



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE  
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WASHINGTON, DC 20301-3000

INDUSTRIAL BASE POLICY

MEMORANDUM FOR SMALL BUSINESS PROFESSIONALS

SUBJECT: New CSBP 001A Small Business Professional Credential Program

This memorandum serves as follow-up to the memo issued on October 6, 2023, regarding the upcoming change to the CSBP 001, Small Business Professional Credential. DAU needed to make adjustments to bring the CSBP 001 into compliance with the Defense Acquisition Credential Program, which requires credentialing courses to be able to be completed in 12 months or less.

DAU has brought the credential program into compliance by reducing the number of hours and courses in the program. As a result, the CSBP 001 is no longer available for new enrollments effective March 27, 2024. Three legacy Virtual Instructor-Led Training (VILT) courses - SBP 102V, SBP 202V, and SBP 210V - included in this credential are also no longer available for enrollment and will be retired. Students currently enrolled in the credential can continue towards credential completion. A new credential, **CSBP 001A, Small Business Professional Credential**, will be deployed by September 30, 2024. This new credential will require students to complete a total of four courses and the capstone assessment. The four courses will include:

- SBP 1010, Introduction of Small Business Programs, Part A;
- SBP 2010, Intermediate Small Business Programs, Part A;
- SBP 2020V (replaces SBP 102V/SBP 202V), Intermediate Small Business Programs, Part B; and
- SBP 2100V (replace SBP 210V), Subcontracting.

Students will have the option to pursue equivalency for the two new courses for two years after CSBP 001A is deployed.

DAU must still develop a credential renewal requirement. The OSBP workforce development team will work in concert with DAU to establish this new requirement that will begin in April 2026. This will give individuals the ability to renew their credential before it expires.

As the Knowledge Area Lead, I remain committed to your success and encourage you to obtain the new **CSBP 001A, Small Business Professional Credential** when it is deployed later this year. DAU will provide an update on this credential change to the acquisition workforce at the DoD Small Business Training Week 2024 conference. This information will also be discussed during a DAU webinar scheduled for May 22, 2024, from 1:00-3:00 ET.

Please direct questions on this matter to Dr. Jacqueline Charles, Associate Director of Policy, Subcontracting, and Workforce Development at [jacqueline.a.charles2.civ@mail.mil](mailto:jacqueline.a.charles2.civ@mail.mil) or Mr. Kenneth Carkhuff, DAU Learning Director for Small Business at [kenneth.carkhuff@dau.edu](mailto:kenneth.carkhuff@dau.edu).

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