

# Pathways to Project Success

JANUARY 2010

## 2010 DOE Project Management Workshop “Meeting the Challenge”

The Office of Management (MA) and the Office of Engineering and Construction Management (OECM) are pleased to announce the 2010 DOE Project Management Workshop. This is a designated DOE training event, and there will be seven hours of Continuing Education Credits for each full day of attendance. Instructions on receiving CE credits will be provided at the conference.

**When:** Tuesday and Wednesday, March 9 & 10, 2010

There will be an optional Project Management Career Development Program (PMCDP) course offered in conjunction, “LEED for New Construction and Existing Buildings”, Thursday and Friday, March 11 & 12, 2010.

**Where:**

Crowne Plaza Old Town Alexandria Hotel  
901 North Fairfax Street  
Alexandria, VA 22314  
(703) 683-6000

<http://www.cpoldtownalexandriahotel.com>

**NOTE:** Please mention that you are with the “DOE Project Management Workshop” when making your hotel reservations.

**Who Should Attend:** Federal Project Directors, DOE Program/Staff Office representatives, Contracting Officers, DOE Contractor Project Managers and others in the DOE Project Management Community.

**Cost:** There is no registration fee. However, attendees are responsible for their own travel and lodging expenses.

**Registration:** Registration is now open at <http://bit.ly/83brzl> and will close February 19, 2010. The Agenda is available at <http://management.energy.gov/1771.htm>. Both government and contractor executives and managers are invited to attend the March 9 & 10 workshop, although, due to meeting room space constraints, registration will be limited.

**PMCDP Course:** The PMCDP Level 1, Course 001936, Session 0007, “LEED for New Construction and Existing Buildings” will be offered in conjunction with the DOE PM Workshop. Any DOE employee is invited to attend, although workshop participants will receive priority (maximum of 30 participants). The course is closed to contractors. The 2½-day class will be consolidated into two days and offered March 11 & 12, 2010, from 7:30am – 5:00pm. There will be no cost for the course.

To register for the course, please:

1. Indicate on the conference registration interest for the course.
2. Go to CHRIS, and submit training request (<https://mis.doe.gov/>).

For questions, please email [DOEPMWorkshop@hq.doe.gov](mailto:DOEPMWorkshop@hq.doe.gov).

INSIDE  
THIS ISSUE:

Workshop Announce-	1
FPD Corner	2
CAP Corner	3
PMCDP Schedule	4
Question of the Month	5
Questions or Comments	5

# Federal Project Director (FPD) Corner

## January Certification Review Board:

The first Certification Review Board (CRB or Board) meeting for calendar year 2010 will be held on January 22.



## Certification Equivalency Guidelines (CEG) Update on the Employee Self Service (ESS) System:

The PMCDP has revised several competency requirements for all of the four levels of PMCDP certification. These changes became effective on January 1, 2010, and the Corporate Human Resources Information System (CHRIS)/ESS PMCDP module has been updated.

All certification packages submitted by the program and field offices prior to December 31, 2009, will be reviewed based on the

old PMCDP requirements; all packages received after that date will be reviewed based on the new requirements. The PMCDP changes include new course requirements as courses have been developed and added to the PMCDP curriculum. Experiential requirements for detailing a candidate's respective knowledge and expertise have also been added. These competency requirements were first identified in the March 2009 CEG document.

For more information on the actual course curriculum requirements, please refer to CRB policy flash 2009-04 on the PMCDP website at:

[http://management.energy.gov/Flash\\_09-05\\_PMCDP\\_Course\\_Curriculum\\_Changes.pdf](http://management.energy.gov/Flash_09-05_PMCDP_Course_Curriculum_Changes.pdf)

The following is a brief summary of some of the more notable competency course changes for each level of PMCDP certification.

### Level 1 requirements:

- Candidates will be required to demonstrate working-level knowledge of the Test and Evaluation process under competency 1.3.2
- Candidates will be required to demonstrate working-level knowledge of the DOE Acquisition System under competency 1.9.4
- Candidates will now be required to select one elective option
- Acquisition Management for

Technical Personnel has been added as a core course

### Level 2 requirements:

- Candidates will be required to select two electives as opposed to one

For Level 3 requirements, candidates will be required to demonstrate expert-level knowledge of:

- DOE O 413.3A and Guides under competency 3.1.2
- Leadership/Team Building under competency 3.2.1
- Scope Management under competency 3.3.1
- Communication Management under competency 3.4.1

- Quality/Safety Management under competency 3.5.1
- Cost Management under competency 3.6.1
- Time Management under competency 3.7.1
- Practices in Advanced Risk Management under competency 3.8.1
- Contract Management under competency 3.9.1
- Integration Management under competency 3.10.1
- A new core course, Advanced Risk Management, was added.

Level 4 was only affected by curriculum changes.

The January 2009 CEG revision is available for download at <http://management.energy.gov/1576.htm>.

## Corrective Action Plan (CAP) Corner: Contract and Project Management CAP Update and Way Ahead

**By Jay D. Glascock, MEng  
OECM**

The Deputy Secretary set an aggressive Departmental goal to get off the Government Accountability Office's (GAO) High Risk List by January 2011, so we have some tough work ahead of us this fiscal year.

The Department has made a steadfast commitment to making tangible improvements in contract and project management performance, and it permeates the Department from headquarters to the field offices. We are improving Departmental front-end planning efforts by publishing the Technology Readiness Assessment Guide and instituting a Project Definition Rating Index tool.

Further, a Staffing Guide was developed to facilitate federal project staffing (including contracted support staff) based on analysis of past and current Departmental project data. This Guide is still in RevCom.

