

Appendix B: Competencies for CP 26

COMPETENCIES	GMM	OMF	M/F	PBS	MRD	FS	TD	CD	EM
TECHNICAL COMPETENCIES									
T1. MANPOWER POLICY AND GUIDANCE (EXECUTIVE/DOD/ARMY).	X	X	X	X			X		
T2. ARMY, MACOM, AND INSTALLATION MISSION/FUNCTIONS, AND ORGANIZATIONAL STRUCTURES OF TDA AND TOE/MTOE UNITS.	X	X			X	X	X	X	X
T3. POLICY AND PROGRAMS TO ESTABLISH CHANGE AND FORMALIZE MISSIONS, FUNCTIONS, AND ORGANIZATIONAL STRUCTURE.	X	X							
T4. MANAGEMENT INFORMATION AND WORKLOAD REPORTING SYSTEM.	X		X		X				X
T5. SYSTEMS INTERFACE AND THEIR EFFECTS ON MANPOWER AND EQUIPMENT.									
T6. MANPOWER ALLOCATION AND UTILIZATION AND CONTROL GUIDELINES.	X		X	X			X		

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T7. MANPOWER ALLOCATION PRINCIPLES, POLICIES, PROCESSES, AND PROCEDURES DEVELOPMENT.	X		X	X		X			
T8. MANPOWER ALLOCATION RULES AND WORKLOAD FACTORS UTILIZATION.			X						
T9. COMMERCIAL ACTIVITIES (CA) PROGRAM AND OTHER CONTRACTING OUT PROGRAMS.									
T10. EFFICIENCY REVIEW AND PRODUCTIVITY PROGRAMS.		X							
T11. BUDGET PREPARATION AND SUBMISSION PROCEDURES AND PROCESSES.				X					
T12. INTERRELATIONSHIPS OF FORCE STRUCTURE, MANPOWER, EQUIPMENT, BUDGET, AND AUTHORIZATIONS.	X		X	X		X		X	X
T13. MANPOWER REQUIREMENTS DETERMINATION PROGRAMS.	X				X				

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T14. KNOWLEDGE OF STANDARD APPLICATION, MAINTENANCE, AND DOCUMENTATION PROCEDURES.					X				
T15. WORK CENTER DESCRIPTION PREPARATION AND VALIDATION; AND SELECTION/DEFINITION OF WORKLOAD FACTORS AND WORK UNITS.					X				
T16. ARMY FUNCTIONAL DICTIONARY AND STANDARD WORK CENTER CODES AND DEFINITIONS.					X		X		
T17. STATISTICAL AND QUANTITATIVE ANALYSIS, OPERATIONS RESEARCH, AND MANAGEMENT/INDUSTRIAL ENGINEERING TECHNIQUES.					X				
T18. WORK MEASUREMENT TECHNIQUES (e.g., ENGINEERED TIME STUDIES, WORK SAMPLING, OPERATIONAL AUDIT, FUNCTIONAL MODELS).					X				
T19. MANPOWER SURVEY PROGRAM.	X				X				

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T20. STAFFING GUIDES MAINTENANCE AND APPLICATION.					X				
T21. PLANNING, PROGRAMMING, BUDGETING, AND EXECUTION SYSTEM (PPBES).				X					
T22. AUTHORIZATION AND DOCUMENTATION SYSTEMS.	X				X		X		X
T23. TOE/BOIP/MTOE/ TDA REVIEW AND ANALYSIS TECHNIQUES.	X						X	X	X
T24. DA PROGRAM BUDGET GUIDANCE DEVELOPMENT.				X		X			
T25. COMMAND PROGRAM BUDGET DOCUMENT DEVELOPMENT AND PROCESSING.				X		X			
T26. ARMY APPROPRIATION AND ACCOUNT STRUCTURE.			X	X		X			
T27. FORCE STRUCTURE ANALYSIS AND APPROVAL PROCESS.						X			

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T28. MANPOWER AND FORCE STRUCTURE INFORMATION SYSTEMS.				X		X	X		
T29. TOTAL ARMY ANALYSIS (TAA) PROCESS.				X		X			
T30. SYSTEMS/MATERIEL ACQUISITION AND FIELDING PROCESS.						X		X	X
T31. REQUIREMENTS DETERMINATION PROCESS.						X		X	
T32. BOIP.						X	X		X
T33. MANPOWER REQUIREMENTS CRITERIA PROGRAM.						X	X		X
T34. CONSOLIDATED TOE UPDATE (CTU).						X	X		X
T35. POLICIES AND PROCEDURES FOR POSITION CONVERSIONS, GRADE AND SPECIALTY CODE CHANGES, SPECIAL SKILL REQUIREMENTS.	X						X		

