



# Requirements Webinar

23 June 2016



- Everybody starts on mute
- If you have a question, raise your hand for recognition
  - Keep questions to the point
  - Contact us offline if you need a longer discussion
- You can unmute yourself by pushing \*6
- We will re-mute everybody, if we get too much background noise
- You can type in questions via the chat feature

## Guest Speakers:

Brigadier General Basham, J8 DDR

Colonel Conrad, Colonel Tutton, J8 Staff

1. Major JCIDS revision proposed
2. Questions?
3. How DAU training is responding
4. Workflow learning
5. Upcoming classes and events



# Joint Military Requirements System

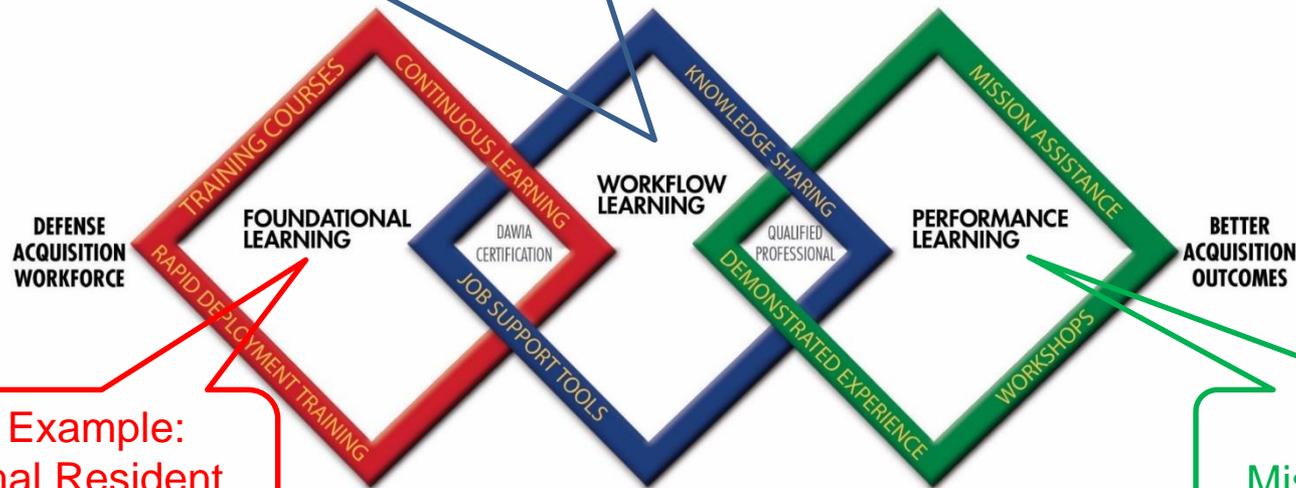
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- Responsibility and authority to the Services
- Review the required JROC touchpoints
- Reconsider JSDs, mandatory KPPs
- Incorporate Joint Information documents
- FCBs include and utilize the Services
- Improve KM/DS
  
- Timeline:  
May 2017, Signed CJCSM & CJCSI

- Release revised online courses after CJCSM & CJCSI are signed
- Classroom courses updated as the Joint Staff releases information
- Emphasis on things that will not change
  - Analysis
  - DoDI 5000.02
  - Best touch points for RMs to be effective
- Options to disseminate revisions
  - Online
  - Workshops

# What Is Workflow Learning?

**Workflow Learning Assets:**  
 All learning assets that are accessible and applicable *at the time and point of need* to help the Requirements Manager perform his/her day-to-day responsibilities and job, and are not **Foundational Learning** or **Performance Learning**



**FL Example:**  
 Formal Resident  
 Classes

**PL Example:**  
 Mission Assistance

There are some overlaps and shared learning assets between FL, WL, and PL

- Requirements Landing Page is the gateway / entry portal for most of the WLAs  
<https://dap.dau.mil/career/rm/Pages/Default.aspx>
  - Requirements Community of Practice (RMCoP)
  - Presentations
  - DAU related videos
  - Ask a Professor
  - Continuous Learning courses & registration
  - ACQuipedia articles
  - Policies/regulations
  - Related tools
  - Links to other DAU/DoD gateways/portals

- DAU surveyed RQM 310 graduates to assess the quality and availability of requirements Workflow Learning Assets
- Overall, the WLAs are good, but need to be publicized better
- Excellent comments the Requirements Department will review and implement
  - More course availability
  - Road shows / Traveling workshops

- Large class, 11 to 15 July @ Fort Belvoir
- Seats remain available
- Contact your CAR (next slide)
- Must have completed RQM 110
  - Priority:
    - Uniforms/Government
    - Contractors



