

**COMPETENCIES  
EMPLOYEE SELF-ASSESSMENT**

**PMT 302 - ADVANCED PROGRAM MANAGEMENT**

<b>PMT 302</b>	<b>Competency</b>	<b>Yes</b>	<b>No</b>	<b>Work Description/Justification</b>
1	Summarize the role of Congress and the Executive Branch in the Federal budget process.			
2	Identify the process for responding to Congressional inquiries.			
3	Show how a program management office operates within the DoD resource allocation process.			
4	Assess the implications of the Congressional enactment process on program funding.			
5	Assess how Congressional marks impact defense acquisition programs.			
6	Assess the impacts of laws on program budget execution.			
7	Propose appropriate program management office actions to address issues caused by the interaction of the requirements generation process, the acquisition management decision process, and the Planning, Programming and Budgeting System (PPBS).			
8	Identify the financial impact of changing defense demands, the consolidation of traditional defense suppliers, and the expanded use of commercial suppliers to meet defense needs on the national industrial base.			

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9	Evaluate the impact of advancing information technology on the acquisition, development, and sustainability of information-intensive systems.			
10	Assess the role of competition, the effects of socio-economic programs, and the methods of contracting for systems acquisition.			
11	Compare and contrast the impact of DoD versus commercial procurement practices and strategies on a program.			
12	Compare and contrast commercial and Government contractors' financial management practices.			
13	Develop a contractor proposal pricing strategy.			
14	Describe the impact of Government cost principles on defense contractors.			
15	Point out how current industrial base laws (e.g., USC 2440), policies, and initiatives affect acquisition program plans.			
16	Perform selected portions of an industrial capability assessment.			

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17	Explain the role of a financial capabilities analysis in: (1) a defense industrial capabilities assessment (DoD Handbook 5000.60-H); (2) a pre-award survey; and (3) during post-award contract performance.			
18	Assess the impact of a contractor's working capital management on a program.			
19	Analyze the interaction of contract type and contract payment methodologies on the contractor.			
20	Compare and contrast how cost/ managerial accounting is used by Government and commercial contractors.			
21	Identify the risk-return tradeoffs in a contractor's capital asset management decisions.			
22	Explain how the contractor's mix of fixed and variable costs impact profitability and risk (cost-volume-profit).			
23	Develop a rudimentary contractor cost proposal.			
24	Appraise the ability of a program to execute an acquisition strategy based on the budget justification documentation submitted.			

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25	Demonstrate how the various DoD Appropriations support systems acquisition management.			
26	Relate current funding policies in the management of DoD Appropriations to the execution of an acquisition strategy.			
27	Assess the impact of the three phases of the PPBS on the acquisition process.			
28	Assess the implications of the OSD Budget Review process on a program's budget request.			
29	Identify the impact of Information Technology and an integrated digital environment on program office operations.			
30	Analyze the impact of Government-directed program changes and changes in a contractor's business base on the total cost of an acquisition program.			
31	Relate the influences of the macroeconomic environment, national policy, national security and military strategy, and Defense plans and programs to Defense systems acquisition.			

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32	Assess the impact of applicable Federal laws, regulations, and other policies on the defense systems acquisition management process.			
33	Analyze the impact of DoD acquisition policies on a program as it progresses through the acquisition life cycle.			
34	Describe supervisory responsibilities in acquisition personnel management and development in compliance with the Defense Acquisition Workforce Improvement Act (DAWIA).			
35	Assess the impact of external reviews and audits of an acquisition program.			
36	Relate the principles of contract law to procurement planning and the responsibilities of the Program Manager.			
37	Develop a proactive approach to ethical decision making.			
38	Explain the techniques and application of Alternative Dispute Resolution and other dispute avoidance procedures.			
39	Develop a strategy for managing information technology as an investment.			

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40	Assess the likelihood of an information systems proposal being selected to become a part of an information systems portfolio.			
41	Analyze the system's economic analysis for areas of omissions or weaknesses.			
42	Propose a hierarchy of information system/technology performance measures for managing an agency's information technology investment.			
43	Recommend an Investment Baseline/Performance Agreement.			
44	Evaluate approaches to resolve an identified information systems acquisition technical or policy issue.			
45	Appraise the role of the science and technology process in the systems acquisition process.			
46	Identify the impacts of international cooperative programs and foreign military sales on the management of Defense programs.			
47	Analyze the differences among the Components' acquisition programs, and their impact upon acquisition strategy development and management of a program office.			

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48	Develop a plan for managing a joint program that integrates the lead and participating components' common and unique requirements.			
49	Relate the requirements determination process to the other major decision support systems as defined by DoD 5000.1.			
50	Perform a requirements analysis using an Operational Requirements Document and a System Specification.			
51	Propose means of managing critical requirements issues.			
52	Analyze how the requirements management process and products for an information-intensive system can be improved.			
53	Prepare an appropriate acquisition strategy which translates the user's requirements into a program for systems development considering current legislation, DoD policies, and regulations.			
54	Relate the Defense systems acquisition management decision to appropriate acquisition categories and milestones.			
55	Summarize the capabilities of the commercial marketplace to satisfy program requirements.			

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56	Summarize how applicable DoD discretionary and mandatory practices of "Cost As an Independent Variable" and "Analysis of Alternatives" could be applied.			
57	Analyze life cycle affordability of an acquisition program.			
58	Apply various analysis techniques and the Cost Analysis Strategy Assessment model to make acquisition design and logistics system affordability tradeoffs during the early development of a system.			
59	Summarize issues relating to misunderstandings in the use of cost estimating terms.			
60	Assess a cost estimate for appropriateness of cost estimating methodology.			
61	Assess a cost estimate for completeness and reasonableness.			
62	Analyze the impact of contract type on the contractor and the acquisition strategy.			
63	Assess the impact of laws on program budget execution.			
64	Analyze the interaction of contract type and contract payment methodologies on the contractor.			

