



DACM NEWS

DIRECTOR, ACQUISITION CAREER MANAGEMENT OFFICE

Joint Key Leadership Position (KLP) Qualification Boards: What's all the hype about?

The Army DACM Office, in partnership with the Army Test & Evaluation Executive Office, has been working with the Office of the Under Secretary of Defense for Acquisition, Technology and Logistics (OUSD AT&L) to develop a Joint KLP Qualification Board pilot program. The Chief Developmental Tester KLP will serve as the first KLP to pilot this new board concept. This opportunity will provide applicants with a joint level review of credentials in compliance with the requirements of the Chief Developmental Tester KLP.

The Joint KLP Qualification Boards will function separately from normal promotion, command or selection boards. Each will convene annually, at a minimum, or as often as the specific Acquisition Career Field (ACF) Functional Leader determines is needed.

Why should I consider applying to this joint board?

Those considered "KLP pre-qualified" by the joint board will achieve an elite status along with opportunities for potential selection to high visibility MDAP and/or MAIS acquisition

programs in the future. Personnel deemed qualified by this joint board retain a pre-qualified KLP status for as long as they remain current in the acquisition ACF identified by the KLP.

When is the Pilot Board scheduled and how will individuals be notified to submit applications?

The announcement for this board pilot opened on Aug. 20 and will close on Oct. 17. This pilot will provide lessons learned for the eventual implementation of KLP Joint Qualification Boards for every mandatory KLP as identified by the OUSD AT&L in his **KLP memorandum, 8 November 2013**. The Pilot Joint Board for the Chief Development Tester KLP is scheduled for early December 2014.

All Army Level III Test and Evaluation certified personnel will receive an email from the Army DACM Office with specific details on how to submit applications online. Army acquisition personnel are encouraged to review the qualifications of the Chief Development Tester KLP position and consider applying for this joint

The Office of the Army Director for Acquisition Career Management (DACM) is responsible for the career development and the certification (training, education and experience) of the Army Acquisition Workforce.

Upcoming Training Announcements

- ▶ **Competitive Development Group/Army Acquisition Fellowship (CDG AAF): Opens September 9 – November 6**

board. This will be a great opportunity to determine if your qualifications also meet the KLP qualifications.

As it stands now, if you currently occupy a KLP, you are not required to apply to the KLP Joint Qualification Board. However, according to the USD AT&L November 2013 KLP guidance, all KLP incumbents must meet specific KLP functional requirement no later than 30 June 2015.

Coming Soon: KLP Webpage

Keeping you informed on current KLP initiatives is one of our top priorities. This soon-to-be-launched webpage will feature KLP workforce minute videos, Faces of the Force articles, current KLP policies, and Joint KLP Qualification Board information. Estimated launch date is 1Q FY15.

ASA(ALT) Writing Competition

SO YOU THINK YOU CAN WRITE

Lt. Gen. Michael E. Williamson, Principal Military Deputy to the ASA(ALT) and the Army DACM, recently announced a writing competition to help shape the public dialogue on acquisition. "Army Acquisition is operating in a new environment," he said, "and we have an opportunity through critical writing to address solutions for navigating the current environment or, from an acquisition perspective, discuss the way ahead for building the Army of the future."

The competition has four main categories for prospective authors: (1) lessons learned; (2) future operations; (3) acquisition reform/Better Buying Power; and (4) innovation. Submissions must

be unclassified, between 750 and 1,500 words, not previously published and received by Sept. 15. Additional details regarding the competition are provided in the call for submissions and the guidelines supplement located on the **ASA(ALT) website**, under "So You Think You Can Write: ASA(ALT) launches first writing competition."

Maximum participation is encouraged. Four award winners, one from each category, will be selected for publication, along with four additional entries selected for honorable mention. Every attempt will be made to publish all submissions received.

