



# **Defense Acquisition Workforce Development Fund (Section 852)**

**Department of the Army Operating Guide**

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## **1.0 – The Army Acquisition Workforce**

**1.1. Background.** The Army Acquisition Workforce was established in 1990 to comply with the Defense Acquisition Workforce Improvement Act (DAWIA). The focus of DAWIA was to improve the quality and professionalism of the entire workforce and to establish an Acquisition Corps of professional acquisition personnel within the acquisition workforce. The Army Acquisition Workforce consists of 14 acquisition career fields.

**1.2 Leadership.** The Army Acquisition Executive has delegated authority and responsibilities for the implementation of all initiatives affecting the acquisition workforce to the Director of Acquisition Career Management (DACM). The Army Deputy DACM (DDACM) is responsible for providing expert advice/council to the DACM through the development of acquisition workforce career policy, career management and career development programs to educate/train the Army Acquisition Workforce.

**1.3 The Secretary of Defense Acquisition Workforce Growth Initiative.** On 6 April 2009, the Secretary of Defense announced an initiative to grow the defense acquisition workforce by ~20,000 positions by Fiscal Year 2015 (FY15). This growth consists of in-sourcing ~10,000 positions and hiring ~ 10,000 new acquisition workforce members Service-wide. As a result, by FY15, the Army will have in-sourced over 3,200 positions and hire 1,885 new government acquisition civilian personnel. The Defense Acquisition Workforce Development Fund (DAWDF) became the funding mechanism to “prime the pump” with regard to the new hire initiative. An Army Acquisition Workforce Growth Taskforce was established in January 2010 to capture specific organization input and ACF designation with regard to the new hires.

## **2.0 – The Defense Acquisition Workforce Development Fund**

**2.1. Background.** Section 852 of the 2008 National Defense Authorization Act (NDAA), Public Law No. 110-181, directed the establishment of the DAWDF. This fund enables the Department of Defense (DoD) to recruit and hire; develop and train, and recognize and retain its acquisition workforce.

**2.2. Purpose.** This Operating Guide serves as the Department of the Army’s overarching Section 852 operating guidance. Each Army Acquisition, Logistics, and Technology organization providing requirements under the auspices of the DAWDF intent and ultimately accepting funding under this program must establish guidelines for the execution of the funding within their organization to coincide with the parameters of Section 852 funding authority. These guidelines should be consistent with the intent of the legislation and the Department of Army guidelines for the Section 852 Program.

**2.3. Fund Establishment.** The DAWDF (herein after referred to as the “Fund”) was established as a result of the taxing of Service contracts. Each Service collects these tax dollars

for incorporation into the Fund, and DoD provides a percentage back to each Service as well as 4<sup>th</sup> Estate agencies. Funding was established as base year plus two years, however it is treated as year of execution dollars.

### **3.0 – Army Execution and Management of the Fund**

**3.1. Funding Categories.** The Fund provides the Army an unprecedented opportunity to invest in the health and growth of the Army Acquisition Workforce. There are three categories for workforce initiatives: Category 1 – Training and Development; Category 2 – Retention and Recognition; and Category 3 – Recruitment and Hiring. Under each category there are Line Items and Catalog numbers defining what the funds are to be used for. The Line Items are listed below and some examples of the Catalog Initiatives that are available.

**3.1.1. Category 1: Training and Development.** These initiatives support training facility upgrades; acquisition basic course enhancements and new curriculum; and acquisition workforce technology. (Line Items 1, 2)

**Line Item 1: Training Enhancement and Capacity Expansion.** Initiatives in this line item will provide additional Defense Acquisition University throughput, curriculum development and other learning support to meet previously unmet demand. There is a gap between the Components' demand for certification and assignment-specific training and the capacity of the Defense Acquisition University to provide training. In addition, the Components have identified Component requirements to improve project management, engineering, business and leadership skills.

Catalog 175: DACM Facility Upgrades: To ensure Army AL&T Workforce members are enabled by state of the art Mission Training Facilities delivering such critical training opportunities.

Catalog 301: Acquisition Training Forums

Catalog 304: DAWIA Certification Equivalency Throughput: Initiatives in this line item will provide additional throughput, curriculum development and other learning support to meet previously unmet demand. There is a gap between the Components' demand for certification and assignment-specific training and the capacity of the Defense Acquisition University to provide training. In addition, the Components have identified unique Component requirements that will be funded.