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65	Prepare an outline of an acquisition pollution prevention program which complies with DoD environmental security policies.			
66	Recommend disposal of an information technology system.			
67	Choose the appropriate supportability analysis tools and techniques as part of the Integrated Process and Product Development Process.			
68	Identify the acquisition logistics objectives and activities that occur in production, fielding/deployment, and operational support. Propose solutions to typical issues associated with planning for the fielding/ deployment of a system.			
69	Relate current manufacturing principles affecting cost, schedule, and performance risks.			
70	Discuss various sources of manufacturing related problems and risks associated with systems acquisition.			
71	Explain how appropriate tools can be used to mitigate a manufacturing problem.			
72	Discuss basic sources of manufacturing variation and methods for controlling variability.			

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73	Discuss the critical elements of a manufacturing strategy.			
74	Show how to impact the producibility of a system during the design phase.			
75	Compare and contrast the elements/benefits of a basic quality system with a system implementing advanced quality practices.			
76	Prepare a manufacturing strategy that identifies and addresses manufacturing and quality assurance issues of an acquisition program.			
77	Analyze and evaluate a risk management program.			
78	Assess funding risks throughout the program life cycle.			
79	Assess cost risks throughout the program life cycle.			
80	Summarize support risks throughout the program life cycle.			
81	Summarize the interrelationships of risk throughout the program life cycle.			
82	Assess the role of cost estimating in supporting the acquisition oversight and review process.			

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83	Develop a tailored, streamlined acquisition strategy that is in compliance with current mandatory procedures, using best practices and lessons learned.			
84	Relate the process and procedures for preparing a Request For Proposal that effectively communicates the Government's requirements.			
85	Analyze the process for conducting source selection in order to ultimately select the Best Value contractor.			
86	Analyze the process management issues associated with proposal evaluation, and the preparation for and conduct of contract negotiation.			
87	Analyze the process for conducting a contract negotiation.			
88	Assess an acquisition program's readiness to progress through the life cycle.			
89	Summarize the key activities and information required for the development, production, fielding/ deployment, and operational support			

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90	Summarize the key activities and information required for initiating development of a Defense system, to include tailoring and planning for decision criteria that apply at the milestone review for program initiation.			
91	Assess the requirements, processes, and content of external reporting of program status throughout each phase in the system life cycle.			
92	Construct and develop tailored Integrated Product Team organization structures for effective program execution during the acquisition cycle using the tenets of Integrated Product and Process Development.			
93	Apply the activities associated with the post-award phase of a contract, including current initiatives.			
94	Resolve interpersonal issues in the development of an effective team for a program management situation and issues associated with the post-award phase of contract administration.			
95	Examine the application of an integrated baseline review process and its use as a risk mitigation tool.			

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96	Choose the appropriate policies governing the application of earned value management for a given acquisition program environment.			
97	Assess the appropriateness of earned value management inputs to a Request for Proposal that reflect current policy.			
98	Explain the Performance Measurement Baseline development process, content, and its relationship to the achievement of program technical goals and milestones.			
99	Apraise the appropriateness, completeness, and consistency of a Performance Measurement Baseline.			
100	Explain the roles, responsibilities, and benefits of the earned value implementation and surveillance process.			
101	Analyze contract performance from earned value data.			
102	Prepare an integrated program assessment and a corresponding corrective action strategy that considers causes and impacts identified in earned value data.			

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103	Summarize OSD's use of earned value management and the use of the resulting data to evaluate program status of a major acquisition program.			
104	Develop an Estimate At Completion (EAC).			
105	Prepare a design review that provides performance based progress measurement.			
106	Identify the Component-specific processes that affect the flow of acquisition funds in order to meet design, producibility, and stable production/implementation requirements.			
107	Relate current funding policies in the management of DoD appropriations to the execution of an acquisition strategy.			
108	Explain the role of the single process initiative (SPI) methodology for establishing common business and manufacturing processes in a contractor's individual facilities.			
109	Use a work breakdown structure (WBS) for program planning, organizing, and execution.			
110	Apply the systems engineering process over the entire systems life cycle.			

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111	Apply technical risk management throughout the program life cycle.			
112	Demonstrate that the nature of design is iterative through a process of fabrication, test, and evaluation.			
113	Develop a Preliminary Design Review that will address key design issues.			
114	Demonstrate that the application of the systems engineering process results in a valid design solution.			
115	Identify methodologies for inserting technology upgrades and maintaining technical currency.			
116	Apply DoD policies concerning commercial standards and performance specifications in writing an item performance specification.			
117	Choose the appropriate configuration management strategy for the situation encountered.			
118	Analyze the impacts of common information system configuration and interface management problems on information systems program management.			
119	Select an appropriate data management strategy for an information-intensive program.			

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120	Summarize how current DoD technical policies and architecture requirements impact the acquisition, development, modification, upgrade, and support of software-intensive systems.			
121	Determine the impact of complying with DoD interoperability and open system standards goals on cost, schedule, and performance.			
122	Summarize appropriate program protection methods for systems acquisition.			
123	Assess the impact of information warfare on information systems' architectures and strategies.			
124	Choose appropriate information systems security requirements.			
125	Select information system security protection methods.			