

2.6.1 Formal Transmittal

All spatial data deliverables to SFO should include a formal transmittal letter. Each data delivery and format must certify that the data being delivered was reviewed by the Data Provider staff and found to be in compliance with the GIS Standard and approved QC plan. The transmittal must contain a summary of the data being delivered, the electronic format, and document any deviations from the standards or data submitted under an approved standards waiver.

The data shall be evaluated by the SFO GIS staff that will then determine whether or not the submitted data meets standards. Failure to meet standards will cause the delivery to be rejected.