5801.603-1 General

Authority for selection, appointment, and terminate an appointment for contracting officers is delegated to the DISA Head of the Contracting Activity (HCA).

(S-90) The types of contracting officer appointments are described in Table 1-3:

Table 1-3 Contracting Officer Appointments and Requirements

Type of Appointment	Amount	Training Qualifications	Assessment Requirements	SF 1402 Statement
Communications Management & Control Activity (CMCA)	$25K / $100K	CON 237	None	Contract authority is limited to $25,000 for any contract action for information technology services and equipment in support of the US Secret Service, the Office of the Secretary of Defense, and Office of Special Events. During Presidential Election years, from 1 April through 30 November, this contract authority is increased to $100,000. Termination authority is limited to the amount of contract authority.
Closeout	SAT	CON 1100V	- 1 year experience in contracting.	Contract authority is limited to contract closeout actions up to the Simplified Acquisition Threshold (SAT). No termination authority is granted.

Closeout	Varies up to $25M	DAWIA Contracting Professional Certification	- 2 years experience in contracting. - Passing of 30 question “Contracting Officer Appointment Test”.	Contract authority is limited to contract closeout actions up to $xxx,xxx. No termination authority is granted.
White House Communications Agency (WHCA)	Varies up to $6.5M	DAWIA Contracting Professional Certification	- 2 years experience in contracting. - Passing of 30 question “Contracting Officer Appointment Test”.	Contract authority is limited to $xxx,xxx for any contract action; except, contract authority is $xxx,xxx for orders issued against existing Government contracts or contracts established under FAR Part 8 and Part 16 procedures. No authority to contract for telecommunications services that are usage based, including monthly recurring charges, or are subject to regulatory tariffs is included. Termination authority is limited to the amount of contract authority.
Limited	SAT	CON 1100V	- 1 years experience in contracting. -Passing of 30 question “Contracting Officer Appointment Test”.	Contract authority is limited contract actions up to the Simplified Acquisition Threshold (SAT). Termination authority is limited to the amount of contract authority.

Limited	$1M, $5M, $10M	DAWIA Contracting Professional Certification	- 2 years experience in contracting. - Passing of 30 question “Contracting Officer Appointment Test”.	Contract authority is limited to $xxx,xxx for any contract action. Termination authority is limited to the amount of contract authority.
Limited	$25M, $50M, $100M, $250M, $500M	DAWIA Contracting Professional Certification	- 2 years experience in contracting. - Passing of 50 question “Contracting Officer Appointment Test”.	Contract authority is limited to $xxx,xxx for any contract action. Termination authority is limited to the amount of contract authority.
Unlimited	Unlimited	DAWIA Contracting Professional Certification	- 4 years experience in contracting. - Passing of a “Contracting Officer Appointment Test” (either 30, 40 or 50 questions; if the applicant has never taken the Contracting Officer Appointment Test, the applicant must pass a 50-question test) -Passing a “Contracting Officer Appointment Review Board”.	No limitations.

(S-91) *Waivers.* The HCA may waive warrant requirements on a case-by-case basis.

(S-92) *Type of Assessments.* The types of assessments are described in Table 1-3 and below. It is the responsibility of a candidate’s supervisory chain, CoCO and HCO to ensure a candidate is prepared for each of the three requirements.

Table 1-4 Contracting Officer Assessment Requirements

Type of Assessment	Required For
1. Years Experience in Contracting.	All warrants; see Table 1-2 for exceptions
2. Contracting Officer Appointment Test	All warrants; see Table 1-2 for number of questions and exceptions
3. Contracting Officer Appointment Review Board	Unlimited warrants

(S-93) *Contracting Officer Appointment Procedures*. The procedures for this section can be found at https://dod365.sharepoint-mil.us/sites/disa-PL2/SitePages/Corporate-Library.aspx .

Parent topic: SUBPART 5801.6 – CAREER DEVELOPMENT, CONTRACTING AUTHORITY, AND RESPONSIBILITIES