Appendix B—Career Field Certification and Core Plus Development Guides

The certification standards published in this catalog are effective October 1, 2007. Changes and updates to these standards are posted on the DAU Web site as they occur. Check the online catalog at ***www.dau.mil/catalog*** *for current information on certification standards and courses.*

Introduction

The Under Secretary of Defense for Acquisition, Technology and Logistics (USD(AT&L)) has approved the Core Certification Standards contained in this appendix for the DoD AT&L workforce under the authority of DoD Directive 5000.52, "Defense Acquisition Education, Training and Career Development Program." DoD components are responsible for ensuring that workforce personnel are trained and qualified for their current assignment, prepared for more responsible jobs, and cross-trained for assignments in other acquisition career fields. The authorized acquisition career fields/paths are:

- Auditing
- Business, Cost Estimating, and Financial Management
- Contracting
- Facilities Engineering
- Industrial/Contract Property Management
- Information Technology
- Life Cycle Logistics
- Production, Quality, and Manufacturing
- Program Management
- Purchasing
- Systems Planning, Research, Development and Engineering—Program Systems Engineer
- Systems Planning, Research, Development and Engineering—Science and Technology Manager
- Systems Planning, Research, Development and Engineering—Systems Engineering
- Test & Evaluation

Core Plus

The Core Plus construct was designed to advance the DoD AT&L competency management model by providing a "roadmap" for the development of acquisition workforce members beyond the minimum certification standards required for their position. Accordingly, the Core Certification Standards and Core Plus Development Guide provided in this appendix provide the acquisition workforce member a listing of the:

- Core Certification Standards by acquisition career field and level; as well as
- "Core Plus" knowledge and skills that are delivered through coursework that targets functions or tasks directly related to specific types of job assignments.

Core Plus Attributes

Core Plus helps identify the right learning for the right people at the right time during their professional development. It does this by connecting workforce members not only to their career field and level but also to their particular job assignment needs. Core Plus also identifies targeted training that relates to specific tasks in a given assignment type. As Core Plus matures, you can expect:

- "scrap learning," i.e., wasted or irrelevant course content, to be minimized;
- repetitive course content to be minimized;
- the development of more well-rounded acquisition core coursework;
- shorter functional courses required for certification;
- an increase in modular course content;
- an increase in courses targeted to workforce job assignments; and
- more flexibility, focus, and guidance in the construction of Individual Development Plans (IDPs).

Navigating the Guides

Similar to the former career field certification standards, there is a Core Certification and Core Plus Development Guide for each career field at each level—Level I (Entry), Level II (Intermediate), and Level III (Advanced).

Each guide, as displayed in the sample on page 97, is also broken down into at least four, and perhaps five, major sections:

- Types of Assignments
- Core Certification Standards
- Unique Position Training Standards (if applicable)
- Core Plus Development Guide
- Footnotes

Types of Assignments. Subject matter experts in their respective acquisition career fields have grouped the fundamental types of work associated with the career field/path into one or more types of assignments. Included is a brief description of the representative activities that best describe the assignment type. Regardless of your position title, you should be able to associate the work you generally perform with one of the assignment types listed. While the assignment types are consistent across all three levels, the representative activities will vary from one level to another.

Core Certification Standards. Each acquisition position within DoD is assigned a position category (career field/path) and a certification level that is required of the incumbent. This part of the guide outlines the minimum standards that must be met by the incumbent in order to meet the certification requirements of DoDD 5000.52, "Defense Acquisition Education,

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Training, and Career Development Program." The competencies gained from fulfilling these requirements are fundamental to successful performance in the career field or path at the stated level.

To achieve certification, the requirements in each of the following core areas must be met:

- Core Acquisition Training Standards
- Core Functional Training Standards
- Core Education Standards
- Core Experience Standards

All of the elements identified in the standard must be met before an acquisition workforce member can apply for certification through his or her DoD Component processes. Workforce members have 24 months from the time they assume an acquisition position to meet these standards. The 24-month period also applies if the position category or level required of an encumbered position changes.

Unique Position Training Standards. Some career fields have additional requirements between the Core Certification Standards and the Core Plus Development Guide. When applicable, this section identifies a unique type of assignment with associated training requirements that should or must be met when assigned to the specific type of duty. When present, there is a footnote that amplifies the requirement. Coursework listed in this section is not required to meet certification standards.

Core Plus Development Guide. The Core Plus Development Guide is intended to assist employees and their supervisors in preparing an IDP by identifying training, education, and experience beyond certification requirements that may be beneficial to career development or performance in a particular type of assignment. For the initial deployment of Core Plus, most career fields have identified recommended training for broad types of assignments in the career field. DAU courses are listed by an alphanumeric designator with resident classroom and distance learning courses listed first, followed by continuous learning modules.

Footnotes. Each guide contains two or more footnotes. Footnotes are not necessarily consistent across all guides and levels. Be particularly observant of footnotes:

- in the Auditing career field;
- when the guide displays a purple Unique Position Training Standards section (Auditing, Contracting, and Program Management); and
- when there are fewer than three levels in the career field (Facilities Engineering; Purchasing; and Systems Planning, Research, Development and Engineering—Science and Technology Manager).

Constructing Your Individual Development Plan (IDP)

If you have not met the certification standards for your position, the courses listed in the Core Certification Standards section for your career field and level should be your highest priority, followed by those certification courses at the lower levels as appropriate. From there, you and your supervisor should consider the training activities listed in the Core Plus Development Guide for your career field and level as well as the lower levels if you have not completed those activities. You should next consider higher-level guides as well as the guides of other career fields as opportunities to broaden your development.

It is important to note that these guides should not be considered all-inclusive when constructing your IDP. There are other competencies associated with training, education, and experience activities that should be addressed when constructing your IDP with your supervisor. For example, the Ethics Training for AT&L Workforce (CLM 003) continuous learning module is not addressed in the guides because it is not unique to any career field or level. However, this is a course that should appear on your IDP annually. And, of course, your IDP should always include professional development outside acquisition, such as executive skills development, conference participation, etc.

You are not expected to accomplish everything listed in the Core Plus Development Guide; it is provided as a menu from which to select training applicable to your situation. You and your supervisor should select the training that applies to your duties, program tasks, and skill development needs. The guide helps you find relevant training easily.

Finally, keep in mind that unlike certification training, there is no deadline to complete Core Plus training other than what your supervisor specifies and what you need to meet your continuous learning standards. Competency development requires a mixture of training and job experience. Pace your training while you practice your profession on the job.

For updates to these guides during the training year, consult the online version of this catalog at **www.dau.mil/catalog**.

Acronyms Used in this Chapter

ACAT—Acquisition Category
ANSI—American National Standards Institute
APB—Acquisition Program Baseline
APPS—Audit Planning and Performance System
AT&L—Acquisition, Technology, and Logistics
C2—Command and Control
C4ISR—Command, Control, Communications, Computers, Intelligence, Surveillance, and Reconnaissance
CAS—Cost Accounting Standards
CASB—Cost Accounting Standards Board
CIA—Certified Internal Auditor
CISA—Certified Information Systems Auditor
CMA—Certified Management Accountant
COR—Contracting Officer's Representative
COTS—Commercial Off-the-Shelf
CPA—Certified Public Accountant
CPI—Continuous Process Improvement
DAES—Defense Acquisition Executive Summary
DCAA—Defense Contract Audit Agency
DCMA—Defense Contract Management Agency
DPM—Deputy Program Manager
DSIMA—Depot Maintenance Interservice Support Agreements

Contracting *(Advanced)* Level III

Type of Assignment	Representative Activities
Operational Contracting	Contracting functions in support of post, camp, or station
Research & Development	Contracting functions in support of research and development
Systems Acquisition	Contracting functions in support of systems acquisition to include all ACAT programs
Logistics & Sustainment	Contracting functions performed by the Defense Logistics Agency or by other offices to sustain weapon systems
Construction/A&E	Contracting functions in support of construction and/or architect and engineering services
Contingency/Combat Operations	Contracting functions performed in a contingency or combat environment
Contract Administration Office	Contracting function is primarily focused on contract administration
Contract Cost/Price Analyst	Contracting function is primarily focused on advanced cost/price analysis
Small Business Specialist	Contracting function is primarily focused on advising small businesses or on strategies for maximizing use of small businesses
Other	Contracting functions that perform a variety of assignments or are at a headquarters, secretariat, or OSD

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A*
Functional Training	• **CON 353** *Advanced Business Solutions for Mission Support* **(R)** • 1 additional course from the Harvard Business Management Modules
Education[2]	• Baccalaureate degree **and** • At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management
Experience	• 4 years of contracting experience

Unique Position Training Standards[3]	
Level III contracting personnel assigned to or devoting at least 50% of their time in support of a MDAP/MAIS program	• **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**

Core Plus Development Guide[4]	Type of Assignment
Training *("R" indicates Resident instruction.)*	All
ACQ 201B *Intermediate Systems Acquisition, Part B*	X
See Contracting Matrix following the Certification and Core Plus Development Guide	
Education	
Master's degree in business administration or procurement	
Experience	
An additional 4 years of contracting experience	

[1] These standards list the training, education, and experience required for certification at this level.
[2] See 10 U.S.C 1724 (provides for limited exceptions).
[3] Workforce members assigned to the position(s) identified must meet the training standard(s) identified within 6 months of assignment.
[4] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Core Certification and Core Plus Development Guide Sample

DTEPI—Defense Test and Evaluation Professional Institute
EI—Enterprise Integration
EVM—Earned Value Management
EVMS—Earned Value Management Systems
FAR—Federal Acquisition Regulation
FE—Facilities Engineering
FLA—Financial Liaison Advisor
IBR—Integrated Baseline Review
IDP—Individual Development Plan
IOT&E —Independent Initial Operational Test & Evaluation
IPT—Integrated Project Teams
IUID—Item Unique Identification
JSISS—Joint Systems Integrated Support Strategies
JWOD—Javits-Wagner O'Day
LCL—Life Cycle Logistics
MAIS—Major Automated Information System
MDAP—Major Defense Acquisition Program
NDI—Non-Developmental Items
NR-KPP—Net-Ready Key Performance Parameter
OPSEC—Operations Security
OSD—Office of the Secretary of Defense
PBL—Performance Based Logistics
PBSA—Performance Based Services Acquisition
PEO—Program Executive Officer
PGI—Procedures, Guidance, and Information
PM—Program Management or Program Manager
PPBE—Planning, Programming, Budgeting, and Executing
PQM—Production, Quality & Manufacturing
PWT—Participative Work Teams
R-TOC—Reducing Total Ownership Costs
SAR—Selected Acquisition Reports
SAS—Statistical Analysis System
SCM—Supply Chain Management
SDOE—System Design and Operational Effectiveness
SE—Systems Engineering
SPRDE—Systems Planning, Research Development, and Engineering
S/W—Software
T&E—Test & Evaluation
TRA—Technology Readiness Assessments
WBS—Work Breakdown Structure

Auditing *(Entry)* Level I

Type of Assignment	Representative Activities
Auditor	• Audits financial records, reports, management controls, policies, and practices affecting or reflecting the financial condition and operation of Department of Defense and other Federal agency contractors

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **AUD 1130** *Technical Indoctrination* **(R)**
Education	• A baccalaureate degree in accounting; or • A baccalaureate degree in a business-related field with at least 24 semester credit hours in accounting; or • 4 years of experience in accounting; or • An equivalent combination of accounting experience, college education, and training
Experience	• 1 year of contract auditing experience

Core Plus Development Guide [2]	Type of Assignment
Training [3] *("R" indicates Resident instruction.)*	Auditor
AUD 1113 *Orientation to DCAA*	X
AUD 1114 *Orientation to Federal Procurement Regulations*	X
AUD 1115 *Orientation to Contract Auditing Procedures*	X
AUD 1116 *Orientation to DCAA Audits*	X
AUD 1261 *Scanning Guidance*	X
AUD 1265 *APPS Performance Support Module*	X
AUD 1601 *FAR 31, Allowable and Unallowable Costs*	X
AUD 1602 *Allowable Costs with Restrictions (Non-employee)*	X
AUD 1603 *Allowable Costs with Restrictions (Employee)*	X
AUD 8445 *PWT Basics*	X
AUD 9201 *New Employee Ethics*	X
Education	
No additional education specified	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.
[3] For information on these courses, contact the Defense Contract Audit Institute at 901-325-6100.

Auditing *(Intermediate)* Level II

Type of Assignment	Representative Activities
Auditor	• Audits financial records, reports, management controls, policies, and practices affecting or reflecting the financial condition and operation of Department of Defense and other Federal agency contractors

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	Complete one of the following • **AUD 1320** *Intermediate Contract Auditing* **(R)** • **AUD 4120** *Statistical Sampling* **(R)**
Education	Entry below GS-9: Same as Level I Entry at GS-9: Same as Level I **and** • 2 full years of graduate education leading to a master's degree in accounting, auditing, or related field such as business administration or finance; or • 1 full year of professional accounting, auditing, or related experience
Experience	• 2 years of contract auditing experience of increasing complexity and responsibility

Core Plus Development Guide[2]	Type of Assignment
Training[3] *("R" indicates Resident instruction.)*	Auditor
AUD 1121 *Briefing Contracts*	X
AUD 1122 *Accounting System Survey*	X
AUD 1126 *Adequacy of Proposals*	X
AUD 1142 *Progress Payments*	X
AUD 1170 *Financial Capability* **(R)**	X
AUD 1221 *Basic Flowcharting*	X
AUD 1232 *Internal Control Assessment* **(R)**	X
AUD 1239 *Risk and Materiality Assessment*	X
AUD 1249 *Agreed-upon Procedures*	X
AUD 1269 *Working Paper Documentation*	X
AUD 1271 *Permanent Files*	X
AUD 1283 *Fraud Awareness*	X
AUD 1325 *Internal Control Systems: Planning*	X
AUD 1326 *Internal Control Systems: Writing the Audit Report*	X
AUD 1338 *Internal Control Systems: Compensation*	X
AUD 1541 *Cost Accounting Standards* **(R)**	X
AUD 5614 *Fundamentals of Auditing Information Systems* **(R)**	X
AUD 5651 *Retrieving and Analyzing Electronic Data Using SAS* **(R)**	X
AUD 5653 *Computer Assisted Audit Techniques* **(R)**	X
AUD 6115 *Effective Report Writing — The Audit Process* **(R)**	X
AUD 6220 *Auditor Interview and Interpersonal Reactions* **(R)**	X
AUD 6240 *Oral Presentation Workshop* **(R)**	X
Education	
Beginning graduate studies leading to a master's degree in accounting or business	
Professional certification — CPA, CMA, CIA, CISA	
Experience	
Experience performing increasingly complex audits for normal position progression and with increasing independence	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.
[3] For information on these courses, contact the Defense Contract Audit Institute at 901-325-6100.

