



**US Army Corps
of Engineers®
Headquarters**



COVE POLICY LETTER # 2020-05

April 30, 2020

SUBJECT: Value Community of Practice Organization

PURPOSE: The purpose of this memorandum is to update the organizational structure of the Value Community of Practice (V-CoP).

STRUCTURE: The V-CoP is made up of the following positions, assignments, and functions. While this COVE does not provide a comprehensive list of position duties, the key roles, responsibilities, and requirements are identified below. All staff are expected to be active participants in the V-CoP.

“Appointed” positions receive delegated legal authority in the form of a warrant¹, based on progression through the Apprenticeship Program. “Assigned” positions may be additional duties to an existing position internal or external to the V-CoP or full time duties assigned to the Office of Value Expertise (OVx).

1. Headquarters USACE Chief Value Officer (CVO)

- a. Appointed as the Senior Accountable Official (SAO) for USACE by the Chief of Engineers, and Commander, USACE.
- b. V-CoP lead and HQUSACE proponent
- c. Interprets external requirements; sets/issues policy & guidance for USACE
- d. Reviews USACE Value Program performance to ensure compliance with statutory and regulatory requirements
- e. Sole authority for issuing and revoking qualifications, warrants, and assignments
- f. Oversees the HQUSACE VE Training Program
- g. Participates in advertisement and selection processes (directly or by designee) for all Value Program positions
- h. Required to possess Certified Value Specialist (CVS) and Specialist in Value Management (SVM)² certifications

2. Deputy Chief Value Officer (DCVO)

- a. Assigned to position and appointed warrant authority by CVO
- b. Assists CVO with roles and responsibilities
- c. Serves as acting CVO in their absence
- d. Acts as team leader for OVx team members
- e. Required to possess CVS and SVM certifications

3. Office of Value Expertise (OVx)

- a. Assigned to position and appointed warrant authority by CVO

^{1,2,3}For more information on these certifications, see COVE policy letters 2020-02 Value Management Qualification Requirements and 2020-03 Value Program Warrant Authority.

- b. May review and sign VMPs as District Value Officer (DVO) or Regional Value Officer (RVO) as a temporary solution for Districts and Divisions to maintain Value Program compliance; however, cannot sign for CVO or interpret policy for SAO
- c. Positions include the following:
 - i. Assistant Chief for Operations (AC-O)
 - ii. Assistant Chief for Management & Reporting (AC-M&R)
 - iii. Assistant Chief for Competency & Capabilities (AC-C&C)
 - iv. Assistant Chief for Expertise & Qualifications (AC-E&Q)
- d. Supports CVO and V-CoP with program management functions, oversight, mentoring, training, and technical support
- e. Maintains policy, guidance, and technical tools of the USACE Value Program
- f. Positions may be full time based on funding availability
- g. Conducts audits of District/MSV Value Programs
- h. Approves Programmatic Studies for implementation/bridging
- i. All OVx positions are required to achieve CVS and SVM certifications, regardless of duties

4. **Cadre**

- a. Assigned title by CVO & the appropriate Assistant Chief
- b. Serves in technical capacity (study team leader, facilitator) and/or training capacity (instructor for one or more VE courses)
- c. Required to achieve CVS certification (technical) or SVM qualification (training)

5. **Major Subordinate Command Value Program Manager (MSC VPgM)**

- a. Designated by MSC Commander as Special Advisor to the MSC Commander
- b. Responsible for MSC VE internal and external reporting (i.e., UCG metrics, Annual Plan, Annual Report)
- c. Conducts periodic inspections and audits of District Value Programs within their region
- d. Works with Districts to staff and develop DVOs, including monitoring their training and career progression needs
- e. Participates in Programmatic Studies within MSC
- f. Required to achieve Apprentice of Value Management (AVM)³ certification within first year
- g. May also serve as RVO if qualified

6. **Regional Value Officer (RVO)**

- a. Must possess AVM certification or higher to serve as RVO
- b. Required to achieve SVM certification within four years from initial Value Program position start date (not RVO start date)
- c. Designated by MSC Commander at the recommendation of the MSC VPgM and CVO
- d. Appointed by CVO with warrant authority
- e. Conducts oversight of DVOs within MSC
- f. Mentors and monitors qualifications of DVOs within MSC
- g. Conducts periodic inspections and audits of District Value Programs in coordination with MSC VPgM

^{1,2,3}For more information on these certifications, see COVE policy letters 2020-02 Value Management Qualification Requirements and 2020-03 Value Program Warrant Authority.

- h. Position may be assigned to DVO or MSC VPgM as long as they are qualified in Value Management. If assigned to DVO, they must be supported and resourced as necessary to complete roles and responsibilities of both DVO and RVO position.

