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Sample data sensitivity Document

We’ve never been able to come up with a structured format, like a spreadsheet, that captures all the nuances of what is accessible, at what level, and by whom. Our suggestion: write a document that’s as clear and concise as possible. Target this document to the business users because you need to get business agreement about the policies. It’s helpful to align the sections by fact table (or set of fact tables), to simplify the process of turning this agreement into a set of database permissions.

## Sales

Sales data is captured at the transaction line item level. For each sale, we know the customer, product, salesperson, day, and channel.

|  |  |  |  |
| --- | --- | --- | --- |
| Dimension | Restriction | Restricted To | Affected measures |
| Customer | None | Open |  |
| Product | None | Open |  |
| Channel | None | Open |  |
| Date | None | Open |  |
| Salesperson | Individual salesperson | Manager, Executive staff | Sales-related measures |
| Salesperson | District and above | Open |  |

* External Access: None. In the future, we may modify this policy to open access at an aggregate level to reseller partners.

## Sales Quota

Sales quotas are stored for each salesperson, product category, and quarter.

|  |  |  |  |
| --- | --- | --- | --- |
| Dimension | Restriction | Restricted To | Affected measures |
| Date: Qtr | None | Open |  |
| Product category | None | Open |  |
| Salesperson | Individual salesperson | Manager, Executive staff; admin staff with permission of VP Sales | Quota; bonus calculations |
| Salesperson | District and above | Open |  |

## Human Resources

Data warehouse Human Resources information includes employee attributes like name, current manager, home address, and marital status. Currently, there is no HR fact data; the only employee information is descriptive. Note that the descriptive information about employees is largely Restricted.

|  |  |  |  |
| --- | --- | --- | --- |
| Dimension | Restriction | Restricted To | Affected measures |
| Employee | All attributes EXCEPT Employee name, manager name, current department, current job title, office location, office phone | Manager & manager’s admin staff, Executive staff; HR staff | Dimension attributes only |