# Framework in Action Key data roles and responsibilities



Our Data Governance Framework

* sets out our approach to managing data over the lifecycle
* describes the principles, structures, and roles and responsibilities that underpin our policies and processes for data governance
* seeks to maximise the value of our data and ensure our data activities are aligned with our strategic objectives
* is designed to support our staff, at all levels, to manage data well so that it can be used and shared safely and effectively.

# Data Governance Principles

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| --- | --- | --- |
| Setting out the standards and expectations for effective management of data in the department. | | |
| **Leadership** | Formalising high-level roles and governance to drive robust and consistent oversight of data management across business areas. | **Roles and responsibilities** |

**Implementation Measures of Success**

**Focus areas for Data Governance Framework Implementation**

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| --- | --- | --- |
| **Policies and guidance** | **Capabilities** | **Systems and tools** |
| Providing rules and operational support for managing data. | Facilitating training, engagement, and knowledge sharing. | Providing secure systems and tools to use data and manage through the lifecycle. |

# The Framework supports the department to:

**Chief Data Officer:**

Accountable for enterprise-wide governance and use of data as an asset and building agency data capabilities

## Privacy Champion:

Provides leadership on broader strategic privacy issues and promotes a culture that values and protects personal information

**Chief Information Officer:** Oversees the department’s technology and cyber security arrangements

**Senior Data Stewards /**

**Data Stewards:**

**Our data assets are:**

**Business-enabling**

We collect, manage, use and share data to enable policies and programs for the benefit of Australians.

## Trusted

We ensure our processes for handling data are legal, secure, ethical and transparent.

## Managed

We identify and mitigate risks across the data lifecycle.

## Discoverable and Understandable

We support effective use of data by ensuring our data assets are discoverable, and understandable.

## Fit for purpose

We ensure our data are understood and take measures to continuously improve quality and useability.

## Shared and Published

We embed safe practices for use, re-use and sharing of data. Data are made publicly available where appropriate.

## Our staff are: Accountable

We have clear roles, responsibilities and accountabilities for the effective governance of our data, and the right skills and capabilities to do this well.

## Deliver data driven policies and programs

**Uplift data and analytical capability**

## Treat data as an asset

**Improve availability and accessibility of data for users**

## Implement our data strategy effectively

**Empower staff to use data effectively**

Accountable for facilitating effective day-to-day management of data within a defined data domain or business area

## All SES Officers:

Accountable for proper use of government data within their areas of business responsibility and for supporting efforts to build data capabilities

## All staff:

Responsible for safe and appropriate use of data