Naval Acquisition Development Program (NADP)

Development Plans

Presented by: Career Management
Naval Acquisition Career Center
Mechanicsburg, PA

Updated as of 08/23/2018
Agenda

- MDPs
- IDPs
- IDP Summaries
- Questions
Where Are They?

Where Are They?

Associate MDPs (Submitted to NACC)

<table>
<thead>
<tr>
<th>Type</th>
<th>Document Title</th>
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<tbody>
<tr>
<td>Attorney (ATTY)</td>
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<tr>
<td>Business-Cost Estimating (BUS-CE)</td>
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<td>Business-Financial Management (BUS-FM)</td>
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<td>Contracting (CON)</td>
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<td>Engineering (ENG)</td>
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<td>Facilities Engineering (FE)</td>
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<td>Information Technology (IT)</td>
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<td>Life Cycle Logistics (LCG)</td>
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<td>Production, Quality and Manufacturing (PQM)</td>
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<td>Program Management (PM)</td>
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<td>Test and Evaluation (TE)</td>
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Master Development Plan (MDP) – Associate Employees

Mandatory Training for DAWIA Certification

Competencies Assigned by Homeport Command

Rotational Assignment or Technical Training (Optional)

Formal Training

Digital Signatures

Naval Acquisition Development Program (NADP) - Associate Master Development Plan (MDP)

Engineering (ENG) Career Field

<table>
<thead>
<tr>
<th>Employee</th>
<th>CPM</th>
<th>Supervisor</th>
</tr>
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<tbody>
<tr>
<td>Location</td>
<td>Date</td>
<td>Send Date</td>
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</tbody>
</table>

1. Mandatory Certification Training: As prescribed by http://nadcacm.amd.navy.mil. You must apply for certification in eDAWG.

2. Competency Development: As assigned by homeport command on local Individual Development Plan (IDP).

3. Rotational Assignment/Technical Training (optional): NACC will fund one rotation up to 10 days within program funding constraints per non-technical training course. Follow procedures outlined in the NADP Operating Guide for request funding.

4. Formal Training

- NADP Employee Orientation Training (online via TIPS)
- Acquisition Intermediate Leadership Development (AIDL) Course

5. MDPs are to be provided to NACC_CAREER_MANAGEMENT@NAVY.MIL within the first 40 days of the program and 90 days prior to graduation.

Comments Regarding Any Section of this Form:

The signatures below acknowledge that you are aware of all NADP requirements and have read the policies outlined in the NADP Operating Guide and on the NADP website. (Form must be signed by employee and CPM. The Supervisor signature is optional.) Your signature below further indicates that you verify the information on this form is accurate and correct.

Homeport Signature: [Signature]
Employee Signature: [Signature]
CPM Signature: [Signature]
NACC Signature: [Signature]

Digital Signatures

[Digitally signed]
Master Development Plan (MDP) – Associate Employees

Initial plan submitted to NACC within 45 days of EOD

Final plan submitted to NACC 60 days prior to scheduled graduation date

Employee graduation and subsequent pick-up by the homeport command
Requirements – Entry Level Employees

NAVAL ACQUISITION DEVELOPMENT PROGRAM (NADP)
INDIVIDUAL DEVELOPMENT PLAN
FOR ENGINEERING (ENG) CAREER FIELD

<table>
<thead>
<tr>
<th>Name</th>
<th>Command</th>
<th>Homeport Activity</th>
</tr>
</thead>
</table>

**EOD Date:**
- Promotion 1 Date (if applicable):  
- Promotion 2 Date (if applicable):  
- Promotion 3 Date (if applicable):  
- Graduation Date:  

**DAWIA Level I Certification:**
- DAWIA Level II Certification:  
- Additional 100 Level DAU Course:  
- Additional 100/200 Level DAU Course:  

SIGNATURES BELOW SIGNIFY AGREEMENT TO THE ATTACHED INDIVIDUAL DEVELOPMENT PLAN

<table>
<thead>
<tr>
<th>Employee</th>
<th>Date</th>
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<tbody>
<tr>
<td>Supervisor</td>
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<tr>
<td>Career Field Manager</td>
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Note: This document is for use at the local command only.

Revised 13 October 2006
# Requirements – Entry Level Employees

## Leading the Development of the Acquisition Workforce

![Logo]

## Naval Acquisition Development Program

### Individual Development Plan for ENG Entry Level Employee

**Name:**  
**Command:**  
**Homeport Activity:**

### Section A: COMPETENCIES

The MDP competencies identify the information and skill base that Engineering entry level employees must have in order to function effectively in their target positions. While individual employees will acquire a broader range of knowledge and expertise, these competencies outline the minimum requirements for the career field. **Please note, Engineering entry level employees are not required to do a senior project.** Engineering entry level employees are required to be fully certified to Acquisition Workforce Level II prior to completion of the program.

1. Acquisition Level I: Year 1; Acquisition Level II: Year 2 & 3
2. Proficiency Level:  
   - **X** = Understanding/Awareness of impact;  
   - **Y** = Perform w/assistance;  
   - **Z** = Perform w/out assistance.

<table>
<thead>
<tr>
<th>Competency Description</th>
<th>Level I</th>
<th>Level II</th>
<th>Training Methods</th>
<th>Specific Source</th>
<th>Estimated Travel Cost</th>
<th>Estimated Tuition Cost</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Proficiency Level</td>
<td>Proficiency Level</td>
<td>Course</td>
<td>O-J-T</td>
<td>Rotational Project &amp; Dept, name or Code</td>
<td>Date</td>
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<tr>
<td></td>
<td>RQD</td>
<td>MET</td>
<td>RQD</td>
<td>MET</td>
<td>(CHECK ALL APPLICABLE)</td>
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</tr>
</tbody>
</table>

### XI. COMMUNICATION

a. Formal and informal briefing methods  
   - **X**  
   - **Y**

b. Assimilation and communication of technical information  
   - **X**  
   - **Y**

c. Technical Report Writing  
   - **X**  
   - **Y**

d. Interpersonal Communications/Conflict  
   - **X**  
   - **Y**

### XII. PROGRAM REVIEW/CONCEPT AND PROCEDURES

- a. Attend at least one of the following TBD by homeport command
  1. Fleet  
  2. Field Site  
  3. Industry  

   - **X**  
   - **Y**

### XIII. COMMAND/ACTIVITY SPECIFIC COMPETENCIES

Assignments, duties, and or tasks as directed in writing or verbally by the homeport supervisor or CFM which are not specifically listed above.
Master Development Plan (MDP) – Entry Level Employees

**Master Development Plan**

It is up to the CFM and supervisor to work with the employee to ensure that the requirements on the MDP are complete for graduation.
IDP Summary – Entry Level Employees

- Important Program Milestone Dates
- Rotational Assignments
- Mandatory Training for DAWIA Certification
- Formal and Other Training
- Digital Signatures
IDP Summary – Entry Level Employees

Employee EOD

Initial plan submitted to NACC within 45 days of EOD

Final plan submitted to NACC 60 days prior to scheduled graduation date

Employee graduation and subsequent pick-up by the homeport command

Forms are no longer submitted to NACC 45 days prior to promotion

Employees provide DAWIA transcripts to CFM and supervisor
Questions