



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH, DEVELOPMENT AND ACQUISITION
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

MAR 7 2003

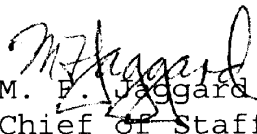
MEMORANDUM FOR PROGRAM EXECUTIVE OFFICERS
DIRECT REPORTING PROGRAM MANAGERS
COMMANDERS OF THE SYSTEMS COMMANDS

Subj: EDUCATION REQUIREMENTS FOR SERVICE CONTRACTORS

Encl: (1) D, DPAP memorandum of January 28, 2003

The Director, Defense Procurement and Acquisition Policy, is concerned that solicitations and contracts are inappropriately including education requirements for contractor personnel. As indicated in enclosure (1), services should be acquired under performance-based contracts where the focus is on desired outcomes and which provide contractors maximum flexibility to deliver the desired outcome. This is consistent with Section 813 of the Floyd D. Spence National Defense Authorization Act, Public Law 106-398, which limits use of education and experience requirements in IT contracts.

Use of education requirements for contractor personnel should be limited to those required for professional or other certification or for safety concerns.


M. F. Jaggard
Chief of Staff/Policy
for DASN(ACQ)



ACQUISITION,
TECHNOLOGY
AND LOGISTICS

DPAP(WF)

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON, DC 20301-3000

28 JAN 2003

MEMORANDUM FOR DIRECTORS OF DEFENSE AGENCIES
ACTING DEPUTY ASSISTANT SECRETARY OF THE
ARMY (POLICY AND PROCUREMENT), ASA(ALT)
DEPUTY ASSISTANT SECRETARY OF THE
NAVY (ACQUISITION MANAGEMENT), ASN(RD&A)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE
(CONTRACTING), SAF/AQC

SUBJECT: Education Requirements for Service Contractors

Recently, it has come to my attention that many solicitations for services include education requirements for contractor personnel which mirror education requirements for Department of Defense acquisition workforce under the Defense Acquisition Workforce Improvement Act (DAWIA). The Federal Acquisition Streamlining Act of 1993 requires use of commercial practices and performance based statements of work whenever feasible. Rather than imposing education requirements, our focus should be on the desired outcome (e.g., great analytical support) and provide the contractor maximum flexibility on how they will deliver the desired outcome. Education requirements should only be imposed in those rare occasions where there is a safety consideration or if educational requirements are required for professional certifications for similar jobs in private industry.

Thank you for your assistance and cooperation in this regard. My action officer for this matter is Melissa Rider, melissa.rider@osd.mil or (703) 614-3883.

Deidre A. Lee
Director, Defense Procurement and
Acquisition Policy

Enclosure (1)

