

ACQUISITION OF SERVICES FUNCTIONAL INTEGRATED PRODUCT TEAM (FIPT) CHARTER

PURPOSE:

The purpose of a FIPT is to support the Acquisition of Services Functional Leader (FL) in carrying out his/her responsibilities. As appropriate, the FL will task the FIPT to perform support activities and will direct the work of the FIPT. The Acquisition of Services FIPT advises the FL, as well as provides stakeholder input towards the development and dissemination of training products and practical tools to support service acquisitions from requirements development to performance assessment. In addition, this FIPT will explore the feasibility of certification standards and workforce professional development. The unique aspect of this FIPT is that the targeted workforce is comprised of both DAWIA and non-DAIWA personnel.

BACKGROUND:

Functional Leaders (FL) are appointed by the Under Secretary of Defense for Acquisition, Technology and Logistics [USD (AT&L)] to serve as senior DoD subject-matter experts for their respective AT&L functional areas for oversight and management of career development requirements. FLs establish, oversee, and maintain AT&L position category descriptions and education, training, and experience requirements for their functional areas, including AT&L Career Field competency standards, DAWIA certification standards, and provide functional inputs into Defense Acquisition University (DAU) training curriculum requirements. To perform this mission, the FL establishes and oversees a FIPT and recommends initiatives for career development. To assist in carrying out these responsibilities and to ensure input from the DoD Components and DAU, the FL appoints a representative who serves as Chair/Executive Secretary of a Functional IPT. FIPT membership includes DoD Components, DAU representatives, and others as appropriate.

Non-DAWIA personnel are often assigned with responsibilities relating to acquisitions for services. DAIWIA and non-DAWIA personnel are involved in defining requirements, shaping the acquisition decision-making process, and overseeing services acquisitions.

One of the primary challenges for this particular FIPT will be to identify the universe of people that comprise this population. As observed by the GAO in their September 2011 report entitled, "Defense Acquisition Workforce: Better Identification, Development, and Oversight Needed for Personnel Involved in Acquiring Services," this population is dispersed throughout the Department and represented by a variety of career fields. For many, their responsibilities with respect to service acquisition are but a secondary duty.

This FIPT will leverage on-going initiatives to include development/deployment of formal Service Acquisition training. However, given the diverse target population, this effort will require the Department to consider alternative approaches and delivery methods to adequately prepare these individuals to fulfill their roles and responsibilities regarding services acquisition.

One of the starting points for this FIPT will be to identify the critical skills and competencies related to carrying out these acquisition responsibilities. To this end, this FIPT will look to benchmark the efforts recently undertaken in the area of weapon systems management, where the Department has taken

steps to assure that non-DAWIA personnel receive acquisition training. For example, the Department has already identified some “requirements” positions supporting major weapon systems that should receive additional training and has built a curriculum designed for this group to obtain certification. As the GAO has observed, this is one of perhaps several approaches to managing an amorphous and transient population within DOD.

The key to successful mission accomplishment is enabled by close alignment between the FL, the FIPT (including Component functional representatives), the Directors of Acquisition Career Management (DACM), and DAU. This alignment is depicted in Figure 1 below:

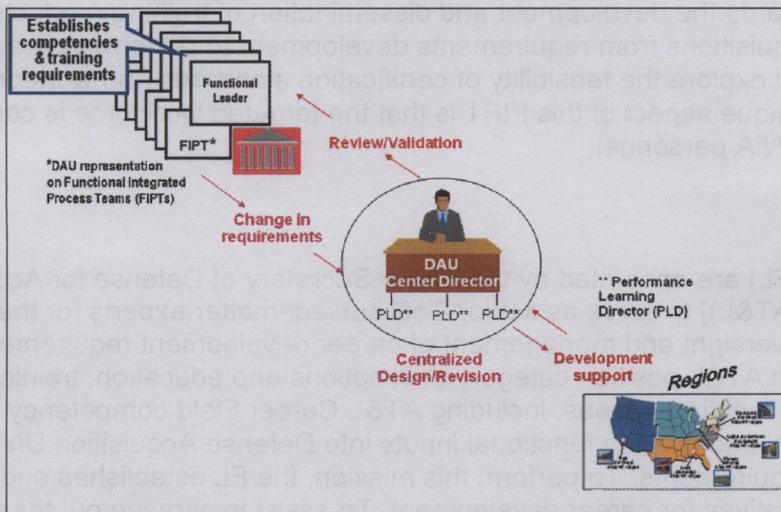


Figure 1 – Functional Leader-FIPT-DAU Alignment

GOALS:

