributes TWI quotas.

c. The Acquisition Management Branch (AMB):

(1) Announces availability of TWI opportunities via HRC's website at https://www.hrc.army.mil/site/protect/branches/officer/leaderdev/civschool/applying_for_a_fellowship_or_scholarship.htm.

(2) Nominates, selects or assigns the most appropriate officer to a private sector host (PSH) based on qualifications, background, and intent of the private sector host as listed in Appendix B.

(3) Manages ACS funds including tracking and yearly projections in coordination with USAASC.

(4) Conducts the announcement and competitive board like process of TWI and ACS at least annually. The announcement and Order of Merit List (OML) will be staffed through the U.S. Army Acquisition Support Center (USAASC), Acquisition Career Development Division to the DDACM for final approval.

(5) Handles funding management for ACS, announcements, boarding and selection of participants (with final approval by DDACM).

(6) Maintains the ACS students' program data in the AERS.

(7) Coordinates personnel issues with the U.S. Army Student Detachment (USASD) at Fort Jackson, South Carolina.

(8) Ensures proper follow-on utilization assignments for TWI participants that will directly relate to their experiences and skills gained from the time with industry.

d. The USAASC:

(1) As proponent, establishes TWI personnel policies and procedures.

(2) Serves as the training coordinator for the Army.

(3) Initiates the establishment, control, and execution of the students' training program.

(4) Validates all training and reviews travel planning.

(5) Administers and controls training funds for TDY approval and orientation. Funding for both ACS and TWI are forwarded using DD Form 448 Military Interdepartmental Purchase Request (MIPR) to HRC. Funds for TWI are centrally funded by USAASC.

(6) Serves as the liaison between industry, the TWI student and HRC.

(7) Reviews all TWI participants Academic Evaluation Reports (AERs) generated by the industry.

(8) Manages the marketing and promotion of ACS and TWI to the military acquisition population after approval of AMB's announcements of opportunities.

(9) Coordinates quota allotment and host requirements with HRC.

(10) Coordinates with officers approved for TWI after assignment to student detachment to ensure documentation is submitted in accordance with the TWI Student Handbook.

e. The PSH:

(1) Develops training objectives, training plans and travel plans in coordination with USAASC.

(2) Fulfills obligations under the gratuitous agreement to include the completion of the AER.

f. The U.S Army Student Detachment (USASD):

Provides command and control of personnel, administrative, and pay related matters of all assigned TWI participants including issues concerning TRICARE. TWI participants remain with the USASD while stationed with the PSH.

5. TWI POLICY:

a. Program Mission. Reference Appendix A.11, TWI is a top priority for Army acquisition and a priority to fill at 100 percent. The TWI Program is a highly competitive program that provides eligible FA 51 officers a career broadening opportunity with exposure to innovative companies in defense, Information Technology, and production. Program participation will enhance the officer's knowledge of industry best practices and ensure the maximum return on investment for the Army when FA51 officers assume their next acquisition position. The HRC announces and conducts the TWI selection process in the Winter/01 cycle and in the Summer/02 cycle.

b. PSH Criteria. Experience gained in a TWI assignment must explicitly fulfill a DoD requirement. The follow on utilization tour/assignment must be directly applicable to the TWI assignment. The TWI assignment must be a minimum of 6 months and a maximum of 12 months in duration. The TWI assignment must meet professional development requirements. There must be a written agreement between the PSH and the DoD component prior to the start of the TWI assignment. Only U.S. commercial industries will be considered.

c. Eligibility Requirements. TWI applicants must be active duty Army FA51 officers, who are high performing, have high scholastic aptitude, have positive career potential, and meet the eligibility criteria in accordance with the annual announcement. The applicant must also meet the following requirements for the TWI Program:

(1) Have a minimum of three and not more than 19 years of Active Federal Continued Service (AFCS) prior to requesting training under the TWI program. Must provide written concurrence to fulfill any service obligation incurred by acceptance of training.

