

GSA ORDER

Subject: General Services Administration Acquisition Manual; GSAM Case 2024-G509, PPFs-C Bifurcation

1. Purpose. This order transmits a revision to the General Services Administration Acquisition Manual (GSAM) to revise GSAM section 501.672, Acquisition Certification Programs. The revisions to this section address the bifurcation of the Personal Property Disposal and Fleet Sales Certification (PPFS-C) Program into two certification programs (i.e., the Personal Property Disposal Certification (PPD-C) Program and the Fleet Sales Certification (FS-C) Program); and make other clarifying edits to the description and requirements of the other certification programs described in this section.
2. Background. In fiscal year 2022, the Federal Acquisition Service Office of Policy and Compliance, Personal Property Management Division, and Office of Fleet Management determined that the PPFs-C Program no longer met the needs of their individual workforces. As such, the decision was made to bifurcate the PPFs-C Program into two unique certification programs: the PPD-C Program and the FS-C Program.¹ This case revises GSAM 501.672 to reflect the bifurcation of the PPFs-C Program into the PPD-C and FS-C programs, respectively². This case also includes additional revisions to this section for purposes of clarifying existing requirements (e.g., waivers) as well as removing requirements that are managed within the certification program (e.g., the educational exception for certain warrants issued prior to October 1, 2015).
3. Effective date. September 20, 2024
4. Explanation of changes. This amendment includes non-regulatory changes. For full text changes of the amendment see Attachment A, GSAM Case 2024-G509 Text Line-In/LineOut.

This amendment revises the language in GSAM as summarized below:

501.672 Acquisition Certification Programs is revised as follows—

- Revise the section header as follows:
FROM: 501.672 Acquisition Certification Programs
TO: 501.672 Certification Programs
- Paragraph (a). Makes various minor technical edits, such as adding a paragraph header.

¹Information about these programs is available on the Acquisition Career page on the GSA Acquisition Portal at <https://insite.gsa.gov/acquisitionportal>.

²The legacy PPFs-C Program will remain valid for purposes of eligibility for corresponding warrants.

- Paragraph (b). Makes various minor technical edits to clarify existing requirements and ensure consistency amongst the various GSA specific certification programs described in this paragraph. These edits include, but are not limited to:
 - Removing the educational exception provided for certain warrants issued prior to October 1, 2015. Any exceptions will be identified with the applicable certification program requirements.
 - Revises subparagraph (b)(3) to solely reflect the PPD-C Program;
 - Adds a subparagraph for the FS-C Program; and
 - Adds a hyperlink to the Acquisition Portal page.
 - Paragraph (c). Revises the paragraph in its entirety to clarify existing requirements.
 - Paragraph (d). Makes various minor technical edits to clarify existing requirements.
 - Paragraph (e). Makes various minor technical edits, such as updating headers, providing a hyperlink to the Acquisition Portal page, and adding the title of the OFPP memo that is referenced in this paragraph.
5. Cancellation. Not Applicable
6. Point of contact. For clarification of content, contact the GSA Acquisition Policy Division, at gsarpolicy@gsa.gov. For questions about obtaining and maintaining certifications contact your Acquisition Career Navigator (ACN). Information about these certifications (e.g., PPD-C Program and FS-C Program) is also available on the Acquisition Career Management page on the GSA's Acquisition Portal at <https://insite.gsa.gov/acquisitionportal>.

Jeffrey Koses

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Date: 2024.09.13 17:46:11 -04'00'

Senior Procurement Executive
Office of Acquisition Policy
Office of Government-wide Policy

GSAM Case 2024-G509
GSAM Text, Line-In/Line-Out

GSAM Baseline: Change 187 effective 09/4/2024

- Additions to baseline made by rule are indicated by **[bold text in brackets]**
 - Deletions to baseline made by rule are indicated by ~~strikethroughs~~
 - Five asterisks (* * * * *) indicate that there are no revisions between the preceding and following sections
 - Three asterisks (* * *) indicate that there are no revisions between the material shown within a subsection
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Part 501 - General Services Administration Acquisition Regulation System

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Subpart 501.6 - Career Development, Contracting Authority, and Responsibilities

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501.672 ~~Acquisition Certification Programs.~~

