

# Process Transition International, Inc. (PTI)

## *SEI's Authorized SCAMPI<sup>SM</sup> "A" Appraisal*

### **What is the SCAMPI appraisal?**

The Standard CMMI<sup>®</sup> Appraisal Method for Process Improvement, SCAMPI<sup>SM</sup>, is a method defined by the Software Engineering Institute, used by organizations to appraise their process maturity against the CMMI<sup>®</sup> (Capability Maturity Model Integration<sup>SM</sup>). Companies or organizations worldwide who build or maintain software or other systems use SCAMPI<sup>SM</sup> "A" appraisals as benchmarks in a program of long-term, value-adding process improvement. (The SCAMPI<sup>SM</sup> "B" and "C" are less rigorous, advisory forms that can serve as interim gap analyses before a SCAMPI<sup>SM</sup> "A".)

The output of the appraisal is a detailed rating compared to the CMMI<sup>®</sup>, of engineering, project management, and engineering support practices, based on a review of documents as well as discussions with people using the process. An appraisal is tailored to an appropriate scope – maturity or capability levels of the CMMI<sup>®</sup> and portions of the organization to be included.

### **The Appraisal Team**

PTI's SEI-authorized lead appraisers bring to the SCAMPI<sup>SM</sup> their years of experience in helping to develop, as former SEI team members, the precursors to the current maturity model and appraisal method as well as from numerous appraisals worldwide.

PTI usually provides one SEI-authorized lead appraiser. When two lead appraisers are present, one serves as team leader and CMMI<sup>®</sup> interpreter, and the second, as appraisal method coach. The appraised organization provides one to eight team members. One organization team member is designated as a Site Coordinator to manage on-site logistics for the appraisal.

Because appraisals delve into maturity model detail, all organization team members must attend an introductory CMMI course or be on record as having completed the course. This CMMI knowledge requirement is mandated by the SEI to maintain the consistency of the appraisal method wherever it is applied. Experience shows that each team member must be completely available for the team training sessions and the on-site period. The Site Coordinator will require in addition about 25% of his/her time during the preparation period.

### **Summary of appraisal events**

Management commitment to appraisal

Initiate and maintain the appraisal plan

Prepare for appraisal:

- Choose participants and team members

- Set up schedule

- 3 day CMMI<sup>®</sup> training (unless previously acquired)

- Training in the SCAMPI<sup>SM</sup> method for the appraisal team members, 1-3 days

- Pre-On-Site Activities: document preparation, readiness reviews, logistics

On-Site Period: see below

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### **On-Site Period**

The typical on-site period takes 7 - 8 days but can vary from as few as 5 to as many as 10 days depending on the number of projects at the site and the portions of the CMMI® covered. The major steps in the **On-Site Period** are:

- Kickoff meeting, with senior management and all participants.
- Detailed review of process documentation.
- Individual interviews with leaders of focus projects.
- Group interviews with practitioners from among: middle managers, Engineering Process Group, quality assurance/release, integration and test, code and unit test, requirements and design (8 to 10 practitioners in each group).
- Draft results briefing presented to selected participants.
- Final results briefing presented to senior management with all participants present.

### **What happens after the appraisal?**

The organization develops an Action Plan to address the issues raised in the appraisal. The plan typically involves these steps:

- Create action planning team
- Identify key actions with stakeholders and negotiate their availability
- Identify and coordinate with ongoing improvement activities
- Estimate effort and costs
- Enter into the organizational budget.

The action plan is the blueprint for implementing the most important process improvements for the company at its current CMMI® level. Since SCAMPI<sup>SM</sup> ratings are valid for 3 years, the company will then be ready for another SCAMPI at the appropriate point in its continuous cycle of improvement. Systematic process improvement will thus become a routine and efficient activity of the organization.

### **Process Transition International, Inc.'s consultants are experienced process improvement coaches and SEI-authorized appraisal leaders, and include:**

**Ken Dymond**, former SEI project leader and author of *A Guide to the CMM®: Understanding the Capability Maturity Model for Software* and *A Guide to the CMMI®*.

**Cynthia Wise**, co-author at the SEI of the original version of the CMM® and a recognized authority on its interpretation and application.

**For more detailed information about the SCAMPI<sup>SM</sup>, contact  
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