# Request RQM 310 Course Nomination

Service / Agency	Key Component Appointed Representative (CAR)	Registration Portal
USAF (Mil/Civ)	Mr Jim (Trip) Weyer ( <a href="mailto:james.e.weyer.civ@mail.mil">james.e.weyer.civ@mail.mil</a> )	<a href="https://www.atrrs.army.mil/channels/acqnow/login.asp">https://www.atrrs.army.mil/channels/acqnow/login.asp</a>
USA (Mil/Civ)	Mr. Mike Smith / Mr. Auggie Fucci ( <a href="mailto:michael.f.smith29.ctr@mail.mil">michael.f.smith29.ctr@mail.mil</a> )	<a href="https://www.atrrs.army.mil/channels/aitas/login.asp">https://www.atrrs.army.mil/channels/aitas/login.asp</a>
USN (Mil/Civ)	LCDR April Malveo / LCDR Darren Roe ( <a href="mailto:april.malveo@navy.mil">april.malveo@navy.mil</a> )	<a href="https://www.atrrs.army.mil/channels/navyedacm/Public/DODConsentForm.htm">https://www.atrrs.army.mil/channels/navyedacm/Public/DODConsentForm.htm</a>
USMC (Mil/Civ)	Mr. Jimmy Daily ( <a href="mailto:jimmy.daily@usmc.mil">jimmy.daily@usmc.mil</a> )	<a href="https://www.atrrs.army.mil/channels/navyedacm/Public/DODConsentForm.htm">https://www.atrrs.army.mil/channels/navyedacm/Public/DODConsentForm.htm</a>
4 <sup>th</sup> Estate DoD Civ Agencies	Lori Frumkin ( <a href="mailto:lori.e.Frumkin.ctr@mail.mil">lori.e.Frumkin.ctr@mail.mil</a> )	<a href="https://www.atrrs.army.mil/channels/acqtas/login.asp">https://www.atrrs.army.mil/channels/acqtas/login.asp</a>
Non-DoD Agencies	CDR Mike Zeruto (USCG) ( <a href="mailto:michael.j.zeruto@uscg.mil">michael.j.zeruto@uscg.mil</a> )	<a href="https://www.atrrs.army.mil/faitas/External/Login/?ReturnUrl=%2ffaitas%2f">https://www.atrrs.army.mil/faitas/External/Login/?ReturnUrl=%2ffaitas%2f</a>
Joint Staff / CCMD	Bryan Lagios ( <a href="mailto:bryan.c.lagios.ctr@mail.mil">bryan.c.lagios.ctr@mail.mil</a> )	Various (depends sponsoring service/agency)
Industry Contractors (walk-in day of class)	Sponsoring service/agency or industry-at-large	<a href="https://atrrs.army.mil/channels/nondod/login.asp">https://atrrs.army.mil/channels/nondod/login.asp</a>

If you need assistance, email [rmct@dau.mil](mailto:rmct@dau.mil)



# Status of RQM Foundational Learning

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Course	Status
CLR 101	Current – 18 December 2014
RQM 110	Current – 28 May 2015
CLR 151	Current – 13 October 2015
CLR 250	Current – 10 September 2015
CLR 252	Current – 20 May 2015
RQM 310 RQM 403 RQM 413	The classroom courses are <u>always</u> current



# FY16 Requirements Schedule

- RQM 310
- RQM 403
- FIPT Window
- Tri-Chair Window

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
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27	28	29	30	31		

January						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

March						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April						
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17	18	19	20	21	22	23
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May						
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31						

August						
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September						
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25	26	27	28	29	30	



# FY17 Requirements Schedule

- RQM 310
- RQM 403
- FIPT Window
- Tri-Chair Window

October						
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30	31					

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
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			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

April						
S	M	T	W	T	F	S
						1
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23	24	25	26	27	28	29
30	31					

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17	18	19	20	21	22	23
24	25	26	27	28	29	30



# The Requirements Shop Is No Further than Your Computer or Your Telephone

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- Requirements Management Landing Page
  - <https://dap.dau.mil/career/rm/Pages/Default.aspx>
- RQM 110 via browse mode
  - <https://learn.dau.mil/>
- The RMCoP
  - <https://acc.dau.mil/Requirements>
- Blackboard
  - <https://myclass.dau.mil>





# Requirements Department Address

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Graduates and students can always contact DAU directly

- [RMCT@dau.mil](mailto:RMCT@dau.mil)

