

Problem Solu

- Issues
- Stakeholders
- Alternatives
 - Pros
 - Cons
 - Risks
- Decision Criteria
- Implementation



appendix B

Career Field Certification and Core Plus Development Guides

Introduction

Core Plus

**Constructing Your
Individual Development Plan**

Acronyms Used in this Chapter

Career Field Certification

Introduction

The certification standards published in this catalog are effective Oct. 1, 2008. Changes and updates to these standards are posted on the DAU Web site as they occur. Check the DAU Web site at www.dau.mil for current information on certification standards and courses.

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 Defense Acquisition 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 Defense Acquisition Workforce 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 Guides offered 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 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
- More flexibility, focus, and guidance in the construction of individual development plans (IDPs)
- Additional support for supervisors in career planning, development, and assessment.

Introduction

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 is also broken down into at least four or 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, 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)
- 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 the DAU Web site at www.dau.mil.

Acronyms Used in this Chapter

ACAT—Acquisition Category
ANSI—American National Standards Institute
APB—Acquisition Program Baseline
APPS—Audit Planning and Performance System
BCEFM—Business, Cost Estimating, and Financial Management
C2—Command and Control
CAS—Cost Accounting Standards
CASB—Cost Accounting Standards Board
CIA—Certified Internal Auditor
CISA—Certified Information Systems Auditor
CMA—Certified Management Accountant
COI—Critical Operational Issue
CON—Contracting
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
EVM—Earned Value Management
EVMS—Earned Value Management Systems
FE—Facilities Engineering
IDP—Individual Development Plan
IPT—Integrated Project Teams
LCL—Life Cycle Logistics
MAIS—Major Automated Information System
MDAP—Major Defense Acquisition Program
MOE—Measure Of Effectiveness
MOP—Measure of Performance
OSD—Office of the Secretary of Defense
PEO—Program Executive Officer
PM—Program Management or Program Manager
PQM—Production, Quality, and Manufacturing
SAR—Selected Acquisition Reports
SAS—Statistical Analysis System
SPRDE-PSE—Systems Planning, Research Development, and Engineering-Program Systems Engineer
SPRDE-SE—Systems Planning, Research Development, and Engineering-Systems Engineering
SPRDE-STM—Systems Planning, Research Development, and Engineering-Science and Technology Manager
T&E—Test and Evaluation



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 Standards¹	
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 Guide²	
Training	Type of Assignment
AUD 1113 Orientation to DCAA	Auditor 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 Manual	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	
None specified	
Experience	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

Note: 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 Standards¹	
Acquisition Training	None required
Functional Training	Complete one of the following: <ul style="list-style-type: none"> 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 <ul style="list-style-type: none"> 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 Guide²	
Training	Type of Assignment
	Auditor
AUD 1121 Briefing Contracts	✗
AUD 1122 Accounting System Survey	✗
AUD 1126 Adequacy of Proposals	✗
AUD 1142 Progress Payments	✗
AUD 1170 Financial Capability (R)	✗
AUD 1221 Basic Flowcharting	✗
AUD 1232 Internal Control Assessment (R)	✗
AUD 1239 Risk and Materiality Assessment	✗
AUD 1249 Agreed-Upon Procedures	✗
AUD 1269 Working Paper Documentation	✗
AUD 1271 Permanent Files	✗
AUD 1283 Fraud Awareness	✗
AUD 1325 Internal Control Systems: Planning	✗
AUD 1326 Internal Control Systems: Writing the Audit Report	✗
AUD 1338 Internal Control Systems: Compensation	✗
AUD 1541 Cost Accounting Standards (R)	✗
AUD 5614 Fundamentals of Auditing Information Systems (R)	✗
AUD 5651 Retrieving and Analyzing Electronic Data Using SAS (R)	✗
AUD 5653 Computer-Assisted Audit Techniques (R)	✗
AUD 6115 Effective Report Writing (R)	✗
AUD 6220 Auditor Interview and Interpersonal Reactions (R)	✗
AUD 6240 Oral Presentation Workshop (R)	✗
Education	
Begin graduate studies leading to a master's degree in accounting or business	
Professional certification—CPA, CMA, CIA, CISA	
Experience	
Experience in performing increasingly complex audits for normal position progression and with increasing independence	

¹The Core Certification Standards section lists 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.

Note: For information on these courses, contact the Defense Contract Audit Institute at 901-325-6100.

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.
Core Certification Standards¹	
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 Standards²	
Supervisory Auditor	AUD 8562 DCAA Personnel Management Policy
Financial Liaison Auditor	<ul style="list-style-type: none"> ACQ 101 Fundamentals of Systems Acquisition Management AUD 6240 Oral Presentation Workshop AUD 6510 Instructor Workshop AUD 8414 DDI Leadership Skills
Technical Specialist	<ul style="list-style-type: none"> AUD 1431 Accounting and Auditing Refresher AUD 1541 Cost Accounting Standards AUD 2311 Defective Pricing AUD 4035 Quantitative Methods Refresher AUD 5651 Retrieving and Analyzing Electronic Data Using SAS
Core Plus Development Guide³	
Training	Type of Assignment
ACQ 101 Fundamentals of Systems Acquisition Management	Auditor
AUD 1431 Accounting and Auditing Refresher	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 8414 DDI Leadership Skills	x
AUD 8564 Administration and Management of Audits for Supervisors	x
AUD 56000 Conflict Resolution Techniques	x
Education	
None specified	
Experience	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²Workforce members assigned to the position(s) identified must meet the training standard(s) identified within 6 months of assignment.

³When 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.

Note: 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, 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 Standards¹	
Acquisition Training	ACQ 101 Fundamentals of Systems Acquisition Management
Functional Training	BCF 102 Fundamentals of Earned Value Management BCF 103 Fundamentals of Business Financial Management BCF 106 Fundamentals of Cost Analysis (replaces BCF 101) If you primarily perform cost estimating functions, you must also complete BCF 107 Applied Cost Analysis (R) (replaces BCF 101)
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 Guide²	
	Type of Assignment
Training	Budget/Program /FM Analyst CE Analyst EVM Analyst
CLB 007 Cost Analysis	
CLB 012 Cost as an Independent Variable	✗
CLB 014 Acquisition Reporting Concepts and Policy Requirements for APB, DAES, and SAR	✗
CLB 016 Introduction to Earned Value Management	✗
CLC 024 Basic Math Tutorial	✗
CLM 016 Cost Estimating	✗
Education	
Associate in Applied Science (A.A.S.) or equivalent in business or a business-related field	
Experience	
1 year of acquisition experience in business, cost estimating, earned value, and/or financial management in support of an acquisition program (in addition to core certification experience)	

¹These standards list the training, education, and experience required for certification at this level.

²When 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.

