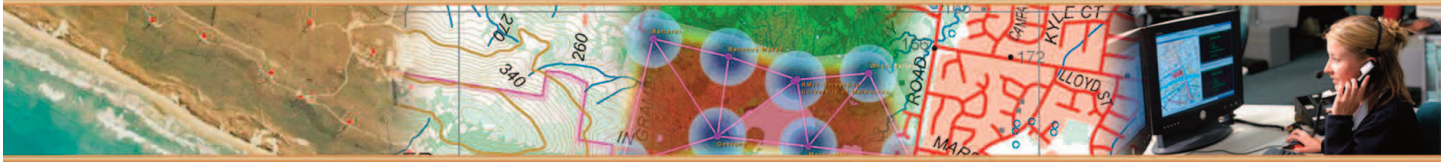


Spatial Data Custodianship



All about Data

The prospective user needs to know that a dataset is “fit for his purpose” without having to examine and test the data.

The Custodian may want to restrict access to data until a license agreement is signed. The communication tool that fulfils both these needs is **Metadata**, a profile of the dataset published in the Victorian Spatial Data Directory. The data itself is not published in the directory.

Metadata uses a standard format (based on ANZLIC standards) to give technical, commercial and legal clarity to end users, custodians, data maintainers, value-adders and distributors. Comprehensive Metadata can reduce the number of queries your Custodial Officer receives. A minimum set of Metadata is mandatory.

Metadata

Metadata is “data about data”. It is principally technical documentation and can include:

- Key words for online search
- Contact details
- Data model/diagrams
- Data dictionary
- Data features and relationships
- Projections and scale
- Positional accuracy
- Geographic extent
- Data currency
- Frequency of update
- Stored data format
- Access constraints

Distribution method

Tools are being developed to assist with the creation and update of Metadata. SII can also assist.

The Custodian completes only those sections that are relevant. If the Metadata has no data dictionary, this is stated. The product description of a dataset that is licensed only to DSE for publication as part of Vicmap will not require pricing or marketing information.

- *Is the data accurate enough and sufficiently up to date?*
- *Does it cover the required geographic area?*
- *Am I allowed to access it?*
- *Who can I speak to about it?*
- *What agreement must be signed?*
- *How is it distributed (Internet download or CD?)*
- *How is the data structured?*
- *What projection transformations will be required to load it into my GIS?*

Product Description

Datasets for commercial distribution may have a more comprehensive package of general and administrative information called the Product Description with

- Metadata
- Pricing and licensing model
- Production and/or acquisition methods
- Future plans
- Linkages to other organisations/data sets.
- Marketing and associated documents for promotion and dissemination
- Standard licensing agreement

The University of Wyoming Geographic Information Science Center has an excellent explanation and examples <http://www.sdvc.uwyo.edu/metadata/>

The Australian standard for Metadata is on <http://www.anzlic.org.au/>