Also, we have promulgated a full-funding policy to improve budget profiles and project cost baselines.

Finally, the Office of Cost Analysis (OCA) was established to provide independent cost estimates and reviews for programs/projects at various critical decision steps and lead the development of Department-wide cost databases and cost estimating directives. For more information, see the OCA web site below.

So, what is left undone in our Corrective Action Plan? We will launch the next generation of the Project Assessment and Reporting System (PARS-II) and export the Office of Science cross-functional project peer review process, which will greatly improve project oversight and management. Additionally, we are making critical updates to Departmental program/project management and acquisition directives. We are establishing uniform methods for assessing risks to

ensure risks associated with projects are objectively identified, assessed, communicated and managed through all phases of planning and execution. Collectively, these investments will strengthen contract and project performance.

However, the overall success of these investments will be realized only if we fully support and truly implement these corrective measures. The measures will be monitored and tracked against clearly-defined metrics to ensure success. These metrics are reported annually to the Deputy Secretary, GAO and the Office of Management and Budget, revealing our contract and project management performance trends. The Deputy Secretary recognizes this is an aggressive goal, but with our personal commitment, he is confident it can be achieved.

Office of Cost Analysis web site: <http://www.cfo.doe.gov/crorg/cf70.htm>.

# Upcoming PMCDP Courses

Start	End	Course	Location	PMCDP Info	CHRIS Code/ Session	Registration Restrictions
<b>January 2010</b>						
1/19/10	1/21/10	Project Execution and Operational Readiness Reviews	Richland, WA (Hammer)	Level 3 Elective	001039/0006	Richland Sponsored <sup>1</sup>
1/25/10	1/29/10	Cost and Schedule Estimation	Aiken, SC (Savannah River)	Level 2 Elective	001044/0007	None
1/26/10	1/28/10	Contract Administration for Technical Representatives	Grand Junction, CO	Level 1 Core Course	001028/0156	None
1/26/10	1/28/10	Systems Engineering	Oak Ridge, TN	Level 3 Elective	001049/0007	None
1/27/10	3/13/10	Project Management Essentials	Pittsburgh, PA (NETL)	Level 1 Core Course	001022	NETL Sponsored <sup>2</sup>
2/23-25/10						
<b>February 2010</b>						
2/1/10	2/3/10	Environmental Laws and Regulations	Kansas City, MO	Level 2 Elective	001046/0019	None
2/8/10	2/10/10	Contract Administration for Technical Representatives	Golden, CO	Level 1 Core Course	000058/0155	None
2/9/10	2/12/10	Planning for Safety in Project Management	Richland, WA (Hammer)	Level 1 Core Course	001035/0044	Richland Sponsored <sup>1</sup>
2/23/10	2/25/10	Executive Communications	Albuquerque, NM	Level 4 Core Course	001031/0021	None
2/23/10	2/25/10	Strategic Planning	Washington, DC	Level 4 Elective	001043/0006	None
2/23/10	2/25/10	Value Management	Cincinnati, OH	Level 2 Elective	001037/0009	None
<b>March 2010</b>						
3/2/10	3/4/10	Scope Management/Baseline Development	Aiken, SC (Savannah River)	Level 2 Elective	001036/0011	None
3/9/10	3/11/10	Earned Value Management Systems	Oak Ridge, TN	Level 1 Core Course	001026/0066	None
3/9/10	3/11/10	Contract Administration for Technical Representatives	Las Vegas, NV (NVSO)	Level 1 Core Course	001028/0006	None
3/9/10	3/11/10	Real Property Asset Management	Lakewood, CO (WAPA)	Level 2 Elective	001183/0015	None
3/9/10	3/12/10	Project Risk Analysis and Management	Richland, WA (Hammer)	Level 2 Core Course	001033/0026	Richland Sponsored <sup>1</sup>
3/16/10	3/19/10	Federal Budgeting Process in DOE	Argonne, IL (Chicago Site Office)	Level 2 Elective	001034/0007	None
3/22/10	3/26/10	Project Management Simulation	Las Vegas, NV (NVSO)	Level 2 Core Course	001029/0022	None
3/22/10	3/24/10	Contract Administration for Technical Representatives	Washington, DC	Level 1 Core Course	000058/0153	None
3/23/10	3/25/10	Earned Value Management Systems	Argonne, IL (Chicago Site Office)	Level 1 Core Course	001026/0068	None

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

<sup>1</sup>Contact: Andrew Glodo, 509-376-1665, andrew\_m\_glodo@rl.gov

<sup>2</sup>Contact: Camile Sholock, 412-386-5028, sholock@netl.doe.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 submitted a certification package for CRB consideration in mid-December, and I am not slated for CRB action until February 2010. Will I be responsible for the new PMCDP requirements that became effective January 1, 2010?

**Answer:** If your package is approved by your Program Secretarial Officer and was forwarded to OECM prior to January 1, 2010, your profile will be reviewed, based on the March 2009 version of the CEG. If the package is submitted to OECM after January 1, 2010, you will be required to follow the new standards. A copy of the current CEG can be found on the PMCDP website at <http://management.energy.gov/1576.htm>.

## 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). Or visit our website at [http://management.energy.gov/pm\\_certification.htm](http://management.energy.gov/pm_certification.htm)

For further information about the OECM PMCDP or Program Management Career Development Curriculum contact:

Peter J. O’Konski, P.E., CEM, PMP, LEED AP, Director, Office of Facilities Management and Professional Development: 202.586.4502

Marylee Baker, Lead Professional Career Development Analyst: 202.586.8254