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MST

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cc:
Subject: Data requests

Hello everyone,

You may recall that at the September PA meeting Nancy Andrews gave a demonstration of the RCMP database. Since this presentation Jonathan Damp and Helen Fairley have made data requests to this office. Jonathan has requested data for all sites located in GRCA (438) including location and some descriptive information. Helen has requested the orthophotographic information (UTMs and polygons plotted on georeferenced aerials). If anyone has a problem with us fulfilling these requests please let us know in writing ASAP.

Our office has resurrected a data request process we used in the past. See the attached file. We ask that everyone requesting data follow the procedures. This is the process we use to keep track of who receives the data and what type of data is being requested.

While I have your attention I would like your opinion on releasing site location information. First of all, PA representatives have yet to create a protocol for disclosing site locations. We had a meeting regarding this issue when Ruth Lambert was here, but nothing came of it. We would like PA reps. to revisit this issue in the near future. Having said that, we have been very careful in how we deal with site location data. For example, our georeferencing work at GCMRC is located in a file that has restricted access. Furthermore, we are learning ways of encrypting data. If you have additional ideas on the subject, please let us know.

Thank you for your time!

Lisa



data requests flyer.doc

Guidelines

for Requesting Data

from the

Grand Canyon River Corridor Monitoring Project

A variety of data are available from the River Corridor Monitoring Project (RCMP) for use by Programmatic Agreement signatories and participating agencies. These data include archaeological site forms, topographic maps, monitoring data on physical and visitor-related impacts to sites, and numerous photographs, slides, and videotape.

This information is primarily housed at the RCMP office located at 823 N. San Francisco St. in Flagstaff. Office hours are from 8 a.m. to 5 p.m, Monday through Friday. The telephone number is 928-226-0162.

Requests for data should be put in writing to the Flagstaff office:

**Nancy Andrews, Database Manager
Grand Canyon River Corridor Archaeology
823 N. San Francisco St., Suite B
Flagstaff, AZ 86001**

Small, routine requests will be handled by the Flagstaff office staff. Any requests for sensitive information, such as site locations, will be brought before the PA signatories for approval. If there are extensive costs involved in handling an information request, such as duplicating costs, then the requestors will be asked to cover the expense.

The Flagstaff office can handle small requests of a half day's or day's work, but beyond that it's probably best that the PA signatory or requestor make an appointment to visit the Flagstaff office in person. We would be happy to assist you with your search and point you in the right direction. But if the request is extremely labor intensive, we'll need your help!