(2) At a minimum, possess a Secret security clearance.

(3) Be competitive for promotion, or recently promoted, so that TWI participation will not place the service member at risk for promotion.

(4) The applicant's Career Management Individual File (CMIF) must reflect the potential for future long term service, as determined by HRC.

(5) Meet height/weight requirements in accordance with The Army Weight Control Program, Army Regulation 600-9 (AR 600-9), (Paragraph 2-8).

(6) Must have obtained Level II certification in an Acquisition Career Field (ACF) and if working in a new ACF, show progress toward certification in the current ACF.

d. Academic Standards. Applicants must meet or exceed the academic standards determined by the PSH for each fiscal year of competition.

e. The TWI Participant:

(1) Upon receipt of assignment instructions, must immediately visit the USASD, Fort Jackson website at http://www.jackson.rmy.mil/usasd for in-processing information, inform USASD of placement in the TWI Program and arrival dates at the PSH, and review the HRC TWI Student Instruction Booklet, located on the HRC website at https://www.hrc.army.mil/site/protect/branches/officer/leaderdev/civschool/TWI_HRC_Student_Handbook.htm.

(2) Complies with the provisions of the Joint Ethics Regulation (JER) (DOD 5500.7-R). For questions regarding appropriate action in a given situation, contact Mr. Joel Strout at email: Joel.d.strout.civ@mail.mil.

(3) Meets or exceeds his/her training objectives established by the PSH. As an Army representative, the participant must work to foster positive working relationships while at the same time maintaining perspective of the responsibilities to the industry and to the U.S. Army. The participant is not expected to merely act as a spectator, but to perform assigned tasks in a manner acceptable to the PSH and study to its operations.

(4) Submits all required reports as stated in the HRC TWI Student Instruction Booklet and in the Student Detachment Handbook to the USAASC proponent. In addition to the required reports as stated above, he/she are required to provide a final

training report to USAASC in the form of an Executive Summary. This Executive Summary will be forwarded to the Director, Acquisition Career Management. Your Executive Summary must identify the following:

(a) Program benefits to the Army.

(b) Program benefits to you as a TWI participant.

(c) Recommended improvements.

(d) Whether or not you met the PSH's established training objectives and indicate why or why not.

(e) How you will use the knowledge gained at your follow-on assignment.

(5) Submits a DA Form 1059-1 (Academic Evaluation Report) to HRC (AHRC-OPL-L) not later than 60 days after completion of training. The TWI participant will provide a copy of all other reports to the USAASC proponent.

(6) Establishes/maintains an on-site continuity book. The TWI participant will establish and/or maintain a continuity book at the PSH. Items that must be included in all continuity books include the following:

(a) A copy of the training plan, including any suggested changes

(b) A copy of all travel plans submitted during the training period.

(c) All points of contact at the PSH.

(d) A copy of all training reports submitted during the training period.

Additional documents/information may be added to the continuity book as necessary. Items that may be included for personal use include the following:

(a) The location of any health care facilities that accepts TRICARE.

(b) The location of nearest exchange facilities.

(c) Availability of suitable housing.

(d) The nearest DoD schools.

(7) Requests any departure date change at least 90 days prior to the current departure date in writing, if required. The TWI participant must submit the following to AHRC (AHRC-OPL-L) for approval:

(a) Signed letter from the PSH representative, approving the requested departure date.

(b) Written approval from TWI proponent representative

(c) Written approval from TWI proponent representative.

(d) Written approval from AMB.

6. ACS POLICY:

a. Program Mission: The ACS program provides opportunities for Army officers to pursue advanced degree programs at civilian universities on a full-time, fully funded basis. The FA51 goal is to ensure Army Acquisition Corps (AAC) officers receive the best and most appropriate graduate degrees available in a timely and cost effective manner.

b. Eligibility Requirements:

(1) Twenty-four (24) months Time-on-Station (TOS). Officers with less than 24 months TOS may request a waiver.

