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

TECHNOLOGY
AND LOGISTICS

April 21, 2015

MEMORANDUM FOR SERVICE ACQUISITION EXECUTIVES
COMPONENT ACQUISITION EXECUTIVES

SUBJECT: Implementation Memo to Revise Certification Requirements for the Business-Financial Management Career Field

The Under Secretary of Defense (Acquisition, Technology and Logistics) (USD(AT&L)) has, as an objective of Better Buying Power, stated the need to improve the professionalism of the total acquisition workforce. As part of this effort, the Director of Human Capital Initiatives (HCI) has conducted competency modeling assessments of each major career field in the acquisition workforce. HCI completed the competency assessment of the Acquisition Business Financial Management (BUS-FM) workforce in November 2014. Based on this assessment, efforts are ongoing to determine how currently required training should be adjusted to better suit the needs of the acquisition business workforce.

As the AT&L Functional Lead of the BUS-FM community, and after consulting with the Earned Value Management Functional Leader and my Functional Integrated Process Team, I am directing one adjustment that we can implement *now* to smartly align resources with requirements. Two separate analyses have shown that the proportion of the workforce performing full-time or very frequent Earned Value (EV) analysis is too small to warrant required training to this level of proficiency for the entire community. Effective immediately, the Defense Acquisition University Intermediate Earned Value Management course (EVM 201) is no longer required for certification in BUS-FM for the purpose of meeting BUS-FM Level II certification standards.

As shown in the attached table, EVM 201 will now be one of five training options available to the BUS-FM workforce for Level II certification. I encourage acquisition leaders to ensure full-time EV analysts, and those who frequently perform EVM functions to select the EVM 201 option.

As we continue to analyze the 2014 Business Competency Assessment, we will make further adjustments as warranted to ensure our training is aligned to be as effective as possible. Please direct questions regarding this certification change to my point of contact, Ms. Sharon Jackson at (703) 805-5263 or sharon.jackson@dau.mil.

Nancy L. Spruill
Director
Acquisition Resources and Analysis

Attachment:
As stated

cc:
D,CAPE
D,DAU
D,PARCA

CERTIFICATION STANDARDS & CORE PLUS DEVELOPMENT GUIDE
BUSINESS – FINANCIAL MANAGEMENT LEVEL II

Type of Assignment	Representative Activities
Budget/Program FM Analyst	● Applies general knowledge of budget and program principles, policies, procedures, concepts, standards, terminology, and financial management and business operation systems ● Applies knowledge of acquisition life-cycle process and supports development and preparation of acquisition documents ● Prepares and/or reviews acquisition and financial management documents ● Review, allocate, or manage acquisition resources and programs
EVM Analyst	● Interprets program status and predicts trends by analyzing earned value cost and schedule data as an element of integrated program management ● Applies EVM concepts as principal EVM member of an IBR review IPT ● Interprets ANSI EVM standard as entry-level EVMS review team evaluator ● Completes EVM requirements for acquisition solicitation packages

Core Certification Standards (required for DAWIA certification)	
Acquisition Training	● **ACQ 202** Intermediate Systems Acquisition, Part A ● **ACQ 203** Intermediate Systems Acquisition, Part B **(R)**
Functional Training	● **BCF 205** Contractor Business Strategies **(R)** ● **BCF 220** Acquisition Business Management Concepts ● **BCF 225** Acquisition Business Management Application **(R)** ● **CLM 017** Risk Management ● **CLM 024** Contracting Overview ●**And one of the following options:** ● **EVM 201** Intermediate Earned Value Management **(R)** ● **EVM 263** Principles of Schedule Management (R) ● **CON 121** Contract t Planning & **CON 124** Contract Execution ● **CLC 222** Contracting Officer's Representative Course ● **CON 252** Fundamentals of Cost Accounting Standards
Education	Formal education not required for certification
Experience	4 years of acquisition experience in Budgeting, Financial and/or Earned Value Management

Core Plus Development Guide (desired training, education, and experience)	Type of Assignment	
Training	**Bgt/Prg FM Analyst**	**EVM Analyst**
BCF 204 Intermediate Cost Analysis **(R)**	✔	
BCF 206 Cost Risk Analysis **(R)**	✔	✔
BCF 207 Economic Analysis **(R)**	✔	✔
BCF 215 Operating and Support Cost Analysis **(R)**	✔	✔
CLC 005 Simplified Acquisition Procedures	✔	✔
CLC 007 Contract Source Selection	✔	✔
CLC 011 Contracting for the Rest of Us	✔	

CLC 030 Essentials of Interagency Acquisitions/Fair Opportunity	✔	✔
CLC 106 Contracting Officer's Representative with a Mission Focus	✔	✔
CLG 001 DoD Government Purchase Card	✔	
CLM 012 Scheduling	✔	✔
CLM 040 Proper Financial Accounting Treatments for Military Equipment	✔	
EVM 262 EVMS Validation and Surveillance **(R)**		✔
EVM 263 Principles of Schedule Management **(R)**	✔	✔
Education		
Baccalaureate degree in business or a business-related field		
Experience		
4 years of acquisition experience in Budgeting, Financial and/or Earned Value Management in support of an acquisition program		

Notes:

1 The Core Certification/Training Standards section lists the training and/or, education, and experience REQUIRED for certification at this level or training for this career path.

2 "(R)" following a course title indicates the course is delivered as resident based instruction.

5 When preparing your IDP, you and your supervisor should consider the training, education, and experience listed in the Core Plus Development Guide at this and the lower level(s) if not already completed.

All other Level II certification requirements will remain in place.