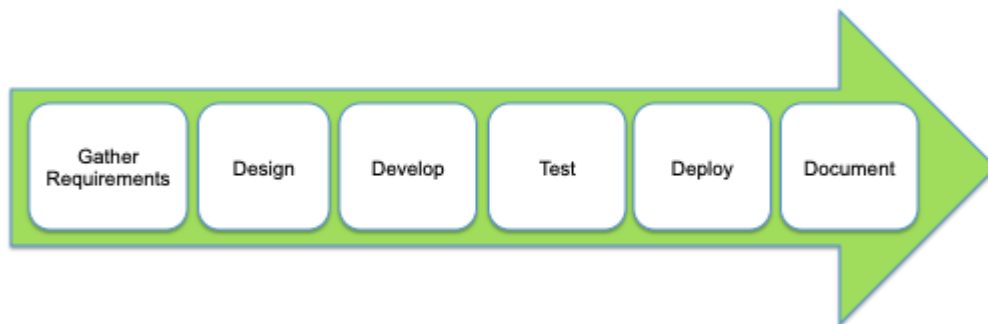


Workflows for Data Governance Datasheet

Information Asset has created over 150 workflows for data governance business processes for use with data governance software.

A workflow consists of a repeatable pattern of activity enabled by the systematic organization of processes to provide services or process information. These workflows can be fundamental building blocks for simple to complex repetitive processes.

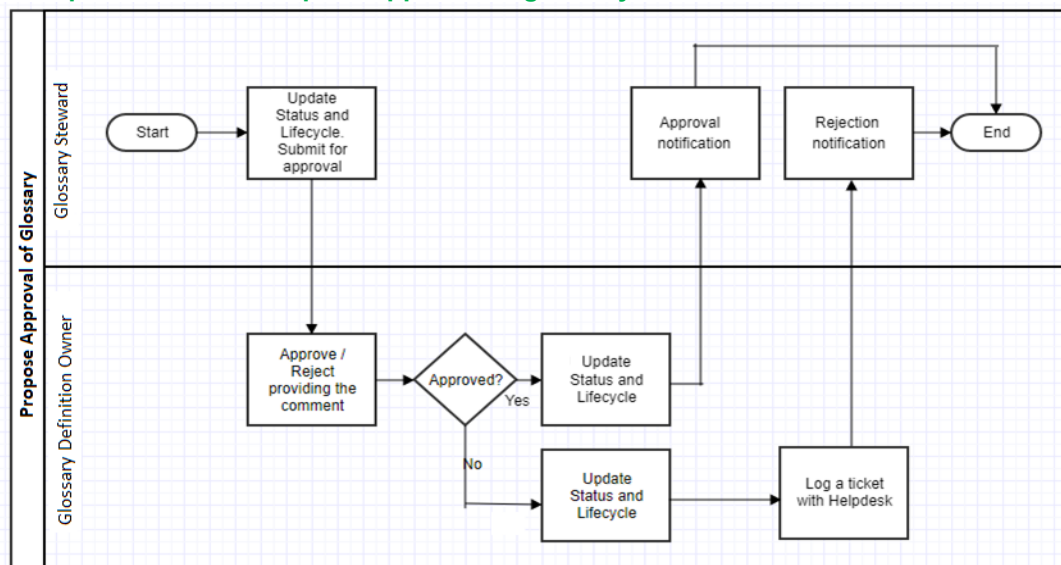
The approach to create the workflows is based on this methodology:



Each Workflow consists of:

- A description
- Business problem and solution
- Flow diagram
- Source Code
- Deployment Document

Example Workflow: Propose approval of glossary



Workflow Categories:

Business Users – Workflows which allow users of data and information across the business to subscribe and receive updates to specific data assets (terms, data elements, models, etc.) , request access, propose additional assets or edits to assets and participate in data and issue management activities.

Example:

- *Governance Solution-> (Data Issue Management), Workflow -> (Issue Validation)*
- *Workflow enables the identification and validation of a data issue within a glossary, which promotes good business user and data steward collaboration*

Business User	
Subscribe to Asset	Annual Reminder
Subscribe to Domain	Authoring and Publication of Assets
Unsubscribe to Asset	Authoring and Publication of Report Metrics
Unsubscribe to Domain	Add Roles and Responsibilities
Notify Updates on Subscribed Asset	Find who created a user and when
Notify Updates on Subscribed Domain	General Approval with Action Emails
Stakeholder meeting Review	Get Active User
Propose Engineering Standard	Access Request
Engineering Standard Approval	Request Role - Community
Custom Engineering Standard Voting Process	Request Role - Domain
Enter Comment	Get Created User
Create Report	Inform User
Create Reporting Metric	Send Email Notification
Report Approval Process	Data Access Exception
Add or Edit Asset	Data Access Request
Data Challenge	Data Access Request Approval
Issue Management (SH)	Notification
Issue creation and Approval	

Data Governance - Workflows which allow stewards and owners of data and information across the business to actively participate in formalized processes for requesting, proposing, reviewing, approving, publishing, and removing data assets, policy generation, issue validation, management and resolution.

