
Initial Plan for Data Reliability Assessment

See *Assessing the Reliability of Computer-Processed Data*, Version 1, Sept. 2002, GAO-02-15G, for related guidance.

Title **Initial Plan for the Data Reliability Assessment for Selected Data from [name of data base]**

Purpose: Document basic information about the planned data reliability assessment.

(Note: A separate planning sheet should be completed and included in the audit documentation for each data source used in the engagement.)

The engagement question/s the data will help answer

Documentation
Reference, if needed

Source of data _____

Data format/software _____

Specific data elements needed for the engagement, including which data elements are the most critical for answering the research question

(Refer to data analysis plan or documentation of discussion.) _____

The anticipated use of the data in engagement products (Indicate all that apply.)

- Sole support for findings, conclusions, or recommendations
- One of multiple sources of evidence for findings, conclusions, or recommendations
- Information with important implications
- Background only
- Unknown at this point

Who will be responsible for performing the first steps of the assessment?

Person Responsible

Unit

Review of existing information
(including interviews) _____

Initial electronic testing _____

Prepared by: Type name here
Date Prepared: Type date here
Reviewed by: Type reviewer name here

Index: Type bundle index here
DOC Number: Type document number here
DOC Library: Type library name here
Job Code: Type job code here

If one of the first steps will not be performed, describe the reason why:

Estimated time of completion of initial steps: __/__/__

Are there any special considerations/limitations related to the data reliability assessment?

Additional comments:
