



RESEARCH
AND ENGINEERING

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3030 DEFENSE PENTAGON
WASHINGTON, DC 20301-3030

MEMORANDUM FOR THE DIRECTOR, HUMAN CAPITAL INITIATIVES

SUBJECT: Functional Areas' Transition Plans for Back-to-Basics Implementation –
Engineering and Technical Management; Test and Evaluation

- Reference:
- (a) Office of the Under Secretary of Defense for Acquisition and Sustainment Memorandum, “Back to Basics for the Defense Acquisition Workforce”, September 2, 2020
 - (b) Office of the Under Secretary of Defense for Research and Engineering Memorandum, “Engineering and Technical Management (ETM) and Test and Evaluation (T&E) Task Forces’ Recommendations for Back-to-Basics Implementation”, January 6, 2021
 - (c) Office of the Under Secretary of Defense for Acquisition and Sustainment Memorandum, “Back to Basics Implementation for the Defense Acquisition Workforce”, February 4, 2021

In support of the National Defense Strategy and the Department’s Back-to-Basics (BtB) efforts announced by reference (a), the Engineering and Technical Management (ETM) and Test and Evaluation (T&E) task forces continue to implement recommendations from reference (b) with significant involvement from the Military Departments, Defense Agencies, and trusted advisors with expertise in technical specialties. Following is an update on training required for functional area certification and the transition plans for ETM and T&E functional area positions and personnel certifications.

Beginning on October 1, 2021, the new training courses for ETM and T&E certification will be as indicated in the attached ETM and T&E Certification Frameworks. Additionally, a baccalaureate degree will not be required as part of the ETM or T&E certification; however, a degree or positive education may be required by civilian occupational series and similar military positions assigned to these functional areas.

In accordance with reference (c), the Deputy Director for Engineering approved the new ETM and T&E frameworks and expects further BtB implementation to include Component reviews to verify that Engineering (ENG) and T&E positions are properly designated to ETM and T&E, respectively. As part of the reviews, Components may review and re-designate Information Technology (IT); Production, Quality, and Manufacturing (PQM); and Science and Technology Manager (S&TM) positions into appropriate functional areas as these legacy career fields are not functional areas under the new BtB framework. Directors for Acquisition Career/Training Management (DACM/DATM) are responsible for providing procedures to review and update position designations consistent with the DoD Position Category Descriptions for ETM and T&E.

Individuals certified at any legacy acquisition career field level before October 1, 2021 will retain previously earned certifications. For incumbents in ETM-designated positions as of October 1, 2021, the following legacy career field certifications will count for ETM functional area certification:

- ETM Foundational Certification
 - Level I in ENG, IT, PQM or S&TM;
 - Level II in PQM; and
- ETM Practitioner Certification
 - Level II in ENG, IT, or S&TM;
 - Level III in ENG, IT, PQM or S&TM.

For incumbents in T&E-designated positions as of October 1, 2021, legacy T&E career field certification will automatically count for T&E functional area certification as follows: T&E Level I to T&E Foundational Certification and T&E Levels II and III to T&E Practitioner Certification. DACMs/DATMs will establish a process for Components to review individuals in-progress, but who have not met one of the aforementioned legacy career field Level I certification requirements by October 1, 2021, and determine what is needed to complete ETM or T&E functional area certification requirements. Individuals are advised to retain documentation of prior certifications as part of their record of professional career achievements.

We will continue to provide the latest information as the BtB implementation evolves. My lead for the ETM and T&E BtB implementation efforts is Mr. Thomas Simms who may be contacted at (703) 697-4812 or thomas.w.simms2.civ@mail.mil.

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Stephanie L. Possehl
Acting Deputy Director, Engineering

Attachment(s):
As stated

cc:
Deputy Under Secretary of Defense for Acquisition and Sustainment



ETM Certification Framework

a/o 21 Apr 2021



Engineering and Technical Management (ETM) Functional Area Certification Framework