7. District Value Officer (DVO)

- a. Designated by the District/Engineering Center Commander as the Special Advisor to the Commander for Value Engineering
- b. Appointed with warrant authority by CVO
 - i. Required to achieve AVM qualification within first year to be granted a Limited Warrant³
 - ii. Required to achieve SVM qualification within four years to be appointed an Unlimited Warrant³
- c. Required to be minimum primary duties; if the DVO has collateral duties, those duties must be secondary in both nature and precedent to DVO duties
- d. Serves as the District subject matter expert on VE and value improvement
- e. Screens procurements and advises Project Delivery Teams (PDTs) on appropriate application of the Value Methodology
- f. Participates in value studies and any other value improvement efforts
- g. Conducts District VE program management functions (e.g., documentation, reporting, training staff)
- h. Prepares and maintains the District Commander's VE Annual Plan & Annual Report

8. Assistant District Value Officer (A-DVO)

- a. Identified by DVO via memo request routed through MSC VPgM to CDL-AII-OVx@usace.army.mil for approval
- b. Supports DVO with District workload and/or trains in anticipation of becoming DVO as a succession plan
- c. Bears no delegated legal authority for determining application of the Value Methodology (i.e., cannot approve Value Management Plans)
- d. Required to attend USACE Value Management Course within first year

OPERATIONAL CONCEPT: At a minimum, there will be one DVO in each District and one RVO per Division. Each Division may choose to organize their regional V-CoP to best suit their unique structure, needs, and existing level of expertise granted that this operational concept is met.

To maintain clear delineation of authority and the individual role as the Special Advisor to the Commander, there shall be only one designated DVO per District. Generally, deviations from this concept are not recommended; past experience has shown negative impacts to Value Program execution and District/Region performance.

^{1,2,3}For more information on these certifications, see COVE policy letters 2020-02 Value Management Qualification Requirements and 2020-03 Value Program Warrant Authority.

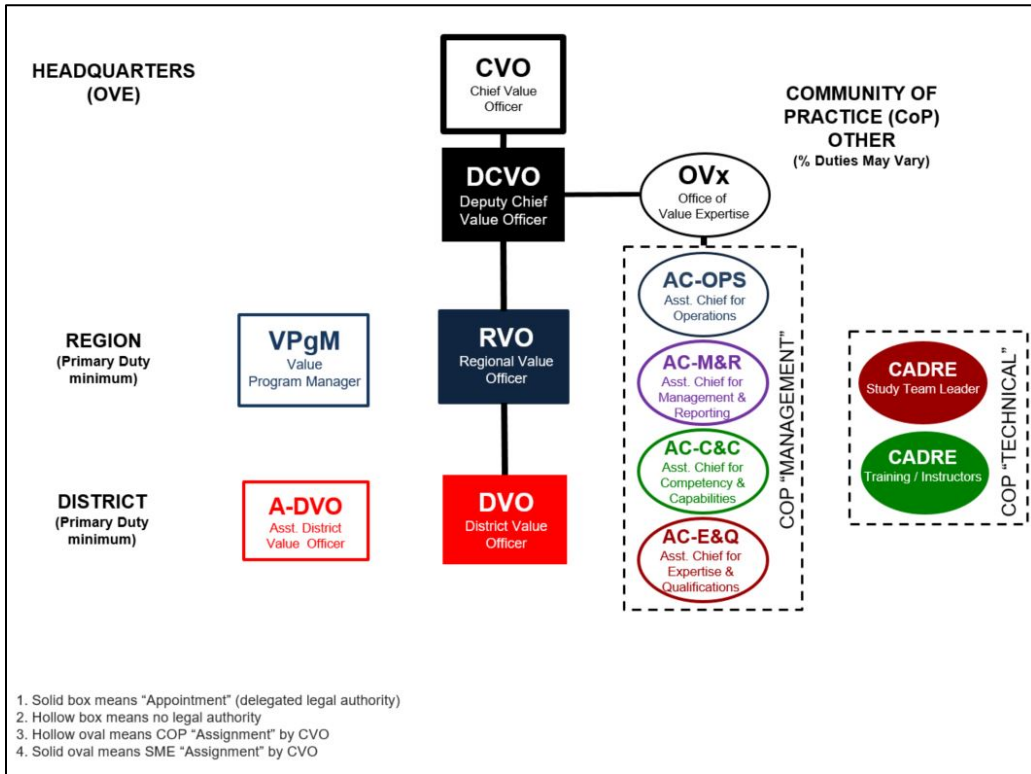


Figure 1. V-CoP Organizational Structure

IMPLEMENTATION: All V-CoP members from this point forward are subject to the position requirements identified above. Any questions should be directed to the undersigned through the Office of Value Expertise (OVx) at CDL-ALL-OVx@usace.army.mil.

Jeffery T Hooghouse, RA, DBIA, CVS
 Chief Value Officer
 US Army Corps of Engineers, HQ