

**Commerce Acquisition Manual**  
**CAM Notice 23-03**

- 1. Title or Purpose:** Contracting Officer Representative Certification Program
- 2. File in:** Commerce Acquisition Manual (CAM) Part 1, Subpart 6  
1301.670
- 3. Effective:** December 15, 2022
- 4. Applicability:** This CAM is applicable to all Department of Commerce operating units and prescribes policy and procedures for the Contracting Officer Representative Certification Program.
- 5. Supersedes:** CAM 1301.670, *Contracting Officer Representative Certification Program* (August 2020).
- 6. Summary:** CAM 1301.670, *Contracting Officer Representative Certification Program* is hereby amended to streamline the Federal Acquisition Certification process for Contracting Officer's Representatives (FAC-COR) Level I to take advantage of the automated feature in Cornerstone OnDemand (CSOD), align training classes with the Federal Acquisition Institute, and remove references to FAITAS. The revisions enable leveraging the learning assignment tool in CSOD to retain the comprehensive training requirements of the Department's certification program. Also included are minor amendments to the language and an update of links.  
  
Removed from this draft are Appendix D - *FAC-COR Application Instructions* and Appendix I - *Contracting Matrix*.

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