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**Quality Control Form**

|  |  |
| --- | --- |
| **Team Name** | SELECT |
| **Team Members** |  |
| **Client Name** |  |
| **Date of file received** |  |
| **Name of file received** |  |
| **File Format received** |  |
| **Size of file (KB) received** |  |
| **Encoding of the file** |  |
| **Recorded Number of Columns** |  |
| **Recorded Number of Rows** |  |
| **Name of Schema of Destination Table** |  |
| **Name of Destination Table** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ID of SQL or Checked Rows** | **Description of Check** | **Result in SOURCE** | **Result in DESTINATION** | **OUTCOME** |
| *DD-P1-1 (Example Row – DELETE)* | *Count of rows* | *5* | *5* | *PASS* |
| *DD-P1-2 (Example Row – DELETE)* | *Count of columns* | *5* | *6* | *FAIL* |
| SQL-1 | **Count of rows** |  |  |  |
| SQL-2 | **Count of Distinct Rows** |  |  |  |
| SQL-3 | **Count of Columns** |  |  |  |
| SQL-4 | **Sum of column Sums** |  |  |  |
| SQL-5 | **Sum of Row Sums** |  |  |  |
| SQL-6 | **Date format Check**  *Compare 5 randomly chosen values from Source, check date matches in Destination.* |  |  |  |
| SQL-7 | **Eyeball Check**  *Inspect 5 randomly chosen records from Source* |  |  |  |
| Insert SQL Code ID | *Your check description* |  |  |  |
| Insert SQL Code ID | *Your check description* |  |  |  |

**Example for extra checks:** Count of Nulls - {COLUMN NAME} ; Aggregates (SUM/MIN/MAX) checks between Source and Destination

**[[ Your notes about your discoveries or quality checks. ]]**