Louisiana Geographic Information Systems Council
Digital Data Subcommittee

This document was created by the Louisiana Geographic Information Systems Council (LGISC) to promote a consistent file naming standard for geospatial datasets which are shared throughout local, state, and federal government agencies in Louisiana. In December 2009, the (LGISC) adopted the Louisiana Spatial Data Infrastructure (LSDI) as an organizational framework for storing and organizing geospatial data. The following recommended file naming practices, along with the LSDI, offer guidance to data stewards which will promote efficient communication and exchange of geospatial data among organizations.

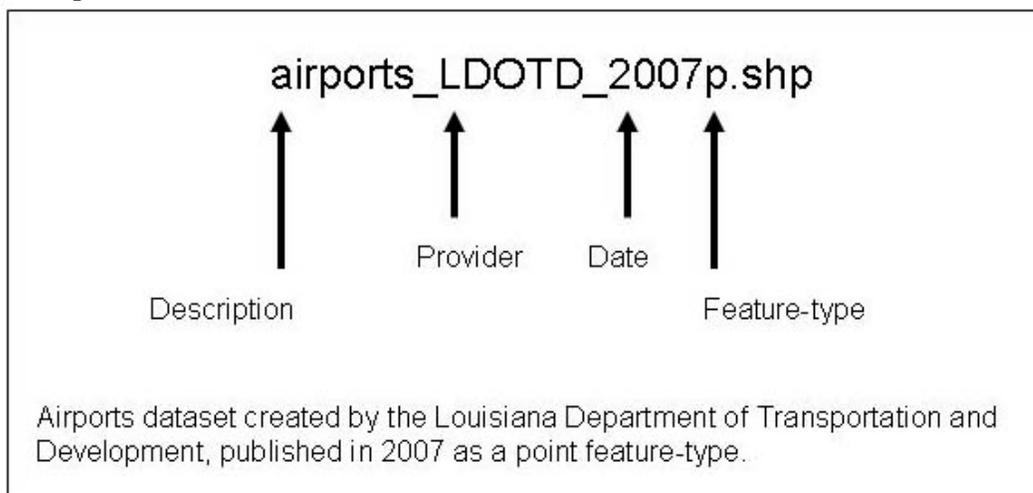The file name may contain four components, in the following order:

1. Dataset description. This field is followed by an underscore "_".
2. Dataset provider. This field is followed by an underscore "_".
3. Date published.
4. Dataset Feature-type.

The file name may include the following characters:

Lower case letters a-z
Upper case letters A-Z
Numerals 0-9
The underscore "_" character

The first character in the name shall be a letter.
The total length of the file name is recommended not to exceed 64 characters.

Example:

airports_LDOTD_2007p.shp

Description   Provider   Date   Feature-type

Airports dataset created by the Louisiana Department of Transportation and Development, published in 2007 as a point feature-type.

1. Dataset Description

The dataset description consists of a short description or abbreviation which should identify the content of the dataset to as many users as possible. This portion of the file name is subjective and may incorporate existing nomenclature or abbreviations which are used by an organization. Users are encouraged to make use of the LSDI when determining how best to describe the content of a dataset. While the description may not provide a complete indication of the content, it will aid in the overall intent of consistency and is beneficial when used in combination with the other components of the file name. A major-minor relationship is appropriate for some data descriptions, such as a dataset which is subset into administrative units for distribution. For example, FEMA floodzones are clipped to parish boundaries, which is indicated using the name "floodzones_acadia_FEMA_1999a.shp". The metadata record which accompanies the dataset should contain the complete name and a full description of the data. Appendix 1 contains sources for GIS terminology and abbreviations.

Constraints:
First character must be a letter
Lowercase letters
Numbers allowed
Underscore character "_" allowed

2. Dataset Provider

The dataset provider identifies the source of the dataset, and in some cases the geographic extent of the data. Appendix 2 contains abbreviations of providers to be used in this naming convention. The list is not all-inclusive of agencies in the state, but rather contains the primary providers of geospatial data in Louisiana, such as those members of the LGISC, additional state and federal agencies, universities, and parish governments. In order to allow the user to more easily identify the provider, lettered abbreviations should be used for agencies, parishes, and universities, while Federal Information Processing Codes (FIPS) should be used for other administrative divisions. Appendix 2 may be updated as needed if additional geospatial providers are identified.

Constraints:
Uppercase letters

3. Date Information

The date identifier follows the Federal Geographic Data Committee (FGDC) / American National Standards Institute (ANSI) convention.

Constraints:
The format shall be yyyymmdd, where yyyy is a four digit year, mm is a two digit month, and dd is a two digit day. At a minimum, the year should be indicated, while month and day are optional.

