



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
ACQUISITION, LOGISTICS AND TECHNOLOGY
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

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9 December 2022

MEMORANDUM FOR ACQUISITION WORKFORCE MEMBERS OF THE
ENGINEERING AND TECHNICAL MANAGEMENT (ETM) FUNCTIONAL AREA

SUBJECT: Recommended Credentials and Continuous Learning Points for the
Engineering and Technical Management (ETM) Acquisition Functional Area (AFA)

1. References.

- a. Department of Defense Instruction (DoDI) 5000.66, 27 July 2017, subject: Defense Acquisition Workforce Education, Training, Experience, and Career Development Program; Incorporating Change 3, 25 March 2022.
- b. Defense Acquisition University (DAU) Policy, 18 April 2016, subject: Defense Acquisition Workforce Continuous Learning Program Policy & Guidance.
- c. Memorandum, Director, Acquisition Career Management (DACM), 11 January 2019, subject: Continuous Learning Point Policy and Implementation Guidelines for the Army Acquisition Workforce

2. The Army Acquisition Workforce (AAW) is charged with the critical mission of cultivating innovation, designing the impossible, and providing our Warfighters with what they need to be successful. As technology continues to advance at a rapid pace, it is critical that our Engineering workforce maintain currency through self-development and continuous education, including relevant defense acquisition credentials. The annual continuous learning point (CLP) requirement for the AAW is 40 CLPs annually and 80 CLPs in a two-year period per statute. Acquiring CLPs is an important activity for our acquisition workforce in keeping an edge and meeting the ever-changing challenges.

3. For the two-year CLP cycle that began on 1 October 2022 and ends on 30 September 2024, I recommend that members of the ETM acquisition workforce focus 20 percent of the required 80 CLPs (i.e., 16 hours) in the current and emerging critical technical areas listed below and/or enroll in the specific credentials and courses listed below:

- a. Data, Agile Software, and Cybersecurity Engineering
- b. Science, Technology, Engineering, and Mathematics (STEM) educational outreach prospects to include mentorship opportunities
- c. Quality Management

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- d. Model-Based Systems Engineering/Digital Engineering
 - e. Critical Thinking and Problem Solving
 - f. Audit and Reviews
4. Surveys of the ETM AFA and supervisors indicate that On-The-Job (OJT) training is an excellent method for developing ETM competencies. In particular, participating as a technical review team member may be considered to earn up to 20 CLPs per year. Furthermore, a team lead or member who mentors another team member can be considered for up to 5 CLPs per year. In addition to OJT, professional certification is highly valued by the ETM acquisition workforce. There are several organizations that offer may relevant certification opportunities
5. In addition, I recommend specific credentials and course offerings that provide training in important ETM skill areas. These courses can be considered as continued professional development opportunities to enhance the knowledge and skills of the ETM AFA.

Course / Types of Activities	Number of CLPs	Category / Skill Area
CENG 001 - Digital Engineering for DoD Consumers Credential	12	Cross-Functional
CENG 002 - Data Analytics for DoD Acquisition Managers Credential	35	Cross-Functional
CENG 004 - Agile – DoD Team Member	22	Cross-Functional
CALD 001 - Resilience	4	Leadership Development
CACQ 002 - Services Acq Team Member: Acq Professional Team Members	40	Cross-Functional
CACQ 004 - Introduction to Risk, Issue, and Opportunity Mgmt	4	Cross-Functional
CACQ 008 - Foundational Intellectual Property	20	Cross-Functional

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CCON 016 - Excel Skills for Data Analysis & Visualization	50	Cross-Functional
CLCL001 - Product Support Mgmt Fundamentals	30	Cross-Functional
CLCL 006 - Designing Supportable Systems	30	Cross-Functional
CLCL 008 - New! Product Support Arrangements	35	Cross-Functional
CLCL 009 - IT Life Cycle Support	30	Cross-Functional
CLCL 010 - Technical Data Mgmt	22	Cross-Functional
CLCL 014 - Parts & Material Life Cycle Mgmt	30	Cross-Functional

6. The Army Director, Acquisition Career Management (DACM) Office, in coordination with Office of the Secretary of Defense for Acquisition and Sustainment (OSD A&S) Chief Digital Acquisition Office (CDAO) is working to develop course offerings specifically focused on improving the digital literacy of the AAW. The vision/intent would be two courses: one focused on use of data in decision making and another focused more at the “user” level. The goal is to have these courses available in the second quarter of FY23 and the DACM Office will send out supplemental registration information when available.
7. Thank you for the work that you do every day to support grow the capabilities of the ETM AFA.

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