

**DOE PMCDP  
CONTINUING EDUCATION CREDIT ASSIGNMENTS**

	<b>Continuing Education (CE) Opportunity Description*</b>	<b>Unit</b>	<b>=</b>	<b>DOE CE Credit Hours</b>
<b>TRAINING/EDUCATION</b>	Attendance at Academic courses at an accredited college or university	1 semester credit	=	15
		1 quarter credit	=	9
	Audited academic courses at an accredited college or university	1 semester credit	=	5
		1 quarter credit	=	4
	Instructing at an accredited college or university	1 semester credit	=	10
		1 quarter credit	=	9
<b>PROFESSIONAL ACTIVITIES</b>	Attendance at educational portions of technical meetings, conferences, workshops, and seminars; DOE training; and focused training and short courses provided by commercial vendors	1 hour	=	1 (maximum 7/day)
	Presentations at workshops, conferences, and seminars	1 formal presentation	=	5
	Publication of P/PM/acquisition-related articles, technical papers, etc.	Article, Technical Paper or Analysis **	=	10
		Article or Technical Paper***	=	25
	Professional examination, license, or certification	Year obtained	=	40
	Active Association Membership (in relevant subject area or project management association)	Active Membership	=	5/year
	Association Activity Attended	=	1 hour for each 60 minutes	

\* Incumbent Federal Project Directors are those formally appointed to direct Capital Assets in accordance with DOE Order 413.3A, *Program and Project Management for the Acquisition of Capital Assets*.

\*\* Article or Technical Paper or Analysis under 5,000 words presented within or outside the DOE.

\*\*\* Article or Technical Paper of scholarly value of 5,000 words or greater that is formally peer reviewed and published within or outside the DOE.

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<b>EXPERIENCE</b>	<b>Continuing Education (CE) Opportunity Description*</b>	<b>Unit</b>	<b>=</b>	<b>DOE CE Credit Hours</b>
	Serves as a Sponsor/Technical Content Advisor/Subject Matter Expert for one or more PMCDP courses (Applies to all certified FPDs)	Serves for at least one year	=	15
	Certified Level 3 or 4 FPD serving as mentor to certification candidate. A formal written mentoring agreement is required for the mentoring development activity and is also required to be documented in both mentor and certification candidate Individual Development Plans (IDP). Additionally, Level 3 and 4 certified FPDs serving as mentors are encouraged to take Departmental mentoring courses.	6 months mentoring a certification candidate	=	30
	Participation as <u>member</u> of a project review team (i.e., IPRs, EIRs, independent cost reviews, earned value management validation reviews etc.)	1 work day (team convened)	=	8
	Participation as project review team <u>member</u> in preparation for a review (i.e., IPRs, EIRs, independent cost reviews, earned value management validation reviews)	Maximum per review	=	8
	Serving as an incumbent FPD (Maximum 10 CE hour credit for 2-year certification period)	1 year	=	5
	Participation on O413.3A Guide Team Team Member	Maximum per review	=	8
	Team Lead	Maximum per review	=	16
	Carryover allowed per certification period. If FPD is certified to a higher level, this will still apply.	Maximum carryover	=	20
Develop a Lessons Learned Study for PMCDP course	Must be approved by OECM	=	5	
Develop a Case Study for PMCDP course		=	8	

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