

# USDA Service Center Initiative

## Geospatial Data Acquisition, Integration, and Delivery

### Pilot Data Delivery Procedures

## Introduction

The acquisition, integration, and delivery of geospatial data to the Pilot sites has been underway for approximately the last 6 months. During this time data has been delivered to five of the nine Pilot sites using various methodologies and with numerous variations in the content of the data and its structure. The purpose of this document is to summarize the Data AID procedures to be implemented for the remainder of the Pilot geospatial data acquisition, integration, and delivery process. These procedures will be tested in the Interoperability Lab (I/O Lab) prior to their use in deploying data to a Pilot site Service Center.

Section 2. – Pilot Data Delivery, describes the procedures to be used when delivering geospatial data to a Pilot site Service Center for the first time and outlines the schedule to be followed. Section 3 – Pilot Data Refresh, describes the procedures to be used when delivering geospatial data to a Pilot site Service Center that already has geospatial data loaded on its server and it outlines the schedule for each of the affected Pilot sites. In addition, the potential risks associated with the refresh procedure are identified and a mitigation strategy for each is described.

Finally, Section 4 – Geospatial Data Directory Structure and File Naming Conventions contains a description of the Geospatial Data Directory Structure and File Naming Conventions (v5.0), that will be implemented at all nine Pilot sites. In addition a list of the Pilot site Service Center OIP numbers with the State and County FIPS codes is included.

The primary Data AID point of contact (POC) for the geospatial Pilot data delivery and refresh process is:

David Tessier  
Geospatial Data AID Project Support - SAIC  
USDA Beltsville Office Complex – Room # 2-1182A  
Telephone: (301) 504-4124  
Email: [David.Tessier@soza.com](mailto:David.Tessier@soza.com)

The alternative Data AID POC is:

Tom McCarty  
Data Management team #9 Support – SAIC  
USDA Beltsville Office Complex – Room # 2-1268D  
Telephone: (301) 504-4177  
Pager: 1-888-432-8545  
Email: [Tom.McCarty@soza.com](mailto:Tom.McCarty@soza.com)

## Pilot Data Delivery

As of today, seven of the nine Pilot sites have received their data servers and of these, five have received some geospatial data. The five Pilot site Service Centers that have received some data are; Okeechobee-FL, Los Lunas-NM, Rolla-ND, Paola-KS, and Scottsburg-IN. Snow Hill-MD and The Dalles-OR are the two Pilot sites that have installed data servers but do not have any geospatial data loaded on them.

The procedure used to load the geospatial data on the server before it leaves the I/O Lab has been performed manually in the past and will continue to be done manually since only two sites remain.

The two remaining Pilot site Service Centers are Abilene-TX and Sacramento-CA and these sites are scheduled to install their servers on January 15, 1999 and January 29, 1999 respectively.

## 2.1 Procedure

The following steps are to be followed when loading geospatial data on a Pilot site data server prior to it being shipped from the I/O Lab to the Pilot site Service Center:

### *Step 1: Receive the Geospatial Data in Beltsville*

The geospatial data being developed in Salt Lake City (APFO/FSA) and integrated in Ft. Worth (NCGC/NRCS) is sent to the Integration Center in Beltsville, MD. for distribution to the nine Pilot site Service Centers. This data is received on CD-ROM and 4mm tape depending on the amount of data being provided. These CD's and tapes are inventoried and then stored by David T. until the loading process starts.

As of December 1, 1998, all of the geospatial data from APFO and NCGC is provided to the Integration Center in the v5.0 Directory Structure and File Naming Convention. Therefore it will be obvious as to which Service Center Theme folder the data is to be copied to and there should be no need to change any file names.

### *Step 2: Load the Service Center Themes Directory Structure on the Service Center Server*

A copy of an empty Service Center Themes Directory Structure (v5.0) is loaded as a subdirectory under the DATA share on the Pilot site Service Center server by an I/O Lab staff member (Section 4 describes the Service Center Themes Directory Structure and File Naming Convention-v5.0 in detail).