This FIPT will address the following recommendations from the aforementioned GAO report:

1. Establish criteria and a time frame for identifying non-DAWIA personnel with acquisition-related responsibilities, including requirements officials; and
2. Assess what critical skills non-DAWIA personnel with acquisition-related responsibilities might require to perform their role in the acquisition process and improve acquisition outcomes.

NOTE: The GAO also recommended that the Department designate an organization with responsibility to track progress in identifying, developing, and overseeing non-DAWIA personnel with acquisition-related responsibilities to help ensure they have the skills necessary to perform their acquisition function. The Acquisition of Services FIPT is that organization.

Other specific goals of the Acquisition of Services FIPT are to:

- Provide the career field FL with requisite information, perspectives, and recommendations to guide decisions related to the DoD acquisition of services workforce including, but not necessarily limited to:
 - Competency Management
 - Human Capital Strategy
 - Maturing Core Plus Framework
 - Continuous Learning Module requirements and development
 - Career development/workforce management, including recruiting/retention strategies
 - Utilization of knowledge sharing and other resource assets
 - Other areas as deemed appropriate, including products, deliverables, and focus areas listed below
- Serve as a forum and clearinghouse for cross-cutting initiatives, lessons learned, and issues of mutual interest and concern
- Provide a means for information and best practice sharing across the DoD acquisition of services community involved in education, training, development and human capital planning of this diverse workforce
- Provide recommendations for cross-functional/inter-disciplinary collaboration and integration
- Identify opportunities for interdisciplinary integration across the broader DoD acquisition and functional domains, including identifying appropriate learning assets from other career fields

MEMBERSHIP:

The Acquisition of Services FIPT structure and primary membership will consist of the following as depicted in Figure 2:

- Acquisition of Services Functional Leader (FL)
- Acquisition of Services Functional Leader senior staff member who also serves as FIPT Executive Secretary
- Component and 4th Estate Directors for Acquisition Career Management (DACM) representatives
- Component and the 4th Estate Functional representatives
- DAU Functional Performance Learning Directors, Knowledge Management Officer, and Instructional Systems Designer

