6.9. Manual reviews and audits

Once a year data will be manually reviewed and Audited. The review will be done by an internal Analyst that is a domain expert, whereas the Audit can be performed by either an internal or an external auditor.

Data Review

The purpose of the **review** is to perform a high-level assessment by a domain expert to identify:

- Duplicates in the dataset
- Inconsistent data
- Cross-references data with external data sources to make sure that the data is accurate
- Issues that the automated processes might have missed

Data Audit

The **audit** is a more in-depth and systematic examination, ensuring that datasets align with quality benchmarks and organisational standards. It will focus on:

- Checking for duplicates
- Verifying the accuracy and integrity of the data
- Ensuring compliance with the policies defined in the architecture
- Assessing the effectiveness of data management processes

Both the review and audit will help maintain data quality and ensure continuous improvement in data governance.

Revision #1
Created 16 October 2025 12:57:07 by Sergio Sousa
Updated 16 October 2025 12:57:32 by Sergio Sousa