# *OBIDAM:* Data Stewardship, Part 1

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# Data governance

- Data governance is the governing of data assets in organizations, including the structure, processes, and organization needed for such governing

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[Definition based on Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Data governance

- Data governance aims to move data from an ungoverned state to a governed state

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[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Data stewardship

- Data stewardship is the operational aspect of data governance – that is, the day-to-day work of data governance

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[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Data governance and data stewardship

- Data governance and data stewardship "make sure that people are properly organized and make the right things to make the data understood, trusted and of high quaility – and ultimately, suitable and usable for the purpose of the enterprise"

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[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Data shall be treated as other assets

Data shall be treated as we treat other assets (i.e. valuable resources) in an organization:

- Data shall be owned

- Data shall be understood, inventoried and quality checked as well as corrected when data-related issues appear
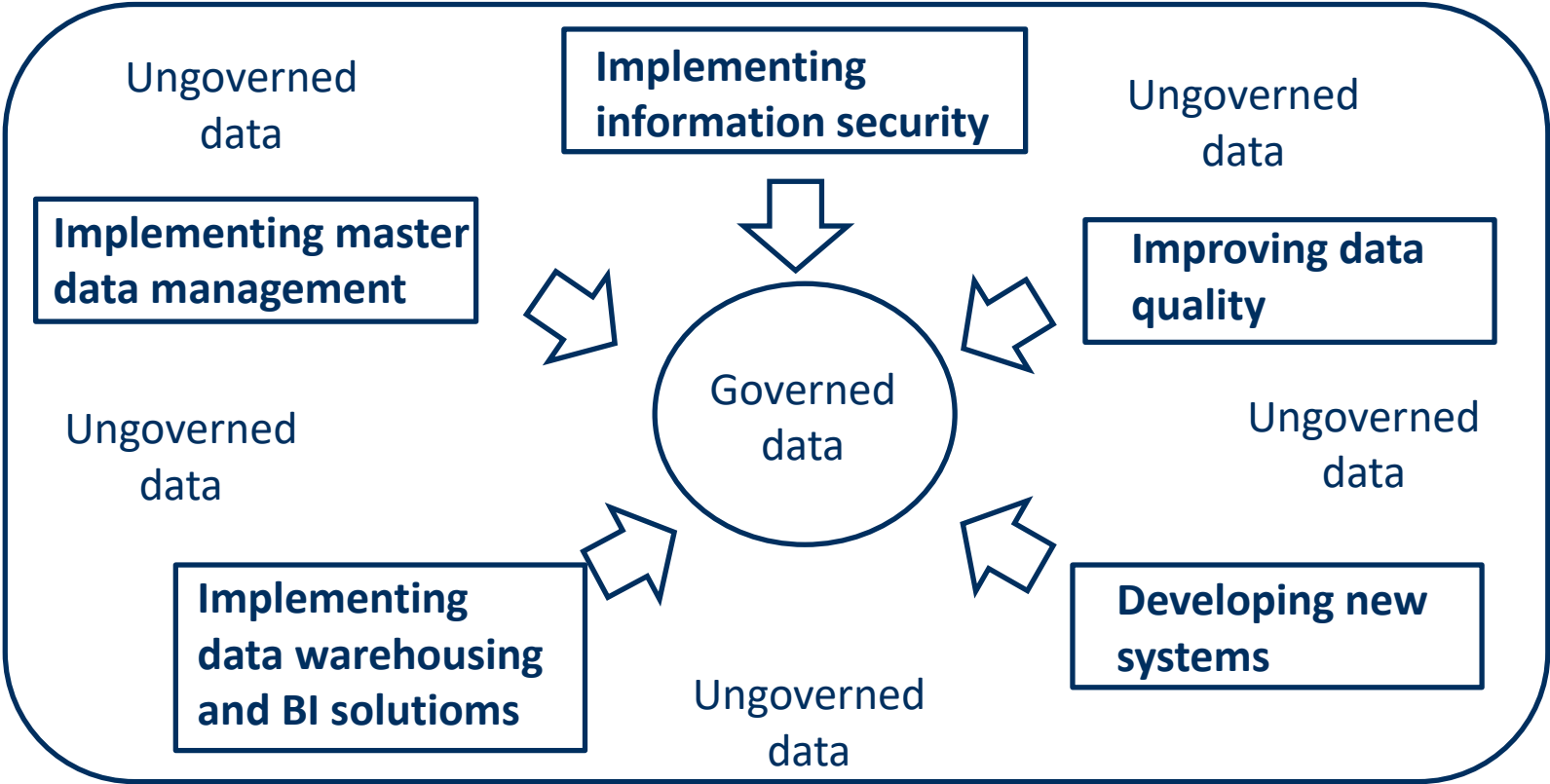
- Data shall be wisely used

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Data governance - again

- Data governance aims to move data from an ungoverned state to a governed state

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[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Drivers for moving data to a governed state



