

INSIDE
THIS ISSUE:

CAP Corner 2

PMCDP
Schedule 3

PM Work-
shop An-
nouncement 4

Federal Project Director (FPD) Corner: Important Information Regarding PMCDP Continuing Education Requirements

By Victoria C. Barth, MA ISD
OECM

All Federal Project Directors (FPDs) certified under the PMCDP are required to complete 80 continuing education (CE) credits on a biennial basis to maintain a PMCDP certification. This helps to ensure DOE's project management community stays abreast of advancements in technology and project management.

The PMCDP recognizes – and provides – many options to fulfill CE requirements; however, participants should be aware that all claimed CE credits must be for activities geared toward “continuous learning”, not activities classified as “required training” specific to a particular job role or

position. For example, certain miscellaneous training activities, such as security refreshers or ethics training courses, do not meet CE requirements. For credit to be granted, all training must be “above and beyond” the scope of an employee's job-related requirements. Additionally, all classroom-based and on-line training courses must:

- be no fewer than seven hours of training per day;
- be a graded course, with attendance requirements, relevant to the management of highly technical projects; and

- issue a completion certificate.

When submitting CE hour requests, you or your supporting program will need to provide information to justify CE activities that include a copy of the completion certificate, course description and the course duration. For a complete listing of the different training options permitted under the PMCDP, please reference the Continuing Education Credit Assignment Table (see Section 7 of the Certification and Equivalency Guidelines [CEG]). The CEG is available for download on the PMCDP website listed below.

<http://management.energy.gov/documents/CEG.pdf>

Question of the Month

By Victoria C. Barth, MA ISD
OECM

Question: According to the PMCDP's Continuing Education Credit Assignment Table, incumbent FPDs earn 10 CE hours of credit over a two-year period. I have been a Level III FPD for nearly two years, and my biennial CE requirement is

due in the next few weeks. Will I be eligible for the 10 CEUs?

Answer: It depends. The formal definition of “incumbent FPDs” are those formally appointed to direct capital assets in accordance with DOE O 413.3B, *Program*

and Project Management for the Acquisition of Capital Assets. Thus, if you have been assigned to manage a DOE capital asset project during this two-year period, you will earn 10 CEUs. If not, this option will not be available to you.

Corrective Action Plan (CAP) Corner: Activities Coming to Closure

By Jay D. Glascock, MEng
OECM

The Department of Energy (DOE) made a commitment over the past several years to make tangible improvements in contract and project management performance. More importantly, improving DOE contract and project management continues to be a top priority of the Department's senior management and entire organization.

The Department has achieved several accomplishments through the Root Cause Analysis, Corrective Action Plan implementation, namely:

- continued senior DOE management commitment and leadership to improve contract and project management, including project management policy memoranda from the Deputy Secretary of Energy;
- conducted over 25 Deputy Secretary-led 'deep dives' on capital asset projects, programs and contracts;
- improved its Project Assessment and Reporting System to keep leadership aware of project status and to effect appropriate corrective actions in a timely manner;
- strengthened project management procedures by revising DOE Order 413.3A, *Program and Project Management for the Acquisition of Capital Assets*, along with revisions to, or development of, associated supporting Guides, including risk management and change control;
- improved the staffing and associated competencies of Project Management Support Offices within the Offices of Environmental Management, Science and the National Nuclear Security Administration;
- enhanced the Project Management and Acquisition Career Development Programs to improve the training and qualifications of contract and project management personnel;
- achieved many Project Management Professional and Certified Cost Engineer certifications with more in the pipeline;
- expanded the breadth and depth in the scope of External Independent Reviews, expanding lines of inquiry; and
- enhanced the use of project management tools and techniques, including Technology Readiness Assessments, Project Definition Rating Index, Risk Registers and Monte Carlo risk analyses, and earned value measurement, for improved management decision-making.

Despite these accomplishments, the Department recognizes that further improvements are necessary to continue demonstrating improved contract and project management performance. Accordingly, DOE is conducting a Contract and Project Management Summit in December 2010 to keep management attention focused on the select challenges that require further improvement. These chal-

lenges include, but are not limited to:

- project and contract alignment and change control;
- contract administration, including surveillance, monitoring and oversight;
- program/project prioritization and funding alignment;
- roles and responsibilities – contracting officers and contracting officer representatives;
- accountability – aligning incentives; and
- adequate project and contract management staffing.