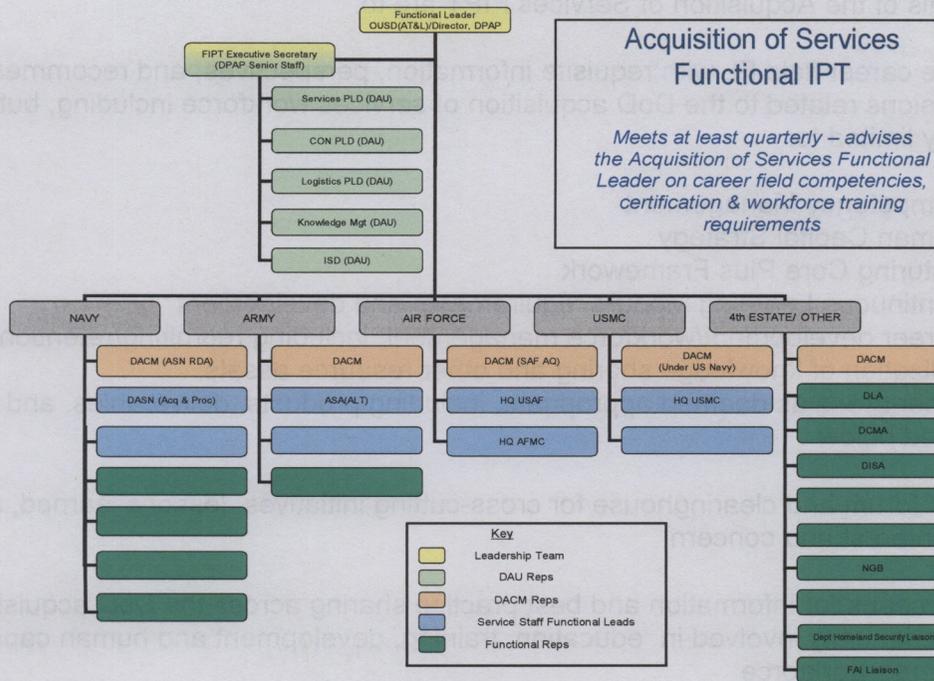


Figure 2 – Acquisition of Services FIPT Membership (as of April 2012)

PRODUCTS, DELIVERABLES, AND FOCUS AREAS:

- Acquisition of Services knowledge sharing tools, resources, and related learning assets
- DAU Continuous Learning Module Requirements and Development
- Competency management inputs and refinement as required
- Position Category Descriptions (assess feasibility for potential development)
- Certification Standards (assess feasibility for potential development)
- DAU Curriculum Content (review and validate existing)
- Professional development, recruitment and retention strategies
- Subject Matter Expertise for Curricula Development support, including ACQuipedia articles, Ask-a-Professor queries, courseware, and Continuous Learning Module development
- DoD Human Capital Strategy (HCS) development and refinement support
- Others as determined by the FL or the FIPT membership consistent with the objectives and interests the acquisition of services community

CONOPS:

- Meetings will be held at least quarterly

- Acquisition of Services FIPT administration will be provided by DPAP and DAU
- Each acquisition of services course offered by DAU will be reviewed annually
- Agendas will be provided to the membership at least two working days prior to each meeting
- Minutes and attendance list will be provided to the membership within ten working days following each meeting
- DAU and the FIPT Executive Secretary will maintain a website on the Acquisition of Services Community of Practice <https://acc.dau.mil/ServicesFIPT> for FIPT meeting minutes, agendas, attendance sheets, briefing charts and other related documents
- Discussion at meetings should be honest and will be treated under “non-attribution” guidelines
- Whenever possible, decisions will be reached by consensus. In the absence of consensus, final decisions will be made by the Executive Secretary or the Functional Leader
- Appointed representatives are expected to be empowered by their Components or organizations to act on their behalf, and will provide timely feedback to appropriate leadership within their organizations of issues discussed and decisions made at FIPT meetings
- Participants are expected to staff actions and issues within their Components or organizations, and brief appropriate personnel within their own organizations on FIPT decisions
- Decisions reached by the Acquisition of Services FIPT are considered binding among the membership
- As required, the Functional Leader can establish subgroups and/or assign representatives to work on specific projects issues to be addressed by the Acquisition of Services FIPT

ROLES & RESPONSIBILITIES:

- **Functional Leader (FL)**
 - Performs duties as outlined in DoD Directive 5000.52, DoD Instruction 5000.55, DoD Instruction 5000.66, Functional Area Charters for the Acquisition Career Development Program and the AT&L Workforce Desk Guide (see References section below).
 - Provides overarching strategic direction and guidance to the Acquisition of Services FIPT
 - Serves as final approval authority for this Acquisition of Services FIPT Charter and any future revisions
 - Represents the Acquisition of Services community on the DoD Acquisition Workforce Senior Steering Board (SSB)
 - Certifies, ratifies, or approves decisions related to Position Category Descriptions (if applicable), Career Field Certification Standards (if applicable), DAU curriculum content, and Continuous Learning Module requirements and development
- **DPAP Senior Staff**
 - Serves as the Executive Secretary for the Acquisition of Services FIPT

