Metadata specifications (after ANZLIC metadata standards)

Metadata is a structured summary of information that describes the data. Metadata includes, but is not restricted to, characteristics such as the content, quality, currency, access and availability of the data.

The following specifications derive from the ANZLIC set of core metadata elements (version 2, February 2001). Further details are available at the ANZLIC web page: www.anzlic.org.au/asdi/metaelem.htm

Category	Element	Definition of Element	Obln	Max Occ	Field
Dataset	Title	The ordinary name of the dataset.	M	1	Text(160)
Custodian	Custodian	The business name of the custodial organisation or responsible party associated with the dataset.	M	1	Text(120)
	Jurisdiction	The state or country in which the Custodian of the dataset is domiciled.	M	1	Text(30)
Description	Abstract	A brief narrative summary of the content of the dataset.	M	1	Text(2000)
	Search Word	Words likely to be used by a non-expert to find the dataset.	M	N	Text(60)
	Geographic Extent Name	The ordinary name of one or more pre-defined, known geographic objects that reasonably show the extent of geographic coverage of the dataset. This element is usually implemented as three discrete elements as listed below	O	N	
	GEN Category	Category to which the Geographic Extent Name belongs including map series, local government area, and drainage divisions and major river basins.	C	1^1	Text(80)
	GEN Custodial Jurisdiction	Country, state or territory that is responsible for maintaining the detail of the geographic object	C	1^1	Text(30)
	GEN Name	Name of the geographic object.	C	1^1	Text(80)
	Geographic Extent Polygon	Boundary enclosing the dataset expressed as a closed set of geographic coordinates (latitude, longitude) of the polygon referenced to GDA94. This is an alternate way of describing geographic extent of the dataset if no pre-defined area is satisfactory.	O	N	Text(1000)
	Geographic Bounding Box	A rectangle defining the minimum and maximum coordinates of the entire data. This element is implemented as four discrete elements as listed below.	M	1	
	North Bounding Latitude	Northern-most coordinate of the limit of the dataset expressed in latitude, in decimal degrees.	M	1	Signed Real Number
	South Bounding Latitude	Southern-most coordinate of the limit of the dataset expressed in latitude, in decimal degrees.	M	1	Signed Real Number
	East Bounding Longitude	Eastern-most coordinate of the limit of the dataset expressed in longitude, in decimal degrees	M	1	Signed Real Number
	West Bounding Longitude	Western-most coordinate of the limit of the dataset expressed in longitude, in decimal degrees.	M	1	Signed Real Number
Data Currency	Beginning date	Earliest date at which the phenomena in the dataset actually occurred.	M	1	Text(10)
	Ending date	Latest date at which the phenomena in the dataset actually occurred.	M	1	Text(10)
Dataset	Progress	The status of the process of creation of the	M	1	Text(20)

Category	Element	Definition of Element	Obln	Max Occ	Field
Status		dataset.			
	Maintenance and Update Frequency	Frequency of changes or additions that are made to the dataset after its initial completion.	M	1	Text(20)
Access	Stored Data Format	The format in which the dataset is stored by the custodian.	M	1	Text(500)
	Available Format Type	The format in which the dataset is available.	O	N	Text(240)
	Access Constraint	Any restrictions or legal prerequisites that may apply to the access and use of the dataset including licensing, liability and copyright.	M	1	Text(500)
Data Quality	Lineage	A brief history of the source and processing steps used to produce the dataset.	M	1	Text(4000)
	Positional Accuracy	A brief assessment of the closeness of the location of spatial objects in the dataset in relation to their true position on the Earth.	M	1	Text(4000)
	Attribute Accuracy	A brief assessment of the reliability assigned to features in the dataset in relation to their real world values.	M	1	Text(4000)
	Logical Consistency	A brief assessment of the degree of adherence of logical rules of data structure, attribution and relationships. Data structure can be conceptual, logical or physical.	M	1	Text(4000)
	Completeness	A brief assessment of the extent and range in regard to completeness of coverage, completeness of classification and completeness of verification.	M	1	Text(4000)
Contact Information	Contact Organisation	Name of the organisation from which the dataset may be obtained.	M	1[2]	Text(120)
	Contact Position	The position in the Contact Organisation that will answer questions about the dataset.	M	1[2]	Text(40)
	Mail Address	Postal address or delivery point of the Contact Position.	M	2[2]	Text(40)
	Locality	Locality associated with the Mail Address.	M	1[2]	Text(60)
	State	Aust: State associated with the Mail Address NZ: Optional extension for Locality.	M	1[2]	Text(40)
	Country	Country associated with the Mail Address.	M	1[2]	Text(40)
	Postcode	Aust: Postcode associated the Mail Address. NZ: Optional postcode for mail sorting.	M	1[2]	Text(10)
	Telephone	Telephone number of the Contact Position.	O	1[2]	Text(25)
	Facsimile	Facsimile number of the Contact Position.	O	1[2]	Text(25)
	Electronic Mail Address	Electronic Mail Address of the Contact Position.	O	1[2]	Text(80)
Metadata Date	Metadata Date	Date on which the metadata record was created or modified.	M	1	Text(10)
Additional Metadata	Additional Metadata	Any additional metadata the supports documentation of the dataset including a reference to another directory or report.	O	1	Text(4000)

[1] Dependent upon the repeatability of the parent element.
[2] Number of occurrences associated with each contact – a dataset may have many contacts
M mandatory
O optional
C conditional

- *Dataset*, *Custodian* and *Description* categories provide essential information about the content of the data, the agency responsible for its collection and maintenance, and the geographic area it covers.
- *Data Currency* and *Dataset Status* categories establish the time frame of the data described.
- *Access* category is intended to provide potential users of datasets with sufficient information to determine if the data is in a suitable format or able to be transformed for their purpose. Access

to some data is restricted for a variety of reasons. However, it is important that the existence of these datasets and the constraints on their use for other purposes are clearly identified in directory systems.

- ***Data Quality*** information is critical to determining the usefulness of a dataset for a particular application. While lineage, positional accuracy, attribute accuracy, logical consistency and completeness have not always been well documented in the past, the national directory system must provide relevant information about data quality at the highest level – at least a summary or overview.
- ***Contact Information*** provides address details for the contact person in the contact organisation that is responsible for delivery of the dataset to other users.
- ***Metadata Date*** establishes the currency of the directory entry.
- ***Additional Metadata*** provides additional information that supports documentation of the dataset. This additional information may include a link to the source of more detailed information about a dataset. It may also include references to any relevant reports or other documentation.