



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

SAAL-ZL

2 October 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Coding and Credential Policy for the Life Cycle Logistics Army Acquisition Workforce

1. References:

a. Assistant Secretary of Defense (Sustainment) Memorandum, Subject: Restructuring Certification and Training for the Life Cycle Logistics Career Field, June 28, 2021

b. Department of Defense Instruction 5000.66, Defense Acquisition Workforce Education, Training, Experience, and Career Development, March 25, 2022.

c. Defense Acquisition Workforce Position Category Description (PCD), Career Field, Life Cycle Logistics, January 15, 2021.

d. Deputy Assistant Secretary of the Army (Acquisition Policy and Logistics) Back-to-Basics Implementation – Life Cycle Logistics (LCL) Acquisition Workforce, September 10, 2021.

e. Army Acquisition Functional Leader - Life Cycle Logistics - Recommended Continuous Learning Points and Credentialing for the Life Cycle Logistics Functional Area, 3 September 2024.

2. This policy memorandum supersedes reference 1.d and updates the Army's policy for coding Life Cycle Logistics (LCL) Army Acquisition Workforce (AAW) positions.

3. AAW members assigned to Acquisition Functional Area LCL-coded positions will be designated as GS-12-13 (or broadband equivalent) and GS-14/15 (or broadband equivalent) in accordance with the following business rules:

- a. All Product Support Managers, Occupational Series 0346.
- b. Occupational Series 0346, 1670, 1083, 2001, 2003 and 2010 directly assigned to an acquisition project, product, or program management office.
- c. Occupational Series 0346, 1670, 1083 and 2010 assigned to a reimbursable or matrix position in support of an acquisition project, product, or program management

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office or Operations Maintenance Army/Army Working Capital Fund positions in support of a weapon system in sustainment.

d. Occupational Series 0346, 1670, and 2003 directly assigned to Program Executive Office staff.

e. All occupational series directly assigned to Department of the Army Deputy Chief of Staff, G4, Integrated Logistics Support Division.

f. All occupational series directly assigned to the Deputy Assistant Secretary of the Army for Sustainment (DASA(S)).

g. Occupational Series 0346 directly assigned to the Army Materiel Command Headquarters and associated lifecycle management commands.

h. Occupational Series 0346, 1670, 2001, 2003 and 2010 directly assigned to the Cross Functional Teams and Development Engineering Centers of the Army Futures Command (AFC).

i. Occupational Series 0346 directly assigned to the AFC Headquarters.

j. Occupational Series 0346 directly assigned to the Army Evaluation Center, United States (U.S.) Army Test and Evaluation Command.

k. Occupational Series 0346, 1670, 2001, 2003 and 2010 directly assigned to the Army component of the Special Operations Command.

l. Occupational Series 0346 directly assigned to General Staff and major subordinate elements of the Space and Missile Defense Command.

4. Commands with positions that do not meet the business rules in paragraphs 3.a through 3.l above, will not apply acquisition position requirements, as those positions no longer perform acquisition functions based on the changes outlined in reference 1.a. The U.S. Army Acquisition Support Center will convey these position coding changes to the Civilian Human Resources Agency for implementation.

5. Credential Requirement. A Defense Acquisition University (DAU) credential documents an individual's ability or skills to perform a specific role or function. To improve workforce skills, all AAW LCL members should complete at least one credential every 48 months after achieving their required LCL certification level, or from the date on this memorandum with compliance tracked by their supervisor. AAW LCL members should include a credential in their Individual Development Plan and give serious

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consideration to selecting between 16 and 20 continuous learning points of the 80 required for the two-year cycle from the courses listed in reference e, that are aligned with the Army's priorities and modernization plans. This will ensure we don't have gaps in the LCL skill sets needed to support the Army's future capabilities. Commands should consider offering the opportunity to complete appropriate job specific LCL credentials to all Department of Army Civilians, regardless of LCL acquisition workforce status. LCL credentialing courses are available through the DAU website at [www.dau.edu/credentials](http://www.dau.edu/credentials) and are available to all Department of Defense Military, Civilians and Contractors.

6. To the extent these actions affect bargaining unit positions, management officials and supervisors will adhere to the provisions of applicable collective bargaining agreements and fulfill all statutory and contractual labor relations obligations identified in Title 5, United States Code, Chapter 71 (5 USC Chapter 71) in advance of implementation and administration. Questions concerning labor relations obligations should be addressed with the applicable Civilian Human Resources Service Center.

7. Exceptions. For Occupational Series position exception requests, send a memorandum with justification endorsed by a General Officer or Senior Executive Service to the DASA(S) point of contact (POC) below.

8. POC for this action is Mr. Glenn Carthron, (703) 697-1349 or email: [glenn.t.carthron.civ@army.mil](mailto:glenn.t.carthron.civ@army.mil).

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Timothy G. Goddette  
Deputy Assistant Secretary of the Army  
Sustainment

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