

Internal and Confidential

Netradyne Test Data Selection Procedure

v2.3

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# Purpose

The purpose of a test data selection document is to provide guidelines for selecting relevant and representative data sets to evaluate the functionality and performance of a system, ensuring comprehensive test coverage and accurate testing of different scenarios. Additionally, particular attention is given to security considerations, ensuring that sensitive data (PII and PHI) is handled appropriately and that security measures are validated effectively throughout the testing process.

# Scope

The scope of test data selection involves identifying and choosing representative data samples that cover a broad range of scenarios, edge cases, and potential inputs, ensuring comprehensive testing coverage to validate system functionality and performance.

# Roles and Responsibilities

Roles and responsibilities specific to this document are included below:

|  |  |
| --- | --- |
| **Role** | **Responsibilities** |
| Owner | * Team or SME responsible for the process area needs to ensure this document is up to date and compliant with governing requirements. * Is the point of contact for the document. * Responsible for initiating and managing document review and the approval process from start to finish including gathering or delegating the collection of content including diagrams, formatting etc. as well as identifying stakeholders to participate in the peer review process. |
| Reviewers/Stakeholders | Representations from teams that can affect or be affected by the document under review (e.g., Operation, Security, Compliance, Quality) |
| Approvers | The Person(s) of authority to validate the document and sign-off on the latest version. Such Person include Document owner, Functional Team Lead, Security Lead, Product Delivery Lead. |
| Document Release | Document Owner/team to work with repository administrator to make release version available. |

# Procedure

Complete production data is not used for testing features. Only a subset of the Production data is used. The data set used for testing belongs to friendly accounts. A data set is prepared for QA environments to use in the following process:

* A script runs in a restricted Jenkins environment to prepare the DB dump for QA environments.
* The script takes in input as the duration and account identifiers for which to create a dump.
* After the data is copied for all the fleets the database copy is sanitized for any PII data.
* Update all PII encrypted data with dummy/mocked values encrypted using the per environment specific key.
* Dump the output in for the environment to use.

Test Data Generation – Flow Diagram



# Conduct

Compliance Checks to this process to be performed through various methods, including but not limited to reports, internal/external audits, Awareness training/assessments and feedback to the process owner. Non-compliance will be escalated to the Netradyne leadership team.

# Exception

Exception to this procedure must be approved through the Netradyne Exception Process.

# Terms/Acronyms

|  |  |
| --- | --- |
| **Term/Acronym** | **Definition** |
| QA | Quality Assurance |
| PII | Personally Identifiable Information |
| PHI | Protected Health Information |

# References

[What is Test Data? Test Data Preparation Techniques with Example (softwaretestinghelp.com)](https://www.softwaretestinghelp.com/tips-to-design-test-data-before-executing-your-test-cases/)

# Appendix A: Document RACI Matrix

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| --- | --- | --- | --- | --- | --- | --- |
| Role/Activity | Document Owner/Functional Area Lead | Document Contributor | ND Leadership | Functional Area Team | InfoSec | All ND Member(s) |
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| Ensure stakeholders are kept informed | A | R | - | R | C | - |
| Ensure document contains all relevant information | A | R | I, C | R, C | C | I |
| Ensure document adheres to document governance policy | A, R | R | I | R, C | R, C | I |
| Provide SME advice | I, R | A, R | I | R, C | I, C | I |
| Gathering and adding document contents | I | A, R | I, C | R, C | C | I |
| Document Approval | A | R | I, R | I | I, R | I |

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| Key |  |
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| I | Informed |