**Sponsor & Senior management questions – Demix (Pty) Ltd**

Release 03, by Pieter van Zyl

How to use this? This document is split into two sections as per below

[Revision history 1](#_Toc93332679)

[1 Plan and Prepare Appraisal Phase 1](#_Toc93332680)

# Revision history

|  |  |  |  |
| --- | --- | --- | --- |
| Release | Date | Author | Change |
| 2.0 | 12 June 2019 | Pieter van Zyl | Update for all Demix LAs to use |
| 3.0 | 17 Jan 2022 | Pieter van Zyl | Update for CMMI 2.0 start-up |

|  |  |
| --- | --- |
| **Sponsor detail** |  |
| **Surname, Name** |  |
| **Title/designation** |  |
| **Phone** |  |
| **Email** |  |

# Plan and Prepare Appraisal Phase

|  |  |  |
| --- | --- | --- |
| My question [ML3|4|5: CMMI|MDD reference] {Appraisal Plan (AP)|Appraisal} | Sponsors Answer |  |
| *Good morning | afternoon. The MDD method requires that we engage with the sponsor prior to the on-site of the appraisal.* | | |
| [ML2-5] {AP input}?  **Purpose of this is to identify the business objectives so that you can put it into the appraisal plan.** | 1)Tell us more about your business, what is the main type of product \ service that you deliver? |  |
|  | 2)Who typically is your customer? |  |
|  | 3) What is your strategic\business objectives? |  |
|  | How many IT projects do you run? |  |
|  | Sampling question: Is there a difference in process on   * Location of work * Customer * Size of work * Org Structure * Type of work * Other |  |
|  | What software development enrolments do you use? |  |
|  | What suppliers do you use to support your software development? |  |
|  | What development or part of development work is outsourced to any supplier? |  |
|  |  |  |
| [ML4-5]  **Purpose of this is to understand what the quantitative objectives of the company is.** | 4) What is your Quantitative Process and Performance Objectives? |  |
|  | Bit of background on the 4 projects. |  |
|  | * How did you derive these QPPO with the BO? |  |
|  | * How do you make sure that it is feasible to achieve these QPPOs |  |
|  | * How did you go about revising and agreeing these BO & QPPOs |  |
| **Purpose of the questions is to list the appraisal objectives and tie it to the business objectives.** | 5) Have you done a previous appraisal like this or similar?  - |  |
|  | 6) Why have you requested this appraisal to be conducted? |  |
|  | Structure of the organisation |  |
|  | 7) Any other goals they want to achieve, like maybe **quality, standardisation, etc.?** |  |
| **Purpose of this is MDD tailoring options’** | 8) Non model findings: Is he happy that we ask the questions (If you can change anything, except your job and your salary, what would that be and What is going well)? |  |
|  | 9) Non model findings: Is there anything specific things he wants us to check? – (if a new tool was adopted or |  |
|  | Add another question |  |
|  | Who was the consultant to assist them to get from 3 to 5 |  |
| Any questions from the sponsor to us? | None |  |