Continuous improvements in each of these areas will be implemented directly by the Department's Program and Staff/Support Offices. DOE understands the principles fundamental to effective project management, including leadership commitment, appropriate management and technical expertise and disciplined and rigorous implementation of project management policies. These principles have been, and will continue to be, aggressively pursued by the Department to ensure project management requirements are consistently followed, oversight of contractors continues to improve, and accountability for performance is strengthened. Ultimately, the Department's effectiveness and success will be measured by the continued improvement of cost and schedule performance.

PMCDP Course Schedule

Start	End	Course	PDU's	Location	PMCDP Info	CHRIS Code/ Session
November 2010						
11/1/10	12/16/10	Advanced Concepts in Project Management	50	New Orleans, LA (Strategic Petroleum Reserve Office)	Level 2 Core Course	001023/0028
Onsite: 12/7-12/9						
11/2/10	11/4/10	Real Property Asset Management	21	Washington, PA (Holiday Inn Meadowlands)	Level 2 Elective	001183
11/2/10	11/4/10	Systems Engineering	N/A	Richland, WA (HAMMER)	Level 3 Elective	001049/0008
11/30/10	12/2/10	Executive Communications	N/A	Albuquerque, NM (ETS)	Level 4 Core Course	001031/0023
11/30/10	12/2/10	Contract Administration for Technical Representatives	21	Washington, DC (Headquarters)	Level 1 Core Course	000058/0162
December 2010						
12/7/10	12/9/10	Facilitating Conflict Resolution	N/A	Las Vegas, NV (Nevada Site Office)	Level 3 Elective	001558/0007
12/14/10	12/15/10	Effective Program and Project Communication	14	Idaho Falls, ID (Idaho Operations)	Level 2 Core Course	001940/0002
January 2011						
1/11/11	1/13/11	Contract Administration for Technical Representatives	21	Washington, DC (Headquarters)	Level 1 Core Course	000058
1/11/11	2/17/11	Advanced Concepts in Project Management	50	Aiken, SC (Savannah River)	Level 2 Core Course	001023/0027
Onsite: 2/8-2/10						
1/31/11	3/18/11	Project Management Systems & Practices in DOE	60	Aiken, SC (Savannah River)	Level 1 Core Course	001024/0037
Onsite: 3/1-3/3						
February 2011						
2/1/11	2/3/11	Project Leadership & Supervision	22.5	Oak Ridge, TN (OR Federal Building)	Level 2 Core Course	001045/0024
2/14/11	2/18/11	Program Management & Portfolio Analysis	35	Oak Ridge, TN (OR Federal Building)	Level 3 Core Course	001025/0021
2/23/11	2/24/11	Effective Program and Project Communication	N/A	Los Alamos, NM (Canyon School)	Level 2 Core Course	001940/0004

Announcement: 2011 DOE Project Management Workshop

When: Tuesday, March 15, 2011 and
Wednesday, March 16, 2011

Mark your calendar!

Where: Holiday Inn, 625 First Street,
Alexandria, VA 22314

More information will be published as
details are finalized!

Full PMCDP Course Schedule

For the full listing of FY 2011 classes, visit the PMCDP website at
<http://www.management.energy.gov/1836.htm>
and click on the "course schedule" link that appears on the "Training" page.



Questions or Comments?

Please email general questions and comments about PMCDP to
PMCDP.Administration@hq.doe.gov,
or visit our website at
<http://www.management.energy.gov/1835.htm>

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

- Victoria C. Barth, MA ISD - Course Schedule, Certification Review Board (CRB) information, Certification and Equivalency Guide (CEG): Victoria.Barth@hq.doe.gov
- Linda Ott, PMP - PMCDP Curriculum, Auditors and Technical Content Advisors:
Linda.Ott@hq.doe.gov
- Steven H. Rossi, P.E., PMP, LEED AP, CCE - 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.OKonski@hq.doe.gov