



Digital
Convergence
USP 2030

AI HUB

Disclaimer

This document is a draft version and is temporarily available. Following the presentation during the AI Hub Clinic session: *Data Foundations: Weak data, weak decisions*, we invite you to share any feedback on the content, structure, or usability of this tool.

If you would like to contribute to shaping it further, please send your input to contact@spdci.org.



Data Readiness Checklist



Vision

Data Readiness:

An organization's ability to ensure that data is accurate, complete, accessible and secure, so it can be used confidently to improve social protection services and support future AI applications.



Structure



1. Management

Capacity to govern data and establish accountability for its use.



2. Quality

Ensure that data is accurate, complete and fit for purpose for AI-enabled decision making.



3. Access

Ability to access, share and use data responsibly to support digital and AI-enabled services.



4. Security

Protection of data used in digital and AI-enabled services against unauthorized access, misuse or loss.



Data Readiness Self-Assessment



Management

				Yes	Partly	No
Management: Capacity to govern data and establish accountability for its use						
Does your organization have a clear understanding of how better data can improve social protection services and enable future AI applications?				☐	☐	☐
Is there a clear owner responsible for data quality and governance within your organization?				☐	☐	☐
Do staff have the skills and knowledge needed to understand, manage and improve data quality for digital and AI-enabled services?				☐	☐	☐



Data Readiness Self-Assessment



Quality

YesPartlyNo			
Quality: Ensure that data is accurate, complete and fit for purpose for AI-enabled decision making			
Completeness: Does your data cover the people your organization aims to serve, including vulnerable and hard-to-reach groups?	☐	☐	☐
Accuracy: Is there sufficient confidence that the data accurately reflects real circumstances?	☐	☐	☐
Currency: Is the data sufficiently up to date to support current operational and AI-enabled use?	☐	☐	☐
Consistency: Are data definitions, formats and classifications applied consistently across datasets and programmes?	☐	☐	☐
Validity: Are checks in place to ensure data values are reasonable and aligned with what they are intended to measure?	☐	☐	☐
Uniqueness: Are processes and tools in place to identify, correct and verify invalid, missing or duplicate records before they are used in analysis or AI-enabled services?	☐	☐	☐



Data Readiness Self-Assessment



Access

Yes				Partly		No	
Access: Ability to access, share and use data responsibly to support digital and AI-enabled services							
Is it clear what data is available, where it is stored and who is allowed to access it?				☐	☐	☐	
Can relevant data be shared and used across programmes or institutions when needed and permitted?				☐	☐	☐	
Can individuals review, update or correct information about themselves when necessary?				☐	☐	☐	
Can decisions, recommendations or outputs supported by AI be explained and traced back to the underlying data and processes?				☐	☐	☐	
Are individuals informed about how their data is collected, shared and used, including for digital or AI-enabled services where applicable?				☐	☐	☐	



Data Readiness Self-Assessment



Security

	Yes	Partly	No
Security: Protection of data used in digital and AI-enabled services against unauthorized access, misuse or loss			
Is sensitive personal data protected against unauthorized access, disclosure or misuse?	☐	☐	☐
Are there clear rules for how partners, service providers or technology vendors may access and use data?	☐	☐	☐
Are there processes to monitor, investigate and address data-related risks before they lead to unfair, inaccurate or harmful outcomes?	☐	☐	☐



Scoring Grid



Scoring

Use this self-assessment tool before considering AI for social protection use cases.

Scoring: Yes = 2 points | Partly = 1 point | No = 0 points

Scoring Summary

Dimension	Maximum score	Your score
Management	6	
Quality	12	
Access	10	
Security	6	
Total	34	

Your total score	Readiness level	Recommendation
0-8	Early stage	Prioritize strengthening data foundations before pursuing more advanced AI initiatives. Do not implement AI use cases yet.
9-17	Developing	Focus on improving key data gaps and consider only low-risk AI experimentation.
18-26	Established	Data foundations support initial AI initiatives, with appropriate oversight and monitoring.
27-34	Advanced	Data foundations are well established and can support broader AI adoption, subject to ongoing governance and review.

Note: **Data quality is a foundational requirement for responsible AI adoption.** Even with a high overall score, organizations scoring less than **6 out of 12** in the Quality dimension should prioritize strengthening data quality before pursuing AI initiatives.