Steps to Successful Civilian Acquisition Career Planning

As a civilian acquisition workforce member, it is essential to know your position's certification requirements and use the resources and automated tools at your disposal to achieve that certification and find out about the training and leadership development opportunities that are available once you achieve it. The six steps toward certification are spelled out below, along with guidance on navigating your career in the Army Acquisition Workforce.

STEP 1. Prepare/review your acquisition career record brief (ACRB). The ACRB is your official acquisition record and it's your responsibility to update and maintain its accuracy. You can access your ACRB via the Career Acquisition Management Portal, and specifically through the **Career Acquisition Personnel and Position Management Information System (CAPPMIS)**, the central repository for all acquisition workforce information and requirements.

STEP 2. Manage position certification requirements. Certification requirements can be found in the **Defense Acquisition University (DAU) interactive catalog**. Each acquisition career field (ACF) and certification level has different provisions. The ACF category and level required for your position are shown on your ACRB under Section I.

STEP 3. Prepare/update your individual development plan (IDP). The IDP, a plan between you and your supervisor related to your career your goals, can be accessed from CAPPMIS. [Acquisition workforce members in organizations using the Total Employee Development System (TEDS) must enter documentation of career development details for the data to flow into the CAPPMIS IDP.] The IDP allows you and your supervisor to track long- and short-term career objectives and serves as the repository for all of your DAU training. If you are a new acquisition employee, your IDP will automatically be updated by the system to include the training you must take to complete the training portion of your certification requirements.

STEP 4. Submit your IDP to your supervisor for approval. After identifying and verifying the training and education objectives you wish to obtain, submit your IDP through CAPPMIS to

your supervisor for review and approval. Your supervisor will receive email notification of your IDP updates and will need to log in to approve the request. The entire process is fast and easy to navigate, and when your supervisor has approved or denied your request, you will receive email notification.

STEP 5. Apply for DAU training. Once your IDP is approved, apply for DAU training **here**.

STEP 6. Apply for certification through the Certification Management System (CMS). Certification is not granted automatically. You must apply via **CAPPMIS-CMS** after completing all your required education, training and experience certification requirements.

NOTE: Once you are placed into an acquisition workforce-coded position, you have 24 months to earn your certification. As stated in the Jan. 30, 2012 **Director of Army Acquisition Career Management Memorandum #8**, Enforcement of DAWIA Certification Compliance Policy, those who fail to meet the statutory acquisition ACF certification within the grace period are subject to various personnel actions. Those actions include reassignment, reduction in grade/pay band, loss of consideration for promotion, and separation from federal service. It is encouraged you obtain the highest level of certification in your ACF before pursuing other disciplines.

Look for the Army DACM Office's FY15 launch of ACF timeline models that will provide recommended career and leadership development opportunities for each ACF. These models will break out training, acquisition career program opportunities, typical assignments, civilian education competencies and self-development suggestions over a timeline based on years of service and pay band. The intent is for these user-friendly models to serve as a map to plan your acquisition career development over a 30-year timeline.

FOR MORE INFORMATION

For a detailed six-step guide to acquisition career development, please visit the **Army DACM Office website**. For additional information on acquisition career management, call the help desk at 575.678.2247 or submit a **help desk ticket**.

Mandatory Ethics Training Requirement for the Acquisition Workforce

Per the Under Secretary of Defense for Acquisition, Technology and Logistics, Honorable Frank Kendall, every acquisition workforce member must complete annual ethics training starting this calendar year. Lt. Gen. Williamson, Army DACM, signed a memo on July 23 indicating that he expects 100 percent compliance with that requirement.

There are two ways to complete this training.

1. Take the online version through the **Office of the Judge Advocate General website**.
2. Take the course in person when your command or garrison offers it locally, typically in August. Contact your Training Coordinator or your Ethics Officer if you are unsure when your local training will be offered.

Once your annual ethics training is complete, you must ensure that you properly list the course as complete on your Individual Development Plan (IDP) within our Career Acquisition Personnel and Position Management Information System (CAPPMIS) and obtain supervisor concurrence. NOTE: Acquisition workforce members who use TEDS must follow the **Ethics Training Implementation Guidelines** (page 4 on the signed DACM Memo) to determine how to list your training properly to ensure it flows into the CAPPMIS IDP.

