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# SUPPLIER CAPACITY CONTINGENCY PLANNING (CCP)

ASSESSMENT TOOL

COMMUNICATION KIT



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# Goals

- Assess a supplier's capability to deliver according to SONACA requirements (OTIF)
- Evaluate supplier maturity regarding capacity planning
- Assess selected work centres individually
- Standardised approach for all SONACA suppliers



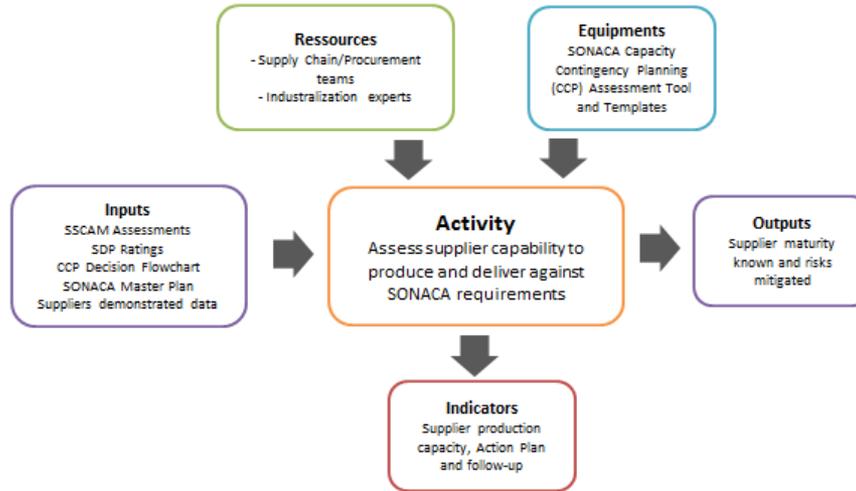
# General information

- Led by the Supply Chain department
- Supported by the Purchasing department and Industrial experts (work centre & process selection, etc.)
- When a CCP assessment is carried out, without any evidence of an action plan linked to a regular and mature capacity analysis, the CCP assessment will be renewed annually
- Minimum 2 days at Supplier's premises or Supplier Self-Assessment, depending on the selected processes, Supplier's data maturity, delivery performances, and potential ramp-up (monitored through SDP measurements, SSCAM, SMM, etc.)

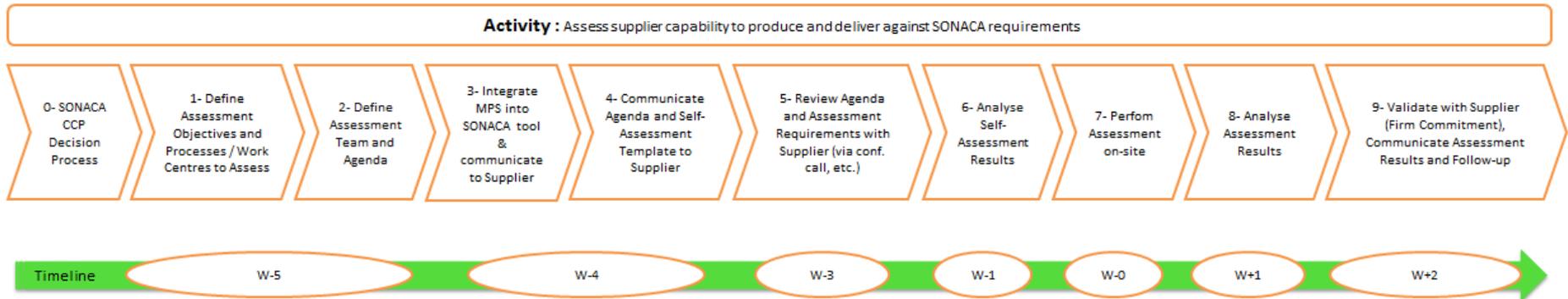


# Assessment Timeline

## 1. General informations



## 2. Timeline



# Pre-Assessment Requirements

- All data should cover **12 months history and 12 months forecast**
- Data should be **demonstrated or demonstrable** to the assessors
- Expected inputs:
  - Production lead time
  - Working days rolling calendar
  - Shift pattern, surge capacity, absenteeism, recorded production time, Overall Equipment Efficiency (OEE)
  - Monthly load in hours for each SONACA programme and for other customers



# Guidelines

**sonaca** Home

Sonaca Supplier Capacity Contingency Planning (CCP) Assessment Tool - Supplier Guidelines

General Homepage Review Build Rates Calendar Summary Capacity Load

**General rules - cell colours, inputs and calculations**

Green cells	Input required
Red-ish cells	Automatic calculation; no input possible
Orange-ish cells	Automatic calculation; content can be changed

**Homepage & Navigation**

Macros and buttons have been set up to facilitate navigation within the file:

**I. Homepage**

Display Guidelines	Sends to the Guidelines page
Display Build Rates	Sends to Sonaca Build Rates graphs
Go to Review	Sends to the Assessment Review - Main element of the Assessment
Edit Calendar	Sends to the rolling calendar used throughout the whole tool

Some functions should be used by Sonaca people only, such as:

Edit S&OP Data	Opens the S&OP database to allow update
Edit Scrap Data	Opens the Scrap database to allow adjustments
Advanced User Mode	Advanced User Mode allows the user to navigate safeguard-free through the file This function is password-protected and should be used with caution for troubleshooting purposes
Basic User Mode	Basic User Mode allows the user to switch back to the normal use mode