Example:

- *Governance Solution-> (Establishing and Maintaining a Business Glossary), Workflow -> (Propose Approval of Glossary)*
- *Workflow enables the proposal, review and approval process for the addition of a new glossary. The new glossary could be a related subset of an existing glossary, or related to newly created/aquired data for the business*

Data Governance	
Propose Deletion of Associated System Asset Business Rule	Propose Edit To Existing Geography
Propose Deletion of DataFlow Plus Suffix	Propose Edit To Existing Policy
Propose Edit to existing Associated System Asset	Propose Edit To Existing Report
Propose Edit To Existing Associated System Asset Business Rule	Propose Edit To Existing Report Attribute
Propose Edit To Existing Data Flow Plus Suffix	Propose Edit To Existing Report Schedule
Propose New Associated System Asset	Propose Edit To Existing Standard
Propose New Associated System Business Rule	Propose New BIM Term
Propose New Data Flow Plus Suffix	Propose New Business Term
Approve Full Report	Propose New Business Unit
Audit Trail	Propose New Geography
Custom Approval Process For Proposing New Business Term	Propose New Policy
Custom Approve Report Attribute And Report Schedule	Propose New Report Attribute
Custom Approve Task	Propose New Report Schedule
Custom Approve Task For Report Attribute And Report Schedule	Propose New Standard
Custom Data Stewards Voting Process	Custom Approval Process For Business Term To Data Tier
Delete Asset	Custom Approval Process For CR Specification
Delete Full Report	Custom Approve Task For Business Term To Data Tier
Propose Deletion Of BIM Term	Propose Control Requirement for Data Tier Recertification
Propose Deletion Of Business Term	Propose Deletion of Control Requirement Specification
Propose Deletion Of Business Unit	Propose Edit To Existing Business Term To Data Tier Relationship
Propose Deletion Of Geography	Propose Edit To Existing Control Requirement Specification
Propose Deletion Of Policy	Propose New Control Requirement Specification

Data Governance Workflows continued

Propose Deletion Of Report Attribute	Delete Asset
Propose Deletion Of Report Schedule	Issue Resolution Approval
Custom BIM Term Approval Process	Issue Resolution
Propose Deletion Of Standard	Servicenow resolve
Propose Edit To Existing BIM Term	Servicenow
Propose Edit To Existing BIM Term Relationship	Propose Business Rule
Propose Edit To Existing Business Term	Simple Approval
Propose Edit To Existing Business Unit	Validate Results

Data Quality – Workflows for managing data quality and data quality exceptions, including rule development, quality reviews, and issue escalation.

Example:

- *Governance Solution-> (Data Quality Management), Workflow -> (Propose a DQ rule)*
- *Workflow enables the review and approval of business and technical criteria for quality measuring of a data element. Data quality rules are key to managing highly critical data elements.*

Data Quality
Data Quality
Data Quality Issue Escalation Process
Data Quality Review
Data Quality Rule
Propose Deletion Of Business Data Quality Rule
Propose Edit To Existing Business Data Quality 'Rule
Propose New Business Data Quality Rule
Propose Delete System Data Quality Rule
Propose New System Data Quality Rule

Data Modeling – Workflows for enabling the development of data models from business needs, and requirements, to identifying model inputs, construction, deployment, management and execution.

Example:

- *Governance Solution-> (Data Modeling), Workflow -> (Work Intake Approval)*
- *Workflow enables the review of model purpose, inputs, and model validation. This is critical in governing the integrity and use of models for operational and analytical purposes.*

Data Modeling
Work Intake
Modelling Work Flow

Sensitive Data Management – Workflows to enable the identification, classification, and safeguarding of sensitive data from unauthorized access, use, or disclosure.

Example:

- *Governance Solution-> (Data Sharing Agreements), Workflow -> (Approve Sharing Agreement)*
- *Workflow enables the review and approval of the data sharing requirements to support the acceptable use, security, and restrictions of data being passed between two parties.*

Reference Data Management – Workflows to enable populating, validating, managing, mastering, and sharing of common business reference data sets and code values, (e.g. location, product, customer, etc.).

Reference Data Management
Check In Check Out for Crosswalk
Data Class Approval Process
QA Asset Promotion
Validation
Versioning
Content Modification
Validate Visualization Asset
Validate Analytical Model
Voting Process
Validate Business Value Case
Validate xDSaaS
Validate Data Asset
Validate Policies
Validate Business Asset
Validate Business Term
Validate Code Value
Validate Technology Asset

About Information Asset

Information Asset has a market-leading Data Governance Practice that covers data stewardship, data quality, and metadata management across multiple industries. You can find a complete listing of Information Asset's capabilities built for [Collibra here](#).

Next Steps

To learn more about this solution, please request a demo by contacting sales@information-asset.com or visit our website at www.information-asset.com

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