# 4 CRITICAL ELEMENTS OF A SUCCESSFUL DATA GOVERNANCE PROGRAM

The four things you need to **facilitate organization-wide adoption** of data governance

## 1 OPERATING MODELS, WORKFLOWS, & GOVERNANCE RUNBOOKS

Documentation that **describes roles, policies, and procedures** that are necessary for people to understand and implement data governance

**Agreement across the organization** for who will govern, what their responsibilities are, and what tools they will be using
*e.g., business glossary, data catalog*


Adding a New Asset to the Data Catalog

## 2 PROCESSES & PROCEDURES
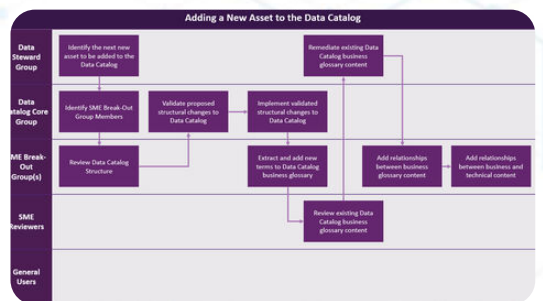
To make a change to the structure of a data governance process:

- A **general user** submits a templated proposal for the change
- A **core panel of stewards** reviews the proposal
- If accepted, the **core group** will implement and publish the change

Documentation on **how data is managed, maintained, and governed**
*e.g. notifications of changes, approvals, or automations*

**Explains how to perform governance tasks**, helps new hires upskill quickly, and ensures that **everyone is following the same prescribed actions**
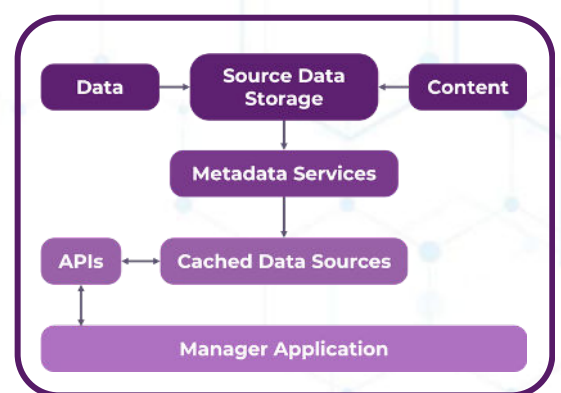
## 3 SOLUTION & SYSTEMS ARCHITECTURE

Diagrams and plans that **relate information between entities** and demonstrate **how platforms and objects relate**, both written and visually

**Shows how data and information flow** from system to system, establishes the systems of record, and **ensures transparency** into data sources and their intended use


Data / Source Data Storage / Content / Metadata Services / APIs / Cached Data Sources / Manager Application

## 4 DEFINED ROLES & RESPONSIBILITIES

**Data Steward**

- Manages day-to-day technical metadata related to a specific dataset
- Ensures accuracy and accessibility of data dictionaries
- Maintains data quality for a dataset at above 95%, resolving any issues that may arise

**Documented relationships** between individuals, their responsibilities, the actions they take, and that data with which they interact

Provides a **central source of truth** for dataset roles and responsibilities, maintenance guidelines, and expected clean-up cadence

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Looking to develop a **Data Governance Program** at your organization? Not sure where to start? Learn more about our data services at www.enterprise-knowledge.com.

## Contact Us!

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