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, terminology, and financial management and business operation systems. Applies knowledge of 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			
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 <i>one</i> of the following courses (course must be related to specific job duties): <ul style="list-style-type: none"> 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			
Training	Type of Assignment		
	Budget/Program /FM Analyst	CE Analyst	EVM Analyst
BCF 107 Applied Cost Analysis (R) (replaces BCF 101)	x		
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
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		
SAM 101 Basic Software Acquisition Management		x	
Education			
Baccalaureate degree in business or a business-related field			
Experience			
1 year of acquisition experience in business, cost estimating, earned value, and/or financial management in support of an acquisition program (in addition to core certification experience)			

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 integrated baseline review process as program manager's principal earned value advisor. Leads EVMS validation reviews as review director or principal 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			
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			
Training	Type of Assignment		
	Budget/Program /FM Analyst	CE Analyst	EVM Analyst
ACQ 450 Leading in the Acquisition Environment (R)	✗	✗	✗
ACQ 451 Integrated Acquisition For Decision Makers (R)	✗	✗	✗
ACQ 452 Forging Stakeholder Relationships (R)	✗	✗	✗
CLC 008 Indirect Costs		✗	
CLC 102 Administration of Other Transactions	✗		
CLC 104 Analyzing Profit or Fee		✗	
CLC 106 Contracting Officer's Representative with a Mission Focus	✗		✗
CLG 001 DoD Government Purchase Card	✗		
CLL 015 Business Case Analysis	✗	✗	✗
CLM 014 IPT Management and Leadership	✗	✗	✗
CLM 101 Analysis of Alternatives (AoA) (USAF Process)	✗	✗	
CLM 200 Item-Unique Identification	✗	✗	
CON 110 Mission-Support Planning	✗		
CON 111 Mission-Planning Execution	✗		
CON 112 Mission-Performance Assessment	✗		
PMT 250 Program Management Tools	✗	✗	✗
PMT 352A Program Management Office Course, Part A	✗	✗	✗
PMT 352B Program Management Office Course, Part B (R)	✗	✗	✗
Education			
Graduate degree in business, business related field			
Experience			
2 years of acquisition experience in business, cost estimating, earned value, and/or financial management in support of an acquisition program (in addition to core certification experience)			

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 (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 functions primarily focused on contract administration.
Contract Cost/Price Analyst	Contracting functions primarily focused on advanced cost/price analysis.
Small Business Specialist	Contracting functions 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 Standards¹	
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	<ul style="list-style-type: none"> At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management Baccalaureate degree
Experience	1 year of contracting experience
Unique Position Training Standards²	
Level I contracting personnel assigned to support a MDAP/MAIS program	ACQ 101 Fundamentals of Systems Acquisition Management
Core Plus Development Guide³	
Training	Type of Assignment
See Contracting Matrix on the following page	All
Education	✘
None specified	
Experience	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level. See 10 U.S.C 1724 (provides for limited exceptions).

²Workforce members assigned to the position(s) identified should meet the training standard(s) identified within 1 year of assignment.

³When 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 Matrix (Entry) Level I

Core Plus Development Guide	Type of Assignment									
	Operational Contracting	Research & Development	Systems Acquisition	Log / Sustainment	Construction / A&E	Contingency / Combat Ops	Contract Admin	Cost / Price / Analyst	Small Bus Specialist	HQs/Other
Training										
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 009 Service Disabled, Veteran-Owned Small Business Program	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 024 Basic Math Tutorial	x	x	x	x	x	x	x	x		x
CLC 028 Past Performance Information	x	x	x	x	x	x	x		x	x
CLC 030 Essentials of Interagency Acquisitions/Fair Opportunity	x	x	x	x	x	x	x	x	x	x
CLC 043 Defense Priorities and Allocations System	x	x	x	x	x	x	x		x	x
CLC 045 Partnering	x	x	x	x	x	x	x			x
CLC 060 Time and Materials Contracts	x	x	x	x	x	x	x	x	x	x
CLC 105 DCMA Intern Training							x			
CLC 113 Procedures, Guidance, and Information	x	x	x	x	x	x	x	x	x	x
CLC 131 Commercial Item Pricing	x	x	x	x			x	x		x
CLC 132 Organizational Conflicts of Interest	x	x	x	x	x	x	x	x	x	x
CLC 133 Contract Payment Instructions	x	x	x	x	x	x	x	x	x	x
CLG 001 DoD Government Purchase Card	x	x	x	x	x	x	x	x	x	x
CLG 004 DoD Government Purchase Card Refresher Training	x	x	x	x	x	x	x	x	x	x
CLM 023 Javits-Wagner-O'Day (JWOD) Tutorial	x	x	x	x	x	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					
FAC 007 Certificate of Competency Program	x	x	x	x	x	x	x		x	x
SPS 101 Standard Procurement System and Federal Procurement Data System - Next Generation User	x	x	x	x	x	x	x	x	x	x

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 functions primarily focused on contract administration.
Contract Cost/Price Analyst	Contracting functions primarily focused on advanced cost/price analysis.
Small Business Specialist	Contracting functions 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 Standards¹	
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	<ul style="list-style-type: none"> At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management Baccalaureate degree
Experience	2 years of contracting experience
Unique Position Training Standards²	
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 Guide³	
Training	Type of Assignment
See Contracting Matrix on the following page	All
	✘
Education	
Begin graduate studies in business administration or procurement	
Experience	
2 years of contracting experience (in addition to core certification experience)	

¹ The Core Certification Standards section lists the training, education, and experience required for certification at this level. See 10 U.S.C 1724 (provides for limited exceptions).

² Workforce members assigned to the position(s) identified should meet the training standard(s) identified within 1 year 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 Guide if not already completed.

Contracting Matrix (Intermediate) Level II

Core Plus Development Guide	Type of Assignment									
	Operational Contracting	Research & Development	Systems Acquisition	Log / Sustainment / Construction / A&E	Contingency / Combat Ops	Contract Admin	Cost / Price / Analyst	Small Bus Specialist	Other	
ACQ 265 Mission-Focused Services Acquisition (R)	X	X	X	X	X	X	X	X		X
CLC 001 Defense Subcontract Management	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 013 Performance-Based Services Acquisition	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
CLC 022 Profit Policy Revisions	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 Transaction Authority for Prototype Projects: Comprehensive Coverage		X	X				X			
CLC 036 Other Transaction 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 039 Contingency Contracting Simulation: Barda Bridge						X				
CLC 040 Predictive Analysis and Scheduling			X				X			X
CLC 041 Predictive Analysis and Systems Engineering		X	X				X			X
CLC 042 Predictive Analysis and Quality Assurance			X				X			X
CLC 044 Alternative Dispute Resolution	X	X	X	X	X	X	X			X
CLC 047 Contract Negotiation Techniques	X	X	X	X	X	X	X	X	X	X
CLC 050 Contracting with Canada	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
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 114 Contingency Contracting Officer Refresher						X				
CLC 120 Utilities Privatization Contract Administration							X			
CLC 125 Berry Amendment	X		X	X	X	X	X			X
CLM 013 Work-Breakdown Structure			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
CON 232 Overhead Management of Defense Contracts (R)			X				X	X		
CON 234 Joint Contingency Contracting (R)						X				
CON 235 Advanced Contract Pricing (R)			X	X				X		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										X
CON 260B The Small Business Program, Part B (R)										X
GRT 201 Grants and Agreements Management (R)		X					X			
HBS 221 Negotiating	X	X	X	X	X	X	X	X	X	X
HBS 223 Presentation Skills	X	X	X	X	X	X	X	X	X	X
HBS 229 Team Leadership	X	X	X	X	X	X	X	X	X	X
HBS 239 Team Management	X	X	X	X	X	X	X	X	X	X
IND 100 Contract Property Administration and Disposition Fundamentals (R)		X	X	X			X			

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 functions primarily focused on contract administration.
Contract Cost/Price Analyst	Contracting functions primarily focused on advanced cost/price analysis.
Small Business Specialist	Contracting functions 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 Standards¹	
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	<ul style="list-style-type: none"> At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management Baccalaureate degree
Experience	4 years of contracting experience
Unique Position Training Standards²	
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 Guide³	
Training	Type of Assignment
See Contracting Matrix on the following page	All
Education	
Master's degree in business administration or procurement	
Experience	
4 years of contracting experience (in addition to core certification experience)	

¹ The Core Certification Standards section lists the training, education, and experience required for certification at this level. See 10 U.S.C 1724 (provides for limited exceptions).

² Workforce members assigned to the position(s) identified should 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.

