



VISION

Data and Information Management Framework

Data and information are collected once; managed digitally in an open and secure environment; accessible; and used to its fullest potential.

PRINCIPLES

OBJECTIVES

Collected Once	Managed Digitally	Open	Secure	Accessible	Used to its Fullest Potential
Data and information are accessible between departments, so Albertans only have to tell their story once.	Information that is born digital is managed digitally.	Data and information is open by default and closed by exception.	Data and information have the appropriate security measures in place to ensure authorized access.	Data and information can be accessed by the right person at the right time.	Data and information are maximized through reuse when possible.
<ul style="list-style-type: none"> The Government of Alberta is a trusted steward of data and information held on behalf of Albertans. Data and information is only collected by those that have the legislative authority to do so. All data and information have an identified single source of truth. 	<ul style="list-style-type: none"> The official record of government is digital. Data and information must be preserved and disposed of according to approved records retention and disposition schedules. 	<ul style="list-style-type: none"> Data and information are made publicly available when appropriate to support an open and transparent government. All government decisions and transactions are appropriately documented. Data and information are proactively made available to departments and the public to encourage research and collaboration. 	<ul style="list-style-type: none"> Data and information can have holds applied (i.e. litigation, FOIP requests). Data and information are classified and protected according to sensitivity and risk. Data and information is safeguarded against unauthorized alterations to ensure the integrity, accuracy and trustworthiness. 	<ul style="list-style-type: none"> Data and information must be managed in a format that ensures access for as long as required. Data and information must have all the necessary components attached to it for easy retrieval (i.e. metadata). Accurate and reliable data and information can be accessed by those authorized (department and public) in a timely manner. 	<ul style="list-style-type: none"> Data and information is collected for an original purpose, but is made available for other purposes when appropriate. Departments will enable opportunities to leverage the value of data and information by assessing cross departmental access to data and information.