Justify your Information Governance program by defining the value of information

Stop viewing Information Governance as a separate project and incorporate it into the requirements gathering for business initiatives.

Value

Adopting a best practice framework is the easiest way to gain organizational value.

Start your Information Governance program by focusing on business intiatives that have high value to the organization.

The CIO needs to justify adding retention and acceptable use policies to the business critical information sources.

The organization as a whole needs to understand the value of information to day-to-day activities to be engaged in the Information Governance program.

Govern your documents as an asset. Match your time investment to the value of that asset. Reassess the governance plan based on future information requirements.
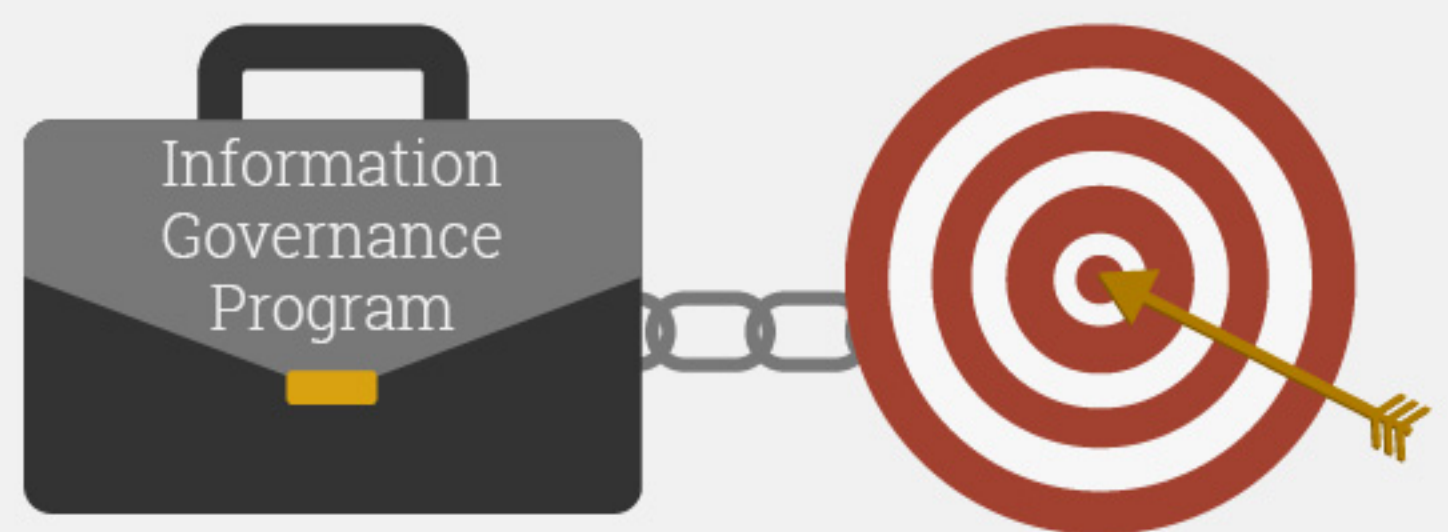

The make-up of your Information Governance committee should be dynamic based on the stakeholders in the current business intiatives.

Project Steps:

1 Build Information Governance Documents

Do not reinvent the wheel, start with your existing documents or best practices.

Information Governance Model → **Information Governance Prioritization Tool** → **Customizable AUP Template**

Start with the Information Governance Charter to understand best practices

Then use the Information Governance Prioritization Tool to customize the governance model.

Lastly, build your AUP with our customizable AUP template

2 Link Information Governance to Business goals

The Information Governance program will only succeed if it is linked to business goals – end users do not care about risk mitigation.

Information Governance Program

3 Identify critical information sources

Build a custom metric to determine the value of information based on alignment to business goals, information lifecycle, IT pain and regulatory oversight.

Focus on the Information Sources that are critical for the business and therefore have an enterprise-wide mandate for expanding their use.

4 Implement Information Governance on a specific source

Evaluate the placement of the information sources based on their risk and value.

	Risk	
Value	Low Risk High Value	High Risk High Value
	Low Risk Low Value	High Risk Low Value

Prove the value of Information Governance to the organization as a whole through custom KPIs derived from the usage of a high value information source.

5 Optimize and maintain your Information Governance framework

Evaluate the goals and usefulness of the Information Governance program on a regular schedule.

Action Step	Start	Stop	Continue	Policy Change?	Process Change
Taxonomy Build					
Move to System of Record					

After IG projects are finished, stop and evaluate what worked and what didn't. Use this to ensure that the policies and processes in use meet current needs of the organization.

Information Governance Should support business use of information and regulation