### *Step 3: Copy the Geospatial Data into the Appropriate Service Center Themes Directory Folder*

From a CD-ROM:

The Data AID POC will load each CD-ROM into the D:\ drive on the data server one by one, and manually copy all of the files into the corresponding folder on the server drive. This can be done one file at a time or by highlighting all of the files in a folder on the CD-ROM and copying them all over with one command. This step is repeated until all of the CD-ROM's for a particular Pilot site have been copied to the Pilot site Service Center server.

From a 4mm Tape:

An I/O Lab staff member will load the files from the 4mm tape on to the I/O Lab network server, print a listing of the files contained on the tape, and provide this file listing to the Data AID POC. The Data AID POC will then copy all of the files into the corresponding Service Center Themes folder on the Pilot site Service Center server, over the I/O Lab network.

### *Step 4: Verify Loading Procedure*

Once all of the geospatial data files have been copied on to the Pilot site Service Center server, an I/O Lab staff member will print a directory listing from the DATA share on the server. This directory listing will then be provided to the Data AID POC for verification of the loading process. At that point, any files found on a CD-ROM and/or 4mm tape that have not been loaded on the Service Center server will be flagged and the corresponding CD-ROM and/or 4mm tape will be re-loaded following *Step 3* above.

### *Step 5: View Geospatial Data in ArcView*

After the data has been loaded and verified as complete the Data AID POC will review the data in ArcView, in the I/O Lab, before the server is shipped to the Pilot site Service Center. A cursory

check of the data will be performed to ensure the data can be read by ArcView and that it is registered according to the specifications.

In the event any problems are found the Data AID POC will contact the data producer, NCGC or APFO to determine how best to resolve the problem.

*Step 6: Ship the Pilot Site Service Center Server*

After the geospatial data on the Pilot site Service Center server is verified by the Data AID POC the server will be shipped to the Service center for installation.

## 2.2 Schedule

The schedule for the two remaining Pilot site Service Centers that have not received data servers is as follows:

	- Pilot Site Service Centers -	
	<u>Abilene-TX</u>	<u>Sacramento-CA</u>
Receive the Data at the Integration Center	1/8/99*	1/22/99
Load the Data in the Interoperability Lab	1/11/99	1/25/99
Ship the Server to the Pilot Site	1/15/99	1/25/99

\* - The geospatial data available for the Abilene-TX Service Center on 1/8/99 will be incomplete. Therefore a refresh will be scheduled for this Pilot site Service Center.

## Pilot Data Refresh

The geospatial data that has been delivered to-date contains inconsistencies in the type of data as well as the directory structure used, the file naming convention, the format of the attribute data, and the projection (UTM vs. Lat./Long.). Consequently, the Data AID Team has developed a plan to 'refresh' the geospatial data at each Pilot site.

In this section the various refresh procedures are described in detail and the responsible parties are identified. This is followed by an analysis of the risks associated with each refresh procedure and a description of the strategies to mitigate these risks.

### 3.1 Procedures

The refresh procedure will vary depending on the following variables, the directory structure and file naming convention version on the Pilot site data server, and the amount of data to be refreshed. Based on these variables, one of the following procedures will be used:

- 1) Create Back-up Tape for Complete Replacement
- 2) Create Back-up Tape for Partial Replacement
- 3) Load/Replace Files Remotely from the I/O Lab

At the present time these procedures will all be performed manually however the goal is to develop an InstallShield script that will perform procedures 1) and 2) programmatically with only minimal manual interaction.

#### 3.1.1 Create Back-up Tape for Complete Replacement

In cases where all of the geospatial data must be refreshed, the following steps will be used to create a back-up tape in the I/O Lab.

*Step 1: Receive the Refresh Geospatial Data in Beltsville*

The refresh geospatial data developed in Salt Lake City (APFO/FSA) and integrated in Ft. Worth (NCGC/NRCS) is sent to the Integration Center in Beltsville, MD for distribution to the Pilot site Service Centers. This data is received on CD-ROM and 4mm tape depending on the amount of data being provided. These CD's and tapes are inventoried and then stored by David T. until the loading process starts.

As of December 1, 1998, all of the geospatial data from APFO and NCGC is provided to the Integration Center in the v5.0 Directory Structure and File Naming Convention. Therefore it will be obvious as to which Service Center Themes folder the data is to be copied to and there should be no need to change any file names.