Contracting Matrix (*Advanced*) Level III

Core Plus Development Guide	Type of Assignment									
Training	Operational Contracting	Research & Development	Systems Acquisition	Log/Sustainment	Construction/A&E	Contingency/Combat Ops	Contract Admin	Cost/Price/Analyst	Small Bus Specialist	Other
ACQ 201B Intermediate Systems Acquisition, Part B (R)	x	x	x	x	x	x	x	x	x	x
BCF 102 Fundamentals of Earned Value Management			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		x			
CLC 004 Market Research	x	x	x	x			x	x		x
CLC 023 Commercial Item Determination Executive Overview	x	x	x	x	x	x	x	x	x	x
LAW 801 Acquisition Law (R)	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, encompassing design, construction, environmental management, base operations and support, housing, real estate, and real property maintenance.
Core Certification Standards ¹	
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	
Training	Type of Assignment
CLC 028 Past Performance Information	Facilities Engineer 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	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

Facilities Engineering (*Intermediate*) Level II¹

Type of Assignment	Representative Activities
Facilities Engineer	All facets of facilities engineering from planning through disposal, encompassing design, construction, environmental management, base operations and support, housing, real estate, and real property maintenance.
Core Certification Standards ²	
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	
Training	Type of Assignment
CLB 016 Introduction to Earned Value Management	Facilities Engineer
CLE 001 Value Engineering	×
CLM 012 Scheduling	×
CLM 013 Work-Breakdown Structure	×
CLM 016 Cost Estimating	×
Education	
Baccalaureate degree in engineering, architecture, physics, chemistry, mathematics, community planning, business, or related fields	
9 semester credit hours must be selected from accounting, business finance, law, economics, industrial management, quantitative methods, or organization and management	
Experience	
2 years of experience in acquisition positions of increasing responsibility and complexity (in addition to core certification experience)	

¹ Level II is the highest certification level for this career field.

² The Core Certification Standards section lists 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	
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	
Training	Type of Assignment
ACQ 101 Fundamentals of Systems Acquisition Management	Ind/Con Prop Mgt
Education	x
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	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

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 Standards¹	
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 Guide²	
Training	Type of Assignment
ACQ 201A Intermediate Systems Acquisition, Part A	Ind/Con Prop Mgt
CLM 040 Proper Financial Accounting Treatments for Military Equipment	×
CLM 200 Item-Unique Identification	×
HBS 210 Process Improvement	×
HBS 213 Change Management	×
HBS 227 Strategic Thinking	×
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	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 (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 Standards¹	
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 Guide²	
Training	
	Type of Assignment
ACQ 201B Intermediate Systems Acquisition, Part B (R)	Ind/Con Prop Mgt
CLE 015 Continuous Process Improvement Familiarization	x
HBS 228 Leading and Motivating	x
HBS 230 Coaching	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	
4 years of experience in industrial property management (in addition to core certification experience)	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

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			
Acquisition Training	ACQ 101 Fundamentals of Systems Acquisition Management		
Functional Training	As of Nov. 15, 2005, the contents of IRM 101 and SAM 101 were merged. Since Nov. 15, 2005, the same content has been delivered under both course designators/names; therefore, either of the following conditions must be met: <ul style="list-style-type: none"> IRM 101 Basic Information Systems Acquisition and SAM 101 Basic Software Acquisition Management if <i>both</i> courses were completed before Nov. 15, 2005; or IRM 101 Basic Information Systems Acquisition or SAM 101 Basic Software Acquisition Management if <i>either</i> course was completed on or after Nov. 15, 2005. 		
Education	Formal education not required for certification		
Experience	1 year of acquisition experience in information technology		
Core Plus Development Guide ²			
Training	Type of Assignment		
	CIO	CDA	Project Office/ Field Activities
BCF 103 Fundamentals of Business Financial Management	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
SYS 101 Fundamentals of Systems Planning, Research, Development, and Engineering	x	x	x
TST 102 Fundamentals of Test and Evaluation		x	x
Education			
Baccalaureate degree, preferably with a major in computer science, management information systems, business administration, or a related field			
Experience			
None specified			

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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			
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			
Training	Type of Assignment		
	CIO	CDA	Project Office/ Field Activities
BCF 102 Fundamentals of Earned Value Management	x	x	x
BCF 106 Fundamentals of Cost Analysis (replaces BCF 101)	x	x	x
BCF 107 Applied Cost Analysis (R) (replaces BCF 101)	x	x	x
CLE 003 Technical Reviews			x
CLE 006 Enterprise Integration Overview	x		x
CLE 007 Lean Six Sigma for Manufacturing	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) (USAF Process)	x		x
LOG 101 Acquisition Logistics Fundamentals		x	x
SYS 202 Intermediate Systems Planning, Research, Development, and Engineering, Part I		x	x
Education			
Master's degree, preferably with a major in computer science, management information systems, business administration, or a related field			
Experience			
2 years of information technology acquisition experience, preferably in a program office or similar organization (in addition to core certification experience)			

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

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 Standards¹																																									
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 Guide²																																									
	Type of Assignment																																								
Training	<table border="1"> <thead> <tr> <th></th> <th>CIO</th> <th>CDA</th> <th>Project Office/ Field Activities</th> </tr> </thead> <tbody> <tr> <td>CLE 021 Technology Readiness Assessments</td> <td></td> <td></td> <td>✘</td> </tr> <tr> <td>CLL 008 Designing for Supportability in DoD Systems</td> <td></td> <td>✘</td> <td>✘</td> </tr> <tr> <td>CLL 014 Joint Systems Integrated Support Strategies (JSSS)</td> <td>✘</td> <td></td> <td>✘</td> </tr> <tr> <td>CLM 014 IPT Management and Leadership</td> <td>✘</td> <td>✘</td> <td>✘</td> </tr> <tr> <td>LOG 200 Intermediate Acquisition Logistics, Part A</td> <td></td> <td></td> <td>✘</td> </tr> <tr> <td>LOG 203 Reliability and Maintainability</td> <td></td> <td>✘</td> <td>✘</td> </tr> <tr> <td>PMT 250 Program Management Tools</td> <td>✘</td> <td>✘</td> <td>✘</td> </tr> <tr> <td>PMT 352A Program Management Office Course, Part A</td> <td>✘</td> <td></td> <td>✘</td> </tr> <tr> <td>SYS 203 Intermediate Systems Planning, Research, Development, and Engineering, Part II (R)</td> <td></td> <td>✘</td> <td>✘</td> </tr> </tbody> </table>		CIO	CDA	Project Office/ Field Activities	CLE 021 Technology Readiness Assessments			✘	CLL 008 Designing for Supportability in DoD Systems		✘	✘	CLL 014 Joint Systems Integrated Support Strategies (JSSS)	✘		✘	CLM 014 IPT Management and Leadership	✘	✘	✘	LOG 200 Intermediate Acquisition Logistics, Part A			✘	LOG 203 Reliability and Maintainability		✘	✘	PMT 250 Program Management Tools	✘	✘	✘	PMT 352A Program Management Office Course, Part A	✘		✘	SYS 203 Intermediate Systems Planning, Research, Development, and Engineering, Part II (R)		✘	✘
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CLM 014 IPT Management and Leadership	✘	✘	✘																																						
LOG 200 Intermediate Acquisition Logistics, Part A			✘																																						
LOG 203 Reliability and Maintainability		✘	✘																																						
PMT 250 Program Management Tools	✘	✘	✘																																						
PMT 352A Program Management Office Course, Part A	✘		✘																																						
SYS 203 Intermediate Systems Planning, Research, Development, and Engineering, Part II (R)		✘	✘																																						
Education	Master's degree, preferably with a major in computer science, management information systems, business administration, or a related field																																								
Experience	4 years of information technology acquisition experience (in additional to core certification experience)																																								

