**City of Pittsburgh Data Services and University of Pittsburgh
School of Computing and Information**

Data Governance Health Status Checks

Stakeholder interview sample questions

What is the primary business of your department?

What is your role with data in your department?

What are your top 5 datasets as far as importance to you or other people, i.e., other departments or the public?

What do you do with data in your department?

What do you know about the City of Pittsburgh's Open Data Legislation?

What is your perspective on the Open Data movement, in general?

What do you know about the proposed Data Governance Engagement Plan and Health Status Checks?

Describe the data you use in your work.

How do you handle data with personally identifiable information (PII)?

How do you collect or obtain your data? In what form is it when you get it, e.g., paper, computer?

What file formats have you worked with?

How much time do you spend working with data per day/week?

What criteria do you think must be met for data to be considered quality data?

How do you prepare/clean your data?

What are your documentation practices to describe your data?

How do you store your data?

In what ways do you work with other people on data tasks?

Who are the stakeholders and users who access the data?

What do you think works well about how your department handles data?

What changes would you make to improve how your department handles data?

What are the IT systems and tools currently at your disposal?

What databases does your department use?