

Delaware Geospatial Metadata Standard

Approved July 8, 2010 by the Delaware Geographic Data Committee Executive Council

Purpose

This document provides a minimum standard for the creation and dissemination of metadata in Delaware. It applies to metadata required by state code for geospatial data published by public agencies in Delaware. (See [91 Delaware Code, § 9144](#))

Required Items

Identification

- **Abstract** - A brief description of the data
- **Purpose** - A summary of why the data were collected
- **Access Constraints** - Restrictions and legal prerequisites for accessing the data
- **Use Constraints** - Restrictions and legal prerequisites for using the data, once access has been given
- **Contact** - Name of organization, and, optionally, a person in the organization considered to be the best contact for question concerning the data
- **Contact Voice Telephone** - The phone number of the organization or person in the organization who would answer questions concerning the data
- **Contact Email Address** - The email address of the organization or person in the organization who would answer questions concerning the data
- **Title** - The common name of the dataset
- **Originator(s)** - The name(s) of the organization(s) or individual(s) that developed the dataset
- **Publication Date** - The date on which the data were published or made available
- **Time Period** - Either ground condition (generally referring to aerial photography) or publication date
- **Progress** - The state of the data (Complete, in work, etc.)
- **Update Frequency** - How often the data are updated
- **Bounding Coordinates** - The extent of the data in decimal degrees
- **Theme Keyword** - At least one of the following keywords from the [ISO 19115 Topic Category](#)

| | | | |
|------------------------|--------------------------|---------------------------|------------------------|
| farming | economy | imageryBaseMapsEarthCover | planningCadastre |
| biota | elevation | intelligenceMilitary | society |
| boundaries | environment | inlandWaters | structure |
| climatologyMeteorology | geoscientificInformation | location | transportation |
| atmosphere | health | oceans | utilitiesCommunication |
- **Theme Thesaurus** - ISO 19115 Topic Category
- **Place Keyword** - At least one predefined geographic reference from [Delaware Place Thesaurus](#)
- **Place Thesaurus** - Delaware Place Thesaurus
- **Security Classification** - Security classification of the data

Spatial Reference

- **Horizontal Coordinate System** - Projection of the data

Distribution

- **Resource Description** - Is the data "Downloadable Data," an on-line dataset, or other form of resource
- **Primary Contact** - Name of organization, and optionally, a person in the organization considered to be the best contact for question concerning the distribution of the data
- **Contact Voice Telephone** - The phone number of the Primary Contact
- **Contact Email Address** - The email address of the Primary Contact

Metadata

- **Metadata Date** - The date the metadata record was completed
- **Contact** - Name of organization, and optionally, a person in the organization considered to be the best contact for question concerning the metadata
- **Contact Voice Telephone** - The phone number of the metadata Contact
- **Contact Email Address** - The email address of the metadata Contact

Optional (but Important) Items

Identification

- **Security Classification System** - The thesaurus used to define the security classification of the data

Data Quality

- **Horizontal Accuracy** - An expression of the horizontal accuracy of the data
- **Vertical Accuracy** - An expression of the vertical accuracy of the data
- **Scale** - The scale used in creation of the data
- **Process step(s)** - Description of processes used to create the data

Spatial Reference

- **Vertical Coordinate System** - The vertical coordinate system used in the data

Entity Attribute

- **Attribute Domain Values** - Meanings of codes and other information found in the data attribute table either as part of metadata record or as a reference to an external definition table