Certification Category	Foundational (within 3 years of position assignment)				Practitioner (within 5 years of position assignment)			
Typical Roles	Engineer (e.g., Systems, Mission, Computer/Electrical/Software, Network, Data, Technician), Architect (e.g., Naval, System, Enterprise, Data), Manager, Scientist, Computer Scientist, Software Developer, Specialist (e.g., Quality Assurance, Industrial, Business and Industry), Production Controller, Researcher, Management and Program Analyst							
Education	<ul style="list-style-type: none"> No degree requirement (Hiring agencies determine Occupational Series which may have requirements) 							
Training	ACQ Core	<ul style="list-style-type: none"> ACQ 1010 			ACQ Core	<ul style="list-style-type: none"> None 		
	ETM Core	<ul style="list-style-type: none"> ETM 1010 ETM 1020 ETM 1030 	<ul style="list-style-type: none"> ETM 1040 ETM 1050 ETM 1060 	<ul style="list-style-type: none"> ETM 1070 ETM 1080 ETM 1090 	ETM Core	<ul style="list-style-type: none"> ETM 2010 ETM 2020 ETM 2030 	<ul style="list-style-type: none"> ETM 2040 ETM 2050 ETM 2060 	<ul style="list-style-type: none"> ETM 2070 ETM 2080 ETM 2090
	<i>Estimated Total Hours: 38 hrs (including ACQ Core Training)</i>				<i>Estimated Total Hours: 55 hrs</i>			
Experience	<ul style="list-style-type: none"> At least 1 year relevant acquisition experience with evidence of demonstrated proficiency (Awareness) in ETM competencies Equivalent experience may be considered in government or industry (must be documented and presented in detail) 				<ul style="list-style-type: none"> At least 4 years relevant ETM experience with evidence of demonstrated proficiency (Intermediate) in ETM competencies. Equivalent experience may be considered in government or industry (must be documented and presented in detail) 			
Assessment	<ul style="list-style-type: none"> No comprehensive exam 							
Validation	<ul style="list-style-type: none"> Self-nominating process containing evidence of applicable experience over time Agency/Organization validates completion of above requirements and provides DoD ETM Certification 							
Certification Currency	<ul style="list-style-type: none"> <i>In accordance with DoDI 5000.66.</i> 							
Certification Conversion Plan	<ul style="list-style-type: none"> Level I in ENG, IT, PQM or S&TM Level II in PQM 				<ul style="list-style-type: none"> Level II in ENG, IT, or S&TM Level III in ENG, IT, PQM or S&TM 			

Note: Certification conversions are separate and distinct from position re-designations.



T&E Certification Framework

a/o 21 Apr 2021



Test and Evaluation (T&E) Functional Area Certification Framework

Certification Category	Foundational (within 3 years of position assignment)	Practitioner (within 5 years of position assignment)
Description	<ul style="list-style-type: none"> Has a basic understanding of the T&E concepts and is developing skills on a routine set of tasks through interactions with skilled workers and on-the-job experiences. At a minimum, has demonstrated the ability to support and assist in T&E activities while interacting with multiple organizations. 	<ul style="list-style-type: none"> Has a full understanding of the concepts and basic set of skills to perform T&E activities. Has gained knowledge and experience within the T&E community by performing routine tasks with limited supervision. At a minimum, has demonstrated the ability to manage and direct T&E activities while interacting with multiple organizations.
Education	<ul style="list-style-type: none"> No degree requirement (Hiring agencies determine Occupational Series which may have requirements) 	
Training	ACQ Core <ul style="list-style-type: none"> ACQ 1010 	ACQ Core <ul style="list-style-type: none"> ACQ 2020 ACQ 2030/V
	T&E Core <ul style="list-style-type: none"> TST 102 ENG 101 (or equivalent) 	T&E Core <ul style="list-style-type: none"> TST 204/V ENG 201 (or equivalent)
	<i>Estimated Total Hours: 42 hrs (including ACQ Core Training)</i>	
Experience	<ul style="list-style-type: none"> At least 1 year relevant T&E experience with evidence of demonstrated proficiency (Awareness/Basic) in T&E competencies 	<ul style="list-style-type: none"> At least 4 years relevant T&E experience with evidence of demonstrated proficiency (Intermediate) in T&E competencies
Assessment	<ul style="list-style-type: none"> No comprehensive exam – test embedded in coursework 	
Validation	<ul style="list-style-type: none"> Agency/Organization validates completion of above requirements and provides DoD T&E Certification 	
Certification Currency	<ul style="list-style-type: none"> In accordance with DoDI 5000.66. 	
Certification Conversion Plan	<ul style="list-style-type: none"> Level I in T&E 	<ul style="list-style-type: none"> Levels II or III in T&E

Note: Certification conversions are separate and distinct from position re-designations.