



T&E Certification Framework



	T&E Level I - Foundational Skills	T&E Level II – Practitioner Skills
Description	Has a basic understanding of the T&E concepts and is developing skills on a routine set of tasks through interactions with skilled workers and on-the-job experiences. At a minimum, has demonstrated the ability to support and assist in T&E activities while interacting with multiple organizations.	Has a full understanding of the concepts and basic set of skills to perform T&E activities. Has gained knowledge and experience within the T&E community by performing routine tasks with limited supervision. At a minimum, has demonstrated the ability to manage and direct T&E activities while interacting with multiple organizations.
Education	No Degree Requirement (Hiring agencies determine Occupational Series which may have requirements)	No Degree Requirement (Hiring agencies determine Occupational Series which may have requirements)
Training	T&E core competencies (with ACQ core training) Expected Proficiency Level 1-2	T&E core competencies (with ACQ core training) Expected Proficiency Level 3
Experience	1 year T&E	4 years T&E
Assessment	No comprehensive exam - Test embedded in coursework	No comprehensive exam - Test embedded in coursework
Endorsement / Validation	Endorsement / Validation by Supervisor or designated official at Agency/Org	Endorsement / Validation by Supervisor or designated official at Agency/Org
Verification	Components verify and document completion of above requirements and provide DoD T&E Certification for each level.	
Currency	<ul style="list-style-type: none"> • 80 Continuing Hours of Education & Knowledge (CHEK) (replaces CLP nomenclature) /2 years • CHEKs are taken in technical, professional, and specialty competencies. • A certain amount/type of CHEKs as determined by supervisor shall directly map to T&E competencies. • If 80 hours of continuing education and knowledge are not completed within the 2-year time period, the certification becomes inactive. The employee must develop a Certification Reactivation Plan, approved by the supervisor, describing the employee's plan of action to reactivate the certification. • Specific application policy will need to be provided in DoDI 5000.66. 	