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T36. FORCE DEVELOPMENT INTER-RELATIONSHIPS AMONG ORGANIZATIONAL, FORCE, SYSTEMS, AND DOCUMENT INTEGRATION.						X	X	X	X
T37. MANPOWER REQUIREMENTS DETERMINATION FOR TOEs.								X	
T38. REQUIREMENTS SYSTEMS (TOE, BOIP).								X	
T39. TOE DEVELOPMENT POLICY, PROGRAMS, AND PROCESSES TO INCLUDE ANALYTICAL PROCEDURES.								X	
T40. ARMY TYPE CLASSIFICATION POLICY AND PROCEDURES.								X	X
T41. PROCESSING AND USE OF LINE ITEM NUMBER (LIN) DATA.								X	X
T42. FORCE DESIGN UPDATE (FDU).								X	

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T43. BATTLEFIELD CONCEPTS OF OPERATION AND INTEROPERABILITY DEPENDENCY OF TOE UNITS IN THEATER OPERATIONS.								X	
T44. EQUIPMENT REQUIREMENT, AUTHORIZATION, AND UTILIZATION POLICIES AND PROCEDURES.								X	X
T45. EQUIPMENT SURVEY POLICIES AND PROCEDURES.									
T46. ARMY CATALOGING SYSTEM.									

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SUPERVISORY COMPETENCIES									
T47. AUTOMATED INFORMATION MANAGEMENT SYSTEMS (e.g., SYSTEMS CAPABILITY, OPERATING A PERSONAL COMPUTER (PC), ACCESSING DATA BASES, CREATING AND MANIPULATING DATA FILES THROUGH INTEGRATED SOFTWARE PACKAGES).	X	X	X	X	X	X	X	X	X
T48. THE FEDERAL POSITION MANAGEMENT AND CLASSIFICATION STANDARDS, POSITION REVIEW, (AR 690-500, CHAPTER 501).	X	X	X	X	X	X	X	X	X
T49. MANAGEMENT-EMPLOYEE RELATIONS, INCLUDES ABSENCE AND LEAVE REGULATIONS, ADVERSE ACTION PROCEDURES, GRIEVANCE AND APPEAL PROCEDURES, DISCIPLINARY PROCEDURES, AWARDS, AND LABOR/UNION RELATIONS.	X	X	X	X	X	X	X	X	X
T50. SUPERVISORY RESPONSIBILITIES IN FEDERAL EEO (e.g., AFFIRMATIVE ACTION REQUIREMENTS, AVOIDANCE OF DISPARATE TREATMENT, PROHIBITED PERSONNEL PRACTICES).	X	X	X	X	X	X	X	X	X

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T51. FEDERAL MERIT PROMOTION/INTERNAL PLACEMENT PROCEDURES. INCLUDES VACANCY ANNOUNCEMENTS, REINSTATEMENT ELIGIBLE (AR 690-300 AND AR 690-335-1) AND THE EFFECTS OF SPECIAL PLACEMENT PROGRAMS (e.g., PRIORITY PLACEMENT PROGRAM (PPP), MILITARY SPOUSE PREFERENCE, HANDICAP PROGRAM) ON THESE PROCEDURES.	X	X	X	X	X	X	X	X	X
T52. EMPLOYEE DEVELOPMENT: INCLUDES PERFORMANCE APPRAISAL, PERFORMANCE AND CAREER COUNSELING (PREPARATION OF PLANS FOR EMPLOYEE DEVELOPMENT, PERFORMANCE FEEDBACK, GUIDANCE, REVIEW, GOAL SETTING, AND DEVELOPMENT OF PERFORMANCE STANDARDS IN ACCORDANCE WITH AR 690-400, CHAPTER 430).	X	X	X	X	X	X	X	X	X

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PROFESSIONAL COMPETENCIES									
P1. DIRECT WORK ACTIVITIES.	X	X	X	X	X	X	X	X	X
P2. PLAN AND ORGANIZE.	X	X	X	X	X	X	X	X	X
P3. HUMAN RELATIONS.	X	X	X	X	X	X	X	X	X
P4. ANALYZE.	X	X	X	X	X	X	X	X	X
P5. COMMUNICATE ORALLY.	X	X	X	X	X	X	X	X	X
P6. WRITE.	X	X	X	X	X	X	X	X	X
P7. INNOVATE.	X	X	X	X	X	X	X	X	X
P8. INITIATE ACTION.	X	X	X	X	X	X	X	X	X

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