



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

SFAE-CDD

MAR 13 2015

**MEMORANDUM FOR SEE DISTRIBUTION**

**Subject: Director, Acquisition Career Management (DACM) Memorandum - Fiscal Year (FY) 2015 Army Acquisition Workforce Standards**

**1. References:**

- a. DACM Memorandum #7, SFAE, 11 Mar 14, subject: Annual Acquisition Workforce Standards Fiscal Year 2014.
- b. DACM Memorandum #8, SFAE, 30 Jan12, subject: Enforcement of Department of the Army Defense Acquisition Workforce Improvement Act (DAWIA) Certification Compliance Policy.
- c. Defense Acquisition Workforce Improvement Act (DAWIA), Title 10 United States Code (U.S.C.), Sections 1732 and 1734, Chapter 87.
- d. Department of Defense Directive 5000.52, the Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program, 12 Jan 2005.
- e. Department of Defense Instruction 5000.66, Operation of the Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program, 21 Dec 05.
- f. Department of Defense, "Desk Guide for Acquisition, Technology and Logistics Workforce Career Management", 10 Jan 06.
- g. Army Supplement for the Department of Defense "A Desk Guide for Acquisition, Technology and Logistics Workforce Career management", 1 Sep 10.
- h. Policy, SFAE, 20 Aug 14, subject: Department of the Army Acquisition Career Field Certification Policy.
- i. Policy, SFAE, 8 Jan 14, subject: Department of the Army Continuous Learning Policy and Implementation Guidelines for Acquisition Employees and Their Supervisors.
- j. Memorandum, USD (AT&L), 8 Nov 13, subject: Key Leadership Positions and Qualification Criteria.

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k. Memorandum, ASA (AL&T), 21 Mar 14, subject: Army Key Leadership Positions and Qualification Criteria Policy.

2. The Army Acquisition Workforce (AAW) has made astounding progress in meeting the DAWIA statutory certification requirements over the past several FYs. The FY14 certification or within grace period standard was 96 percent, and we exceeded that goal with a rate of 98 percent! This stellar performance is a direct reflection of having devoted acquisition professionals and their supervisors committed to meeting DAWIA standards and supporting current and future Army needs. Acquisition professionals must think on many levels, integrate inputs from many perspectives, balance competing needs, and satisfy many stakeholders and customers. The emphasis on AAW professionalism is central to everything we do in Army acquisition.

3. AAW standards are set at an extremely challenging level in order to ensure our acquisition workforce meets the highest marks of professionalism, relevance, currency, and skill to support the Soldier. My FY15 AAW standards are detailed below:

a. Certification and Within Grace Period Rate Standards. Upon assignment to an acquisition position, AAW members are required to meet their respective Acquisition Career Field certification requirements within a 24 month grace period in accordance with references; otherwise, a waiver must be initiated by the command/organization and submitted for approval via the United States Army Acquisition Support Center (USAASC), Army DACM Office. An approved waiver extends the grace period for these employees to attain certification, but does not waive the certification requirements. Employees who fail to achieve their certification requirements, within their authorized grace period, will be subject to personnel actions as outlined in reference b. Supervisors should ensure all delinquent personnel are monitored and evaluated for performance against their "get well" plans to achieve success. By the end of FY15, I expect the AAW to either achieve or maintain the following certification and within grace period rates:

(1) For AAW and non-Critical Acquisition Position (CAP) populations: 96 percent.

(2) For Army Acquisition Corps (AAC) members occupying CAPs (non-Key Leadership Positions (KLPs)): 98 percent.

(3) For AAC members occupying KLPs: 100 percent.

b. Individual Development Plan (IDP) Standard. Supervisors and AAW members will ensure IDPs are current and updated at least every six months or more frequently, as needed. I expect supervisors to ensure at least 95 percent of subordinate IDPs are discussed and updated every 6 months with a goal of 100 percent.

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c. Continuous Learning Point (CLP) Standard. The AAW current CLP cycle of 80 CLPs began on 1 Oct 14 and runs through 30 Sept 16. My FY15 standard for CLPs is for 100 percent of all AAW members to attain at least 40 CLPs by 30 Sept 15, which is midway through the two-year cycle. The CLP glide path to measure CLP attainment for FY15 is as follows: 1QFY15 = 5 CLPs; 2QFY15 = 10 CLPs; 3QFY15 = 20 CLPs; and 4QFY15 = 40 CLPs. The intent of attaining at least 80 CLPs every two years is to ensure acquisition professionals remain current, relevant, and proficient in acquisition. I expect supervisors to be actively engaged to ensure their acquisition employees meet this standard. (Note: Reference k annotates additional stipulations regarding CLPs for AAW Members in KLPs.)

4. Teamwork, communication, and direct senior leader involvement are essential to achieve and maintain these standards. Supervisors and acquisition employees at all levels must work together as we continue to grow and develop future military and civilian acquisition leaders and improve our core competencies and acquisition workforce outcomes. Activities and organizations are reminded to meet all statutory labor relations obligations in the implementation of this policy. All Department of Army acquisition workforce policies and DACM memoranda can be found on the USAASC website at: <http://asc.army.mil/web/policies-main/alt-workforce-policy-procedure/>.

5. Effective date and implementation. This document is effective immediately and will remain in effect until rescinded. This signed policy supersedes reference a.

6. For questions regarding your individual requirements outlined within this memorandum, please contact the USAASC, Army DACM Office via the Career Acquisition Management Portal:  
<https://rda.altess.army.mil/camp/index.cfm?fuseaction=support.helpRequest>, or commercial (575) 678-2247.

7. The point of contact is Ms. Joyce B. Junior, commercial (703) 805-2879, DSN 655-2879, or e-mail: [joyce.b.junior.civ@us.army.mil](mailto:joyce.b.junior.civ@us.army.mil).



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