

From: Ely, Lowell

Sent: Thursday, February 18, 2010 12:12 PM

To: Rawlings, Mark; Hashmi, Syed; Desai, Jitendra; Skokan, Bryan; Neuscheler, Philip; Peterson, Gordon; Cremona, Salvatore (Mike); Davis, Bobby <Alert>; Bartel, Scott; Ciancone, Edmond; Rampertaap, Autar; Kulkarni, Ravi; Mallick, Pramod; Hatch, Douglas; Smock, Ricky; Yarwood, David; Williams, Theodore; Hatch, Douglas; Tyler, Marlon; Shea, Matthew; Crossley, Rodney

Cc: DL-EM-11 Project Assistance & Assurance

Subject: FW: EM-11 Expectation for MPR Key Issues/Recommendations for Management

Hello,

EM-11 Expectation for Monthly Project Review (MPR) Key Issues and Recommendation for Management

At the next MPR scheduled for February 23, 24, & 25, you, as the EM-11 Project Lead (PL), will be required to present your factual assessment and recommendations at the beginning of your scheduled review. Your input and Monthly update needs to be captured in the attached form for my review prior to the MPR. This form is due to Ms. Alison Dove and Autar Rampertaap every month by the end of the first week of each month. However, for next week's MPR, your input is due to Alison and Autar by COB February 19, 2010.

For EM management to understand the issue and facilitate the development of an effective path forward, the issues and background/discussion should clearly and concisely identify the issue and support the successful completion of the overall project. Please fill in the attached form, one for each project that is on the MPR agenda.

Detailed Instructions:

Issues:

Succinctly describe the issues in one or two sentences.

Background:

Provide information regarding how the issue/concern progressed to this point. Provide only enough background to properly frame the issue. Identify the Source of data supporting the assessment. Describe the current situation regarding the issue.

Recommendation/Path Forward:

Describe the recommended approach to resolve the issue, and the actions needed to move forward for resolution. Include an explanation of why the selected option was chosen over the others.

Some areas that continue to be problematic (and should be reviewed thoroughly by the PL for identifying additional potential issues that need to be dealt with) include the validity and accuracy of the EV data, contingency and MR usage and how the data is reported in IPABS (does the FPD concur with the IPABS data?) and clarity with regard to the alignment between Contracts, Contractor PMBs, EM Performance Baselines (PBs), and any REAs that are in process or expected in the near future. In many instances, there are disconnects between the current field work plan and EV performance reporting, due to pending BCPs and approvals of

revisions to the Performance Measurement Baselines awaiting contract amendments. Issues related to BCPs, contract amendments and REAs may require senior management attention for tracking planned vs. forecast completion dates.

You may consult with Mr. Autar Rampertaap, Mr. Shashi Khanna and Ms. Alison Dove for additional guidance or clarifications.

Thank you for your continuing cooperation.

Lowell Ely

EM-11

O: 301-903-6821

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**SITE / PROJECT TITLE & ID:**

<b>ISSUES</b>	<b>BACKGROUND</b>	<b>RECOMMENDATION / PATH FORWARD</b>
1.		
2.		
3.		