OFFICE OF THE UNDER SECRETARY OF DEFENSE
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ACQUISITION,
TECHNOLOGY
AND LOGISTICS

SEP -9 2010

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Revised Implementation Instructions and Guidance for the Program Management - International Acquisition (PM-IA) Career Path

Reference: Joint IC and HCI memorandum, same subject, August 7, 2009

This memorandum supplements the Reference and provides Program Management–International Acquisition (PM-IA) career path guidance for coding civilian Level II positions by December 31, 2010, and military Level II positions by September 30, 2011. The attachment includes guidance, a revised Position Category Description, coding requirements, and training standards. We are conducting a study to examine expanding the use of the International Acquisition Career Path to other career fields.

The point of contact for this effort is the career path Executive Secretary, Mr. Richard Kwatnoski, at 703-697-7798 or Richard.Kwatnoski@osd.mil

Shay D. Assad
Performing the Duties of ASD(A)

A. Volkman
Director, International Cooperation

Attachment:
As stated

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Program Management (PM)
International Acquisition (IA) Acquisition Specialty
Implementing Instructions and Guidance
REVISION 1 – August 11, 2010

Effective date of full implementation for Level II civilians and all Level III: December 31, 2010. Level II military positions have until September 30, 2011 for full implementation.

Beginning October 1, 2010, and for the remainder of FY2011, the International Acquisition (IA) Acquisition Specialty, for position coding requirements, applies only to Program Management (PM) positions with a certification requirement established at Levels II or III. IA will remain as a "type of assignment" for PM Level I positions in the Core Plus model.

The following applies for coding PM-IA positions within the Defense Civilian Personnel Data System (DCPDS) under Work Structures/Position/Description/Extra Information/Acquisition Program Information:

- For the *Career Category* field enter "A" to indicate the Program Management career field
- For the *Job Specialty 1* field enter "I" to indicate International Acquisition assignment

The Position Category Description (PCD) for PM-IA, enclosure (1) can be found on the Defense Acquisition University (DAU) website at: http://www.dau.mil/workforce/pages/pcds.aspx and is to be used along with the instructions in the DoD Desk Guide for Acquisition, Technology, and Logistics Workforce Career Management to determine which defense acquisition positions should be designated as PM-IA. The desk guide is available on the DAU website at: http://www.dau.mil/workforce/default.aspx .
For PM-IA Level III positions coded with a Career Category code of "1" on September 30, 2010, the DAU will coordinate the conversion of the Career Category code to "A" and the entry of an "I" in the Job Specialty 1 field within DCPDS to take place on October 1, 2010. Components are responsible for effecting appropriate adjustments in their uniform and/or Director, Acquisition Career Management information systems as needed to facilitate reporting requirements.

Component and Agency Defense Acquisition Career Managers must:

- By August 31, 2010: Advise the PM-IA Functional Leader via his career path Executive Secretary of adverse impacts and actions being taken to remediate given these implementing instructions.
- By September 30, 2010: Develop and disseminate component/agency implementing instructions and guidance.

- Between October 1 and December 31, 2010: Review PM Level II positions and determine which positions should be designated as PM-IA. It is recommended that PM Level III positions not assigned to the IA acquisition specialty be screened for IA applicability and coded if appropriate.
    - Advise affected DoD Defense Acquisition Workforce members at the earliest opportunity so they may begin addressing those certification standards that they may be lacking.
    - Coordinate with your respective human resource departments in order to code positions so that all implementation actions are completed by December 31, 2010.

Once positions are coded as noted above, components and agencies with PM-IA positions are responsible for ensuring position incumbents are provided an opportunity to complete the IA training standards along with the PM certification requirements if not already completed. In meeting the training and certification standards for PM-IA positions the following applies:

- The updated PM Level II and III Certification and Core Plus Development Guides that support the designation of positions with an IA function are accessible on the DAU iCatalog at: http://icatalog.dau.mil/onlinecatalog/CareerLvl.aspx. You will note that at Level II a Unique Position Training Standard (purple section) has been added for Level II and retained for Level III, as well as a footnote indicating that the training standards listed for IA coded positions must be met within 24 months of assignment. It is strongly recommended that for those who have already attained PM Level II or Level III Certification, PM-IA required training should be completed within twelve months of assignment.

- PM certification at Level II and III and the IA additive course requirements are two separate and distinct position requirements. Neither takes precedence over or substitutes for the other. Accordingly, prioritizing requirements in an Individual Development Plan (IDP) should be based on factors such as when the requirement must be completed, availability of training, and course prerequisite requirements.

- Defense Acquisition Workforce members need not meet lower level PM certification standards, they need only meet the standards associated with their position by either taking the appropriate DAU course(s), attending an equivalent course(s), or by completing the course requirement(s) through the fulfillment program in accordance with current policy. Fulfillment guides are available at http://icatalog.dau.mil/DAUFulfillmentPgm.aspx.

- The change of a career category code of "1" to "A" for current Program Management Level III positions does not extend or restart the 24 month requirement to meet the PM Level III certification standards.