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Auditing *(Advanced)* Level III

Type of Assignment	Representative Activities
Auditor	• Supervises those performing contract audits; or • Acts as the subject matter expert in technical audit areas (technical specialist); or • Acts as the liaison between DCAA and buying commands (FLA)

Core Certification Standards[1]	
Acquisition Training	None required
Functional Training	None required
Education	• Same as Level II
Experience	• 3 years of contract auditing experience and attainment of position beyond senior auditor

Unique Position Training Standards[2] *("R" indicates Resident instruction.)*	
Supervisory Auditor	• **AUD 8562** *DCAA Personnel Management Policy* **(R)**
Financial Liaison Auditor	Complete one of the following: • **ACQ 101** *Fundamentals of Systems Acquisition Management* • **AUD 6240** *Oral Presentation Workshop* **(R)** • **AUD 6510** *Instructor Workshop* **(R)** • **AUD 8414** *DDI Leadership Skills* **(R)**
Technical Specialist	Complete one of the following: • **AUD 1431** *Accounting and Auditing Refresher* **(R)** • **AUD 1541** *Cost Accounting Standards* **(R)** • **AUD 2311** *Defective Pricing* • **AUD 4035** *Quantitative Methods Refresher* **(R)** • **AUD 5651** *Retrieving and Analyzing Electronic Data Using SAS* **(R)**

Core Plus Development Guide[3]	Type of Assignment
Training[4] *("R" indicates Resident instruction.)*	Auditor
ACQ 101 *Fundamentals of Systems Acquisition Management*	X
AUD 1431 *Accounting and Auditing Refresher* **(R)**	X
AUD 1570 *CAS – Administration and Coverage*	X
AUD 1571 *CAS 401, 402, and 405*	X
AUD 1572 *CAS 403, 410, 418, and 420*	X
AUD 1573 *CAS 404 and 409*	X
AUD 1574 *CAS 414 and 417*	X
AUD 1575 *CAS 406 – Cost Accounting Period*	X
AUD 1576 *CAS 408 and 415*	X
AUD 1577 *CAS 407*	X
AUD 1578 *CAS 416*	X
AUD 1579 *CAS 411*	X
AUD 1580 *CASB Disclosure Statements*	X
AUD 2311 *Defective Pricing*	X
AUD S6000 *Conflict Resolution Techniques* **(R)**	X
AUD 8414 *DDI Leadership Skills* **(R)**	X
AUD 8564 *Administration & Management of Audits for Supervisors* **(R)**	X
Education	
No additional education specified	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.
[3] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed on the lower-level Core Plus Development Guides if not already completed.
[4] For information on these courses, contact the Defense Contract Audit Institute at 901-325-6100.

Business, Cost Estimating, and Financial Management *(Entry)* Level I

Type of Assignment	Representative Activities
Budget/Program/FM Analyst	• Applies basic concepts of budget and program principles, policies, procedures, concepts, standards, and terminology, and a general knowledge of the financial management and business operation systems • Possesses a basic knowledge of acquisition; recognizes the life cycle process of an acquisition program
CE Analyst	• Relates the processes of life cycle cost estimating within the context of materiel system acquisition in the Department of Defense
EVM Analyst	• Relates earned value management to acquisition and financial management associated processes • Identifies DoD and DFARS earned value contractual requirements • Calculates simple EVM metrics from EVM data

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	Complete two of the following courses: • **BCF 101** *Fundamentals of Cost Analysis* **(R)** • **BCF 102** *Fundamentals of Earned Value Management* • **BCF 103** *Fundamentals of Business Financial Management*
Education	Formal education not required for certification
Experience	• 1 year of acquisition experience in business, cost estimating, earned value, and/or financial management

Core Plus Development Guide[2]	**Type of Assignment**		
Training *("R" indicates Resident instruction.)*	Budget/Program/ FM Analyst	CE Analyst	EVM Analyst
CLB 001 *Business Management Modernization Program*	X	X	
CLB 007 *Cost Analysis*		X	X
CLB 012 *Cost as an Independent Variable*	X	X	X
CLB 014 *Acquisition Reporting Concepts and Policy Requirements for APB, DAES, and SAR*	X	X	X
CLB 016 *Introduction to Earned Value Management*	X	X	X
CLC 024 *Basic Math Tutorial*	X		
CLM 016 *Cost Estimating*		X	
Education			
Associate in Applied Science (A.A.S.) or equivalent in business or a business-related field			
Experience			
1 additional year of acquisition experience in business, cost estimating, earned value, and/or financial management in support of an acquisition program			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

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Business, Cost Estimating, and Financial Management *(Intermediate)* Level II

Type of Assignment	Representative Activities
Budget/Program/FM Analyst	• Applies general knowledge of budget and program principles, policies, procedures, concepts, standards and terminology, and financial management and business operation systems • Applies knowledge of the acquisition life cycle process and supports development and preparation of acquisition documents • Prepares and/or reviews acquisition and financial management documents
CE Analyst	• Applies the cost estimating process in the construction of a cost estimate
EVM Analyst	• Interprets program status and predicts trends by analyzing earned value cost and schedule data as an element of integrated program management • Applies EVM concepts as principal EVM member of an IBR review IPT • Interprets ANSI EVM standard as entry level EVMS review team evaluator • Completes EVM requirements for acquisition solicitation packages

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**
Functional Training	• **BCF 205** *Contractor Business Strategies* **(R)** Complete ONE of the following courses (not previously taken at Level I): • **BCF 101** *Fundamentals of Cost Analysis* **(R)** • **BCF 102** *Fundamentals of Earned Value Management* • **BCF 103** *Fundamentals of Business Financial Management* Complete ONE of the following courses (related to specific job duties): • **BCF 211** *Acquisition Business Management* **(R)** • **BCF 203** *Intermediate Earned Value Management* **(R)** • **BCF 204** *Intermediate Cost Analysis* **(R)**
Education	Formal education not required for certification
Experience	• 2 years of acquisition experience in business, cost estimating, earned value, and/or financial management

Core Plus Development Guide [2]	Type of Assignment		
Training *("R" indicates Resident instruction.)*	Budget/Program/FM Analyst	CE Analyst	EVM Analyst
BCF 207 *Economic Analysis* **(R)**	X	X	X
BCF 215 *Operating and Support Cost Analysis* **(R)**	X	X	X
BCF 262 *EVMS Validation and Surveillance* **(R)**			X
BCF 263 *Principles of Schedule Management* **(R)**			X
SAM 101 *Basic Software Acquisition Management*		X	
CLB 017 *Performance Measurement Baseline*	X	X	X
CLB 018 *Earned Value and Financial Management Reports*	X	X	X
CLB 019 *Estimate at Completion*	X	X	X
CLB 020 *Baseline Maintenance*	X	X	X
CLC 005 *Simplified Acquisition Procedures*	X	X	X
CLC 007 *Contract Source Selection*	X	X	X
CLC 010 *Proper Use of Non-DoD Contracts*	X		
CLC 011 *Contracting for the Rest of Us*	X	X	
CLM 012 *Scheduling*	X	X	X
CLM 017 *Risk Management*		X	
CLM 024 *Contracting Overview*	X	X	
CLM 040 *Proper Financial Accounting Treatments for Military Equipment*	X		
Education			
Baccalaureate degree in business or a business-related field			
Experience			
1 additional year of acquisition experience in business, cost estimating, earned value, and/or financial management in support of an acquisition program			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

Business, Cost Estimating, and Financial Management *(Advanced)* Level III

Type of Assignment	Representative Activities
Budget/Program/FM Analyst	• Manages development and evaluation of budget and program improvement plans and resolves complex issues, identifies options, and negotiates with internal and external stakeholders for implementation • Advises senior management on fiscal aspects of program management, ensures fiscal integrity, supports integration of acquisition disciplines • Manages all aspects of the business financial management process for Defense acquisition programs
CE Analyst	• Performs analyses and estimates for a variety of programs
EVM Analyst	• Plans and manages the IBR process as program manager's principal earned value advisor • Leads EVMS validation reviews as review director or principle deputy • Analyzes and applies EVM data to determine root causes of existing cost and schedule problems, to forecast potential cost and schedule problems, and to forecast final project costs

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **BCF 301** *Business, Cost Estimating, and Financial Management Workshop* **(R)**
Education	Formal education not required for certification
Experience	• 4 years of acquisition experience in business, cost estimating, earned value, or financial management

Core Plus Development Guide[2]	**Type of Assignment**		
Training *("R" indicates Resident instruction.)*	Budget/Program/ FM Analyst	CE Analyst	EVM Analyst
ACQ 450 *Leading in the Acquisition Environment* **(R)**	X	X	X
ACQ 451 *Integrated Acquisition for Decision Makers* **(R)**	X	X	X
ACQ 452 *Forging Stakeholder Relationships* **(R)**	X	X	X
CON 110 *Mission Support Planning*	X		
CON 111 *Mission Planning Execution*	X		
CON 112 *Mission Performance Assessment*	X		
PMT 250 *Program Management Tools*	X	X	X
PMT 352A *Program Management Office, Part A*	X	X	X
PMT 352B *Program Management Office, Part B* **(R)**	X	X	X
CLC 008 *Indirect Costs*		X	
CLC 102 *Administration of Other Transactions*	X		
CLC 104 *Analyzing Profit or Fee*		X	
CLC 106 *Contracting Officer's Representative with a Mission Focus*	X		X
CLG 001 *DoD Government Purchase Card*	X		
CLL 015 *Business Case Analysis*	X	X	X
CLM 014 *IPT Management and Leadership*	X	X	X
CLM 101 *Analysis of Alternatives (AoA)*	X	X	
CLM 200 *Item Unique Identification*	X	X	
Education			
Graduate degree in business or a business-related field			
Experience			
2 additional years of acquisition experience in business, cost estimating, earned value, and/or financial management in support of an acquisition program			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

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Contracting *(Entry)* Level I

Type of Assignment	Representative Activities
Operational Contracting	Contracting functions in support of post, camp, or station
Research & Development	Contracting functions in support of research and development
Systems Acquisition	Contracting functions in support of systems acquisition to include all ACAT programs
Logistics & Sustainment	Contracting functions performed by the Defense Logistics Agency or by other offices to sustain weapon systems
Construction/A&E	Contracting functions in support of construction and/or architect and engineering services
Contingency/Combat Operations	Contracting functions performed in a contingency or combat environment
Contract Administration Office	Contracting function is primarily focused on contract administration
Contract Cost/Price Analyst	Contracting function is primarily focused on advanced cost/price analysis
Small Business Specialist	Contracting function is primarily focused on advising small businesses or on strategies for maximizing use of small businesses
Other	Contracting functions that perform a variety of assignments or are at a headquarters, secretariat, or OSD

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **CON 100** *Shaping Smart Business Arrangements* **(R)** • **CON 110** *Mission Support Planning* • **CON 111** *Mission Planning Execution* • **CON 112** *Mission Performance Assessment* • **CON 120** *Mission Focused Contracting* **(R)** • **CLC 033** *Contract Format and Structure for the DoD eBusiness Environment*
Education[2]	• Baccalaureate degree **and** • At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management
Experience	• 1 year of contracting experience

Unique Position Training Standards[3]	
Level I contracting personnel assigned to support a MDAP/MAIS program	• **ACQ 101** *Fundamentals of Systems Acquisition Management*

Core Plus Development Guide[4]	**Type of Assignment**
Training *("R" indicates Resident instruction.)*	All
ACQ 101 *Fundamentals of Systems Acquisition Management*	X
See Contracting Matrix following the Certification and Core Plus Development Guide for Level III in Contracting	
Education	
No additional education specified	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] See 10 U.S.C 1724 (provides for limited exceptions).
[3] Workforce members assigned to the position(s) identified should meet the training standard(s) identified within 1 year of assignment.
[4] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

Contracting *(Intermediate)* Level II

Type of Assignment	Representative Activities
Operational Contracting	Contracting functions in support of post, camp, or station
Research & Development	Contracting functions in support of research and development
Systems Acquisition	Contracting functions in support of systems acquisition to include all ACAT programs
Logistics & Sustainment	Contracting functions performed by the Defense Logistics Agency or by other offices to sustain weapon systems
Construction/A&E	Contracting functions in support of construction and/or architect and engineering services
Contingency/Combat Operations	Contracting functions performed in a contingency or combat environment
Contract Administration Office	Contracting function is primarily focused on contract administration
Contract Cost/Price Analyst	Contracting function is primarily focused on advanced cost/price analysis
Small Business Specialist	Contracting function is primarily focused on advising small businesses or on strategies for maximizing use of small businesses
Other	Contracting functions that perform a variety of assignments or are at a headquarters, secretariat, or OSD

