

DAWIA Certification Standards Checklist

CONTRACTING

The certification standards published in this Catalog are effective October 1, 2003. Changes and updates to these standards are posted on the DAU Web site as they occur. Check the online Catalog at <http://www.dau.mil/catalog> for current information on certification standards and courses.

Level I

EDUCATION ¹

- Baccalaureate degree
- At least 24 semester hours among accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management

EXPERIENCE

1 year of contracting experience

TRAINING (Requirements from 1 Oct 03 through 31 Mar 04) ²

- CON 100 Shaping Smart Business Arrangements [JHE] ³
- CON 101 Basics of Contracting [BDQ]
- CON 104 (Parts A & B) Principles of Contract Pricing [RG6 & RGR]
- 1 Elective ⁴
- (Desired) CON 237 Simplified Acquisition Procedures [PAS]

TRAINING (Requirements projected for delivery effective 1 Apr 04)

- CON 100 Shaping Smart Business Arrangements [JHE] ³
- CON 1XX Introductory Contracting and Pricing Modules
- CON 120 Negotiation Workshop and Level I Wrap-up
- 1 Elective ⁴
- (Desired) CON 237 Simplified Acquisition Procedures [PAS]

Level II

EDUCATION ¹

- Baccalaureate degree
- At least 24 semester hours among accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management
- (Desired) Graduate studies in business administration or procurement

EXPERIENCE

- 2 years of contracting experience
- (Desired) An additional 2 years of contracting experience

TRAINING

- CON 202 Intermediate Contracting [PGE]
- CON 204 Intermediate Contract Pricing [BU6]
- CON 210 Government Contract Law [BDP]
- 2 Electives ⁴

(“CONTRACTING” is continued on the next page.)

¹ See 10 U.S.C. 1724 (provides for limited exceptions and waivers).

² For students who are enrolled in or have completed CON 101, CON 104 will be offered for 12 months following deployment of the new courses so that those identified students may obtain their Level I certification.

³ CON 100 is desired but not mandatory for employees who completed CON 101 and/or CON 104 before CON 100 was deployed.

⁴ As agreed to by the supervisor, electives may be any training opportunities related to the employee's job or necessary for career development or for cross training. Electives may include no-cost distance learning or other training opportunities, assignment-specific courses funded by DAU/DACM, or other training opportunities funded by the student's organization.

Mandatory standard Desired standard No standard set Option for meeting mandatory standard Option for meeting desired standard

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CONTRACTING (Continued)

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Level III

EDUCATION ¹

- Baccalaureate degree
- At least 24 semester hours among accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, and organization and management
- (Desired) Master's degree in business administration or procurement

EXPERIENCE

- 4 years of contracting experience
- (Desired) An additional 4 years of contracting experience

TRAINING

- CON 353 Advanced Business Solutions for Mission Support [JHI] ⁵
- 2 Electives ⁴
- (Desired) 2 weeks of management and leadership training
(Not currently provided by DAU. See your local training support office.)

¹ See 10 U.S.C. 1724 (provides for limited exceptions and waivers).

⁴ As agreed to by the supervisor, electives may be any training opportunities related to the employee's job or necessary for career development or for cross training. Electives may include no-cost distance learning or other training opportunities, assignment-specific courses funded by DAU/DACM, or other training opportunities funded by the student's organization.

⁵ If CON 333 has been completed by 30 Sep 03 but not CON 301, then the Level III Contracting DAWIA certification training requirements are satisfied. If CON 301 has been completed by 30 Sep 03 but not CON 333, then CON 353 must be completed for certification. CON 301 fulfills the new DAWIA Level III Contracting certification training requirement to complete 2 electives.