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**ACQUISITION,
TECHNOLOGY
AND LOGISTICS**

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Implementation Instructions and Guidance for the Program Management--
International Acquisition (PM-IA) Career Path

This memorandum supplements all previous correspondence regarding the
implementation of the Program Management–International Acquisition (PM-IA) career
path by providing implementing instructions and guidance.

In order to fully implement the metric established by the Under Secretary of
Defense Acquisition, Technology & Logistics (AT&L) by memorandum dated
June 22, 2007 and initiative 3.2.2 of the AT&L Strategic Goals Implementation Plan
V3.0 2009: Establish International Acquisition (IA) Career Path, the completion date for
coding positions as PM-IA within the Defense Acquisition Workforce data systems is
October 1, 2009. During the period July 1 through September 30, 2009, Department of
Defense Components must identify and appropriately code those Program Management
Level III positions as IA that meet the criteria outlined in the attached Implementing
Instructions and Guidance, so that the PM-IA career path is fully implemented by
October 1, 2009, and the fourth quarter FY 2009 reporting reflects all the current PM-IA
positions within the Defense Acquisition Workforce.

Attached is the approved implementing instructions and guidance, along with two
enclosures: the newly revised Position Category Description and revised Program
Management Level III Certification and Core Plus Development Guide annotated with
the PM-IA training standards. The point of contact in International Cooperation is Mr.
Richard Kwatnoski at richard.kwatnoski@osd.mil or 703-697-7798; my point of contact
at the Defense Acquisition University is Professor D.T. Tripp at duane.tripp@dau.mil or
703- 805-5151.

A. Volkman
Director, International Cooperation

Frank J. Anderson, Jr.
Director, Human Capital Initiatives

Attachment:
As stated

DISTRIBUTION:
Deputy Under Secretary of Defense (Acquisition and Technology)
Component Acquisition Executive, Army
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Program Management (PM)
International Acquisition (IA) Acquisition Specialty
Implementing Instructions and Guidance

Effective date of full implementation: October 1, 2009

For the 4th quarter FY09 and all of FY10 the International Acquisition (IA) Acquisition Specialty, for position coding requirements, applies only to positions that would otherwise be coded as Program Management (PM) with a certification requirement established at Level III. During this time period, IA will remain as a "type of assignment" for PM Level I and II positions in the Core Plus model.

The following applies for coding PM-IA positions within the Defense Civilian Personnel Data System (DCPDS) under Work Structures/Position/Description/Extra Information/Acquisition Program Information:

- For the *Career Category* field enter "1" to indicate the Program Management – International Acquisition career path

The Position Category Description (PCD) for PM-IA, enclosure 1 is to be used along with the instructions in the DoD Desk Guide for Acquisition, Technology, and Logistics Workforce Career Management to determine which defense acquisition positions should be designated as PM-IA. The desk guide is available on the Defense Acquisition University (DAU) website iCatalog at http://www.dau.mil/workforce/index.asp. The PCD is available in the DAU iCatalog at http://www.dau.mil/workforce/PCDs.asp.

Once positions are coded as noted above, components and agencies with PM-IA positions are responsible for ensuring position incumbents are provided an opportunity to complete the IA training standards along with the PM certification requirements if not already completed. In meeting the training and certification standards for PM-IA positions the following applies:

- Enclosure 2 is the updated PM Level III Certification and Core Plus Development Guide that supports the designation of positions with an IA function. IA has been added as a Unique Position Training Standard (purple section) as well as a footnote indicating that the training standards listed for IA coded positions must be met within 24 months of assignment. For those who have already attained PM Level III Certification, PM-IA required training should be completed within twelve months of assignment.

- PM certification at Level III and the IA additive course requirements are two separate and distinct position requirements. Neither takes precedence over the other. Accordingly, prioritizing requirements in an Individual Development Plan (IDP) should be based on factors such as when the requirement must be completed,

Attachment

availability of training and the workforce member and course prerequisite requirements.

- Defense Acquisition Workforce members need not meet lower level PM certification standards, they need only meet the PM Level III standards and appropriate course prerequisites by either taking the appropriate DAU course(s), attending an equivalent course(s), or by completing the course requirement(s) through the fulfillment program in accordance with current policy. Fulfillment guides are available at http://www.dau.mil/learning/DAUFulfillmentPgm.aspx.

