Contracting Functional Area

ASD(A)/DPC
6/4/2021
Updated 10/29/2021
BtB Transformation Milestones

• **Dec 2019** – Contracting Certification Taskforce established
  – Chartered to recommend a new talent development structure to replace the current three-level Contracting career field Defense Acquisition Workforce Improvement Act (DAWIA) certification program, and to identify common and specialty knowledge areas (credentials) for the Contracting workforce

• **Jan-Apr 2020** – Taskforce developed a single level certification, supported by continuous career learning and credentials, and developed a new Contracting Competency Model. Functional Leader signed “Contracting Certification Taskforce Recommendations for Implementation” memorandum to HCI Director

• **Jul 2020** – Received approval for the new streamlined DoD Contracting Professional certification and training framework for the Contracting Functional Area from the Workforce Leadership Team (WLT)

• **Aug 2020** – Contracting Workforce Functional Integration Team (CON FIT) established to implement the plan

• **Feb 2021** – Functional Leader signed “Restructuring of the Certification Program for the Contracting Functional Area” memorandum
## Certification Comparison

<table>
<thead>
<tr>
<th></th>
<th>Outgoing</th>
<th>New (effective 1 Feb 2022)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Structure</strong></td>
<td>Three Levels</td>
<td>Contracting Professional Certification</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td>Baccalaureate degree required</td>
<td>No degree required for certification; however, 10 USC § 1724 requires Baccalaureate Degree for 1102 series positions and similar military positions</td>
</tr>
<tr>
<td><strong>Training</strong></td>
<td>Based on Contracting Competency Model published May 2014</td>
<td>Based on Contracting Common Competencies in the Contracting Competency Model published June 2020</td>
</tr>
<tr>
<td><strong>Experience</strong></td>
<td>1 year (Level I), 2 years (Level II), 4 years (Level III)</td>
<td>12 months full time experience applying a representative sample of the Contracting Common Competencies</td>
</tr>
<tr>
<td><strong>Assessment</strong></td>
<td>No comprehensive exam</td>
<td>Comprehensive exam based on Contracting Common Competencies</td>
</tr>
<tr>
<td><strong>Validation</strong></td>
<td>Agency/organization validates that all of the requirements for a position have been completed and provides official certification</td>
<td>No change</td>
</tr>
<tr>
<td><strong>Currency</strong></td>
<td>80 hours/2 years – ref DoDI 5000.66</td>
<td>No change for 80 hours Continuous Learning/2 years</td>
</tr>
</tbody>
</table>
## FY 22 Contracting Certification

<table>
<thead>
<tr>
<th></th>
<th>DoD Contracting Professional Certification Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Education</strong></td>
<td>No degree requirement for certification (10 U.S. Code § 1724 requires Baccalaureate Degree for 1102 series positions and similar military positions)</td>
</tr>
</tbody>
</table>
| **Training**            | Contracting Common Competencies (does not include Mission Focused or Specialty Competencies)  
                          • CON 1100V, CON 1200V, CON 1300V, CON 1400V, CON 3900V (Optional Exam Prep Course) |
| **Experience**          | 12 months full time experience applying a representative sample of the Contracting Common Competencies  
                          • Equivalent experience may be considered in government or industry (must be documented and presented in detail)  
                          • Representative sample of contracting common competencies determined by the Component |
| **Assessment**          | Comprehensive exam on Contracting Common Competencies (CON 3990V) |
| **Validation**          | Agency/organization validates that all of the above is completed and provides official DoD Contracting Professional Certification |
| **Currency**            | 80 hours of Continuous Learning (CL)/2 years – DoDI 5000.66  
                          • CL hours may be completed in technical, professional, or specialty competencies  
                          • A certain amount of CL hours, as determined by supervisor, shall directly map to professional competencies  
                          • Consequences of not maintaining currency TBD and will be addressed in update to the DoDI 5000.66  
                          • Requirements for professional currency will be addressed in an update to DoDI 5000.66 |
| **Transition Plan**     | Workforce members currently DAWIA certified in Contracting, Purchasing, or Industrial Contract Property Management, at any level under the outgoing certification program, and coded into the CON Functional Area, will retain any previously earned certifications and meet the new DoD Contracting Professional Certification Program requirements. |
DoD Contracting Competency Model

- Based on NCMA Contract Management Standard (ANSI/NCMAASD 1-2019)
- Meets FY20 NDAA Section 861 provision
- Relevant/applicable across DoD, Federal agencies, and industry
- Aligns with and simplifies previous DoD Contracting Competency Model
- Details buyer and seller tasks
- Understanding industry perspective
- Boxes 2.1.1 to 4.2.1 are common technical competencies
Certification Training

• Certification Training
  – Reduces over 400 hours of mandatory certification training (~655 to ~170 hours)
  – Places emphasis on employee development over their career using annual individual development plans, mentoring, and leveraging training resources
  – Tailored to address Contracting common competencies in the new Contracting Competency Model

• The current DAWIA Level 1 Contracting courses and the new courses for the single level certification are not a direct one-for-one replacement

• Component Subject Matter Experts are participating in content reviews and pilots for the new training courses and credentials
New Certification Courses

Follows the DoD Contracting Competency Model

*Must be completed first
**Take in linear fashion
***Take any time after Foundational Skills

Each 4 weeks (19 workdays) long with Live (sync) & Self-paced (async) learning

Approximately 180 student training hours

**CON 1100V Contract Foundational Skills**

- Contracting Lifecycle
- Contracting Principles
- Understanding Regulations
- Parts of a Solicitation and Contract
- Guiding Principles
- Situational Assessment

Estimated 46 hours (32.5 sync, 13.5 async)

Pre-Reqs:
- CLC 004 Market Research
- FAC 081 Back to Basics Market Research

EVALUATION & AWARD

- Define Requirements
- Understanding Industry
- Industry Perspective
- Market Research
- Acquisition Planning
- Developing effective contract strategy
- Socioeconomic Programs
- Develop/amend solicitations

Estimated 58 hours (19 sync, 39 async)

Pre-Reqs:
- FAC 004 Negotiation Principles
- FAC 007 Source Selection

**CON 1200V Contract Pre-award**

- Plan Negotiations
- Select Sources
- Manage Disagreements

Estimated 41 hours (21 sync, 20 async)

Pre-Reqs:
- FAC 069 Price Analysis
- FAC 082, BTB: Price Reasonableness for Simplified Acquisitions
- FAC 085 BTB: Conduct Pre-award & Post-Award Debriefings

**CON 1300V Contract Award**

- Administer Contracts
- Quality Assurance
- Subcontracts
- Manage Changes
- Interpretations, disputes, terminations
- Closeout (includes GFP Disposition)

Estimated 35 hours (12 sync, 23 async)

Pre-Reqs:
- FAC 069 Price Analysis
- FAC 082, BTB: Price Reasonableness for Simplified Acquisitions
- FAC 085 BTB: Conduct Pre-award & Post-Award Debriefings

Approximately 180 student training hours
Resources
