



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

SFAE

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Director, Acquisition Career Management Memorandum - Fiscal Year 2016  
Army Acquisition Workforce Standards

1. References:

a. Director, Acquisition Career Management (DACM) Memorandum, SFAE-CDD, 13 March 2015, subject: Director, Acquisition Career Management (DACM) Memorandum - Fiscal Year (FY) 2015 Army Acquisition Workforce Standards (hereby rescinded).

b. DACM Memorandum #8, SFAE, 30 January 2012, subject: Enforcement of Department of the Army Defense Acquisition Workforce Improvement Act (DAWIA) Certification Compliance Policy.

c. DAWIA, Title 10 United States Code, Sections 1732 - 1734, Chapter 87, Defense Acquisition Workforce Improvement Act (DAWIA).

d. Policy, SFAE, 1 September 2010, subject: Army Supplement to the Department of Defense Desk Guide for Acquisition, Technology and Logistics Workforce Career Management.

e. Policy, SFAE, 20 August 2014, subject: Department of the Army Acquisition Career Field Certification Policy.

f. Policy, SFAE, 8 January 2014, subject: Department of the Army Continuous Learning Policy and Implementation Guidelines for Acquisition Employees and Their Supervisors.

g. Memorandum, Assistant Secretary of the Army (Acquisition, Logistics and Technology), 21 March 2014, subject: Army Key Leadership Positions and Qualification Criteria Policy.

h. Memorandum, DACM, SFAE, 10 July 2015, subject: Senior Rater Potential Evaluation (SRPE) Policy.

2. The Army Acquisition Workforce (AAW) has had several years of astounding progress in meeting the DAWIA statutory certification requirements. The FY 2015 certification or within grace period standard was 96 percent and we exceeded that goal

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with a rate of 98.6 percent! This stellar performance is a direct reflection of the efforts of committed acquisition professionals and senior leaders across the entire AAW to meet DAWIA standards and support current and future Army needs. The AAW professionalism is central to everything we do in Army acquisition and directly enables the Army Chief of Staff's current priorities: readiness, modernization, and taking care of Soldiers.

3. I've set our standards at a challenging level to ensure our AAW continues to lead the Department of Defense in professionalism, relevance, currency and skills ultimately to support the Soldier. We must continue to move forward and set our sights higher in FY 2016. My FY 2016 AAW standards are detailed below:

a. Certification and Within Grace Period Standards. Upon assignment to an acquisition position, AAW professionals are required to meet their respective Acquisition Career Field certification level requirements within a 24 month grace period in accordance with (IAW) reference 1c; otherwise, a waiver must be initiated by the command/organization and submitted for approval via the U.S. 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 1b. Supervisors should ensure all delinquent personnel are monitored and evaluated for performance against their "get well" plan to achieve success. By the end of FY 2016, I expect the AAW to either achieve or maintain the following certification and within grace period rates:

(1) For the entire 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) Standards. Supervisors and AAW professionals 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. While it appears the IDPs have been reviewed, it is apparent that they are not being adequately updated. As of 1 September 2015, only 40 percent of the IDP short and long term goals were current. Goals are a critical factor in career development as well as a tool for planning interim training, education and lateral opportunities and

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should be taken seriously. I specifically expect an improvement in this area to at least 75 percent.

c. Continuous Learning Point (CLP) Standard. The current cycle for 80 CLPs began on 1 October 2014 and runs through 30 September 2016. The intent of attaining at least 80 CLPs every two years is to ensure acquisition professionals remain current, relevant and proficient in acquisition expertise. My FY 2016 CLP standard is, again, that 100 percent of all AAW professionals attain at least 80 CLPs by the end of the cycle on 30 September 2016. The CLP glide path for the second year of the cycle is as follows:

<u>Quarter FY 2016</u>	<u>CLPs</u>
1st	45
2nd	50
3rd	60
4th	80

At the end of FY 2015, 81.3 percent of the AAW had met the 4<sup>th</sup> Quarter FY 2015 goal of 40 CLPs. I expect supervisors to be actively engaged to ensure their acquisition employees meet this standard. (Note: Reference 1g annotates additional stipulations regarding CLPs for AAW Members in Key Leader Positions.)

d. Talent Management Standards. I strongly encourage the following:

(1) Inclusion of mentorship as a supervisory performance objective. This year, I leave the specifics to the organizational level.

(2) A one percent increase in higher level degrees (bachelors or higher). Raising the professionalism of the acquisition workforce is one of the Better Buying Power initiatives, and educational degrees are one way to achieve this goal. Currently, 86 percent of the overall AAW has a higher level degree.

(3) SRPE. Reference 1h mandates SRPEs IAW a phased implementation plan for all civilian AAW members in grades GS12 and higher and broadband equivalents. I expect compliance IAW the iterative implementation.

4. Teamwork, communication, and direct senior leader involvement are essential to achieve and maintain these AAW standards. This involvement is why we have been so successful with our certification goals in the past several years. Leaders and acquisition professionals at all levels are also equally accountable to work together to improve our core competencies and ensure we have a highly capable, agile, adaptive and professional AAW.

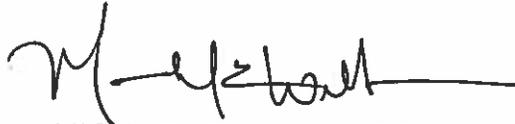
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5. Activities and organizations are reminded to meet all statutory labor relation obligations in the implementation of this policy. All Department of Army acquisition workforce policies and DACM memoranda can be found on the USAASC Army DACM Office website at: <http://asc.army.mil/web/policies-main/alt-workforce-policy-procedure/>.

6. Effective date and implementation. This document is effective immediately and will remain in effect until rescinded.

7. For questions regarding 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.



MICHAEL E. WILLIAMSON  
Lieutenant General, GS  
Director, Acquisition Career Management

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