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Savannah River Site
Geographic Information System Management Plan (U)

Geographic Information System Task Group

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PREPARED FOR THE U.S. DEPARTMENT OF ENERGY UNDER CONTRACT NO. DE-AC09-89SR18035

CONTENTS

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EXECUTIVE SUMMARY

A plan for managing the development of Geographic Information System (GIS) applications at the Savannah River Site (SRS) in a coordinated, integrated fashion has been developed. Included in the plan are discussions on the guidance for GIS activities at the site, the overall strategy for managing GIS applications development, the specific administrative and programmatic tasks with projected completion schedules, and the organizational structure in place to direct this GIS effort. The Department of Energy-Savannah River Field Office (DOE-SR) has encouraged all primary subcontracting organizations at SRS involved with the mapping of spatial data to coordinate their efforts and be more cost effective. This plan provides a description of organized activities in 1992 for establishing a coordinated approach for developing and implementing GIS technology.

The DOE Order on site development planning (4320.1B), regulatory agency guidance, and a best management practice approach provide the fundamental guidance for GIS activities at SRS.

The selected strategy for managing GIS applications development and implementation involves the use of a multi-organizational group to guide the effort and the integration of new technologies with existing site resources for optimum cost effectiveness. Also included is the Total Quality concept on accountability whereby progress is tracked through the use of performance measures.

The activities planned in calendar year 1992 are categorized as either administrative or programmatic in nature. The major administrative activities include issuance of this GIS management plan, establishment of performance measures and indicators, review of GIS applications for site consistency, training on GIS technology and applications, and a survey of GIS needs at SRS. The programmatic activities of note include a description of existing GIS applications, a listing of desired GIS layers, an investigation into establishing a Global Positioning System (GPS) base station at SRS, the determination of applicability of national spatial data standards for local use, a description of SRS GIS integrated system configuration, and the development of appropriate means for transferring GIS information among site software/hardware systems.

A GIS Task Group has been formed to promote, integrate, and direct the development of GIS applications at the site. Representatives from the Department of Energy-Savannah River Field Office, Westinghouse Savannah River Company, Savannah River Forest Station, Savannah River Ecology Laboratory, and Savannah River Archeological Research Program make up the GIS Task Group.

INTRODUCTION

Background

A Geographic Information System (GIS) is a computer hardware and software system designed to collect, manage, manipulate, analyze, and display spatially referenced data. A GIS also includes attribute data, as well as graphic data, which may be in vector (line) or raster (image) form. Cartographic and geologic data such as earth science, natural resource, engineering, demographic, and socioeconomic information may be included in a GIS.

To promote a better understanding of the several uses of GIS by Savannah River Site (SRS) primary subcontractors, a GIS Awareness Meeting was organized by the Department of Energy-Savannah River Field Office (DOE-SR) and held on January 19, 1989. More than 50 scientists and other interested parties attended this initial gathering to share ideas and identify any areas of duplication. DOE-SR hosted a second GIS Awareness Meeting on October 2, 1990, to review the progress of GIS at SRS and to discuss future directions and database needs. Nearly 100 people attended from various SRS organizations. The idea to establish a GIS Users Group was introduced at this awareness meeting.

A GIS Users Group was created to exchange information and ideas and to promote GIS technology transfer at SRS. This group met initially on January 15, 1991, and continues to meet on a quarterly basis, mainly for information exchange.

A GIS Task Group was formed in May 1991 under the umbrella of the Natural Resources Coordinating Committee. The task group was established in response to the growing number of organizations on site utilizing GIS and the need to better coordinate with each other.

Current Status

A plan for managing the development of GIS at SRS under the direction of the GIS Task Group has been developed and is described herein. The several elements of this GIS management plan include guiding directives; mission, vision, and principles; management strategy; program descriptions; goals and milestones; and organizational structure. The plan provides a comprehensive description of organized activities in 1992 for establishing a coordinated approach for developing and implementing GIS technology at SRS. The several site organizations participating in this

effort are DOE-SR, Westinghouse Savannah River Company, Savannah River Forest Station, Savannah River Ecology Laboratory, and Savannah River Archeology Research Program.

