



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 19 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Acquisition Workforce Critical Skill Set Retention Guidance and the Defense Acquisition Workforce Development Fund (DAWDF)

1. References:

a. Under Secretary of Defense (Acquisition, Technology and Logistics) memorandum, 11 September 2012, subject: Guidance for the Continuation of Defense Acquisition Workforce Improvement Initiative.

b. Department of the Army Office of the Assistant Secretary of the Army (Manpower and Reserve Affairs) memorandum, 22 January 2013, subject: Department of the Army Hiring Freeze and Release of Terms and Temporary Civilian Personnel.

2. Reference 1a provides guidance to leadership on the continuation of the Defense Acquisition Workforce Improvement Initiative (DAWIA) in the Department of Defense, and the continued use of the DAWDF for managing and developing the acquisition workforce. Reference 1b provides guidance for civilian personnel and allows for an exception for DAWDF personnel actions.

3. With the introduction of the DAWDF in 2008, we have made great strides in the recruitment, training, and retention of the Acquisition Workforce. The pipeline to develop key acquisition personnel in accordance with the DAWIA is lengthy, and any reduction of critical acquisition skill sets without balancing against future requirements could do irreversible damage. After an analysis of future workforce needs, I have determined that these critical priorities still remain:

a. Business and Financial Management professionals to include Cost Analysis/Cost Estimating;

b. Contracting professional community with specific regard to Cost Pricing professionals;

c. Legal staff supporting contracting functions;

d. Systems Engineers;

SFAE-CDD

SUBJECT: Army Acquisition Workforce Critical Skill Set Retention Guidance and the Defense Acquisition Workforce Development Fund (DAWDF)

e. Acquisition Professionals with unique Science and Technology capabilities;
and

f. Key Project/Product Management personnel.

4. As we all navigate these difficult times of constrained budgetary and manpower resources, each of us must do our part to continue providing the Army essential capabilities for continued success. A key component of this total Army remains the specialized capabilities provided by the Acquisition Workforce. I continue to focus on these dedicated professionals but remain cognizant of the unique and individual challenges presented to commanders and leaders at specific geographic locations. As you balance manpower requirements to meet your operational and tactical priorities, consider our critical acquisition skill needs. I would expect leaders to balance local needs against Army priorities utilizing every authority and tool available. As a workforce, we must remain focused on the recruitment, training, and development of those necessary skill sets which are essential to ensure we remain focused on providing the very finest products in support of our Soldiers.

5. The DAWDF remains a critical component to continued advancements achieved within the acquisition workforce since 2009. The authority to extend term appointments, convert term to permanent growth positions, and hire acquisition personnel using the DAWDF, remains unchanged. We all must be intentionally prudent while using these authorities and the DAWDF program. These must be targeted efforts to meet critical needs among our balanced priorities.

6. The great gains we have garnered through the use of DAWDF to grow and develop key acquisition personnel in accordance with the DAWIA cannot be lost if we are to meet the future needs of our Army well into the 21st century.

7. The point of contact is Mr. Craig A. Spisak, Director, U.S. Army Acquisition Support Center/Deputy Director, Acquisition Career Management, commercial (703) 805-1018, or e-mail: craig.a.spisak.civ@mail.mil.



Heidi Shyu
Assistant Secretary of the Army
(Acquisition, Logistics and Technology)

SFAE-CDD

SUBJECT: Army Acquisition Workforce Critical Skill Set Retention Guidance and the Defense Acquisition Workforce Development Fund (DAWDF)

DISTRIBUTION:

COMMANDER

U.S. ARMY FORCES COMMAND
U.S. ARMY TRAINING AND DOCTRINE COMMAND
U.S. ARMY MATERIEL COMMAND
U.S. ARMY SPECIAL OPERATIONS COMMAND
U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND
U.S. ARMY MEDICAL COMMAND
U.S. ARMY INTELLIGENCE AND SECURITY COMMAND
U.S. ARMY CORPS OF ENGINEERS
U.S. ARMY TEST AND EVALUATION COMMAND

PROGRAM EXECUTIVE OFFICER:

AMMUNITION
ASSEMBLED CHEMICAL WEAPONS ALTERNATIVES
AVIATION
COMBAT SUPPORT AND COMBAT SERVICE SUPPORT
COMMAND, CONTROL AND COMMUNICATIONS (TACTICAL)
ENTERPRISE INFORMATION SYSTEMS
GROUND COMBAT SYSTEMS
INTELLIGENCE, ELECTRONIC WARFARE AND SENSORS
MISSILES AND SPACE
SIMULATION, TRAINING AND INSTRUMENTATION
SOLDIER

JOINT PROGRAM EXECUTIVE OFFICER, CHEMICAL AND BIOLOGICAL DEFENSE

DIRECTOR, JOINT TACTICAL RADIO NETWORK