DEPARTMENT OF HOMELAND SECURITY

U.S. Coast Guard

OFFICER SPECIALTY REQUIREMENTS (OSR)

Reference: COMDTINST M5300.3 (series)

SECTION I General Information

1. Specialty/Subspecialty Title (*Ex. Fixed Wing Aviation)*	2. Code (*Ex. CG-AVI11)*
Acquisition Project Management	CG-MGT16

3. Specialty/Subspecialty Description

Officers serving in this sub-specialty manage and lead all Coast Guard major acquisitions projects. The fundamental responsibilities are to balance the many factors that influence; cost, schedule, and performance of acquisition projects. They must interpret and tailor acquisition regulations and ensure that high quality, affordable supportable and effective systems are delivered to the field.

4. Change Justification

☐ Annual Review ☐ Annual Review w/changes ☐ Required *(change in policy, law, etc.)*

☒ Other *(briefly state reason):* Form revision/annual update

SECTION II Initial (*Apprentice*) Specialty/Subspecialty Requirements

Enter items needed for specialty designation *(Use block 10 for additional space or another CGHQ-5318 form)*

5. Required items:	Competency	Training	Education	License
CGPM, FAC-P/PM Level I (Entry-Level) Certification	☒	☐	☐	☒
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes: *(Required experience, in lieu of considerations...)*

- CGPM Program/Project Manager (CG-9211 is the POC for entering the DHS Acquisitions certifications in DA)
- The three tiers in DA correlate to the three levels of the DHS Acquisition certification and the three levels of the Federal Acquisition Certification for Program and Project Manager (FAC-P/PM) certifications.
- FAC-P/PM Entry-Level Certification is equivalent conversion of DHS Project Management Level I Certification.

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Enter items desired for career broadening/specialization. *(Use block 10 for additional space or another CGHQ-5318 form)*

6. Desired items	Competency	Training	Education	License
MS Engineering	☐	☐	☒	☐
MS Systems Acquisitions Management	☐	☐	☒	☐
MBA	☐	☐	☒	☐
*or other related fields	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes:

SECTION III Requirements to Maintain Specialty Designation

7. Designation Duration *(Ex. OSC expires 7 years after date last used, usually detachment from OSC coded billet)*

☐ No requirements to maintain designation

☒ Subject to deletion if -

relieved for cause or relieved from primary duties in subject matter billet. OSC will expire if certification lapses (i.e. 80 hours biannual continuous learning requirement, for continued DHS certification is not met)

Must remain current in, or must complete refresher training, or additional items as applicable, in the following	Competency	Training	Education	License
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐
	☐	☐	☐	☐

Notes:

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SECTION IV Requirements to Advance: Journeyman/Master Levels (AJM)

☐ AJM IS NOT applicable for this specialty *(skip Section IV)*

☒ AJM IS applicable for this specialty *(Section II contains Apprentice requirements that must be met)*

Enter items needed for AJM designation *(Use block 10 for additional space or another CGHQ-5318 form)*

8. Journeyman *(in addition to block 5 items)* All items listed are required unless annotated with an *:	Competency	Training	Education	License
CGPMII, FAC-P/PM Level II (Mid-Level) Certification	X			X

Notes: *(Required experience, in lieu of considerations...)*

- CGPMII usually obtained at LCDR/O4.
- FAC-P/PM Mid-Level Certification is equivalent conversion of DHS Project Management Level II Certification.

9. Master *(in addition to block 8 items)* All items listed are required unless annotated with an * :	Competency	Training	Education	License
CGPMIII, FAC-P/PM Level III (Senior-Level) Certification	X			X

Notes: *(Required experience, in lieu of considerations...)*

- CGPMIII usually obtained at CDR/O5.
- FAC-P/PM Senior-Level Certification is equivalent conversion of DHS Project Management Level III Certification.

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10. Additional Info:

Officer Specialty Manager (OSM): CG-9211

Advanced Education Program (AEP) Manager: CG-9211

11. Specialty Manager *(SM)* / Sponsor Program	12. SM Phone Number	13. SM Email Address
LCDR Nicholas Parker / CG-9211	(202) 372-2345	nicholas.w.parker@uscg.mil

SECTION V Appropriate Approval Authority

14. Competent Authority as established by Assistant Commandant/Directorate *(Printed Name/Title/Grade)*

Kathy Scott / Chief, Office of Acquisition Workforce Management / GS-15

15. Signature	16. Date
SCOTT.KATHRYN.LYNN.1273014523 Digitally signed by SCOTT.KATHRYN.LYNN.1273014523 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=SCOTT.KATHRYN.LYNN.1273014523 Date: 2014.08.21 08:30:38 -04'00'	09/21/2014

SECTION VI OPM-3 Review and Validation
Official once published by OPM-3

17. OPM-3 *(Printed Name/Title/Grade)*

CDR Beth Naff, CG PSC-OPM-3 Branch Chief

18. Signature	19. Date
NAFF.BETH.A.1025993248 Digitally signed by NAFF.BETH.A.1025993248 DN: c=US, o=U.S. Government, ou=DoD, ou=PKI, ou=USCG, cn=NAFF.BETH.A.1025993248 Date: 2014.09.03 12:57:57 -04'00'	09/03/2014