

# ISO 55013:2024-07 (E)

## Asset management - Guidance on the management of data assets

---

### Contents

Page

- Foreword..... v
- Introduction..... vi
- 1 Scope..... 1**
- 2 Normative references..... 1**
- 3 Terms and definitions..... 1**
- 4 Managing asset data..... 2**
  - 4.1 General..... 2
  - 4.2 Asset data..... 3
    - 4.2.1 Data requirements..... 3
    - 4.2.2 Processes for collection, analysis and evaluation..... 4
    - 4.2.3 Processes for management..... 4
    - 4.2.4 Alignment of terminology..... 4
    - 4.2.5 Consistency and traceability..... 4
  - 4.3 Documented information..... 4
    - 4.3.1 General..... 4
    - 4.3.2 Identification and description..... 4
    - 4.3.3 Format..... 5
    - 4.3.4 Suitability and adequacy..... 5
    - 4.3.5 Ensuring availability..... 5
    - 4.3.6 Protection of documented information..... 5
  - 4.4 Data life cycle stages..... 6
    - 4.4.1 General..... 6
    - 4.4.2 Define..... 6
    - 4.4.3 Collect..... 6
    - 4.4.4 Store..... 6
    - 4.4.5 Reporting..... 7
    - 4.4.6 Decide..... 7
    - 4.4.7 Distribute..... 8
    - 4.4.8 Dispose/archiving..... 8
- 5 Delivering value from asset data..... 8**
  - 5.1 Asset data’s role in decision-making..... 8
  - 5.2 Usefulness of asset data..... 9
  - 5.3 Align with prevailing data standards..... 9
  - 5.4 Acquisition, storage and disposal of asset data..... 9
  - 5.5 Costs and benefits of the usefulness of asset data..... 10
- 6 Identifying data assets..... 10**
  - 6.1 General..... 10
  - 6.2 Key considerations for recognizing data assets..... 10
- 7 Managing data assets..... 11**
  - 7.1 General..... 11
    - 7.1.1 Benefits provided by management of data assets..... 11
    - 7.1.2 Support for organizational objectives..... 11
  - 7.2 Identify data related to each organizational objective and strategy..... 11
  - 7.3 Assess data availability..... 12
  - 7.4 Applying asset management to data assets..... 12

|          |  |           |
|----------|--|-----------|
| 7.5      | Interoperability of the data asset .....               | 13        |
| 7.6      | Digital preservation .....                             | 13        |
| 7.7      | Culture .....  | 13        |
| <b>8</b> | <b>Governance .....</b>                                | <b>14</b> |
|          | <b>Annex A (informative) Data activities .....</b>     | <b>15</b> |
|          | <b>Annex B (informative) Data asset examples .....</b> | <b>18</b> |
|          | <b>Bibliography .....</b>                              | <b>20</b> |