- The change to a code of "1" from "A" to current Program Management Level III positions does not extend or restart the 24 month requirement to meet the PM Level III certification standards.

For workforce and individual development planning purposes, the Certification & Core Plus Development Guide is available in the DAU iCatalog at http://icatalog.dau.mil/onlinecatalog/CareerLvl.aspx.

Component and agency quarterly reporting requirements remain unchanged. DAU will push to the Components and agencies IA course completion as well as individual PM-IA qualification information quarterly. The details of this will be coordinated with and determined by October 1, 2009.

By October 1, 2009, the Defense Acquisition Career Managers should:

- Disseminate these implementing instructions and guidance.
- Review positions and determine which positions should be designated as PM-IA.
- Advise affected DoD Acquisition Workforce members at the earliest opportunity so they may begin addressing those certification standards that they may be lacking.
- Coordinate with your respective human resource departments in order to code positions so that all implementation actions are completed no later than October 1, 2009.

Enclosures:

1. Position Category Description (PCD) for Program Management – International Acquisition
2. Certification Standards & Core Plus Development Guides for Program Management Level III

AT&L Workforce Position Category Description (PCD)

Career Field:	Program Management		
Career Path:	International Acquisition		
Short Title:	PM-IA	**REF:**	
Category Code:	1	(a) DoDD 5000.52 dtd 12 Jan 2005	
Date Approved:	13 Jul 2009	(b) DoDI 5000.66 dtd 21 Dec 2005	
Last Reviewed:	13 Jul 2009	(c) DoD Desk Guide for AT&L Workforce Career Management dtd 10 Jan 2006	

Notes:
1. This PCD is intended to assist in determining which AT&L career field/path to assign to an AT&L position per Title 10 sec. 1721. If 50% or more of the duties and responsibilities of the position match the "General Acquisition-Related Duties" described below AND the preponderance of those duties match the "AT&L Career Field/Path Specific Duties" described below, assign the position to this position category.
2. All acquisition positions require management attention with respect to certification requirements and individual development. See reference (c).
3. Critical Acquisition Positions (CAPs) are a subset of acquisition positions and Key Leadership Positions (KLPs), are a subset of CAPs. Both CAPs and KLPs represent positions with responsibility and authority that are critical to the success of a program or effort. These positions require management attention with respect to Acquisition Corps membership, tenure and other specific statutory requirements. See reference (c).

General Acquisition-Related Duties: The conceptualization, initiation, design, development, test, contracting, production, deployment, logistical support, modification, and disposal of weapons and other systems, supplies, or services (including construction) to satisfy DoD needs, intended for use in, or in support of, military missions.

AT&L Career Field/Path Specific Duties:

In addition to duties described in the Program Management Position Category Description, when the program management specific duties outlined below, substantially (50% or more) involve implementing or providing support to international cooperative research, development, test and evaluation, acquisition and support programs/projects, the position should be assigned as Program Management – International Acquisition.

- Manage an international defense acquisition program/project. Responsibilities may be broad (e.g., PM, DPM, or PEO) or focused (e.g., Assistant PM for a particular function), and may be line or staff in nature.
- Execute duties guided by DoDD 5000.01, DoDI 5000.02, DoD Issuances governing acquisition programs in the DoD Components, and other program management policies addressed in DoD 2000, 5000 and 8000 series. Not covered in this category are basic research programs.

International programs or projects are characterized by one or more of the following criteria.

- Designated an international program/project or high-potential future foreign sales program (Foreign Military Sales (FMS) or Direct Commercial Sales) by the USD(AT&L) or Component Acquisition Executive, or as further delegated.
- Associated with a Technology Development Strategy or Acquisition Strategy with an international system or cooperative opportunity identified.
- Associated with an existing AT&L cooperative international agreement as defined in DoD Directive 5530.3, "International Agreements", or upon submission or approval of a Summary Statement of Intent using the USD(AT&L)-issued streamlined procedures in the Defense Acquisition Guidebook as authorized by DoD Instruction 5000.02, Enclosure E10.5.b, for a potential AT&L international agreement.
- Associated with an approved FMS Letter of Offer and Acceptance as defined in the DoD 5105.38-M, "Security Assistance Management Manual" for purposes of International sale, lease, or logistics support of U.S. major defense equipment.