**Line Item 2: Comprehensive Acquisition Workforce and Student Information System.** Initiatives in this line item will provide a single clearinghouse for workforce data, the statutorily mandated workforce management information system, and a commercial best-in-class student information system. The objective is to drive standardization, integrate systems, build transparency, and improve data quality, and ensure a comprehensive workforce analysis capability. This will enable strategic workforce planning and decision making capability. This

line item will ensure current, accurate and transparent information is available on the Defense acquisition workforce for acquisition leaders.

Catalog 103: The success of the Army AL&T Workforce is directly related to the quality of acquisition career management tools and programs available to individual AL&T workforce members and the overall Army management capability to quickly analyze, report, and react to rapidly changing environments and requirements. The Acquisition Support Center (USAASC) maintains multiple AL&T workforce career management and reporting capabilities through the Career Acquisition Management Portal (CAMP) and its components such as the Career Acquisition Personnel and Position Management Information System (CAPPMIS). CAPPMIS maintains enterprise-level programs addressing individual development training, tuition assistance, senior rater evaluations, and other tools to benefit all levels of the AL&T workforce from the intern and employee perspective through senior management. Increasing the effectiveness, responsiveness, and overall capabilities of CAMP and CAPPMIS directly benefits the entire AL&T workforce.

Catalog 103 VCE: Virtual Contracting Enterprise (VCE) which will take the Army Acquisition community into the next generation of contracting management and acquisition workforce skills.

**3.1.2. Category 2: Retention and Recognition.** These initiatives often utilize a Service or DoD commitment to retain civilian government employees for a certain length of time as well as support training and education programs. These types of programs are a direct investment in our acquisition workforce career development as well as retention incentives. (Line Items 5,6)

**Line Item 5: Retention and Recognition Incentives.** Initiatives in this line item will retain high performers with critical skills, those in key leadership positions, and improve retention in positions that are in short supply through incentives and programs designed to make a career in DoD acquisition more attractive. The forecasted loss of corporate knowledge and expertise has the potential to significantly impact the ability of the acquisition workforce to carry out its mission of achieving successful acquisition outcomes. It includes retention bonuses, tuition assistance, and student loan repayments.

Catalog 50: Student Loan Repayment Program (SLRP) - <http://asc.army.mil/web/career-development/programs/student-loan-repayment-program/>

Catalog 306: Retention and Recognition Incentives - <http://asc.army.mil/web/career-development/852-program/civilian-incentive-program/>

**Line Item 6: Career Broadening and Academic Programs.** Initiatives in this line item will provide developmental assignments, rotations, programs at academic institutions, training outside one's current specialization, and opportunities to acquire joint and interagency experience. The legacy career structure for civilian employees has emphasized depth over breadth, which results in a "silo" framework that inhibits the broader perspective needed to manage complex acquisition programs. A more attractive career structure, which will improve

retention in the acquisition workforce, is one that provides breadth of experience, training and education.

Catalog 26: Leadership Training - This initiative is directly related to the Balanced Score Card Initiatives – Promote Workforce Professional Development and Ensure Relevant and Ready Training and Development Opportunities.

Catalog 107: Congressional Operations - This five-day course provides a comprehensive look at congressional operations and organization, and at how Congress affects the daily operations of every department and agency in the executive branch. Over the course of the week, participants will hear from - and be afforded the opportunity to ask questions of - Members of Congress, congressional committee and personal staff, political scientists, lobbyists, and news media representatives. Topics may include: Leadership and organization in Congress the appropriations and budget processes congressional committee and floor procedure representing constituent interests the role of committee staff congressional oversight of the executive branch the influence of the media and special interests on policy formulation the role of congressional liaison offices Participants will also be given the opportunity to attend congressional committee hearings and/or observe floor action when Congress is in session.

Catalog 172: Operational “Greening” Experience - The Army Team C4ISR Greening Experience is designed to familiarize Acquisition workforce civilian interns with the life of the Soldier, as well as operations, weapons systems, strategy, and tactics in a field environment. It also provides interns with the basic understanding of the U.S. Army through informal instruction and actual Soldier experience. Army Team C4ISR Greening Experiences are available for interns who are unable to attend the week long CERDEC Greening Course, which has limited availability. Greening experiences include field trips to the CERDEC C4ISR On-The-Move Test Bed at Fort Dix; visits to the Army Experience Center near Phil, PA; tours of Tobyhanna Army Depot to observe weapons systems; and to introduce the participants to the military environment and/or military applications of Team C4ISR products.

Catalog 308: Functional Skill Development - Create a DAWIA Acquisition certification training throughput capability for ALTWF members annually.