GUIDING DIRECTIVES

The fundamental guidance for GIS activities at SRS is provided through Department of Energy orders, regulatory agency guidance, local committee on natural resources coordination, and a best management practice approach.

DOE Order 4320.1B, Site Development Planning, was issued in January 1991 to establish policies and assign responsibilities for the planning and development of DOE sites. The order contains policy statements including one which says "Sites shall include in the planning process the acquisition and use of standard Geographic Information Systems, which promote coordinated development, use, sharing, and dissemination of surveying, mapping, and related spatial data." This implies that all DOE-operated sites must use GIS technology as a management tool.

A proposed DOE order is being drafted to detail the acquisition and development of GIS and related spatial data systems. This order will implement OMB Circular A-16 titled as Coordination of Surveying, Mapping, and Related Spatial Data Activities (copy in Appendix) which was issued in October 1990. The timing for this proposed DOE directive is unknown. It is anticipated, however, that there will be some guidance contained in the final isue that will be relevant to SRS.

Environmental regulatory agencies have not promulgated legislative statutes which require the submittal of spatially mapped data. However, in several instances they have requested (and DOE-SR has agreed) that environmental monitoring data (i. e., air, groundwater, etc.) be provided on large scale maps in regulatory compliance reports. Small scale applications of GIS to provide these maps have been relatively successful. Improved performance is expected upon a more rigorous implementation and coordination of GIS to address these regulatory needs.

The Natural Resources Coordinating Committee (NRCC) was formed in March 1991 and chartered four months later. The NRCC is the umbrella organization for several task groups concerned with managing natural resources, including the GIS Task Group. The NRCC will provide an overall perspective on activities conducted by this task group.

The use of GIS technology to provide spatial mapping of environmental data is prudent from a best management practice standpoint. Much of environmental information has a spatial coordinate aspect. Environmental analysis of such things as land cover, endangered species, groundwater contamination, timber compartments, etc. is made so much more feasible and practicable using GIS. Visual display of tabular information has its advantages from a persuation and presentation perspective.

MISSION, VISION, AND PRINCIPLES

Mission, vision, and principle (MVP) statements have been developed for the GIS effort and are listed below.

Mission

To coordinate and guide the development of GIS at SRS.

Vision

To be recognized by our customers, peers, and throughout the U. S. Department of Energy complex as the leader in GIS development and application.

Principles

- We will ensure that data sharing is facilitated.
- We will promote the use of established standards.
- We will ensure functional relationships between the various components (i. e., organizations, data, software, hardware, etc.) of a sitewide GIS network are defined.
- We will promote the integration of GIS technology into the existing site information system structure.
- We will provide a focal point for GIS development.

A charter for establishing the GIS Task Group has been developed and was signed into effect in December 1991. A full copy of the charter is given in the Appendix.

MANAGEMENT STRATEGY

The considered approach for managing the development of GIS at SRS includes the use of a functioning group to promote, integrate, and guide the effort, the integrated application of site resources and new technologies to optimize cost effectiveness, and the incorporation of performance measures to determine progress and report results.

The recently chartered GIS Task Group will provide the desired coordination and direction and serve as the functioning body for executing management responsibilities. The task group comprises representatives from Westinghouse Savannah River Company (WSRC), Department of Energy-Savannah River Field Office, Savannah River Forest Station, Savannah River Ecology Laboratory, and Savannah River Archeological Research Program. This intrasite organization is chaired by a manager in the Environmental Protection Department of WSRC with a vested interest in environmental information and mapping of spatial data.

Considerable investment has been made in existing database applications and computer systems at the site. The continuing development and implementation of GIS must be in concert with the operating hardware and software infrastructure. An integrated environment is desired but must be achieved in the most cost effective manner. Sharing of information across organizational boundaries will require incorporation of certain new and innovative technologies, and thus a high degree of cooperation among the parties involved.

In order to evaluate the significance of accomplishments, relevant performance measures will need to be developed. An evaluation of progress can best be determined when comparing work against established goals. Total Quality concepts on accountability will be applied here to help establish performance criteria.

PROGRAM DESCRIPTIONS

The activities of the GIS Task Group planned for calendar year 1992 are discribed in this section. These activities are listed as either administrative or programmatic in nature. The administrative tasks are combined under the general categories of planning, quality assurance, training, and marketing. The elements of the programmatic endeavors include data cataloging, georeferencing, data standards, system configuration, intersystem translation, and technical support. Descriptions

of both the administrative and programmatic activities are given in turn below.

