**Security Cooperation Codes Definitions**

**Competency Definition** – A competency definition conveys the work required to perform job tasks and is typically written as a statement of an observable, measurable pattern of knowledge, skills, and abilities. Definitions should also include behaviors associated with job performance

**Key SC workforce Billet or Position definition**: “Key SCW billets or positions include duties and responsibilities which require the incumbent to issue guidance, make decisions, and/or direct SC activities that directly affect the execution of SC programs or activities.” *Provided by OSD/OGC* Positions/billets are nominated by the component for approval by the Director, Defense Security Cooperation Agency

**SC Certification Levels**

**Level 1** – Basic – General knowledge and understanding of Security Cooperation (SC).

**Level 2** – Intermediate -Builds on Basic level. Focus is on developing technical knowledge and understanding of one AoC in the context of broader SC.

**Level 3** – Advanced – Builds on Intermediate level. Focus is on increased technical mastery of one AoC in the context of broader SC.

**Level 4** – Expert -Builds on Advanced level. Focus is on developing a broader understanding of SC as an instrument of U.S. national security. Requires cross-training in a second AoC at the Intermediate level.

**Security Cooperation** – The full continuum of activities undertaken by the DOD to encourage and enable international partners to work with the United States to achieve strategic objectives.

**Security Cooperation Workforce** – Employees of USG agencies within the Security Cooperation community.

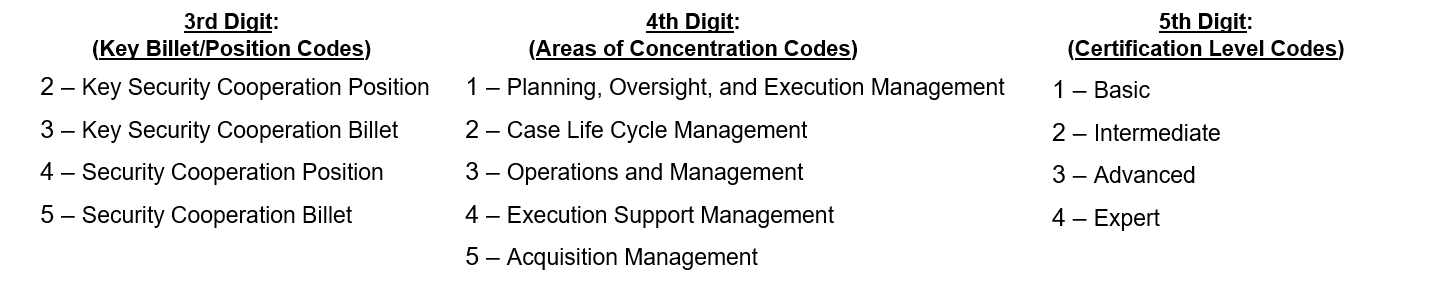
**Security Cooperation Workforce Competencies** – An inventory of DoD Security Cooperation competencies by functions that cut across occupational series, that are incorporated into the full range of life-cycle management practices (from accession through separation) and may be comprised of technical and non-technical competency requirements.

**Areas of Concentration**: Grouped similar SC functions to organize competency-based curriculum.

* **SC Planning, Oversight and Execution Management. Focus on:**Broad planning, policy development, oversight, and execution of SC activities and programs. Also includes management of SC programs, intelligence cooperation, mil-to-mil engagements and defense institution building.
* **SC Case Life Cycle Management. Focus on:**  
  Building partnership capacity/foreign military sales (BPC/FMS) case execution, including case development, management, and execution (financial, logistics, and training management).
* **SCO Operations and Management. Focus on:**  
  SC activities conducted by a security cooperation office (SCO). This would typically include most GS and military SCO staff and some CCMD staff.
* **SC Execution Support Management. Focus on:**  
  SC execution not in another AoC , including SC support staff, International Military Student Offices, State Partnership Program, etc.
* **SC Acquisition Management. Focus on:**  
  Acquiring defense articles and services using the DoD acquisition process for our international partners.

**Security Cooperation Commercial Activity Function Codes Structure**

Per the above guidelines, below are standard codes to be used across the SC community. SC codes include three fields (Key billet, Area of Concentration, and Certification Level) according to the below structure:



