

Timetable for the National Fraud Initiative 2018/2019 Exercise

Activity	Who	How	Timing
Issue the data specifications for each data set	NFI Team (Cabinet Office)	<p>The data specifications are permanently available on the NFI GOV.UK web page.</p> <p>Please note: Data specifications that were previously merged have now been separated based on user feedback. For example, within the Housing data specification there are separate specifications for Current Tenants and completed Right to Buy applications.</p>	Tuesday 10th July 2018.
Issue the instructions to bodies participating in NFI 2018/19	NFI Team (Cabinet Office)	<p>The instructions and data specifications are permanently available on the NFI GOV.UK web page.</p> <p>An email link will be sent to the Senior Responsible Officers and Key Contacts as a reminder.</p>	Invitations sent by Tuesday 31 July 2018
2018/19 national exercise part of the web application becomes available	NFI Team (Cabinet Office)	The web application will be made available for 18/19 access.	From Wednesday 1 August 2018
Participants will check the list of expected data sets	NFI Key Contact	Log in to the 2018/2019 web application Data File Upload and check the list of expected datasets is accurate for your particular organisation.	Between Wednesday 1 August and Friday 31 August 2018

		Advise us of any changes to the list by Friday 31 August 2018.	
Confirm who the web application users will be	NFI Key Contact	Key Contacts should ensure the person responsible for uploading data has a user account on the web application.	By Friday 7 September 2018 and as and when future changes occur
The privacy notice compliance declaration is completed online	NFI Key Contact	Submissions are made via the NFI web application	By Friday 28 September 2018
The data is extracted from the participant systems in accordance with the data specifications	NFI Key Contact / User (data upload)	Data should be extracted from your systems at at 30 September 2018 (unless otherwise stated in the data specification) and uploaded to the DFU as soon as quality checks have been completed. There is a separate data specification for each data set collected. These specifications can be accessed from the detailed data specifications page .	Between Monday 1 October and Monday, 8 October 2018
The live data is uploaded to the NFI web application	NFI Key Contact / User (data upload)	The data for the 2018/19 batch exercise is uploaded through the 2018/19 web application, Data File Upload.	From Monday 8 October 2018*
The 2018/19 exercise matches are available	NFI Team (Cabinet Office)	An email link will be sent to Senior Responsible Officers and Key Contacts as a reminder informing them that the matches are available.	From Thursday 31 January 2019 **

* A series of reminders will be issued from Monday 15 October 2018. Failure to submit all of your data promptly may result in some datasets being excluded from the matching process for the results release at the end of January 2019.

** There may be subsequent match releases should data not be provided by the required deadline.