Administrative Activities

Planning

Proactive planning is considered essential in achieving overall group goals. Considerable time has been spent in organizing the path forward for the GIS Task Group. The main effort is this plan for managing GIS activities at SRS. Establishing measures and indicators to gauge group progress is considered a planning task. Other plans related to administrative, as well as programmatic, items may evolve.

Quality Assurance

The desire to provide quality GIS products to the SRS user community requires that acceptable documentation and procedures be developed and implemented. User and system manuals for GIS applications will help assure good quality and continuity of operation.

Training

The effective implementation of GIS applications can best be assured through effective training of the user community. Demonstrations and formal instruction on GIS technology are the key elements in achieving program success.

Marketing

Publicizing the activities of the GIS Task Group will inform a broader audience of the group's mission and goals. Surveying the SRS community may uncover additional mapping needs heretofore unknown as well as others sources of spatial data.

Programmatic Activities

Data Cataloging

A starting point for coordinating GIS efforts at the site is to describe the existing applications. Several organizations are mapping spatial data and can provide detailed descriptions of their work. A directory of GIS

applications along with ownership responsibility would be useful if made easily available over the computer network.

Georeferencing

Having a good reference system to establish spatial coordinates is essential for gathering useful data. A Global Positioning System (GPS) base station provides the ability to better establish locations using satellite technology. Plans are to locate a GPS base station at SRS. The surveying benchmark network at SRS is of third order. A first order system would improve the accuracy of surveying results by a factor of ten (10). The feasibility of obtaining a first order benchmark system will be pursued.

Data Standards

The federal government has developed certain standards for spatial data formats and geocoding conventions. SRS needs to apply these standards for improved processing, storage, cataloging, and retrieval of spatial data. Header information which accompanies each GIS file could provide information about the origin, quality integrity, and age of the application or layer.

System Configuration

There are many independent GIS systems in operation at SRS. In several cases, GIS information cannot be transferred between the different applications. Greater utility is achieved with an integrated system for accessing different GIS layers which overcomes the barriers of physical distance and electronic translation. Development of an integrated system for GIS applications will be initiated.

Intersystem Translation

There are different software and hardware systems in use at SRS for spatial data mapping. The ability to transfer information among these different systems is recognized as a key factor in the future success of GIS work at the site. Conversion to a single software/hardware system would probably be cost prohibitive. Therefore, efforts are underway to develop the means for these separate systems to interact in an efficient, cost effective manner.

Technical Support

There is no central organization for providing technical support on GIS application development and implementation at SRS. Technical support is needed for improved efficiency, corporate memory, and production operation and maintenance activities. Several options for providing the desired support will be investigated.

GOALS AND MILESTONES

The goals of the GIS Task Group can be categorized as administrative and programmatic. The administrative and programmatic goals are listed in Tables 1 and 2, respectively. The milestone dates for these goals are projected on good faith commitments by task group members. Should representatives on the task group from the various SRS organizations change or the priority on GIS efforts by a given organization decline, then a review of deliverables and due dates would be needed.

ORGANIZATIONAL STRUCTURE

An organization chart for the Natural Resources Coordinating Committee is shown in Figure 1. The composition of the GIS Task Group is shown in Figure 2. The GIS Users Group is chaired by DOE-SR and comprises anyone at SRS interested in sharing or gathering information about GIS at SRS.

TABLE 1
Administrative Goals

Item/Activity	Respon. Party	Due Date
Planning		
Develop and issue GIS Management Plan	DBG	2/92
Establish performance measures and indicators to gauge progress of GIS Task Group	RDJ	5/92
Quality Assurance		
Provide user and system manuals for GIS applications	Various	Ongoing
Coordinate review of proposed GIS applications for consistency with site policies	DBG	Ongoing
Training		
Provide for training on GIS technology and applications to SRS community	Various	Ongoing
Marketing		
Create logo for GIS at SRS	KPB	5/92
Develop and conduct a survey on GIS needs at SRS	TJT	6/92