**Security Cooperation Commercial Activity Function Codes List**

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| --- | --- | --- | --- |
| **Code** | **Description** | **Code** | **Description** |
| SC211 | Planning O &E Basic - (Key Security Cooperation - Civilian) | SC311 | Planning O &E Basic - (Key Security Cooperation - Military) |
| SC212 | Planning O &E Inter - (Key Security Cooperation - Civilian) | SC312 | Planning O &E Inter - (Key Security Cooperation - Military) |
| SC213 | Planning O &E Adv - (Key Security Cooperation - Civilian) | SC313 | Planning O &E Adv - (Key Security Cooperation - Military) |
| SC214 | Planning O &E Exp - (Key Security Cooperation - Civilian) | SC314 | Planning O &E Exp - (Key Security Cooperation - Military) |
| SC221 | Case Mgmt Basic - (Key Security Cooperation - Civilian) | SC321 | Case Mgmt Basic - (Key Security Cooperation - Military) |
| SC222 | Case Mgmt Inter - (Key Security Cooperation - Civilian) | SC322 | Case Mgmt Inter - (Key Security Cooperation - Military) |
| SC223 | Case Mgmt Adv - (Key Security Cooperation - Civilian) | SC323 | Case Mgmt Adv - (Key Security Cooperation - Military) |
| SC224 | Case Mgmt Exp - (Key Security Cooperation - Civilian) | SC324 | Case Mgmt Exp - (Key Security Cooperation - Military) |
| SC231 | Ops Mgmt Basic - (Key Security Cooperation - Civilian) | SC331 | Ops Mgmt Basic - (Key Security Cooperation - Military) |
| SC232 | Ops Mgmt Inter - (Key Security Cooperation - Civilian) | SC332 | Ops Mgmt Inter - (Key Security Cooperation - Military) |
| SC233 | Ops Mgmt Adv - (Key Security Cooperation - Civilian) | SC333 | Ops Mgmt Adv - (Key Security Cooperation - Military) |
| SC234 | Ops Mgmt Exp - (Key Security Cooperation - Civilian) | SC334 | Ops Mgmt Exp - (Key Security Cooperation - Military) |
| SC241 | Exec Spt Mgmt Basic - (Key Security Cooperation - Civilian) | SC341 | Exec Spt Mgmt Basic - (Key Security Cooperation - Military) |
| SC242 | Exec Spt Mgmt Inter - (Key Security Cooperation - Civilian) | SC342 | Exec Spt Mgmt Inter - (Key Security Cooperation - Military) |
| SC243 | Exec Spt Mgmt Adv - (Key Security Cooperation - Civilian) | SC343 | Exec Spt Mgmt Adv - (Key Security Cooperation - Military) |
| SC244 | Exec Spt Mgmt Exp - (Key Security Cooperation - Civilian) | SC344 | Exec Spt Mgmt Exp - (Key Security Cooperation - Military) |
| SC251 | Acq Mgmt Basic - (Key Security Cooperation - Civilian) | SC351 | Acq Mgmt Basic - (Key Security Cooperation - Military) |
| SC252 | Acq Mgmt Inter - (Key Security Cooperation - Civilian) | SC352 | Acq Mgmt Inter - (Key Security Cooperation - Military) |
| SC253 | Acq Mgmt Adv - (Key Security Cooperation - Civilian) | SC353 | Acq Mgmt Adv - (Key Security Cooperation - Military) |
| SC254 | Acq Mgmt Exp - (Key Security Cooperation - Civilian) | SC354 | Acq Mgmt Exp - (Key Security Cooperation - Military) |

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| **Code** | **Description** | **Code** | **Description** |
| SC411 | Planning O &E Basic - (Security Cooperation - Civilian) | SC511 | Planning O &E Basic - (Security Cooperation - Military) |
| SC412 | Planning O &E Inter - (Security Cooperation - Civilian) | SC512 | Planning O &E Inter - (Security Cooperation - Military) |
| SC413 | Planning O &E Adv - (Security Cooperation - Civilian) | SC513 | Planning O &E Adv - (Security Cooperation - Military) |
| SC414 | Planning O &E Exp - (Security Cooperation - Civilian) | SC514 | Planning O &E Exp - (Security Cooperation - Military) |
| SC421 | Case Mgmt Basic - (Security Cooperation - Civilian) | SC521 | Case Mgmt Basic - (Security Cooperation - Military) |
| SC422 | Case Mgmt Inter - (Security Cooperation - Civilian) | SC522 | Case Mgmt Inter - (Security Cooperation - Military) |
| SC423 | Case Mgmt Adv - (Security Cooperation - Civilian) | SC523 | Case Mgmt Adv - (Security Cooperation - Military) |
| SC424 | Case Mgmt Exp - (Security Cooperation - Civilian) | SC524 | Case Mgmt Exp - (Security Cooperation - Military) |
| SC431 | Ops Mgmt Basic - (Security Cooperation - Civilian) | SC531 | Ops Mgmt Basic - (Security Cooperation - Military) |
| SC432 | Ops Mgmt Inter - (Security Cooperation - Civilian) | SC532 | Ops Mgmt Inter - (Security Cooperation - Military) |
| SC433 | Ops Mgmt Adv - (Security Cooperation - Civilian) | SC533 | Ops Mgmt Adv - (Security Cooperation - Military) |
| SC434 | Ops Mgmt Exp - (Security Cooperation - Civilian) | SC534 | Ops Mgmt Exp - (Security Cooperation - Military) |
| SC441 | Exec Spt Mgmt Basic - (Security Cooperation - Civilian) | SC541 | Exec Spt Mgmt Basic - (Security Cooperation - Military) |
| SC442 | Exec Spt Mgmt Inter - (Security Cooperation - Civilian) | SC542 | Exec Spt Mgmt Inter - (Security Cooperation - Military) |
| SC443 | Exec Spt Mgmt Adv - (Security Cooperation - Civilian) | SC543 | Exec Spt Mgmt Adv - (Security Cooperation - Military) |
| SC444 | Exec Spt Mgmt Exp - (Security Cooperation - Civilian) | SC544 | Exec Spt Mgmt Exp - (Security Cooperation - Military) |
| SC451 | Acq Mgmt Basic - (Security Cooperation - Civilian) | SC551 | Acq Mgmt Basic - (Security Cooperation - Military) |
| SC452 | Acq Mgmt Inter - (Security Cooperation - Civilian) | SC552 | Acq Mgmt Inter - (Security Cooperation - Military) |
| SC453 | Acq Mgmt Adv - (Security Cooperation - Civilian) | SC553 | Acq Mgmt Adv - (Security Cooperation - Military) |
| SC454 | Acq Mgmt Exp - (Security Cooperation - Civilian) | SC554 | Acq Mgmt Exp - (Security Cooperation - Military) |