Ungoverned data

**Implementing information security**

Ungoverned data

**Implementing master data management**

**Improving data quality**

Ungoverned data

Governed data

Ungoverned data

**Implementing data warehousing and BI solutioms**
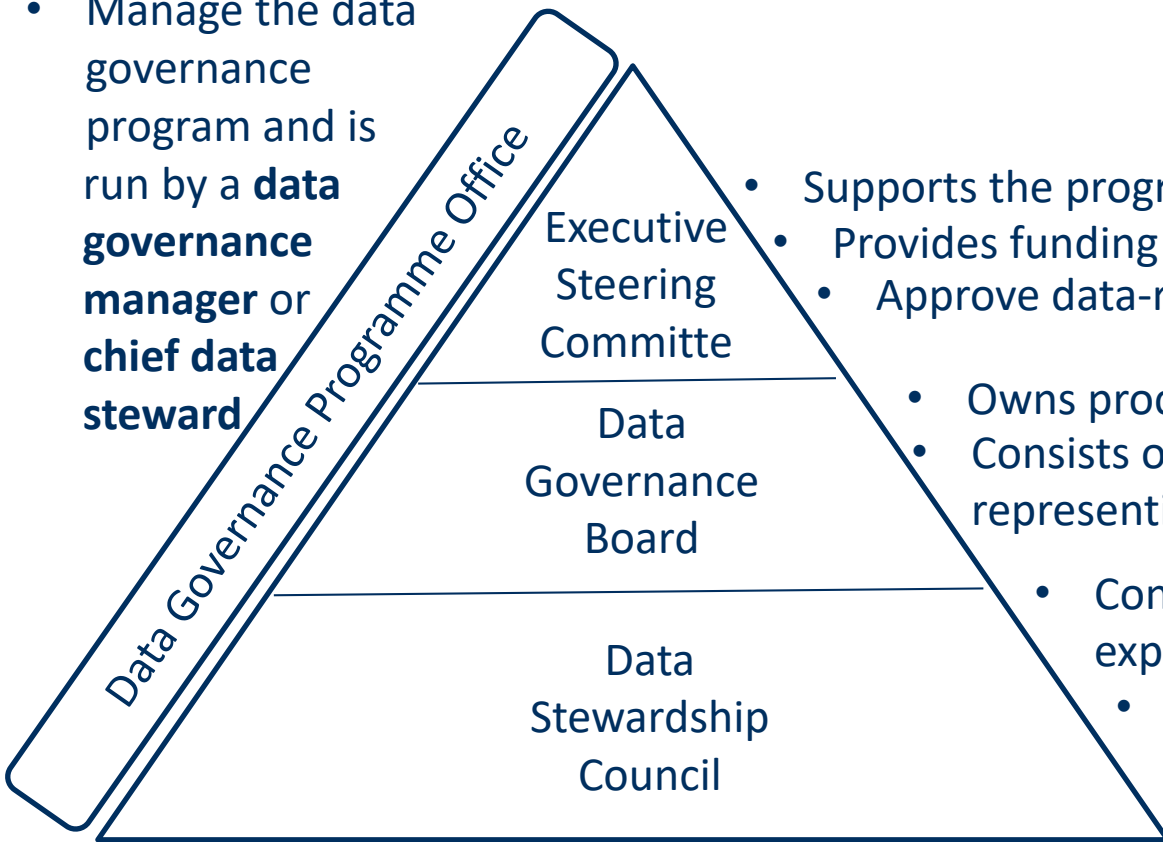
**Developing new systems**

Ungoverned data

# Governed data

- Governed data require:

  – standardized business names

  – standardized business definitions

  – specified rules for data creation – specifying what is needed for creating certain data

  – specified rules for usage of the data – specifying for which purpose the certain data can or cannot be used

  – specified rules of data quality

  – documentation of physical location of physical instances of the data

  – specified data governors and data stewards responsible for the data

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Data governance program

- Manage the data governance program and is run by a **data governance manager** or **chief data steward**

**Data Governance Programme Office**

**Executive Steering Committe**

- Supports the program enterprise-wide
- Provides funding for the program
- Approve data-related policies

**Data Governance Board**

- Owns processes, and key data element
- Consists of **data governors (data owners)** representing data-owning business functions

**Data Stewardship Council**

- Consists of **data stewards** that are experts on definitions and the use of data
- Decide how to create metadata, create and carry out data-related procedures, and manage tools

# The three P:s: Policies, Processes and Procedures

- Effective data governance and data stewardship requires policies, processes and procedures.

- **Policies** – are high level rules that that supports the achievement of enterprise goals (such as "Redundant data element are not allowed")

- **Processes** – state what tasks to do on a high level to comply with the policies (such as "search through the business glossary, do a comparison of definitions, resolve potential duplicates, create a new data element, etc)

- **Procedures** – state exactly how to perform each task in processes (such as, an exact description of how to search through the business glossary, etc)

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Business data steward

- The business data steward - is responsible for stewarding the data of a certain business function

- First, the business data steward - knows data and issues related to data in general

- Second, the business data steward - also knows what the business needs is in a certain business function – especially when it comes to requirements on the data used in the business function

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Business data steward

- The business data steward - often formalizes and structures a role that someobody already has taken informally in an organization, which is a person that everbody in the organization approach to ask questions regarding data-related issues

- By formalizing the role of the business data steward, the work with data-related issues will be more effective and efficient

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Domain data steward

- Domain data steward – is a business data steward that represent several business functions - when the same data element (e.g. customer) are used in several business areas, and the ownership of the data element needs to be shared among two or more business areas

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Technical data steward

- Technical data steward – is an IT representative that has knowledge of IT systems

- Technical data steward – understand how data are created, manipulated (e.g., transformed), stored, and moved (e.g., transported, transfered) in and between IT systems – and therefore needs to collaborate with the other roles of data steward

- Technical data steward - can work with data quality resolution rules, ETL jobs, identity resolution for master data management

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Project data steward

- Project data steward – works in projects, and helps and reports back to the business data stewards about data-related issues in the projects, and, thereby, taking work load off the business data stewards

- Project data steward – is usually a person already involved in a project

- Project data steward – is not the responsible for the data in the projects – this is still the role of business data stewards

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]

# Operational data steward

- Operational data steward – help the business data steward on an operational level, that is, working directly with the data to address different data-related issues, and reports back to the business data steward

- For example, an operational data steward can ensure that data creation rules are followed

- Operational data steward – is not the responsible for the data – this is still the role of business data stewards

[Plotkin D. (2014) Data Stewardship, Morgan Kaufmann Publishers]