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **CON 214** *Business Decisions for Contracting* • **CON 215** *Intermediate Contracting for Mission Support* **(R)** • **CON 216** *Legal Considerations in Contracting* • **CON 217** *Cost Analysis and Negotiation Techniques* • **CON 218** *Advanced Contracting for Mission Support* **(R)**
Education[2]	• Baccalaureate degree **and** • At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management
Experience	• 2 years of contracting experience

Unique Position Training Standards[3]	
Level II contracting personnel assigned to support a MDAP/MAIS program	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**

Core Plus Development Guide[4]	**Type of Assignment**
Training *("R" indicates Resident instruction.)*	All
ACQ 201A *Intermediate Systems Acquisition, Part A* **(R)**	X
See Contracting Matrix following the Certification and Core Plus Development Guide for Level III in Contracting	
Education	
Graduate studies in business administration or procurement	
Experience	
An additional 2 years of contracting experience	

[1] These standards list the training, education, and experience required for certification at this level.
[2] See 10 U.S.C 1724 (provides for limited exceptions).
[3] Workforce members assigned to the position(s) identified must meet the training standard(s) identified within 1 year of assignment.
[4] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

B

Contracting *(Advanced)* Level III

Type of Assignment	Representative Activities
Operational Contracting	Contracting functions in support of post, camp, or station
Research & Development	Contracting functions in support of research and development
Systems Acquisition	Contracting functions in support of systems acquisition to include all ACAT programs
Logistics & Sustainment	Contracting functions performed by the Defense Logistics Agency or by other offices to sustain weapon systems
Construction/A&E	Contracting functions in support of construction and/or architect and engineering services
Contingency/Combat Operations	Contracting functions performed in a contingency or combat environment
Contract Administration Office	Contracting function is primarily focused on contract administration
Contract Cost/Price Analyst	Contracting function is primarily focused on advanced cost/price analysis
Small Business Specialist	Contracting function is primarily focused on advising small businesses or on strategies for maximizing use of small businesses
Other	Contracting functions that perform a variety of assignments or are at a headquarters, secretariat, or OSD

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A*
Functional Training	• **CON 353** *Advanced Business Solutions for Mission Support* **(R)** • 1 additional course from the Harvard Business Management Modules
Education[2]	• Baccalaureate degree **and** • At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management
Experience	• 4 years of contracting experience

Unique Position Training Standards[3]	
Level III contracting personnel assigned to or devoting at least 50% of their time in support of a MDAP/MAIS program	• **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**

Core Plus Development Guide[4]	Type of Assignment
Training *("R" indicates Resident instruction.)*	All
ACQ 201B *Intermediate Systems Acquisition, Part B*	X
See Contracting Matrix following the Certification and Core Plus Development Guide	
Education	
Master's degree in business administration or procurement	
Experience	
An additional 4 years of contracting experience	

[1] These standards list the training, education, and experience required for certification at this level.
[2] See 10 U.S.C 1724 (provides for limited exceptions).
[3] Workforce members assigned to the position(s) identified must meet the training standard(s) identified within 6 months of assignment.
[4] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Contracting Matrix

Core Plus Development Guide	Type of Assignment									
Training *("R" indicates Resident instruction.)*	Operational Contracting	Systems Acquisition	Construction/A&E	Cont/Combat Oper	Def Agencies, Log/Sust	Research/Labs	Contract Admin	Cost/Price/Analyst	Small Bus Specialist	HQs/Other
BCF 101 *Fundamentals of Cost Analysis* **(R)**	X	X			X	X		X		
BCF 102 *Fundamentals of Earned Value Management*		X					X			
BCF 203 *Intermediate Earned Value Management* **(R)**		X					X			
CON 232 *Overhead Management of Defense Contracts* **(R)**		X				X	X	X		
CON 234 *Contingency Contracting* **(R)**				X						
CON 235 *Advanced Contract Pricing* **(R)**		X			X			X		X
CON 237 *Simplified Acquisition Procedures*	X	X	X	X	X	X	X		X	X
CON 243 *Architect-Engineer Contracting* **(R)**			X							
CON 244 *Construction Contracting* **(R)**			X							
CON 250 *Fundamentals of Cost Accounting Standards, Part I* **(R)**		X				X	X	X		
CON 251 *Fundamentals of Cost Accounting Standards, Part II* **(R)**		X				X	X	X		
CON 260A *The Small Business Program, Part A* **(R)**								X		
CON 260B *The Small Business Program, Part B* **(R)**								X		
FAC 007 *Certificate of Competency*								X		
GRT 201 *Grants and Agreements Management* **(R)**						X	X			
IND 100 *Contract Property Administration and Disposition Fundamentals* **(R)**		X			X	X	X			
CLB 007 *Cost Analysis*	X	X	X	X	X	X	X	X		X
CLB 011 *Budget Policy*		X								
CLB 016 *Introduction to Earned Value Management*		X					X			
CLC 001 *Defense Subcontract Management*	X	X	X	X	X	X	X		X	X
CLC 003 *Sealed Bidding*	X		X		X					
CLC 004 *Market Research*	X	X	X	X	X	X	X	X	X	X
CLC 005 *Simplified Acquisition Procedures*	X	X	X	X	X	X	X		X	X
CLC 006 *Contract Terminations*	X	X	X	X	X	X	X			X
CLC 007 *Contract Source Selection*	X	X	X	X	X	X	X	X	X	X
CLC 008 *Indirect Costs*		X				X	X	X		X
CLC 009 *Service-Disabled Veteran-Owned Small Business Program*	X	X	X	X	X	X	X		X	X
CLC 010 *Proper Use of Non-DoD Contracts*	X	X	X	X	X	X	X	X	X	X
CLC 013 *Performance Based Services Acquisition*	X	X	X	X	X	X	X	X		X
CLC 015 *Commercial Acquisition*	X	X	X	X	X	X	X	X	X	X
CLC 016 *Implementing Price-Based Acquisition*	X	X	X	X	X	X	X	X		X
CLC 017 *Section 803 Competition Requirements*	X	X	X	X	X	X	X	X	X	X
CLC 018 *Contractual Incentives*	X	X	X	X	X	X	X	X	X	X
CLC 019 *Leveraging DCMA for Program Success*	X	X	X	X	X	X	X	X	X	X
CLC 020 *Commercial Item Determination*	X	X	X	X	X	X	X	X	X	X
CLC 022 *Profit Policy Revisions*	X	X	X	X	X	X	X	X	X	X
CLC 023 *Commercial Item Determination—Executive Overview*	X	X	X	X	X	X	X	X	X	X
CLC 026 *Performance Based Payments Overview*	X	X	X	X	X	X	X	X	X	X
CLC 027 *Buy American Act*	X	X	X	X	X	X	X	X	X	X
CLC 031 *Reverse Auctioning*	X				X					
CLC 034 *Provisional Award Fee*	X	X				X	X			
CLC 035 *Other Transactions Authority for Prototype Projects—Comprehensive Coverage*		X				X	X			
CLC 036 *Other Transactions Authority for Prototype Projects—Overview*	X	X	X	X	X	X	X	X	X	X
CLC 037 *A-76 Competitive Sourcing Overview*	X									X
CLC 060 *Time and Materials Contracts*	X	X	X	X	X	X	X	X	X	X
CLC 102 *Administration of Other Transactions*		X				X	X			
CLC 103 *Facilities Capital Cost of Money*	X	X	X	X	X	X	X	X		X
CLC 104 *Analyzing Profit or Fee*	X	X	X	X	X	X	X	X		X

B

Contracting Matrix *(Continued)*

Core Plus Development Guide	Type of Assignment									
Training *("R" indicates Resident instruction.)*	Operational Contracting	Systems Acquisition	Construction/A&E	Cont/Combat Oper	Def Agencies, Log/Sust	Research/Labs	Contract Admin	Cost/Price/Analyst	Small Bus Specialist	HQs/Other
CLC 105 *DCMA Intern Training*							X			
CLC 107 *OPSEC Contract Requirements*	X	X	X	X	X	X	X			X
CLC 108 *Strategic Sourcing Overview*	X	X	X	X	X	X	X	X	X	X
CLC 110 *Spend Analysis Strategies*	X	X	X	X	X	X	X	X	X	X
CLC 112 *Contractors Accompanying the Force*	X	X	X	X	X	X	X			X
CLC 113 *Procedures, Guidance, and Information (PGI)*	X	X	X	X	X	X	X	X	X	X
CLC 114 *Contingency Contracting Officer Refresher*				X						
CLC 125 *Berry Amendment*		X					X			
CLC 131 *Commercial Item Pricing*	X	X			X	X	X	X		X
CLM 013 *Work Breakdown Structure*		X					X	X		
CLM 023 *Javits-Wagner O'Day (JWOD)*	X	X	X	X	X	X	X		X	X
CLM 031 *Improved Statement of Work*	X	X	X	X	X	X				
CLM 032 *Evolutionary Acquisition*		X					X			
CLM 038 *Corrosion Prevention and Control Overview*	X	X	X	X	X	X	X			X
CLM 040 *Proper Financial Accounting Treatments for Military Equipment*	X	X	X	X	X	X	X	X		X
CLM 200 *Item Unique Identification*	X	X	X	X	X	X	X	X	X	X
SPS 101 *Standard Procurement System and Federal Procurement Data System—NG User*	X	X	X	X	X	X	X	X	X	X

Facilities Engineering *(Entry)* Level I

Type of Assignment	Representative Activities
Facilities Engineer	All facets of facilities engineering from planning through disposal, including design, construction, environmental management, base operations and support, housing, real estate, and real property maintenance

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	None required
Education	Formal education not required for certification
Experience	• 1 year of acquisition experience in facilities engineering

Core Plus Development Guide[2]	Type of Assignment
Training *("R" indicates Resident instruction.)*	Facilities Engineer
CLC 028 *Past Performance Information*	X
CLM 003 *Ethics Training for Acquisition, Technology and Logistics*	X
CLM 017 *Risk Management*	X
CLM 024 *Contracting Overview*	X
CLM 035 *Environmental Safety and Occupational Health—Lesson from PMT 352A*	X
Education	
Baccalaureate degree in engineering, architecture, physics, chemistry, mathematics, community planning, business, or related fields	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

B

Facilities Engineering *(Intermediate)* Level II[1]

Type of Assignment	Representative Activities
Facilities Engineer	All facets of facilities engineering from planning through disposal, including design, construction, environmental management, base operations and support, housing, real estate, and real property maintenance

Core Certification Standards[2] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **FE 201** *Intermediate Facilities Engineering*
Education	Formal education not required for certification
Experience	• 2 years of acquisition experience in facilities engineering

Core Plus Development Guide[3]	Type of Assignment
Training *("R" indicates Resident instruction.)*	Facilities Engineer
CLB 016 *Introduction to Earned Value Management*	X
CLE 001 *Value Engineering*	X
CLM 012 *Scheduling*	X
CLM 013 *Work Breakdown Structure*	X
CLM 016 *Cost Estimating*	X
Education	
Baccalaureate degree in engineering, architecture, physics, chemistry, mathematics, community planning, business, or related fields	
9 semester credit hours selected from accounting, business finance, law, economics, industrial management, quantitive methods, or organization and management	
Experience	
2 additional years of experience in acquisition positions of increasing responsibility and complexity	

[1] Level II is the highest certification level for this career field.
[2] These standards list the training, education, and experience required for certification at this level.
[3] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

Industrial/Contract Property Management *(Entry)* Level I

Type of Assignment	Representative Activities
Industrial and/or Contract Property Management	• Oversees and manages life cycle processes for government-owned property utilized by contractors (i.e., government property in the possession of contractors and, in some instances, government-owned contractor-operated plants) • Provides advice and assistance on property-related matters during acquisition planning, contract formation, and contract management • Reviews contractor's purchasing system as it pertains to property management • Performs investigations of instances of lost, stolen, damaged, or destroyed government property and either grants relief or recommends liability

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **CON 100** *Shaping Smart Business Arrangements* **(R)** • **CON 110** *Mission Support Planning* • **CON 111** *Mission Planning Execution* • **CON 112** *Mission Performance Assessment* • **IND 100** *Contract Property Administration and Disposition Fundamentals* **(R)** • **IND 103** *Contract Property Systems Analysis Fundamentals*
Education	Formal education not required for certification
Experience	• 1 year of property management experience

Core Plus Development Guide[2]	Type of Assignment
Training *("R" indicates Resident instruction.)*	Ind/Con Prop Mgt
ACQ 101 *Fundamentals of Systems Acquisition Management*	X
Education	
Baccalaureate degree or at least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

B

Industrial/Contract Property Management *(Intermediate)* Level II

Type of Assignment	Representative Activities
Industrial and/or Contract Property Management	• Develops policy and procedures for government property management • Oversees and manages life cycle processes for government-owned property utilized by contractors (i.e., government property in the possession of contractors and, in some instances, government-owned contractor-operated plants) • Provides advice and assistance on property-related matters during acquisition planning, contract formation, and contract management • Reviews contractor's purchasing system as it pertains to property management • Performs investigations of instances of lost, stolen, damaged, or destroyed government property and either grants relief or recommends liability

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **CON 214** *Business Decisions for Contracting* • **CON 216** *Legal Considerations in Contracting* • **CON 217** *Cost Analysis and Negotiation Techniques* • **IND 200** *Intermediate Contract Property Administration and Disposition* **(R)**
Education	Formal education not required for certification
Experience	• 2 years of experience in an industrial property management position

Core Plus Development Guide[2]	Type of Assignment
Training *("R" indicates Resident instruction.)*	Ind/Con Prop Mgt
ACQ 201A *Intermediate Systems Acquisition, Part A*	X
CLM 040 *Proper Financial Accounting Treatments for Military Equipment*	X
CLM 200 *Item Unique Identification*	X
Education	
Baccalaureate degree or at least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Industrial/Contract Property Management *(Advanced)* Level III

