VITAS DIGITAL | Where content comes to life

Content Management Governance Checklist

Improve your content management process with this clear, actionable governance checklist. Perfect for businesses that want to streamline approvals, ensure compliance, and organize publishing workflows across teams.

How to Use This Checklist

Use this checklist during your content governance setup or audit. Check off each item to ensure

Governance Checklist

- ☐ Defined ownership for each content type
- ☐ Clear publishing workflow (draft -> review -> publish)
- ☐ Centralized style guide for tone, grammar, formatting
- ☐ Consistent use of taxonomy (tags, categories)
- ☐ Version control with edit history
- ☐ Role-based access and approval levels
- ☐ Compliance checks for legal and accessibility standards
- ☐ Scheduled review cycle for published content
- ☐ One source of truth (centralized tracking doc or tool)