**II. All other pages**

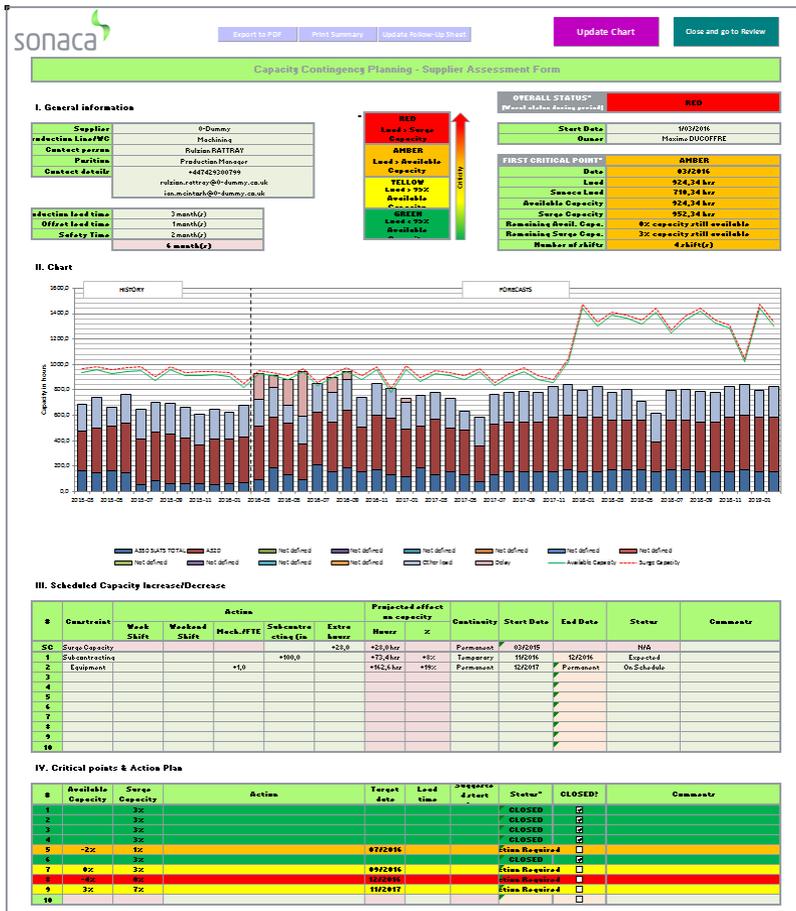
Home	There is a 'Home' button on all pages to allow the user to get back to the Navigation Pane at any time
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A comprehensive user guide to help fill in the form can be found directly within the Assessment Tool Template





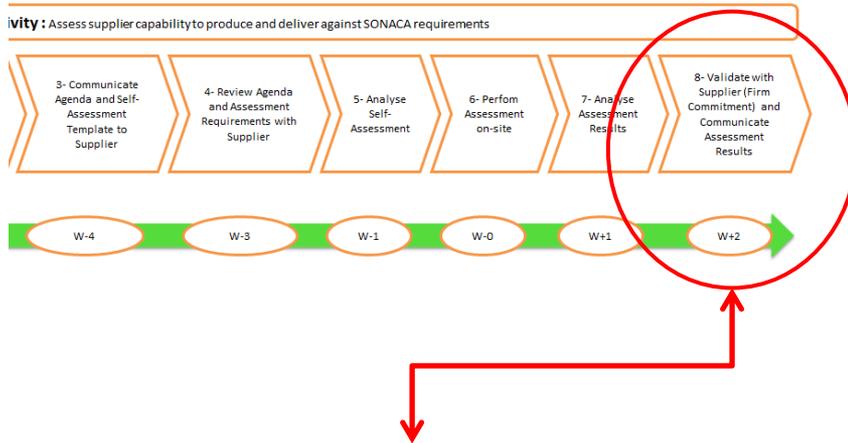
# Assessment Results



Results for a specific work centre can be accessed via the status review of the assessment, they include status, ongoing changes and action plan



# Supplier's firm commitment



Assessment Results and Action Plan validation constitute a firm commitment from the Supplier and will be followed-up by SONACA

III. Scheduled Capacity Increase/Decrease

#	Constraint	Action				Projected effect on capacity			Continuity	Start Date	End Date	Status	Comments
		Week Shift	Weekend Shift	Mach./FTE	Subcontracting (in)	Extra hours	Hours	%					
1	Surge Capacity					+28.0	+28.0 hrs	+8%	Permanent	03/2015	11/2016	N/A	
2	Subcontracting			+10	+100.0		+12.4 hrs	+8%	Temporary	12/2016	12/2016	Expected	
3	Equipment						+62.6 hrs	+18%	Permanent	12/2017	Permanent	On Schedule	
4													
5													
6													
7													
8													
9													
10													

IV. Critical points & Action Plan

#	Available Capacity	Surge Capacity	Action	Target date	Lead time	Suggested start date	Status*	CLOSED?	Comments
1	3%	3%					CLOSED	<input checked="" type="checkbox"/>	
2	3%	3%					CLOSED	<input checked="" type="checkbox"/>	
3	3%	3%					CLOSED	<input checked="" type="checkbox"/>	
4	3%	3%					CLOSED	<input checked="" type="checkbox"/>	
5	-2%	1%		07/2016			Action Required	<input type="checkbox"/>	
6	3%	3%					CLOSED	<input checked="" type="checkbox"/>	
7	0%	3%		09/2016			Action Required	<input type="checkbox"/>	
8	-6%	0%		12/2016			Action Required	<input type="checkbox"/>	
9	3%	7%		11/2017			Action Required	<input type="checkbox"/>	
10								<input type="checkbox"/>	





SHOULD YOU REQUIRE ANY FURTHER ASSISTANCE,  
PLEASE DO NOT HESITATE TO CONTACT YOUR  
USUAL SONACA FOCAL POINT



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