The Army DACM Office will be responsible for tracking and reporting compliance to Under Secretary Kendall's office. Your command representatives (Acquisition Career Management Advocates (ACMA) and Organizational Acquisition Points of Contact) will be responsible for ensuring command/PEO compliance.

The Army DACM Office will provide updates to the DACM at each State of the Army Acquisition Workforce – GO/SES forum and at each ACMA quarterly VTC.

Happy Silver Anniversary!

Oct. 13 marks the 25th anniversary of the creation of the U.S. Army Acquisition Corps (AAC), a specially trained, dedicated group of military and civilian acquisition leaders within the Army Acquisition Workforce who develop, field and sustain the critical systems and services that enable our Soldiers to fight and win our nation's wars.

More than 12,000 men and women in the Army Acquisition Corps serve as an example of the professionalism and excellence of those who dedicate themselves to protect and support Soldiers across the globe, and we aim to recognize this milestone anniversary in a big way. Our theme is fitting: *Army Acquisition: Professional to the Corps*. And we want you to be a part of the celebration.

This October, look for a dedicated **webpage** featuring AAC news, history, video and 25 of your colleagues in our '25 for 25'—a series that highlights 25 AAC members in recognition of the corps' anniversary. Share your own 'happy anniversary' messages, videos and photos on Twitter and Facebook, and be sure to include our dedicated hashtag #AAC25. The hashtag is a simple way to search and find all posts

▶ #AAC25



related to the AAC's 25th anniversary. This anniversary is all about you, our Army acquisition professionals—recognizing the importance of a strong, professional corps. For more information, contact **USAASC Public Affairs**.

"BIG CHANGE" to Certification Eligibility

The June 2010 Department of the Army Acquisition Certification Policy is undergoing a big change. Once signed, non-acquisition Army personnel are no longer eligible for certification. Data show that a significant number of non-acquisition Army civilian personnel applications were processed, and a significant number of applications were disapproved for failure to meet the required Defense Acquisition Workforce Initiative Act certification requirements. Due to the significant level of effort spent on non-acquisition Army workforce applications, it was determined that the focus of effort must be on serving the current Army acquisition workforce.

If 51 percent or more of the duties and responsibilities of an Army civilian's Position Description (PD) match the "General Acquisition-Related Duties" described in the ACF, and in accordance with the Under Secretary of Defense for Acquisition Technology & Logistics Position Category Description, the organization can coordinate with their local Civilian Personnel Advisory Center to modify the PD and the assigned Table of Distribution and Allowances to identify the position as acquisition.

Centralized Selection List (CSL) Announcement Open Now Don't Miss the Opportunity

Are you a current Army Acquisition Corps member, certified at least Level II in Contracting and/or Program Management? Are you promotion/lateral eligible for GS-15 (or broadband equivalent) positions and seeking an opportunity to further your career and your contribution to the Army acquisition mission? Consider becoming part of an elite group of acquisition professionals developing, fielding and sustaining the most complex systems our Soldiers wear, drive, ride, fly or employ.

CSL Project Managers lead Army acquisition systems and/or program management offices

designated by the Assistant Secretary of the Army for Acquisition, Logistics, and Technology/Army Acquisition Executive. The level of effort and level of management intensity (Acquisition Category, funding profile, complexity, responsibility, span of control and life cycle phase of the program) that the Army or DOD assigns to a particular weapon system or information system varies.

Mobility concerns? The Army's Civilian CSL Regionalization Preference Program allows civilian applicants to select regions or specific locations within a region when they apply.

Selections are made without reference to geographical preference, and civilians selected and slated outside the stated regional preference may decline without penalty.