- Chairs Acquisition of Services FIPT meetings on behalf of the Functional Leader
- Establishes meeting agendas, assigns action items, and prepares meeting minutes
- Represents Acquisition of Services FL and FIPT at DoD Workforce Management Group (WMG), the AT&L Overarching - Functional IPT (O-FIPT), and Key Leader Position (KLP) Professional Development Working Group meetings
- Attends DoD Acquisition Workforce Senior Steering Board (SSB) meetings as required
- **FIPT Members**
 - Attend or call in to scheduled FIPT meetings
 - Submit agenda items via the Executive Secretary
 - Share successful Component practices and lessons learned as appropriate
 - Brief the FIPT on organizational or Component initiatives, projects, or processes related to logistics initiatives and life cycle logistics human capital strategic planning, workforce professional development and retention
 - Provide inputs to DAU learning asset development, revision, and future requirements
 - Provide or identify Subject Matter Expert support for DAU learning asset development, including but not limited to Continuous Learning Module content development, Ask-a-Professor queries, classroom guest speaker requests, and related requirements
 - Empower designated representative(s) to speak on their behalf when unable to attend
 - Convey issues, taskings, and decisions discussed at Logistics FIPT meetings to your appropriate Component/organization leadership

REFERENCES:

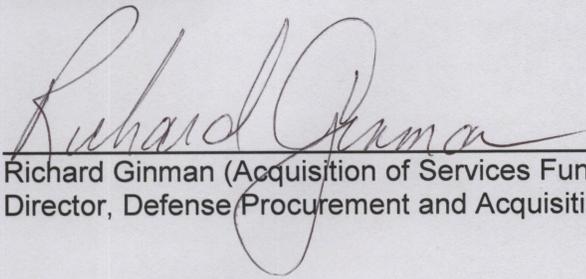
- DoDD 5000.52, "Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program", 12 Jan 05
<http://www.dtic.mil/whs/directives/corres/html/500052.htm>
- DoDI 5000.55, "Reporting Management Information on DoD Military and Civilian Acquisition Personnel and Positions", 1 Nov 91 <http://www.dtic.mil/whs/directives/corres/pdf/500055p.pdf>
- DoDI 5000.66, "Operation of the Defense Acquisition, Technology, and Logistics Workforce Education, Training, and Career Development Program," 21 Dec 05
<http://www.dtic.mil/whs/directives/corres/html/500066.htm>
- "Functional Area Charters for the Acquisition Career Development Program", 26 Feb 01
<https://acc.dau.mil/CommunityBrowser.aspx?id=181382&lang=en-US>
- AT&L Workforce Desk Guide
<http://www.dau.mil/search/gsaresults.aspx?k=+workforce%7c%7c01-10-06%2520ATL%2520Workforce%2520Desk%2520Guide%2520Issued%2520Version%2520with%2520Forms.pdf>
- DAU Community of Practice Acquisition of Services FIPT site <https://acc.dau.mil/ServicesFIPT>

- DoD AT&L Career Management Home Page <http://www.dau.mil/workforce/index.asp>
- Defense Acquisition University (DAU) iCatalog <http://icatalog.dau.mil/>

REVIEW CYCLE:

This charter will be reviewed as directed by the Acquisition of Services Functional Leader, as deemed necessary by the Acquisition of Services FIPT Executive Secretary, or every two years, whichever occurs soonest.

APPROVED BY:



Richard Ginman (Acquisition of Services Functional Leader)
Director, Defense Procurement and Acquisition Policy

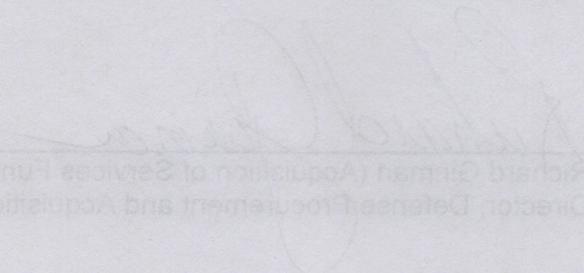
8/27/2012
Date

- DoD AT&L Career Management Home Page <http://www.milw.dod.mil/career.asp>
- Defense Acquisition University (DAU) <http://www.dau.mil>

REVIEW CYCLE:

This chapter will be reviewed as directed by the Acquisition of Services Functional Leader, as deemed necessary by the Acquisition of Services F1/T Executive Secretary, or every two years, whichever occurs sooner.

APPROVED BY:


 Richard Ginn (Acquisition of Services Functional Leader)
 Director, Defense Procurement and Acquisition Policy

8/17/2017
 Date