



# 4<sup>th</sup> Estate DACM *Newsletter*

## IN THE SPOTLIGHT

Recently, the 4th Estate DACM office was realigned under the umbrella of the Under Secretary of Defense for Acquisition, Technology and Logistics, Human Capital Initiatives. We look forward to the strong partnership and opportunities this reorganization will create. Stay tuned to future e-mails and newsletters for more details on this new development!

The first half of 2010 has proven to be busy and productive for the 4th Estate components. As of the second quarter 2010, our acquisition workforce count was 19,089, an increase of 488 members since 2009. As always, we are looking to better support our growing workforce members, and will continue to do our best to provide you with the resources and information you need to increase certification rates and get workforce members trained to meet their potential. The 4th Estate started off strong with the fiscal year 2011 DAU training schedule, which opened for registration in mid-May. After just two months, the 4th Estate had 23 percent of the total number of DoD reservations, as compared to the other service DACMs. Great job to all quota managers for making this a priority and for all students who have registered!

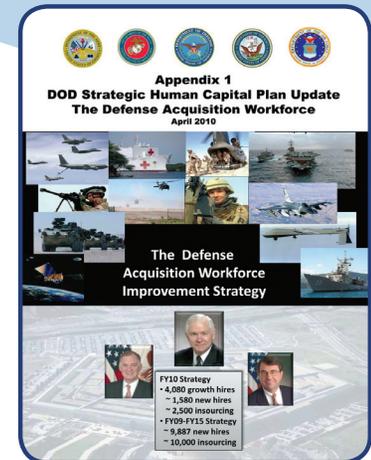
This quarter's newsletter contains several important announcements, including a memo from Dr. Ashton Carter announcing the 2010 acquisition awards programs as well as updates regarding the ACQTAS Document Upload Capability, the new CON 090 course, the No Reset policy for distance learning courses, our newly restructured 4th Estate DACM website, and the publishing of the April 2010 Acquisition Workforce Strategic Plan (Report to Congress). Please take a moment to look over these updates. We hope you find them informative.

## DoD STRATEGIC HUMAN CAPITAL PLAN UPDATE THE DEFENSE ACQUISITION WORKFORCE 2010

The Defense Acquisition Strategic Workforce Plan was hand-delivered to Congress Tuesday, April 27, 2010. The report captures how we are supporting the intent of the President and the Secretary of Defense to improve the acquisition workforce. The report highlights Dr. Carter's theme that while "workforce size is important, quality is paramount."

The draft has evolved and now reflects the growth strategy and the story of Secretary Gates. The report contains three chapters: 1) Strategy, 2) Analytics, and 3) Initiatives. The report includes appendices that address the Departments' progress on key initiatives prescribed by Congress and also provides overviews on key workforce metrics and initiatives for major acquisition career fields and DoD Components.

The document is available to the public—to everyone—on the Defense Acquisition Strategic Workforce Plan website < <https://acc.dau.mil/acquisitionworkforce> > .



## BETTER BUYING POWER: MANDATE FOR RESTORING AFFORDABILITY AND PRODUCTIVITY IN DEFENSE SPENDING

The June 28, 2010 USD(AT&L) memo to all DoD acquisition professionals entitled “Better Buying Power: Mandate for Restoring Affordability and Productivity in Defense Spending,” reiterates the department’s commitment to supporting our forces at war and reforming the acquisition system, including continued implementation of the 2009 Weapon Systems Acquisition Reform Act, and goes on to outline direction on another important departmental priority, namely “delivering better value to the taxpayer and improving the way the Department does business.”

Please view the document in its entirety at < [http://www.acq.osd.mil/docs/USD\(AT&L\)\\_Memo\\_to\\_Acquisition\\_Professionals\\_June\\_28\\_2010.pdf](http://www.acq.osd.mil/docs/USD(AT&L)_Memo_to_Acquisition_Professionals_June_28_2010.pdf) > .



ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS

THE UNDER SECRETARY OF DEFENSE  
3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

JUN 28 2010

### MEMORANDUM FOR ACQUISITION PROFESSIONALS

SUBJECT: Better Buying Power: Mandate for Restoring Affordability and Productivity in Defense Spending

I have written to you previously to emphasize, with President Obama and Secretary Gates, that your highest priority is to support our forces at war on an urgent basis. Over the last year, the Department has also worked to reform its acquisition system, including implementing the Weapon Systems Acquisition Reform Act. Today I write to give direction on another important priority: delivering better value to the taxpayer and improving the way the Department does business.

We are a nation at war, and the Department does not expect the defense budget to decline. At the same time, we will not enjoy the large rate of growth we experienced during the years after September 11, 2001. We must therefore abandon inefficient practices accumulated in a period of budget growth and learn to manage defense dollars in a manner that is, to quote Secretary Gates at his May 8, 2010 speech at the Eisenhower Library, “respectful of the American taxpayer at a time of economic and fiscal distress.”

