



Department of Energy

Washington, DC 20585

September 24, 2002

MEMORANDUM FOR: DANIEL R. LEHMAN
DIRECTOR, CONSTRUCTION MANAGEMENT
SUPPORT DIVISION

MARVIN E. GUNN, JR.
MANAGER, CHICAGO OPERATIONS OFFICE

FROM:

RAYMOND F. KUBACH
DIRECTOR, OFFICE OF SCIENCE

SUBJECT: Office of Science Review of the OneSC Project

I am requesting that you co-chair a series of independent reviews of the OneSC Project initiative. The purpose of these reviews is to evaluate the project's overall progress (scope, schedule, management, and resources) with a special emphasis on Phase I of the project, and to reduce the risk of failure by identifying existing and potential problems in a timely manner so that adequate resolution is possible. The first review is scheduled for October 30 through November 1, 2002, at Fermilab.

To advance the President's Management Reform Agenda, I have sponsored the OneSC project initiative to improve the effectiveness of the Office of Science (SC) by reducing management layering, clarifying roles, responsibilities, accountabilities and authorities, simplifying requirements, and streamlining management processes. A baseline OneSC Project Plan was approved on July 22, 2002.

In carrying out its charge, the review committee should respond to the following questions:

1. Is the project scope defined appropriately?
2. Has a realistic schedule been developed that reflects the major activities and events in the project?
3. Are sufficient resources available to complete the project within schedule?
4. Has the project developed adequate mechanisms to communicate results and information to project stakeholders?



5. Is the project being managed as needed for its proper execution?
6. Has sufficient progress been made on this project based on the Project Plan?

Ed Cumesty and Bob Wunderlich will work closely with you as necessary to plan and carry out this review. I would appreciate a briefing following the review and receipt of the Committee's formal report within 45 days of the conclusion of the review.

cc: James F. Decker, SC
Milton D. Johnson, SC
Edward G. Cumesty, SC