

**COMPETENCIES
EMPLOYEE SELF-ASSESSMENT**

**ACQ 101 - FUNDAMENTALS OF SYSTEMS ACQUISITION
MANAGEMENT**

ACQ 101	Competency	Yes	No	Work Description/Justification
1	Recognize how DoD implements the Defense Acquisition Workforce Improvement Act (DAWIA), and how this Act applies to you as a defense acquisition professional.			
2	Define systems acquisition management and identify major institutions, key drivers, and the key players that influence defense acquisition.			
3	Identify the defense acquisition life cycle phases and milestones and the key activities associated with each. Identify the need for a phased-acquisition approach and a tailored acquisition strategy.			
4	Recognize acquisition categories and the principal regulations governing defense systems acquisition.			
5	Recognize how the Acquisition Program Baseline, exit criteria, and acquisition strategy are used to control risk.			
6	Identify the stages of small group development and explain how group participation can enhance individual performance.			

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7	Identify procedures for program initiation, including validation and documentation of requirements, and recognize how operational requirements evolve to performance requirements during system development.			
8	Define basic financial terms (budget authority, commitment, obligation, expenditure, and outlay) and identify the major defense appropriations associated with weapon systems management.			
9	Recognize the advantages and disadvantages of different cost estimating methodologies.			
10	Identify the key events and players in DoD for each phase of the Planning, Programming, and Budgeting System (PPBS).			
11	Recognize the key committees and processes involved in the Congressional enactment of resources for DoD.			
12	Define the purpose and types of Work Breakdown Structure (WBS).			

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13	Recognize the basic concepts, procedures, and key players involved in the contracting process.			
14	Define the differences between sealed bid and competitive proposals.			
15	Identify why different contract types are used in the contracting process.			
16	Describe the source selection procedures used to evaluate major system contract proposals and how selection for contract award is done based upon a fair and reasonable price.			
17	Identify the mission and responsibilities of the Defense Contract Management Command (DCMC), the Defense Contract Audit Agency (DCAA), and the Defense Finance and Accounting Service (DFAS).			
18	Define how the Government modifies contracts, and describe the relationship between the Government, the prime contractor, and the subcontractor.			

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19	Outline the major provisions of the Misappropriation and Anti-Deficiency Acts.			
20	Identify the purpose and process of Earned Value Management (EVM). Recognize the value and benefits of EVM in the acquisition process.			
21	Identify top-level acquisition logistics policies, practices, and procedures.			
22	Identify impacts of support on ownership costs and the relationship of acquisition logistics activities to the overall systems engineering effort.			
23	Describe the impact of reliability, availability, and maintainability on system support and ownership costs.			
24	Describe the Systems Engineering (SE) Process main components (requirements analysis, functional analysis/allocation, and synthesis), the major goals of the SE process, and recognize the importance of Integrated Product and Process Development (IPPD).			

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25	Define the role of configuration management in the SE Process. Recognize that the SE Process is the process of technical management in the defense environment, and how it is used in translating operational needs into an integrated system design solution.			
26	Identify the basic components of a computer system.			
27	Distinguish between embedded computer resources; automated information systems (AIS); and command, control, communications, computers, and intelligence (C4I) systems.			
28	Recognize the complexity of the software development process to the acquisition life cycle. Understand the software development integral nature to the SE Process and the top-level “best practices” for successful software development.			
29	Identify the major objectives and types of developmental and operational testing.			

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30	Recognize the state of U.S. Science and Technology (S&T), the role and planned evolution of S&T, while understanding how these two elements apply to the different phases of defense acquisition.			
31	Identify the five basic elements of the manufacturing process and the role of manufacturing management across the acquisition life cycle.			
32	Recognize the long-term impacts of early decisions on total life cycle cost.			
33	Identify the goals and tools of Acquisition Reform, while understanding the use of IPPD/IPT in successful acquisition management.			