This reality, combined with a determination to take care of our service members and avoid major changes in force structure, has led the Secretary and Deputy Secretary to launch an efficiencies initiative in the Department. The initiative requires the Department to reduce funding devoted to unneeded or low-priority overhead, and to transfer these funds to force structure and modernization so that funding for these warfighting capabilities grows at approximately three percent annually. This is the rate of growth needed historically to continue to give the troops what they need.

Some of these savings can be found by eliminating unneeded programs and activities; and, indeed, the Department’s leadership has already taken strong action in this area and will need to do more. But other savings can be found within programs and activities we do need, by conducting them more efficiently. Deputy Secretary Lynn expects that two-thirds of the savings transferred to warfighting accounts should come about this way. Pursuing this kind of efficiency is the purpose of my message today to the Department’s acquisition professionals. We need to restore affordability to our programs and activities. I would like

us to embark upon a process today to identify and then act on steps we can take to obtain two to three percent net annual growth in warfighting capabilities without incurring a commensurate budget increase by identifying and eliminating unproductive or low-value-added overhead; in effect, doing more without more.

The Department is spending approximately \$700 billion per year for our nation’s defense. Approximately \$300 billion of those funds are spent within the Department’s walls – on the salaries and benefits of military personnel and civilian employees, and on the buildings and facilities within which they work. But the remainder – \$400 billion – is spent on contracts issued to entities outside of the Department of Defense. This \$400 billion is divided about equally between products (e.g., weapons, electronics, fuel, and facilities) and services (e.g., IT services, knowledge-based services, facilities upkeep, and transportation). We, the Department’s acquisition officials, agree to these contracts on behalf of the taxpayer. Each of these contracts contains a statement of the services or products it is procuring; an arrangement between the government and the contractor for how the costs of those items will be paid; and the overheads, indirect charges, and fees that complete the business transaction and make it possible for the defense industry to be economically viable.

The guidance memorandum I plan to issue will require each of you, as you craft and execute the Department’s contracts in coming years, to scrutinize these terms to ensure that they do not contain inefficiencies or unneeded overhead. The guidance will give you specific features to examine and targets to hit in the pursuit of greater efficiency. The guidance will focus on getting better outcomes, not on our bureaucratic structures. But it must also take note of where the government’s processes and regulations contribute to inefficiency in our business relationships.

Today I want to share with you the preliminary outlines of this guidance, so that I can have the benefit of your experience and perspective before I issue it in final form. I am also asking our partners in industry for their thoughts and input. I am also sharing these plans with the Congress. A process of analysis and dialogue is necessary to make sure our actions are effective and soundly based.

I want to emphasize two points about this initiative:

First, the savings we are seeking will not be found overnight. It has taken years for excessive costs and unproductive overhead to creep into our business processes, and it will take years to work them out. We will be concentrating on new contracts as they are awarded in coming years, to ensure that they reflect new efficiencies. Some of the targets and objectives we decide to pursue will only be able to be achieved on a timeline of several

years. On the other hand, Secretary Gates has explained clearly why we need to embark now. And the earlier we embark, the easier it will be to succeed.

Second, we in the Department cannot succeed at this task alone. We need the input and involvement of industry, and I will be actively seeking their support and ideas. We do not have an arsenal system in the United States: the Department does not make most of our weapons or provide many non-governmental services essential to warfighting – these are provided by private industry. Our industry partners are patriots as well as businessmen. This initiative should contribute to the continuing vitality and financial viability of the defense industry in the era ahead by aligning the direction and incentives of the Department and industry. It is intended to enhance and incentivize efficiency and total factor productivity. Most of the rest of the economy exhibits productivity growth, meaning that every year the buyer gets more for the same amount of money. So it should be in the defense economy. Increased productivity is good for both industry and government. So also is avoiding budget turbulence and getting more programs into stable production.

We also need the help of Congress. Members of Congress observe with dismay as they are asked to approve ever-increasing funding for the very same product or service. We will need their input and support to make necessary adjustments that will in some cases be difficult.

What is contained in the attached charts is an initial framework for restoring affordability to defense. I will be refining this framework over coming weeks, in full consultation with you, with industry, with Congress, and with outside experts and leaders. I plan to issue a final version of this mandate later this summer.

Realizing the objective of this initiative will be a formidable endeavor. But it is imperative. Secretary Gates, Deputy Secretary Lynn, and I have concluded that we cannot support our troops with the capabilities they need unless we achieve greater efficiency.

Ashton B. Carter

## UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY AND LOGISTICS WORKFORCE DEVELOPMENT AWARD 2010

Applications for the 2010 Under Secretary of Defense for Acquisition, Technology and Logistics (USD(AT&L)) Workforce Development Award are now being accepted.

The USD(AT&L) Workforce Development Award has been established to help promote the objectives of the USD(AT&L)'s goal of a high quality, agile, and ethical Defense Acquisition Workforce. This program recognizes Department of Defense (DoD) AT&L organizations that have made exemplary contributions to the career-long development of their workforces.