TABLE 2
Programmatic Goals

Item/Activity	Respon. Party	Due Date
Data Cataloging		
Describe existing GIS applications	Various	4/92
Create a directory of GIS databases	TJT	5/92
List desired GIS layers	DEG(All)	6/92
Georeferencing		
Investigate feasibility of establishing certified GPS base station at SRS	HRP	6/92
Develop plan for establishing first order surveying benchmark network at SRS	JBM/DMI	7/92
Data Standards		
Compile listing of national spatial data standards	DWH	5/92
Determine applicability of national standards for local site use	DWH	7/92
Define the need for GIS file metadata and make recommendations	AEC	8/92
System Configuration		
Develop description of SRS GIS integrated system configuration	JSP	10/92
Intersystem Translation		
Develop means for transferring GIS information among site software/hardware systems	JSP	Ongoing
Technical Support		
Investigate options for providing technical support on GIS application development, implementation, and maintenance	DBG	12/92

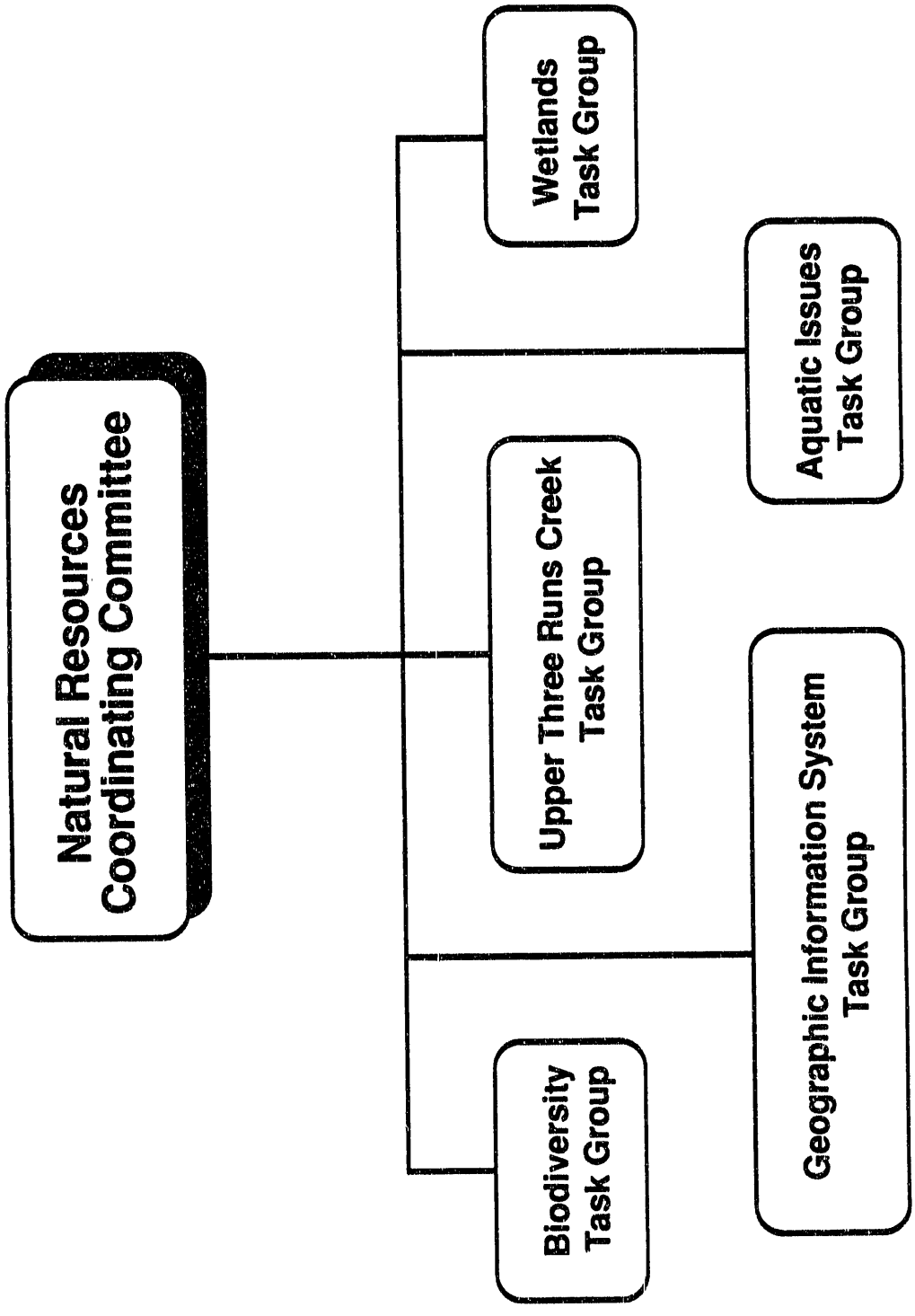

FIGURE 1. Natural Resources Coordinating Committee

Geographic Information System Task Group

D. E. Gordon, Chairman, WSRC-Environmental Protection Department
K. P. Brady, WSRC-Environmental Restoration Department
M. J. Brooks, Savannah River Archeological Research Program
J. P. Brown, DOE-SR/Environmental Restoration Division
A. E. Cook, Savannah River Ecology Laboratory
D. W. Hayes, WSRC-Savannah River Laboratory
D. M. Isiminger, WSRC-Facilities and Services Department
R. D. Jernigan, DOE-SR/Infrastructure Management Division
H. E. Mackey, WSRC-Savannah River Laboratory
H. R. Park, Savannah River Forest Station
J. S. Pidel, WSRC-Information Resource Management Department
T. J. Temples, DOE-SR/Environmental Division
D. J. Vaaler, WSRC-Environmental Protection Department

FIGURE 2. Composition of GIS Task Group

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APPENDIX

A. OMB Circular No. A-16

B. GIS Task Group Charter

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EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF MANAGEMENT AND BUDGET
WASHINGTON, D.C. 20503

October 19, 1990

THE DIRECTOR

CIRCULAR NO. A-16
Revised

TO THE HEADS OF EXECUTIVE DEPARTMENTS AND ESTABLISHMENTS

SUBJECT: Coordination of Surveying, Mapping, and Related Spatial Data Activities

1. Purpose. This revised Circular describes the responsibilities of Federal agencies with respect to coordination of those Federal surveying, mapping, and related spatial data* activities described in paragraph 2, below. It rescinds and replaces Circular No. A-16 dated May 6, 1967. The revised Exhibits will remain in effect until replaced pursuant to paragraph 4 of this Circular.

