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**Subject:** Geo-Spatial Requirements for National Record Keeping

**To:** Regional Foresters, Station Directors, Area Director, IITF Director, Deputy Chiefs and WO Directors

In times of decreasing budgets, it is particularly important that the Forest Service is poised to make decisions on investing resources based on the most complete and accurate data available. For land management, there is no question that this data must contain a geo-spatial component that tells us not only what is being accomplished, but also where it is being accomplished. This location layer allows us to speak to community protection in the face of wildfire, prevention and control of invasive species, and biomass production to support rural economies just to name a few. In addition, geospatial data is increasingly becoming an integral part of transparently and comprehensively communicating the Agency's successes and challenges with our partners, public, and Congress. Gathering accurate geo-spatial data for our projects and accomplishments allows the Forest Service to be a more efficient and responsive agency.

The Invasive Species Management, Hazardous Fuels Reduction, and Silviculture/Trust Funds program areas are leading players in the Agency's effort to integrate program performance with the requirement to keep accurate spatial records. To improve our ability to integrate program record keeping capabilities, it is vital that activities conducted under each of these programs adhere to the respective program's spatial data collection requirements. These requirements are outlined below. Additional protocols, business rules, and standards are available from the respective program areas.

### *Invasive Species*

- A site-specific spatial feature (polygon), in addition to the tabular data, is required for each invasive species survey, inventory, and treatment record associated with all invasive species management activities conducted on National Forests and Grasslands. In an effort to further streamline National Forest System (NFS) invasive species management data entry and management and meet the national site-specific spatial data information requirements for invasive species management activities conducted on National Forests and Grasslands, the Natural Resource Manager (NRM) has developed a new nationwide Invasive Species Integrated User Interface for all data entry.
- As of fiscal year (FY) 2012 this new integrated interface is the NFS Invasive Species Management Program's required data entry/editing portal for all spatial and tabular invasive species data. The new interface improves spatial data integration across management activities and meets the national record keeping and reporting standards, protocols, business rules, and requirements. The new interface is also designed to simplify data entry across the entire NFS invasive species management business area and increase overall data quality. NRM is providing classroom and on-line training for proper use of the required Invasive Species Integrated User Interface. The business rules,



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standards, data entry protocols, and other program record keeping requirements are available at <http://fsweb.wo.fs.fed.us/invasivespecies/>.

### ***Hazardous Fuels Reduction:***

- All hazardous fuel treatment accomplishment records that count toward the unified hazardous fuels reduction target **must** have a spatial feature associated with the tabular record by the SubUnit ID (SUID) field in Forest Service Activity Tracking System (FACTS). Spatial features must be in the spatial data engine (SDE) format, meet existing data dictionary standards, and be stored at a National Data Center. This includes spatial features as defined in the FY 2008 WFHF funded requirement. Additional protocols, business rules, and standards are available at <http://fsweb.ftcol.wo.fs.fed.us/frs/facts/support/documents/index.shtml> and <http://fsweb.ftcol.wo.fs.fed.us/frs/facts/training/cbt/NFP/NFPTutorial.htm>
- Accomplishment data should be reported as spatial polygons that accurately reflect the actual area treated. Line features for fire line construction are also highly encouraged.
- All unified hazardous fuel reduction treatment activities will be reported in FACTS within 30 days of completion of the work or within 30 days of contract award. All FY 2013 hazardous fuels accomplishments are to be reported into FACTS by close of business on Friday, October 25, 2013.

### ***Silviculture and Trust Fund Activities***

- A spatial attribute is required for all accomplished reforestation and timber stand improvement (TSI) activities. Additional protocols, business rules, and standards will be available at <http://fsweb.wo.fs.fed.us/fm/silviculture/facts.shtml>. Data should be reported as spatial polygons and should accurately reflect the actual area treated, with a minimum polygon size of 5 acres. Spatial features must be in the spatial data engine (SDE) format, meet existing data dictionary standards, and be stored at a National Data Center.
- As of 2013, all accomplished silvicultural activities should be reported in FACTS within 90 days of completion of the work or within 90 days of contract award. All FY 2013 geo-spatial silvicultural accomplishments are to be reported in FACTS by close of business on October 25, 2013. At this point, we are not requesting that data for previous fiscal years be backfilled, although this may eventually prove useful in telling our story. Tabular data should be reported as outlined in the program direction.
- A spatial attribute is required for accomplished activities associated with agency performance in the area of reforestation and TSI. To measure agency performance, special emphasis is put on measures with assigned targets. Targets have been assigned to the following measures:

Measure	Description	Required When:
FOR-VEG-EST	Acres of forest vegetation established	Accomplished
FOR-VEG-IMP	Acres of forestland vegetation improved	Accomplished
TMBR-BRSH-DSPSL	Acres of harvest-related woody fuels treated	Accomplished
TMBR-SALES-TRT-AC	Acres of forestlands treated using timber sales	Completed



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- All additional accomplished activities funded through K-V/BD should have corresponding geo-spatial data (as appropriate).
- In addition, the boundary for stewardship contract acres awarded will be entered as a layer into FACTS using the project area feature class (feature class, subtype 1). Under the “ID” field, please label it as “stewardship contract acres awarded.”
- The larger Stewardship Project Boundary that includes the above reference stewardship acres awarded should be entered as a layer into FACTS using the project area feature class (feature class, subtype 1). Under the “ID” field, please label it as “Stewardship Project Boundary.” Please populate the “name” field with the name of the project.

For additional information related to national program record keeping requirements, please contact the respective program manager: Invasive Species Program – Mike Ielmini ([mielmini@fs.fed.us](mailto:mielmini@fs.fed.us)); Hazardous Fuels Program – Robin Lilly ([rlilly@fs.fed.us](mailto:rlilly@fs.fed.us)); Silviculture and Trust Fund Program – Monty Maldonado ([mmaldonado@fs.fed.us](mailto:mmaldonado@fs.fed.us)). For general questions regarding these requirements, please contact Lauren Marshall ([lemarshall@fs.fed.us](mailto:lemarshall@fs.fed.us)).

Thank you for helping to ensure these national geo-spatial data requirements are met consistently across all related activities conducted on the NFS.

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