

Data Conversion Audit Report

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Consulting Cloud Preview

Section One - Reporting Requirements Audit

This section details the minimum reporting requirements that the audit would consider appropriate, to document and reconcile the transition of data as part of the current Data Conversion being undertaken by Company X.

	Category	Requirement Details	Conversion Engine	Legacy Systems	Common Staging Area	Data Conversion Area	Target System Staging Area
1	File Identification The purpose of this report is to ensure that all the files transfers between areas, are documented and validated with appropriate reporting. This will create an audit trail of transferred / errored data between areas during the migration.	1. Report format: ASCII (preferably Comma Separated Values)	✓	✓	✓	✓	✓
		2. Time stamp	✓	✓	✓	✓	✓
		3. Date stamp	✓	✓	✓	✓	✓
		4. System identification	✓	✓	✓	✓	
		5. Field name and data description	✓	✓	✓	✓	✓
		6. Account name and total dollar values.		✓			
2	Financial Data The purpose of this report is to ensure that transferred financial data can be confirmed for accuracy, validity and completeness. Refer Section Three for additional information regarding Iden-	7. Total Number of Records counted.	✓	✓	✓		✓
		8. Report on total dollar values for noted attributes. Where possible, reporting also to be summed by number of customers, to further ensure accuracy of data migrated.		✓	✓		✓

<p>tified fields and attributes.</p>	<p>Attributes to be tracked and Reviewed</p> <ul style="list-style-type: none"> i. Adjustment Amount ii. Total New Charges Amount iii.Total Tax (GST) iv.Total Dispute Amount v. Total Net Payments Amount vi. Payment Amount vii.Total Balance Due Amount 					
<p>3 Record counts To provide a report in a comma separated value ASCII file format for each extract, listing the control counts for each major entity (e.g. Customer Accounts, Billing Accounts and Service Instances) in the Reference AP385 Data Migration Audit Design document section 7.2.1 for list of entities. The purpose of this report is to confirm the number of Accounts/Services requested and extracted, to provide a documented count of expected information. This information is ex-</p>	<p>9. Total Customer Accounts per source system</p> <p>10. Total Billing Accounts per source system</p> <p>11. Total Service Instances per source system</p> <p>12. Total number of customers where the flag was changed from 'In Migration' to 'Not Migration'</p> <p>13. Total Customer Accounts</p> <p>14. Total Billing Accounts</p> <p>15. Total Service Instances</p> <p>16. Total number of rows requested prior to extraction.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p></p> <p></p> <p></p>	<p>✓</p> <p>✓</p> <p>✓</p> <p></p> <p></p> <p></p> <p></p>	<p></p> <p></p> <p></p> <p>✓</p> <p>✓</p> <p>✓</p> <p></p>