

TNF Data Onboarding SOP (v1.0)

Purpose

- Standardize onboarding of new data sources into TNF.

Prerequisites

- Source owner assigned
- Data contract completed
- Schema JSON approved

Steps

- 1) Register source in TNF Console → Sources → “Register Source”.
- 2) Provide schema.json and sample file (min 100 rows).
- 3) Set Refresh Times in the Data Ingestion settings for this source:
 - Hourly at :10 and :40 (IST).
- 4) Enable Quality Checks: null_ratio < 5%, unique_keys enforced.
- 5) Submit for Review → “Create Pull Request” in tnf-ingestion repo.

Failure Modes & Fix

- Schema mismatch: update schema.json + re-run dry run.
- Late arrivals: increase late_arrival_window to 25m.
- Partition gap: backfill via Airflow DAG tnf_backfill_<source>.

Contacts

- Source Ops: ops-tnf@example.com
- Data Platform On-call: x1234