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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	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 as preferred DoD product support approach. Ensures integration of all support elements to maximize system deployability, supportability, and mobility.	
Sustainment	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, and/or system retirement. Executes and manages system performance-based logistics support strategy, ensuring system performance requirements are met.	
Core Certification Standards ¹		
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	
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		
Training	Type of Assignment	
	Acquisition Logistics	Sustainment
BCF 102 Fundamentals of Earned Value Management	x	
BCF 106 Fundamentals of Cost Analysis (replaces BCF 101)	x	
BCF 107 Applied Cost Analysis (R) (replaces BCF 101)	x	
CLB 007 Cost Analysis	x	x
CLB 009 Planning, Programming, Budgeting, and Execution and Budget Exhibits	x	x
CLC 013 Performance-Based Services Acquisition	x	
CLC 019 Leveraging DCMA for Program Success	x	x
CLC 045 Partnering	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 Familiarization	x	x
CLE 301 Reliability and Maintainability	x	x
CLL 002 Defense Logistics Agency Support to the PM	x	x
CLL 006 Depot Maintenance Partnering	x	x
CLL 013 DoD Packaging		x
CLL 014 Joint Systems Integrated Support Strategies (JSSIS)	x	x
CLL 017 Introduction to Defense Distribution		x
CLL 022 Title 10 Depot Maintenance Statute Overview	x	x
CLM 013 Work-Breakdown Structure	x	
CLM 021 Introduction to Reducing Total Ownership Costs (R-TOC)	x	x
CLM 032 Evolutionary Acquisition	x	x
CLM 036 Technology Transfer and Export Control Fundamentals	x	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
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		

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

Life Cycle Logistics (*Intermediate*) Level II

Type of Assignment	Representative Activities	
Acquisition Logistics	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 as preferred DoD product support approach. Ensures integration of all support elements to maximize system deployability, supportability, and mobility.	
Sustainment	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, and/or system retirement. Executes and manages system performance-based logistics support strategy, ensuring system performance requirements are met.	
Core Certification Standards ¹		
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 the 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		
Training	Type of Assignment	
	Acquisition Logistics	Sustainment
BCF 211 Acquisition Business Management (R)	x	
CLC 004 Market Research	x	
CLC 018 Contractual Incentives	x	x
CLE 001 Value Engineering	x	
CLE 004 Introduction to Lean Enterprise Concepts		x
CLE 007 Lean Six Sigma for Manufacturing	x	x
CLL 015 Business Case Analysis	x	x
CLL 019 Technology Refreshment Planning		x
CLL 020 Independent Logistics Assessments	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 037 Physical Inventories		x
CLM 038 Corrosion Prevention and Control Overview		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 203 International Security and Technology Transfer/Control (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
SYS 202 Intermediate Systems Planning, Research, Development, and Engineering, Part I	x	
TST 203 Intermediate Test and Evaluation (R)	x	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 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		

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

Life Cycle Logistics (Advanced) Level III

Type of Assignment	Representative Activities				
Acquisition Logistics	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 as preferred DoD product support approach. Ensures integration of all support elements to maximize system deployability, supportability, and mobility.				
Sustainment	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, supply chain management, and/or system retirement. Executes and manages performance-based logistics support strategy, ensuring system performance requirements are met.				
Core Certification Standards ¹					
Acquisition Training	No additional requirements				
Functional Training	LOG 350 Enterprise Life Cycle Logistics Management (R) (replaces LOG 304) Two additional supervisor-employee agreed-upon courses or continuous learning (CL) modules from the 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					
Core Plus Development Guide ²	Type of Assignment		Core Plus Development Guide ²	Type of Assignment	
	AL	S		AL	S
Training			Training		
ACQ 265 Mission-Focused Services Acquisition (R)	x	x	CLM 047 Fiscal and Physical Accountability and Management of DoD Equipment		x
ACQ 450 Leading in the Acquisition Environment (R)	x		CLM 101 Analysis of Alternatives (AoA) (USAF Process)	x	
ACQ 451 Integrated Acquisition For Decision Makers (R)	x		CLM 200 Item-Unique Identification	x	x
ACQ 452 Forging Stakeholder Relationships (R)	x	x	CON 237 Simplified Acquisition Procedures	x	
CLB 011 Budget Policy	x	x	HBS 201 Budgeting	x	x
CLB 016 Introduction to Earned Value Management	x		HBS 214 Crisis Management	x	x
CLC 011 Contracting for the Rest of Us	x	x	PMT 202 Multinational Program Management (R)	x	x
CLE 011 Modeling and Simulation for Systems Engineering	x		PMT 352A Program Management Office Course, Part A	x	
CLL 016 Joint Logistics	x	x	PMT 352B Program Management Office Course, Part B (R)	x	
CLL 201 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Fundamentals	x	x	PQM 301 Advanced Production, Quality, and Manufacturing (R)		x
CLL 203 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Essentials	x	x	RQM 110 Core Concepts for Requirements Management	x	
CLL 204 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Case Studies		x	SYS 203 Intermediate Systems Planning, Research, Development, and Engineering, Part II (R)	x	x
CLL 205 Diminishing Manufacturing Sources and Material Shortages (DMSMS) for Technical Professionals		x	TST 302 Advanced Test and Evaluation (R)	x	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 038 Corrosion Prevention and Control Overview	x	x			
CLM 041 Capabilities-Based Planning	x				
CLM 044 Radio Frequency Identification		x			
AL - Acquisition Logistics S - Sustainment					
Education					
Master's degree in a logistics, business, management, or technical field, such as systems design and operational effectiveness, 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					

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

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 the 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 Standards¹				
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 Guide²				
Training	Type of Assignment			
	QA Engineer	QA Specialist	Mftg/Prod Engineer	Mftg/Prod Specialist
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
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	
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				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 the 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 Standards¹				
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 Guide²				
Training	Type of Assignment			
	QA Engineer	QA Specialist	Mftg/Prod Engineer	Mftg/Prod Specialist
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 System Safety in Systems Engineering	x	x	x	x
CLE 017 Technical Planning	x		x	
CLE 028 Market Research for Engineering and Technical Personnel	x			
CLE 301 Reliability and Maintainability	x	x	x	x
CLM 021 Introduction to Reducing Total Ownership Costs (R-TOC)	x	x	x	x
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 (R)		x		x
PQM 203 Preparation of Commercial Item Description for Engineering and Technical Personnel	x		x	
TST 203 Intermediate Test and Evaluation (R)	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 years of experience in manufacturing, production, or quality assurance (in addition to core certification experience)				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

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				
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				
Training	Type of Assignment			
	QA Engineer	QA Specialist	Mftg/Prod Engineer	Mftg/Prod Specialist
CLC 019 Leveraging DCMA for Program Success	x	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 for Manufacturing	x	x	x	x
CLE 021 Technology Readiness Assessments	x		x	
CLL 008 Designing for Supportability in DoD Systems	x		x	
PMT 250 Program Management Tools	x	x	x	x
PMT 352A Program Management Office Course, Part A	x	x	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				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 system, C2/network-centric system, or space system. Performs financial and status reporting and basic logistic activities. Supports pre-award 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, and outcome-based performance measures.			
International Acquisition	Participates in a variety of international-related programs/tasks, either cooperative or security assistance in nature.			
Core Certification Standards ¹				
Acquisition Training	ACQ 101 Fundamentals of Systems Acquisition Management			
Functional Training	SYS 101 Fundamentals of Systems Planning, Research, Development, and Engineering CLB 007 Cost Analysis CLB 016 Introduction to Earned Value Management			
Education	Formal education not required for certification			
Experience	1 year of acquisition experience			
Core Plus Development Guide ²				
Training	Type of Assignment			
	Weapon Systems	Services	Business Mgmt/IT	International
BCF 103 Fundamentals of Business Financial Management	x	x	x	
CLC 011 Contracting for the Rest of Us	x	x	x	
CLE 025 Information Assurance for Acquisition Professionals	x	x	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
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 029 Net-Ready Key Performance Parameter (NR-KPP)	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			
Education				
Baccalaureate degree, preferably with a major in engineering, systems management, or business administration				
Experience				
1 year of acquisition experience (in addition to core certification experience)				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