(a) **[Federal Acquisition Certification (FAC) programs.]** All GSA employees are required to obtain and maintain ~~Federal Acquisition Certifications (FAC)~~ **[FACs]** and ~~GSA Specific Acquisition Certifications~~ as determined by the business **[and operational]** needs of their organization with emphasis upon the type of work they will perform. To obtain and maintain such ~~certifications~~ **[FACs]**, GSA employees shall comply with the ~~certification and training requirements~~ established by the OMB, OFPP, FAI[,] and GSA. Information about the **[FAC programs, including]** ~~certification and training requirements~~ **[for obtaining and maintaining certification,]** is available at <http://www.fai.gov> and **[on the Acquisition Career Management page on the]**GSA's Acquisition Portal at <https://insite.gsa.gov/acquisitionportal>.

(b) ~~GSA Specific Acquisition Certification Programs~~ **[GSA specific certification programs]**. The Senior Procurement Executive (SPE) has established agency-specific certification programs as ~~specializations~~ for ~~A~~ **[a]** ~~acquisition~~ ~~W~~ **[w]**orkforce (AWF) members who perform under acquisition and contracting authorities that are unique to GSA. The ~~AWF member shall obtain such credentials and complete specialty training relevant to the needs of their current job assignment, and will engage in relevant continuous learning to maintain the certification pursuant to the requirements of the program.~~ **[GSA employees, regardless of job series, may be required to obtain and maintain GSA specific certifications as determined by the business and operational needs of their organization with emphasis upon the type of work they will perform. Information about the following GSA specific certification programs, including requirements for obtaining and maintaining certification, is available on the Acquisition Career Management page on the GSA's Acquisition Portal at**

<https://insite.gsa.gov/acquisitionportal.>]

(1) **GSA Fleet Acquisition Certification [(Fleet-C)]Program-(Fleet-C).** [As required by business and operational needs, GSA Fleet personnel, regardless of job series, are required to obtain and maintain the Fleet-C.]GSA Fleet Acquisition employees working in the Accident Management Center (AMC) and Maintenance Control Center (MCC), when required by business and operational need and regardless of series will be required to obtain and maintain the Fleet-C certification, pursuant to GSA policy and guidance.

(i) **[Warrant requirement.** In order to be eligible for a Fleet Acquisition warrant, GSA Fleet personnel must hold a Fleet-C in “certified” status in the official governmentwide career management system of record.]The Fleet-C, in good standing, shall be required for warrant eligibility of Fleet personnel.

(ii) All Fleet Acquisition COs with warrants issued prior to October 1, 2015 shall be excepted from the education requirement for this certification program. Training and experience requirements shall not be excepted.

(2) **GSA Real Property Leasing Certification Program (LCP).** [As required by business and operational needs,]GSA Leasing, [Lease Administration,]Outleasing, and Site Acquisition C[c]ontracting O[o]fficers[,] regardless of [job]series, are required to obtain and maintain [the LCP certification]this certification, pursuant to GSA policy and guidance.

(i) **[Warrant requirement.** In order to be eligible for a Leasing, Lease Administration, Outleasing, or Site Acquisition warrant, GSA Leasing, Lease Administration, Outleasing, and Site Acquisition personnel must hold a LCP certification in “certified” status in the official governmentwide career management system of record.]This certification shall be required for warrant eligibility for Leasing, Outleasing, and Site Acquisition professionals.

(ii) All Leasing, Outleasing, and Site Acquisition COs with warrants issued prior to October 1, 2015 shall be excepted from the education requirement for this certification program. Training and experience requirements shall not be excepted.

(3) **GSA Personal Property Disposal-Fleet Sales Certification [(PPD-C)]Program (PPFS-C).** GSA Personal Property Disposal and/or Fleet Sales employees when required, by business and operational need and regardless of series, are required to obtain and maintain the PPFS-C certification, pursuant to the policy and guidance.[As required by business and operational needs, GSA personal property disposal personnel, regardless of job series, are required to obtain and maintain the PPD-C.]

(i) **[Warrant requirement.** In order to be eligible for a Personal Property Disposal warrant, GSA personal property disposal personnel must hold a PPD-C in “certified” status in the official governmentwide career management system of record.]The PPFS-C shall be required for warrant eligibility by all personal property disposal and fleet sales personnel.