Type of Assignment	Representative Activities
Industrial and/or Contract Property Management	• Develops policy and procedures for government property management • Oversees and manages life cycle processes for government-owned property utilized by contractors (i.e., government property in the possession of contractors and, in some instances, government-owned contractor-operated plants) • Provides advice and assistance on property-related matters during acquisition planning, contract formation, and contract management • Reviews contractor's purchasing system as it pertains to property management • Performs investigations of instances of lost, stolen, damaged, or destroyed government property and either grants relief or recommends liability

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A*
Functional Training	• **CON 353** *Advanced Business Solutions for Mission Support* **(R)** • 1 additional course from the Harvard Business Management Modules identified in the Core Plus Development Guide below
Education	Formal education not required for certification
Experience	• 4 years of experience in industrial property management positions of increasing responsibility and complexity

Core Plus Development Guide[2]	**Type of Assignment**
Training *("R" indicates Resident instruction.)*	Ind/Con Prop Mgt
ACQ 201B *Intermediate Systems Acquisition, Part B* **(R)**	X
HBS 104 *Leading and Motivating*	X
HBS 127 *Assessing Performance*	X
HBS 128 *Coaching*	X
HBS 131 *Giving and Receiving Feedback*	X
HBS 137 *Setting Goals*	X
Education	
Baccalaureate degree or at least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management	
Experience	
An additional 4 years of experience in industrial property management	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

B

Information Technology *(Entry)* Level I

Type of Assignment	Representative Activities
CIO Office	Identifies and describes the following: policies, laws, and regulations; emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; capital planning and investment control; acquisition planning, solicitation, and administration; and information assurance
Central Design Activity (CDA)	Identifies and describes the following: basic concepts of software engineering and development activities, enterprise architecture, best practices, IT systems engineering, information assurance, IT-related technologies, test and evaluation processes, and verification and validation processes
Project Office/Field Activities	Identifies and describes the following: IT program management approaches; emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; acquisition planning, solicitation, and administration; information assurance; test and evaluation processes; verification and validation processes; and fielding and sustaining IT systems

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	As of November 15, 2005, the contents of **IRM 101** and **SAM 101** were merged. Since November 15, 2005, the same content has been delivered under both course designators/names; therefore, **either of the following conditions must be met**: • **IRM 101** *Basic Information Systems Acquisition* **and SAM 101** *Basic Software Acquisition Management* if both courses were completed before November 15, 2005; or • **IRM 101** *Basic Information Systems Acquisition* **or SAM 101** *Basic Software Acquisition Management* if either course completed on or after November 15, 2005.
Education	Formal education not required for certification
Experience	• 1 year of acquisition experience in information technology

Core Plus Development Guide [2]	Type of Assignment		
Training *("R" indicates Resident instruction.)*	CIO	CDA	Project Office/Field Activities
BCF 103 *Fundamentals of Business Financial Management*	X		
SYS 101 *Fundamentals of Systems Planning, Research, Development and Engineering*	X	X	X
TST 102 *Fundamentals of Test and Evaluation*		X	X
CLB 007 *Cost Analysis*		X	X
CLB 016 *Introduction to Earned Value Management*	X	X	X
CLE 004 *Introduction to Lean Enterprise Concepts*	X	X	X
CLE 015 *Continuous Process Improvement Familiarization*	X	X	X
CLE 020 *Enterprise Architecture*	X	X	X
CLM 022 *Introduction to Interoperability*	X	X	X
Education			
Baccalaureate degree, preferably with a major in computer science, management information systems, business administration, or a related field			
Experience			
No additional experience specified			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

Information Technology *(Intermediate)* Level II

Type of Assignment	Representative Activities
CIO Office	Applies the following: policies, laws, and regulations; emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; capital planning and investment control; acquisition planning, solicitation, and administration; and information assurance
Central Design Activity (CDA)	Applies the following: basic concepts of software engineering and development activities; enterprise architecture; best practices; IT systems engineering; information assurance; IT-related technologies; test and evaluation processes; and verification and validation processes
Project Office/Field Activities	Applies the following: IT program management approaches; emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; acquisition planning, solicitation, and administration; information assurance; test and evaluation processes; verification and validation processes; and fielding and sustaining IT systems

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition Management, Part A* • **ACQ 201B** *Intermediate Systems Acquisition Management, Part B* **(R)**
Functional Training	• **IRM 201** *Intermediate Information Systems Acquisition* **(R)** • **SAM 201** *Intermediate Software Acquisition Management* **(R)**
Education	Formal education not required for certification
Experience	• 2 years of acquisition experience; at least 1 year of this experience must be in information technology

Core Plus Development Guide[2]	Type of Assignment		
Training *("R" indicates Resident instruction.)*	CIO	CDA	Project Office/Field Activities
BCF 101 *Fundamentals of Cost Analysis* **(R)**	X	X	X
BCF 102 *Fundamentals of Earned Value Management*	X	X	X
LOG 101 *Acquisition Logistics Fundamentals*		X	X
SYS 202 *Intermediate Systems Planning, Research, Development and Engineering, Part I*		X	X
CLE 003 *Technical Reviews*			X
CLE 006 *Enterprise Integration Overview*	X		X
CLE 007 *Lean Six Sigma*	X	X	X
CLE 016 *Outcome-based Performance Measures*	X		X
CLE 017 *Technical Planning*			X
CLE 025 *Information Assurance for Acquisition Professionals*	X	X	X
CLE 301 *Reliability and Maintainability*		X	X
CLL 015 *Business Case Analysis*	X		X
CLM 029 *Net-Ready Key Performance Parameter (NR-KPP)*	X		X
CLM 101 *Analysis of Alternatives (AoA)*	X		X
Education			
Master's degree, preferably with a major in computer science, management information systems, business administration, or a related field			
Experience			
2 additional years of information technology acquisition experience, preferably in a program office or similar organization			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

B

Information Technology *(Advanced)* Level III

Type of Assignment	Representative Activities
CIO Office	Interprets, evaluates, and develops policies and/or influences laws/regulations for: emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; capital planning and investment control; acquisition planning, solicitation, and administration; and information assurance
Central Design Activity (CDA)	Interprets, evaluates, and/or develops: basic concepts of software engineering and development activities; enterprise architecture; best practices; IT systems engineering; information assurance; IT-related technologies; test and evaluation processes; and verification and validation processes
Project Office/Field Activities	Interprets, evaluates, and/or develops: IT program management approaches; emerging IT acquisition strategies; best practices; IT-related performance measures and quality management; acquisition planning, solicitation, and administration; information assurance; test and evaluation processes; verification and validation processes; and fielding and sustaining IT systems

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **IRM 304** *Advanced Information Systems Acquisition* **(R)** • **SAM 301** *Advanced Software Acquisition Management* **(R)**
Education	Formal education not required for certification
Experience	• 4 years of information technology or software-intensive systems acquisition experience

Core Plus Development Guide [2]	Type of Assignment		
Training *("R" indicates Resident instruction.)*	CIO	CDA	Project Office/Field Activities
LOG 200 *Intermediate Acquisition Logistics, Part A*			X
LOG 203 *Reliability and Maintainability*		X	X
PMT 250 *Program Management Tools*	X	X	X
PMT 352A *Program Management Office Course, Part A*	X		X
SYS 203 *Intermediate Systems Planning, Research, Development and Engineering, Part II* **(R)**		X	X
CLE 021 *Technology Readiness Assessments (TRA)*			X
CLL 008 *Designing for Supportability in DoD Systems*		X	X
CLL 014 *Joint Systems Integrated Support Strategies (JSISS)*	X		X
CLM 014 *IPT Management and Leadership*	X	X	X
Education			
Master's degree, preferably with a major in computer science, management information systems, business administration, or a related field			
Experience			
4 additional years of information technology acquisition experience			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Life Cycle Logistics *(Entry)* Level I

Type of Assignment	Representative Activities
Acquisition Logistics (e.g. Service acquisition organizations IPTs, Program Offices, Life Cycle Management Commands)	• Plans/develops effective and affordable weapons, materiel, or information systems support strategies • Ensures product support strategies meet program goals for operational effectiveness and readiness • Ensures supportability requirements consistent with cost, schedule, and performance are addressed • Plans and develops performance-based logistics (PBL) as preferred DoD product support approach • Ensures integration of all support elements to maximize system deployability, supportability, and mobility
Sustainment (e.g., Logistics/Materiel Commands/Centers, ICPs, depots, defense agencies)	• Implements effective and affordable weapons, materiel, or information systems support of fielded and/or out of production systems, including obsolescence, modernization/modification, sustaining engineering, workload allocation, public-private partnerships, supply chain management (SCM), and/or system retirement • Executes and manages system PBL support strategy, ensuring system performance requirements are met

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **LOG 101** *Acquisition Logistics Fundamentals* • **LOG 102** *Systems Sustainment Management Fundamentals* • **CLL 008** *Designing for Supportability in DoD Systems* • **CLL 011** *Performance Based Logistics (PBL)*
Education	Formal education not required for certification
Experience	• 1 year of acquisition and/or sustainment experience in life cycle logistics

Core Plus Development Guide[2]	**Type of Assignment**	
Training *("R" indicates Resident instruction.)*	Acquisition Logistics	Sustainment
BCF 101 *Fundamentals of Cost Analysis* **(R)**	X	
BCF 102 *Fundamentals of Earned Value Management*	X	
CON 110 *Mission Support Planning*	X	
CON 111 *Mission Planning Execution*	X	
SYS 101 *Fundamentals of Systems Planning, Research, Development and Engineering*	X	
TST 102 *Fundamentals of Test and Evaluation*	X	X
CLB 007 *Cost Analysis*	X	X
CLB 009 *Planning, Programming, Budgeting and Execution (PPBE) and Budget Exhibits*	X	X
CLB 012 *Cost as an Independent Variable*	X	
CLC 013 *Performance Based Services Acquisition (PBSA)*	X	
CLC 019 *Leveraging DCMA for Program Success*	X	X
CLC 108 *Strategic Sourcing Overview*		X
CLC 112 *Contractors Accompanying the Force*	X	X
CLE 003 *Technical Reviews*	X	
CLE 015 *Continuous Process Improvement (CPI) Familiarization*	X	X
CLE 301 *Reliability and Maintainability*	X	X
CLL 002 *Defense Logistics Agency (DLA) Support to the PM*	X	X
CLL 006 *Depot Maintenance Partnering*	X	X
CLL 014 *Joint Systems Integrated Support Strategies (JSISS)*	X	X
CLL 017 *Introduction to Defense Distribution*		X
CLM 013 *Work Breakdown Structure (WBS)*	X	
CLM 021 *Introduction to Reducing Total Ownership Costs (R-TOC)*	X	X
CLM 032 *Evolutionary Acquisition*	X	X
Education		
Baccalaureate degree in a technical, scientific, or managerial field		
Experience		
2 years of life cycle logistics experience in support of acquisition or sustainment of DoD weapons/materiel systems		

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

B

Life Cycle Logistics *(Intermediate)* Level II

Type of Assignment	Representative Activities
Acquisition Logistics (e.g. Service acquisition organizations IPTs, Program Offices, Life Cycle Management Commands)	• Plans/develops effective and affordable weapons, materiel, or information systems support strategies • Ensures product support strategies meet program goals for operational effectiveness and readiness • Ensures supportability requirements consistent with cost, schedule, and performance are addressed • Plans and develops performance based logistics (PBL) as preferred DoD product support approach • Ensures integration of all support elements to maximize system deployability, supportability, and mobility
Sustainment (e.g., Logistics/Materiel Commands/Centers, ICPs, depots, defense agencies)	• Implements effective and affordable weapons, materiel, or information systems support of fielded and/or out of production systems, including obsolescence, modernization/modification, sustaining engineering, workload allocation, public-private partnerships, supply chain management (SCM), and/or system retirement • Executes and manages system PBL support strategy, ensuring system performance requirements are met

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**
Functional Training	• **LOG 200** *Intermediate Acquisition Logistics, Part A* • **LOG 201** *Intermediate Acquisition Logistics, Part B* **(R)** • **LOG 235** *Performance Based Logistics, Part A* • **LOG 236** *Performance Based Logistics, Part B* **(R)** • Two additional supervisor-employee agreed upon courses or continuous learning (CL) modules from Core Plus list below
Education	Formal education not required for certification
Experience	• 2 years of acquisition and/or sustainment experience in life cycle logistics

Core Plus Development Guide [2]	Type of Assignment	
Training *("R" indicates Resident instruction.)*	Acquisition Logistics	Sustainment
BCF 211 *Acquisition Business Management* **(R)**	X	
CON 112 *Mission Performance Assessment*	X	
IRM 101 *Basic Information Systems Acquisition*	X	
LOG 203 *Reliability and Maintainability*	X	X
LOG 204 *Configuration Management*	X	X
LOG 210 *Supportability Manager Tools* **(R)**	X	X
PMT 250 *Program Management Tools*	X	
PQM 101 *Production, Quality, and Manufacturing Fundamentals*		X
PQM 201A *Intermediate Production, Quality, and Manufacturing, Part A*		X
PQM 201B *Intermediate Production, Quality, and Manufacturing, Part B* **(R)**		X
SAM 101 *Basic Software Acquisition Management*	X	
SYS 202 *Intermediate Systems Planning, Research, Development and Engineering, Part I*	X	
TST 203 *Intermediate Test and Evaluation* **(R)**	X	X
CLC 004 *Market Research*	X	
CLC 018 *Contractual Incentives*	X	X
CLC 033 *Contract Format and Structure for the DoD e-Business Environment*	X	X
CLE 001 *Value Engineering*	X	
CLE 004 *Introduction to Lean Enterprise Concepts*		X
CLE 007 *Lean Six Sigma*	X	X
CLL 015 *Business Case Analysis*	X	X
CLL 020 *Independent Logistics Assessments*	X	
CLL 025 *Depot Maintenance Interservice Support Agreements (DMISA)*		X
Education		
Baccalaureate degree in a logistics, business, management, or technical field, and/or completion of a certificate program in Systems Design and Operational Effectiveness (SDOE) or similar systems engineering/technical education, business administration, and/or supply chain management		
Experience		
4 years of life cycle logistics experience in support of acquisition or sustainment of DoD weapons/materiel systems		

