



FACULTY OFFICE

Key Performance Indicators (KPIs)

Inspections Regime

The below KPI figures record the length of time taken by the Faculty Office to inspect, review and follow up on any issues identified within an inspector's report.

Every year 20 notaries are selected to have their notarial practice inspected. 10 of these notaries will fall within the higher risk band identified by the Faculty Office and will be selected at random. In 2019 only 14 notaries were inspected. This was due to inspector ill health and deferment due to ongoing investigations. Additional inspections are planned for 2020 to compensate for the shortfall in 2019.

<i>Days</i>	From inspection to receipt of the report <small>out of 14 inspections completed by 17 Feb 2020</small>	From receipt of the report to date sent to the Master for review <small>out of 14 inspections completed by 17 Feb 2020</small>	From receipt of the Master's review to initial follow up action <small>out of 5 notaries requiring follow-up action</small>	From inspection to initial follow-up <small>out of 5 notaries requiring follow-up action</small>
Target	14	28	14	56
Shortest	11	2	15	70
Longest	46	99	15	125
Average	19.9	42.4	15.0	83.2
Mean variance from target	+5.9	+14.4	+1	+27.2