

**CERTIFICATION STANDARDS & CORE PLUS DEVELOPMENT GUIDE**  
**CONTRACTING LEVEL3**

Type of Assignment	Representative Activities
1 - Operational Contracting	● Contracting functions in support of post, camp or stations
2 - Res & Dev	● Contracting functions in support of research and development
3 - Sys Acq	● Contracting functions in support of systems acquisition, to include all ACAT programs
4 - Logistics and Sustainment	● Contracting functions performed by the Defense Logistics Agency or by other offices to sustain weapon systems
5 - Construction/ A&E	● Contracting functions in support of construction and/or architect and engineering services
6 - Contingency/ Combat Ops	● Contracting functions performed in a contingency or combat environment
7 - Contract Admin Office	● Contracting function is primarily focused on contract administration
8 - Contract Cost/Price Analyst	● Contracting function is primarily focused on advanced cost/price analysis
9 - Small Bus Specialist	● Contracting function is primarily focused on advising small businesses or on strategies for maximizing use of small businesses
10 - Other	● Contracting functions that perform a variety of assignments or are at a headquarters, secretariat, or OSD

**Core Certification Standards (Required for DAWIA certification.)**

Acquisition Training	● <a href="#">ACQ 201A</a> Intermediate Systems Acquisition, Part A
Functional Training	<ul style="list-style-type: none"> <li>● <a href="#">CON 360</a> Contracting for Decision Makers (R)</li> <li>● 1 additional course from the Harvard Business Management Modules</li> <li>● Additional requirement will be to select one of the below courses:</li> <li>● <a href="#">ACQ 265</a> Mission-Focused Services Acquisition (R)</li> <li>● <a href="#">ACQ 370</a> Acquisition Law (R)</li> <li>● <a href="#">CON 232</a> Overhead Management of Defense Contracts (R)</li> <li>● <a href="#">CON 235</a> Advanced Contract Pricing (R)</li> <li>● <a href="#">CON 244</a> Construction Contracting (R)</li> <li>● <a href="#">CON 250</a> Fundamentals of Cost Accounting Standards—Part I (R)</li> <li>● <a href="#">CON 334</a> Advanced Contingency Contracting Officer's Course (R)</li> <li>● For more detailed information see USD(AT&amp;L) Memo of 25 Mar 2011 (<a href="https://myclass.dau.mil/bbcswebdav/xid-633616_4">https://myclass.dau.mil/bbcswebdav/xid-633616_4</a>)</li> </ul>
Education	<ul style="list-style-type: none"> <li>● At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management</li> <li>● Baccalaureate degree (Any Field of Study)</li> </ul>
Experience	● 4 years of contracting experience

## Unique Position Training Standards

**Level III Contracting personnel assigned to or devoting at least 50 percent of their time in support of an MDAP/MAIS program** ● [ACQ 201B](#) Intermediate Systems Acquisition, Part B (R)

Core Plus Development Guide (Desired training, education, and experience)	Type of Assignment									
	1	2	3	4	5	6	7	8	9	10
<b>Training</b>										
<a href="#">ACQ 201B</a> Intermediate Systems Acquisition, Part B (R)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<a href="#">BCF 102</a> Fundamentals of Earned Value Management			✓				✓			
<a href="#">CLB 007</a> Cost Analysis	✓	✓	✓	✓	✓	✓	✓	✓		✓
<a href="#">CLB 011</a> Budget Policy			✓							
<a href="#">CLB 016</a> Introduction to Earned Value Management			✓		✓		✓			
<a href="#">CLC 023</a> Commercial Item Determination Executive Overview	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>Education</b>										
● Masters degree in business administration or procurement										
<b>Experience</b>										
● Four (4) additional years of contracting experience										

**Notes:**

- 1** The Core Certification Standards section lists the training, education, and experience REQUIRED for certification at this level.
- 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.
- 12** See 10 U.S.C. 1724 (provides for limited exceptions).
- 14** Workforce members assigned to the position(s) identified in the Unique Position Training Standards section should meet the training standard(s) identified within 6 months of assignment.