A major objective of this Circular is the eventual development of a national digital spatial information resource, with the involvement of Federal, State, and local governments, and the private sector. This national information resource, linked by criteria and standards, will enable sharing and efficient transfer of spatial data between producers and users. Enhanced coordination will build information partnerships among government institutions and the public and private sectors, avoiding wasteful duplication of effort and ensuring effective and economical management of information resources in meeting essential user requirements.

2. Coverage. The coordinating procedures established by this Circular extend to all activities financed in whole or in part by Federal funds that:

a. Can contribute to:

(1) the National Mapping Program of the United States and outlying areas of sovereignty and jurisdiction,

(2) the National Geodetic Reference System,

(3) the National Geologic Mapping Program of the United States and outlying areas of sovereignty and jurisdiction,

*Spatial data are geographically referenced features that are described by geographic positions and attributes in an analog and/or computer-readable (digital) form.

(4) the National Wetlands Inventory Program,

(5) the National Cooperative Soil Survey Program,

(6) the National Public Land Survey System Geographic Coordinate Data as legal authority permits, or

(7) such other national surveying, mapping, or related spatial data programs as may be established; or

b. Can contribute to:

(1) significant, multipurpose national surveying, mapping, or related spatial data categories (e.g., vegetation, cultural, demographic, and ground transportation), or

(2) such other significant, multipurpose national surveying, mapping, or related spatial data categories as may be identified by the interagency coordinating committee established pursuant to paragraph 4 of this Circular, and concurred with by the Office of Management and Budget (OMB); or

c. Result in cartographic representation of international boundaries other than those of the United States with Canada or Mexico.

Excluded are surveying, mapping, and related spatial data activities conducted or supported by a Federal agency to meet specific agency program needs that are not met by the programs specified in paragraph 2a and 2b of this Circular and that cannot practicably or economically contribute to the national programs. However, these activities should be performed in such a way that the resulting products are provided in a format that can be shared with other Federal agencies and non-Federal users.

