



Defense Acquisition University  
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## Requirements Management Certification Training



*Department of Defense (DoD) requirements managers and the acquisition community need a common understanding of requirements to ensure the capabilities delivered are what the warfighters need. Future requirements development will occur in a constrained environment.*



West Region  
San Diego, California  
619-524-4811



Midwest Region  
Kettering, Ohio  
937-781-1025



South Region  
Huntsville, Alabama  
256-722-1100



Mid-Atlantic Region  
California, Maryland  
240-895-7344



Capital and Northeast Region  
Fort Belvoir, Virginia  
703-805-2764



DSMC - School of Program Managers  
Fort Belvoir, Virginia  
rqm403@dau.mil



### By Congressional Mandate

Section 801 of the National Defense Authorization Act of Fiscal Year 2007 requires the Under Secretary of Defense for Acquisition, Technology and Logistics to establish competency requirements and a training program to certify DoD military and civilian personnel with responsibility for generating requirements for Major Defense Acquisition Programs (MDAPs). Personnel must be certified by Sept. 30, 2008.

### Who is a Requirements Manager?

A military or DoD civilian manager charged with assessing, developing, validating, and prioritizing requirements and associated requirements products through the Joint Capabilities Integration and Development System (JCIDS) process.

### Training Concept

CLM 041	RQM 110	RQM 403	RQM 310
Capabilities-Based Planning	Core Concepts for Requirements Management	Requirements Management Executive Overview	Advanced Concepts for Requirements Management
6 self-paced online lessons; will take 4-6 hours	20 self-paced online lessons; will take 24-30 hours	Classroom-based and tailored to audience; not to exceed 1 day	Classroom-based; 4.5 days
Required for groups A, B, and C	Required for groups A and B	Required for group D	TBD
Required within 60 days of being assigned a requirements manager function/job. Must be completed by Sept. 30, 2008, if assigned position before July 31, 2008.	Required within 6 months of being assigned a requirements manager function/job. Must be completed by Sept. 30, 2008, if assigned position before March 31, 2008.	Must be completed by Sept. 30, 2008.	

### Positions Requiring Certification

A	B	C	D
Position involves leading or supervising the writing of MDAP requirement documents.	Position involves adjudicating substantive comments on MDAP requirement documents.	Position involves validating or approving an MDAP requirement document or participating in the approval chain for the document (for example Functional Capabilities Board; Air Force Requirements for Operational Capabilities Council; Army Requirements Oversight Council; and Resources, Requirements Review Board members).	General/flag officer or Senior Executive Service personnel in group A, B, or C type positions.

## CLM 041

### Capabilities-Based Planning (CBP)

The Capabilities-Based Planning module provides an overview of the DoD guidance and policies supporting capabilities-based planning. The module's six lessons focus on the concepts, processes, roles and responsibilities, and challenges involved in implementing this emerging requirement to respond to threats to national security.

After completing this module, you will be able to:

- Identify key concepts, steps, and processes supporting capabilities-based planning;
- Recognize key players in the processes and in the requirements manager's role in capabilities-based planning; and
- Identify root causes of challenges and additional resources in support of capabilities-based planning.

Prerequisite(s): None

Participants may complete this training for certification or simply browse through the module. It is required as a prerequisite for enrolling in RQM 110.

DoD civilians, military personnel, and DoD contractors may enroll in this course.

To register for this course, go to <http://www.dau.mil/basedocs/continuouslearning.asp>



## RQM 110

### Core Concepts for Requirements Management

Core Concepts for Requirements Management covers both the requirements manager role and requirements management within the "Big A" acquisition construct. It examines the capabilities and the process from an end-to-end perspective, highlighting the intersection between acquisition, resources, and requirements.

The course's 20 lessons cover the following general topics:

- DoD requirements management;
- Identification and approval of DoD requirements;
- The Defense Acquisition System (DAS); JCIDs; and planning, programming, budgeting, and execution (PPBE);
- Documentation for preparing and submitting initial conceptual design, component design description, and capabilities production document;
- Development of performance attributes and key performance attributes; and
- Rapid responses with joint urgent operational needs.

After completing this module, you will be able to:

- Identify key concepts, steps and processes supporting JCIDs, DAS, and PPBE;
- Recognize key players in the processes as well as the requirements manager's role in articulating a requirement as it moves through all DoD processes; and
- Identify challenges and additional resources in support of requirements management.

There is a short test at the end of each lesson. Participants have three tries to pass each test.

Prerequisite(s): [CLM 041](#)

To register for this course, go to [www.dau.mil](http://www.dau.mil) and select "I Need Training" then "Apply for Course." Participants may also register through their Service or agency portal.

## RQM 403

### Requirements Management Executive Overview

This course provides general/flag officers and members of the Senior Executive Service with an executive-level understanding of the role of the requirements manager as well as requirements management within the "Big A" acquisition construct. It examines the capabilities and process from an end-to-end perspective, highlighting the intersection between acquisition, resources, and requirements and the supporting processes. The content is tailored to the needs of the executive and conducted on demand.

This course is for DoD general/flag officers or career and political Senior Executive Service personnel with position duties that involve leading or supervising the writing of MDAP requirement documents, adjudicating substantive comments concerning MDAP documents, validating or approving an MDAP requirement document, or participating in the approval chain for the document.

After completing this overview, you will be able to:

- Recognize requirements management within the context of a "Big A" acquisition construct and the related processes;
- Recognize how today's requirements and capabilities for the warfighter are conceived, developed, tested, and acquired;
- Recognize the roles of stakeholders responsible for the clarification, approval, and advocacy of a warfighter; and
- Discuss how the lessons learned apply to the roles and responsibilities of the executive.

To request this course, please send an e-mail to [rqm403@dau.mil](mailto:rqm403@dau.mil).

## RQM 310

### Advanced Concepts for Requirements Management

This course is currently under development and will not be available until late fiscal year 2009. Enrollment details will be published once enrollment is open.

After completing this course, you will be able to justify and defend the warfighter's requirements as they advance through JCIDS, DAS, and PPBE.

Prerequisite(s): [CLM 041](#) and [REQ 110](#)



*"We need to create an inspired, high-performing organization where each person makes a difference."*

Hon. John J. Young, Jr.  
Under Secretary of Defense  
for Acquisition, Technology and Logistics