

KANSAS INFORMATION RESOURCES COUNCIL
INFORMATION TECHNOLOGY POLICY #5100 REVISION #0

1.0 TITLE: Kansas Geographic Information Systems Metadata Standard

1.1 EFFECTIVE DATE: October 1, 1996

1.2 TYPE OF ACTION: New

2.0 PURPOSE: To establish a policy concerning the documentation standard for geographic information systems (GIS) databases.

3.0 ORGANIZATIONS AFFECTED: All state agencies, boards, commissions, and Regents' institutions.

4.0 REFERENCES:

4.1 K.S.A. 75-4741 authorizes the Kansas Information Resource Council to approve policies for the management of the state's information resources.

4.2 EXECUTIVE ORDER #95-180 directs the Kansas GIS Policy Board to develop and maintain policies, standards, guidelines, and strategies which emphasize cooperation and coordination among agencies, organizations, and government entities developing and implementing GIS technology in order to maximize the cost effectiveness of GIS and their value to the state.

5.0 DEFINITIONS/BACKGROUND:

5.1 DEFINITIONS

5.1.1 Content Standards for Geospatial Metadata is the GIS database documentation standard developed by the Federal Geographic Data Committee.

5.1.2 Federal Geographic Data Committee was established by Office of Management and Budget Circular A-16. The Federal Geographic Data Committee promotes the coordinated development, use, sharing, and dissemination of geographic, or geospatial, data.

5.1.3 GIS Databases are defined as those databases that are designed and developed for use with GIS software. These include all databases with locational, or geospatial, components that may be used to link tabular data to location specific points, lines, and polygons.

5.1.4 Kansas Core GIS Database(s) are the collection of GIS databases developed, purchased, or otherwise acquired by the Kansas GIS Policy Board for official distribution through the Board's Data Access and Support Center.

5.1.5 Kansas GIS Community is defined as the growing community of users of GIS technology in Kansas. This community includes users at all levels of government, academic institutions, and public and private organizations throughout Kansas.

5.1.6 Kansas GIS Data Access and Support Center is the GIS data repository and distribution center for the Kansas GIS Policy Board.

5.1.7 Kansas GIS Policy Board is established by Executive Order #95-180 to coordinate the development, implementation, and management of GIS technology in Kansas government. The Kansas GIS Policy Board is a standing committee of the Kansas Information Resources Council.

5.2 BACKGROUND

5.2.1 The mission of the GIS Standards Task Force is to develop GIS standards. Membership includes representatives from the Kansas GIS Policy Board, the Board's Technical Advisory Committee, the Kansas Association of Mappers, the Kansas Association of Counties, the League of Municipalities, the County Clerks Association, the County Appraisers Association, the County Highway Association, the County Planning and Zoning Association, the Government Information Sciences Association, and other public and private sector organizations.

5.2.2 The Kansas Standards Task Force has sponsored multiple Forums where the Kansas GIS community has been invited to participate and assist in the development of GIS Standards. The Federal Geographic Data Committee's Content Standards for Geospatial Metadata was recommended for adoption at one of these Forums.

5.2.3 The Kansas GIS Policy Board approved adoption of the Content Standards for Geospatial Metadata at their July, 1996 meeting. The Board not only recommends adoption of this standard for state agencies, boards, commissions and Regents' institutions, but also strongly encourages the adoption and implementation of the standard to all users of GIS technology in Kansas.

6.0 POLICY:

6.1 All state agencies, boards, commissions and Regents' institutions shall develop and maintain digital documentation of their GIS databases in compliance with the Kansas GIS Metadata Standard, or an official sub-set thereof, if defined and approved by the Kansas GIS Policy Board.

6.2 The Kansas Information Resource Council delegates authority for the implementation and maintenance of this Policy to the Kansas GIS Policy Board.

7.0 PROCEDURES:

7.1 This Policy is effective as of October 1, 1996. Agencies, boards, commissions, and Regent's institutions shall comply with this Policy no later than July 1, 1997.

7.2 The Kansas Information Resources Council instructs the Kansas GIS Policy Board to insure that all GIS databases that are accepted as part of the Kansas Core GIS Database(s) and distributed through the Board's Data Access and Support Center be documented in compliance with this Policy no later than July 1, 1997.

7.3 For the purposes of this Policy the Kansas GIS Metadata Standard is considered to be the same as, and compliant with, the Federal Geographic Data Committee's Content Standard for Geospatial Metadata.

7.4 The Kansas GIS Policy Board, in coordination with the Federal Geographic Data Committee, may define a sub-set of the Kansas GIS Metadata Standard should the Board deem such a sub-set in the best interests of the Kansas GIS community.

8.0 RESPONSIBILITIES:

8.1 Heads of agencies, boards, commissions, departments and Regents' Institutions will establish procedures for their organization's compliance with the requirements of this policy.

8.2 The Kansas GIS Policy Board and its Technical Advisory Committee are responsible for the maintenance of this policy.

8.3 The Kansas GIS Policy Board's Data Access and Support Center is responsible for the implementation and maintenance of Kansas GIS Metadata Standard compliant documentation for the Kansas Core GIS Database(s).

9.0 CANCELLATION: None

10.0 CONTACT PERSON: State GIS Coordinator, 913-296-0877