Program Management (*Intermediate*) Level II

Type of Assignment	Representative Activities																																																																																										
Weapon Systems	Structures and guides systems engineering activities. Establishes a risk/opportunity program. Structures and conducts technical reviews. Works with contracting personnel. Maintains configuration control. Leads IPTs in support of developing and delivering a weapon system, C2/network-centric system, or space system.																																																																																										
Services	Structures incentives tied to desired outcomes for service contracts, prepares plans for mitigating risks, provides contract tracking and oversight. Performs most acquisition planning tasks as established in Attachment 1 to AT&L Services Memo of Oct. 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 Acquisition	Participates in successful cooperative development, production partnership, or system modification/transfer during pre-system acquisition or system acquisition—either cooperative or security assistance in nature—with allied and friendly nations.																																																																																										
Core Certification Standards¹																																																																																											
Acquisition Training	ACQ 201A Intermediate Systems Acquisition, Part A ACQ 201B Intermediate Systems Acquisition, Part B (R)																																																																																										
Functional Training	PMT 250 Program Management Tools CON 110 Mission-Support Planning SAM 101 Basic Software Acquisition Management or IRM 101 Basic Information Systems Acquisition if completed on or after Nov. 15, 2005																																																																																										
Education	Formal education not required for certification																																																																																										
Experience	2 years acquisition experience; at least 1 year of this experience must be in program management																																																																																										
Core Plus Development Guide²																																																																																											
	Type of Assignment																																																																																										
Training	<table border="1"> <thead> <tr> <th></th> <th>Weapon Systems</th> <th>Services</th> <th>Business Mgmt/IT</th> <th>International</th> </tr> </thead> <tbody> <tr> <td>ACQ 265 Mission-Focused Services Acquisition (R)</td> <td>x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BCF 102 Fundamentals of Earned Value Management</td> <td>x</td> <td>x</td> <td>x</td> <td></td> </tr> <tr> <td>BCF 215 Operating and Support Cost Analysis (R)</td> <td>x</td> <td>x</td> <td>x</td> <td></td> </tr> <tr> <td>CLE 004 Introduction to Lean Enterprise Concepts</td> <td>x</td> <td>x</td> <td>x</td> <td></td> </tr> <tr> <td>CLE 006 Enterprise Integration Overview</td> <td></td> <td></td> <td>x</td> <td></td> </tr> <tr> <td>CLE 022 Program Manager Introduction to Anti-Tamper</td> <td>x</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CLI 004 Information Exchange Program (IEP), DoD Generic Research, Development, Test, and Evaluation (RDT&E)</td> <td></td> <td></td> <td></td> <td>x</td> </tr> <tr> <td>CLL 002 Defense Logistics Agency Support to the PM</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>CLL 006 Depot Maintenance Partnering</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>CLM 025 Commercial-Off-The-Shelf (COTS) Acquisition for Program Managers</td> <td>x</td> <td>x</td> <td>x</td> <td></td> </tr> <tr> <td>CLM 031 Improved Statement of Work</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>CLM 036 Technology Transfer and Export Control Fundamentals</td> <td></td> <td></td> <td></td> <td>x</td> </tr> <tr> <td>LOG 102 Systems Sustainment Management Fundamentals</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>PMT 202 Multinational Program Management (R)</td> <td></td> <td></td> <td></td> <td>x</td> </tr> <tr> <td>PMT 203 International Security and Technology Transfer/Control (R)</td> <td></td> <td></td> <td></td> <td>x</td> </tr> <tr> <td>PQM 101 Production, Quality, and Manufacturing Fundamentals</td> <td>x</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>SAM 201 Intermediate Software Acquisition Management (R)</td> <td>x</td> <td></td> <td>x</td> <td></td> </tr> </tbody> </table>		Weapon Systems	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		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 004 Information Exchange Program (IEP), DoD Generic Research, Development, Test, and Evaluation (RDT&E)				x	CLL 002 Defense Logistics Agency Support to the PM	x	x			CLL 006 Depot Maintenance Partnering	x	x			CLM 025 Commercial-Off-The-Shelf (COTS) Acquisition for Program Managers	x	x	x		CLM 031 Improved Statement of Work	x	x			CLM 036 Technology Transfer and Export Control Fundamentals				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	
	Weapon Systems	Services	Business Mgmt/IT	International																																																																																							
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Education	Master's degree, preferably with a major in engineering, systems management, business administration, or a related field																																																																																										
Experience	2 years of acquisition experience, preferably in a systems program office or similar organization (in addition to core certification experience)																																																																																										

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

Program Management (Advanced) Level III

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 it 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.			
International Acquisition	Participates in or manages successful cooperative development, production partnership, or system modification/transfer during pre-system acquisition or system acquisition with allied and friendly foreign nations, either cooperative or security assistance in nature.			
Core Certification Standards¹				
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			
Education	Formal education not required for certification			
Experience	4 years of acquisition experience with at least <ul style="list-style-type: none"> • 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 Standards²				
PEOs; PM/DPM of MDAP/MAIS; PM/DPM of significant nonmajor programs	PMT 401 Program Manager's Course (R) PMT 402 Executive Program Manager's Course (R)			
Core Plus Development Guide³				
Training	Type of Assignment			
	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	
CLE 008 Six Sigma: Concepts and Processes	x	x	x	
CLE 301 Reliability and Maintainability	x	x		
CLL 022 Title 10 Depot Maintenance Statute Overview	x	x	x	
CLL 201 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Fundamentals	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 (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			
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				
2 years of acquisition experience, preferably in a systems program office or similar organization (in addition to core certification experience)				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²Workforce members assigned to the position(s) identified must meet the training standard(s) identified within 6 months of assignment.

³When 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.

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 pre-established contractual instruments to support operational requirements.
Core Certification Standards¹	
Acquisition Training	None required
Functional Training	CON 100 Shaping Smart Business Arrangements (R) CON 237 Simplified Acquisition Procedures CLG 001 DoD Government Purchase Card CLC 030 Essentials of Interagency Acquisitions/Fair Opportunity
Education	Formal education not required for certification
Experience	1 year of purchasing experience
Core Plus Development Guide²	
Training	Type of Assignment
CLC 003 Sealed Bidding	Pur Agt /Sup Pur Agt x
CLC 004 Market Research	x
CLC 009 Service-Disabled Veteran-Owned Small Business Program	x
CLC 113 Procedures, Guidance, and Information	x
SPS 101 Standard Procurement System and Federal Procurement Data System— NG User	x
Education	
16 semester hours of undergraduate work with an emphasis in business	
Experience	
None specified	

¹The Core Certification Standards section lists 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 II¹

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 pre-established contractual instruments to support operational requirements.
Core Certification Standards²	
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 purchasing experience
Core Plus Development Guide³	
Training	Type of Assignment
	Pur Agt /Sup Pur Agt
ACQ 101 Fundamentals of Systems Acquisition Management	✗
CLC 020 Commercial Item Determination	✗
CLC 022 Profit Policy Revisions	✗
CLC 023 Commercial Item Determination Executive Overview	✗
CLC 027 Buy American Act	✗
CLC 060 Time and Materials Contracts	✗
CLC 104 Analyzing Profit or Fee	✗
CLC 131 Commercial Item Pricing	✗
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	
32 semester hours of undergraduate work with an emphasis in business	
Experience	
None specified	

¹Level II is the highest certification level for this career field.

²The Core Certification Standards section lists the training, education, and experience required for certification at this level. To be certified at this level, workforce members must also possess a Level I certification in Purchasing.

³When 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.

