

Federal Energy Regulatory Commission

Data Governance Working Group Charter



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Contents

1. INTRODUCTION	4
1.1 Authority	4
1.2 Purpose	4
1.3 Scope	4
1.4 Background	4
2. RESPONSIBILITIES.....	6
3. MEMBERSHIP	7
4. MEETINGS AND COMMUNICATION	8
5. DECISION-MAKING.....	8
APPENDIX A: ACRONYMS/TERMS and DEFINITIONS.....	10

1. INTRODUCTION

The Federal Energy Regulatory Commission (FERC) data governance process is the framework for leveraging data as a strategic asset to ensure that FERC's data initiatives align with the strategic and business objectives of the Commission established by the FERC Strategic Plan while also meeting the principles and practices of the Federal Data Strategy.

1.1 Authority

The Data Governance Working Group (DGWG) is established to provide senior level decision-making on and oversight of FERC's data management initiatives and to ensure compliance with the statutory and regulatory direction from Congress and other applicable federal oversight entities.

Applicable Executive Orders, national policy, and public laws for this charter include the following:

- [The Federal Data Strategy](#)
- [The President's Management Agenda](#) (PMA)
- [FERC Strategic Plan 2018-2022](#)
- H.R.4174 – [The Foundations for Evidence-Based Policymaking Act of 2018](#) (“Evidence Act”)
- [M-19-23 Phase 1 Implementation of the Foundations for Evidence-Based Policymaking Act of 2018: Learning Agendas, Personnel, and Planning Guidance](#)

The authority prescribed to the DGWG shall not conflict with, nor supersede, existing statutory regulations or requirements.

1.2 Purpose

The purpose of this Charter is to define the authority, membership, roles and responsibilities of the DGWG, and its relationship to other internal bodies.

1.3 Scope

The scope of the DGWG's purview shall include all FERC data, both structured and unstructured, throughout the data lifecycle from creation and initial storage, to the time it becomes obsolete and is deleted regardless of whether such data management is performed by government employees or contractors.

1.4 Background

The President's Management Agenda lays out a long-term vision for an effective Government that works on behalf of the American people. To measure performance and implement the PMA, the Federal government sets near-term goals both within and across

agencies. One such Cross-Agency Priority (CAP) Goal is *Leveraging Data as a Strategic Asset*¹, which requires the development and implementation of the Federal Data Strategy.

The Federal Data Strategy defines principles, practices, and a Year-1 Action Plan² to deliver a more consistent approach to data stewardship, access, and use. Some of the 40 practices³ for Leveraging Data as a Strategic Asset include:

- Prioritize Data Governance
- Inventory Data Assets
- Identify Data Needs to Answer Key Agency Questions
- Provide Resources Explicitly to Leverage Data Assets
- Maintain Data Documentation
- Convey Data Authenticity
- Assess Data and Data Architecture Maturity
- Manage with a Long View
- Leverage Data Standards
- Coordinate Federal Data Assets
- Enhance Data Preservation

The Foundations for Evidence-Based Policymaking Act of 2018 ("Evidence Act"), signed into law on January 14, 2019, emphasizes collaboration and coordination to advance data and evidence-building functions in the Federal Government. M-19-23, "Phase 1 Implementation of the Foundations for Evidence-Based Policymaking Act of 2018", released on July 10, 2019, states that:

Data governance is the process of setting and enforcing priorities for managing data as a strategic asset in service of an agency's mission, including its strategic plan and other high-level priorities. This is accomplished by establishing a data governance structure with sufficient authority over the management of and access to key data assets, including roles for developing, overseeing, and coordinating data management policy and resource allocation.

Data governance is foundational to undertaking many activities required by the Evidence Act, and responsibility is shared among multiple parties. Effective implementation of data governance therefore requires a data governance body that, at a minimum:

- *Supports agency priorities, such as those identified in strategic plans and learning agendas, by informing Strategic Information Resources Management Plans for the agency and identifying resources to implement those priorities;*
- *Coordinates and supports implementation of data management responsibilities with agency data-management actors to strengthen strategic plans and learning agendas;*
- *Sets agency data policy in a manner that complements, but does not supplant the statutory authority of established positions; and*

¹ [Performance.gov/CAP/overview](https://www.performance.gov/CAP/overview)

² [Strategy.data.gov/Action-Plan](https://strategy.data.gov/Action-Plan)

³ [Strategy.data.gov/practices](https://strategy.data.gov/practices)

- *Coordinates implementation of the Federal Data Strategy by assessing data maturity, risks, and capabilities to recommend related data investment priorities.*

The FERC Strategic Plan 2018-2022 identifies new challenges and opportunities for mission-related information and data initiatives as FERC's strategic response. The Data Governance Division and the Chief Data Officer (CDO) role were established to provide strategy, governance, project management support, and orchestrate shared data services across the Commission. The CDO is required to report on/provide advice regarding data management and to provide a data architecture, defined as an integrated framework for evolving or maintaining existing data to achieve the agency's strategic and data management goals. The Data Governance Division and CDO facilitates better use of data and data-driven decision-making following a data governance model similar to other FERC IT governance bodies to make data stewardship decisions and manage or evaluate the performance of data projects and services.