(2) Command endorsement with approval of early departure (if required) and acknowledgement that backfill may not be immediately available.

(3) Must apply only for institutions in the local commuting area.

(4) Must have obtained Level II certification in an ACF and if recently (within 12 months) assigned to a new ACF, must show progress toward certification in the current ACF. Officers who are attending the Naval Post Graduate School in lieu of the Army Acquisition Basic Course are exempt from this requirement. Fees are defined as lab fees.

c. Funding. Cost categories are the actual tuition/fees for the approved program of study, calculated for one complete calendar year and must be reflected on the acceptance and tuition letter. Funding for tuition and fees are limited to High: $35,001 - $45,000; Medium: $20,001 - $35,000; Low: > $20,000.

(1) Other costs, such as health insurance, parking passes, student ID, registration, transcripts, graduation, application, deposit, enrollment, cap and gown, recreation, technology, orientation, reservation, prerequisite work (GMAT/GRE), books,

thesis and dissertation will not be paid nor reimbursed and are the sole responsibility of the officer.

(2) In all cases, students must request in-state tuition rates and attempt to negotiate a reduced tuition agreement with the university that will place the institution in the authorized cost category. Refer to the HRC ACS SOP at Appendix A for tuition negotiation guidance.

(3) Students are not authorized to pay any tuition "out of pocket" or make up the difference in tuition to attend a higher cost category university. Refer to the HRC ACS SOP "Prohibition of Paying Tuition out of Pocket" for more details.

(4) ACS program funds will not be provided as reimbursement for funds expended by the student or another organization without prior approval.

d. Scholastic Institutions and Program of Study:

(1) The ACS program will fund resident only institutions that are Regents accredited. A partial listing of approved schools and programs can be viewed on the HRC Advanced Education Program (AEP) web page: https://www.hrc.army.mil/site/protect/branches/officer/LeaderDev/CivSchool/index.htm.

(2) Distance learning, satellite and non-traditional schedules (off duty hours, night and weekend classes) are prohibited by Army policy.

(3) Programs of study must be graduate level programs that directly support AAC mission requirements.

(4) Degrees must be completed within the time limit stated in the HRC ACS SOP.

(5) Once approved, changes to the school and/or course of study are not permissible except under extreme circumstances such as new course requirements for degree completion (must be documented), family emergency or deployment. Exceptions must be justified in writing by the student and sent via e-mail to the HRC POC.

(6) Changes not approved in advance may require removal of the student from the ACS program and repayment of tuition and fees.

(7) Non-attendance at scheduled courses for a period of 30 days or more may result in removal from the ACS program and require the student to reimburse tuition and fees.

e. The ACS participant:

(1) Meets all eligibility requirements as outlined in the announcement and HRC ACS SOP prior to the closing date of the announcement.

(2) Completes and submits ACS packet in accordance with requirements set forth in the announcement, HRC ACS SOP and this ACS policy. Includes a signed command endorsement outlining how the completion of the ACS program will benefit the organization and the US Army

(3) Identifies both primary and alternate institutions (must select a minimum of two institutions). Funding levels for selected institutions must be within the levels as defined in 4c above. NOTE: If a high cost institution is selected, all other institutions must be in the medium or low cost category.

(4) Must maintain a minimum grade of "B" in all courses. Two withdrawals, failures or incompletes from ACS program funded course(s) may result in removal from the ACS program.

(5) Selects courses from the approved program of study which underpins an acquisition function.

(a) When planned courses are cancelled/unavailable, provides appropriate substitute classes to HRC no later than 60 days prior to expected course start. Failure to provide substitute classes prior to course start is grounds for removal from the program.

(b) Not later than 1 April of the calendar year, requests approval to remain in the program if the institution does not offer Summer sessions or courses appropriate for degree completion.

(6) Enrolls/completes the maximum credit hours as set forth by the institution for full-time attendance.

(7) Provides all required documentation in accordance with the HRC ACS SOP during and after completion of the ACS program.

