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Key Items to Guide Certified FPDs in the Project Management Career Development Program (PMCDP)

PMLL Identifier:	NA
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Statement:

The PMCDP is designed to recognize and certify DOE Federal Project Directors who are managing capital asset projects according to DOE Order 413.3B. FPDs who have fulfilled minimum requirements managing these projects are eligible to be certified as FPD Levels I through IV by the Certification Review Board. EM currently has 154 certified FPDs. Some key LL's during this certification process are discussed below.

Discussion:

Project managers who have experience managing capital asset projects according to DOE Order 413.3B and have fulfilled specific criteria are eligible to be certified as FPDs. In recent years, moving to a higher level certifications has been challenging. For example, upgrading to a Level II certification requires performing as a Level I FPD, with the FPD assignment reflected in project documentation, such as the PEP, and IPT Charter, on an active capital asset project. Level II and higher certifications also require post CD-3 experience on a capital asset project, at a minimum, and this experience has been difficult for Level I FPDs to document. For those FPDs who would like to achieve higher levels of certification, EM recommends they work with their site management on capital asset project assignments and ensure the proper documentation is uploaded into PARS II to verify the FPD's assignment.

* The Requirements At A Glance chart can be found in the Certification and Equivalency Guide (CEG) (Reference 2, Appendix E). This chart lays out the training and experience requirements by level. It is available on PowerPedia (Reference 3), and is attached here for your reference.
* When you are ready to input data into the PMCDP module of CHRIS/ESS, use the Word template as a draft before putting anything into ESS. The template is attached. It is much easier to make changes to the template than it is to make them in ESS.
* Use the Word template to keep track of character counts. While Word will expand to accommodate additional text, ESS will not. Narratives that are too long will be truncated in ESS.
* For competencies requiring narratives, aim for a character count of approximately 3,000 characters, including spaces.
* Take the PMCDP training rather than write an equivalency statement, if possible. Training courses are readily accepted by the multi-levels of reviewers and the Board members.
* If you choose to use experience in lieu of training, carefully review the competency in the CEG. Competencies with four or fewer bullets must all be addressed; competencies with five or more bullets must have the majority addressed.

Analysis:

For successful certification efforts, it is best to ensure all competencies and requirements are met. Candidates must clearly present capital asset work in their application with the associated project documentation in order to achieve their certification.

Actions:

Before beginning the certification process, review the Requirements at a Glance Chart, and determine if you have the appropriate experience and training completed. Ensuring your application is complete and the requirements are met should result in the certification level requested. If you have questions, contact one of the SMEs for assistance.

Critical Decision(s):	CD-0, CD-1, CD-2, CD-3
Facility Type(s):	N/A
Work Function(s):	Project Management
Technical Discipline(s):	N/A

Hanford Federal Project Director Mark French explains the waste site remediation efforts taking place at the 618-10 Burial Ground to a member of the media. (retrieved March 10, 2014 from http://energy.gov/em/articles/directors-advance-em-mission-help-rigorous-project-management-program)

REFERENCES:
1. DOE Order 361.1B, Acquisition Career Management Program (https://www.directives.doe.gov/directives/0361.1-BOrder-b/view)
2. Project Management Career Development Program Certification and Equivalency Guide (https://powerpedia.energy.gov/w/images/c/c7/July_2013_CEG.pdf)
3. PowerPedia Project Management Career Development Program: https://powerpedia.energy.gov/wiki/PMCDP