All Component and DoD AT&L organizations, except the Defense Acquisition University (DAU), are eligible to compete for the 2010 USD(AT&L) Workforce Development Award. There is no application fee associated with this award program.

In order to apply, each organization's point of contact must complete the award application form and submit it, via e-mail, to the award coordinator at [learning.award@dau.mil](mailto:learning.award@dau.mil). The application form, instructions, and additional information may be found at the award website < [www.dau.mil/acqawards/development](http://www.dau.mil/acqawards/development) >. Please note that each submission must include an endorsement from a flag officer/SES in the organization's chain of command.

Each application will be evaluated in one of two categories as determined by the organization's size (i.e., fewer than 500 employees and 500 or more employees). Selected organizations will be recognized as Gold, Silver, or Bronze award winners. The application procedures are the same for both categories.

**Applications must be received by Aug. 1, 2010, in order to be considered.**

The 2010 USD(AT&L) Workforce Development Awards will be presented on Nov. 3, 2010, in conjunction with the Program Executive Officers'/Systems Command (PEO/SYSCOM) Commanders' Conference at Fort Belvoir, Va. Award winners will receive plaques and recognition on the USD(AT&L) and DAU websites.

Please address any questions to the award coordinator at 703-805-4570 or [learning.award@dau.mil](mailto:learning.award@dau.mil).



## OUT-OF-CYCLE, ON-SITE TRAINING REQUEST

To optimize training opportunities across the department, out-of-cycle, on-site training requests must be accompanied with a "by name" listing of prospective students. This process ensures that the requesting agency has appropriately identified a sufficient number of students to fill the on-site course offering.

The Defense Acquisition University (DAU) Scheduling Department collects all on-site requests from the Defense Acquisition Career Managers and builds a "wish list." The "wish list" of courses is processed/scheduled based on instructor availability and receipt of training requests. Consequently, the university cannot guarantee that a specific requested on-site course will be added to the DAU training schedule. In the event that an out-of-cycle, on-site training request is approved, the requesting agency will be notified immediately.

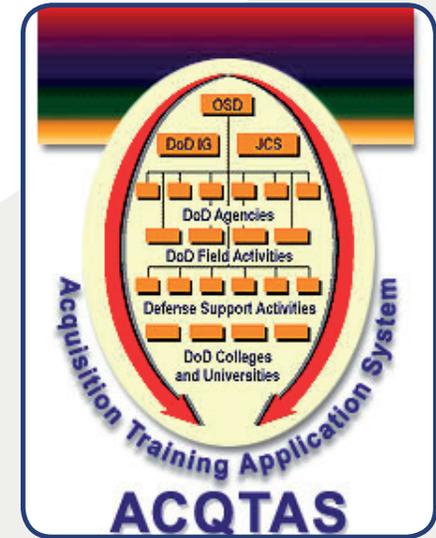


## NEW DOCUMENT UPLOAD CAPABILITY IN ACQTAS

The 4th Estate is pleased to announce the development of the Employee Document Upload Capability. This capability was developed in order to further enhance the functionality of the Acquisition Training Application System (ACQTAS) by allowing employees to upload supporting documentation as part of their certification application.

Providing employees with the ability to upload documentation when submitting a certification application reduces the requirement for reviewers to request supporting documentation by phone or e-mail later in the review process. This should result in a faster and more efficient certification process.

Defense Acquisition Workforce students can upload certificates of training, resumes, work experience, transcripts or other documents needed by supervisors or certifying officials during the review process. The documents will be stored and maintained on the ACQTAS server for a period of 10 years. The enhancement is initially being deployed for the Certification application but will be integrated into the online application process for Defense Acquisition Corps membership in the near future.



## 2010 UNDER SECRETARY OF DEFENSE FOR ACQUISITION, TECHNOLOGY AND LOGISTICS ACQUISITION AWARD PROGRAMS

Dr. Ashton B. Carter, USD(AT&L), recently released a memorandum announcing three 2010 acquisition award programs. The complete memorandum, shown below, as well as other relevant information is available at < [www.dau.mil/acqawards](http://www.dau.mil/acqawards) > .



ACQUISITION,  
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AND LOGISTICS

THE UNDER SECRETARY OF DEFENSE  
3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

MAY - 3 2010

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
(ATTN: SERVICE ACQUISITION EXECUTIVES)  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
(ATTN: DEFENSE ACQUISITION BOARD VICE CHAIRMAN)  
COMMANDER, U.S. SPECIAL OPERATIONS COMMAND  
(ATTN: ACQUISITION EXECUTIVE)  
DIRECTOR, OPERATIONAL TEST AND EVALUATION  
DIRECTOR, DEFENSE ADVANCED RESEARCH PROJECTS  
AGENCY  
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY  
DIRECTOR, DEFENSE LOGISTICS AGENCY  
DIRECTOR, DEFENSE TECHNICAL INFORMATION CENTER  
DIRECTOR, DEFENSE THREAT REDUCTION AGENCY  
DIRECTOR, MISSILE DEFENSE AGENCY  
DIRECTOR, TEST RESOURCE MANAGEMENT CENTER  
OUSD(AT&L) DIRECT REPORTS

SUBJECT: 2010 Under Secretary of Defense for Acquisition, Technology and Logistics  
(USD(AT&L)) Acquisition Award Programs

I am soliciting your 2010 nominations for the following three award programs:

- The David Packard Excellence in Acquisition Award, which recognizes organizations, groups, and teams that have demonstrated exemplary innovation and best practices in acquisition.
- The USD(AT&L) Workforce Achievement Award, which recognizes individual excellence by members of the Defense Acquisition Workforce in eight different functional categories.
- The USD(AT&L) Workforce Development Award, which recognizes organizations that have made exemplary contributions to the career-long development of their workforces.

