

**Forest Service Handbook  
National Headquarters - Washington Office  
Washington, DC**

**Forest Service Handbook 6609.15 – Standards for Data and Data Structures Handbook  
Zero Code**

**Amendment:** 6609.15-1993-1

**Effective date:** April 28, 1993

**Duration:** This amendment is effective until superseded or removed.

**Approved by:** F. Dale Robertson, Chief

**Date approved:**

**Responsible Staff:**

**Last Change:**

**Superseded Document(s):**

**Digest:** Following is an explanation of the changes throughout the directive by section.

**6609.15:** Establishes a new Handbook, FSH 6609.15, Standards for Data and Data Structures Handbook. Chapter 10, Database Naming Standards, is reserved. Chapter 20 covers Standard Terms and Definitions for the integrated data environment.

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### 03 – Policy

For broad policy covering data administration and standardization of the various aspects of data see FSM 1390 and FSM 6600. Comply with the standards described in this Handbook throughout the Forest Service for data and data structures. Ensure that all data reported to the Chief's Office abides by the naming conventions and interpretation of the terms and definitions contained in chapter 20.

### 05 – Definitions

For abbreviations of units of measure and scientific terminology, follow the U.S. Government Printing Office. 1984. Style Manual. Washington, DC: U.S. Government Printing Office. 479 p. In particular, see chapter 9 for abbreviations. This book is available from the Superintendent of Documents, U.S. GPO, Washington, DC 20402.

Definition. As used in this Handbook, a statement of information about a term to clarify its meaning. This information includes: Description (narrative information about the term), Valid Values and Codes, Units of measure, Examples, and Source for the definition.

Term. A word having a precise meaning; especially, one that is part of the jargon of a particular discipline. In the context of data administration, the names of data items and structures (for example, data entities and attributes) are chosen to be the best term which describes the data.