Common Data

Reference	Data Category	Examples of Error Types	Number of Errors	Status (Active, Deferred, Pensioner)	Action Required	External dependency?	Target Date for Completion	Data Impact	Team/person(s) Responsible
COM1	NI Number	NI Number is temporary, invalid format, prefix/suffix missing, or duplicated.	201	ALL	Manually correct records and investigate duplicates.	NO	Jul-21	Low	Benefits Team (RC/IH)
COM2	Expected Retirement Date	Scheme Retirement Date inconsistent	795	ALL	Manually/bulk correct records	NO	Jul-21	Low	Benefits Team and Technical Adviser
COM3	Membership Status	Active with Date Left	19	ALL	Manually correct inconsistent records.	NO	Apr-21	Low	Benefits Team (JS)
COM4	Address	Lost Contact	5,158	Deferred Members	Engage Tracing Agency to locate potential updated address; send verification form.	YES	Apr-21	Medium	Customer Services/HoPA
COM5	Address	Invalid address, missing postcode etc	17	ALL	Manually correct incomplete address records.	NO	Feb-21	Low	Customer Services
COM6	Last Status Event	Duplicate status history	44	ALL	Manually correct inconsistent records.	NO	Jul-21	Low	Benefits Team (JS)
COM7	Membership dates	Missing start date, date of joining inconsistent with record, duplicated start dates.	173	ALL	Investigate and manually/bulk correct incomplete records.	NO	Jul-21	Low	Technical Adviser

Total No. of Errors	**6,407**
Multiples of above	670
Total No. of Records	167,482
Overall Data Score Reported to Regulator 2020	96%

Last Updated: Jan 2021