Eligibility criteria, application/selection criteria, administrative procedures, and the application form for each of the three award programs are provided in Attachments 1 through 3, respectively. The awards will be presented in conjunction with the Program Executive Officers'/Systems Command Commanders' Conference scheduled for November 2-3 at Fort Belvoir, Virginia. Additional information can be found at [www.dau.mil/acqawards](http://www.dau.mil/acqawards).

Nominations must be submitted electronically by August 1 to the appropriate point of contact below:

- Packard Award: [packard.award@dau.mil](mailto:packard.award@dau.mil) (e-mail)  
703-693-8342 (phone)
- Workforce Achievement Award: [achievement.award@dau.mil](mailto:achievement.award@dau.mil) (e-mail)  
703-805-4893 (phone)
- Workforce Development Award: [learning.award@dau.mil](mailto:learning.award@dau.mil) (e-mail)  
703-805-4570 (phone)

It is important we recognize the outstanding contributions of our acquisition workforce in delivering world-class products and capabilities to our Warfighters. Thank you in advance for soliciting and promoting the submissions of those individuals and teams that are most deserving of recognition.

  
Ashton B. Carter

Attachments:  
As stated

## LEARNING FROM A LARGER COMMUNITY OF SIS USERS

One could generate an endless list of take-aways from Student Information System (SIS) user groups including shared experiences, workflows, solutions and lessons learned. This spring, several members of the SIS Core Team attended user conferences to collaborate with experienced personnel who previously endured the procurement process at their institutions of higher education. The interactions proved to be well worth the journey.

“It wasn’t hard to find someone who was willing to talk about implementation or Registration work flow best practices,” said SIS Functional Leader **Kim Lockett**.

The team from DAU had plenty of questions to ask their colleagues. While the SIS team has done extensive research of numerous commercial off-the-shelf (COTS) vendors, they shared that it is impossible to ask for what they don’t know exists.

The thousands of users in attendance helped to solve that problem. Some schools implemented their systems decades ago and attended the annual conference to research and get help with upgrades and improvements.

SIS Sponsor **Mark Whiteside** said, “I thought [user groups] would only provide the technology benefits of a COTS product, but found out that we will benefit greatly from being part of a larger community.”

The annual conference for vendors’ customers included pre-conference seminars, training workshops, class sessions and plenty of opportunities to network and exchange ideas.

**WE WILL CONTINUE TO KEEP YOU UPDATED ON THE SIS DEVELOPMENT**



## 4TH ESTATE REGISTRATION STATUS FOR FY11 DAU CLASSROOM COURSES

The FY11 schedule for DAU classroom courses was released May 18, 2010. At the end of the second month of registration, the 4th Estate Defense Acquisition Career Workforce had 2,434 reservations, or 23 percent of all the classroom reservations made by Army, Navy, Air Force, and 4th Estate. This is an excellent response given the fact that the 4th Estate workforce has approximately half the number of Defense Acquisition Workforce members compared to the Services.

The 4th Estate agencies differ greatly in size and therefore have different numbers of reservations. Many 4th Estate agencies have started off strong by registering early for DAU courses. However, all 4th Estate career managers and Defense Acquisition Workforce members are encouraged to make as many reservations, as soon as possible, for all FY11 courses.

Early registrations allow students to get into high-demand courses that fit their busy schedule. Another important benefit of early registrations is the lower cost involved with getting students trained in more cost-effective locations—a management strategy that is an excellent way to optimize funds to provide even more training and workforce support. Great job and keep up the good work in the upcoming weeks and months!

AGENCY	RESERVATIONS
BTA	38
DAU	30
DCMA	943
DECA	75
DFAS	6
DIA	41
DISA	93
DLA	553
DODEA	5
DODIG	6
DTRA	76
MDA	206
NGA	119
NSA	204
ODA	34
WHS	5
<b>TOTAL</b>	<b>2,434</b>

4<sup>th</sup> Estate Agency Reservations as of July 15<sup>th</sup>

TOTAL Service	FY11	
	Reservations	Percentage
Army	3,827	36%
Navy	2,319	22%
Air Force	2,067	19%
DoD	2,434	23%
<b>Totals</b>	<b>10,645</b>	<b>100%</b>

4<sup>th</sup> Estate Registration Statistics as of July 15<sup>th</sup>



## DAU Hosts Successful Acquisition Community Symposium

“Achieving Excellence in a Changing Acquisition Environment” was the theme of the annual Acquisition Community Symposium held April 13, at DAU’s Fort Belvoir campus and simulcast to 10 sites throughout the country. More than 800 people attended the event, including 200 at the remote sites.

