



Department of Energy  
Washington, DC 20585

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MEMORANDUM FOR DISTRIBUTION

FROM: RODNEY LEHMAN   
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OFFICE OF PROJECT MANAGEMENT

SUBJECT: Environmental Management Project Critical Decision Assessment Tool

Attached is the updated Office of Environmental Management (EM) Project Critical Decision Assessment Tool (CDAT). The EM CDAT was developed by an EM team to help measure EM project maturity levels and importantly, to help assess or self-assess a project's readiness for achieving each of the four Department of Energy Critical Decision (CD) levels. The CDAT has been successfully used as a project planning measurement and CD assessment tool for well over a decade and has incorporated lessons learned over the many years of its continuous use on EM projects.

The EM CDAT was originally published in 2000 and entitled the "EM Project Definition Rating Index (PDRI)." In May 2018, the EM Applied Cost Engineering team recommended changing its name to CDAT, which better describes its purpose and avoids confusion with a commercial product using that name. This latest version of the EM tool has thus been renamed.

The EM CDAT is a project management tool that provides a numerical assessment of how well a project is defined (i.e., planned/designed) and its degree of readiness for achieving the next CD level. The rating is determined by evaluating a range of project management elements in the areas of Cost; Schedule; Scope/Technical; Management, Planning and Control; and Safety. In order to encompass all of the types of EM's projects, three CDAT sets were developed tailored to the unique requirements of each of the three main types of EM projects: 1) Construction; 2) Environmental Restoration (Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)/Resource Conservation and Recovery Act; and 3) Facility Deactivation and Decommissioning (D&D) (for Non-CERCLA D&D projects). The user makes project maturity level determinations by assigning numerical scores for each element based on a measure of how well each element meets its specific associated criteria. The overall total score indicates the entire project's level of maturity and degree of success in achieving each CD level.

The attached newly revised EM CDAT includes the three element rating forms/matrices, their associated scoring criteria, maturity value definitions, and the EM CDAT Manual. The revised EM CDAT tool sets and instruction manual will be placed on the EM project management resources web page located at: <https://www.energy.gov/em/downloads/project-assessment-tools>.

If you have questions about the EM-CDAT, please contact me at [Rodney.Lehamn@em.doe.gov](mailto:Rodney.Lehamn@em.doe.gov) or 301-903-6104.

Attachment

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