ENGINEERING AND CONSTRUCTION BULLETIN

US Army Corps of Engineers

No.	2008-19	Issuing Office: CECW-CE	Issued: 11 Jun 2008

Subject: Army Regional Tools (ART) Gatekeeper Coding of E&C AT&L Workforce Positions in the Contracting Career Field, DAWIA Certification and Continuous Learning Points

Applicability: Directive

1. References:
a. DoD Desk Guide for AT&L Workforce Career Management, January 10, 2006 at http://www.dau.mil
b. DACM Guidance Memo No. 3 at http://asc.army.mil/other_info/mildep/info.cfm

2. The intent of this ECB is to: provide coding criteria for use in the Gatekeeper module of Army Regional Tools when preparing RPA's; identify which E&C positions are AT&L positions in the contracting career field; direct the achievement of certification within 24 months of encumbering any AT&L position; and direct the achievement of mandatory continuous learning points for persons encumbering any AT&L position by 30 September 2008.

3. Many E&C positions are incorrectly coded in DCPDS and therefore CAPPMIS resulting in understated DAWIA certification rates, low priority for DAU training, overstated numbers of E&C members in the contracting career field, coding positions to the wrong career field and a host of other problems.

4. HQUSACE E&C is in the process of correcting obvious AT&L related coding problems in DCPDS for the CP-18 workforce with the help of the Army Civilian Human Resources Agency (CHRA) and the MSC/Center E&C Chiefs. This will preclude multiple CPOC's from making thousands of manual data entries to correct the data in DCPDS. The intent is to complete this effort by 30 August 2008.

5. E&C AT&L workforce positions in the contracting career field are positions that either requires the incumbent to hold a construction ACO warrant or logical feeder positions. Examples include positions with major duties that include serving as an Area, Resident, Project, or Office Engineer, Chief of Contract Administration etc. for construction contracts. With help of each MSC we have identified approximately 800 positions within USACE meeting these criteria, 350 of which are currently encumbered by active ACO warrant holders.

6. We have also identified several hundred AT&L positions coded to the facilities engineering (FE) career field. USACE has not received implementing guidance from Army to assimilate positions to the FE career field. FE coded positions encumbered by personnel for more than 24 months who are not certified will be recoded as non-AT&L positions pursuant to paragraph 4 above.

ECB 2008-19
Subject: Army Regional Tools (ART) Gatekeeper Coding of E&C AT&L Workforce Positions in the Contracting Career Field, DAWIA Certification and Continuous Learning Points

7. Enclosure 1 explains how E&C AT&L positions in the contracting career field must be coded in the ART Gatekeeper Module.

8. Each MSC/Center has identified an E&C Organizational Acquisition Point of Contact (OAP) with responsibility to ensure that: the E&C acquisition workforce assigned to the MSC routinely receives coherent, timely information on acquisition programs, education and training; insuring dissemination of AT&L workforce information; and insuring certification and achievement of continuous learning points. Your MSC OAP's are:

- CENAD – Larry Mazzola
- CESAD - Paul Holcomb
- CESWD – Manuel Fano, Robert Howell
- CEMVD – Yolanda Arthur
- CESPD – Clyde Okazaki
- CEPOD – Rod Markuten
- CENWD – Jim Cumper
- CELRD – Tom Deja, Steve O'hara
- CETAC – Roger Thomas
- CEHNC – Louis Dappert, Jeff Davis

9. Each MSC OAP is authorized access to the CAPPMIS database and therefore has the ability to run various workforce reports, identify trends in achieving certification, continuous learning points etc.

10. All E&C AT&L workforce members encumbering any AT&L position in any career field must be certified at the level required for the position within 24 months of first encumbering the position and must 80 achieve continuous learning points every two years. The current 2 year cycle for achieving 80 continuous learning points is 30 September 2008.

11. Employees, supervisors and managers are all responsible for understanding these requirements.

12.   Point of contact for ECB program is Paul Parsoneault, 202-761-5533.

     //S//   //S//
KIM D. DENVER   JAMES C. DALTON, P.E.
Director, National Contracting Organization   Chief, Engineering and Construction
United States Army Corps of Engineers   Directorate of Civil Works

ECB 2008-19
Subject: Army Regional Tools (ART) Gatekeeper Coding of E&C AT&L Workforce Positions in the Contracting Career Field, DAWIA Certification and Continuous Learning Points

Enclosure 1

The Army Regional Tools Gatekeeper module provides drop down menus when positions are coded "Acquisition". At the publishing date of this ECB, USACE has not received implementing guidance or authority to assimilate FE career filed positions. As such, no position shall be coded "Acquisition" and FE career field. All positions identified in paragraph 5 of the ECB. are considered "Acquisition" and Contracting Career Field and must be coded as such. Once "Acquisition" is selected "Yes", the data in Gatekeeper dropdown menus must be populated as follows:

- Career Level: This should never exceed Level 2. GS-5 through 12 or NSPS pay band equivalent are coded Level 1. Grades 13 and above or NSPS pay band equivalent are coded Level 2. USACE E&C positions in the contracting career field are never considered Level 3 positions regardless of grade or pay band.

- Time spent at contractor Job Site: Should be coded 50% or less.

- Critical Position Identifier: Must be coded Acquisition Position - Not Critical or Developmental. Supervisory GS-14 and NSPS equivalent pay band positions must be coded Critical Acquisition Position, Not a Division Head.

- Job Specialty 1: Should be coded Contracting For Construction

- Job Specialty 2: Should be left blank

- Position Career Category: Must be coded Contracting

- Program Type: Should be coded Non ACAT I, ACAT II, ACAT III, ACAT IV/ None of the above

- Special Assignment: Should be left blank

- Acquisition Employee Career Field ID: Must be coded Contracting.