The symposium provided Service-level and industry perspectives on implementing a new direction in acquisition leadership and management. Throughout the conference, speakers and panels discussed topics such as “The Impact of Quadrennial Defense Review (QDR) on Acquisition” and “Technical Maturity and Cost Challenges Facing Defense Program Managers.”

Principal Deputy Under Secretary of Defense for Acquisition, Technology and Logistics Frank Kendall III delivered the keynote address. He outlined his top five strategic taskings:

- Improve acquisition support to current operations
- Increase the value received for acquisition investments; find savings in the acquisition system
- Ensure affordability is considered in investment decisions
- Strengthen the health of the defense industrial base
- Strengthen the DoD acquisition workforce.

Kendall also moderated an acquisition executive panel. Other panels included an industry panel moderated by Stan Soloway of the Professional Services Council; a congressional perspectives on acquisition reform panel moderated by Jon Etherton of Etherton & Associates; and a panel discussing new acquisition initiatives and implementation moderated by Darlene Costello of Portfolio Systems Acquisition, Office of the Under Secretary of Defense for Acquisition, Technology and Logistics.

Symposium presentations can be viewed on the Acquisition Community Connection at < <https://acc.dau.mil/symposium10> > .

The event concluded with an awards banquet. Air Force Maj. Gen. (Ret.) John Phillips received the DAU Alumni Association’s Acker Award. Former DSMC Commandant Rear Adm. (Ret.) **Lenn Vincent**, retired DAU professors **Dr. Robert Lightsey** and **Dr. Jack Dwyer**, and DAU Learning Resource Center founder **Myrna Bass** were inducted into the DAU Hall of Fame. The banquet also recognized the winners of the Edward Hirsch Acquisition Research and Writing Award:

- First place: “Acquisition Leadership: An Opportunity Lost for Acquisition Excellence?” by Dr. Michael J. Kotzian
- Second place: “The Product Support Manager: Achieving Success in Executing Life Cycle Management Responsibilities,” by **Bill Kobren**
- Third place: “How Well Are PMs Doing? Industry View of Defense Program Manager Counterparts,” by **Dr. Roy L. Wood**.

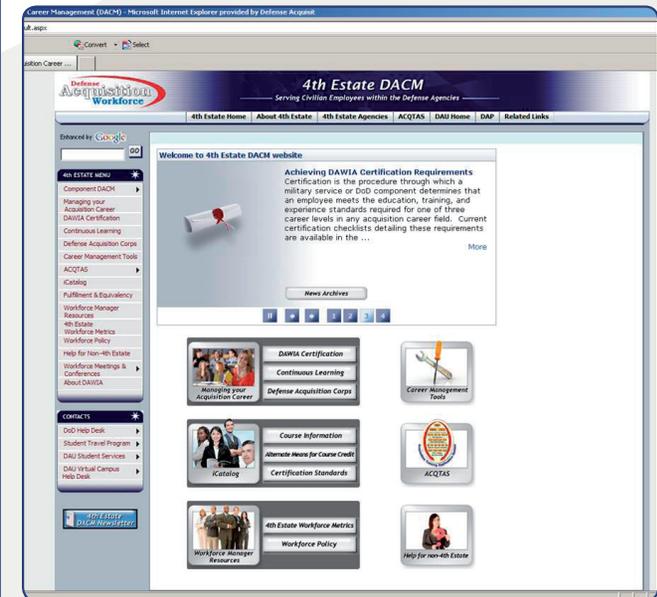


**Mr. Kendall, Principal Deputy Under Secretary of Defense for Acquisition, Technology and Logistics.**

## REDESIGNED WEBSITE

The 4th Estate Director, Acquisition Career Management Office is pleased to announce the launch of our newly redesigned 4th Estate DACM website! As a Defense Acquisition Workforce member of the 4th Estate DACM Community, you now have quick access to the resources and tools necessary to successfully manage your career. From manager-centric resources like Workforce Policy, to student focused links, to career management information, the site includes a wide range of pertinent resources for the 4th Estate Acquisition Workforce Community. If you have any suggestions or questions regarding the site, please contact [Gini.Maddox@dau.mil](mailto:Gini.Maddox@dau.mil).

Access the new website at < [www.dau.mil/doddacm](http://www.dau.mil/doddacm) > and be sure to save it as a favorite!



## AT&L WORKFORCE WAIVERS

Numerous unique requirements for positions in the Defense Acquisition Workforce are outlined in policy and statute. When these requirements are not met, a waiver is required. Some reasons for processing waivers are:

- Selection of an employee who does not meet the educational requirements of a position
- Assignment to a critical acquisition position of an employee who is not a member of the Acquisition Corps
- Assignment of an employee without the requisite experience to a position
- Failure to meet position certification requirements within 24 months of assignment to a position
- Failure to complete the terms of an employee tenure agreement.

