

# CONTRACTING OFFICER'S REPRESENTATIVE TRAINING REQUIREMENTS FOR FAA/FAI FAC-COR CERTIFICATION



**Federal Aviation  
Administration**

Three levels of COR certification are based on relative contract and task order complexity with the following requirements:

	Training	Experience	Continuous Learning
Certification Level I	8 hours within past 2 years	N/A	8 CLP every 2 years
Certification Level II	40 hours within past 2 years	1 year	40 CLP every 2 years
Certification Level III	60 hours within past 2 years	2 years	40 CLP every 2 years

Individuals must document successful completion of at least one of the following COR-related training courses or equivalents:

- FAA60004585/FCR100 – Contracting Officer's Representative Level I (7 hours, online)
- FAA60004227/CLM024 – Contracting Overview (8 hours, online)
- FAA60000126/CLC222 – Contracting Officer's Representative Course (32 hours, online)
- FAA04200 – COR/COTR Basic Training (40 hours, classroom)

The following courses are suggested to complete the minimum training and CLP requirements for each level. Options for classroom as well as online and correspondence classes are available.

## CLASSROOM COURSES

COURSE NUMBER	TITLE	HOURS
FAA60004257	AMS Procurement	24
FAA30200142	Appropriations Law Refresher	8
FAA 05727	Appropriations Law Seminar	24
FAA04230	COR/COTR Refresher Training	8
FAA04215	Earned Value Management Basic	16
FAA04203	FAMS	40
FAA60004400	Introduction to AMS	8
FAA04213	Introduction to Cost Estimating	16
FAA04207	Introduction to FAA Risk Management	16
FAA04022	JRC Readiness Workshop	6.5
FAA60004480	Leading Federal Government Projects I	16
FAA60004481	Managing Federal Government Projects	24
FAA60004481	Managing Federal Government Projects	24
FAA04225	Requirements Analysis and Development Workshop	16
FAA60004235	Writing Performance Work Statements	24

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## ONLINE AND CORRESPONDENCE COURSES

COURSE NUMBER	TITLE	HOURS
FAA60004466/CLC-024	Basic Math Tutorial	1
FAA60004312/CLC-131	Commercial Item Pricing	1
FAA60004347/FAC-008	Competition in Contracting Act (CICA)	1
FAA60004983	Configuration Management Awareness	TBD
FAA60004328/FAC033	Contract Management: Strategies for Mission Success	3
FAA60004348/CLC-133	Contract Payment Instructions	1
FAA60004246/CLC007	Contract Source Selection	3
FAA60004247/CLC011	Contracting for the Rest of Us	2
FAA60004228/CLC106	COR with a Mission Focus	8
FAA04235	Human Factors Awareness	TBD
FAA60000127/CLM031	Improved Statement of Work	4
FAA60004353/CLC-008	Indirect Costs	1
CLM005	Industry Proposals and Communication	3
FAA60004334/CLB016	Introduction to Earned Value Management	1
FAA44518001	Introduction to Integrated Logistics (correspondence)	40
FAA60004249/CLM014	IPT Management and Leadership	8
FAA60004244/CLC004	Market Research	3
FAA60000132/CLE028	Market Research for Technical Personnel	4
FAA60000071/CLM003	Overview of Acquisition Ethics	2
FAA60004340/CLC-026	Performance Based Payments Overview	1
FAA60004339/CLC-040	Predictive Analysis and Scheduling	1
FAA60004327/CLM017	Risk Management	8
FAA60004405/CLC-009	Service-Disabled Veteran-Owned Small Business Program	1
FAA60004229/CLC013	Services Acquisition	3
FAA60004314/CLC-060	Time and Materials Contracts	1
FAA60004313/CLC-051	Time Management	1

Resources are available to answer questions regarding the COR Certification process and training options:

COR Profession Lead: Renee Carter  
ACQ/Acquisition Career Management, AAP-300  
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Training POC: Janice Stackhouse  
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