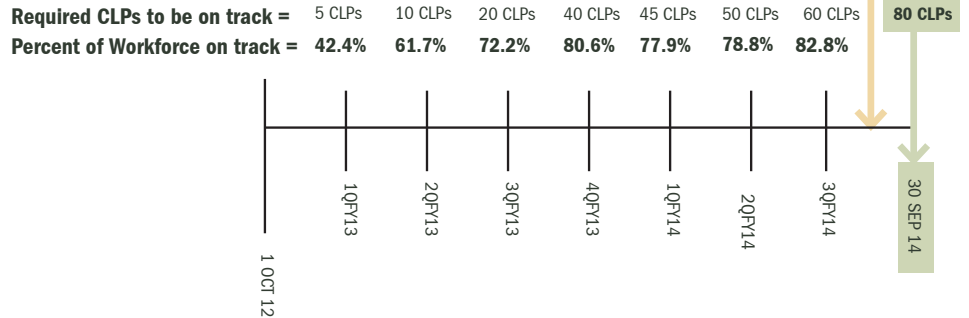
To access the entire announcement utilizing your Common Access Card or Army Knowledge Online log-in credentials, visit the Army Human Resources Command - **Acquisition Management Branch website**.

NOTE: The announcement will close Sep. 12. Extensions are not granted and incomplete packages will not be accepted.



Continuous Learning Points (CLPs)

The deadline is quickly approaching! By the end of FY 2014, **100 percent** of our acquisition workforce is expected to attain and document **80 CLPs** on their Individual Development Plan (IDP). As of Aug. 1, **nearly 20 percent of the workforce is not on track** to meet that requirement. Be sure to complete the necessary training and document it on your IDP now!



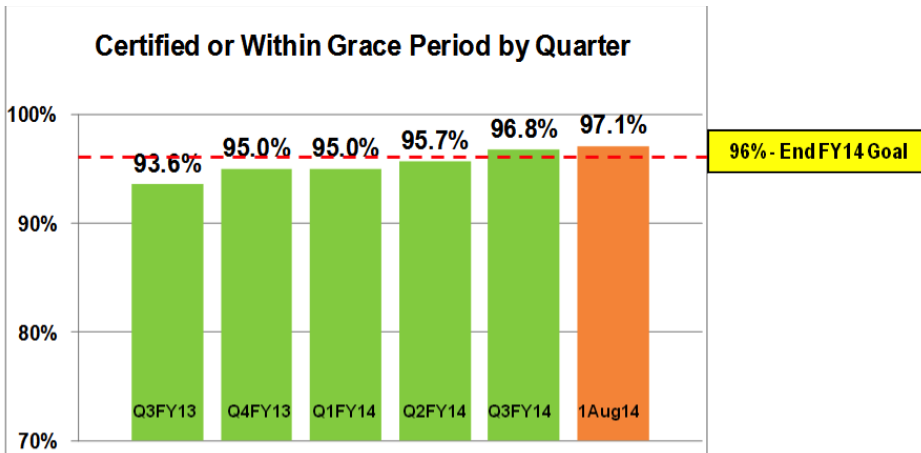
Certification Compliance Status

Congratulations are in order! Not only did the Army acquisition workforce meet the DACM requirement to achieve a 96 percent certified or within the grace period rate by the end of FY14, we have exceeded that mark and continue to improve. As of Aug. 1, 97.1 percent of the workforce is certified or within grace period, the highest certification rate in the history of the Army acquisition workforce! Let's ensure the focus remains on meeting this statutory requirement. If you have not already done so, achieve certification within 24 months from assuming your acquisition position.



Defense Civilian Emerging Leaders Class of 2014 pose for a photo during a trip to Washington, D.C.

For information about DCELP, please visit our website at <http://asc.army.mil/web/career-development/programs/dcelp/>



Headline Highlights

- ▶ August DACM Office Hot Topics
- ▶ 'Mastering' advanced education opportunities
- ▶ July DACM Office Hot Topics
- ▶ A program for our emerging leaders
- ▶ Defense Acquisition University (DAU) FY15 training schedule now open

Contact Information:

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Please **email** us any questions or suggestions.