Waivers must identify the specific standards or tenure requirement that is being waived and explain the exceptional circumstances justifying the waiver. In instances where position requirements are being waived, the waiver should also address the individual's ability to perform successfully in the position without meeting the standards. In the past, waivers were completed on paper, and agencies were required to report waiver information to the Office of the Under Secretary of Defense for Acquisition, Technology and Logistics in accordance with DoD Instruction 5000.55.

### ANNOUNCING THE NEW ACQUISITION, TECHNOLOGY AND LOGISTICS WORKFORCE WAIVER SYSTEM FOR THE 4TH ESTATE

The 4th Estate Director, Acquisition Career Management Office will be implementing an online AT&L Workforce Waiver System to improve consistency in the processing of waivers and to provide new tools for tracking and reporting waiver information. This system facilitates the preparation of waivers for all types of AT&L positions that have unique statutory or policy requirements (as outlined in Enclosure 5 of DoD Instruction 5000.66), including:

- General/Flag Officers
- Program Executive Officers
- Program Managers
- Deputy Program Managers
- Senior Contracting Officials
- Contracting Officers

The 4th Estate will be hosting a training session in August to provide an overview of waiver policy and a demonstration of the capabilities of this new system. Agencies will be asked to provide a point of contact that will be responsible for processing waivers, once this system is deployed.



## "NO RESET" TEST POLICY

DAU implemented a "no reset" test policy beginning mid-May with Fundamentals of Systems Acquisition Management (ACQ 101) and Fundamentals of Systems Planning, Research, Development, and Engineering (SYS 101). No reset means that if a student fails the third attempt at a distance learning exam, the instructor cannot reset for additional attempts. Students already enrolled in a course under the older policy allowing an instructor to reset failed attempts will not be impacted. These student sections under the older policy will not accept new enrollees and will close out after students graduate. When the no reset test policy is fully implemented, new course versions with new student sections will start. The rollout date is not specific because of technical difficulties and emerging priorities affect launch timing. The no reset test policy will be implemented with all remaining distance learning courses in phases over a time period of three months.



The DAU Help Desk will continue to assist students if they believe a failure occurred because of a technical problem. If the student disputes a Help Desk decision, the Help Desk will forward the trouble ticket to GLTC leadership, who will review the circumstances and determine whether to reinstate or not. Students can challenge course content (including test questions/answers content) by first contacting the instructor. If the student continues to dispute a decision about course content, the course manager regional representative will review and make a decision first. If the student continues to dispute, the associate academic dean (for the region the instructor is from) will make a final decision.

## CON 090—FEDERAL ACQUISITION REGULATION FUNDAMENTALS

Shay Assad, Director, Defense Procurement and Acquisition Policy, released the CON 090 “Federal Acquisition Regulation (FAR) Fundamentals” memorandum dated April 9, 2010. The memorandum is available at [www.acq.osd.mil/dpap/policy/policyvault/USA001654-10-DPAP.pdf](http://www.acq.osd.mil/dpap/policy/policyvault/USA001654-10-DPAP.pdf) .



ACQUISITION,  
TECHNOLOGY  
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE  
3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000

APR -9 2010

MEMORANDUM FOR COMMANDER, UNITED STATES SPECIAL OPERATIONS  
COMMAND (ATTN: ACQUISITION EXECUTIVE)  
COMMANDER, UNITED STATES TRANSPORTATION  
COMMAND (ATTN: ACQUISITION EXECUTIVE)  
DEPUTY ASSISTANT SECRETARY OF THE ARMY  
(PROCUREMENT), DASA(P)  
DEPUTY ASSISTANT SECRETARY OF THE NAVY  
(ACQUISITION & LOGISTICS MANAGEMENT),  
DASN(A&LM)  
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE  
(CONTRACTING), SAF/AQC  
DIRECTORS, DEFENSE AGENCIES  
DIRECTORS, DOD FIELD ACTIVITIES

SUBJECT: CON 090 “Federal Acquisition Regulation (FAR) Fundamentals”

Based on agreements among the senior leaders in defense contracting, the implementation date for CON 090 “Federal Acquisition Regulation (FAR) Fundamentals” as a DoD Level I Contracting certification training standard is modified from June 1, 2010 to October 1, 2010.

This standard applies to all Defense Acquisition Workforce employees seeking Level I certification in Contracting, except DoD employees in the 1102 occupational series (or military equivalent) on September 30, 2010. This exemption expires on September 30, 2012. Any exempt employees not completing Level I certification standards by September 30, 2012 will be required to complete CON 090.

In order to effectively rollout CON 090 and to enhance the instruction associated with the other 100 level contracting courses, the Defense Acquisition University (DAU) has designed the instruction so that either CON 090 or CON 100 *Shaping Smart Business Arrangements* can be taken as the initial contracting course; however, both must be completed prior to proceeding to CON 110 *Mission-Support Planning*. Accordingly, DAU has announced that CON 090 along with CON 100 will be prerequisites for CON 110 effective October 1, 2010.