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

Type of Assignment	Representative Activities	
Acquisition Program Systems Engineer	Demonstrates how systems engineering technical and technical management processes apply to acquisition programs. Interacts with program IPTs regarding the proper application of systems engineering processes. Develops systems models and work-breakdown structures; uses top-down design and bottom-up product realization.	
Sustainment Program Systems Engineer	Demonstrates how systems engineering 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		
Acquisition Training	ACQ 101 Fundamentals of Systems Acquisition Management	
Functional Training	SYS 101 Fundamentals of Systems Planning, Research, Development, and Engineering Two 100-level courses from among the following career fields/paths: PM, T&E, PQM, LCL, BCEFM, IT, or CON	
Education	Baccalaureate or master's 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 the following career fields/paths: SPRDE-SE, SPRDE-STM, IT, T&E, PQM, FE, PM, LCL	
Core Plus Development Guide ²		
Training	Type of Assignment	
	Acquisition Program Systems Engineer	Chief Sustainment Program Systems Engineer
BCF 102 Fundamentals of Earned Value Management	×	
BCF 106 Fundamentals of Cost Analysis (replaces BCF 101)	×	
BCF 107 Applied Cost Analysis (R) (replaces BCF 101)	×	
CLB 009 Planning, Programming, Budgeting, and Execution and Budget Exhibits	×	×
CLB 012 Cost as an Independent Variable	×	
CLB 016 Introduction to Earned Value Management	×	×
CLC 108 Strategic Sourcing Overview		×
CLC 112 Contractors Accompanying the Force		×
CLE 001 Value Engineering	×	×
CLE 004 Introduction to Lean Enterprise Concepts	×	×
CLE 009 System Safety in Systems Engineering	×	
CLE 011 Modeling and Simulation for Systems Engineering	×	
CLE 015 Continuous Process Improvement Familiarization	×	×
CLE 036 Engineering Change Proposals for Engineers	×	×
CLL 002 Defense Logistics Agency Support to the PM	×	×
CLL 006 Depot Maintenance Partnering		×
CLL 011 Performance-Based Logistics	×	×
CLL 017 Introduction to Defense Distribution		×
CLM 013 Work-Breakdown Structure	×	
CLM 016 Cost Estimating	×	×
CLM 017 Risk Management	×	×
CLM 021 Introduction to Reducing Total Ownership Costs (R-TOC)	×	
CLM 032 Evolutionary Acquisition	×	×
IRM 101 Basic Information Systems Acquisition	×	×
LOG 101 Acquisition Logistics Fundamentals	×	
LOG 102 Systems Sustainment Management Fundamentals		×
PQM 101 Production, Quality, and Manufacturing Fundamentals	×	
TST 102 Fundamentals of Test and Evaluation	×	×
Education		
None specified		
Experience		
None specified		

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 systems engineering technical and technical management processes in IPTs. Develops program/project systems engineering plans, etc.																																																																		
Sustainment Program Systems Engineer	Applies systems engineering 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 Standards¹																																																																			
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 One 100- or 200-level course from among the following career fields/paths: PM, T&E, PQM, LCL, BCEFM, IT, or CON																																																																		
Education	Baccalaureate or master's 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 the following career fields/paths: SPRDE-SE; SPRDE-STM, IT, T&E, PQM, FE, PM, or LCL																																																																		
Core Plus Development Guide²																																																																			
	Type of Assignment																																																																		
Training	<table border="1"> <thead> <tr> <th></th> <th>Acquisition Program Systems Engineer</th> <th>Sustainment Program Systems Engineer</th> </tr> </thead> <tbody> <tr><td>CLE 007 Lean Six Sigma for Manufacturing</td><td>×</td><td>×</td></tr> <tr><td>CLE 008 Six Sigma: Concepts and Processes</td><td>×</td><td>×</td></tr> <tr><td>CLE 017 Technical Planning</td><td>×</td><td>×</td></tr> <tr><td>CLE 021 Technology Readiness Assessments</td><td>×</td><td></td></tr> <tr><td>CLE 026 Trade Studies</td><td>×</td><td>×</td></tr> <tr><td>CLL 022 Title 10 Depot Maintenance Statute Overview</td><td>×</td><td></td></tr> <tr><td>CLL 023 Title 10 U.S.C. 2464 Core Statute Implementation</td><td></td><td>×</td></tr> <tr><td>CLL 024 Title 10 Limitations on the Performance of Depot-Level Maintenance (50/50)</td><td></td><td>×</td></tr> <tr><td>CLL 025 Depot Maintenance Interservice Support Agreements (DMISA)</td><td></td><td>×</td></tr> <tr><td>CLM 029 Net-Ready Key Performance Parameter (NR-KPP)</td><td>×</td><td></td></tr> <tr><td>CLM 101 Analysis of Alternatives (AoA) (USAF Process)</td><td>×</td><td></td></tr> <tr><td>LOG 200 Intermediate Acquisition Logistics, Part A</td><td>×</td><td></td></tr> <tr><td>LOG 201 Intermediate Acquisition Logistics, Part B (R)</td><td>×</td><td></td></tr> <tr><td>LOG 203 Reliability and Maintainability</td><td></td><td>×</td></tr> <tr><td>LOG 210 Supportability Manager Tools (R)</td><td></td><td>×</td></tr> <tr><td>LOG 235 Performance-Based Logistics, Part A</td><td>×</td><td></td></tr> <tr><td>LOG 236 Performance-Based Logistics, Part B (R)</td><td>×</td><td></td></tr> <tr><td>PMT 250 Program Management Tools</td><td>×</td><td>×</td></tr> <tr><td>PQM 201A Intermediate Production, Quality, and Manufacturing, Part A</td><td></td><td>×</td></tr> <tr><td>PQM 201B Intermediate Production, Quality, and Manufacturing, Part B (R)</td><td></td><td>×</td></tr> <tr><td>TST 203 Intermediate Test and Evaluation (R)</td><td></td><td>×</td></tr> </tbody> </table>		Acquisition Program Systems Engineer	Sustainment Program Systems Engineer	CLE 007 Lean Six Sigma for Manufacturing	×	×	CLE 008 Six Sigma: Concepts and Processes	×	×	CLE 017 Technical Planning	×	×	CLE 021 Technology Readiness Assessments	×		CLE 026 Trade Studies	×	×	CLL 022 Title 10 Depot Maintenance Statute Overview	×		CLL 023 Title 10 U.S.C. 2464 Core Statute Implementation		×	CLL 024 Title 10 Limitations on the Performance of Depot-Level Maintenance (50/50)		×	CLL 025 Depot Maintenance Interservice Support Agreements (DMISA)		×	CLM 029 Net-Ready Key Performance Parameter (NR-KPP)	×		CLM 101 Analysis of Alternatives (AoA) (USAF Process)	×		LOG 200 Intermediate Acquisition Logistics, Part A	×		LOG 201 Intermediate Acquisition Logistics, Part B (R)	×		LOG 203 Reliability and Maintainability		×	LOG 210 Supportability Manager Tools (R)		×	LOG 235 Performance-Based Logistics, Part A	×		LOG 236 Performance-Based Logistics, Part B (R)	×		PMT 250 Program Management Tools	×	×	PQM 201A Intermediate Production, Quality, and Manufacturing, Part A		×	PQM 201B Intermediate Production, Quality, and Manufacturing, Part B (R)		×	TST 203 Intermediate Test and Evaluation (R)		×
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Education	Advanced degree or graduate studies in engineering, physics, chemistry, biology, mathematics, operations research, engineering management, computer science, or a related field.																																																																		
Experience	None specified																																																																		