*Step 2: Load the Service Center Themes Directory Structure on an I/O Lab Server*

A copy of an empty Service Center Themes Directory Structure (v5.0) is loaded as a subdirectory under the DATA share on a server in the I/O Lab by an I/O Lab staff member (Section 4 describes the Service Center Themes Directory Structure and File Naming Convention-v5.0 in detail).

*Step 3: Copy the Geospatial Data into the Appropriate Service Center Themes Directory Folder From a CD-ROM:*

The Data AID POC will load each CD-ROM into the D:\ drive on the I/O Lab server one by one, and manually copy all of the files into the corresponding folder on the server drive. This can be done one file at a time or by highlighting all of the files in a folder on the CD-ROM and copying them all over with one command. This step is repeated until all of the CD-ROM's for a particular Pilot site have been copied to the I/O Lab server.

From a 4mm Tape:

An I/O Lab staff member will load the files from the 4mm tape on to the I/O Lab network server, print a listing of the files contained on the tape, and provide this file listing to the Data AID POC. The Data AID POC will then copy all of the files into the corresponding Service Center Themes folder on the I/O Lab server, over the I/O Lab network.

*Step 4: Verify Loading Procedure*

Once all of the geospatial data files have been copied on to the I/O Lab server, an I/O Lab staff member will print a directory listing from the DATA share on the server. This directory listing will then be provided to Data AID POC for verification of the loading process. At that point, any files found on a CD-ROM and/or 4mm tape that have not been loaded on the I/O Lab server will be flagged and the corresponding CD-ROM and/or 4mm tape will be reloaded following *Step 3* above.

*Step 5: View Geospatial Data in ArcView*

After the data has been loaded and verified as complete the Data AID POC will review the data in ArcView, in the I/O Lab, before the data is shipped to the Pilot site Service Center. A cursory check of the data will be performed to ensure the data can be read by ArcView and that it is registered according to the specifications.

In the event any problems are found the Data AID POC will contact the data producer, NCGC or APFO to determine how best to resolve the problem.

*Step 6: Create Back-up Tape*

After the geospatial data on the I/O Lab server is verified as complete, a back-up tape of the entire Service Center Themes directory will be created containing the v5.0 Directory Structure and all of the geospatial data files within it.

*Step 7: Ship the Back-up Tape to the Pilot Site Service Center*

The I/O Lab will then ship the back-up tape to the Pilot site Service Center with instructions prepared by the Data AID POC on how to completely replace the current geospatial data with the refresh geospatial data on the Pilot site Service Center server.

3.1.2 Create Back-up Tape for Partial Replacement

In cases where there is some geospatial data currently on the Service Center server that has been updated and should not be replaced, the following steps will be used to create a back-up tape in the I/O Lab.

*Step 1: Receive the Refresh Geospatial Data in Beltsville*

The refresh geospatial data being developed in Salt Lake City (APFO/FSA) and integrated in Ft. Worth (NCGC/NRCS) is sent to the Integration Center in Beltsville, MD. for distribution to the Pilot site Service Centers. This data is received on CD-ROM and 4mm tape depending on the amount of data being provided. These CD's and tapes are inventoried and then stored by David T. until the loading process starts.

As of December 1, 1998, all of the geospatial data from APFO and NCGC is provided to the Integration Center in the v5.0 Directory Structure and File Naming Convention. Therefore it will be obvious as to which Service Center Themes folder the data is to be copied to and there should be no need to change any file names.

*Step 2: Load the Service Center Themes Directory Structure on an I/O Lab Server*

A copy of an empty Service Center Themes Directory Structure (v5.0) is loaded as a subdirectory under the DATA share on a server in the I/O Lab by an I/O Lab staff member (Section 4 describes the Service Center Themes Directory Structure and File Naming Convention-v5.0 in detail).

*Step 3: Copy the Geospatial Data into the Appropriate Service Center Themes Directory Folder*  
From a CD-ROM:

The Data AID POC will load each CD-ROM into the D:\ drive on the I/O Lab server one by one, and manually copy all of the files into the corresponding folder on the server drive. This can be done one file at a time or by highlighting all of the files in a folder on the CD-ROM and copying them all over with one command. This step is repeated until all of the CD-ROM's for a particular Pilot site have been copied to the I/O Lab server.

