

# Data Quality Audit Package

A common challenge that businesses face over time is the quality of data within Workday becoming disorganized and inaccurate. Our experienced team of consultants can work with you to build a robust approach and implement new processes to ensure ongoing maintenance of your data quality and a strong overall data strategy.

## Common Client Data Challenges

- Data captured is no longer relevant or required and left to stagnate
- Individual business areas start retaining separate spreadsheets for alternate data points
- Employees do not make updates when asked to or make changes they should
- Terminated worker data is not fully closed off in the system, impacting reporting
- Processes are left incomplete
- Legislation changes indicate data needs to be removed or updated



**Data Quality Audit** – Using in-house built tools, we audit your Workday tenant and report back to you on common areas where there are data gaps and problems.



**Data Quality and Process Consultancy** – We review and assess your data retention needs and we continue to consult with you on current processes and reports to enable you to build ongoing data maintenance approaches.



**Bulk Updates and Approach Review** – We can carry out bulk updates into your system to assist and clean up data quickly, and we offer tools and approaches for your teams to use to bulk update data items when needed to help you become self-sufficient.



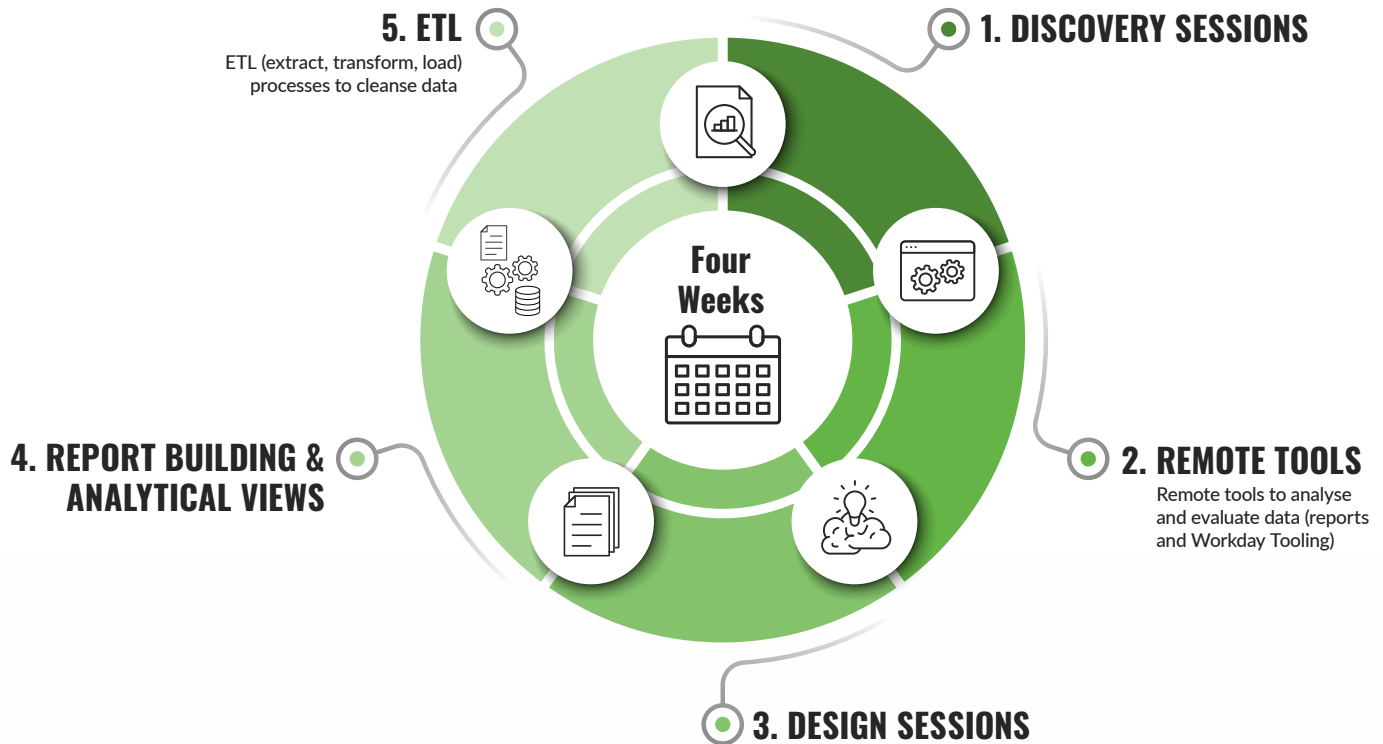
**Design and Build Methods** – We provide you and your teams with methods to efficiently review and act on updates needed to comply with Data Retention and GDPR policies.



**Provide Reporting Solutions** – We offer analytics and reporting for Works Council review and provide insight on the landscape and design of your Workday tenant.

## Our Delivery Approach

Over a period of approximately four weeks, we work with you through a range of different approaches, as detailed in our step-by-step delivery approach.



## Our Deliverables

- Documented recommendations based on our thorough audits for your review
- Developed reports for continued client use
- Focused design considerations including a roadmap to future state
- Developed data strategy to allow for continued maintenance of data
- Knowledge transfer of EIB process, data management, and data cleansing, including EIB templates

## Timeline and Costs

- Costs vary depending on range of options and uptake on resulting recommendations
- Elapsed time is dependent on customer access and availability, but 3-4 weeks end-to-end is the typical average timeline required to carry out the audit
- An Initial Quality Audit is £10,000 plus VAT and includes:
  - Initial tenant access and data analysis using our tools and reports
  - Discovery session on your specific pain points
  - Deeper analysis around specific pain points utilising additional reports/tools
  - Creation of detailed recommendations and next steps
  - Playback session on our recommendations