

**DEPARTMENT OF THE ARMY
CONTRACTING VALIDATION FOR FOREIGN LOCAL NATIONALS
POLICY AND PROCEDURES**

1. REFERENCES:

- a. Department of Defense Instruction 5000.66, Operation of the Defense AL&T Workforce Education, Training and Career Development Program, December 21, 2005.
- b. Department of the Army Contracting Recognition, Army Contracting Command, Foreign Local Nationals Policy and Procedures, November 8, 2012 (hereby cancelled).
- c. Annual Defense Acquisition University Catalog/web-based version.

2. PURPOSE: To establish the policy and procedures through which the Department of the Army recognizes and credits, the training, education and experience of Foreign Local Nationals (FLN) for validation in accordance with Department of Defense (DOD) established standards.

3. VALIDATION DEFINITION: Validation is the process through which the Department of the Army determines that a FLN meets the education, training, and experience standards established in the contracting acquisition career field (ACF). This recognition is for local tracking of qualifications and esprit de corps.

4. POLICY:

a. FLN Validation will not be utilized for Defense Acquisition Workforce Improvement Act (DAWIA) certification.

b. FLN Validation will not be documented in Career Acquisition Personnel and Position Management Information Systems (CAPPMIS), the Army's central repository for acquisition workforce requirements, nor will the individual FLN be added to CAPPMIS. Per Reference 1a, FLNs are not part of the acquisition workforce and will not be included in the acquisition workforce data and reporting to Congress.

c. The FLN Validation standards mirror those for DoD acquisition workforce certification, which are published annually in the Defense Acquisition University (DAU) Catalog (reference 1c). The web-based version of the DAU Catalog at <http://icatalog.dau.mil> is the official source of standards. Validation may only be achieved by meeting the standards required for the designated level in the contracting ACF.

d. Experience standards should not vary among FLNs and Department of the Army civilian and military contracting professionals. Reference 1c indicates the required experience of the Contracting ACF for each level of validation. Documentation of experience must be supported with a resume'.

5. RESPONSIBILITIES:

a. The Principal Assistant Responsible for Contracting (PARC) will serve as the reviewing official for all FLN documentation. The PARC will verify the individual has met the education, training and experience standards and that adequate documentation is provided.

(1) International degrees must have a credential evaluation report by an external agency, verifying the international degree is comparable to a U.S. accredited higher level degree and the required 24 business hours.

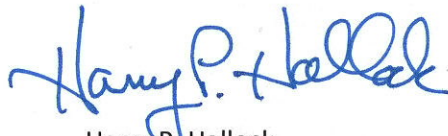
(2) Upon completion of the review, a Letter or Certificate of Validation may be created by the PARC Office who completed the review. To avoid confusion, the word "certification" shall not be used in the Letter/Certificate of Validation.

6. EFFECTIVE DATE AND IMPLEMENTATION: This document is effective immediately and remains in effect until superseded or rescinded.

7. The point of contact for this document is Mr. Edward Frank, 703-697-0910, Edward.s.frank.civ@mail.mil.



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