Determination of the surveying, mapping, and related spatial data activities that are required to meet program needs is the responsibility of the agency that manages each program. However, evaluation of the potential contribution of those activities to a national surveying, mapping, or related spatial data program must be made by such agency in consultation, or pursuant to a general agreement, with the responsible agency, or agencies, as described in paragraph 3 of this Circular.

3. Responsibility for coordination. Surveying, mapping, and related spatial data activities encompass a number of categories of data, including base topographic mapping, cadastral, geologic, geodetic, resource (e.g., soils, wetlands, and vegetation), cultural, demographic, and ground transportation data. These

national spatial data categories have multi-agency interest. The Departments identified below will provide governmentwide leadership to coordinate this multi-agency interest, including the facilitation of exchange of information and transfer of data; the establishment and implementation of standards for quality, content, and transferability; and the coordination of the collection of spatial data to minimize duplication of effort where practicable and economical. Each Department has existing authority described in its basic mission (e.g., statutory authority or Public Law), or implied as part of its program responsibilities.

This departmental governmentwide leadership for surveying, mapping, and related spatial data coordination will be carried out under the policy guidance and oversight of the interagency coordinating committee established pursuant to paragraph 4 of this Circular. Additional responsibilities and agencies may be added to paragraph 3 by recommendation of the interagency coordinating committee and concurrence by the Office of Management and Budget.

a. The Department of the Interior is responsible for the National Mapping Program, the National Geologic Mapping Program, and the Public Land Survey System of the United States and outlying areas of sovereignty and jurisdiction. The Department of the Interior is also responsible for the Public Land Conveyance (patent) Records, the National Wetlands Inventory, geologic names, and, in conjunction with the U.S. Board on Geographic Names, for the standardization of domestic geographic names and maintaining the official record of such names. The Department of the Interior operates a network of Earth Science Information Centers, with responsibility to collect, maintain, and disseminate earth science information in support of national requirements. This responsibility includes establishing programs to identify such data available from other Federal agencies that are of general use, and the sources from which users may obtain those data.

The Department of the Interior exercises governmentwide leadership in assuring coordinated planning and execution of these functions and related surveying, mapping, and spatial data activities of Federal agencies, including activities financed in whole or in part by such agencies, for the following purposes:

(1) The surveying, mapping, digital cartographic, and related spatial data, earth science, and public land information needs of Federal, State, and local government agencies and the general public can be met in the most effective, expeditious, and efficient manner possible with available resources;

(2) All surveying, mapping, and digital cartographic activities, including related spatial data collection, maintenance, and dissemination, financed in whole or in part by Federal funds, can contribute to the National Mapping Program, the National Digital Cartographic Data Base, the National Public Land Survey System's Geographic Coordinate Data Base, the National Wetlands Inventory, and the Nation's earth science and public land information activities when it is practicable and economical to do so;

(3) All geologic (and associated geophysical and geochemical data) mapping information and related spatial data, financed in whole or in part by Federal funds, can contribute to the National Geologic Mapping Program and the National Geologic Map Data Base when it is practicable and economical to do so; and

(4) Aerial photography and other remotely sensed imagery, survey data, topographic mapping, geologic mapping, digital cartographic and other related spatial data, produced by Federal agencies can be conveniently accessible for use in meeting the cartographic, earth science, and public land information needs of other Federal agencies, State and local governmental authorities, and the general public.

b. The Department of Commerce is responsible for establishing and maintaining the networks of geodetic surveys that compose the National Geodetic Reference System (NGRS) and maintains information on the status of geodetic surveys that meet the standards for inclusion in the NGRS. The Department also produces and maintains nautical and aeronautical charts, promulgates standards, and is responsible for collecting, processing, and tabulating cultural (e.g., economic data and the names and boundaries of domestic governmental entities) and demographic data through its decennial, economic, agriculture, and governments censuses and related statistical activities. In addition, the Department produces maps and other products concerning marine natural resources.

