Request for data transfer to OMNIA

| *Requested for* | *Name(s)* |  | *Involved personnel* | *Name(s)* |
| --- | --- | --- | --- | --- |
| Project/solution(s) needing the data |  |  | Requesting the data transfer |  |
|  | Technical contact person(s) |  |
| System(s) in which the data are stored |  |  | Subject matter expert(s) |  |
|  | Other (specify role) |  |

| *Questions to be answered before submitting this request* | | *Answer* |
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| About the data to be transferred to OMNIA | 1. What type(s) of data needs to be transferred to OMNIA? Provide a brief description. |  |
| 1. Which business process(es) are the data related to? |  |
| 1. Is any data model/documentation available? If Yes, provide link(s) to relevant model(s)/documentation. |  |
| 1. Is a [legal risk assessment](https://equinor.service-now.com/selfservice?id=kb_article&sys_id=f1441653dbc3e74040419114ca96194a) done for the transfer and use of these data in OMNIA? |  |
| 1. Are any of the data included affected by the General Data Protection Regulation (GDPR)? If Yes, describe which data. |  |
| About the system(s) in which the data to be transferred to OMNIA are stored | 1. What is the data format/interface (e.g. Oracle DB, SQL DB, API)? |  |
| 1. Is it the core data source? If No, name the system(s) it extracts data from. |  |
| 1. Are there several instances (e.g. databases) of the system(s)? If Yes, should data in any other instance(s) also be collected? |  |
| 1. Do you know of any other systems in use by Equinor containing the same type(s) of data? If Yes, should the data from these systems also be collected? |  |
| About the data transfer to OMNIA  *Questions 14-17 are optional* | 1. Which format should the data have in OMNIA after transfer (e.g. DB or file type)? |  |
| 1. How often should the data be refreshed in OMNIA (e.g. hourly, daily, weekly)? |  |
| 1. Should data deleted in the source after transfer also be deleted in OMNIA? |  |
| 1. For how long should any time series of the data be available in OMNIA? |  |
| 1. What is the estimated size of the data set added on a refresh (delta load)? |  |
| 1. What is the estimated size of the maximum/full data set to be transferred? |  |
| 1. Does the data source include data about when it was last updated? |  |
| 1. Should any filters be applied before the transfer? |  |

| *Other information considered important for the request* |
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*When completed, send this document by email to Vivek Kumar Rai (VRAI) and Frode Mildestveit (FMIL), Kjetil Tonstad (KTON) who are product owners in IT AXDM’s data engineering teams.*