



United States Department of Defense
Defense Standardization Program Training

Defense Standardization Workshop (WSE 023)



The Defense Standardization Workshop (WSE 023) is a two-day workshop for no more than 30 participants (dependent on facility) provided at the customer's facility. It is offered on a fee-for-service basis (customer pays for materials and faculty TDY, if applicable) and provides 14 Continuous Learning Points for participants.

This workshop is intended to supplement CLE 028, Market Research for Technical Personnel; CLE 064, Standardization in the Acquisition Lifecycle; and CLE 065, Standardization Documents by providing participants an opportunity to discuss and apply the standardization policies, processes, and tools discussed in the continuous learning modules

Upon completion of the course, the student should be able to:

1. Apply standardization documents (existing or newly-developed) to meet essential user's needs at best value to the Government.
2. State performance based requirements consistent with DoD policy.
3. Apply techniques that promote the use of commercial products and practices.
4. Revise or create acquisition support documents utilizing market research.

Target Audience: Members of the Engineering and Acquisition Workforce who have responsibility for developing, reviewing, coordinating, and managing Department of Defense Specifications and Standards or who otherwise support the Department of Defense in making standardization decisions.

Prerequisites: Attendees should have completed:

CLE 028, Market Research for Technical Personnel

CLE 064, Standardization in the Acquisition Lifecycle

CLE 065, Standardization Documents

Registered for an account on ASSIST Online (not just ASSIST QuickSearch)

Classroom Requirements:

- a. Computer with internet access for every 2 participants (1 per participant preferred)
- b. Projection system with internet access for Instructors
- c. Table/space for instructor not on platform
- d. Preferred students can sit in groups
- e. Preferred: Shared drive for in-classroom access

Syllabus/Workshop Outline:

Standardization Documents – Review and brief description of standardization documents used within the Department of Defense



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Stating Requirements – Review of policies on stating requirements including Market Research and preference for performance requirements, includes a short knowledge review

Commercial Item Descriptions – Review of format, content and policies regarding CIDS, includes an exercise on reviewing CIDs (CID to be provided by customer)

Specification Simulation - Review of format, content and policies regarding Defense Specifications, includes an exercise on formatting and structuring a Defense Specification (If preferred this could be changed to a classroom review and discussion of a Defense Specification provided by the customer)

ASSIST – Overview and description of the functionality of the ASSIST Database, includes an exercise tailored to the customer needs.

NOTE: Time is also allocated to allow the offering sponsor to explain to the participants local practices and policies and why the workshop is important to their organization. Specific content for an offering can be tailored to best fit the customer's needs, i.e. time scheduled for a specific topic/module can be adjusted based on local needs.

Bringing the Defense Standardization Workshop (WSE 023) to my site location: To schedule a DSW (WSE 023) at your location please contact Jim Weitzner, (240) 895-7326 or james.weitzner@dau.mil, and he will help to coordinate scheduling and pricing for an offering.

DAU requires a funding document prior to commitment. Once funding is received, DAU will need a two week lead time to allow for printing of materials and processing orders.

For more information, please go to www.dau.mil and search for WSE 023.