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

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

Type of Assignment	Representative Activities	
Acquisition Program Systems Engineer	Analyzes and applies processes while integrating multiple domains (analytic or engineering specialties) at a system or systems-of-systems level. Leads and/or manages systems engineering activities, develops systems engineering plans, and leads and facilitates IPTs. Demonstrates excellence in management, leadership, communications, and briefing skills.	
Sustainment Program Systems Engineer	Leads and/or manages systems engineering activities for programs supporting in-service, out-of-production systems. Analyzes and applies systems engineering 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		
Acquisition Training	None required	
Functional Training	SYS 302 Technical Leadership in Systems Engineering (R) CLL 008 Designing for Supportability in DoD Systems Two 200- or 300-level courses from among the following career fields/paths: PM, T&E, PQM, LCL, BCEFM, IT, or CON	
Education	Baccalaureate or master's 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 in an acquisition position, to include government or industry equivalent, from the following career fields/paths: SPRDE-SE, SPRDE-STM, IT, T&E, PQM, FE, PM, or LCL	
Core Plus Development Guide ²		
Training	Type of Assignment	
	Acquisition Program Systems Engineer	Sustainment Program Systems Engineer
ACQ 450 Leading in the Acquisition Environment (R)	×	×
ACQ 451 Integrated Acquisition for Decision Makers (R)	×	×
ACQ 452 Forging Stakeholder Relationships (R)	×	×
CLE 020 Enterprise Architecture	×	×
CLL 014 Joint Systems Integrated Support Strategies (JSISS)	×	
CLL 015 Business Case Analysis	×	
CLL 203 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Essentials		×
CLL 204 Diminishing Manufacturing Sources and Material Shortages (DMSMS) Case Studies		×
CLM 014 IPT Management and Leadership	×	×
CLM 031 Improved Statement of Work	×	×
CLM 035 Environmental Safety and Occupational Health—Lesson from PMT 352A	×	×
CLM 200 Item-Unique Identification		×
FE 201 Intermediate Facilities Engineering		×
LOG 350 Enterprise Life Cycle Logistics Management (R) (replaces LOG 304)		×
PMT 352A Program Management Office Course, Part A	×	×
PMT 352B Program Management Office Course, Part B (R)	×	×
PQM 301 Advanced Production, Quality, and Manufacturing (R)		×
TST 302 Advanced Test and Evaluation (R)	×	×
Education		
Advanced degree or graduate studies in engineering, physics, chemistry, biology, mathematics, operations research, engineering management, computer science, or a related field		
Experience		
None specified		

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 (Entry) Level I

Type of Assignment	Representative Activities
Science & Technology	Conducts, and/or monitors science and technology activities—including basic research, applied research and/or advanced technology development—in support to acquisition programs.
Core Certification Standards ¹	
Acquisition Training	ACQ 101 Fundamentals of Systems Acquisition Management
Functional Training	SYS 101 Fundamentals of Systems Planning, Research, Development, and Engineering
Education	Baccalaureate degree in engineering, physics, chemistry, biology, mathematics, or a related field
Experience	1 year of acquisition experience in science and technology
Core Plus Development Guide ²	
Training	Type of Assignment
CLE 011 Modeling and Simulation for Systems Engineering	Science & Technology
CLM 013 Work-Breakdown Structure	x
CLM 016 Cost Estimating	x
CLM 017 Risk Management	x
CLM 024 Contracting Overview	x
TST 102 Fundamentals of Test and Evaluation	x
Education	
None specified	
Experience	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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—Science and Technology Manager (Intermediate) Level II

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 ¹	
Acquisition Training	ACQ 201A Intermediate Systems Acquisition, Part A
Functional Training	STM 202 Intermediate S&T 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 experience in science and technology
Core Plus Development Guide ²	
Training	Type of Assignment
	Science & Technology
CLB 011 Budget Policy	x
CLB 016 Introduction to Earned Value Management	x
CLC 036 Other Transaction Authority for Prototype Projects Overview	x
CLC 106 Contracting Officer's Representative with a Mission Focus	x
CLE 003 Technical Reviews	x
CLE 009 System Safety in Systems Engineering	x
CLE 301 Reliability and Maintainability	x
CLL 008 Designing for Supportability in DoD Systems	x
CLM 012 Scheduling	x
CLM 031 Improved Statement of Work	x
CLM 035 Environmental Safety and Occupational Health—Lesson from PMT 352A	x
CLM 036 Technology Transfer and Export Control Fundamentals	x
CLM 101 Analysis of Alternatives (AoA) (USAF Process)	x
LOG 101 Acquisition Logistics Fundamentals	x
Education	
None specified	
Experience	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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—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 Standards¹	
Acquisition Training	CLM 014 IPT Management and Leadership
Functional Training	STM 303 Advanced S&T Management (R)
Education	Baccalaureate degree in engineering, physics, chemistry, biology, mathematics, or a related field
Experience	4 years of acquisition experience in science and technology management
Unique Position Training Standards²	
Advanced Technology Development Manager (Individuals with primary management responsibility for significant BA 3 projects such as Advanced Technology Demonstrations, Joint Capability Technology Demonstrations, and Future Naval Capabilities Programs)	ACQ 201B Intermediate Systems Acquisition, Part B (R) CLB 017 Performance Measurement Baseline CLB 018 Earned Value and Financial Management Reports CLB 020 Baseline Maintenance CLE 026 Trade Studies CLM 029 Net-Ready Key Performance Parameter (NR-KPP) CLM 041 Capabilities-Based Planning PMT 250 Program Management Tools PMT 352A Program Management Office Course, Part A
Core Plus Development Guide³	
Training	Type of Assignment
CLB 017 Performance Measurement Baseline	Science & Technology x
CLE 026 Trade Studies	x
CLM 029 Net-Ready Key Performance Parameter (NR-KPP)	x
CLM 041 Capabilities-Based Planning	x
Education	
Graduate-level degree in engineering, physics, chemistry, biology, mathematics, operations research, management, or a related field	
Experience	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²The Unique Position Training Standard for ATD managers is recommended, not required.

³When 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 (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 & Technology (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 Standards¹				
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-STM, IT, T&E, PQM, FE, PM, or LCL			
Core Plus Development Guide²				
Training	Type of Assignment			
	Funct Spec	Software/IT Engr	Dev Engr	S&T Engr/Scientist
BCF 102 Fundamentals of Earned Value Management	x	x		
BCF 106 Fundamentals of Cost Analysis (replaces BCF 101)	x			
BCF 107 Applied Cost Analysis (R) (replaces BCF 101)	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
CLE 036 Engineering Change Proposals for Engineers	x	x	x	x
CLL 011 Performance-Based Logistics	x			
CLM 013 Work-Breakdown Structure	x	x	x	x
CLM 016 Cost Estimating	x	x	x	x
CLM 017 Risk Management	x	x	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
Education				
None specified				
Experience				
1 year of technical experience (in addition to core certification experience)				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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—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 systems engineering technical processes 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 systems engineering technical processes 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 component. Applies systems engineering technical processes and technical management processes during systems development.			
Science & Technology (Research Engineer or Scientist)	Organizes, conducts, and/or monitors science and technology research and engineering activities supporting acquisition programs, projects, or activities. Applies systems engineering technical processes and technical management processes to managing or conducting science and technology research and engineering activities.			
Core Certification Standards ¹				
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-STM, IT, T&E, PQM, FE, PM, or LCL			
Core Plus Development Guide ²				
Training	Type of Assignment			
	Funct Spec	Software/IT Engr	Dev Engr	S&TEngr/Scientist
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 for Manufacturing	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
CLE 026 Trade Studies	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) (USAF Process)	x	x		x
IRM 201 Intermediate Information Systems Acquisition		x		
LOG 200 Intermediate Acquisition Logistics, Part A	x		x	
LOG 203 Reliability and Maintainability	x		x	
LOG 204 Configuration Management	x	x	x	x
PQM 201A Intermediate Production, Quality, and Manufacturing, Part A		x		
SAM 201 Intermediate Software Acquisition Management (R)		x		
STM 202 Intermediate S&T Management (R)				x
TST 203 Intermediate Test and Evaluation (R)				x
Education				
Master's degree in engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science				
Experience				
2 years of technical experience (in addition to core certification experience)				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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 (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 systems engineering technical processes 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 systems engineering 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 systems engineering processes are properly applied during systems development.			
Science & Technology (Research Engineer or Scientist)	Leads and/or manages science and technology research and engineering activities supporting acquisition programs, projects, or activities. Ensures appropriate systems engineering processes are properly applied during science and technology activities.			
Core Certification Standards ¹				
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-STM, IT, T&E, PQM, FE, PM, or LCL			
Core Plus Development Guide ²				
Training	Type of Assignment			
	Funct Spec	Software/IT Engr	Dev Engr	S&TEngr/Scientist
CLE 008 Six Sigma: Concepts and Processes	x	x	x	x
CLE 021 Technology Readiness Assessments	x	x	x	x
CLE 301 Reliability and Maintainability	x	x	x	x
CLL 022 Title 10 Depot Maintenance Statute Overview	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
LOG 201 Intermediate Acquisition Logistics, Part B (R)	x		x	
LOG 210 Supportability Manager 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 Description for Engineering and Technical Personnel			x	
SAM 301 Advanced Software Acquisition Management (R)		x		
STM 303 Advanced S&T Management (R)				x
TST 302 Advanced Test and Evaluation (R)	x	x	x	x
Education				
Master's degree in engineering, physics, chemistry, biology, mathematics, operations research, engineering management, or computer science				
Experience				
4 years of technical experience (in addition to core certification experience)				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

