

Dial-in Number: 209 647-1075

Access code: 1044821#

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SEA Certification

**Requirements
Overview**

Purpose of Audit

- The purpose of the audit is to determine if the organization has institutionalized the SEA Roadmap processes for each stage being audited. “Institutionalized” means a significant body of evidence exists that the Roadmap processes are “standard work”. Review the SEA Roadmap, Criteria, and Definitions for reference.

Certification

- The certification includes 15 processes and 6 metrics
- Certification requires a full audit once every two years with a surveillance audit once per year
- Certification full audit consists of three onsite days
- Certification Surveillance Audit consists of two onsite days

SEA Roadmap

	Stage One Stabilization	Stage Two Integration	Stage Three Sustaining
Leadership & Culture	1.1.1 Strategic Planning Process 1.1.2 Leadership Communication Process 1.1.3 Organizational Performance Review Process 1.1.4 Continuous Improvement Management Process 1.1.5 Workforce Development Integration Process	1.2.1 Supply Chain Integration Process	1.3.1 New Product Startup Process
Workforce Development	2.1.1 Job Skills & Cross-Training Certification Process	2.2.1 Continuous Improvement Process	
Operational Excellence	3.1.1 Kaizen Process 3.1.2 6S Visual Workplace Process 3.1.3 Quick Changeover/SMED Process	3.2.1 Material Management Process 3.2.2 Production Planning Process 3.2.3 Development Process	
Business Results	4.1.1 Inventory Turns 4.1.2 Sales/Employee 4.1.3 On-Time Delivery 4.1.4 Parts per Million		4.3.1 Process Maturity 4.3.2 Quick Ratio

Certification Level

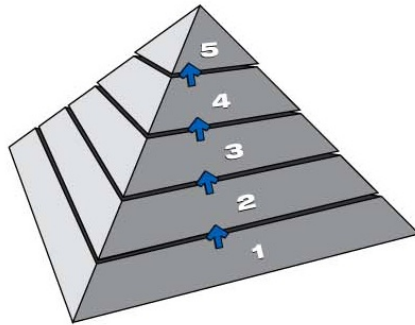
- Bronze OTD 90-94.9%, PPM<15,000
- Silver OTD 95-98.9%, PPM<10,000
- Gold OTD 99-100%, PPM<2,500

2011 Roadmap V2

Certification Policies

- Scope – SEA certification examination will focus on and score Roadmap processes and business results. Processes outside those listed in the SEA Roadmap are outside the scope of the examination. PMM3 is the top-level requirement for examination and certification. Process Maturity Levels above PMM3 will not be examined.

The Process Maturity Model



▼ Process Maturity Levels

- 5 The process shows continuous positive trends and benchmarks world-class**
- 4 The process is under process control, is analyzed, and improved using data**
- 3 The process has certified trainers and is standardized**
- 2 The process has been documented to the work instruction level**
- 1 The process has been identified, defined, and has an owner**

Criteria for Audit

- Fifteen Roadmap Processes for Stage One must meet PMM Level 3
- Six Roadmap Business Results must show 15 months of data with the first three months as baseline and 7 out of 12 months exceeding the baseline

Certification Policies

- ➔ Certification – any process not at level 3 minimum will result in an AFI (Area for Improvement) and 60 days will be provided for show of documentation of corrective action. Upon presentation and approval of such documentation, the examiner will declare the certification approved.

Certification Policies

- Period – A certification will be good for one year from the date of approval. Certifications can be renewed for the second year by submission to a “Surveillance Audit.” Surveillance Audits are abbreviated audits that only establish that the previous certified processes were maintained at the same levels. A full audit is required every two years.

Certification Policies

- ✈ Observations – examiners will provide “observations” as a part of the examination process. These Observations are for the benefit of the examined company and will not be used to deny certification.

Certification Policies

- ✈ Document Submissions – all required submissions must be provided to the examiner by the written deadlines. Failure to comply with this paragraph may be used as the sole grounds for denial of certification.

Certification Policies

- Missing Data – certification with partial or missing data will be at the examiner’s discretion. Exceptions for missing or partial data will only be allowed in the first year of examination.
- Certification Readiness – a company may request a certification at any time. In order to qualify, the company to be audited must guarantee that all roadmap to be examined have process owners and documentation complete at least 90 days prior to the scheduled audit.
- Use of Logo – the certified supplier will be authorized to show the SEA certification logo on website and materials provided a link to the SEA website is also included wherever shown. Website links may be embedded in the SEA certification logo.
- Conflict of Interest – independent examiners may not have delivered services to the examinee company within the past two year period prior to examination. Examiners may not have a financial or employment interest in the examinee company. Examiners must state any and all potential conflicts of interest at the time of assignment.
- Results are Confidential – SEA will not reveal the facts of an audit including the results and /or findings. If the examinee company releases information, SEA may also publish anything the company releases publicly after such release.

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Certification Policies

Cancellation – cancellation of the examination activity will be subject to the following terms:

- (a) If Company requests that any service or course be rescheduled more than 11 calendar days in advance of the scheduled start date, SEA provides at least three alternative dates. If your company is unable to reschedule, SEA reserves the right to consider the course or other service canceled, subject to the fees described in items 3-6 below based on Effective Daily Rate.
- (b) If Company requests that any service or course be rescheduled less than 11 calendar days in advance of the scheduled start date, SEA reserves the right to consider the course or other service canceled, subject to the fees described in items 3-6 below based on Effective Daily Rate.
- (c) If Company cancels a course or scheduled service more than 60 calendar days in advance of the course start date, there is no cancellation fee.
- (d) If Company cancels a course or scheduled service between 31 and 60 calendar days in advance of the scheduled start date, inclusive, 50% of the fees for scheduled courses and/or services are due.
- (e) If Company cancels a course or scheduled service between 12 and 30 days in advance of the scheduled start date, inclusive, 75% of the fees for courses and/or services are due.
- (f) If Company cancels a course less than 11 calendar days in advance of the scheduled start date, 100% of the fees for courses and/or scheduled services are due.