## The Requirements Department

- Tony Romano      [Anthony.Romano@dau.mil](mailto:Anthony.Romano@dau.mil)      703-805-5196
- Greg Prothero      [Gregory.Prothero@dau.mil](mailto:Gregory.Prothero@dau.mil)      703-805-4586
- Jack Mohny      [Jack.Mohny@dau.mil](mailto:Jack.Mohny@dau.mil)      703-805-4369
- Matt Ghormley      [Matthew.Ghormley@dau.mil](mailto:Matthew.Ghormley@dau.mil)      703-805-3721
- Bobbie Claflin
- Eric Jeffries

- Next Time?
  - 1500 EDT, Thursday, 22 September 2016
- Reminders:
  - Route your questions/suggestions through DAU
  - Mission Assistance
  - Working Groups in support of FIPT
  - RQM 310 registration quotas



- The FIPT Working Group generates competencies
- The FIPT reviews and approves those competencies
- DAU develops courses to teach those competencies
- The Working Groups report the effectiveness of the courses to the FIPT



# RQM 310 Registration/Nomination Process

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- Nominated by CAR (next chart)
- Student notified when to register in the system, approximately 24-48 hours after notification
- Student completes process and notified approved for upcoming class
- Student requiring travel funding return to online registration portal and complete process
- Class vacancies can be filled with walk-ins on the first day of class

Target Audience:

Support the creation, staffing, or validation of requirements documents

Train others

Support presentations at FCBs or at Service-level Requirements Councils



# RQM 403 Registration Requirements

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- Student Locator Card
  - Need SSN and birth date for system (Can call with info if desired)
  - If taken DAU course before, only need last four of SSN
- Student Biography
  - Provides instructors insight into student background
- RQM 403 Pre-Course Participant Survey
  - Allows instructors to tailor course discussion for key learning points

Target Audience: 1-3 Stars/Civilian Equivalents

Certification Courses					Core + / Just In Time Courses		
CLR-101	RQM-110	RQM-310	RQM-403	RQM-413	CLR-151	CLR-250	CLR-252
	X	X	X	X ✓			

X = highlighted as part of acquisition strategy ✓ = highlighted as NDAA 2016 requirement

- NDAA 2016, Section 844, requires market research training in RMCT
- Market research results now required by DoDI 5000.01:
  - At Materiel Development Decision (MDD)
  - To inform the Analysis of Alternatives (AoA)
  - In Acquisition Strategy at Milestone A and Development RFP Decision (not required thereafter)
- Requirement for market research results is highlighted in selected RMCT courses, there is no specific “how to” training
- DAU teaches (CLC-004, Market Research) that market research should be a “team effort” with the user (requirements sponsor) as team member
- Path forward:
  - Assess CLC-004 as a Core+ Course
  - Expand role of market research and identify role of Requirements Managers in market research: all certification courses and in CLRs 250 and 151

NDAA – National Defense Authorization Act  
 RMCT – Requirements Management Certification Training  
 RFP – Request for Proposal

Certification Courses					Core + / Just In Time Courses		
CLR-101	RQM-110	RQM-310	RQM-403	RQM-413	CLR-151	CLR-250	CLR-252
	X	X	X	X			

- Dedicated SE Lesson in RQM-110
  - Basic definitions
  - Define/Discuss various technical reviews (PDR, CDR, SRR, etc.)
  - Covers CONOPS, OMS/MP and DODAF as it relates to SE
  - Relationship of SE processes to development of MOE, MOS and MOP
  - Developing Technical Requirements from operational performance attributes
  - Requirements “flow-down”
  - Configuration Management
  - Role of the Requirements Manager in the SE process – to include involving PMO systems engineers early-on in development of performance attributes (KPP/KSA/APA)
- SE process and importance of technical reviews (PDR, CDR) and cost-performance trades also stressed in RQM-310, RQM-403 and RQM-413
- Path Forward: Continue to refine SE processes in RMCT, with emphasis on role of the RM

PDR – Preliminary Design Review  
 CDR – Critical Design Review  
 SRR – System Requirements Review  
 CONOPS – Concept of Operations  
 KPP – Key Performance Parameter  
 KSA – Key System Attribute

APA – Additional Performance Attribute  
 OMS/MP – Operational Mode Summary/Mission Profile  
 DODAF – DoD Architecture Framework  
 MOE – Measure of Effectiveness  
 MOS – Measure of Suitability  
 MOP – Measure of Performance

Certification Courses					Core + / Just In Time Courses		
CLR-101	RQM-110	RQM-310	RQM-403	RQM-413	CLR-151	CLR-250	CLR-252
X	X			X	X		

