

Appendix III Data Confidence Description

Grading	Description	Processes	Data Confidence
A	Highly reliable	Strictly formal process for collecting and analysing data. Process is documented and always followed by all staff. Process is recognised by industry as best method of assessment.	Very high level of data confidence. Data is believed to be 95-100% complete and + or - 5% accurate. Regular data audits verify high level of accuracy in data received.
B	Reliable	Strong process to collect data. May not be fully documented but usually undertaken by most staff.	Good level of data confidence. Data is believed to be 80-95% complete and + or - 10% to 15% accurate. Some minor data extrapolation or assumptions has been applied. Occasional data audits verify reasonable level of confidence.
C	Less Reliable	Process to collect data established. May not be fully documented but usually undertaken by most staff.	Average level of data confidence. Data is believed to be 50-80% complete and + or - 15% to 20% accurate. Some data extrapolation has been applied based on supported assumptions. Occasional data audits verify reasonable level of confidence.
D	Uncertain	Semi formal process usually followed. Poor documentation. Process to collect data followed about half the time.	Not sure of data confidence, or data confidence is good for some data, but most of data set is based on extrapolation of incomplete data set with unsupported assumptions.
E	Very uncertain	Ad hoc procedures to collect data. Minimal or no process documentation. Process followed occasionally.	Very low data confidence. Data based on very large unsupported assumptions, cursory inspection and analysis. Data may have been developed by extrapolation from small, unverified data sets.
N	No data	No process exists to collect data.	No data available.