Catalog 309: Rotational Assignments Program - Initiatives in this line item will provide developmental assignments, rotations, programs at academic institutions, training outside one’s current specialization, and opportunities to acquire joint and interagency experience. The legacy career structure for civilian employees has emphasized depth over breadth, which results in a “silo” framework that inhibits the broader perspective needed to manage complex acquisition programs. A more attractive career structure, which will improve retention in the acquisition workforce, is one that provides breadth of experience, training and education.

**3.1.3. Category 3: Recruitment and Hiring.** These programs allow the Army to hire in order to close the capability gap in shortage acquisition career fields by hiring at each level – Interns, Journeymen, and Highly Qualified Experts (HQE). Other recruitment initiatives include civilian incentive programs and opportunities for recruitment fairs. Approved requirements for Intern and Journeyman level funding receive two-years of salary dollars and

HQE hires receive one-year of salary dollars which “primes the pump” for the Secretary of Defense Acquisition Workforce Growth initiative. Sustainment of these new hires will be addressed in an overall acquisition workforce growth concept plan. (Line Items 7,8,9,10,11)

**Line Item 7: Intern Programs.** Initiatives in this line item support recruiting, hiring and developing interns to be better qualified at the point of migration into the acquisition workforce. Hiring is primarily focused on engineering and contracting career fields. Seventy-three percent of the current Defense acquisition workforce is in the Baby Boomer and Traditional generations and 19 percent (20,000 civilians) are eligible for full retirement. At the same time, there are skill and competency areas within the current workforce that have too few people and need to be built up.

Catalog 60: Pathways Intern Program (formerly SCEP). Students to serve as a feeder group for the Army civilian intern program. Students will be hired under the OPM Pathways authority.

Catalog 99: Intern Orientation Programs

Catalog 110: Intern Hiring - Initiatives in this line item support recruiting, hiring and developing interns to be better qualified at the point of migration into the acquisition workforce

**Line Item 8: Recruiting Incentives.** Initiatives in this line item seek to attract qualified applicants in such critically needed areas as Contracting, Cost Estimating, Science, Technology, Engineering, and Mathematics (STEM), minority applicants, and recent college graduates. This complements other hiring initiatives by enabling DoD to more effectively hire high demand talent in an increasingly competitive labor market.

Catalog 177: Recruitment Incentive Program - Successfully improve the Army's recruitment and retention capability for the Civilian AL&T workforce. USD Memorandum dated 21 September 2006 provided implementing amendments to sections 5753 and 5754 of title 5, United States Code, expanding the flexibilities DoD can use to recruit and retain employees more effectively.

**Line Item 9: Outreach Programs.** Initiatives in this line item will deliberately market the DoD acquisition community as an employer of choice. It is a DoD goal to maintain a diverse, capable, and ready civilian and military workforce, which this line item will support. According to the Gallup poll conducted for the Council for Excellence in Government, DoD is one of the most attractive brand names in the federal government. However, the acquisition community needs to be more active in reaching out to prospective employees. A preferred approach is to leverage federal, DoD P&R, and Component programs to improve the supply of quality candidates.

Catalog 310: Job Fairs - The Acquisition Workforce has been grappling with a steady increase in attrition with their journeyman-level contracting specialist positions (series 1101/1102). Their expected attrition rate will be 3-4% higher than Army in the out years. Currently, ACOMs have a critical need to quickly fill contract specialist positions in order to prepare for future mission needs and succession planning. The Job Fairs will give the ACOMs an

excellent outlet to reach approximately 2000 potential candidates. We expect these Job Fairs to strengthen the acquisition workforce .

**Line Item 10: Journeyman Hiring Programs.** Initiatives in this line item will target experienced employees, such as retiring military and seasoned industry candidates. Workforce analysis indicates a need for mid-career hires to complement our intern initiatives and to ensure strong bench strength to fill senior and executive positions as the Baby Boomer and Traditional generations depart the workplace.

**Line Item 11: Hiring Expert Knowledge – Highly Qualified Experts (HQE).** Initiatives in this line item are to hire temporary employees for up to five years. In many cases, there is a need for people with special expertise who are already at a senior level and are recognized experts in an acquisition field or related discipline. HQEs are hired under a special hiring authority granted by Congress. This line item complements other hiring initiatives.

### **3.2. Fund Management**

**3.2.1. Principal Agent.** The DACM is the Principal Agent responsible for the Army's Section 852 DAWDF initiatives. The Army Budget Office will serve as the DACMs subject matter expert for fund distribution of the Fund.

