



Service Definition

**Data Transformation and Data
Migration**

Data Transformation and Migration Services

Adetiq is an experienced UK-based service provider specialising in secure data services and cloud support. In recognition of its delivery capability, Adetiq was awarded Global Sourcing Association **'Onshore Delivery Team of the Year'** in 2025, reflecting excellence in UK-based service delivery, governance and operational quality. Adetiq delivers data transformation and data migration services to support organisations in moving data securely and accurately between systems and formats as part of cloud modernisation and digital transformation programmes.

Services include the transformation of data from multiple source formats, including structured and unstructured datasets, legacy systems and, where required, hard copy records, into formats suitable for migration into new or existing cloud-based platforms. This may include data cleansing, validation, enrichment, re-structuring and reconciliation to ensure data is complete, consistent and fit for purpose.

Adetiq provides end-to-end support across the data migration lifecycle, working with customer requirements to define transformation rules, target data structures and migration approaches. Services are delivered using a hybrid model, combining automation, supervised artificial intelligence and machine learning technologies with skilled UK-based personnel to ensure accuracy, control and auditability.

Data transformation and migration activities are delivered in line with agreed governance, timelines and quality controls, with outputs produced in formats aligned to destination systems and business requirements. Services are designed to minimise risk, maintain data integrity and support successful transition to new systems.

How the Service is Delivered

Adetiq delivers Data Transformation and Data Migration services from its secure UK-based offices in the South East of England, using only UK-based personnel. All services are delivered within controlled office environments to ensure data security, accuracy and compliance when handling sensitive or business-critical information. Adetiq does not use offshore or home-based resources for service delivery.

Each engagement is overseen by a dedicated Project Manager, supported by Project Supervisors, who is responsible for end-to-end delivery, coordination of delivery teams and performance against agreed service levels. The Project Manager acts as the primary day-to-day point of contact and provides clear governance, reporting and communication throughout the migration lifecycle. Adetiq works closely with customers to define transformation rules, data mappings, validation criteria and migration approaches.

Adetiq welcomes customer audits and site visits and is regularly audited by clients as part of ongoing assurance, quality and governance activities.

Delivery teams are structured to ensure operational resilience and continuity, including coverage for changes in workload, planned absence and business continuity requirements. Team members rotate within projects to maintain current knowledge of data structures, transformation logic, controls and migration objectives, ensuring consistent service standards.

Service delivery is supported by Adetiq's wider business functions, including IT and information security teams. These teams ensure that systems are regularly tested and patched, staff receive ongoing data security training, and all transformation and migration activities are recorded within systems that maintain a full, end-to-end audit trail, supporting reconciliation, traceability and validation.

Adetiq employs a hybrid delivery model combining skilled personnel with automation and rules-based processing, supported where appropriate by supervised machine learning techniques. Automation is used to streamline repeatable transformation, validation and reconciliation activities, improving efficiency and consistency while ensuring outputs remain transparent, auditable and subject to human oversight.



Disaster recovery and business continuity arrangements are in place and tested periodically to support continuous service delivery. Adetiq maintains compliance with UK GDPR and holds certifications including ISO 27001, ISO 9001 and Cyber Essentials Plus.

How we price

Pricing for Data Transformation and Data Migration services is based on a transparent, role-based day rate model, reflecting the variable and often complex nature of transformation and migration activities.

Services are delivered on a time and materials basis, using defined roles aligned to specialist data transformation, migration planning, validation, and quality assurance. This allows buyers to scale delivery according to the complexity, volume, and criticality of their data requirements.

A standard working day is defined as 7.5 hours, delivered during UK business hours. All services are delivered by UK-based, security-cleared personnel operating within ISO 27001, ISO 9001 and Cyber Essentials Plus certified environments. Prices are exclusive of VAT, with no minimum contract values or hidden charges.

Features of Service

Adetiq's data transformation and migration services are flexible according to the requirements of the project at hand.

50 years in the industry has taught us that often no two transformation or migration requirements are exactly the same. Therefore, upon commencement we offer consultancy and best practice advice with regard to the best process(es) to transfer the data and develop a project plan to ensure timely results.

Features of our Data Transformation and Data Migration Services Include:

- End-to-end data transformation and migration, working as an extension of your in-house team. Processes are fully customisable according to the specific requirements of the business.
- A fully integrated combination of data automation systems, and skilled personnel to deliver projects – combined in a manner to deliver the best results.
- Skilled, knowledgeable UK based workforce. Benefit from different specialisms from across the business. Adetiq has a diverse workforce with a range of skills sets, which we are able to allocate to any data transformation and migration project accordingly. Our technical

teams are able to programme systems for automation, and have specialist skills according to the nature of the data and associated systems.

- Adetiq can work with any source or destination formats, and can work directly within your systems, using our own specialist systems or a combination to achieve the best results.
- Real-time data transfer
- Highly secure, ISO 27001:2022 certified, Cyber Essentials Plus accredited data processing environment
- Project planning, milestones and management information provided as standard
- Any source documents/data formats handled, including streamlining disparate data
- Hybrid of automation and human resource depending upon specific requirements
- Entirely UK based operation, office based DBS background checked personnel.
- Specialist data transformation/data capture systems with full audit capabilities.

Benefits of Service

Often a data transformation and migration requirement is either finite – requiring high involvement over a short period, or is labour intensive on a long term basis.

By outsourcing data transformation and migration, organisations benefit from the skills and expertise from specialists in the industry, whilst also alleviating the burden from in-house teams.

Outsourcing highly labour intensive tasks, has proven to reduce costs and improve accountability and accuracy. Further key benefits are:

- Obtain maximum business benefit from the information you already have and ensure a seamless data flow into your new systems. Build better customer profiles and/or ensure regulatory compliance by ensuring that your data is accessible, up to date and in one central location.
- Save time, searching through archives for information. One central repository of all data, will maximize the efficiency of your internal team.
- Ensure that your business data is usable and valid over the long term, with an audit trail to demonstrate the efforts your business takes to ensure the validity of its data.
- Outsourcing data transformation and migration brings accountability to the project. Selecting a professional organisation with Service Level Agreements and Key Performance Indicators in place, will ensure a professional and complete service delivery, which is also impartial in terms of assessing the accuracy of information.
- The team at Adetiq are data transformation and migration experts, with Adetiq in operation for 50 years.
- Adetiq uses the latest data transformation and migration technologies, and continually assesses the market for new innovative technologies. Benefit from the advances in automation, without the cost of installing new software and hardware.
- Adetiq uses an effective hybrid of technology and skilled resources tailored to the specific requirements of each project. Accuracy and completeness is critical, and therefore the best methods will be employed according to the specific requirements of the task.
- Alleviate internal work forces from time consuming administrative work, outsourcing has proven to be a cost and time effective method of conducting administration tasks – allowing internal resources to focus on core business matters.
- Adetiq has comprehensive data security standards and credentials for governance and peace of mind, ISO 27001:2022 and UK Government Cyber Essentials Plus certifications.
- Adetiq is based entirely in the UK and welcomes all clients to visit the office premises (three sites) to review operations.
- As standard Adetiq tracks every interaction with every data project, to ensure effective and complete tracking and auditing capabilities.
- Adetiq offers scalable solutions, completely customisable to the business requirements.

Data Transformation and Data Migration Clients



Rail Delivery Group



NatCen
Social Research