In carrying out these functions, the Department of Commerce exercises governmentwide leadership in assuring coordinated planning and execution of its national geodetic surveys, nautical and aeronautical charts, standards activities, census and sample surveys, and the related survey and charting activities that are financed in whole or in part by Federal funds, for the following purposes:

(1) The geodetic survey, nautical and aeronautical charting, and cultural and demographic data needs of government agencies and the public at large can be met in the most expeditious and economical manner possible with available resources;

(2) All surveying activities financed in whole or in part by Federal funds can contribute to the NGRS when it is practicable and economical to do so;

(3) All census and related statistical programs financed in whole or in part by Federal funds can contribute to the National Digital Cartographic Data Base, and the inventory of spatial data to the extent that it is practicable and economical to do so; and

(4) Appropriate standards can be promulgated for the recording, storage, transfer, and dissemination of digital spatial data to the extent that it is practicable and economical to do so.

c. The Department of State exercises governmentwide leadership to assure that cartographic representations of international boundaries, other than those of the United States with Canada or Mexico, by all Federal agencies are consistent with and conform to United States foreign policy.

d. The Department of Agriculture is responsible for the National Cooperative Soil Survey Program. It exercises governmentwide leadership to assure coordinated planning for the collection, maintenance, and distribution of digital soils and vegetation data, for the following purposes:

(1) The digital soils and vegetation information needs of government agencies and the general public can be met in the most effective, expeditious, and efficient manner possible with available resources;

(2) All digital spatial data activities related to soils and vegetation, financed in whole or in part by Federal funds, can meet the standards established for these data categories when it is practicable and economical to do so; and

(3) All digital soils and vegetation spatial data can be conveniently accessible for use in meeting the information needs of other Federal agencies, other governmental authorities, and the general public.

e. The Department of Transportation exercises governmentwide leadership to assure coordinated planning for the collection, maintenance, and distribution of national ground transportation data, for the following purposes:

(1) The national ground transportation information needs of government agencies and the general public can be met in the most effective, expeditious, and efficient manner possible with available resources;

(2) All digital spatial data activities related to national ground transportation, financed in whole or in part by Federal funds, can meet the standards established for this data category when it is practicable and economical to do so; and

(3) All national ground transportation data can be conveniently accessible for use in meeting the information needs of other Federal agencies, other governmental authorities, and the general public.

In addition to the responsibilities outlined above, each coordinating Department will arrange, through periodic meetings or other appropriate means, for exchange of information among Federal agencies and other governmental authorities concerning technological developments with respect to their assigned activities.

4. Establishment of coordinating mechanisms. An interagency coordinating committee will be established to coordinate Circular A-16 related activities, and to recommend to the Office of Management and Budget, where required, appropriate additions, revisions, or deletions to this Circular and Exhibits. The committee will be called the Federal Geographic Data Committee and will be chaired by the Department of the Interior.

a. The objective of this interagency coordinating committee is to promote the coordinated development, use, sharing, and dissemination of surveying, mapping, and related spatial data. This objective supports surveying and mapping activities, aids geographic information system use, and assists land managers, technical support organizations, and other users in meeting their program objectives through:

(1) Promoting the development, maintenance, and management of distributed data base systems that are national in scope for surveying, mapping, and related spatial data;

(2) Encouraging the development and implementation of standards, exchange formats, specifications, procedures, and guidelines;

(3) Promoting technology development, transfer, and exchange;

(4) Promoting interaction with other existing Federal coordinating mechanisms that have interest in the generation, collection, use, and transfer of spatial data;

(5) Publishing periodic technical and management articles and reports;

(6) Performing special studies and providing special reports and briefings to OMB on major initiatives to facilitate understanding of the relationship of spatial data technologies with agency programs; and

(7) Ensuring that activities related to Circular A-16 support national security, national defense, and emergency preparedness programs.

b. The interagency coordinating committee will also provide guidance and promote cooperation and coordination among Federal, State, and local government agencies and in the private sector in the collection, production, and sharing of surveying, mapping, and related spatial data.

c. The interagency coordinating committee will include representatives of the Departments of Agriculture, Commerce, Defense, Energy, Housing and Urban Development, Interior, State, and Transportation; the Federal Emergency Management Agency; the Environmental Protection Agency; the National Aeronautics and Space Administration; and the National Archives and Records Administration. Other Federal departments and independent agencies with activities or interest in surveying, mapping, or related spatial data can request membership by writing to the Secretary of the Interior.

