



Department of Energy  
Washington, DC 20585

November 6, 2015

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MEMORANDUM FOR INGRID KOLB  
DIRECTOR  
OFFICE OF MANAGEMENT

THROUGH: KEVIN T. HAGERTY  
DIRECTOR  
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FROM: PAUL BOSCO 7744/-  
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OVERSIGHT AND ASSESSMENTS

SUBJECT: Notice of Intent to Revise Department of Energy (DOE) Guide  
413.3-5A, *Performance Baseline Guide*.

**PURPOSE:** The proposed revision to this Department of Energy Guide focuses on updating the current guide with the latest terminology and references, regarding Performance Baseline Development process. This update also incorporates the latest Secretarial memoranda on project management issued since the last update to DOE 0 413.3B, *Program and Project Management for the Acquisition of Capital Assets*.

The purpose of this guide is to provide instructions and outline the overall process for the development of capital asset project Performance Baselines; describe key elements of Performance Baselines in context of the DOE project management system; define key deliverables associated with Performance Baselines and provide useful guidance for achieving the desired outcomes for the Approved Performance Baseline.

**JUSTIFICATION:** A substantial number of terms, references, and Departmental policies have been updated since the last revision to DOE 0 413.3B, *Program and Project Management for the Acquisition of Capital Assets*. As a result, DOE G 413.3-5A must be revised and updated to align with these changes.

here are no valid external, consensus or other "Standards" (e.g., ISO, VPP, etc.) available which can be used in place of any part of this directive.

**IMPACT:** This guide will not impose new requirements or constitute Department policy. Rather, it provides a suggested approach and guidance for identifying key Performance

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