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Supplier Pin



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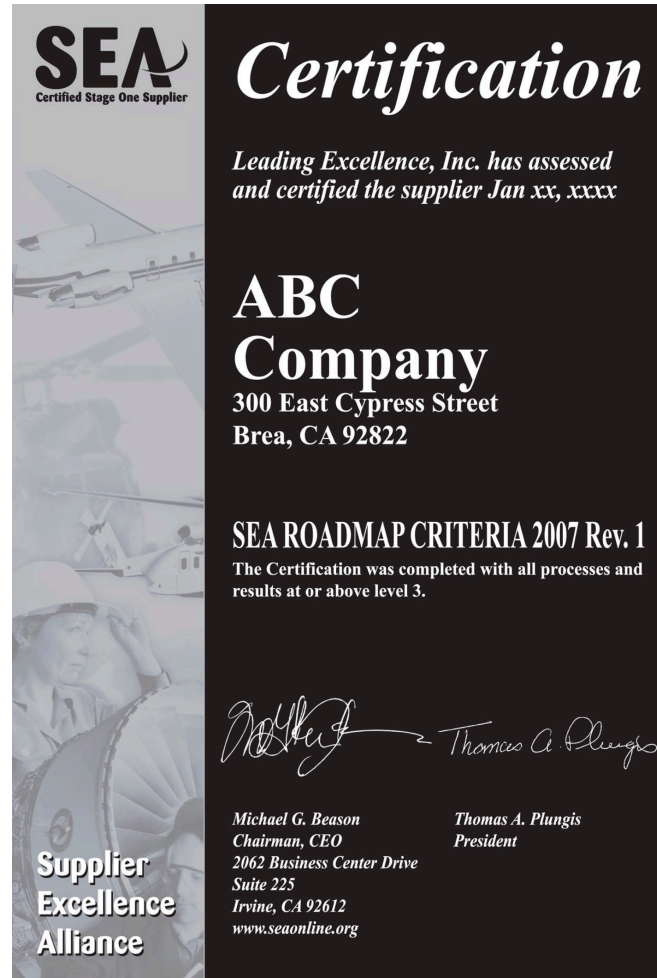
Supplier Logo

SEA

Certified Stage One Supplier

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Plaque



The image shows a vertical plaque with a dark background and white text. On the left side, there is a vertical strip with a light background featuring faint images of an airplane, a person, and a wind turbine. The SEA logo is at the top left, and the Supplier Excellence Alliance logo is at the bottom left. The main text is centered and includes the company name, address, certification criteria, and signatures of the Chairman and President.

SEA
Certified Stage One Supplier

Certification

*Leading Excellence, Inc. has assessed
and certified the supplier Jan xx, xxxx*

**ABC
Company**
300 East Cypress Street
Brea, CA 92822

SEA ROADMAP CRITERIA 2007 Rev. 1
The Certification was completed with all processes and
results at or above level 3.



















[Signature] → Thomas A. Plungis
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President

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Chairman, CEO
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**Supplier
Excellence
Alliance**

SUPPLIER REGISTRY

[MORE INFO](#)
[CERTIFICATION CRITERIA](#)
[SEA ROADMAP](#)
[CERTIFICATION LEVEL](#)
[PERFORMING COMPANIES](#)

Company Name	State	Primary Contact	Phone	Email	Video	Industry Type	OTD	PPM
CERTIFIED COMPANIES STAGE 1								
Geater Machining & Manufacturing Company	IA	Jerry Bitterman Chief Executive Officer	(319) 334-6026 x326			Machining - Machined Assemblies		
GENTEX Corporation (Respiratory Systems)	CA	Robert McCay General Manager	(909) 481-7667 x3600			Life Support Products - Military Commercial Markets		
Hixson Metal Finishing	CA	Douglas C. Greene President	(949) 645-4800			Special Processing - Anodizing, Plating, Brazing, Heat Treating, Finishes, Coating, Sealant		
Midwest Metal Products	IA	Kevin Urban President	(800) 394-6474 x132			Fabrication, Bending, Forming & Sheet Metal		
Perfekta, Inc.	KS	Sonya Keller Manager	(316) 263-2056			Machining - Machined Assemblies		
Roberts Tool Company, Inc.	CA	Brad Hart Chief Executive Officer	(818) 407-0291			Machining - Machined Assemblies		
Vaupell, Inc.	WA	Joseph F. Jahn President & CEO	(206) 676-8241			Plastics - Parts & Assemblies		
W Machine Works, Inc.	CA	Marzel Neckien President	(818) 890-8049			Machining - Machined Assemblies		

Visibility

- SEA Registry listing
- Customer Briefings
- Conference Keynotes
- Video taping of Keynote
- Distribution via LinkedIn, Youtube, VCASMO
- Newsletter Keynotes

Preparing for Certification

- “Educate your children”
- Use the Quarterly Report
- Use 1.1.4
- Use 1.1.3
- Create an internal audit team
- Use the SEA certification webpage
- Schedule the audit

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Managed Processes

- Not audited
- Used to check “deployment”
- Contribute to number of level 3 processes
- Reviewed in 1.1.4
- Report on Quarterly Report
- Contribute to SEA metrics – must show improvement

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Comments?

