

MILPERSMAN 1301-700

ACQUISITION CORPS (AC)

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References	(a) DOD Instruction 5000.66 of 21 Dec 2005 (b) DAWIA Operating Guide of 5 Jan 2007 (c) NAVPERS 15839I, Manual of Navy Officer Manpower and Personnel Classifications (d) 10 U.S.C. 619 and 1735 (e) CJCSI 1331.01C of 22 Jul 2005
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1. **Policy.** The acquisition workforce includes all military members who encumber acquisition-coded billets, who have acquisition Additional Qualification Designators (AQDs), or who are members of the Acquisition Corps (AC). The more junior (Lieutenant Commander (LCDR) and below) workforce billets available for assignment will serve as important experience builders for Navy's future AC.

a. Overall career management of the Navy's acquisition workforce, **both military and civilian**, is the responsibility of Director, Acquisition Career Management (DACM) on the Assistant Secretary of the Navy Research, Development, and Acquisition (ASN (RD&A)) staff (see references (a) and (b)).

b. Certain aspects of an acquisition officer's assignment may require DACM approval, such as waivers to leave a critical position prior to completion of tenure, or to enter a critical position without being a member of the AC. Among other things, the DACM's office administers a centralized acquisition training and education program and maintains a management information system to support the acquisition workforce.

c. Navy Personnel Command (NAVPERSCOM), Acquisition Workforce Management Branch (PERS-447) is the point of contact (POC) for the Navy's military acquisition workforce and AC issues.

2. Assignment of Officers to Acquisition Billets

a. All acquisition billets are identified by a Billet Additional Qualification Designator (BAQD) (either primary or secondary) which starts with the letter "A**." The second letter of the BAQD denotes the acquisition career field of the billet, and the third letter indicates whether the billet is "critical" or not. These BAQDs are defined in reference (c).

b. Assignment of officers to non-critical acquisition positions is conducted using the normal order writing process.

c. Assignment to critical positions is closely monitored and controlled. There are statutory restrictions imposed by the Defense Acquisition Workforce Improvement Act (DAWIA) on critical billets (see references (b) and (c)).

d. NAVPERSCOM (PERS-447) chops all orders to and from acquisition billets to ensure statutory and regulatory acquisition requirements are met.

3. Acquisition Certification and Training

a. **Certification process.** All acquisition billets require certification within 24 months of reporting to a command.

(1) The **billet rank** determines the **level**, and the **second letter of the BAQD** indicates the **career field**.

(2) Certification ensures the officers meet the minimum DAWIA required training, education, and experience for the specific billet occupied.

(3) Once those requirements are met, a certification request is submitted to the Register-Now Web site (<https://www.atrrs.army.mil/channels/registernow/rnswitch.asp>) via the designated approving official at the officer's command for approval.

(4) Once approved, an E-mail confirmation of the approval letter will be sent to NAVPERSCOM (PERS-447) for assignment of an appropriate AQD in the personnel record.

b. **Training.** Acquisition training course quotas are controlled by the Register-Now Web site and Defense Acquisition University (DAU).

(1) Permanent change of station (PCS) en route training is coordinated by the placement officer working with the gaining command.

(2) Other questions concerning acquisition training (tuition assistance, per diem, etc.) should be directed to the DACM.

4. **Acquisition Corps (AC)**. The AC consists of officers with certain minimum levels of acquisition experience, education, and training selected primarily from the following:

- Unrestricted Line (URL)
- Engineering Duty (ED)
- Aerospace Engineering/Maintenance Duty (AED/AMD)
- Civil Engineer Corps (CEC)
- Supply Corps (SC)

A small number of qualified officers from other communities may also become members of the AC.

a. AC members are assigned a wide variety of the more senior (0-5 and above) billets ashore dealing with the entire life cycle of the acquisition process, from research and development to disposal considerations. Membership in the AC is voluntary.

b. The purpose of the AC is to develop a solid corps of professional officers (and civilians) who are well versed in the acquisition process; this community is then carefully tracked in the areas of career management, individual assignments and qualifications, and promotion rates. Data regarding these facets of the AC are regularly provided to the Office of the Secretary of Defense (OSD) and Congress by the Navy's DACM.

c. The Navy military officer portion of the AC is sponsored by NAVPERSCOM (PERS-447). A semi-annual administrative board selects officers for the AC, resulting in the assignment of an AQD of **APM**. **The APM AQD is the sole indicator that an officer is a member of the AC.**

d. There are nearly 800 critical acquisition billets spread among the communities listed above.

(1) To fill one of these billets, an officer must be a Commander (CDR (sel)) or senior and be a member of the AC prior to assignment.

(2) Waivers must be submitted to NAVPERSCOM (PERS-447) and approved by DACM prior to detailing non-AC members to critical acquisition billets.

5. Unrestricted Line (URL) Officer Acquisition Policy

a. URL officers, excluding aviation community, shall not be selected into the AC until screened/served for Commander Command. Prior to being screened for Commander Command, an officer interested in acquisition should treat it as additional training/qualifications and should take acquisition assignments when non-community tours are possible.

b. An officer may not be appointed to O-7 unless the officer has completed a full tour of duty in a joint duty assignment (JDA) per reference (d); however, this requirement may be waived per section 619a of reference (d) and reference (e) if the officer's selection for promotion was based primarily upon Sci-Tech qualifications for which sufficient joint requirements do not exist. When determining whether a waiver is allowed on Sci-Tech qualifications for a community, "sufficient joint requirements exist" when there are general or flag officer billets on the joint duty assignment list (JDAL) for that community.

c. Officers granted Sci-Tech waivers for compliance of the law for promotion to O-7 must serve continuously in the specialized acquisition career field. If assignment to other duty is anticipated, the individual will be required to first serve in a JDA.

6. Flag Officer Assignment. In general, flag acquisition positions require 10 years of acquisition experience, which must include 4 years in a critical billet.

a. Additional restrictions apply to specific positions such as Program Executive Officers (PXOs).

b. References (a) and (b) delineate Department of Defense (DOD) DAWIA policy concerning reference (d) restrictions on acquisition flag billets.