## From a 4mm Tape:

An I/O Lab staff member will load the files from the 4mm tape on to the I/O Lab network server, print a listing of the files contained on the tape, and provide this file listing to the Data AID POC. The Data AID POC will then copy all of the files into the corresponding Service Center Themes folder on the I/O Lab server, over the I/O Lab network.

*Step 4: Verify Loading Procedure*

Once all of the geospatial data files have been copied on to the I/O Lab server, a directory listing will be made from the DATA share on the server. This directory listing will then be provided to the Data AID POC for verification of the loading process prior to creating a back-up tape. At that point, any files found on a CD-ROM and/or 4mm tape that have not been loaded on the I/O Lab server will be flagged and the corresponding CD-ROM and/or 4mm tape will be re-loaded following *Step 3* above.

*Step 5: View Geospatial Data in ArcView*

After the data has been loaded and verified as complete the Data AID POC will review the data in ArcView, in the I/O Lab, before the data is shipped to the Pilot site Service Center. A cursory check of the data will be performed to ensure the data can be read by ArcView and that it is registered according to the specifications.

In the event any problems are found the Data AID POC will contact the data producer, NCGC or APFO to determine how best to resolve the problem.

*Step 6: Create Back-up Tape*

After the geospatial data on the I/O Lab server is verified as complete, a back-up tape of the entire Service Center Themes directory will be created containing the v5.0 Directory Structure and the specific geospatial data files that are required to be replaced.

*Step 7: Ship the Back-up Tape to the Pilot Site Service Center*

The I/O Lab will then ship the back-up tape to the Pilot site Service Center with instructions prepared by the Data AID POC on how to save only the current geospatial data not being replaced, load the back-up tape, and then restore the saved geospatial data in the proper folder.

3.1.3 Load/Replace Files Remotely from the I/O Lab

In cases where the quantity of refresh data is equal to or less than 25Mb the data will be loaded/replaced on the Pilot site Service Center server using the following steps.

*Step 1: Receive the Refresh Geospatial Data in Beltsville*

The refresh geospatial data being developed in Salt Lake City (APFO/FSA) and integrated in Ft. Worth (NCGC/NRCS) is sent to the Integration Center in Beltsville, MD. for distribution to the Pilot site Service Centers. This data will always be received on CD-ROM due to the 25Mb limitation on this procedure. These CD's are inventoried and then stored by David T. until the loading process starts.

As of December 1, 1998, all of the geospatial data from APFO and NCGC is provided to the Integration Center in the v5.0 Directory Structure and File Naming Convention. Therefore it will be obvious as to which Service Center Themes folder the data is to be copied to and there should be no need to change any file names.

*Step 2: View Geospatial Data in ArcView*

After the data has been received and inventoried it will be viewed by the Data AID POC in ArcView before submitting it to the I/O Lab for loading. A cursory check of the data will be performed to ensure the data can be read by ArcView and that it is registered according to the specifications.

In the event any problems are found the Data AID POC will contact the data producer, NCGC or APFO to determine how best to resolve the problem.

*Step 3: Load/Replace the Geospatial Data on to the Pilot Site Service Center Server*

The Data AID POC will load the CD-ROM into the D:\ drive on an I/O Lab server and manually copy all of the files into the appropriate folder on the targeted Pilot site Service Center server. This can be done one file at a time or by highlighting all of the files in a folder on the CD-ROM and copying them all over with one command.

In cases where there is existing geospatial data that needs to be replaced, the Data AID POC will delete the corresponding data from the Pilot site Service Center server prior to loading the data from the CD-ROM.

*Step 4: Verify Load/Replace Procedure*

Once all of the geospatial data files have been loaded/replaced on the Pilot site Service Center server, the Data AID POC will print a directory listing from the DATA share on the Pilot site server. This directory listing will then be verified as complete by the Data AID POC. At that point, any file found on the CD-ROM that has not been loaded on the Pilot site server will be flagged and the CD-ROM will be re-loaded following *Step 3* above.

## 3.2 Risk Mitigation Strategies

Each of the refresh procedures described above has some risk associated with it and in general the known risks are common for all three procedures. In this section, the risks associated with each refresh procedure are identified in *Italics* and this is followed by an outline of the strategy to be used to mitigate the risk.