²When 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.

Test and Evaluation (*Entry*) Level I

Type of Assignment	Representative Activities
Headquarters & Staff (OSD, JS, COCOMs, JITC, SYSCOMS, etc.)	Supports research and development of T&E policy, practices, metrics, and procedures. Supports development of metrics (e.g., MOEs, MOPs, COIs, success criteria) identification, direction, and guidance applicable to the Service/agency involvement in T&E. Supports T&E office representative to T&E meetings and other forums. Supports tracking/auditing of the T&E aspects of products/systems in the acquisition process. Supports development of the T&E career management plan for recruiting, training, and retaining a professional T&E workforce.
Program Management and Matrix Support	Supports the program's T&E working-level IPT. Member of program's T&E team developing a test and evaluation strategy and evaluation master plan. Supports development of program's T&E strategy, approach, process, schedule, and resource requirements. Supports development and/or implementation of metrics (e.g., MOEs, MOPs, COIs, success criteria) relative to product/system under test. Supports development of T&E materials and data for technical and progress reviews, to include risk assessment.
Range/Lab/Supporting Activities	Supports identification, process, schedule for facility resources, T&E infrastructure, and budgets to support testing as expected for the respective facility. Supports facility test plan development. Supports test implementation, data collection, analysis, and reporting. Supports the maintenance of the physical facility, environment, and coordination of renovations and repairs as necessary.
Core Certification Standards ¹	
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
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	HQ & Staff PM & Matrix Support Range/Lab/Spt Activities
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
IRM 101 Basic Information Systems Acquisition	x x x
Education	
None specified	
Experience	
None specified	

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

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Test and Evaluation (*Intermediate*) Level II

Type of Assignment	Representative Activities																																																																				
Headquarters & Staff (OSD, JS, COCOMs, JITC, SYSCOMS, etc.)	Develops T&E strategy, policy, practices, procedures, and implementation direction and guidance. Leads development of metrics (e.g., MOEs, MOPs, COIs, success criteria) identification, direction and guidance applicable to the headquarters. Serves as T&E office representative to T&E meetings and other forums. Manages tracking/auditing of the T&E aspects of products/systems in the acquisition process and identifies T&E issues. Coordinates/approves test and evaluation strategies, test and evaluation master plans, test concepts, and test plans as well as certifying annual T&E budgets. Leads development of the T&E career management plan for recruiting, training, and retaining a professional T&E workforce.																																																																				
Program Management and Matrix Support	Member/chairs the program's T&E working-level IPT. Directs/manages development and/or implementation of metrics (e.g., MOEs, MOPs, COIs, success criteria) relative to product/system under test. Drafts and coordinates test and evaluation strategy and test and evaluation master plan. Directs/manages development of program's T&E approach, process, schedule, and resource requirements. Directs/manages development of T&E materials/data for technical and progress reviews, to include risk assessment. Identifies and coordinates T&E personnel and financial resources requirements. Provides guidance on test concepts and test plans development and submits annual T&E budgets.																																																																				
Range/Lab/Supporting Activities	Identifies and schedules facility resources and process, T&E infrastructure, and budgets to support testing. Ensures facility test and evaluation tools (IT, video, targets, instrumentation, etc.) are capable of supporting T&E as expected for the respective facility. Manages facility test plan development and coordination. Manages test implementation, data collection, analysis, and reporting. Supports the maintenance of the physical facility, environment, and coordination of renovations and repairs as necessary.																																																																				
Core Certification Standards¹																																																																					
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)																																																																				
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 Guide²																																																																					
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Education	None specified																																																																				
Experience	None specified																																																																				

¹The Core Certification Standards section lists the training, education, and experience required for certification at this level.

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Test and Evaluation (Advanced) Level III

Type of Assignment	Representative Activities		
Headquarters & Staff (OSD, JS, COCOMs, JITC, SYSCOMS, etc.)	Manages identification, development, and implementation of T&E strategy, policy, practices, and procedures. Manages development of metrics (e.g., MOEs, MOPs, COIs, success criteria) identification, direction, and guidance applicable to the respective Service/agency. Principal T&E office representative at T&E meetings and other forums. Directs/manages tracking/auditing of the T&E aspects of products/systems in the acquisition process, identifies T&E issues, and recommends corrective actions as necessary. Manages development of the T&E career management plan for recruiting, training, and retaining a professional T&E workforce. Approves test and evaluation strategies, test and evaluation master plans, test concepts, and test plans as well as certifying annual T&E budgets.		
Program Management and Matrix Support	Member/chairs the program's T&E working-level IPT. Manages test and evaluation strategy and test and evaluation master plan development and securing final approvals. Directs/manages development of program's T&E approach, process, schedule, and resource requirements. Directs/manages development of T&E materials for technical and progress reviews, to include risk assessment. Identifies and coordinates T&E personnel and financial resources requirements. Provides guidance on test concepts and test plans development and submits annual T&E budgets.		
Range/Lab/Supporting Activities	Manages the identification, process, and schedule for facility resources, T&E infrastructure, and budgets to support testing. Ensures facility test and evaluation tools (IT, targets, video, instrumentation, etc.) are capable of supporting T&E. Directs/manages facility test plan development, coordination, and approval. Directs/manages test implementation, data collection, analysis, and reporting. Manages the maintenance of the physical facility, environment, and coordination of renovations and repairs as necessary.		
Core Certification Standards¹			
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 Guide²			
Training	Type of Assignment		
	HQ & Staff	PM & Matrix Support	Range/Lab/Spt Activities
CLB 009 Planning, Programming, Budgeting, and Execution and Budget Exhibits	✘		
CLC 011 Contracting for the Rest of Us	✘	✘	
CLE 009 System Safety in Systems Engineering	✘	✘	✘
CLE 020 Enterprise Architecture	✘	✘	
CLL 014 Joint Systems Integrated Support Strategies (JSISS)	✘		
CLL 015 Business Case Analysis	✘		✘
CLM 014 IPT Management and Leadership	✘	✘	✘
CLM 031 Improved Statement of Work	✘	✘	
PMT 250 Program Management Tools	✘	✘	
SYS 203 Intermediate Systems Planning, Research, Development, and Engineering, Part II (R)	✘	✘	✘
Education			
None specified			
Experience			
None specified			

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