

# Pathways to Project Success

JULY 2008

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## What's New: Competency Modifications

The Certification Review Board announced new modifications to the work/development competencies. All persons coming forward for initial PMCDP certification or certification at a higher level will be required to comply with these modifications. These modifications will be included in the current updating of the Certification and Equivalency Guide.

Effective immediately, the Level 1 competency for COR training will require that this training be current (completed within the last five years).

The following requirements apply to all persons applying for certification at Levels 2, 3 or 4. Persons requesting certification at level 1 do not need to demonstrate experience as a FPD, only 3 years experience in project management.

- Beginning January 2009, FPDs will be required to submit the relevant Federal personnel form SF-50 with the certification package.

their certification package submittal:

- Leads the establishment and implementation of the Project Execution Plan;
  - Approves Level 2 project controls changes;
  - Presents the Quarterly Project Progress Reviews to the Acquisition Executive;
  - Serves as the Contracting Officer Technical Representative, as determined by the Contracting Officer; and
  - Serves as the single point of contact between Federal and contractor staff for all matters relating to the project and its performance.
- Beginning July 1, 2008, former experience must be documented with a copy of project documents naming the FPD. This can be through a variety of project documents such as, but not limited to:
    - Page from Project Execution Plan that names the FPD
    - Page from Program/Project Plan which names the FPD
    - ESSAB documents naming the FPD
    - Organization chart
  - If past experience can not be validated through documents such as those listed above, the FPD will be required to obtain a signed affidavit from their former immediate supervisor or site manager.





## Corrective Action Plan (CAP) Update

The Root Cause Analysis team completed the Contract and Project Management Corrective Action Plan (CAP); the roadmap for implementing process improvements identified in the Root Cause Analysis. We expect the CAP will be issued by the Secretary in July 2008.

The CAP is a result of close collaboration between DOE's headquarters and field professionals as well

as the Office of Management and Budget and the Government Accountability Office. It identifies the key corrective measures necessary to make the meaningful changes required to consistently deliver projects within cost and schedule performance parameters. These include, for example: disciplined upfront planning; adequate, skilled Federal contract and project management and oversight staff; realistic cost baselines

and associated funding profiles; and improved communication between the project director, project team members and senior management. The CAP also identifies a suite of performance metrics, annual targets and an action plan with milestones.

Look for more on the CAP in upcoming issues of *Pathways to Project Success*.

## PMCDP Spotlight On: Integrating Safety into Project Management

The objective of *Integrating Safety into Project Management* is to prepare participants to effectively apply safety management requirements throughout the project acquisition life cycle.

The course is invaluable to Federal Project Directors, prospective Federal Project Directors, and integrated project team members. Participants will learn how to clearly define and carry out Integrated Safety Management (ISM) and Quality Management (QM). Specifically, participants will learn the knowledge

and processes to successfully integrate safety management into their capital acquisition projects and the necessary information to ensure that all DOE projects comply with DOE standards of safety. Some key course topics include: safety requirements and the responsibilities of the FPD at each Critical Decision (CD) level; importance of alternatives analysis and conceptual design; and how to conduct a Failure Mode and Effects Analysis (FMEA) to control nuclear, environmental, and worker safety hazards.

Additionally, *Integrating Safety into Project Management* is being updated to include the latest information from DOE-STD-1189.

Past participants have commented, "The course's most valuable aspect was the overview of all the safety considerations throughout the entire CD lifecycle" and "the student manual and reference proved to be a valuable asset."

The next offerings begin on July 14 in Richland, WA and July 14, Pittsburgh, PA.

## Upcoming PMCDP Classes

### July

- 9-11 Earned Value Management (LI), Albuquerque
- 14-17 Integrating Safety into PM (LI), Richland
- 14-17 Integrating Safety into PM (LI), Pittsburgh
- 15-17 Contract Administration for Technical Reps(LI), Savannah River
- 22-24 Negotiation Strategies(L3), DC
- 29-31 Contract Administration for Technical Reps(LI), Los Alamos

### August

- 11-14 Integrating Safety into PM (LI), Savannah River
- 12-13 Planning for PBMC (LI), Cincinnati
- 12-14 Implementation and Management of PBMC (L3), DC
- 12-14 Labor Management Relations (L3), Oak Ridge
- 26-28 Systems Engineering (L3), Idaho

### September

- 4-10/24 Advanced Concepts in Project Management (L2), Pittsburgh/NETL
- 8-12 Cost and Schedule Estimation (L2), Los Alamos
- 9-11 Acquisition Strategy and Planning (LI), Savannah River
- 15-19 Program Management and Portfolio Analysis (L3), Idaho
- 16-18 Executive Communications (L4), Savannah River
- 16-18 Advanced Risk Management (L4), Oak Ridge

For the most up-to-date course schedule, please visit: <http://www.colleagueconsulting.com/training.htm> and click on "Current Training Schedule"

## Certified FPD Corner



**Hats off to the recently certified FPDs who've attained new or higher level certifications that help mark milestones in their careers!**

### **Level 1**

Charles T. Alsup, NETL  
John P. Gilmore, ID  
John D. Glenn, OR  
Kathleen E. Hain, ID  
Jason T. Lewis, NETL  
Philip E. Neuscheler, HQ  
Victor C. Pearson, ID  
Magda A. Rivera, NETL  
Paul V. Strider, HQ  
Wilhem R. Wilborn, NV

