

## **Business Solutions**

## Data Management

A step up in complexity from our Data Entry service, Data Management involves a series of steps necessary to provide clients with confidential managed data.

This work, which is highly flexible in response to needs, is undertaken in order to help bring about improvements in operational reliability and cost management.

In concert with our client, the service involves the manipulation of data in ways that involve our review of, for example:

- the sources of the data
- the processes involved in its collection
- the validation of events, or
- the review of customer-sensitive events

The data is entered into an electronic format with appropriate event coding that has practical relevance to the client.

It is sent to the client in an output file, or specific reports are produced. These typically have to do with matters such as operational, servicing or maintenance events.

All files are secured and backed up.