Typical Line and Staff Position Titles: CAE, PEO/Deputy, Program Director/Deputy, Program Manager/Deputy, Acquisition Manager, Project Officer, Materiel Wing/Group/Squadron Commander, Systems Sustainment Manager and Project Manager, Program Analyst, Program Integrator/Representative, IPT Lead.

Typical Position Locations: Acquisition organizations within the service components (i.e., Systems Commands, Materiel Commands, DRPMs, PEOs, as well as organizations/field activities directly supporting such organizations). Other DoD Components, Agencies and OSD/Service/HQ staff elements performing/supporting acquisition related functions, such as: DCMA; DLA.

Typical Career Codes: Civilian Personnel	Uniformed Personnel			
OCC Series	Army AOC	Navy AQD	Air Force AFSC	Marine Corps MOS
0340 08xx 1515	51A	AAx	60CX	8057 8060
0343 1101 130	67		63AX	8058
06xx 13xx 131				8059

Recommended Changes/Updates: Forward to: Director, Learning Capabilities Integration Center (Attn: Dir., Academic Programs), Defense Acquisition University, 9820 Belvoir Road, Suite 3, Fort Belvoir, VA 22060-5565 or call 703-805-4090

Encl (1)

CERTIFICATION STANDARDS & CORE PLUS DEVELOPMENT GUIDE
PROGRAM MANAGEMENT LEVEL3

Type of Assignment	Representative Activities
Weapon Systems	● Leads and provides oversight of IPTs delivering a weapon system, C2/network-centric system, or space system. ● Leads tasks supporting pre-award 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 Oct. 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.

Core Certification Standards ("R" indicates Resident Instruction.)	
Acquisition Training	● None required
Functional Training	● **PMT 352A** Program Management Office Course, Part A ● **PMT 352B** Program Management Office Course, Part B **(R)** ● **SYS 202** Intermediate Systems Planning, Research, Development, and Engineering, Part I
Education	● Formal education not required for certification.
Experience	● 4 years 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	
International Acquisition (see note 11 below)	● **PMT 202** Multinational Program Management **(R)** ● **PMT 203** International Security and Technology Transfer/Control **(R)** ● **PMT 304** Advanced International Management Workshop **(R)**
PEOs; PM/DPM of MDAP/MAIS; PM/DPM of significant nonmajor programs (see note 6 below)	● **PMT 401** Program Manager's Course **(R)** ● **PMT 402** Executive Program Manager's Course **(R)**

Core Plus Development Guide	Type of Assignment		
Training ("R" indicates Resident Instruction.)	**Wpn Sys**	**Services**	**Bus Mgt/IT**
ACQ 452 Forging Stakeholder Relationships **(R)**	✔	✔	✔
BCF 207 Economic Analysis **(R)**	✔	✔	✔
BCF 209 Acquisition Reporting for MDAPs and MAIS **(R)**	✔		✔
CLE 008 Six Sigma: Concepts and Processes	✔	✔	✔
CLE 301 Reliability and Maintainability	✔	✔	
CLL 022 Title 10 Depot Maintenance Statute Overview	✔	✔	✔
CLL 201 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Fundamentals	✔	✔	✔
LOG 200 Intermediate Acquisition Logistics, Part A	✔	✔	
LOG 201 Intermediate Acquisition Logistics, Part B **(R)**	✔	✔	

Encl (2)

Course			
LOG 204 Configuration Management	✔		✔
LOG 235 Performance-Based Logistics, Part A	✔	✔	
LOG 236 Performance-Based Logistics, Part B **(R)**	✔	✔	
PMT 304 Advanced International Management Workshop **(R)**			
PMT 403 Program Manager's Skills **(R)**	✔	✔	✔
PQM 201A Intermediate Production, Quality, and Manufacturing, Part A	✔		
SAM 301 Advanced Software Acquisition Management **(R)**	✔	✔	✔
SYS 203 Intermediate Systems Planning, Research, Development, and Engineering, Part II **(R)**	✔		
TST 203 Intermediate Test and Evaluation **(R)**	✔		

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

⬤ Two (2) additional years of acquisition experience, preferably in a systems program office or similar organization (in addition to core certification experience)

Notes:
1 The Core Certification Standards section lists the training, education and experience required for certification at this level.
2 "R" following a course title indicates the course is delivered as resident based instruction.
5 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.
6 Workforce members assigned to these positions section MUST meet these training standard(s) within 6 months of assignment.
11 Workforce members assigned to these positions section MUST meet these training standard(s) within 24 months of assignment.