



EPAC Career Development Subcommittee Project Charter



Project Title

Professional Exams Book Share

Project Team

LCDR Omobogie Amadasu (Project Lead)

Project Purpose

The purpose of this project is to assist officers with the cost burden of professional exams by providing said credentials/certifications study material to USPHS Engineer officers in preparation of exams.

This project will start with the PE books/ebooks but will branch out to book opportunities for other certifications. In addition to purchasing new material, if USPHS Engineers who have completed exams will donate unused material to assist with collection of books/material and the sole cost implications for the project would be shipping of the books from one location to another.

Project Stakeholders

USPHS Engineer Officers – officers in category from junior to senior will receive study material on a first come first serve basis

Engineer Category – will in turn have more officers with credentials/certifications

EPAC – currently approved funding for \$450, will need to approve more funding if necessary

Project Schedule/Milestones

TBD – Receive funding

03/01/2021 – Release announcement and reach out to mentor/mentees about opportunity

03/15/2021 – Compile list and reach out to selected engineers

03/21/2021 – Procure books (ebook)

ASAP → Deliver books

Project Deliverables

Engineer officers will receive study material for professional certification/exams to assist with the financial burden in preparation

Team Communication

Currently one member, if membership increases will communicate primarily through email or phone calls as needed.

Assumptions/Constraints

- Assumption: USPHS Engineers have exhausted other methods to pay for study material (Agency/Office denied funding).
- Assumption: If needed, additional funding will be available from EPAC
- Assumption: USPHS Engineers who have completed exams will donate unused material to assist with collection of books/material



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- Assumption: Earlier editions of study material is still beneficial
- Constraint: Current constraint is \$450 funding available
- Constraint: Not familiar with multitude of study material outside of PE Exam and will need to turn to other projects

Approval

Project Lead, LCDR Omobogie Amadasu

CDS Leadership