7. PROGRAM ACCEPTANCE: Successful candidates will be notified by e-mail (Army Knowledge Online account) of their acceptance into the program.

8. LABOR RELATIONS: All statutory labor relations obligations must be met in the implementation of this policy.

9. EFFECTIVE DATE AND IMPLEMENTATION: This policy and these procedures are effective immediately and will remain in effect until superseded.

CRAIG A. SPISAK
Deputy Director
Acquisition Career Management

FEB 10 2012

APPENDIX A

1. AR 350-100, Officer Active Duty Service Obligations, 8 August 2007 AR 621-1 Training of Military Personnel at Civilian Institutions, 27 August 2008.

2. AR 621-5, Army Continuing Education Systems, 11 July 2006.

3. AR 621-7, Army Fellowships and Scholarships, 8 August 1997.

4. AR 621-108, Military Personnel Requirements for Civilian Education, 26 March 2007.

5. AR 623-3, Evaluation Reporting System, 10 August 2007.

6. DA PAM 623-3, Evaluation Reporting System, 13 August 2007.

7. DoD Instruction 1322.06, Fellowships, Scholarships, Training With Industry (TWI), and Grants for DoD Personnel, 15 November 2007.

8. DoD Instruction 1322.10, Policy on Graduate Education for Military Officers, 29 April 2008.

9. DoD Instruction 1322.06, Fellowships, Scholarships, and Grants for Members of the Armed Forces, 15 November 2007.

10. Joint Ethics Regulation (JER) (DOD 5500.70-R).

11. DDACM Memorandum, Subject: Training with Industry Fill Rate, 7 June 2011.

12. Advanced Education Program: https://www.hrc.army.mil/site/protect/branches/officer/leaderdev/civschool/index.htm.

13. Advanced Civil Schooling Standard Operating Procedures: https://www.hrc.army.mil/site/protect/branches/officer/leaderdev/civschool/ACS_SOP_FY2010_1_Oct_09.htm.

14. U.S. Army Human Resources Command: https://www.hrc.army.mil/site/index.asp.

15. Training with Industry Program: https://www.hrc.army.mil/site/protect/branches/officer/leaderdev/civschool/twi_main_page.htm.

16. HRC TWI Student Instruction Booklet: https://www.hrc.army.mil/site/protect/branches/officer/leaderdev/civschool/TWI_HRC_Student_Handbook.htm.

17. U.S. Army Student Detachment, Fort Jackson, SC:
http://www.jackson.army.mil/sites/school/pages/110/Welcome.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Boeing

LOCATION: Huntsville, Alabama

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

No preference stated by company

JOB EXPERIENCE

Preference (not requirement) of previously deployed soldier with Missile Defense/Space background

ADDITIONAL INFORMATION: Open to senior MAJ or junior LTC; open to diverse educational and functional experience. Earlier follow-on assignment identified, earlier they can adjust the rotations to better prepare the officer

DESCRIPTION OF TWI JOB DUTIES: Officer will rotate through the company (moving from functional support to program support). They will rotate through Business Development –> Cost/Pricing –> Operations -> Future Development –> last 2-3 months tailor it to next assignment of officer. Officer will be provided ample time to complete any required certification training as well as any desired Boeing training.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Cisco

LOCATION: Herndon, Virginia

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

No preference required by company on formal education, but a background or strong interest in computer science, IT management, or business will help.

JOB EXPERIENCE

Helpful for background in information technology planning and management, or program management. Understanding Army network operations at the tactical brigade level and above, or at a Major Command level or above, is a plus.

ADDITIONAL INFORMATION: Strong interest in technology, business, and or program management; prefer a Major or junior Lieutenant Colonel. Strong verbal/written communication and facilitation skills along with excellent analytical and problem solving skills. Request Officer travel be supported. Request a known follow-on assignment focused on PEO-EIS, PEO-C3T, or similar.