The delay in implementation of CON 090 as a training standard for certification and authorization of the exemption are done to provide a smooth transition to the new certification standards. The senior leaders in Defense contracting feel strongly that CON 090 will greatly enhance the knowledge base and capabilities of our new

contracting specialists. Accordingly, DoD Components are highly encouraged to provide exempt employees the opportunity to complete CON 090 course offerings on a space available basis.

My points of contact for this matter are Mr. Leonardo Manning, who can be reached at [leonardo.manning@dau.mil](mailto:leonardo.manning@dau.mil) or 703-805-2248 or Ms. Teresa Brooks, who can be reached at [teresa.brooks@osd.mil](mailto:teresa.brooks@osd.mil) or 703-697-6710.

Shay D. Assad  
Director, Defense Procurement  
and Acquisition Policy

## 4TH ESTATE GUIDANCE FOR CON 090 IMPLEMENTATION

Below is implementation guidance for the defense agencies to use during the phasing in of CON 090 as part of Contracting Level I **certification requirements** and as a **prerequisite requirement** for CON 110.

### **Requirements for employees seeking Level I certification in Contracting that were hired prior to Sept. 30, 2010:**

- Senior leadership strongly encourages DoD Components to provide CON 090 course offerings to this population on a space available basis.
- CON 090 is not required for these employees as part of their Level I certification requirement, providing the employee obtains their Level I certification by Sept. 30, 2012.
- Employees in this category are not required to take CON 090 as a prerequisite to CON 110.
- DoD components should ensure that anyone approved to take CON 110 without taking CON 090 has adequate time to become certified before the exemption period ends (on Sept. 30, 2012). If it becomes apparent that the employee will not complete Level I certification requirements by that date, then those employees should take CON 090 prior to being enrolled in subsequent Level I contracting coursework.

### **Requirements for employees seeking Level I certification in Contracting that were hired on or after October 1, 2010:**

- CON 090 is required for employees in this category as part of their Contracting Level I certification requirement.
- CON 090 is required for employees in this category as a prerequisite to CON 110. Therefore, these employees will be able to complete CON 100 prior to attending CON 090; but must complete both CON 090 and CON 100 prior to attending CON 110.

### **Requirements for employees that are not seeking Level I certification in Contracting:**

- If an employee is not seeking Level I certification in Contracting, then CON 090 is not required as a prerequisite for CON 110; therefore, the only prerequisite for CON 110 is CON 100.
- If an employee in this category decides to pursue Level I certification in Contracting; he or she will need to satisfy the requirement for CON 090 prior to becoming Contracting Level I certified.

## DAU CONTINUOUS LEARNING UPDATES

The DAU Continuous Learning Center (CLC) continues to place world-class continuous learning modules and new media—covering a wide range of topic areas—into the hands of the Defense Acquisition Workforce. Available day or night, home or abroad, the CLC delivers the newest initiatives and the latest policy changes to refresh the skills and understanding of the workforce—all while meeting their continuous learning requirements quickly and conveniently. To enhance the quality of its continuous learning products, the center has added additional personnel and new media to better serve the workforce.

### **New Program Managers for Module Development**

Please welcome to the Continuous Learning Center **Paula Croisetiere** and **Anthony Rotolo**, who both joined the team late last year. They are now thoroughly immersed in developing and delivering learning modules within the DAU network environment. They also bring skills in all areas of multimedia development that will enhance CLC's continuous learning offerings and allow the center to expand into other product lines (podcasts, eBooks, video vignettes, games, simulations, etc.).

### **New Module Blog**

Do you want to quickly and conveniently find information on new or updated CLC modules that can be readily downloaded from your desktop? Instead of e-mailing this information, the CLC is now hosting a blog—available to the entire workforce—that feeds directly into the Continuous Learning Home page < <http://clc.dau.mil> > . Whenever the blog is updated, an RSS feed can also be sent directly to your desktop. To sign up, go to < <https://dap.dau.mil/rss/dapblog.ashx?ch=training/cl/blogs> > . (Note: The internal blog for those working development efforts is < <http://moduledevelopment.blogspot.com> > . This internal blog is not intended for Defense Acquisition Workforce access.)

To request a new module or maintenance on an existing module, follow the process for submittal outlined at < <http://www.dau.mil/clc/pages/clmindex.aspx> > . (This website is a link from the CLC Home page at < <http://clc.dau.mil> > .)

If you have training and development questions, always begin with your local agency travel or quota management point of contact—typically located in your training, human resources, or acquisition offices—for agency-specific guidance.

**ACQTAS Help Desk** (for registration or ACQTAS issues) 703-645-0161 or < [acqtashelp@asmr.com](mailto:acqtashelp@asmr.com) > . Hours of Operation: 7:30 a.m. to 5:30 p.m., EST.