### 3.2.1 Create Back-up Tape for Complete Replacement

#### *BPR Application Inoperable Due to the Change in the Directory Structure/File Naming Convention Version*

To-date there have been two BDR applications deployed to a Service Center that use the geospatial data, CS Toolkit in Okeechobee, FL. and CRP Phase I in Scottsburg, IN. A change in the geospatial data directory structure and file naming convention at these Service Centers could potentially cause these applications to fail.

To mitigate this risk the following actions have or will be taken:

1. The CS Toolkit development team was given the latest (v5.0) directory structure and file naming convention prior to the deployment of the application so they could ensure their application was not effected.
2. The Okeechobee Service Center geospatial data is presently in directory structure v5.0 and the CS Toolkit application is not impacted.
3. The CRP Phase I application piloting was completed as of December 31, 1998 therefore this application will be removed from the Scottsburg Service Center. The removal of this application will be completed prior to their geospatial data directory structure and file-naming convention being updated to the latest version (v5.0) so there will be no impact.
4. The latest (v5.0) directory structure and file naming convention has been distributed to all of the BPR Projects so any future applications should be compliant. This compliance can also be tested in the I/O Lab during the application testing by setting up the test environment using v5.0.

#### *Loss of Local Geospatial Data Loaded by the Service Center Staff*

In some cases there is geospatial data available to a Service Center at the local or state level and this data may have been loaded on the Service Center server after it was installed at the Service Center. In these cases a complete replacement of the Service Center Themes directory and the data files within it might result in the loss of any geospatial data that did not originate from the Integration Center in Beltsville.

To mitigate this risk the following actions have or will be taken:

1. Each of the Service Centers scheduled for a complete replacement of their geospatial data directory structure and files will be interviewed in advance to determine if they have loaded any local or state data and if so, where was it stored on their server.
2. The Data AID POC will access each Service Center server through the I/O Lab and review the files stored in each of the Service Center Themes folders to record the location and name of any file not delivered from the Integration Center.
3. The information obtained during the interview and during the Service Center server review will be used by the Data AID POC in the preparation of the instructions identified in Step 7: Ship the Back-up Tape to the Pilot Site Service Center of this refresh procedure.

*Loss of Service Center Level Geospatial Data Edits*

Over the past few months those Service Centers that have received their data server and some geospatial data, may have made edits of some kind to the geospatial data provided by the Integration Center. If this is the case a complete replacement of their directory structure and geospatial data will result in these edits being lost.

Though this risk has been discussed and accepted by the Pilot site Service Centers, the following actions may allow this risk to be mitigated:

1. Each of the Service Centers scheduled for a complete replacement of their geospatial data directory structure and files will be interviewed in advance to determine if they have made any edits and if so, how much and to what files.
2. The information obtained during the interview will be used by the Data AID POC in the preparation of the instructions identified in Step 7: Ship the Back-up Tape to the Pilot Site Service Center of this refresh procedure.

*Loss of ArcView Project Files*

Over the past few months those Service Centers that have received their data server and some geospatial data, may have created and saved ArcView project files. If this is the case a complete replacement of their directory structure and geospatial data will result in these project files being obsolete. Unfortunately this risk can not be mitigated so the Pilot site Service Centers have been warned in advance and have accepted this condition.

3.2.2 Create Back-up Tape for Partial Replacement*BPR Application Inoperable Due to the Change in the Directory Structure/File Naming Convention Version*

This risk is only applicable if the partial replacement is done at a Service Center that is not presently using the latest version (v5.0) of the directory structure and file naming convention. In these cases this risk will be mitigated by the actions listed previously.

*Loss of Local Geospatial Data Loaded by the Service Center Staff*

In some cases there is geospatial data available to a Service Center at the local or state level and this data may have been loaded on the Service Center server after it was installed at the Service Center. In these cases even a partial replacement of the Service Center geospatial data files might result in the loss of any geospatial data that did not originate from the Integration Center in Beltsville.

To mitigate this risk the following actions have or will be taken:

1. Each of the Service Centers scheduled for a partial replacement of their geospatial data files will be interviewed in advance to determine if they have loaded any local or state data and if so, where was it stored on their server.
2. The Data AID POC will access each Service Center server through the I/O Lab and review the files stored in each of the Service Center Themes folders to record the location and name of any file not delivered from the Integration Center.
3. The information obtained during the interview and during the Service Center server review will be used by the Data AID POC in the preparation of the instructions identified in Step 7: Ship the Back-up Tape to the Pilot Site Service Center of this refresh procedure.

