



DATE: MARCH 13, 2009

MEMORANDUM FOR ALL PROGRAM ELEMENTS

FROM: PMCDP CERTIFICATION REVIEW BOARD

SUBJECT: Project Management Career Development Experience Requirement

The Project Management Career Development Program (PMCDP) Certification Review Board (CRB) clarifies the Level 1 requirement for working-level knowledge of the performing as a Contracting Officer's Representative (COR) and the Level 3 requirement for one year experience as a COR. The following will be considered as fulfillment through equivalent work experience.

- On a case-by-case basis, the CRB will accept acting as an Alternate Contracting Officer's Representative (ACOR).
- Documentation of the appointment and details of the roles and responsibilities the experience to satisfy COR-related certification competencies must be provided.
- Details of the time served must adequately demonstrate that the candidate's experience is equivalent to a one year appointment as a COR.

This flash will be available at the following website: [http://www.management.energy.gov/policy/guidance/policy\\_flashes.htm](http://www.management.energy.gov/policy/guidance/policy_flashes.htm).

Questions regarding this should be addressed to Peter O'Konski at (202) 586-4502 or Marylee Baker at (202) 586-8254.