



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

OFFICE OF THE UNDER SECRETARY OF DEFENSE
3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

MAY 08 2006

MEMORANDUM FOR DIRECTORS OF DEFENSE AGENCIES
DEPUTY ASSISTANT SECRETARY OF THE ARMY
(POLICY AND PROCUREMENT), ASA(ALT)
DEPUTY ASSISTANT SECRETARY OF THE NAVY
(ACQUISITION MANAGEMENT), ASN(RDA)
DEPUTY ASSISTANT SECRETARY OF THE AIR
FORCE (CONTRACTING), SAF/AQC

SUBJECT: Upcoming Changes in the Contracting Career Field Level II Training Requirements

DPAP memorandum of December 23, 2005, advised of the proposed revision to the Contracting Level II core curriculum. The correlation between the current and proposed curricula is discussed in the attachment. The revised curriculum will become effective in October 2006, though some offerings of the distance learning courses may occur yet this fiscal year.

The Defense Acquisition University will not offer the current Level II curriculum once the new curriculum is implemented. Students working on their Level II certification under the current curriculum are encouraged to complete the three current core courses this fiscal year, if possible. If this is not possible, the conversion matrix in the attachment can be used for those who must transition from the old to the new curriculum. This will ensure that the majority of individuals will not have to re-start their Level II training.

Transforming the Level II curriculum enables the Contracting career field to be better aligned with the skills, knowledge and key competencies needed for this career field. The new curriculum utilizes existing technologies to bring the classroom to the learner, through distance learning, wherever that learner may be. Therefore, I encourage supervisors to engage in an open dialogue with employees taking the distance learning courses, discuss the material and concepts with them, and allow them time during their work day to complete the required training courses. The most successful learning takes place when the conceptual training is applied in the working environment.



The individuals identified below, are representatives to the Contracting Functional Integrated Product Team that is the advisory body to me, the Functional Advisor, for the contracting career field. Please be sure any significant feedback regarding the new courses or existing courses is passed to these individuals so we can continue to improve training for our career field.

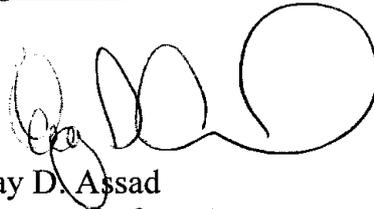
Army – david.duda@us.army.mil; 703-805-1243

Navy/Marine Corps – robert.f.johnson@navy.mil; 703-693-2936

Air Force – kevin.slone@pentagon.af.mil; 703-588-7011

Defense Agencies – jonathan.higgins@dau.mil; 703-805-1463

My point of contact for this is Teresa Brooks and she can be reached on 703-681-8309 or via e-mail at teresa.brooks@osd.mil.

A handwritten signature in black ink, appearing to read 'Shay D. Assad', with a large circular flourish at the end.

Shay D. Assad
Director, Defense Procurement
and Acquisition Policy

Attachment:

As stated

cc: Army Director, Acquisition Career Management (SAAL-ZB)
Navy Director, Acquisition Career Management (ASN/RDA)
Air Force Director, Acquisition Career Management (SAF/AQX)
DoD Director, Acquisition Career Management (DAU/AWCM)

CONTRACTING LEVEL II COURSE PREDECESSORS & CONVERSION MATRIX

The current Level II core contracting curriculum consists of CON 202 - Intermediate Contracting; CON 204 - Intermediate Contract Pricing; and CON 210 - Government Contract Law. This curriculum will be replaced in FY 2007 by the following core courses.

- CON 214 - Business Decisions for Contracting (Distance Learning ~ 24 hours)
- CON 215 - Intermediate Contracting for Mission Support (Classroom – 8 days)
- CON 216 - Legal Considerations in Contracting (Distance Learning ~ 30 hours)
- CON 217 - Cost Analysis and Negotiation Techniques (Distance Learning ~ 40 hours)
- CON 218 - Advanced Contracting for Mission Support (Classroom – 9.5 days)

Two electives are still required for Level II certification and successful completion of Level I courses remains a prerequisite for Level II core courses.

CON 214 is a self-paced distance learning course focusing on the pre-award business and contracting knowledge necessary to process the more complex procurements. CON 214 is a prerequisite for CON 215. CON 215 uses the facilitated discussion approach for students to apply the knowledge learned in CON 214 to practical exercises involving acquisition planning, source selection, and award of technical support service contracts.

CON 216 is a self-paced distance learning course focusing on legal considerations in the procurement process. CON 217 is a self-paced distance learning course focusing on cost analysis and negotiation techniques. CON 214, 215, 216 and 217 are all prerequisites to CON 218 where students again participate in practical exercises involving acquisition planning, cost analysis, negotiation, and contract administration.

Course Predecessors

DAU maintains a listing of predecessor courses. Students who have completed these courses may use them to meet prerequisite requirements and/or receive credit for them toward DAWIA certification. The following is a list of Predecessor courses.

New Course	Predecessor
CON 214 and CON 215	CON 202
CON 216	CON 210
CON 217	CON 204

Level II Conversion Matrix

The new curriculum continues the conversion from stove-piped to integrated training where concepts are introduced and discussed in conjunction with the contracting process. As such, there is not a one-for-one course conversion. The Level II Conversion Matrix was developed by identifying where learning objectives of the current curriculum are in context of the competencies and learning objectives of the new curriculum.

If completed	Required to take	Recommended to take
202	216, 217 & 218	214
204	214, 215, 216 & 218	217
210	214, 215, 217 & 218	
202 & 204	216 & 218	214 & 217
202 & 210	217 & 218	214
204 & 210	214, 215 & 218	217