

PPD ALERT

Acquisition Workforce Training, Delegation, and Tracking Systems – Departmental Regulation DR- 5001-1



What is the purpose of DR-5001-1?

DR-5001-1 requires Contracting Activities under the USDA to provide Acquisition Workforce personnel competency-based training. On behalf of the Senior Procurement Executive (SPE), each Head of the Contracting Activity Designee is responsible for enhancing the development of a professional workforce by assuring compliance with mandatory acquisition training and experience standards as outlined in the subject Regulation. See following USDA web-site: (<http://www.usda.gov/procurement/policy/drdrn.html>).

How is this new regulation applicable to me?

This regulation applies to the following USDA personnel:

- a. Contracting Officers regardless of General Schedule (GS) series;
- b. All positions in the GS-1102 Contracting series;
- c. All positions in the GS-1105 Purchasing Series;
- d. COR's and COTR's or equivalent positions;
- e. Head of the Contracting Activity Designees; and
- f. Any other position determined by the SPE to be an Acquisition Workforce Position

How will this regulation impact me?

DR-5001-1 will address a number of new training, certification, warranting, and Acquisition Workforce tracking issues. A brief summary of these issues are provided below:

- C Educational Requirements
- C Training GS-1102 and GS-1105 Personnel
- C Contract Specialist Certification Program
- C Training Contracting Officer Representatives (contracts over \$100,000, effective January 2001)
- C Maintenance Training for Acquisition Workforce Members (change to 40 hours every 2 years)
- C Delegation of Warrant Authority
- C Acquisition Workforce Tracking System

What should I do now?

Nothing. Over the next several months, the Procurement and Property Division (PPD) may issue other PPD ALERTS that provide additional information or require action by your contracting activity. A policy and procedures document will also be developed and disseminated to the REE Acquisition Workforce, in the near future. This policy will provide a summary of the DR-5001-1 regulation and how it will be implemented across REE agencies.

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