



## *SEI<sup>SM</sup> Appraisal Program Communication*

<b>Issuance Date</b>	May 17, 2006
<b>Communication Type</b>	Notification
<b>Communication ID</b>	SCAMPI-N-0014R
<b>Title</b>	SCAMPI <sup>SM</sup> B&C Team Leader Renewal Requirements
<b>References</b>	SCAMPI-N-0014
<b>Due Date</b>	None
<b>Source</b>	Jack Ferguson, SEI Appraisal Program Manager
<b>Action ID</b>	ACT
<b>Distribution</b>	(1) SEI-Authorized SCAMPI B&C Team Leaders, (2) Candidate SCAMPI B&C Team Leaders, (3) SEI Partners for SCAMPI Appraisal Services
<b>Note</b>	None

## SCAMPI-N-0014R: SCAMPI B&C Team Leader Renewal

### **Notification**

The following renewal requirements will go into effect immediately for those who have been authorized or who will become authorized as SCAMPI B&C Team Leaders. Three renewal credits are required in order to renew; one of these must be accrued by leading a SCAMPI A or B appraisal.

### **Applicability**

This change is applicable to all authorized SCAMPI B&C Team Leaders. Accrual of renewal requirement credits will be updated in the SEI Appraisal Program records retroactive to the B&C Team Leader's original authorization date.

### **Background**

The first SCAMPI B&C Team Leaders were authorized in November, 2004. Each has a three-year authorization period, at the end of which they will need to have fulfilled the renewal requirements in order to renew their authorization for another three-year period. This is the first time that the SEI Appraisal Program has released SCAMPI B&C Team Leader renewal requirements. Each authorized SCAMPI B&C Team Leader is expected to understand and follow the renewal requirements listed in the table below.

### **Implementation Detail**

SCAMPI B&C Team Leaders can renew their authorization by accruing three renewal credits within their authorization period of three years. The SCAMPI B&C Team Leader must lead at least one CMMI-based SCAMPI A or SCAMPI B appraisal during the renewal period. Appraisals that are counted toward renewal include a minimum of three Process Areas in order to be considered as fulfilling the renewal requirements.

It is the responsibility of individual SCAMPI B&C Team Leader to maintain a log of activities which will be used as the basis for renewal and to retain appropriate documentation supporting their participation. This log should be provided to the relevant SEI Partner on an annual basis for review and retention.

<b>Activity</b>	<b>Renewal Credits</b>	<b>Min Credit per Renewal Period</b>	<b>Max Credit per Renewal Period</b>	<b>Supporting Documentation</b>	<b>Remarks</b>
Lead SCAMPI A or B appraisal (CMMI-based)	1.0	1.0	3.0	Appraisal Report	Satisfied upon classification by SEI Appraisal Report Processing
Lead or participate on SCAMPI C appraisal (CMMI-based)	.5	0.0	2.0	Appraisal Report	Satisfied upon classification by SEI Appraisal Report Processing
Participate on a SCAMPI A or B appraisal (CMMI-based)	1.0	0.0	2.0	Appraisal Report	Satisfied upon classification by SEI Appraisal Report Processing
Participate on an ARC Class B appraisal (CMMI-based)	.5	0.0	1.0	Appraisal Report	Satisfied upon classification by SEI Appraisal Report Processing
Participate on an ARC Class C appraisal (CMMI-based)	.25	0.0	.75	Appraisal Report	Satisfied upon classification by SEI Appraisal Report Processing
Delivery of SEI-authorized Introduction to CMMI Training	.5	0.0	1.0	Post-delivery report to SEI	This information is a reporting requirement for SEI-authorized Intro to CMMI instructors. Up to two instructors can get 0.5 credits per delivery
Attendance at SCAMPI LA Workshop	.25	0.0	.75	Attendance record	Satisfied upon final attendance record processing

### **Impact**

1. SCAMPI B&C Team Leaders must maintain a log of relevant activities for use in supporting their request for renewal; these logs should be provided to their sponsoring SEI Partner on an annual basis,
2. SEI Partners are responsible for maintaining awareness of each SCAMPI B&C Team Leader being sponsored under their agreement and for tracking their progress in satisfying renewal requirements.
3. Appraisals performed can be used for both SCAMPI A Lead Appraiser and SCAMPI B&C Team Leader authorization renewal simultaneously.