(ii) All Personal Property Disposal-Fleet Sales COs (SCOs) with warrants issued prior to October 1, 2015 shall be excepted from the education requirement for this certification program. Training and experience requirements shall not be excepted.

[(4) GSA Fleet Sales Certification (FS-C) Program. As required by business and operational needs, GSA Fleet sales personnel, regardless of job series, are

required to obtain and maintain the FS-C.

(i) **Warrant requirement.** In order to be eligible for a Fleet Sales warrant, Fleet sales personnel must hold a FS-C in “certified” status in the official governmentwide career management system of record.]

~~(4)[(5)] GSA Real Property Disposal Certification [(RPD-C)]Program-(RPD-C).~~
[As required by business and operational needs,]GSA Real Property Disposal ~~C~~[c]ontracting officers ~~(Disposal COs)~~, regardless of [job]series, are required to obtain and maintain [the RPD-C]this certification pursuant to GSA policy and guidance.

(i) [Warrant requirement. In order to be eligible for an Real Property Disposal warrant, real property disposal personnel must hold a RPD-C in “certified” status in the official governmentwide career management system of record.]The RPD-C shall be required for warrant eligibility for real property disposal personnel.

~~(ii) All Disposal COs with warrants issued prior to October 1, 2015 shall be excepted from the education requirement for this certification program. Training and experience requirements shall not be excepted.~~

(c) ~~Surrender.~~[Certification self-revocation. With supervisory approval, an employee may surrender a certification as long as the certification is not required based on the employee’s job series, position description, and/or delegated procurement authority or contracting administration delegations. For surrender eligibility criteria, please refer to the guidance on the Acquisition Career Management page on the Acquisition Portal at <https://insite.gsa.gov/acquisitionportal>.

(1) In instances where the certification being surrendered is the basis for an employee's warrant, the warrant must be terminated before the employee surrenders the certification.]If an AWF member wishes to surrender their FAC or agency specific certification, their ACM POC must submit the request to AWD stating that the employee has:

- ~~(1) Attained approval for the termination from their supervisor,~~
- ~~(2) Confirmed that the certification is no longer needed within the next two fiscal years,~~
- ~~(3) Understood that, in order to obtain a new certification after the surrender, they will be required to complete the certification requirements in effect at that time, and~~
- ~~(4) Agreed that any warrant associated with their FAC-C or agency specific certification will be terminated.~~

(d) **Waivers.** The SPE may waive the[Federal Acquisition Certification in Contracting (FAC-C) (Professional)] requirements for a certification program[to support the hiring or promotion of an employee to grade GS-13 or higher]. Waivers will only be considered in compelling and well documented circumstances. This authority is non-delegable. Waivers are not transferable to other agencies. Waiver requests shall be submitted by the ACM POC for the requesting organization to the OGP Acquisition Workforce Division for review and routing to the SPE.

(e) **Reciprocity of C[c]ertification P[p]rograms.** Pursuant to the[GSA] policies and guidance established by GSA, the applicant shall present evidence of the Defense Acquisition Workforce Improvement Act (DAWIA) or FAC certification for consideration to obtain a FAC or agency-specific certification through reciprocity.[See the

Acquisition Career Management page on the Acquisition Portal at <https://insite.gsa.gov/acquisitionportal> for guidance on reciprocity.]

(1) *Reciprocity with DOD C[c]ertification P[p]rograms.* GSA may recognize DAWIA certifications (Public Law 101-510) issued by DOD activities.

(2) *Reciprocity with [between] FAC P[p]rograms.*

(i) *FAC-C[(Professional)] to FAC-COR.* Individuals certified as FAC-C[**(Professional)**] are considered to have met FAC-COR requirements [for all levels] per OMB Memo "**[Federal Acquisition Certification in Contracting Modernization]**" dated **January 19, 2023**". ~~Revisions to the FAC-COR" dated September 6, 2011 (see <https://www.fai.gov/>).~~ Individuals certified as FAC-C at Level I or higher are considered to have met the FAC-COR requirements for Level II or higher.

(ii) *FAC-P/PM to FAC-COR.* Individuals certified as FAC-P/PM are considered to have met FAC-COR requirements per OMB Memo "Revisions to the FAC-COR" dated September 6, 2011 (see <https://www.fai.gov/>). Individuals certified as FAC-P/PM Level II or higher are considered to have met the FAC-COR requirements for that same level.