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Life Cycle Logistics *(Advanced)* Level III

Type of Assignment	Representative Activities
Acquisition Logistics (e.g. Service acquisition organizations IPTs, Program Offices, Life Cycle Management Commands)	• Leads/plans/develops effective and affordable weapons, materiel, or information systems support strategies • Ensures product support strategies meet program goals for operational effectiveness and readiness • Ensures supportability requirements consistent with cost, schedule, and performance are addressed • Plans and develops performance based logistics (PBL) as preferred DoD product support approach • Ensures integration of all support elements to maximize system deployability, supportability, and mobility
Sustainment (e.g., Logistics/Materiel Commands/Centers, ICPs, depots, defense agencies)	• Leads, plans, and executes effective and affordable weapons, materiel, or information systems support of fielded and/or out of production systems, including obsolescence management, modernization/modification, sustaining engineering, workload allocation, public-private partnerships, SCM, and/or system retirement • Executes and manages PBL support strategy, ensuring system performance requirements are met

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• No additional requirements
Functional Training	• **LOG 304** *Advanced Life Cycle Logistics Management* **(R)** • Two additional supervisor-employee agreed-upon courses or continuous learning (CL) modules from Core Plus list below
Education	Formal education not required for certification
Experience	• 4 years of acquisition and/or sustainment experience in life cycle logistics

Core Plus Development Guide[2]	**Type of Assignment**	
Training *("R" indicates Resident instruction.)*	Acquisition Logistics	Sustainment
ACQ 450 *Leading in the Acquisition Environment* **(R)**	X	
ACQ 451 *Integrated Acquisition for Decision Makers* **(R)**	X	
ACQ 452 *Forging Stakeholder Relationships* **(R)**	X	X
CON 237 *Simplified Acquisition Procedures*	X	
PMT 352A *Program Management Office Course, Part A*	X	
PMT 352B *Program Management Office Course, Part B* **(R)**	X	
PQM 301 *Advanced Production, Quality, and Manufacturing* **(R)**		X
SYS 203 *Intermediate Systems Planning, Research, Development and Engineering, Part II* **(R)**	X	X
TST 302 *Advanced Test and Evaluation* **(R)**	X	X
CLB 011 *Budget Policy*	X	X
CLB 016 *Introduction to Earned Value Management*	X	
CLC 011 *Contracting for the Rest of Us*	X	X
CLE 011 *Modeling and Simulation for Systems Engineering*	X	
CLL 201 *Diminishing Manufacturing Sources and Material Shortages (DMSMS) Fundamentals*	X	X
CLL 203 *Diminishing Manufacturing Sources and Material Shortages (DMSMS) Essentials*	X	X
CLL 204 *Diminishing Manufacturing Sources and Material Shortages (DMSMS) Case Studies*		X
CLM 014 *IPT Management and Leadership*	X	
CLM 017 *Risk Management*	X	X
CLM 035 *Environmental Safety and Occupational Health—Lesson from PMT 352A*	X	X
CLM 101 *Analysis of Alternatives (AoA)*	X	
CLM 200 *Item Unique Identification*	X	X
HBS 106 *Budgeting*	X	X
HBS 112 *Managing Crises*	X	X
Education		
Master's degree in a logistics, business, management, or technical field, such as systems design and operational effectiveness (SDOE) or similar systems engineering/technical education, business administration, and/or supply chain management		
Experience		
8 years of life cycle logistics experience in support of acquisition or sustainment of DoD weapons/materiel systems		

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

B

Production, Quality, and Manufacturing *(Entry)* Level I

Type of Assignment	Representative Activities
Quality Assurance Engineer	• Builds quality characteristics (i.e., performance, cost, durability, safety, ease of use, reliability, maintainability, availability, ease of disposal, simplicity of design, and configuration management) into the designs of the products and services • Ensures consistency of requirements as they flow down to the component level
Quality Assurance Specialist	• Ensures the appropriate quality characteristics have been integrated into the products • Monitors products and services through life cycle and the supply chain • Validates/verifies adherence to specified requirements through test and measurement activities
Manufacturing/Production Engineer	• Participates in manufacturing planning • Builds producibility into designs (tooling, facilities, and products) • Evaluates production capability and capacity of manufacturing processes
Manufacturing/Production Specialist	• Performs production surveillance • Monitors schedule and delivery processes • Participates in assessing manufacturing/production readiness

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **PQM 101** *Production, Quality, and Manufacturing Fundamentals* • **CLC 024** *Basic Math Tutorial* • **CLM 017** *Risk Management*
Education	Formal education not required for certification
Experience	• 1 year of acquisition experience in manufacturing, production, or quality assurance

Core Plus Development Guide [2]	Type of Assignment			
Training *("R" indicates Resident instruction.)*	QA Engineer	QA Specialist	Mftg/Prod Engineer	Mftg/Prod Specialist
LOG 101 *Acquisition Logistics Fundamentals*	X	X	X	X
LOG 102 *Systems Sustainment Management Fundamentals*		X		
PQM 103 *Defense Specification Management* **(R)**	X	X	X	
PQM 104 *Specification Selection and Application* **(R)**	X	X	X	
SYS 101 *Fundamentals of Systems Planning, Research, Development and Engineering*	X	X	X	X
TST 102 *Fundamentals of Test and Evaluation*	X		X	
CLE 004 *Introduction to Lean Enterprise Concepts*	X	X	X	X
CLE 011 *Modeling and Simulation for Systems Engineering*	X		X	
CLE 015 *Continuous Process Improvement Familiarization*	X	X	X	X
CLE 025 *Information Assurance for Acquisition Professionals*	X	X	X	X
CLE 201 *ISO 9000:2000*	X	X	X	X
Education				
Baccalaureate degree in engineering, chemistry, physical science, mathematics, statistics, manufacturing or production management, industrial technology or management, business, quality assurance, or a related field				
Experience				
At least 4 weeks of rotational assignments at a contractor and/or governmental industrial facility that includes experience in quality, manufacturing, engineering, and contracting				

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

Production, Quality, and Manufacturing *(Intermediate)* Level II

Type of Assignment	Representative Activities
Quality Assurance Engineer	• Builds quality characteristics (i.e., performance, cost, durability, safety, ease of use, reliability, maintainability, availability, ease of disposal, simplicity of design, and configuration management) into the designs of the products and services • Ensures consistency of requirements as they flow down to the component level
Quality Assurance Specialist	• Ensures appropriate quality characteristics have been integrated into the product • Monitors the products and services through life cycle and the supply chain • Validates/verifies adherence to specified requirements through test and measurement activities • Leads and coordinates quality assurance activities
Manufacturing/Production Engineer	• Evaluates manufacturing planning • Builds producibility in designs (tooling, facilities, and products) • Evaluates production capability and capacity of manufacturing processes • Coordinates with systems engineering and design functions
Manufacturing/Production Specialist	• Performs production surveillance • Monitors schedule and delivery processes • Evaluates manufacturing/production readiness

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**
Functional Training	• **PQM 201A** *Intermediate Production, Quality, and Manufacturing, Part A* • **PQM 201B** *Intermediate Production, Quality, and Manufacturing, Part B* **(R)** • **CLE 003** *Technical Reviews*
Education	Formal education not required for certification
Experience	• 2 years of acquisition experience in manufacturing, production, or quality assurance

Core Plus Development Guide[2]	Type of Assignment			
Training *("R" indicates Resident instruction.)*	QA Engineer	QA Specialist	Mftg/Prod Engineer	Mftg/Prod Specialist
LOG 200 *Intermediate Acquisition Logistics, Part A*	X	X	X	X
LOG 203 *Reliability and Maintainability*	X		X	
LOG 204 *Configuration Management*	X	X	X	X
PQM 202 *Commercial and Nondevelopmental Item Acquisition Course for Engineering and Technical Personnel* **(R)**		X		X
PQM 203 *Preparation of Commercial Item Descriptions*	X		X	
PQM 212 *Market Research for Engineering and Technical Personnel* **(R)**	X			
TST 203 *Intermediate Test and Evaluation*	X		X	
CLC 011 *Contracting for the Rest of Us*	X	X	X	X
CLC 042 *Predictive Analysis and Quality Assurance*	X	X		
CLE 001 *Value Engineering*	X	X	X	X
CLE 008 *Six Sigma: Concepts and Processes*		X		X
CLE 009 *Systems Safety in Systems Engineering*	X	X	X	X
CLE 017 *Technical Planning*	X		X	
CLE 301 *Reliability and Maintainability*	X	X	X	X
CLM 021 *Introduction to Reducing Total Ownership Costs (R-TOC)*	X	X	X	X
Education				
Baccalaureate degree in engineering, chemistry, physical science, mathematics, statistics, manufacturing or production management, industrial technology or management, business, quality assurance, or a related field				
Experience				
At least one 30-day rotational assignment at a contractor and/or government industrial facility that includes experience in quality, manufacturing, engineering, and contracting; 2 additional years of experience in manufacturing, production, or quality assurance				

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

B

Production, Quality, and Manufacturing *(Advanced)* Level III

Type of Assignment	Representative Activities
Quality Assurance Engineer	• Builds quality characteristics (i.e., performance, cost, durability, safety, ease of use, reliability, maintainability, availability, ease of disposal, simplicity of design, and configuration management) into the designs of the products and services • Ensures consistency of requirements as they flow down to the component level • Manages transition through various life cycle phases • Influences continuous process improvement activities
Quality Assurance Specialist	• Ensures the appropriate quality characteristics have been integrated into the product • Monitors the products and services through life cycle and the supply chain • Validates/verifies adherence to specified requirements through test and measurement activities • Manages/leads quality assurance activities
Manufacturing/Production Engineer	• Participates in manufacturing planning • Builds producibility in designs (tooling, facilities, and products) • Evaluates production capability and capacity of manufacturing processes • Influences continuous process improvement activities and the design process
Manufacturing/Production Specialist	• Performs production surveillance • Monitors schedule and delivery processes • Manages/leads manufacturing/production readiness reviews • Manages/leads manufacturing/production processes and resources

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **PQM 301** *Advanced Production, Quality, and Manufacturing* **(R)**
Education	Formal education not required for certification
Experience	• 4 years of acquisition experience in manufacturing, production, or quality assurance

Core Plus Development Guide[2]	**Type of Assignment**			
Training *("R" indicates Resident instruction.)*	QA Engineer	QA Specialist	Mftg/Prod Engineer	Mftg/Prod Specialist
PMT 250 *Program Management Tools*	X	X	X	X
PMT 352A *Program Management Office Course, Part A*	X	X	X	X
CLC 019 *Leveraging DCMA for Program Success*	X	X	X	
CLC 040 *Predictive Analysis and Scheduling*			X	X
CLC 042 *Predictive Analysis and Quality Assurance*	X	X		
CLE 007 *Lean Six Sigma*	X	X	X	X
CLE 021 *Technology Readiness Assessments*	X		X	
CLL 008 *Designing for Supportability in DoD Systems*	X		X	
Education				
Master's degree in business, production management, engineering, or a related field				
Experience				
At least one 90 day rotational assignment at a contractor and/or government industrial facility that includes experience in quality, manufacturing, engineering, and contracting				

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Program Management *(Entry)* Level I

Type of Assignment	Representative Activities
Weapon Systems	Participates in an IPT delivering a weapon, C2/network-centric, or space system; performs financial and status reporting and basic logistic activities; supports preaward contract activities and workload planning and scheduling
Services	Assists in acquisition planning, assessing risk (technical, cost, and schedule), and contract tracking and performance evaluation
Business Mgt Systems/IT	Participates in a business process IPT, fundamentals of enterprise integration (EI), and outcome-based performance measures
International	N/A at Level I

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **SYS 101** *Fundamentals of Systems Planning, Research Development and Engineering* (Required for certification on 4/1/08) • **CLB 007** *Cost Analysis* (Required for certification on 4/1/08) • **CLB 016** *Introduction To Earned Value Management* (Required for certification on 4/1/08)
Education	Formal education not required for certification
Experience	• 1 year acquisition experience for Level I certification

Core Plus Development Guide[2]	Type of Assignment			
Training *("R" indicates Resident instruction.)*	Weapon Systems	Services	Business Mgmt/IT	International
BCF 103 *Fundamentals of Business Financial Management*	X	X	X	
IRM 101 *Basic Information Systems Acquisition*	X	X	X	
LOG 101 *Acquisition Logistics Fundamentals*	X	X		
PQM 101 *Production, Quality and Manufacturing Fundamentals*	X	X		
SAM 101 *Basic Software Acquisition Management*	X		X	
TST 102 *Fundamentals of Test and Evaluation*	X			
CLC 011 *Contracting for the Rest of Us*	X	X	X	
CLE 025 *Information Assurance for Acquisition Professionals*	X	X	X	
CLL 008 *Designing for Supportability in DoD Systems*	X	X		
CLL 011 *Performance Based Logistics*	X	X		
CLM 017 *Risk Management*	X	X	X	
CLM 022 *Introduction to Interoperability*	X	X	X	
CLM 029 *Net-Ready Key Performance Parameter (NR-KPP)*	X		X	
Education				
Baccalaureate degree, preferably with a major in engineering, systems management, or business administration				
Experience				
1 additional year acquisition experience				