**3.2.2. Management of the Program.** The DDACM, as delegated by the DACM, provides the senior leadership focus on the Army's Section 852 initiatives.

**3.2.3. Management Cell.** The DDACM has established a Section 852 Management Cell with a focus on: accepting Army acquisition organizational and acquisition career field requirements; analyzing to ensure requirements meet the program intent; and providing a recommendation to the DDACM/DACM. Individual ACFs will receive final requirements to analyze from the ACF perspective.

**3.3. Fund Availability.** The Funds are available only for approved recruitment, training, and retention of designated acquisition personnel in the US Army including the provision of training and retention incentives.

### **4. Fund Limits.** There are specific limitations to DAWDF explained below.

**4.1. Salary Stipulations of the Fund.** The Funds may not be used to pay the base pay salary of any individual who was a civilian employee of the DoD serving in an acquisition position as of the date of the enactment (28 January 2008) unless they have had a break in service resulting in a new appointment. The Fund will pay for salaries for new hires based on Entrance On Duty Date (EOD). Reference Section 852 NDAA FY-08 as amended by Section 832 NDAA FY-10.



**4.2. Redirecting/Reprogramming Funds.** Funding cannot be redirected or reprogrammed between line items by the receiving organization. The approval authority for reprogramming is delegated to the DDACM. Depending on the reprogramming request and the availability of funds within that line item at the time of the request, the reprogramming action may need to be processed through the DoD Funds Manager. That process can take up to 72 hours from the time of Service request. If the reprogramming involves a new requirement that has not been vetted through the appropriate original process for requesting DAWDF, it will be ranked against competing approved or emerging priorities; it will likely not receive funding, yet it can be submitted during the next FY data call. It is extremely important to determine priorities for funding each FY and develop accurate monthly spend plans. Funding will be sent explicitly for the line item and approved initiative. If an organization has an excess of funds, the funds must be returned to the Army DDACM Office at the U.S. Army Acquisition Support Center for a reprogramming action to occur.

**4.3. Funding for Acquisition Only.** An individual hired with Section 852 funds must be on a position description coded by one of the 14 ACFs in which the Army participates. (***Note:** ACF details are listed in Appendix B of this document*).

**3.4.4. Acquisition Coding.** The new hire must be properly coded as acquisition in the Defense Civilian Personnel Database System (DCPDS). The Army acquisition database of record, Career Acquisition Personnel and Position Management Information System (CAPP MIS) has a bi-weekly update from DCPDS. The acquisition details from DCPDS are reflected in CAPP MIS with an Acquisition Position Category (APC), Acquisition Position Type (APT), and Acquisition Position Level (APL). (***Note:** All Section 852 funded hires are tracked by a specific code within the CAPP MIS.*)

#### **4.0 – Acquisition Workforce/Organizational Requirements**

**4.1. Funding New Hire Growth.** All organizations who are the recipient of new hire acquisition workforce growth as approved by the Assistant Secretary of the Army (Acquisition, Logistics and Technology) Acquisition Workforce Growth Taskforce will automatically receive funding once a spend plan and EODs are provided.

**4.2. Spend Plan Documentation for New Hires.** Organizations must submit spend plans to the Section 852 Program Office based on the allocation of new hires approved. The exact funding amount will be provided via a FAD or GFEBS depending on the level of the personnel to be hired and the EOD. If applicable, FADs will be issued separately for salary dollars and other personnel costs to ensure tracking of these separate costs is able to be monitored accordingly.

**4.2.1. Intern and Journeyman Hiring Stipulations.** Section 852 Interns and Journeymen hires are currently funded for a two year period. This funding strategy coincides

with existing Army Career Program Intern Programs and Section 852 funding strategies employed by our sister Services. However, the Army's Section 852 Operating Guide is herein modified to enable supplemental funding for Section 852 Interns and Journeyman to enable a third year of salary dollars, as sustainment costs and authorizations are secured. Organizations seeking same, must submit as part of their monthly spend plans requests, to include justification for sustainment funding, beyond the initial tenure. Requests will be evaluated on a case-by-case basis, and are subject to the availability of Section 852 funds.

**4.2.2. HQE and Pathways Intern Hiring.** Section 852 HQEs and Pathways Intern Program participants are issued funding for one year. Funding distributions for salaries will be in accordance with FY spend plans and based on a valid EOD. Requests for an additional year of funding must be justified and will be evaluated on a case-by-case basis.