2. RESPONSIBILITIES

The DGWG constitutes the Data Governance body required to ensure that the FERC complies with the Foundations for Evidence-Based Policymaking Act of 2018, M-19-23 Phase 1 Implementation and other applicable Authorities. The DGWG shall ensure that agency resources are aligned with the FERC data priorities based on maturity assessments, and mission needs by facilitating discussion among senior staff and technical experts. The DGWG:

- Serves as the agency data governing body
- Assesses data and related infrastructure maturity
- Represents program office owner interests and guides priorities and strategies of data platform capabilities, data analytics products and reporting services
- Identifies opportunities to increase staff data skills
- Identifies data needs to answer key agency questions
- Identifies priority datasets for agency open data plans
- Provides a structured process for selecting, managing, and evaluating data projects
- Resolves any issues that emerge within data related projects

The DGWG shall:

1. Arbitrate prioritization of data projects and services between competing priorities
2. Designate sources of data through an enterprise FERC Data Catalog, to include designating "Authoritative", "Trusted", and "High Value" sources of data
3. Define data standards for metadata, master data, and master reference data;
4. Determine policy, strategies, guidance, and standard operating procedures for eliminating duplicative data repositories and promoting enterprise data management activities;
5. Promote a data stewardship framework that facilitates data sharing, collaboration, data quality, and fosters maturation of the data management strategies and policies;

6. Evaluate the results achieved by the use/operation of FERC data systems to ensure FERC data investments yield the planned results; and
7. Make recommendations to the IT Investment Review Board based on strategic priorities for the FERC based on statutory requirements, the Federal Data Strategy, President's Management Agenda, the FERC Strategic Plan and other relevant U.S. Government policy directives, as well as issues identified by the U.S. Department of Energy Inspector General and Government Accountability Office (GAO).

3. MEMBERSHIP

The DGWG is comprised of the CDO, CIO and Program Office Representatives. A roster of the members shall be maintained by the Working Group.

Working Group members possess the authority to represent and make decisions on behalf of their offices, and are expected to participate fully in the work of the DGWG. If principal members cannot attend, they shall designate a single alternate to consistently participate on their behalf. The designated alternate should be from the same organization as the primary member and will have the same authority as the primary member at the Working Group meetings. Program Office representatives should be subject matter experts who are intimately familiar with the Program Office's data, technologies, services, capabilities and processes.

Length of service is indefinite due to the Working Group's importance and critical nature. However, Working Group membership is subject to change at the direction of the Agency Head, the ITIRB, or mutual agreement of the members based on the needs of the Program Office. Each Program Office will always have a representative serving as a member as long as the Working Group is in place.

The following are voting members:

1. Chief Data Officer | Co-Chair
2. Chief Information Officer | Co-Chair
3. Office of Administrative Litigation Representative
4. Office of Administrative Law Judges Representative
5. Office of Enforcement Representative
6. Office of External Affairs Representative
7. Office of Energy Infrastructure Security Representative
8. Office of Energy Market Regulation Representative
9. Office of Energy Policy and Innovation Representative
10. Office of Energy Projects Representative
11. Office of Electric Reliability
12. Office of the Secretary Representative
13. Office of General Counsel Representative

The following are not voting members and participate on the DGWG in an advisory capacity:

1. Program Office Program/Project Manager

2. Controlled Unclassified Information (CUI) Program Manager
3. Enterprise Architect
4. Privacy Officer
5. Records Officer
6. Other Subject Matter Expert(s)

4. MEETINGS AND COMMUNICATION

The DGWG shall meet at least quarterly. The meeting schedule will be coordinated with relevant FERC data management process milestones and other FERC governance bodies. The Co-Chairs may schedule additional meetings or request DGWG consideration of issues via correspondence (including e-mail) in order to address issues that arise between the regularly scheduled DGWG meetings.

DGWG members are expected to attend all meetings. A DGWG member must inform the Co-Chairs in advance of any designation of an alternate.

The Executive Officer/Secretary of the DGWG will provide all communications functions for the DGWG. These functions include: notifying DGWG members of meeting dates/times/locations; preparing an agenda for each meeting; providing the agenda (and corresponding read-ahead materials) to members prior to each meeting; recording and distributing an Executive Summary of all meetings; posting communication on the DGWG webpage and performing other scheduling, correspondence, and communications functions as needed. The Executive Officer/Secretary will also maintain the official record of DGWG decisions.

5. DECISION-MAKING

DGWG meetings will be conducted in accordance with the formal agenda developed and circulated to all DGWG members in advance of each meeting. The meeting agenda shall consist of, and the DGWG shall act on:

1. Collaboration, discussion, and decision on data strategies and policies, data projects, data architectures and standards, data asset cataloging, data maturity assessments, and any data requirements from the Office of Management and Budget that require enterprise coordination and response.
2. Recommendations submitted by any DGWG member to “approve” or “not approve” data project proposals to be submitted for IT Investment Review Board (ITIRB) approval and inclusion in the Chairman’s budget request to the President;

Decisions of the DGWG as to whether a data project should be included in the Chairman’s budget request to the President are subject to approval via the Capital Planning and Investment Control process and IT Investment Review Board where they are weighed against competing priorities. All other decisions and determinations of the DGWG (including whether an ongoing data project should be continued, redirected, revised, or stopped) shall be considered binding.

To the extent practicable, decisions will be made by consensus of the voting members or their designated alternate present at each meeting. If a consensus cannot be reached, majority rule voting shall be used to render the DGWG decision.

Meetings will be held to decide on new data investments and to review performance of on-going data investments, respectively. Program offices submit requests for new investments via the CPIC process to the ITIRB in January.

All decisions of the DGWG shall be documented in writing and record dissenting views to inform the Chairman's ultimate decision.

APPENDIX A: ACRONYMS/TERMS and DEFINITIONS

Acronym/Term	Definition
CDO	Chief Data Officer
CIO	Chief Information Officer
CPIC	Capital Planning and Investment Control
DGWG	Data Governance Working Group
FERC	Federal Energy Regulatory Commission
IT	Information Technology
ITIRB	Information Technology Investment Review Board
OMB	Office of Management and Budget