DESCRIPTION OF TWI JOB DUTIES: Company Vision: Changing the Way We Work, Live, Play and Learn.

Cisco's market leadership is dependent on its ability to deliver a first class employee experience. Just as we continually respond to changes in market conditions to remain a market leader, we must also respond to the changing needs of today's workforce, positioning ourselves to attract and retain top talent by delivering a best-in-class employee experience.

We will tailor the position inside Cisco to best align with the officer's next assignment and career goals. Possible positions include but are not limited to: Working as a project or engagement manager within our Global Government Solutions Group on managing the development of future IT systems and technologies, working within our Cyber Security teams protecting our internal and client networks, or leading professional services support to one of our Fortune 100 Global Enterprise customers. All of our positions will start out in a learning role before moving into a more direct leadership position.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Computer Sciences Corporation (CSC)

LOCATION: Falls Church, Virginia

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

No preference stated by company

JOB EXPERIENCE

Preference suggested by company of previous PM or Contracting experience.

ADDITIONAL INFORMATION: Senior CPT or Junior MAJ desired

DESCRIPTION OF TWI JOB DUTIES: Officer will follow have the opportunity to chose one of two professional development focused tracks (contracting/acquisition New Business Strategy & Development with a primary focus on BD, capture and proposal OR a program management track) depending on the background and type of preferences expressed by the officer. CSC will imbed the officer in the Army Division (operational unit of 1500 employees). Individual will be at assigned within our Defense Group which is located at the CSC HQ in Falls Church. The individual will be recognized and incorporated as a senior manager/junior director. Officer will be provided with a mentor and time the latitude and resources to complete multiple training and development opportunities to include the PMP Certification (if desired).

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Coca-Cola

LOCATION: Atlanta, Georgia

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

No preference stated by company on formal education. Preference (not required) of Lean Six Sigma background and interest. Business interest and mindset

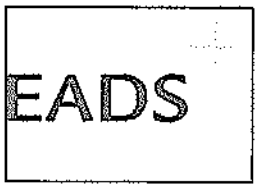
JOB EXPERIENCE

Preference of PM and/or Supply Chain Management experience.

ADDITIONAL INFORMATION: *N/A*

DESCRIPTION OF TWI JOB DUTIES: Officer will start with a one month accelerated overview of Coca-Cola. Depending on background of officer, focus will either be on distribution, procurement, or manufacturing.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY



COMPANY: EADS North America

LOCATION: Huntsville, Alabama

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

Preference for Engineering or a technical background. This TWI assignment exposes the officer to systems engineering and specific engineering disciplines – an officer should be comfortable in multi-disciplinary projects.

JOB EXPERIENCE

Aviation, weapons systems (sensors, communications, targeting), or Army maintenance experience would be helpful. The officer who has prior program management office experience would most benefit from the TWI rotation in this Company.

ADDITIONAL INFORMATION: Strong analytical skills; and active engagement in desiring to know how things work across an entire ACAT-1 program from logistics through finance. At least rank of senior Major expected by company.

DESCRIPTION OF TWI JOB DUTIES: Officer will rotate into 4 major areas: logistics; engineering; production and scheduling; contracts and finance. EADS goals are to ensure the officer has an appreciation for project management of large scale systems as a U.S. Defense Prime Contractor. EADS also intends to prepare the TWI officer for successful Product Management assignment as an immediate follow-on assignment. The officer will interface weekly with the VP & Program Director. TDY is necessary for this position.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: General Dynamics Land Systems

LOCATION: Sterling Heights, Michigan

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

Preference of officer with engineering background. Someone with a Masters a plus but not required.

JOB EXPERIENCE

Preference of previous PM experience.

ADDITIONAL INFORMATION: Junior MAJ acceptable; however, needs to have had APM time; Otherwise, senior MAJ. Engineering background is an absolute must as this position is more technical than others.