For workforce and individual development planning purposes, the Certification & Core Plus Development Guide is available in the DAU iCatalog at http://icatalog.dau.mil/onlinecatalog/CareerLvl.aspx.

Component and agency quarterly reporting requirements remain unchanged. DAU can make available to the Components and Agencies IA course completion data as well as individual PM-IA qualification information quarterly.
Enclosures:

1. Position Category Description (PCD) for Program Management – International Acquisition
2. Certification Standards & Core Plus Development Guides for Program Management Level II and III

AT&L Workforce Position Category Description (PCD)

Career Field:	Program Management	
Career Path:	International Acquisition	
Short Title:	PM-IA	**REF:**
Category Code:	A	(a) DoDD 5000.52 dtd 12 Jan 2005
Job Specialty 1:	I	(b) DoDI 5000.66 dtd 21 Dec 2005
Date Approved:	30 Apr 2010	(c) DoD Desk Guide for AT&L Workforce Career
Last Reviewed:	30 Apr 2010	Management dtd 10 Jan 2006

Notes:

1. This PCD is intended to assist in determining which AT&L career field/path to assign to an AT&L position per Title 10 sec. 1721. If 50% or more of the duties and responsibilities of the position match the "General Acquisition-Related Duties" described below AND the preponderance of those duties match the "AT&L Career Filed/Path Specific Duties" described below, assign the position to this position category.
2. All acquisition positions require management attention with respect to certification requirements and individual development. See reference (c).
3. Critical Acquisition Position (CAPs) are a subset of acquisition positions and Key Leadership Position (KLPs), are a subset of CAPs. Both CAPs and KLPs represent positions with responsibility and authority that are critical to the success of a program or effort. These positions require management attention with respect to Acquisition Corps membership, tenure and other specific statutory requirements. See reference (c).

General Acquisition-Related Duties: The conceptualization, initiation, design, development, test, contracting, production, deployment, logistical support, modification, and disposal of weapons and other systems, supplies, or services (including construction) to satisfy DoD needs, intended for use in, or in support of, military missions.

AT&L Career Field/Path Specific Duties:

In addition to duties described in the Program Management Position Category Description, when the program management specific duties outlined below, substantially (50% or more) involve implementing or providing support to international cooperative research, development, test and evaluation, acquisition and support programs/projects, the position should be assigned as Program Management – International Acquisition.

- Manage an international defense acquisition program/project. Responsibilities may be broad (e.g., PM, DPM, or PEO) or focused (e.g., Assistant PM for a particular function), and may be line or staff in nature.
- Execute duties guided by DoDD 5000.01, DoDI 5000.02, DoD Issuances governing acquisition programs in the DoD Components, and other program management policies addressed in DoD 2000, 5000 and 8000 series. Not covered in this category are basic research programs.

International programs or projects are characterized by one or more of the following criteria.

- Designated an international program/project or high-potential future foreign sales program (Foreign Military Sales (FMS) or Direct Commercial Sales) by the USD(AT&L) or Component Acquisition Executive, or as further delegated.
- Associated with a Technology Development Strategy or Acquisition Strategy with an international system or cooperative opportunity identified.
- Associated with an existing AT&L cooperative international agreement as defined in DoD Directive 5530.3, "International Agreements", or upon submission or approval of a Summary Statement of Intent using the USD(AT&L)-issued streamlined procedures in the Defense Acquisition Guidebook as authorized by DoD Instruction 5000.02, Enclosure E10.5.b., for a potential AT&L international agreement.
- Associated with an approved FMS Letter of Offer and Acceptance as defined in the DoD 5105.38-M, "Security Assistance Management Manual" for purposes of International sale, lease, or logistics support of U.S. major defense equipment.

Typical Line and Staff Position Titles: CAE, PEO/Deputy, Program Director/Deputy, Program Manager/Deputy, Acquisition Manager, Project Officer, Materiel Wing/Group/Squadron Commander, Systems Sustainment Manager and Project Manager, Program Analyst, Program Integrator/Representative, IPT Lead.

Typical Position Locations: Acquisition organizations within the service components (i.e., Systems Commands, Materiel Commands, DRPMs, PEOs, as well as organizations/field activities directly supporting such organizations). Other DoD Components, Agencies and OSD/Service/HQ staff elements performing/supporting acquisition related functions, such as: DCMA; DLA.

Typical Career Codes: Civilian Personnel			**Uniformed Personnel**			
OCC Series			**Army AOC**	**Navy AQD**	**Air Force AFSC**	**Marine Corps MOS**
0340	08xx	1515	51A	AAx	60CX	8057 8060
0343	1101	130	67		63AX	8058
06xx	13xx	131				8059

Recommended Changes/Updates: Forward to: Director, Learning Capabilities Integration Center (Attn: Dir., Academic Programs), Defense Acquisition University, 9820 Belvoir Road, Suite 3, Fort Belvoir, VA 22060-5565 or call 703-805-4090