



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

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<b>Communication Type</b>	Notification
<b>Communication ID</b>	SCAMPI-N-0010
<b>Title</b>	Extensions to SCAMPI <sup>SM</sup> A Appraisals Due to Insufficient Data
<b>References</b>	SCAMPI Method Definition Document, Version 1.1
<b>Source</b>	SCAMPI Track Lead (Jack Ferguson)
<b>Action ID</b>	FYI
<b>Distribution</b>	(1) SEI authorized SCAMPI Lead Appraisers, (2) SEI Partners for SCAMPI Appraisal Services, (3) Candidate SCAMPI Lead Appraisers
<b>Note</b>	None

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**SCAMPI-N-00010: Extensions to SCAMPI A appraisals due to insufficient data**

**Notification**

*In the event that the Conduct Appraisal phase of a SCAMPI A appraisal must be extended to obtain additional data, this extension must be limited in duration to between a few hours and a few days, not to exceed 10 working days.*

**Applicability**

This notification applies to all SCAMPI V1.1 Class A appraisals.

**Background**

There may be situations when the Conduct Appraisal (CA) phase of a SCAMPI A appraisal needs to be extended to obtain additional existing data for the team to sufficiently characterize the implementation of reference model practices. Some examples of these situations are: conflicts are discovered between new and old data that require clarification; data must be obtained from projects or organizations not originally included in the appraisal scope; and confirmation of a particular practice may have been unsuccessful. The SCAMPI Method Definition Document, V1.1 (MDD) allows for these extensions via section 2.3.4 Review and Update the Data Collection Plan and section 1.5.3 Replan Data Collection.

**Implementation Detail**

Extensions to the CA phase must be managed in accordance with MDD section 1.5.3 in that the appraisal plan must be revised and renegotiated with the appraisal sponsor. In addition, the use of the terms “team” and “appraisal team leader” connotes the requirement that the same team and team leader must be involved in any extension to the appraisal. To keep disruption to the team and appraised organization to a minimum, the extension must be limited to between a few hours and a few days, not to exceed 10 working days.