## **5.0 – Requesting Section 852 Funds**

**5.1. Requirements.** When an acquisition organization has a requirement that meets the intent of the Section 852 DAWDF, the requirement must be submitted via a Program Request Form (PRF) to the Section 852 Program Manager. Prior to each FY (around the April timeframe), a data call will be sent to all Commands/ organizations with acquisition personnel requesting requirements for funding. All requirements will be prioritized, boarded and recommendations made prior to approval of the new FY Plan by the DACM. Approval occurs on or about July and all commands/organizations will be notified prior to the start of the new FY. The Section 852 Program Manager will operate the funds based on the vetted and approved requirement and according to a FY spend plan for that requirement.

**2. Guidelines for filling out the PRF.** A PRF must be provided with each request for Section 852 funds. In addition, attach a spend plan as a supplement to the PRF. A copy of the PRF and a sample spend plan is attached to this guide at Appendix C. Appendix A lists the step by step guidelines for filling out a PRF.

**3. Submitting a PRF.** The USAASC Section 852 Content Management System has been developed to facilitate your Army Command's (ACOM's) submission of Section 852 Program Request Forms (PRFs) for all Section 852 requirements, to include emerging requirements, also known as Unfunded Requirements (UFRs).

The PRF can be found on the USAASC's website: <https://www.usaasc852.info/cms/default.cfm>

Please ensure only your ACOM's designated Section 852 representative is provided access to this system, using the secure UserId/Password that was provided to your command as same constitutes Commander's endorsement of the submission. In addition, to ensure all Section 852 PRFs submitted in the Content Management System (CMS) database are valid and vetted through the appropriate Chain of Command, we require you to provide a command endorsement.

Each PRF in the CMS must be reviewed by leadership within your command/organization. Their endorsement may be accomplished by any means to include providing this office an e-mail with a list of the PRFs being endorsed by the Command/Organization and the priority level of each.

Only complete PRFs will be accepted. Certain fields will be prefilled, based on your User/ID. Other fields will require selection from a prescribed look up table (i.e. Line Item selection, Catalog selection). Other fields will require you to enter free text to include General Description, Milestones, Metrics and Funding Resources sought.

System generated emails will confirm receipt of your ACOM's completed PRF submission and any/all updates that are made.

**4. Requirement/PRF Approval Process.** The requirement/PRF is analyzed and vetted through the DDACM to the ACF Functional lead to ensure acquisition career field or functional chief guidance is factored into the requirement. Fully analyzed and vetted PRFs are sent to the Army Budget Office for concurrence/signature and then submitted to the DACM for final signature.

**4.1. Coordination with Requesting Organizations.** The Section 852 Resource Management (RM) personnel will coordinate with the requesting organization's ACOM RM personnel for receipt of the funds. GFEBS will be used to distribute funds to Army organizations as a rule; FAD's are the exception for those organizations/commands not currently utilizing GFEBS.

## **6.0 – Section 852 Funding Process**

**6.1. Use of Funds.** Funds must be used to support the Section 852 line items/initiatives requested and approved during the PRF process. Funds provided should not be used on any requirements that have not been approved by the 852 Program Manager(s).

**2. Organizational POCs.** Funding will be sent to a single point of contact at each requesting Army Command/acquisition organization. Each command/acquisition organization will be responsible for further distributing funds to their subordinate organizations.

**3. Organizational Requirements to Accept Funding.** A Command/acquisition organization receiving Section 852 funds may need to provide the following when contacted by the Section 852 RMO: Budget POC; Fiscal Station Number, DODAAC, GFEBS (General Fund Enterprise Business System) Fund Center, WBS (Work Breakdown Structure) and the servicing Defense Finance and Accounting Service (DFAS) site.

**4. Spend Plans.** The Spend Plan attached as a supplemental to the PRF submittal will be reviewed with the requesting command/organization monthly to ensure obligations and disbursements are occurring as recorded in the spend plan. Any adjustments to the spend plan will be documented. A sample spend plan is attached at Appendix C.

**5. Distribution of Funds.** Funds distribution will be based on the spend plan. The Section 852 Program Manager in conjunction with the RM personnel will monitor command execution compared to the spend plan and will adjust funding for under execution.

## **7.0 – Fund Reporting & Tracking of Data**

**7.1. Return on Investment.** Once approved for a DAWDF initiative, Commands/ acquisition organizations must provide the Section 852 Program Manager with details on how the funding was spent and the return on investment. Congress is closely monitoring this fund, so details are important.

