

Pathways to Project Success

APRIL 2010

Federal Project Director (FPD) Corner

The following candidates were certified as a result of the March 12, 2010, PMCDP Certification Review Board (CRB or Board) Meeting:

- Bryan L. Foley, Richland Operations Office (EM) Level 2
- Rudolph F. Guercia, Richland Operations Office (EM) Level 2
- Catherine S. Louie, Richland Operations Office (EM) Level 2
- Douglas C. Smith, Richland Operations Office (EM) Level 2

The next CRB meeting will be held Friday, May 14, 2010. The Board will convene an ad hoc meeting in April to discuss potential new policy changes governing certification, including potential changes to the PMCDP Certification and Equivalency Guidelines (CEG).

Clarification of CEU Hour Requirements:

As a reminder, beginning April 1, 2011, all certified FPDs will be required to obtain 80 continuing education credit hours to maintain a PMCDP certification. The CEG states the following: "Beginning April 1, 2011, this requirement will increase to 80 hours biennially for all participants. All certified FPDs whose 2-year CE hour cycle is completed prior to April 1, 2011, will be held to the current requirement of 60 CE hours. All persons certified after April 2, 2009, will be required to attain 80 CE hours; persons whose 2-year CE hour cycle begins after April 2, 2009, and any incumbent FPDs that roll over after April 1, 2011, will also be required to attain 80 CE hours.

Since not all certified FPDs share the same 2-year biennial CE requirement due date, the proc-

ess identified above was structured in such a way to ensure that by April 1, 2011, all of the Department's FPDs will be in compliance with this standard. Each month, the PMCDP provides each participating Program Office with an update of its respective FPDs' CE status, including which FPDs are currently required to obtain 80 CEU credits. If you have any questions, please contact your Program PMCDP point-of-contact, or contact the PMCDP directly at:

PMCDP.Administration@hq.doe.gov.

Additional

details on this requirement can be found in Sections 2 and 7 of the January 2010 version of the CEG, which is available for download on the PMCDP website at:

<http://management.energy.gov/1576.htm>.

PMCDP 2011 Course Schedule Update:

The FY 2011 PMCDP course schedule is in the works!

We're happy to announce that the schedule of OECM-sponsored PMCDP courses is currently being solidified.

We will be releasing the schedule for the entire fiscal year in the June newsletter. In June, all classes should be available for registration in the Corporate Human Resources Information System (CHRIS). We hope the early release of the schedule will allow you ample time to plan your entire year of training.

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CAP Corner: Project Staffing



**By Brian Kong, P.E., PMP,
LEED AP
OECM**

On March 4, 2010, Deputy Secretary Daniel B. Poneman issued a memorandum concerning *Project Management Principles* in which he reconfirmed the Secretary's and his commitment to the continuous improvement of project management with the goal of being removed from the Government Accountability Office (GAO) High-Risk List by January 2011 (see website below). The memorandum also contains several policy statements that should be incorporated into your processes for planning and executing projects. The one on project staffing states:

"Sufficient qualified staff (including contractors) must be available to accomplish all contract and project management functions. Project staffing requirements should be based on a variety of factors, including project size and complexity, taking into account the management experience of the project staff. Programs must use a validated methodology to determine the appropriate project team size and required skill sets. They should consider using the staffing algorithm developed by the Department to identify the appropriate staffing level. Regardless of the methodology used, once the appropriate staff size has been determined, programs should plan and budget accordingly."

This is critical for the Department to be removed from the GAO High-Risk List by January 2011. The GAO states one of the two criteria remaining for removal from its high-risk list is "having the capacity (people and resources)." Accordingly, there has been significant par-

ticipation from senior management in support of viable staffing models. One such staffing model and algorithm can be downloaded (see website below). The accompanying staffing guide is currently in RevCom.

The Department's management and operating (M&O) contractors are partners in the Department's success, including the execution of capital asset projects. Accordingly, for projects executing under the M&O business model, the staffing model should account for applicable M&O project oversight staff.

