

INSIDE  
THIS  
ISSUE:

FDP Corner 1

A Special  
Welcome 2

Question of  
the Month 2

PMCDP  
Website Up-  
date 2

Upcoming  
PMCDP  
Courses 3

Announce-  
ment of  
PMCDP  
Level I Elec-  
tive 3

CAP Corner 4

## Federal Project Director (FDP) Corner:

### Clarifying Level 4 Certification Requirements

By Marylee Baker, Lead Professional Career Development Analyst, OEMC

The PMCDP Certification and Equivalency Guidelines (CEG) document, last updated in March 2009, is currently undergoing a series of modifications to support several new certification requirements and curriculum changes that will come into effect on January 1, 2010. Later this fall, the Office of Engineering and Construction Management (OECM), in conjunction with the Corporate Human Resource Information System/ Employee Self Service (CHRIS/ESS) System team, will work to update the ESS PMCDP Module to ensure all certification competencies will mirror those of the revised CEG.

One competency that has been the subject of recent debate is the Level 4 competency statement 4.12.1.

This competency is actually a four-part question which requires candidates to successfully answer – and satisfy – all four sections. This has created some confusion as many of the candidates' answers have been overlapping and are not necessarily geared to any one section in particular. In addition to generating many questions, the lack of clarity makes it difficult for both the independent reviewers and the Certification Review Board to evaluate candidates' packages. For example, in the ESS system competency 4.12.1 currently appears as:

“Work for a minimum of two years as a Level 3 federal project director or equivalent, **OR** satisfy the following equivalency:

(4.12.1.1) Perform one year as a project director on a Level 3 or higher project, and serve one year as a deputy project director, formally recognized in project documents, on a Level 3 or higher level project.

**AND**

(4.12.3) have a minimum of eight years of project management experience as a project director on at least two different projects;

**AND**

(4.12.4) at least three of those eight years of project management experience must be post CD-3 experience;

**AND**

(4.12.5) at least one of the three years of post CD-3 experience as a project director must be on a Level 3 or higher project.

For additional information, please reference page 6-154 - 6-157 of the PMCDP Certification and Equivalency Guidelines.”

To simplify matters, the new CEG has split this broad question across four different competency statements. In the coming months, the ESS system will be modified so the four parts are broken up into separate sections, thus allowing candidates to focus on one answer at a time and alleviating confusion. OEMC will post a revised version of the CEG by the end of September 2009. The March 2009 CEG is available for download on the PMCDP website at the website (see link below).

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

## A Special "WELCOME"

OECM offers a very special "WELCOME" to our two new PMCDP team members, Victoria (Vicki) Barth and Linda Ott.

Vicki is an instructional systems designer and training coordinator who recently left the private sector to become part of OECM. She will focus her expertise and skills on PMCDP training and certification, logistics and budget.

Linda joins our team from the Federal sector. She will focus on program course delivery, curriculum evaluation, and auditor scheduling. Formerly, Linda worked with the Federal Acquisition Institute as the Program Manager for Acquisition Workforce Initiatives, to include the Federal Acquisition Certification programs, assessing the

acquisition workforce and recruiting and retaining acquisition talent.

We look forward to tapping into their expertise and working with them to expand and improve the PMCDP.

### Question of the Month

**Question:** I recently heard that the biennial 60 continuing education (CE) hours requirement for maintaining a PMCDP certification is increasing to 80. Where can I locate more information about this requirement and how it affects me? Also, where can I find a list of activities that would count toward CE credit?

**Answer:** The new biennial 80-hour CE requirement for maintaining a certification was established by the Certification Review Board and is outlined on page 7-1 of the PMCDP Certification and Equivalency Guidelines (CEG) document. Page 7-2 of that same document provides a table of the different activities in which Federal Project Directors can engage to receive CE credits to include the amount of credits for each type of activity. The CEG is available for download on the PMCDP website at [http://management.energy.gov/CEG\\_FINAL\\_04\\_23\\_2009.pdf](http://management.energy.gov/CEG_FINAL_04_23_2009.pdf).