**7.2. Report Templates.** Template details are listed below and attached at Appendix C of this document.

**1. Hiring Demographic Report Template.** Information for all new employees must be reported by providing the following data:

- 1.1. Date job was accepted
- 1.2. On-Board date
- 1.3. Employee's name; last four digits of social security number
- 1.4. Series & Grade
- 1.5. Job Title & Salary (fully burdened)
- 1.6. Acquisition Position Category (APC)
- 1.7. Command name, code, and UIC
- 1.8. Indicate attrition or growth

**2. Training Program Demographic Template.** To ensure details can be entered into the CAPPMS Database and the award of corresponding Continuous Learning Points (CLPs), provide the following using the prescribed Training Demographic Report Template:

- 2.1. Name
- 2.2. Last 4 of SSN
- 2.3. Status (Enrolled, Completed)
- 2.4. Course Dates
- 2.5. Individual Development Plan (IDP) Short Name
- 2.6. Corresponding CLPs

**2.7.** Program Lead Name, Phone and Email

**3. Monthly Review of Command Initiatives.** A monthly review of the details associated with each of the command/acquisition organization initiatives will be conducted. A list of proposed details (depending on the type of initiative) follow:

- 3.1.** Who are the personnel (by name) on board?
- 3.2.** What is the name of the initiative?
- 3.3.** When will the training/new hires take place for that month and follow-on months?
- 3.4.** Where is the location of the training?
- 3.5.** Why is the training being conducted?
- 3.6.** Funding status, to include Allocation, Obligation and Disbursements.

## **APPENDIX A: Program Request Form Guidelines**

**Instructions:** *Listed below are the step-by-step details for the information required in each block on the e-form PRF.*

**Top of the page:** Select if the funding requirement is a UFR or a FY requirement and select the year.

**Block #5A:** Choose the line item number and name of the line item from the drop down menu. Each line item number and detail is listed below:

- **Line Item 1:** Training Enhancements & Capacity Expansion
- **Line Item 2:** Comprehensive Acquisition Workforce & Student Information System
- **Line Item 5:** Retention & Recognition Incentives
- **Line Item 6:** Career Broadening & Academic Programs
- **Line Item 7:** Intern Programs
- **Line Item 8:** Recruiting Incentives
- **Line Item 10:** Journeyman Hiring
- **Line Item 11:** Highly Qualified Expert (HQE) Hiring

**Block #5C:** Identify Initiative Title

**Blocks#7A-7E:** Amount of funding requested for FY

**Block #9:** Select which Acquisition Position Category the funding will be utilized for.

**Block #9B:** Indicate project risks

Describe the program to be funded and reasons for request.

**Block #10:** Provide specific, measurable, quantifiable information

**Block #11:** Provide specific, measurable, quantifiable outcomes and metrics

## **APPENDIX B: Acquisition Career Fields and Acquisition Position Categories**

**Army Acquisition Career Field (ACF).** Recruitment of personnel for coded positions within the following ACFs may be funded using Section 852 funding. They include:

- Business Cost Estimating
- Business Financial Management
- Contracting
- Industrial/Contract Property Management
- Facilities Engineering
- Information Technology
- Life Cycle Logistics
- Production, Quality, and Manufacturing
- Program Management
- Purchasing
- Systems Planning, Research, Development and Engineering (SPRDE)
- SPRDE – Program Systems Engineer
- SPRDE – Science and Technology Management
- Test and Evaluation

**Acquisition Position Category (APC).** Any person hired with Section 852 funds must be in an ACF and properly coded in DCPDS and CAPPMS with an APC. The APCs include:

- A Program Management
- C Contracting
- D Industrial/Contract Property Mgt
- E Purchasing
- F Facility Engineering
- H Production Quality & Manufacturing
- I SPRDE – Science and Technology Management
- K Business – Cost Estimating
- L Lifecycle Logistics
- P Business – Cost Estimating
- R Information Technology
- S SPRDE - Systems Engineering
- T Test and Evaluation
- W SPRDE – Program Systems Engineering
- V Program Oversight (Legal)





## **APPENDIX C: Program References**

### 1. National Defense Authorization Act 2008

NDAA Excerpt.doc

### 2. National Defense Authorization Act 2010

Sec 832 NDAA  
FY10.docx

### 3. Department of Defense Charter 2008

DoD Charter.pdf

### 4. Monthly Status Report

Monthly Status  
Report

### 5. Spend Plan for Organizations Requesting 852 funds; supplement to PRF

Section 852 Spend  
Plan

### 6. Section 852 Hiring Metrics

Section 852 Hiring  
Metrics.xls