# Data Governance Plan

Use this template combined with the Data Governance Maturity Assessment to establish a biennial plan for data governance. The plan should be submitted to the Chief Data Officer by December 31 of every even-numbered year.

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# Data Governance Plan

## Current State

Using the EIS provided Data Governance Maturity Model or another data governance maturity model of your agency’s choosing, assess your current state and target state with regards to data governance. For each dimension, assess where your agency’s current state is and provide a few descriptive sentences describing your agency’s current state.

**Maturity Model Used:**

|  |
| --- |
| << Identify which maturity model your agency used. If your agency did not use the Enterprise Information Services’ provided maturity model, please identify which maturity model used, provide a link to or attach a copy of the maturity model here>> |

**Overall Current State:**

|  |
| --- |
| << Describe your agency’s current data governance structures (if any), policies, and existing systems, with a general note to overall program maturity based upon your findings from the maturity assessment. This section may also address resource limitations or other challenges faced by your area in developing data governance at an agency level.>> |

**Current State by Dimension**

**Use the boxes below to describe your agency’s current state for each dimension of the maturity model your agency has completed. The boxes below are pre-populated with the dimensions from the Enterprise Information Services’ provided maturity model. If the agency used a different model, please provide current state information for the dimensions within the agency utilized model.**

**Briefly describe your agency’s current state for:**

**Data Leadership/Executive Support**

|  |
| --- |
| << Provide a brief description (2-5 sentences) of your current state for this dimension>> |

**Data Stewardship:**

|  |
| --- |
| << Provide a brief description (2-5 sentences) of your current state for this dimension>> |

**Data Processes, Policies and Procedures:**

|  |
| --- |
| << Provide a brief description (2-5 sentences) of your current state for this dimension>> |

**Data Management:**

|  |
| --- |
| << Provide a brief description (2-5 sentences) of your current state for this dimension>> |

**Value Creation:**

|  |
| --- |
| << Provide a brief description (2-5 sentences) of your current state for this dimension>> |

**Privacy, Security and Regulatory Control:**

|  |
| --- |
| << Provide a brief description (2-5 sentences) of your current state for this dimension>> |

## Data Governance Planning

Data Governance must be an agency-wide initiative rather than left to the business unit level. Agencies should start exploring a common vision for data governance and what they want data governance to accomplish for the agency holistically.

### Lead Data Steward

Agencies are required to appoint a Lead Data Steward to help coordinate the agency’s data governance efforts and to act as a single point of contact in working with the Chief Data Officer, and serve on the Oregon Data Stewards Council.

|  |  |
| --- | --- |
| **Agency’s Designated Lead Data Steward** | Name:Email: |

|  |
| --- |
| << Briefly describe how the agency will leverage the Lead Data Steward to support governance within the agency>> |

### Future State

The EIS maturity assessment contains suggested actions for agencies to take within each dimension to mature from their current level of maturity to the next level. These actions are recommended, but not required, however agencies should use them to guide their own priorities and planning for data governance. Agencies may also identify resource challenges or limitations that are currently impacting data governance progress within their organization.

**Priorities**

What are your agency’s top 3 to 5 priorities for this current biennium for improving data governance within the agency?

 Priority 1:

 Priority 2:

 Priority 3:

 Priority 4:

 Priority 5:

**Targeted Actions**

Provide a brief description of targeted actions your agency will take to improve data governance. These actions may be suggested actions as provided by the EIS maturity assessment, or other focused actions as determined by the agency’s internal planning for data governance.

Targeted Action 1:

|  |
| --- |
| << Briefly describe this action. Who will be tasked with accomplishing it? How will this action contribute to the agency’s overall data governance program? What is the size and scope of this specific action? How will success be measured?>> |

Targeted Action 2:

|  |
| --- |
| << Briefly describe this action. Who will be tasked with accomplishing it? How will this action contribute to the agency’s overall data governance program? What is the size and scope of this specific action? How will success be measured?>> |

Targeted Action 3:

|  |
| --- |
| << Briefly describe this action. Who will be tasked with accomplishing it? How will this action contribute to the agency’s overall data governance program? What is the size and scope of this specific action? How will success be measured?>> |

## Data Governance Successes

Provide a brief description of strategies and actions that were successful, and accomplishments from the previous biennium.

|  |
| --- |
| << Briefly describe the success. What actions took place? How was success measured? Who within the agency was involved? What lessons learned can you share for other agencies who may wish to implement a similar initiative?>> |

|  |
| --- |
| << Briefly describe the success. What actions took place? How was success measured? Who within the agency was involved? What lessons learned can you share for other agencies who may wish to implement a similar initiative?>> |

## Optional Attachments: Contribute Resources to the Data Governance Resource Library

If your agency has produced any resources or materials such as a charter, roles and responsibilities documentation, organizational or reporting structures, training materials, or other resources that you are willing to contribute to the State’s Data Governance Resource Library, an enterprise-wide library for state agencies.