The committee will establish, in consultation with other Federal agencies and appropriate organizations, such standards, procedures, interagency agreements, and other mechanisms as are necessary to carry out its governmentwide coordinating responsibilities. Subcommittees, working groups, and advisory committees may be convened to support specific needs as identified by the coordinating committee and will report directly to the committee.

5. Responsibilities of other Federal agencies. Each Federal agency is responsible for:

a. Cooperating as requested in the development of appropriate coordinating mechanisms;

b. Supplying necessary information to the interagency coordinating committee concerning its surveying, mapping, and related spatial data requirements, programs, activities, and products; and

c. Conducting its surveying, mapping, related spatial data gathering and product distribution activities in a manner that provides effective governmentwide coordination and efficient, economical service to the general public.

6. Differences among agencies. Any major differences that cannot be resolved through consultation among cooperating agencies with respect to coordination of activities covered by this Circular should be referred in writing by the head of any agency concerned to the Director of the Office of Management and Budget. Copies of such referrals will be provided to the Chairman of the Federal Geographic Data Committee and the heads of the agencies named in paragraph 4 of this Circular.

7. Reporting. The Interagency Coordinating Committee identified in paragraph 4 will: (a) summarize the individual reports of any subcommittees, working groups, and advisory committees; (b) comment on the state of coordination of Federal surveying, mapping, and related spatial data activities; and (c) transmit the entire package to OMB annually.

Richard G. Darman
Director

Charter

Geographic Information System Task Group at SRS

Statement of Purpose

The SRS Geographic Information System (GIS) Task Group is a working group under the Natural Resources Coordinating Committee (NRCC) and is established to enhance communication and understanding among on-site organizations concerning mapping of spatial data. The Group will also provide a forum for discussion of GIS issues and will provide a focal point for the development of GIS applications.

Membership

The GIS Task Group will be an intrasite organization with representation from each of the following:

- Environmental Protection Department (WSRC)
- Savannah River Laboratory (WSRC)
- Environmental Restoration Department (WSRC)
- Site Engineering & Services Department (WSRC)
- Information Resource Management Department (WSRC)
- U. S. Department of Energy-Savannah River Field Office/Environmental Division (DOE-SR/ED)
- U. S. Department of Energy-Savannah River Field Office/Engineering, Construction, & Facilities Division (DOE-SR/EC&FD)
- U. S. Department of Energy-Savannah River Field Office/Environmental Restoration Division (DOE-SR/ERD)
- Savannah River Forest Station (SRFS)
- Savannah River Ecology Laboratory (SREL)
- Savannah River Archeological Research Program (SRARP)
- Other resources utilized as appropriate

Objectives

- Exchange information and familiarize members with SRS GIS issues
- Coordinate and guide the development of GIS activities at the site
- Provide advice to DOE and site contractors on spatial data mapping activities
- Interface with outside agencies on the application of GIS technologies as a management tool for site operations
- Catalog GIS applications ongoing at SRS and keep DOE advised

Chairperson

The SRS principal M&O Contractor at the request of the NRCC has designated a representative of WSRC-EPD to perform as the chairperson of the GIS Task Group. The chairperson is responsible for:

- Calling all meetings, coordinating agendas, and facilitating activities related to the GIS Task Group
- Ensuring arrangements are made for meeting space and materials
- Coordinating development of planning documentation for managing GIS Task Group efforts
- Submitting reports of the GIS Task Group activities and recommendations to the NRCC and DOE/SR-ED

Meetings

The GIS Task Group will initially hold meetings on a monthly basis. The frequency of meetings will periodically be reviewed and may be revised based on working experience of the Group.

The activities of the GIS Task Group will be documentated in meeting notes to be recorded and distributed, upon approval by the committee and DOE/SR, to the members and appropriate organizations

Charter Review

This charter shall be reviewed by members of the GIS Task Group in conjunction with the NRCC after a one year period.

Effective Date

This Charter will be effective when signed by the following parties and will be in effect until further review.

Agreed to on this date:

Don Gordon — 12/4/91

D. E. Gordon, Chairman — Date
Geographic Information System Task Group

Arthur B Gould Jr — 12/5/91

A. B. Gould, Chairman — Date
Natural Resources Coordinating Committee

END

DATE FILMED

8/25/92