As a Federal Project Director, you are encouraged to use a viable, documented staffing model in establishing or assessing your project staffing plan. The model will substantiate your need for staffing with the appropriate skills to plan, direct and oversee project execution and the associated budget to help ensure project success.

Project Management Principles Memorandum:

http://www.management.energy.gov/documents/304Project_Management_Principles.pdf

Staffing Model:

http://www.management.energy.gov/policy_guidance/project_management.htm

PMCDP CLASS SCHEDULE

Start	End	Course	PDU	Location	PMCDP Info	CHRIS Code/ Session	Registration Restrictions
April 2010							
4/6/10	5/20/10	Project Management Systems and Practices in DOE	60	Albuquerque, NM	Level 1 Core Course	001024/0034	None
	5/11-13/10						
4/12/10	4/16/10	Program Management and Portfolio Analysis	35	Berkeley, CA	Level 3 Core Course	001025/0019	None
4/12/10	4/14/10	Project Leadership/Supervision	22.5	Los Alamos, NM	Level 2 Core Course	001045/0021	None
4/12/10	4/15/10	Project Risk Analysis and Management	25	Las Vegas, NV (NSO)	Level 2 Core Course	001033/0024	None
4/13/10	5/20/10	Advanced Concepts in Project Management	50	Germantown, MD	Level 2 Core Course	001023/0025	None
	5/11-13/10						
4/13/10	4/15/10	Performance-Based Management Contracting	21	Idaho Falls, ID	Level 1 Core Course	001951/0001	None
4/19/10	4/22/10	Planning for Safety in Project Management	25	Aiken, SC (Savannah River)	Level 1 Core Course	001035/0042	None
4/20/10	4/22/10	Advanced Risk Management	21	Idaho Falls, ID	Level 3 Core Course	001042/0009	Idaho Sponsored ¹
4/20/10	4/22/10	Contract Administration for Technical Representatives	21	Los Alamos, NM	Level 1 Core Course	001028	None
4/27/10	6/25/10	Project Management Essentials	70	Idaho Falls, ID	Level 1 Core Course	001022/0045	Idaho Sponsored ¹
	6/8-10/10						
May 2010							
5/3/10	5/5/10	Acquisition Strategy and Planning	21	Washington, DC	Level 1 Core Course	001027/0038	Intern Prog. Sponsored ²
5/3/10	5/5/10	Contract Administration for Technical Representatives	21	Las Vegas, NV (NSO)	Level 1 Core Course	000058/0154	None
5/4/10	5/6/10	Project Execution and Operational Readiness Reviews	21	Las Vegas, NV (NSO)	Level 3 Elective	001039/0005	None
5/4/10	5/6/10	Contract Administration for Technical Representatives	21	Albuquerque, NM	Level 1 Core Course	000058/0159	None
5/4/10	5/7/10	Federal Budgeting Process in DOE	28	Richland, WA (Hammer)	Level 2 Elective	001034/0008	Richland Sponsored ³
5/11/10	5/13/10	Acquisition Strategy and Planning	21	Idaho Falls, ID	Level 1 Core Course	001027/0039	Idaho Sponsored ¹
5/17/10	5/21/10	Acquisition Management for Technical Personnel	32	Richland, WA (Federal Building)	Level 1 Core Course	000145/0022	None
5/18/10	5/20/10	LEED for New Construction and Existing Buildings	N/A	Washington, DC	Level 1 Elective	001936/0001	None
5/18/10	5/20/10	Performance-Based Management Contracting	21	New Orleans, LA (SPRO)	Level 1 Core Course	001951/0004	None
5/25/10	5/27/10	Real Property Asset Management	21	Oak Ridge, TN	Level 2 Elective	001183/0016	None
June 2010							
6/7/10	6/11/10	Program Management and Portfolio Analysis	35	Las Vegas, NV (NSO)	Level 3 Core Course	001025/0018	None
6/8/10	6/10/10	Executive Communications	N/A	Idaho Falls, ID	Level 4 Core Course	001031/0020	None
6/8/10	6/10/10	Labor Management Relations	N/A	Aiken, SC (Savannah River)	Level 3 Elective	001038/0005	None
6/8/10	6/10/10	Strategic Planning	N/A	Washington, DC	Level 4 Elective	001043/0005	None
6/9/10	6/11/10	LEED for New Construction and Existing Buildings	N/A	Cincinnati, OH	Level 1 Elective	001936	None
6/14/10	6/18/10	Cost and Schedule Estimation	35	Richland, WA (Federal Building)	Level 2 Elective	001044/0008	Richland Sponsored ³
6/22/10	6/23/10	Effective Program and Project Communication	N/A	Albuquerque, NM	Level 2 Core Course	001940/0001	None
6/22/10	6/24/10	Acquisition Strategy and Planning	21	Las Vegas, NV (NSO)	Level 1 Core Course	001027	None
6/23/10	8/13/10	Project Management Essentials	70	Albuquerque, NM	Level 1 Core Course	001022	None