*Loss of Service Center Level Geospatial Data Edits*

The partial replacement refresh procedure was developed specifically to mitigate this risk therefore it is not applicable.

*Loss of ArcView Project Files*

Even in the cases where only a partial replacement of the geospatial data is planned, this process may result in the saved project files becoming obsolete. Consequently the Pilot site Service Centers have been warned in advance and have accepted this condition.

Load/Replace Files Remotely from the I/O Lab

*BPR Application Inoperable Due to the Change in the Directory Structure/File Naming Convention Version*

This risk is not applicable to this refresh procedure since it does not involve a change to the directory structure.

*Loss of Local Geospatial Data Loaded by the Service Center Staff*

This risk is not applicable to this refresh procedure since the only geospatial data that is affected is the data provided by the Integration Center.

*Loss of Service Center Level Geospatial Data Edits*

This risk is only applicable if the Service Center staff has edited the geospatial data being refreshed remotely from the I/O Lab.

Though this risk has been discussed and accepted by the Pilot site Service Centers, the following actions may allow this risk to be mitigated:

1. Each of the Service Centers scheduled to have some refreshed remotely, will be interviewed in advance to determine if they have made any edits and if so, how much and to what files.
2. The information obtained during the interview will be used by the Data AID POC to determine if the affected data should still be refreshed or left as is on the Service Center server.

*Loss of ArcView Project Files*

As in the case where only a partial replacement of the geospatial data is planned, this process may result in the saved project files becoming obsolete. Consequently the Pilot site Service Centers have been warned in advance and have accepted this condition.

**3.3 Schedules**

The schedules for refreshing the geospatial data on the Pilot site Service Center servers are outlined below.

In general these schedules are dependent only on the refresh procedures being certified by the I/O Lab in time to meet the initial dates in January 1999. However, the non-CLU refresh dates for the Scottsburg Service Center are dependent on the CRP Phase I application being removed from the Service Center prior to January 25, 1999. Even though the CS Toolkit has already been deployed in the Okeechobee Service Center, the refresh process will not affect it so there are no schedule constraints to consider.

	- Pilot Site Service Centers -	
	<u>Rolla-ND</u>	<u>Paola-KS</u>
Receive the Re-formatted CLU Data at the Integration Center	1/15/99	12/18/98
Receive the Remaining Refresh Data at the Integration Center	1/15/99	1/15/99
Load the Re-formatted CLU Data in the I/O Lab	1/19/99	1/13/99
Load the Remaining Refresh Data in the I/O Lab	1/19/99	1/19/99
Transfer the Reformatted CLU Data to the Pilot Site	1/19/99	1/13/99
Ship/Transfer the Remaining Refresh Data to the Pilot Site	1/19/99	1/19/99

	<u>Scottsburg-IN</u>	<u>Okeechobee-FL</u>
Receive the Re-formatted CLU Data at the Integration Center	12/18/98	12/18/98
Receive the Remaining Refresh Data at the Integration Center	1/22/99	1/22/99
Load the Re-formatted CLU Data in the I/O Lab	1/13/99	1/13/99
Load the Remaining Refresh Data in the I/O Lab	1/25/99	1/25/99
Transfer the Reformatted CLU Data to the Pilot Site	1/13/99	1/13/99
Ship/Transfer the Remaining Refresh Data to the Pilot Site	1/25/99	1/25/99
	<u>The Dalles-OR</u>	<u>Snow Hill-MD</u>
Receive the Re-formatted CLU Data at the Integration Center	1/29/99	2/5/99
Receive the Re-formatted CLU Data at the Integration Center	1/29/99	2/5/99
Load the Re-formatted CLU Data in the I/O Lab	2/1/99	2/8/99
Load the Remaining Refresh Data in the I/O Lab	2/1/99	2/8/99
Transfer the Reformatted CLU Data to the Pilot Site	2/1/99	2/8/99
Ship/Transfer the Remaining Refresh Data to the Pilot Site	2/1/99	2/8/99
	<u>Los Lunas-NM</u>	<u>Abilene-TX</u>
Receive the Re-formatted CLU Data at the Integration Center	12/18/98	n/a
Receive the Remaining Refresh Data at the Integration Center	2/12/99	2/19/99
Load the Re-formatted CLU Data in the I/O Lab	1/13/99	n/a
Load the Remaining Refresh Data in the I/O Lab	2/16/99	2/22/99
Transfer the Reformatted CLU Data to the Pilot Site	1/13/99	n/a
Ship/Transfer the Remaining Refresh Data to the Pilot Site	2/16/99	2/22/99