DESCRIPTION OF TWI JOB DUTIES: Officer will work in most likely two positions (6 month rotation) in Program Management (project engineering background/project management scenario - from design to shelve to vehicle) and Logistics (fielding plan) for either Stryker or Abrams.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Google

LOCATION: Mountain View, California

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

No preference stated by company.

JOB EXPERIENCE

Preference (not required) of supply chain management background, but not required.

ADDITIONAL INFORMATION: Helpful for background in Business (Operations or Finance emphasis a plus), planning, manufacturing, logistics, inventory and/or fixed assets management. Strong verbal/written communication and facilitation skills along with excellent analytical and problem solving skills.

DESCRIPTION OF TWI JOB DUTIES: Organization: Simply put, Google engineers make computers do amazing things. Populated by extraordinarily creative, motivated and talented people, our Engineering Operations organization develops and deploys Google's worldwide compute infrastructure, hosting applications that really make a difference and are used by millions of people. We're driven by Google's mission to organize the world's information and make it universally accessible and useful. If you seek to tackle such challenges as building a highly scalable computing infrastructure, novel storage systems, innovative user experiences or the next big application that will change the world, then this might be a perfect fit for you.

Position: **GCD Supply Chain Project Manager.** As a Supply Chain Project Manager, you will draw on your domain expertise and project management skills to leading projects related to material planning, inventory management, procurement, manufacturing and/or logistics operations. Project Managers will take projects from concept to implementation across Google's Global Capacity Delivery organization. You will work closely with customers, supply chain managers, engineers and supplier partners to implement processes and systems that directly support Google's rapidly growing hardware infrastructure.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Intel

LOCATION: Hillsboro, OR

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

Desired business or technical degree.

JOB EXPERIENCE

In order to be successful from the start in this position, officer should have strong experience in PM and/or Contracting (depending on the identified path).

ADDITIONAL INFORMATION: Intel expects the officer to come into the job with relevant PM and/or CON experience and be appropriately certified. This will allow a more seamless transition into the Intel culture and ability to make impactful contributions to the company.

DESCRIPTION OF TWI JOB DUTIES:

Intel is the world's leader in producing microprocessor technologies and is proud to work with the U.S. Army in the Training with Industry (TWI) Program. Intel strives to provide a challenging training environment that compliments a TWI student's professional experience and potential follow-on assignment opportunities to enhance their overall effectiveness as a leader. Acquisition Management, Contracting Professional and Engineer roles and responsibilities will vary based on current initiatives at Intel that are driven by real world market demands and forecasts. TWI students will have the opportunity to observe, assist and lead various projects within their work teams and gain new and exciting insight into the best practices of the industry.

In a similar TWI program for the U.S. Air Force, students have participated and led projects in: construction contract management, program management, supply chain management, world class safety programs and much more.

Intel believes that the TWI program is the student's program and is more than happy to provide a rich training opportunity for driven Army Officers who want to work with one of America's most respected technology companies.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Lockheed Martin Global Training and Logistics

LOCATION: Orlando, Florida

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

No preference specified by company

JOB EXPERIENCE

No preference specified by company

ADDITIONAL INFORMATION: Open to diverse background; traditionally have received Program Management or Contracting backgrounds.

DESCRIPTION OF TWI JOB DUTIES: Formal training for about 4-5 weeks (cost account, program management, risk management). The program will be tailored based on officer's background. Officer will work in different stages (proposal, execution) depending on experience/background level.

APPENDIX B: FY 12 ACQUISITION TRAINING WITH INDUSTRY

COMPANY: Microsoft

LOCATION: Seattle, Washington

SUGGESTED (NOT REQUIRED) BACKGROUND OF THE OFFICER

EDUCATION

Preference (not required) of Information Technology background

JOB EXPERIENCE

Preference (not required) of Information Technology/technical background

ADDITIONAL INFORMATION: *N/A*

DESCRIPTION OF TWI JOB DUTIES: Officer will work in the worldwide operations division and will focus on multiple areas of the company (IT, Contracting, Program Management)