Common Data

Reference	Data Category	Description	Errors as at Jan 2019	Current Errors		Status (Active, Deferred, Pensioner)	Action Required	External dependency?	Target Date for Completion	Data Impact	Progress to Date
COM1	NI Number	NI Number is temporary, invalid format, prefix/suffix missing, or duplicated.	525	38	⬆	ALL	Manually correct records and investigate duplicates.	NO	Jul-19	High	Task allocated to relevant operations team.
COM2	Surname, Gender, DoB	Gender not consistent with record, DoB invalid.	26	26	⬌	ALL	Manually correct inconsistent records.	NO	Apr-19	High	Task allocated to relevant operations team.
COM3	Address	Lost Contact	5,109	4,531	⬆	ALL (but vast majority are deferred members)	Engage Tracing Agency to locate potential updated address; send verification form.	YES	Dec-19	Medium	Registered with National Framework ahead of procurement exercise.
COM4	Address	Invalid address, missing postcode etc	75	44	⬆	ALL	Manually correct incomplete address records.	NO	Apr-19	Low	Task allocated to relevant operations team.
COM5	Membership dates	Missing start date, date of joining inconsistent with record, duplicated start dates.	60	71	⬇	ALL	Investigate and manually correct incomplete records.	NO	Apr-19	High	Task allocated to relevant operations team.
		Total No. of Errors	**5,795**	4,710							
		Total No. of Records	158,678								
		Overall Data Score Reported to Regulator 2018	96.3%								

Last Updated Sept 2019