4. Feature-type
The feature type identifies the geometry type of the geospatial dataset.

Constraints:
Lowercase letters

a - area
d - database/spreadsheet
l - line
p - point
t - table
x - GPS points (with or without out differential resolution)
i – imagery (digital camera, scanned photo, satellite, etc.)
r – raster data (non-imagery, e.g. Digital Elevation Model, scanned documents)

Appendix 1. Common GIS Terminology Sources

ESRI GIS Data Dictionary
http://support.esri.com/index.cfm?fa=knowledgebase.gisDictionary.gateway

National-online GIS abbreviation library at UC-Berkley
http://www.lib.berkeley.edu/EART/abbrev.html

Appendix 2. Dataset Provider Abbreviations

Louisiana Agencies
LDNR – Natural Resources
LDOTD – Transportation and Development
LDEQ – Environmental Quality
LDHH – Health and Hospitals
LOSCO - Oil Spill Coordinators Office
LDAF - Agriculture and Forestry
LCRT - Culture, Recreation, and Tourism
LED - Economic Development
LDOE – Education
LAG – Justice
LDPS - Public Safety and Corrections
LDSS – Social Services
LDWF - Wildlife and Fisheries
LDOA – Division of Administration
LGOHSEP – Governor's Office of Homeland Security and Emergency Preparedness
LAA – Louisiana Assessors Association
LHR – House of Representatives

LNENA – National Emergency Numbering Association
LSS – State Senate
LSPS – Society of Professional Surveyors
LWC – Louisiana Workforce Commission

Louisiana Association of Planning and Development Districts
RPC – Regional Planning Commission
CRPC – Capital Region Planning Commission
SCPDC – South Central Planning & Development Commission
ARDD – Acadiana Regional Development District
IMCAL – Imperial Calcasieu Regional Planning & Development District
KDRP – Kisatchie Delta Regional Planning & Development District
NDRP – North Delta Regional Planning & Development District

Federal Agencies
BTS - Bureau of Transportation Statistics
FCC – Federal Communications Commission
FEMA – Federal Emergency Management Agency
MMS – Minerals Management Service
NGA - National Geospatial Intelligence Agency
NGS – National Geodetic Survey
NOAA – National Oceanic and Atmospheric Administration
USGS – United States Geological Survey
NRCS – Natural Resources Conservation Service
USACE – United States Army Corps of Engineers
USCB – United States Census Bureau
USEPA – United States Environmental Protection Agency
USFWS – United States Fish and Wildlife Service
USCG – United States Coast Guard

Louisiana Parishes
ACAD - Acadia
ALLN - Allen
ASCN - Ascension
ASSM - Assumption
AVOY - Avoyelles
BEAU - Beauregard
BIEN - Bienville
BOSS - Bossier
CADD - Caddo
CALC - Calcasieu
CALD - Caldwell
CAME - Cameron
CATA - Catahoula

CLAI - Claiborne
CONC - Concordia
DESO - De Soto
EBRO - East Baton Rouge
ECAR - East Carroll
EFEL - East Feliciana
EVAN - Evangeline
FRAN - Franklin
GRAN - Grant
IBER - Iberia
IBRV - Iberville
JACK - Jackson
JEFF - Jefferson
JFDV - Jefferson Davis
LAFA - Lafayette
LAFO - Lafourche
LASL - Lasalle
LINC - Lincoln
LIVS - Livingston
MADI - Madison
MORE - Morehouse
NATC - Natchitoches
ORLE - Orleans
OUAC - Ouachita
PLAQ - Plaquemines
PTCU - Pointe Coupee
RAPI - Rapides
REDR - Red River
RICH - Richland
SABN - Sabine
STBE - St. Bernard
STCH - St. Charles
STHE - St. Helena
STJA - St. James
STJB - St. John The Baptist
STLN - St. Landry
STMA - St. Martin
STMY - St. Mary
STTA - St. Tammany
TANG - Tangipahoa
TENS - Tensas
TERR - Terrebonne
UNIO - Union
VERM - Vermillion
VERN - Vernon
WASH - Washington

WEBS - Webster
WBRO - West Baton Rouge
WCAR - West Carroll
WFEL - West Feliciana
WINN - Winn

Universities
LSU – Louisiana State University
UNO – University of New Orleans
SU – Southern University
GSU – Grambling State University
TECH – Louisiana Tech University
MSU – McNeese State University
NSU – Nicholls State University
NWSU - Northwestern State University
SLU – Southeastern Louisiana University
ULL – University of Louisiana at Lafayette
ULM – University of Louisiana at Monroe

Census Federal Information Processing Codes (FIPS) Codes
FIPS codes, where available, should be used for additional providers of geospatial
datasets. A list of FIPS codes is available at the URL below for the following
administrative divisions: Cities, Louisiana Metro Areas, Louisiana Metropolitan and
Micropolitan Statistical Areas, Louisiana Urbanized Areas, Louisiana Urban Clusters,
Louisiana School Districts, County Subdivisions.

http://mcdc2.missouri.edu/webrepts/commoncodes/ccc_la.html

References

Frosh, Randy (2009). USDA Geospatial Dataset File Naming – Draft. Source:
http://www.itc.nrcs.usda.gov/scdm/docs/SPG-GeospatialDatasetFileNaming.pdf

Oregon GIS Program Leaders (2004). Geospatial Dataset File Naming. Source:
http://mcdc2.missouri.edu/webrepts/commoncodes/ccc_la.html