The Sacramento-CA Service Center Pilot site will not require a refresh of its geospatial data due to the data being completely loaded prior to the server being shipped out of the I/O Lab.

## Geospatial Data Directory Structure and File Naming Conventions

The geospatial data directory structure and file naming convention has evolved over the last 6 months resulting in each of the Pilot sites having a directory structure and file names which are unique per site (v1.0, v2.0, v3.0, etc.). In order to correct this situation the Data AID Team developed v5.0 as the standard to be implemented at all nine Pilot sites.

Consequently as the remaining Pilot sites are provided with data, and as the previous Pilot sites are provided with refresh data, their directory structure and file names will be updated to adhere to the following:

```

\Service Center Themes
  \nnnn Service Center Name          (nnnn = the Service Center OIP number)
    \nnnnn County Name              (nn = State FIPS code, nnn = County FIPS code)
      \Cadastral
        \plss_lin
        \plss_pol
      \Climate
        \Precipitation
          \annual
          \mmm (mmm = the month abbreviation)
        \Temperature
      \Common Land Unit
    
```

```

\fields
\Demographics
\Digital Raster Graphs
  \drgnnnnn.tfw (nn = State FIPS code, nnn = County FIPS code)
  \drgnnnnn.tif (nn = State FIPS code, nnn = County FIPS code)
\Elevation
  \contour_lin
  \contour_pol
  \contour_pnt
\Geographic Names Information System
  \gnis
\Government Units
  \cities
  \cnty24k
\Hydrography
  \hydro_lin
  \hydro_pnt
  \hydro_pol
\Hydrologic Unit
  \huc
\Land Use Land Cover
\Legends
\Metadata
\Ortho Imagery
  \nnnnn.sdw (nn = State FIPS code, nnn = County FIPS code)
  \nnnnn.sid (nn = State FIPS code, nnn = County FIPS code)
  \nnnnn.dbf (nn = State FIPS code, nnn = County FIPS code)
  \tncrc.tfw (tnc = Township, rnc = Range) *
  \tncrc.tif (tnc = Township, rnc = Range) *
  \nnnnn###.tfw (nn = State FIPS code, nnn = County FIPS code,
  ### = Sequential number) *
  \nnnnn###.tif (nn = State FIPS code, nnn = County FIPS code,
  ### = Sequential number) *
\Photo Index
  \napp
\Plants
\Quad Boundaries
  \quads24k
  \quads12k
\Soils
  \soils_pnt
  \soils_lin
  \ssa
\Transportation
  \roads
  \railroads
\Wetlands
  \nwi_pnt
  \nwi_pol

```

## NOTES:

\* - The DOQ files will be named according to the township and range each file covers unless no township or range designation exists. In these cases, the DOQ files will be named using the appropriate

State and County FIPS code followed by a three digit sequential number starting with 001. A grid will be provided which indicates how the non-township/range files are tiled.

The Pilot site Service Center OIP Numbers are listed below along with the State and County FIPS codes for each of the Pilot counties.

<u>Service Center</u>	<u>OIP Number</u>	<u>County</u>	<u>State FIPS</u>	<u>County FIPS</u>
Abilene, TX	2090	Taylor	48	441
The Dalles, OR	741	Hood River	41	027
		Wasco	41	065
Los Lunas, NM	1225	Valencia	35	061
Okeechobee, FL	2205	Glades	12	043
		Okeechobee	12	093
Paola, KS	1283	Miami	20	121
Rolla, ND	336	Rolette	38	079
Sacramento, CA	2487	Sacramento	06	067
Scottsburg, IN	130	Scott	18	143
Snow Hill, MD	951	Worcester	24	047