



Energy Data Governance Checklist Template

Data Ownership & Accountability

Defines roles and responsibilities for data management and ensures accountability for data quality and compliance.

Data Owner Designation

- ☐ Clearly Assigned
- ☐ Partially Defined
- ☐ Not Defined

Primary Data Owner Name

Secondary Data Owner Name

Number of Data Stewards

Description of Data Owner Responsibilities

Write something...

Data Stewardship Model

- ☐ Centralized
- ☐ Decentralized
- ☐ Hybrid

Date of Last Data Ownership Review

Enter date...

Data Quality Assessment

Evaluates the accuracy, completeness, consistency, and timeliness of energy data.

Data Accuracy Rate (%)

Enter a number...

Completeness Rate (%)

Enter a number...

Data Timeliness (hours)

Enter a number...

Data Validation Method

- ☐ Rule-Based
- ☐ Statistical
- ☐ Manual Review

Description of Data Quality Issues Found

Write something...

Date of Last Data Quality Assessment

Enter date...

Data Quality Dimensions Assessed

- ☐ Accuracy
- ☐ Completeness
- ☐ Consistency
- ☐ Timeliness
- ☐ Validity

Data Security & Privacy

Ensures the protection of sensitive energy data from unauthorized access and breaches.

Data Encryption Method Used

- ☐ AES-256
- ☐ RSA
- ☐ Other (Specify)

Encryption Key Rotation Frequency (Days)

Enter a number...

Access Control Implementation

- ☐ Role-Based Access Control (RBAC)
- ☐ Attribute-Based Access Control (ABAC)
- ☐ Other (Specify)


Description of Data Loss Prevention (DLP) Measures

Write something...

Compliance with Data Privacy Regulations?

- ☐ GDPR
- ☐ CCPA
- ☐ Other (Specify)
- ☐ Not Applicable

Privacy Impact Assessment Document (If Applicable)

 Upload File

Data Lineage & Traceability

Tracks the origin, transformations, and destinations of energy data throughout its lifecycle.

Data Source Description

Write something...

Data Transformation Steps

- ☐ No Transformation
- ☐ Standardization
- ☐ Aggregation
- ☐ Calculation
- ☐ Filtering

Transformation ID

Enter a number...

Transformation Date

Enter date...

Transformation Comments (e.g., specific formulas used)

Write something...

Data Destination System

- ☐ Reporting System
- ☐ Analytics Platform
- ☐ Operational Dashboard
- ☐ External Partner System

Transformation Script / Log File (optional)

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Metadata Management

Maintains comprehensive metadata for all energy datasets, including definitions, descriptions, and ownership information.

Dataset Name

Write something...

Dataset Description

Write something...

Data Owner

Write something...

Contact Email

Write something...

Date of Creation

Enter date...

Date of Last Update

Enter date...

Data Format

- ☐ CSV
- ☐ Excel
- ☐ JSON
- ☐ Other

Record Count

Enter a number...

Data Integration & Interoperability

Ensures seamless data exchange between different systems and platforms within the energy organization.

Data Integration Platform Used:

- ☐ None
- ☐ Apache Kafka
- ☐ Azure Data Factory
- ☐ AWS Glue
- ☐ Other

Number of Integrated Systems:

Enter a number...

Data Formats Used for Integration:

- ☐ CSV
- ☐ JSON
- ☐ XML
- ☐ API
- ☐ Other

Description of API Endpoints Used:

Write something...

Last Integration Validation Date:

Enter date...

Notes on Integration Challenges:

Write something...

Data Retention & Archiving

Establishes policies and procedures for the retention, archiving, and disposal of energy data.

Data Retention Period (Years)

Enter a number...

Data Storage Location

- ☐ On-Premise Storage
- ☐ Cloud Storage (Specify Provider)
- ☐ Hybrid Storage

Last Data Archive Date

Enter date...


Justification for Retention Period

Write something...

Data Backup Frequency

- ☐ Daily
- ☐ Weekly
- ☐ Monthly

Retention Policy Document (PDF)

 Upload File

Compliance & Regulatory Alignment

Verifies adherence to relevant industry regulations and reporting requirements related to energy data.

Applicable Regulations/Standards (select all that apply)

- ☐ NERC CIP
- ☐ FERC Regulations
- ☐ State-Specific Energy Regulations
- ☐ ISO/RTO Requirements
- ☐ Data Privacy Laws (e.g., GDPR, CCPA)

Latest Compliance Assessment Score

Enter a number...

Date of Last Compliance Audit

Enter date...

Summary of Audit Findings & Recommendations

Write something...

Current Regulatory Status (e.g., Compliant, Conditional, Non-Compliant)

- ☐ Compliant
- ☐ Conditional
- ☐ Non-Compliant

Upload Relevant Compliance Documentation (e.g., Audit Reports, Certificates)

 Upload File

Data Access Control

Defines and enforces rules for data access based on roles and responsibilities, ensuring appropriate levels of authorization.

Data Access Requestor Role

- ☐ Engineer
- ☐ Analyst
- ☐ Manager
- ☐ Executive

Data Sensitivity Level

- ☐ Public
- ☐ Confidential
- ☐ Restricted

Data Access Permissions

- ☐ Read
- ☐ Write
- ☐ Execute
- ☐ Delete

Access Start Date

Enter date...

Access End Date

Enter date...

Number of Users Granted Access

Enter a number...

Justification for Data Access

Write something...

Data Incident Response

Outlines procedures for identifying, responding to, and resolving data incidents, including security breaches and data quality issues.

Date of Incident

Enter date...

Time of Incident

Detailed Description of Incident

Write something...

Incident Severity (Low, Medium, High)

☐ Low

☐ Medium

☐ High

Incident Type (Security Breach, Data Quality Issue, Other)

☐ Security Breach

☐ Data Quality Issue

☐ Other

Initial Response Actions Taken

Write something...

Systems Affected (Select all that apply)

- ☐ SCADA System
- ☐ EMS System
- ☐ Metering System
- ☐ Data Historian
- ☐ Other

Signature of Incident Responder