### **Level 2**

Mark R. Arenaz, ID

### **Level 3**

Wahed Abdul, ORP  
Vincent F. Iorri, RW

## MARK YOUR CALENDAR

**8 Aug - Due Date for Cert Packages**

**12 Aug- BU Masters in PM Webinar 2pm**

**12 Sept - CRB Meeting**

**18-21 Oct - PMI Global Congress 2008- North America, Denver, CO**



## Meet the CRB: J. E. Surash, P.E.

### Deputy Assistant Secretary



**Mr. J. E. (Jack) Surash, P.E.**  
**Deputy Assistant Secretary**

Mr. J. E. (Jack) Surash is the newest member on the PMCDP Certification Review Board (CRB). He assumed the position of Deputy Assistant Secretary for Acquisition and Project Management at DOE's Office of Environmental Management on February 26, 2006. In this position, he leads efforts for the Department of Energy's \$200+ billion Environmental Management projects portfolio, serves as the Office of Environmental Management's Head of Contracting Activity, and oversees procurement planning and contract management.

A native of Charlotte, North Carolina and raised in Rochester, New York, he has served the nation in key positions around the world. Mr. Surash joined the Department of Energy in 2005 as Director, Of-

fice of Infrastructure and Facilities Management at the National Nuclear Security Administration. Previously, he was Business Development Manager for Johnson Controls, a Fortune 100 company, and Chief Business Officer for Miami-Dade County Public Schools, the 4th largest K-12 public school district in the U.S., where he was responsible for facilities planning, design and construction, maintenance, food service, and school bus transportation.

Mr. Surash holds a Bachelor of Science degree in Mechanical Engineering from the University of Rochester, a Master of Engineering degree in Mechanical Engineering from Texas A&M University, and has completed the Advanced Management Program at Duke University, Fuqua School of Business. He is a registered professional engineer, a member of the American Society of Mechanical Engineers, and the Project Management Institute.

## CRB Announcements

The Certification Review Board announces the following modifications to the level 3 and/or level 4 interview process:

Level 3 or 4 certification candidates may have the interview with the Certification Review Board waived based upon the strength of the certification candidate credentials or upon a CRB interview with the current site/

office manager. The CRB will be the sole arbiter of this decision.

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The CRB requests that when a person certified under PMCDP formally announces his/her retirement, the program office point of contact notify the Secretary of the CRB.

## Question of the Month

**Question:** I have taken COR training but it is greater than ten years old. Will this training alone suffice to fulfill the level I competency for a working level knowledge of the role of a contracting officer's representative?

**Answer:** The Certification Review Board decided in June 2008 to require COR training to be no more than five years old. You may however, still fulfill the competency by demonstrating equivalent training (within the last five years) and/or relevant experience.

**Stumped? Send your questions to: [PMCDP.Administration@hq.doe.gov](mailto:PMCDP.Administration@hq.doe.gov)**

## Department of Energy and Boston University Partnership Information Notice

The logo for Boston University, featuring the words "BOSTON UNIVERSITY" in white, serif, all-caps font inside a red rectangular border.

The U.S. Department of Energy (DOE) established a partnership with Boston University (BU) that allows DOE employees who have completed certain courses in

the PMCDP curriculum to receive credit towards an online Master of Science in Project Management or an online four-course Graduate Certificate in Project Management. For both the M.S. and certificate programs, the partnership enables participants who have successfully completed previous training and/or certification requirements to waive up to two of the four required BU project management courses. A third course may be waived if participants successfully complete an exam and write a publishable research paper.

To learn more about this exciting opportunity, you may attend a webinar (an online information session) conducted by BU. You will receive information about the curriculum, the program format and the application process. You will also get a tour of the customized website BU created for the Department of Energy: [www.bu.edu/met/corporate/doe](http://www.bu.edu/met/corporate/doe). At the end of the 30-minute webinar, you will have a chance to ask questions.

If you would like to attend the webinar on Tuesday, August 12th at 2:00 PM, please RSVP to Nadine Abigana at [nmegill@bu.edu](mailto:nmegill@bu.edu) or 617-358-3265 by Monday, August 11th. Please include your email address in your response so that

directions for the webinar can be sent to you.

If you are unable to attend, you can reach a dedicated Boston University Metropolitan College Admissions and Outreach Coordinator at (617) 353-6001.

Additionally, your DOE points of contact are Gloria (GJ) Johnson ([gloria.johnson@hq.doe.gov](mailto:gloria.johnson@hq.doe.gov); 202-586-4203) and Bradley Tramel ([bradley.tramel@hq.doe.gov](mailto:bradley.tramel@hq.doe.gov); 202-586-1260) of the Enterprise Training Service Center.

### Master's Program Overview

- Approximately a 2-year online program (6 semesters), 12 courses, 48 credit hours total
- Students take two online 7-week courses per semester, focusing on one course at a time
- Students may begin the program in any semester (fall, spring, summer)

### Certificate Program Overview

- Same format as the Master's program, but only four courses are required to obtain the certificate
- For those who do not wish to pursue an advanced degree, the certificate program is an efficient and cost effective way to prepare for PMP® certification offered by the Project Management Institute (PMI)

### Questions or Comments?

**General questions and comments about the newsletter should be directed to:**

**[PMCDP.Administration@hq.doe.gov](mailto:PMCDP.Administration@hq.doe.gov). For further information about the OECM PMCDP or Program Management Career Development Curriculum contact the individuals below:**

Peter O'Konski, Director, Office of Facility Management and Professional Development: 202.586.4502

Marylee Baker, Lead Professional Career Development Analyst: 202.586.8254