For the corresponding classes, registration is restricted to the designated organization unless prior arrangements are made with the following individuals:

¹Contact Debbie Williams, 208-526-8771, williadb@id.doe.gov

²Contact Johnny McChriston, 505-245-2134, johnny.mchriston@hq.doe.gov

³Contact Semi Bird, 509-376-1665, semi_bird@rl.gov

Full PMCDP Course Schedule

For the full listing of FY2010 classes, visit the PMCDP website at <http://management.energy.gov/1581.htm> and click on the “course schedule” link that appears on the “Training” page.



Question of the Month



Question: I am currently a certified Level 1 FPD and I am coming forward for a Level 2 certification. My Program Secretarial Officer has informed me that a revised version of the Certification and Equivalency Guide (CEG) was made official January 1, 2010; however, there are several requirements in the new CEG that do not appear as competency blocks in my current profile in the CHRIS/Employee Self-Service (ESS)

system. Since I am already certified, do these new requirements pertain to me?

Answer: Yes. All certification candidates, to include incumbent FPDs coming forward for a higher level of certification after January 1, 2010, will be responsible for the new requirements. If the new competency sections are not appearing in your CHRIS/ESS profile, it is because it was created prior to January 1, 2010. Due to system constraints associated with the update, the only persons who will see the new competency blocks are first-time users who created new profiles after January 1, 2010.

In order for you to see the new competency blocks, the CHRIS/ESS programmer will have to reset your profile, leaving it blank. You may request a profile reset by contacting your Program PMCDP point-of-contact, who will then contact the appropriate PMCDP representative to get the process started. Before forwarding a request to have your profile reset, it is highly recommended that any prior work previously entered into your profile be saved elsewhere (e.g., on an MS Word file). That way, you will be able to simply copy and paste your previous responses into your “fresh” application, should you choose to do so.

Questions or Comments?

Please email general questions and comments about PMCDP to
PMCDP.Administration@hq.doe.gov,
or visit our website at
http://management.energy.gov/pm_certification.htm

For specific information, please contact one of the following individuals:

- Victoria (Vicki) Barth - Course Schedule, Certification Review Board (CRB) information, Certification and Equivalency Guide (CEG): Victoria.Barth@hq.doe.gov
- Linda Ott - PMCDP Curriculum, Auditors and Technical Content Advisors:
Linda.Ott@hq.doe.gov
- Steven H. Rossi, P.E., PMP, LEED AP - PMCDP Newsletter, Continuing Education Units:
Steven.Rossi@hq.doe.gov
- Marylee Baker, Lead Professional Career Development Analyst:
Marylee.Baker@hq.doe.gov
- Peter J. O'Konski, P.E., CEM, PMP, LEED AP, Director, Office of Facilities Management and Professional Development: Peter.O'Konski@hq.doe.gov