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

B

Program Management *(Intermediate)* Level II

Type of Assignment	Representative Activities
Weapon Systems	Structures and guides systems engineering activities; establishs a risk/opportunity program; structures and conducts technical reviews; works with contracting personnel; maintains configuration control; and leads IPTs in support of developing and delivering a weapon, C2/network-centric, or space system
Services	Structures incentives tied to desired outcomes for service contracts, prepares plans for mitigating risks, provides contract tracking and oversight, and performs most acquisition planning tasks as established in Attachment 1 to AT&L Services Memo of October 2, 2006
Business Mgt Systems/IT	Leads IPTs, identifies and manages enterprise-level business systems and issues, and applies performance measures within the acquisition community and program office context that directly impact systems under development
International	Participates in successful cooperative development or production partnership during presystem acquisition or system acquisition with allied and friendly foreign nations; other types of assignments also apply

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**
Functional Training	• **CON 110** *Mission Support Planning* (Required for certification on 4/1/08) • **PMT 250** *Program Management Tools* • **SAM 101** *Basic Software Acquisition Management* (Required for certification on 4/1/08)
Education	Formal education not required for certification
Experience	• 2 years acquisition experience required for Level II Certification; at least 1 year of this experience must be in program management

Core Plus Development Guide [2]	Type of Assignment			
Training *("R" indicates Resident instruction.)*	WeaponSystems	Services	Business Mgmt/IT	International
ACQ 265 *Mission Focused Services Acquisition* **(R)**		X		
BCF 102 *Fundamentals of Earned Value Management*	X	X	X	
BCF 215 *Operating and Support Cost Analysis* **(R)**	X	X	X	
LOG 102 *Systems Sustainment Management Fundamentals*	X	X		
PMT 202 *Multinational Program Management* **(R)**				X
PMT 203 *International Security and Technology Transfer/Control* **(R)**				X
PQM 101 *Production, Quality and Manufacturing Fundamentals*	X	X		
SAM 201 *Intermediate Software Acquisition Management* **(R)**	X		X	
CLE 004 *Introduction to Lean Enterprise Concepts*	X	X	X	
CLE 006 *Enterprise Integration Overview*			X	
CLE 022 *Program Manager Introduction to Anti-tamper*	X			
CLI 001 *International Armaments Cooperation (IAC) Part 1*				X
CLI 002 *International Armaments Cooperation (IAC) Part 2*				X
CLI 003 *International Armaments Cooperation (IAC) Part 3*				X
CLI 004 *Information Exchange Program (IEP), DoD Generic for RDT&E*				X
CLL 002 *Defense Logistics Agency Support to the PM*	X	X		
CLL 006 *Depot Maintenance Partnering*	X	X		
CLM 025 *COTS Acquisitions for Program Managers*	X	X	X	
CLM 031 *Improved Statement of Work*	X	X		
CLM 036 *Technology Transfer and Export Control Fundamentals*				X
Education				
Master's degree, preferably with a major in engineering, systems management, business administration, or a related field				
Experience				
An additional 2 years of acquisition experience; preferably in a systems program office or similar organization				

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Program Management *(Advanced)* Level III

Type of Assignment	Representative Activities
Weapon Systems	Leads and provides oversight of IPTs delivering a weapon, C2/network-centric, or space system; leads tasks supporting preaward contracts, financial management, risk management, systems engineering, total ownership cost determination, contract coordination, and communications
Services	Organizes and leads DoD professional, administrative, and management support service contracting as relates to developing clearly stated and actionable requirements packages; coordinates with local procurement contracting officers, and ensures opportunities for socio-economic business concerns. Performs all acquisition strategy requirements actions noted in Attachment 1 to AT&L Services Memo of October 2, 2006
Business Mgt Systems/IT	Oversees transformation integration, planning and performance, and investment management as applies to the acquisition community, program office(s), and system(s) under development
International	Plans and supervises groundwork for future cooperation during presystem acquisition or participates in successful cooperative development or production partnerships during system acquisition with allied and friendly foreign nations. Participaties in successful cooperative development or production partnership during presystem acquisition or system acquisition with allied and friendly foreign nations. Other types of assignments also apply

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **PMT 352A** *Program Management Office Course* • **PMT 352B** *Program Management Office Course* **(R)** • **SYS 202** *Intermediate Systems Planning, Research, Development and Engineering, Part 1* (Required for certification on 4/1/08)
Education	Formal education not required for certification
Experience	• 4 years of acquisition experience with at least: —2 years in a program office/similar organization (dedicated matrix support to a PM, PEO, DCMA program integrator, or supervisor of shipbuilding) —1 year in a program management position with cost, schedule, and performance responsibilities

Unique Position Training Standards[2] *("R" indicates Resident instruction.)*	
PEOs; PM/DPM of MDAP/MAIS; PM/DPM of significant nonmajor programs	**PMT 401** *Program Manager's Course* **(R) and PMT 402** *Executive Program Manager's Course* **(R); OR** **PMT 302** *Advanced Program Manager's Course* **and PMT 402** *Executive Program Manager's Course* **(R)**

Core Plus Development Guide[3]	**Type of Assignment**			
Training *("R" indicates Resident instruction.)*	Weapon Systems	Services	Business Mgmt/IT	International
ACQ 452 *Forging Stakeholder Relationships* **(R)**	X	X	X	
BCF 207 *Economic Analysis* **(R)**	X	X	X	
BCF 209 *Acquisition Reporting for MDAPs and MAIS* **(R)**	X		X	
IRM 201 *Intermediate Information Systems Acquisition* **(R)**	X	X	X	
LOG 200 *Intermediate Acquisition Logistics, Part A*	X	X		
LOG 201 *Intermediate Acquisition Logistics, Part B* **(R)**	X	X		
LOG 204 *Configuration Management*	X		X	
LOG 235 *Performance Based Logistics, Part A*	X	X		
LOG 236 *Performance Based Logistics, Part B* **(R)**	X	X		
PMT 304 *Advanced International Management Workshop* **(R)**				X
PMT 403 *Program Manager's Skills (ACAT III only)* **(R)**	X	X	X	
PQM 201A *Intermediate Production, Quality and Manufacturing, Part A*	X			
SAM 301 *Advanced Software Acquisition Management* **(R)**	X	X	X	
SYS 203 *Intermediate Systems Planning, Research, Development and Engineering, Part II* **(R)**	X			
TST 203 *Intermediate Test and Evaluation* **(R)**	X			
CLE 008 *Six Sigma: Concepts and Processes*	X	X	X	
CLL 201 *Diminishing Manufacturing Sources and Material Shortages (DMSMS) Fundamentals*	X	X	X	
Education				
At least 24 semester hours from among accounting, business finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management (DANTES equivalency may be substituted)				
Experience				
An additional 2 years of acquisition experience, preferably in a systems program office or similar organization				

[1] These standards list the training, education, and experience required for certification at this level.
[2] Workforce members assigned to the position(s) identified must meet the training standard(s) identified within 6 months of assignment.
[3] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

B

Purchasing *(Entry)* Level I

Type of Assignment	Representative Activities
Purchasing Agent or Supervisory Purchasing Agent	Purchases, rents, or leases supplies, services, and equipment through either simplified acquisition procedures or placement of orders against preestablished contractual instruments to support operational requirements

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **CLC 010** *Proper Use of Non-DoD Contracts* • **CLG 001** *DoD Government Purchase Card* • **CON 100** *Shaping Smart Business Arrangements* **(R)** • **CON 237** *Simplified Acquisition Procedures*
Education	Formal education not required for certification
Experience	• 1 year of purchasing experience

Core Plus Development Guide[2]	Type of Assignment
Training *("R" indicates Resident instruction.)*	Pur Agt /Sup Pur Agt
CLC 003 *Sealed Bidding*	X
CLC 004 *Market Research*	X
CLC 009 *Service-Disabled Veteran-Owned Small Business Program*	X
CLC 017 *Section 803 Competition Requirements*	X
CLC 113 *Procedures, Guidance, and Information (PGI)*	X
Education	
16 semester hours of undergraduate work with emphasis in business	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

Purchasing *(Intermediate)* Level II[1]

Type of Assignment	Representative Activities
Purchasing Agent or Supervisory Purchasing Agent	Purchases, rents, or leases supplies, services, and equipment through either simplified acquisition procedures or placement of orders against preestablished contractual instruments to support operational requirements

Core Certification Standards[2] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **CON 110** *Mission Support Planning* • **CON 111** *Mission Planning Execution* • **CON 112** *Mission Performance Assessment* • **CON 120** *Mission Focused Contracting* **(R)**
Education	Formal education not required for certification
Experience	• 2 years of experience in purchasing

Core Plus Development Guide[3]	**Type of Assignment**
Training *("R" indicates Resident instruction.)*	Pur Agt /Sup Pur Agt
ACQ 101 *Fundamentals of Systems Acquisition Management*	X
CON 214 *Business Decisions for Contracting*	X
CON 215 *Intermediate Contracting for Mission Support* **(R)**	X
CON 216 *Legal Considerations in Contracting*	X
CON 217 *Cost Analysis and Negotiation Techniques*	X
CON 218 *Advanced Contracting for Mission Support* **(R)**	X
CLC 015 *Commercial Acquisition*	X
CLC 020 *Commercial Item Determination*	X
CLC 022 *Profit Policy Revisions*	X
CLC 023 *Commercial Item Determination: Executive Overview*	X
CLC 027 *Buy American Act*	X
CLC 060 *Time and Materials Contracts*	X
CLC 104 *Analyzing Profit or Fee*	X
CLC 131 *Commercial Item Pricing*	X
Education	
32 semester hours of undergraduate work with emphasis in business	
Experience	
No additional experience specified	

[1] Level II is the highest certification level for this career field.
[2] These standards list the training, education, and experience required for certification at this level. To be certified at this level, workforce members must also posses a Level I certification in Purchasing.
[3] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed. Personnel who have completed all elements of this and the lower-level Guide should consider the guides associated with the Contracting career field for further development.

B

Systems Planning, Research, Development and Engineering—Program Systems Engineer *(Entry)* Level I

Type of Assignment	Representative Activities
Acquisition Program Systems Engineer	• Demonstrates how SE technical and technical management processes apply to acquisition programs • Interacts with program IPTs regarding the proper application of SE processes • Develops systems models and work breakdown structures • Uses top-down design and bottom-up product realization
Sustainment Program Systems Engineer	• Demonstrates how SE processes apply while working in a program office or user support team supporting in-service, out-of-production systems • Interacts with user support teams regarding sustainability and reliability/maintainability improvements on fielded systems

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **SYS 101** *Fundamentals of Systems Planning, Research, Development and Engineering* • 2 100-level courses from among the following career fields/paths: PM, T&E, PQM, LCL, BCEFM, IT or CON
Education	• Baccalaureate or graduate degree in a technical or scientific field such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science
Experience	• 2 years of technical experience (from the following career fields/paths: SPRDE-SE; SPRDE-S&T; IT; T&E; PQM; FE; PM; or LCL) in an acquisition position or performing similar functions in government

Core Plus Development Guide[2]	Type of Assignment	
Training *("R" indicates Resident instruction.)*	Acquisition Program Systems Engineer	Chief Sustainment Program Systems Engineer
BCF 101 *Fundamentals of Cost Analysis* **(R)**	X	
BCF 102 *Fundamentals of Earned Value Management*	X	
IRM 101 *Basic Information Systems Acquisition*	X	X
LOG 101 *Acquisition Logistics Fundamentals*	X	
LOG 102 *Systems Sustainment Management Fundamentals*		X
PQM 101 *Production, Quality, and Manufacturing Fundamentals*	X	
TST 102 *Fundamentals of Test and Evaluation*	X	X
CLB 009 *Planning, Programming, Budgeting and Execution (PPBE) and Budget Exhibits*	X	X
CLB 012 *Cost as an Independent Variable*	X	
CLB 016 *Introduction to Earned Value Management*	X	X
CLC 108 *Strategic Sourcing Overview*		X
CLC 112 *Contractors Accompanying the Force*		X
CLE 001 *Value Engineering*	X	X
CLE 004 *Introduction to Lean Enterprise Concepts*	X	X
CLE 009 *System Safety in Systems Engineering*	X	
CLE 011 *Modeling and Simulation for Systems Engineering*	X	
CLE 015 *Continuous Process Improvement Familiarization*	X	X
CLL 002 *Defense Logistics Agency Support to the PM*	X	X
CLL 006 *Depot Maintenance Partnering*		X
CLL 011 *Performance Based Logistics*	X	X
CLL 017 *Introduction to Defense Distribution*		X
CLM 013 *Work Breakdown Structure (WBS)*	X	
CLM 016 *Cost Estimating*	X	X
CLM 017 *Risk Management*	X	X
CLM 021 *Introduction to Reducing Total Ownership Costs (R-TOC)*	X	
CLM 022 *Introduction to Interoperability*	X	X
CLM 032 *Evolutionary Acquisition*	X	X
Education		
No additional education specified		
Experience		
No additional experience specified		

[1] These are the required standards for training, education, and experience for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

Systems Planning, Research, Development and Engineering—Program Systems Engineer *(Intermediate)* Level II

Type of Assignment	Representative Activities
Acquisition Program Systems Engineer	• Applies SE technical and technical management processes in IPTs • Develops program/project systems engineering plans, etc.
Sustainment Program Systems Engineer	• Applies SE processes in program offices and/or user support teams for in-service, out-of-production systems • Develops system upgrade/modification plans to support new or interoperability requirements • Develops obsolescence mitigation, technology insertion/modernization, reliability/maintainability improvement, etc., plans, as appropriate

