

Roles and responsibilities

Clearly defined roles and responsibilities are essential for effective AI governance, as they ensure accountability, streamline operations, and enable organizations to manage risk and comply with regulations. By assigning ownership to key tasks — such as documentation, validation, and monitoring — organizations prevent gaps, reduce delays, and foster a culture of responsibility. Role clarity also supports audit readiness, aligns with regulatory expectations (like the EU AI Act), and allows governance processes to scale efficiently as AI adoption grows.

Key roles

01



AI Board

Responsibility: Central oversight body coordinating AI governance across the organization.

Key Tasks:

- Approve or reject AI use cases and models based on risk and compliance readiness.
- Set strategic priorities and governance standards.
- Oversee escalated risks, incidents, and exceptions and aligns the actual risk with the organization's risk appetite (more on this later)
- Align governance with business goals and regulatory developments.

02



AI Owner (AI Use Case Owner)

Responsibility: Accountable for the full lifecycle of an individual AI use case.

Key Tasks:

- Register the use case in the AI inventory.
- Lead risk assessments and initiate required documentation.
- Ensure implementation aligns with approved scope and controls.
- Act as the primary point of contact for anything related to the AI use case

03



Model Developer (ML Engineer / Data Scientist)

Responsibility: Develop and test AI models for use in production.

Key Tasks:

- Build models using approved methodologies and data.
- Document technical details, datasets, and performance metrics.
- Collaborate with validators and address governance findings.

04



Validator (Independent Reviewer)

Responsibility: Independently assess the quality, soundness, and reliability of models.

Key Tasks:

- Review model logic, assumptions, and test results.
- Validate reproducibility, documentation, and compliance with standards.
- Sign off on models prior to deployment or escalate concerns.

05



Compliance & Governance Officer

Responsibility: Owner of the AI governance framework, including regulatory alignment, risk controls, and ethical safeguards.

Key Tasks:

- Maintain governance policies, workflows, and templates.
- Ensure adherence to regulatory requirements (e.g. EU AI Act, internal GRC standards).
- Evaluate use cases for ethical risks (e.g. bias, lack of explainability, human oversight gaps).
- Monitor compliance across the AI landscape and support audits.
- Act as secretary or facilitator of the AI Board.

06



IT / Operations Lead

Responsibility: Deploy and operate AI systems in a secure, scalable, and observable way.

Key Tasks:

- Manage production environments and CI/CD pipelines for AI.
- Implement system monitoring and alerts (e.g. drift, latency, failures).
- Ensure traceability, audit logging, and rollback mechanisms.