

# The Metro 2® Data Audit Handbook

The **Metro 2® Data Audit Handbook** was created to provide a field-by-field explanation of how to audit the accuracy and integrity of the data your institution is reporting to the credit bureaus. This 200+ page document describes the process steps to take for each individual field, doing so by breaking each field's audit procedures into easy to understand sections that include:

- What You Need to Know About This Metro 2® field
- Creating your audit procedures for this field
- Common errors to watch out for
- Writing Up Your Results for This Field

A small editable section has been added at the beginning of each field's procedure in order for you to document any information specific to your institution, such as your core system field names and values that contribute to the creation of the corresponding values reported on the Metro 2® file.

And that's not all! Also included are instructions on how to maximize the use of Excel in order to audit your data. Learn specific tricks, tools, formulas and functions to create and use:

- Individual Field Statistics
- Multi-field Statistics (i.e., Portfolio Type **BY** Account Type, etc.)
- Auditing Core System Field Values Against the Metro 2® File Values
- And more!

## **Please take note of these 2 important disclaimers before you purchase The Handbook:**

- 1) The Metro 2® Data Audit Handbook is NOT meant to be a substitute for CDIA's® Consumer Reporting Resource Guide® (the Metro 2® Manual). The Handbook was created to help you develop your practical FACTA 312 "accuracy & integrity" compliance processes. It is only a supplement to the Metro 2® manual and should be utilized as such.
- 2) The Metro 2® Format and the Credit Reporting Resource Guide® (CRRG®) are owned by the Consumer Data Industry Association® (CDIA®), and can be obtained at [www.cdiaonline.org](http://www.cdiaonline.org). Credit Bureau Strategy Consulting, LLC is an independent entity which is not affiliated with CDIA® and CDIA® is not responsible for the content of the information contained in the Handbook.