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**
Functional Training	• **LOG 204** *Configuration Management* • **SYS 202** *Intermediate Systems Planning, Research, Development and Engineering, Part I* • **SYS 203** *Intermediate Systems Planning, Research, Development and Engineering, Part II* **(R)** • **CLE 003** *Technical Reviews* • 1 100- or 200-level course from among the following career fields/paths: PM, T&E, PQM, LCL, BCEFM, IT or CON
Education	• Baccalaureate or graduate degree in a technical or scientific field such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science
Experience	• 4 years of technical experience (from the following career fields/paths: SPRDE-SE; SPRDE-S&T; IT; T&E; PQM; FE; PM; or LCL) in an acquisition position or performing similar functions in government/industry

Core Plus Development Guide[2]	Type of Assignment	
Training *("R" indicates Resident instruction.)*	Acquisition Program Systems Engineer	Chief Sustainment Program Systems Engineer
LOG 200 *Intermediate Acquisition Logistics, Part A*	X	
LOG 201 *Intermediate Acquisition Logistics, Part B* **(R)**		X
LOG 203 *Reliability and Maintainability*		X
LOG 210 *Supportability Manager Tools* **(R)**		X
LOG 235 *Performance Based Logistics, Part A*	X	
LOG 236 *Performance Based Logistics, Part B* **(R)**		X
PMT 250 *Program Management Tools*	X	X
PQM 201A *Intermediate Production, Quality, and Manufacturing, Part A*		X
PQM 201B *Intermediate Production, Quality, and Manufacturing, Part B* **(R)**		X
TST 203 *Intermediate Test and Evaluation* **(R)**		X
CLE 007 *Lean Six Sigma*	X	X
CLE 008 *Six Sigma: Concepts and Processes*	X	X
CLE 017 *Technical Planning*	X	X
CLE 021 *Technology Readiness Assessments (TRA)*	X	
CLL 022 *Title 10 Depot Maintenance Statute Overview (Statutory Framework)*	X	
CLL 023 *Title 10 U.S.C. 2464 Core Statute Implementation*		X
CLL 024 *Title 10 Limitations on the Performance of Depot-level Maintenance (50/50)*		X
CLL 025 *Depot Maintenance Interservice Support Agreements (DMISA)*		X
CLM 029 *Net-Ready Key Performance Parameter (NR-KPP)*	X	
CLM 101 *Analysis of Alternatives (AoA)*	X	
Education		
Advanced degree or graduate studies in engineering, physics, chemistry, biology, mathematics, operations research, engineering management, computer science, or a related field		
Experience		
No additional experience specified		

[1] These are the required standards for training, education, and experience for certification at this level. Workforce members must also meet the training standards of the previous level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

B

Systems Planning, Research, Development and Engineering—Program Systems Engineer *(Advanced)* Level III

Type of Assignment	Representative Activities
Acquisition Program Systems Engineer	• Lead/Chief; analyzes and applies processes while integrating multiple domains (analytic or engineering specialties) at a system or systems-of-systems level • Leads and/or manages SE activities, develops SEPs, and leads and facilitates IPTs • Demonstrates excellence in management, leadership, communications, and briefing skills
Sustainment Program Systems Engineer	• Leads and/or manages SE activities for programs supporting in-service, out of production systems • Analyzes and applies SE processes in planning and execution of obsolescence mitigation, system upgrades and modifications, technology insertion, modernization, sustainability, reliability/maintainability improvements, etc., as appropriate • Demonstrates excellence in management, leadership, communications, and briefing skills

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **SYS 302** *Technical Leadership in Systems Engineering* **(R)** • **CLL 008** *Designing for Supportability in DoD Systems* • 2 200- or 300-level courses from among the following career fields/paths: PM, T&E, PQM, LCL, BCEFM, IT or CON
Education	• Baccalaureate or graduate degree in a technical or scientific field such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science.
Experience	• 8 years of technical experience (from the following career fields/paths: SPRDE-SE; SPRDE-S&T; IT; T&E; PQM; FE; PM; or LCL) in an acquisition position or performing similar functions in government/industry.

Core Plus Development Guide[2]	**Type of Assignment**	
Training *("R" indicates Resident instruction.)*	Acquisition Program Systems Engineer	Chief Sustainment Program Systems Engineer
ACQ 450 *Leading in the Acquisition Environment* **(R)**	X	X
ACQ 451 *Integrated Acquisition for Decision Makers* **(R)**	X	X
ACQ 452 *Forging Stakeholder Relationships* **(R)**	X	X
FE 201 *Intermediate Facilities Engineering*		X
LOG 304 *Advanced Life Cycle Logistics Management* **(R)**		X
PMT 352A *Program Management Office Course, Part A*	X	X
PMT 352B *Program Management Office Course, Part B* **(R)**	X	X
PQM 301 *Advanced Production, Quality, and Manufacturing* **(R)**		X
TST 302 *Advanced Test and Evaluation* **(R)**	X	X
CLE 020 *Enterprise Architecture*	X	X
CLL 014 *Joint Systems Integrated Support Strategies (JSISS)*	X	
CLL 015 *Business Case Analysis*	X	
CLL 203 *Diminishing Manufacturing Sources and Material Shortages (DMSMS) Essentials*		X
CLL 204 *Diminishing Manufacturing Sources and Material Shortages (DMSMS) Case Studies*		X
CLM 014 *IPT Management and Leadership*	X	X
CLM 031 *Improved Statement of Work*	X	X
CLM 035 *Environmental Safety and Occupational Health—Lesson from PMT 352A*	X	X
CLM 200 *Item Unique Identification*		X
Education		
Advanced degree or graduate studies in engineering, physics, chemistry, biology, mathematics, operations research, engineering management, computer science or a related field		
Experience		
No additional experience specified		

[1] These standards list the training, education, and experience required for certification at this level. Workforce members must also meet the training standards of the previous level(s).
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Systems Planning, Research, Development and Engineering—Science and Technology Manager *(Intermediate)* Level II[1]

Type of Assignment	Representative Activities
Science & Technology	Organizes, conducts, and/or monitors science and technology activities including basic research, applied research and/or advanced technology development; may also provide direct support to acquisition program managers

Core Certification Standards[2] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **STM 201** *Intermediate Science and Technology Management* **(R)** • **CLE 021** *Technology Readiness Assessments*
Education	Baccalaureate degree in engineering, physics, chemistry, biology, mathematics, or a related field
Experience	2 years of acquisition-related experience in science and technology

Core Plus Development Guide[3]	Type of Assignment
Training *("R" indicates Resident instruction.)*	Science & Technology
LOG 101 *Acquisition Logistics Fundamentals*	X
TST 102 *Fundamentals of Test and Evaluation*	X
CLC 106 *Contracting Officer's Representative (COR) with a Mission Focus*	X
CLE 011 *Modeling and Simulation for Systems Engineering*	X
CLE 017 *Technical Planning*	X
CLM 013 *Work Breakdown Structure (WBS)*	X
CLM 016 *Cost Estimating*	X
CLM 017 *Risk Management*	X
CLM 024 *Contracting Overview*	X
CLM 031 *Improved Statement of Work*	X
CLM 101 *Analysis of Alternatives (AoA) — USAF Process*	X
Education	
No additional education specified	
Experience	
No additional experience specified	

[1] There are no Level I certification standards or Core Plus Development Guide for this career field/path.
[2] These standards list the training, education, and experience required for certification at this level.
[3] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide, if not already completed.

B

Systems Planning, Research, Development and Engineering—Science and Technology Manager *(Advanced)* Level III

Type of Assignment	Representative Activities
Science & Technology	Leads and/or manages science and technology activities including basic research, applied research and/or advanced technology development; may also provide direct support to acquisition program managers

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **STM 302** *Advanced S&T Management* **(R)**
Education	• Baccalaureate degree in engineering, physics, chemistry, biology, mathematics, or a related field
Experience	• 4 years of acquisition experience of which 2 years must be in science and technology management

Core Plus Development Guide[2]	Type of Assignment
Training *("R" indicates Resident instruction.)*	Science & Technology
SYS 101 *Fundamentals of Systems Planning, Research, Development and Engineering*	X
TST 203 *Intermediate Test and Evaluation*	X
CLB 011 *Budget Policy*	X
CLC 041 *Predictive Analysis and Systems Engineering*	X
CLE 003 *Technical Reviews*	X
CLE 008 *Six Sigma: Concepts and Processes*	X
CLE 301 *Reliability and Maintainability*	X
CLL 008 *Designing for Supportability in DoD Systems*	X
CLM 014 *IPT Management and Leadership*	X
CLM 029 *Net-Ready Key Performance Parameter (NR-KPP)*	X
Education	
Graduate-level degree in engineering, physics, chemistry, biology, mathematics, operations research, management, or a related field	
Experience	
No additional experience specified	

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

Systems Planning, Research, Development and Engineering—Systems Engineering *(Entry)* Level I

Type of Assignment	Representative Activities
Functional Specialist	• Plans, organizes, and conducts engineering activities relating to the design, development, fabrication, installation, modification, sustainment, and/or analysis of systems or systems components for a functional specialty (i.e., reliability and maintainability, systems safety, materials, avionics, structures, propulsion, chemical/biological, human systems interfaces, weapons, etc.) • Demonstrates how systems engineering technical processes and technical management processes guide engineering activities for a functional specialty
Software/IT Engineer	• Plans, organizes, and conducts engineering activities relating to the design, development, and/or analysis of software and information technology systems or systems components • Demonstrates how systems engineering technical processes and technical management processes guide software development and/or IT integration activities
Developmental Engineer	• Plans, organizes, and conducts engineering design and development activities for systems or systems components • Demonstrates how systems engineering technical processes and technical management processes guide design and development activities
Science & Tech (Research Engineer or Scientist)	• Plans, organizes, and conducts science and technology research and engineering activities supporting acquisition programs, projects, or activities • Demonstrates how systems engineering technical processes and technical management processes guide science and technology research and engineering activities

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **SYS 101** *Fundamentals of Systems Planning, Research, Development and Engineering*
Education	• Baccalaureate or graduate degree in a technical or scientific field such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science
Experience	• 1 year of technical experience in an acquisition position to include government or industry equivalent from among the following career fields/paths: SPRDE-SE, SPRDE-S&T, IT, T&E, PQM, FE, PM, or LCL

Core Plus Development Guide[2]	Type of Assignment			
Training *("R" indicates Resident instruction.)*	Funct Spec	Software/ IT Engr	Dev Engr	S&T Engr/ Scientist
BCF 101 *Fundamentals of Cost Analysis* **(R)**	X			
BCF 102 *Fundamentals of Earned Value Management*	X	X		
IRM 101 *Basic Information Systems Acquisition*		X		
LOG 101 *Acquisition Logistics Fundamentals*	X		X	
LOG 102 *Systems Sustainment Management Fundamentals*	X			
PQM 101 *Production, Quality, and Manufacturing Fundamentals*	X		X	
SAM 101 *Basic Software Acquisition Management*		X		
TST 102 *Fundamentals of Test and Evaluation*	X	X	X	X
CLE 001 *Value Engineering*	X			
CLE 004 *Introduction to Lean Enterprise Concepts*	X	X	X	X
CLE 009 *System Safety in Systems Engineering*	X		X	
CLE 011 *Modeling and Simulation for Systems Engineering*	X	X	X	X
CLE 015 *Continuous Process Improvement Familiarization*	X	X	X	X
CLL 011 *Performance Based Logistics*	X			
CLM 013 *Work Breakdown Structure (WBS)*	X	X	X	X
CLM 016 *Cost Estimating*	X	X	X	X
CLM 017 *Risk Management*	X	X	X	X
CLM 022 *Introduction to Interoperability*	X	X	X	
Education				
No additional education specified				
Experience				
1 additional year of technical experience				

[1] These are the required standards for training, education, and experience for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

B

Systems Planning, Research, Development and Engineering—Systems Engineering *(Intermediate)* Level II

Type of Assignment	Representative Activities
Functional Specialist	• Organizes, conducts, and/or monitors engineering activities in a functional specialty relating to the design, development, fabrication, installation, modification, sustainment, and/or analysis of systems or systems components • Applies SE technical and technical management processes to a functional specialty in IPT environments
Software/IT Engineer	• Organizes, conducts, and/or monitors engineering activities relating to the design, development, and/or analysis of software and information technology systems or systems components • Applies SE technical and technical management processes to software and IT development
Developmental Engineer	• Organizes, conducts, and/or monitors engineering design and development activities for systems or systems components • Applies SE technical and technical management processes during systems development
Science & Tech (Research Engineer or Scientist)	• Organizes, conducts, and/or monitors science and technology research and engineering activities supporting acquisition programs, projects, or activities • Applies SE technical and technical management processes to managing or conducting science and technology research and engineering activities

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**
Functional Training	• **SYS 202** *Intermediate Systems Planning, Research, Development and Engineering, Part I* • **SYS 203** *Intermediate Systems Planning, Research, Development and Engineering, Part II* **(R)** • **CLE 003** *Technical Reviews*
Education	• Baccalaureate or graduate degree in a technical or scientific field such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science
Experience	• 2 years of technical experience in an acquisition position to include government or industry equivalent from among the following career fields/paths: SPRDE-SE, SPRDE-S&T, IT, T&E, PQM, FE, PM, or LCL

