



ACQUISITION  
AND SUSTAINMENT

## OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3000

MEMORANDUM FOR THE PRESIDENT, DEFENSE ACQUISITION UNIVERSITY

SUBJECT: Fiscal Year 2024 Annual Certification for the Contracting Acquisition Functional Area

REF: DoDI 5000.66, Defense Acquisition Workforce Education, Training, Experience, and Career Development Program

As the Functional Area Leader for the subject Defense Acquisition Workforce Functional Area, and as required by the reference, I certify that for the subject FY:

- The contracting acquisition related competencies currently maintained by the Defense Acquisition University (DAU) are approved and reflect the knowledge and skills required to be successful in the contracting acquisition functional area.
- DAU course documentation, content, and objectives to be implemented in the subject FY are current, technically accurate, and consistent with Department policy. I am satisfied with the efforts currently underway to align material with recent policy and/or regulatory changes.
- The certification standards for the subject FY are reasonable, appropriate, and applicable to all Department of Defense Acquisition and Sustainment workforce personnel desiring certification after September 30<sup>th</sup> of this calendar year.
- The Position Category Description for the contracting acquisition functional area, as posted on the DAU website, is current.
- The key leadership position (KLP) functional specific requirements and preferences for selecting and assigning KLP are current and reflective of the qualifications needed to successfully perform in contracting KLP positions.

Should Department policy change or the required capabilities of the Defense Acquisition Workforce for which I am charged change during the upcoming year, I or my representative will advise DAU so that appropriate actions may be initiated to ensure the continued development of a professional, agile, and motivated workforce that consistently makes smart business decisions, acts in an ethical manner, and delivers timely and affordable capabilities to the warfighter.

My point of contact regarding this certification is Ms. Susan Pollack, who can be reached by phone at (571) 309-8525 or by e-mail at [susan.w.pollack.civ@mail.mil](mailto:susan.w.pollack.civ@mail.mil).

John M. Tenaglia  
Principal Director,  
Defense Pricing and Contracting