## PMCDP Website Update

The FY 2010 PMCDP course schedule is now posted on the PMCDP website in a more user-friendly format. Only PMCDP courses will be listed on the schedule, and each week the

schedule will be updated. Any additional course deliveries not listed on the prior week's schedule will be highlighted. To view the course schedule, please click on the "course

schedule" link that appears on the "Training" page at the PMCDP website below.

<http://management.energy.gov/1581.htm>

## Upcoming PMCDP Courses

### September

8-11 Planning for Safety in Project Management (L1), Las Vegas

8-10 Contract Administration for Technical Reps (L1), Savannah River

15-17 Strategic Planning (L4), Oak Ridge

29– Oct 1 Acquisition Strategy and Planning (L1), Germantown

### October

5-7 Contract Administration for Technical Reps (L1), Amarillo (Pantex)

6-8 Contract Administration for Technical Reps (L1), Las Vegas

20-21 LEED for New Construction & Existing Buildings (L1), Albuquerque

20-22 Earned Value Management Systems (L1), Germantown

20-22 Negotiations Strategies and Techniques (L3), Idaho Falls

22-Dec 10 (Blended Learning) Project Management Essentials (L1), Chicago

### November

2-6 Project Management Simulation (L2), Richland

2-5 Project Risk Analysis and Management (L2), Albuquerque

3–December 15 (Blended Learning) Advanced Concepts in Project Management (L2), Morgantown

17-19 Contract Administration for Technical Reps (L1), Germantown

### December

7-10 Planning for Safety in Project Management (L1), DC

14-18 Advanced Leadership (L4), Richland

For the new 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.

## Announcement of the New PMCDP Level 1 Elective

**LEED for New Construction and Existing Buildings** is a two-day course designed to provide participants with the knowledge to make existing and new buildings comply with the Secretarial requirement for Leadership in Energy and Environmental Design (LEED). The course walks participants through the phases

of a typical project, using case examples and implementation strategies throughout to reinforce learning and encourages students to apply knowledge to real-life situations.

Topics covered include climate change and building impacts, motivators for building green, the history of the “green building” movement, the develop-

ment of the U.S. Green Building Council, the development of LEED and the five categories of LEED.

The pilot offering of this course will be on October 20-21 in Albuquerque, New Mexico.

# CAP Corner:

## Was Your Project Properly Planned Before Critical Decision-2?

**By Ruben A. Sanchez, P.E.,  
PMP, LEED AP  
OECM**

Recall that in the Department's Root Cause Analysis for Contract and Project Management, incomplete front-end planning (to include inadequate scope definition and use of immature critical technologies), prior to the establishment of the project's performance baseline, was noted as a major issue leading to project failure and exceeding the performance baseline cost and schedule approved at Critical Decision-2 (CD-2). So, how do you know if your project has been properly planned, scope sufficiently defined and new technologies appropriately matured when the performance baseline is established at CD-2?

There are currently two project management tools to as-

sess project definition and critical technology maturity: the Project Definition Rating Index and the Technology Readiness Assessment Process Model. What are they and what do they do?

Project Definition Rating Index (PDRI). The PDRI was developed by the Construction Industry Institute. The tool uses a numeric assessment which rates (i.e., scores) a wide range of project elements to determine how well a project is defined. It is intended to evaluate the completeness of scope definition at any point prior to the time a project is considered for authorization to perform detailed design and construction. A low rating score implies that the project is not ready for CD-2. A tailored version of this tool will be available to DOE Programs in DOE Guide 413.3-12, *Project*

*Definition Rating Index Guide*, scheduled for release next month.

Technology Readiness Assessment (TRA) Process Model. The TRA Process Model is based on a proven model used and developed by the National Aeronautics and Space Administration and the Department of Defense. It is a review process tool to ensure critical technologies reflected in a project design have been demonstrated in a safe and environmentally responsible manner before committing to construction expenses. An example of a tailored version of this tool is available to DOE Programs in DOE Guide 413.3-4, *Technology Readiness Assessment Guide*.

### 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:

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