

## **14 FAH-3 H-300 MANDATORY EDUCATION AND TRAINING**

### **14 FAH-3 H-310 GENERAL**

*(CT:AQM-2; 04-21-2008)  
(Office of Origin: A/OPE)*

#### **14 FAH-3 H-311 PURPOSE**

*(CT:AQM-2; 04-21-2008)*

- a. Federal agencies are required to set up career paths for acquisition personnel in terms of education, training, experience, and assignments needed for career progression to the most senior acquisition positions. The career paths must establish requirements for completion of coursework and on-the-job training, and must require employees to maintain current skill levels through training, academic programs, or self-development activities.
- b. Office of Federal Procurement Policy (OFPP) Policy Letter 05-01, required that the Federal Acquisition Institute (FAI) develop a certification program for contracting professionals in civilian agencies that reflects the common standards for education, experience, and training. These common standards will improve workforce competencies and increase career opportunities for acquisition professionals.

#### **14 FAH-3 H-312 THE FEDERAL ACQUISITION CERTIFICATION IN CONTRACTING (FAC-C) PROGRAM**

*(CT:AQM-2; 04-21-2008)*

- a. The Federal Acquisition Institute (FAI) implemented the Federal Acquisition Certification in Contracting (FAC-C) program through issuance of a memorandum dated January 20, 2006 – *The Federal Acquisition Certification in Contracting (FAC-C)*. FAC-C established the core

requirements for education, training, and experience for acquisition personnel. All executive agencies, except the Department of Defense, must accept the FAC-C as evidence that an employee meets the applicable core education, training, and experience requirements.

- b. The FAC-C requires certification at the junior (Level I), intermediate (Level II), and senior (Level III) levels. These levels reflect the need for an individual to meet increasingly more rigorous standards for education, training, and experience throughout his or her career. To maintain a FAC-C, individuals must earn continuous learning points (see 14 FAH-3 H-338).
- c. The requirements of the FAC-C are mandatory for:
  - (1) All individuals in the GS-1102 job series who are issued new contracting officer warrants on or after January 1, 2007; and
  - (2) Any non-GS-1102 who works in a domestic office, who is issued a limited contracting officer warrant up to the simplified acquisition threshold on or after January 1, 2007.

New contracting officer warrants are defined as warrants issued to employees for the first time at a department or agency.

## **14 FAH-3 H-313 THROUGH H-319 UNASSIGNED**