Data governance checklist

☑ **1. Map data and data ownership:**
- Define data sources and ownership and responsibility for maintaining data quality

☑ **2. Data standards and policies:**
- Establish data standards and governance policies
- Ensure compliance with relevant data regulations

☑ **3. Data quality monitoring:**
- Implement data quality monitoring tools and processes
- Define thresholds for data quality metrics

☑ **4. Access control:**
- Set up access controls and permissions for data
- Ensure that only authorised personnel can access sensitive data

☑ **5. Data documentation:**
- Maintain up-to-date documentation on data dictionaries, metadata, and data lineage

☑ **6. Data auditing and logging:**
- Implement auditing and logging mechanisms to track data access and changes

☑ **7. Data privacy and security:**
- Ensure that data is protected and follows best practices for privacy and security

☑ **8. Data lifecycle management:**
- Define data retention and disposal policies
- Manage data archiving and purging as necessary

☑ **9. Data governance committee:**
- Establish a data governance committee responsible for overseeing data-related decisions and policies

☑ **10. Continuous monitoring:**
- Continuously monitor data quality, security, and compliance
- Adjust data governance policies as needed

☑ **11. Training and awareness:**
- Provide ongoing training and awareness programs for staff regarding data governance best practices