**ACQTAS Travel Technician**, 703-645-0161 (commercial), 703-645-0432 (fax), or < [ACQTAStravel@asmr.com](mailto:ACQTAStravel@asmr.com) > .

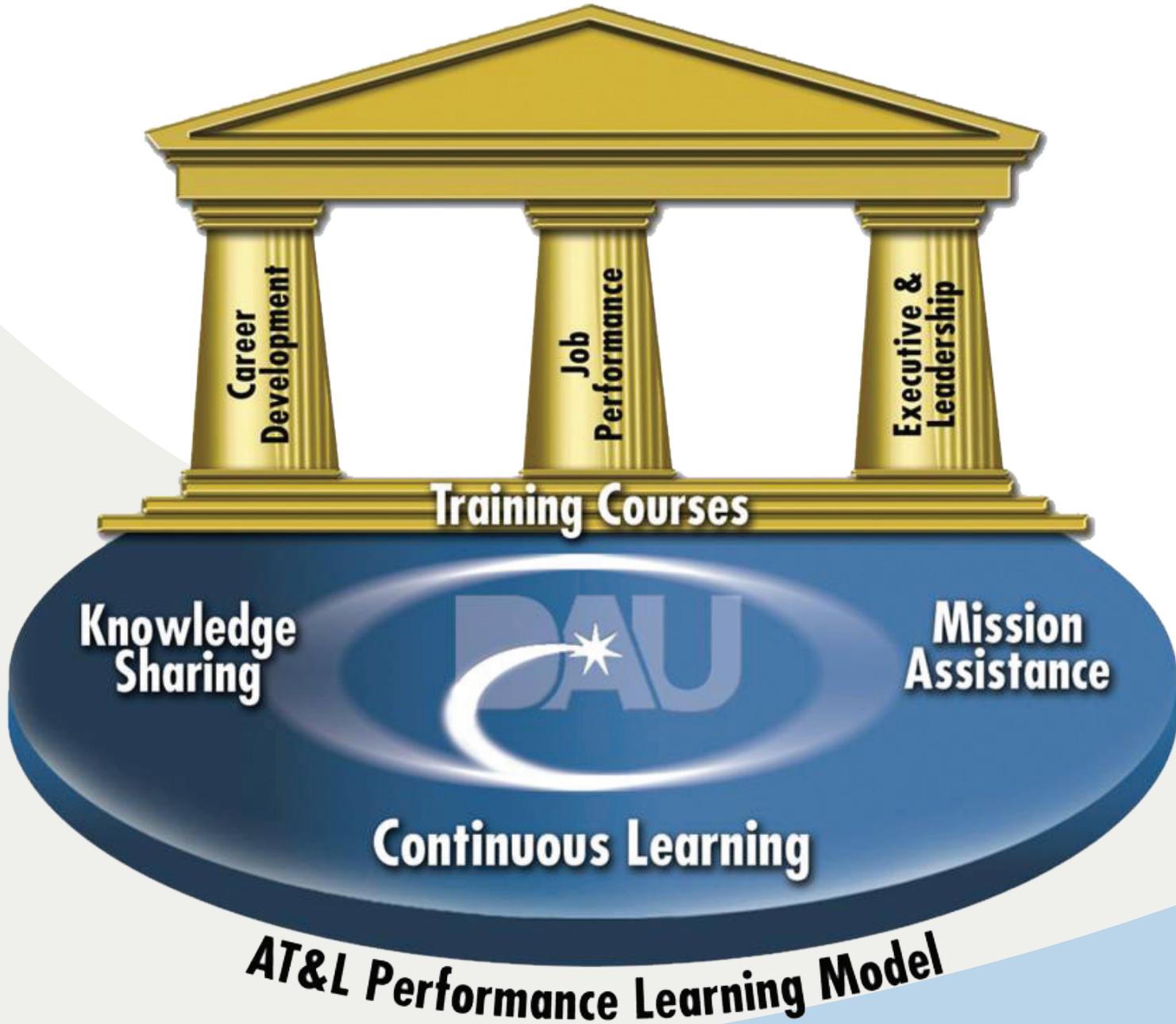


**DAU Student Services** (general information and questions about welcome messages) < [student.services@dau.mil](mailto:student.services@dau.mil) > , 703-805-3003/DSN 655-3003, or toll-free 888-284-4906.

**DAU Virtual Campus Help Desk** (questions on distance learning courses and continuous learning modules) < [dauhlp@dau.mil](mailto:dauhlp@dau.mil) > , 703-805-3459, or toll-free 866-568-6924/DSN 655-3459 (choose option 1).

We hope you find this newsletter informative. Let's collectively commit to providing outstanding support to our 4th Estate Defense Acquisition Workforce.





**THE AT&L PERFORMANCE LEARNING MODEL (PLM) ENSURES THAT ALL LEARNING ACTIVITIES ARE FOCUSED ON ENHANCING JOB PERFORMANCE AND WORKPLACE CAPABILITY TO ENABLE THE DEFENSE ACQUISITION WORKFORCE TO ACHIEVE MISSION GOALS.**