- RQM-110 Describes Intel Support Requirements for the DCR, ICD, CDD and CPD
  - Includes threat assessment and intel certification process
- Dedicated Lesson in RQM-310
  - Role of the Intelligence Requirements Certification Office (IRCO)
  - Intelligence Support Categories
  - Threat to Development
  - Critical Intelligence Parameters (CIPs)
  - Counterintelligence
  - Intelligence Mission Data (IMD)
  - Intelligence Certification and IRCO process flow
- Path forward: Continue to refine intel integration/support requirements in RMCT. More emphasis on role of intel in AoA process (CLR-151). Provide information on intel support in CLR-151, RQM-403 and RQM-413

Certification Courses					Core + / Just In Time Courses		
CLR-101	RQM-110	RQM-310	RQM-403	RQM-413	CLR-151	CLR-250	CLR-252
X	X	X	X	X			X

- Dedicated Lesson in RQM-110
  - T&E Definitions, Types & Purpose (OT, DT, Live Fire, Interoperability)
  - JCIDS documents that guide T&E
  - T&E’s role in the Acquisition & JCIDS processes
  - Test Planning and key test documents (TEMP, Test Design Plans)
  - Translating capabilities into testable criteria
  - System performance criteria (mission tasks, MOS, MOE, MOP)
  - Test Reporting
- Dedicated Lesson in RQM-310
  - Development of the TEMP
  - Mission Oriented Testing & Metrics
  - Leveraging T&E knowledge in developing requirements
  - RM’s role in T&E activities
- T&E is also highlighted in CLR-101, RQM-403, RQM-413 and CLR-252
- Path forward: Continue to refine T&E material in RMCT

OT – Operational Test

DT – Developmental Test

TEMP – Test and Evaluation Master Plan

MOE – Measure of Effectiveness

MOS – Measure of Suitability

MOP – Measure of Performance

Certification Courses					Core + / Just In Time Courses		
CLR-101	RQM-110	RQM-310	RQM-403	RQM-413	CLR-151	CLR-250	CLR-252
X	X	X	X	X			

- Increase use of prototyping and experimentation is a BBP 3.0 initiative:
  - USD(AT&L) with VCJCS will conduct annual review with the Chiefs or Vice Chiefs and SAEs of major prototyping and experimentation efforts
  - ASD(R&E) will publish a database of existing government/industry experimentation capabilities and events and make recommendations for additional prototyping NLT July 30<sup>th</sup> each year
- NDAA 2016, Section 804, requires AT&L, with Comptroller, and VCJCS, to establish “middle tier” acquisition process that includes Rapid Prototyping using innovative technologies.
- Prototyping discussed/highlighted in dedicated S&T lesson in RQM-110.
  - Students provided information on how to access S&T plans and advanced technology development prototyping and other projects (DARPA and Services)
- Key technology transition efforts highlighted in RQM-110, RQM-403 and RQM-413.
- JCTDs and other prototypes and experiments discussed as a basis to identify capability requirements in CLR-101, RQM-110 and RQM-310
- Path forward: Provide students with access to results of BBP 3.0 prototyping and experimentation initiative (see above). Monitor implementation of Rapid Prototyping provision of NDAA 2016 and incorporate in RMCT

USD(AT&L) – Undersecretary of Defense for Acquisition, Technology, and Logistics  
 ASD(R&E) – Assistant Secretary of Defense for Research and Engineering  
 VCJCS – Vice Chairman, Joint Chiefs of Staff  
 SAE – Service Acquisition Executive  
 DARPA – Defense Advanced Research Projects Agency

Certification Courses					Core + / Just In Time Courses		
CLR-101	RQM-110	RQM-310	RQM-403	RQM-413	CLR-151	CLR-250	CLR-252
X	X	X	X	X	X	X	X

- Dedicated Lesson in RQM 110:
  - Life Cycle Cost (LCC) definitions
  - Relationship of LCC categories to funding appropriations
  - Congressional reporting requirements (SAR, APB, UCR)
  - Composition of Acquisition Program costs
  - Cost Estimating methods (Analogy, Parametric, Engineering, Actual Cost)
  - Acquisition Program Cost documents
  - Cost Review Process
  - Difference between LCC and Affordability
- Life cycle cost also discussed in RQM-310, RQM-403, RQM-413 and CLR-151
- RQM-110 and RQM-310 stress impact of poorly written performance attributes (KPP, KSA, APA), relationship to technical requirements/specs and resulting program cost; and, need for conduct of cost-performance trades before CDD validation
- Affordability constraints emphasized in certification courses, and in CLR-151 and CLR-250
- Path forward: Continue to refine and emphasize RM's role in controlling program costs: Well written performance attributes and participation in cost-performance trades

SAR – Selected Acquisition Report  
 APB – Acquisition Program Baseline  
 UCR – Unit Cost Report

KPP – Key Performance Parameter  
 KSA – Key System Attribute  
 APA – Additional Performance Attribute