Core Plus Development Guide[2]	Type of Assignment			
Training *("R" indicates Resident instruction.)*	Funct Spec	Software/ IT Engr	Dev Engr	S&T Engr/ Scientist
IRM 201 *Intermediate Information Systems Acquisition* **(R)**		X		
LOG 200 *Intermediate Acquisition Logistics, Part A*	X		X	
LOG 203 *Reliability and Maintainability*	X		X	
PQM 201A *Intermediate Production, Quality and Manufacturing, Part A*		X		
SAM 201 *Intermediate Software Acquisition Management* **(R)**		X		
STM 201 *Intermediate S&T Management* **(R)**				X
TST 203 *Intermediate Test and Evaluation* **(R)**				X
CLB 016 *Introduction to Earned Value Management*	X	X		
CLB 017 *Performance Measurement Baseline*	X	X		
CLC 041 *Predictive Analysis and Systems Engineering*	X	X		
CLE 007 *Lean Six Sigma*	X	X	X	
CLE 016 *Outcome-based Performance Measures*	X	X		
CLE 017 *Technical Planning*	X	X	X	X
CLE 020 *Enterprise Architecture*	X	X	X	X
CLM 029 *Net-Ready Key Performance Parameter (NR-KPP)*	X	X	X	X
CLM 031 *Improved Statement of Work*	X	X	X	X
CLM 032 *Evolutionary Acquisition*	X	X	X	
CLM 101 *Analysis of Alternatives (AoA)*	X	X		X
Education				
Graduate degree in a discipline such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science				
Experience				
2 additional years of technical experience				

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

Systems Planning, Research, Development and Engineering—Systems Engineering *(Advanced)* Level III

Type of Assignment	Representative Activities
Functional Specialist	• Leads and/or manages engineering activities in a functional specialty relating to the design, development, fabrication, installation, modification, sustainment, and/or analysis of systems or systems components • Ensures appropriate SE technical and technical management processes are properly applied to functional specialty activities that support IPT environments
Software/IT Engineer	• Leads and/or manages engineering activities relating to the design, development, and/or analysis of software and information technology systems or systems components • Ensures appropriate SE processes are properly applied to software development and/or IT integration activities
Developmental Engineer	• Leads and/or manages design and development activities for systems or systems components • Ensures appropriate SE processes are properly applied during systems development
Science & Tech (Research Engineer or Scientist)	• Leads and/or manages science and technology research and engineering activities supporting acquisition programs, projects, or activities • Ensures appropriate SE processes are properly applied during science and technology activities

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	None required
Functional Training	• **SYS 302** *Technical Leadership in Systems Engineering* **(R)** • **CLL 008** *Designing for Supportability in DoD Systems*
Education	• Baccalaureate or graduate degree in a technical or scientific field such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science
Experience	• 4 years of technical experience in an acquisition position to include government or industry equivalent from among the following career fields/paths: SPRDE-SE, SPRDE-S&T, IT, T&E, PQM, FE, PM, or LCL

Core Plus Development Guide[2]	**Type of Assignment**			
Training *("R" indicates Resident instruction.)*	Funct Spec	Software/ IT Engr	Dev Engr	S&T Engr/ Scientist
LOG 201 *Intermediate Acquisition Logistics, Part B* **(R)**	X		X	
LOG 210 *Supportability Managers Tools* **(R)**	X		X	
LOG 235 *Performance Based Logistics, Part A*	X			
LOG 236 *Performance Based Logistics, Part B* **(R)**	X			
PMT 250 *Program Management Tools*	X		X	X
PMT 352A *Program Management Office Course, Part A*	X		X	X
PQM 203 *Preparation of Commercial Item Descriptions for Engineering and Technical Personnel*			X	
SAM 301 *Advanced Software Acquisition Management* **(R)**		X		
STM 302 *Advanced S&T Management* **(R)**				X
TST 302 *Advanced Test and Evaluation* **(R)**	X	X	X	X
CLE 008 *Six Sigma: Concepts and Processes*	X	X	X	X
CLE 021 *Technical Readiness Assessments*	X	X	X	X
CLE 301 *Reliability and Maintainability*	X	X	X	X
CLL 022 *Title 10 Depot Maintenance Statute Overview (Statutory Framework)*	X		X	
CLL 023 *Title 10 U.S.C. 2464 Core Statute Implementation*	X			
CLL 024 *Title 10 Limitations on the Performance of Depot-level Maintenance (50/50)*	X			
CLL 025 *Depot Maintenance Interservice Support Agreements (DMISA)*	X			
CLM 014 *IPT Management and Leadership*	X	X	X	X
CLM 034 *Science and Technology—Lesson from PMT 352A*				X
Education				
Graduate degree in a discipline such as engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science				
Experience				
4 additional years of technical experience				

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.

B

Test and Evaluation *(Entry)* Level I

Type of Assignment	Representative Activities
T&E Planning (requirements review, planning, design, and development)	• Serves as tester on T&E working-level IPTs • Demonstrates how to plan test and/or evaluation activities associated with concepts, emerging technologies, and experiments as well as prototypes; new, fielded, or modified C4ISR systems; weapon or automated information systems; and equipment or materiel throughout all acquisition phases to include developmental tests and support to in-service tests and operational tests • Demonstrates how to write, edit, and staff a T&E strategy (TES) or T&E master plan (TEMP), and other system-level and/or detailed test plans • Supports management of T&E resources: personnel, cost, budget, ranges, laboratories, and schedules • Participates in analysis of requirements/capabilities documents to determine program testability and measurability
T&E Execution (test conduct and data collection)	• Supports design and use of existing or new test equipment, procedures, and approaches • Supports determination of scope, infrastructure, resources, and data sample size to ensure system requirements are adequately demonstrated • Supports development of T&E processes; helps modify, adapt, tailor, or extend standard T&E guides, precedents, criteria, methods, and techniques to include modeling and simulation and information assurance • Supports categorizing test data, equipment, materiel, or system deficiencies and certify readiness for IOT&E • Supports development T&E and supports operational tests
T&E Reporting (data analysis, assessment, & eval)	• Supports collection, analyses, assessments, and evaluations test data/results; prepares reports of system performance and T&E findings

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 101** *Fundamentals of Systems Acquisition Management*
Functional Training	• **SYS 101** *Fundamentals of Systems Engineering* • **TST 102** *Fundamentals of Test and Evaluation* • **CLE 023** *Modeling and Simulation for Test and Evaluation* (**CLE 011** *Modeling and Simulation for Systems Engineering* completed prior to October 1, 2007, satisfies this standard)
Education	• Baccalaureate degree or higher, including 24 semester hours or equivalent in technical or scientific courses such as mathematics (e.g., calculus, probability, statistics), physical sciences (e.g., chemistry, biology, physics), psychology, operations research/systems analysis, engineering, computer sciences, and information technology
Experience	• 1 year of acquisition experience

Core Plus Development Guide [2]	Type of Assignment		
Training *("R" indicates Resident instruction.)*	T&E Planning	T&E Execution	T&E Reporting
IRM 101 *Basic Information Systems Acquisition*	X	X	X
CLB 007 *Cost Analysis*	X		
CLB 016 *Introduction to Earned Value Management*	X	X	X
CLE 004 *Introduction to Lean Enterprise Concepts*	X	X	
CLE 015 *Continuous Process Improvement Familiarization*	X	X	X
CLM 022 *Introduction to Interoperability*	X	X	X
Education			
No additional education specified			
Experience			
No additional experience specified			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this Core Plus Development Guide if not already completed.

Test and Evaluation *(Intermediate)* Level II

Type of Assignment	Representative Activities
T&E Planning (requirements review, planning, design, and development)	• Serves as materiel developer, system evaluator, or test lead on T&E working-level IPTs • Plans and organizes test and/or evaluation activities associated with concepts, emerging technologies, and experiments as well as prototype; new, fielded, or modified C4ISR systems; weapon or automated information systems; and equipment or materiel throughout all acquisition phases to include developmental tests and support to in-service tests and operational tests • Writes, edits, and supports staffing of T&E policy, T&E strategy (TES) or T&E master plan (TEMP), and other system-level and/or detailed test plans • Manages T&E resources: personnel, cost, budget, ranges, laboratories, and schedules • Analyzes requirements/capabilities documents to determine program testability and measurability
T&E Execution (test conduct and data collection)	• Designs and uses existing or new test equipment, procedures, and approaches • Determines scope, infrastructure, resources, and data sample size to ensure system requirements are adequately demonstrated • Develops T&E processes; modifies, adapts, tailors, or extends standard T&E guides, precedents, criteria, methods, and techniques to include modeling and simulation and information assurance • Categorizes test data, equipment, materiel, or system deficiencies and certify readiness for IOT&E • Conducts development T&E and supports operational tests
T&E Reporting (data analysis, assessment, & eval)	• Analyzes, assesses, and evaluates test data/results; prepares necessary briefings and reports of system performance and T&E findings

Core Certification Standards[1] *("R" indicates Resident instruction.)*	
Acquisition Training	• **ACQ 201A** *Intermediate Systems Acquisition, Part A* • **ACQ 201B** *Intermediate Systems Acquisition, Part B* **(R)**
Functional Training	• **SYS 202** *Intermediate Systems Planning, Research, Development and Engineering, Part I* • **TST 203** *Intermediate Test and Evaluation* **(R)** • **CLM 029** *Net-Ready Key Performance Parameter (NR-KPP)*
Education	• Baccalaureate degree or higher, including 24 semester hours or equivalent in technical or scientific courses such as mathematics (e.g., calculus, probability, statistics), physical sciences (e.g., chemistry, biology, physics), psychology, operations research/systems analysis, engineering, computer sciences, and information technology
Experience	• 2 years of Test and Evaluation experience

Core Plus Development Guide[2]	Type of Assignment		
Training *("R" indicates Resident instruction.)*	T&E Planning	T&E Execution	T&E Reporting
IRM 201 *Intermediate Information Systems Acquisition*	X	X	X
LOG 101 *Acquisition Logistics Fundamentals*	X	X	
PQM 101 *Production, Quality, and Manufacturing Fundamentals*			X
SAM 201 *Intermediate Software Acquisition Management* **(R)**	X	X	X
CLE 003 *Technical Reviews*	X	X	X
CLE 015 *Continuous Process Improvement Familiarization*	X	X	X
CLE 017 *Technical Planning*	X	X	
CLE 021 *Technology Readiness Assessments (TRA)*	X	X	X
CLE 025 *Information Assurance for Acquisition Professionals*	X	X	X
CLE 035 *DTEPI (Defense Test and Evaluation Professional Institute) Introduction to Probability and Statistics*	X	X	X
CLM 013 *Work Breakdown Structure (WBS)*	X	X	
CLM 016 *Cost Estimating*	X	X	X
CLM 017 *Risk Management*	X	X	X
CLM 035 *Environmental Safety and Occupational Health—Lesson from PMT 352A*	X	X	X
CLM 101 *Analysis of Alternatives (AoA)*	X		X
Education			
No additional education specified			
Experience			
No additional experience specified			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guide if not already completed.

B

Test and Evaluation *(Advanced)* Level III

Type of Assignment	Representative Activities
T&E Planning (requirements review, planning, design, and development)	• Oversees long-range T&E planning at PEO/senior staff-level, i.e., CAPSTONE or FCS Test Lead • Serves as materiel developer, system evaluator, or tester on T&E working-level IPTs • Serves as chairperson of T&E working-level IPTs • Manages/leads efforts to plan and organize test and/or evaluation activities associated with concepts, emerging technologies, and experiments as well as prototypes; new, fielded, or modified C4ISR systems; weapon or automated information systems; and equipment or materiel throughout all acquisition phases to include developmental tests, and support to in-service tests and operational tests • Manages/leads efforts to write, edit, and staff T&E policy, T&E strategy (TES) or T&E master plan (TEMP), and other system-level and/or detailed test plans • Leads efforts to manage T&E resources: personnel, cost, budget, ranges, laboratories, and schedules • Leads efforts to analyze requirements/capabilities documents to determine program testability and measurability
T&E Execution (test conduct and data collection)	• Manages/leads efforts to design and use existing or new test equipment, procedures, and approaches • Manages/leads efforts to determine scope, infrastructure, resources, and data sample size to ensure system requirements are adequately demonstrated • Manages/leads efforts to develop T&E processes; modify, adapt, tailor, or extend standard T&E guides, precedents, criteria, methods, and techniques, to include modeling and simulation and information assurance • Leads efforts to categorizes test data, equipment, materiel, or system deficiencies and certify readiness for IOT&E • Leads efforts to conduct development T&E and support operational tests
T&E Reporting (data analysis, assessment, & eval)	• Leads efforts to analyze, assess, and evaluate test data/results and prepares and presents reports of system performance and T&E findings • Presents and justifies T&E results, analyses, and assessments

Core Certification Standards [1] *("R" indicates Resident instruction.)*	
Acquisition Training	No requirements
Functional Training	• **TST 302** *Advanced Test and Evaluation* **(R)**
Education	• Baccalaureate degree or higher, including 24 semester hours or equivalent in technical or scientific courses such as mathematics (e.g., calculus, probability, statistics), physical sciences (e.g., chemistry, biology, physics), psychology, operations research/systems analysis, engineering, computer sciences, and information technology
Experience	• 4 years of Test and Evaluation experience

Core Plus Development Guide [2]	**Type of Assignment**		
Training *("R" indicates Resident instruction.)*	T&E Planning	T&E Execution	T&E Reporting
PMT 250 *Program Management Tools*	X	X	
SYS 203 *Intermediate Systems Planning, Research, Development and Engineering, Part II* **(R)**	X	X	X
CLB 009 *Planning, Programming, Budgeting and Execution (PPBE) and Budget Exhibits*	X		
CLC 011 *Contracting for the Rest of Us*	X	X	
CLE 009 *Systems Safety in Systems Engineering*	X	X	X
CLE 020 *Enterprise Architecture*	X	X	
CLL 014 *Joint Systems Integrated Support Strategies (JSISS)*	X		
CLL 015 *Business Case Analysis*	X		X
CLM 014 *IPT Management and Leadership*	X	X	X
CLM 031 *Improved Statement of Work*	X	X	
Education			
No additional education specified			
Experience			
No additional experience specified			

[1] These standards list the training, education, and experience required for certification at this level.
[2] When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in this and the lower-level Core Plus Development Guides if not already completed.