Updated Chesapeake Bay Program Metadata Specification
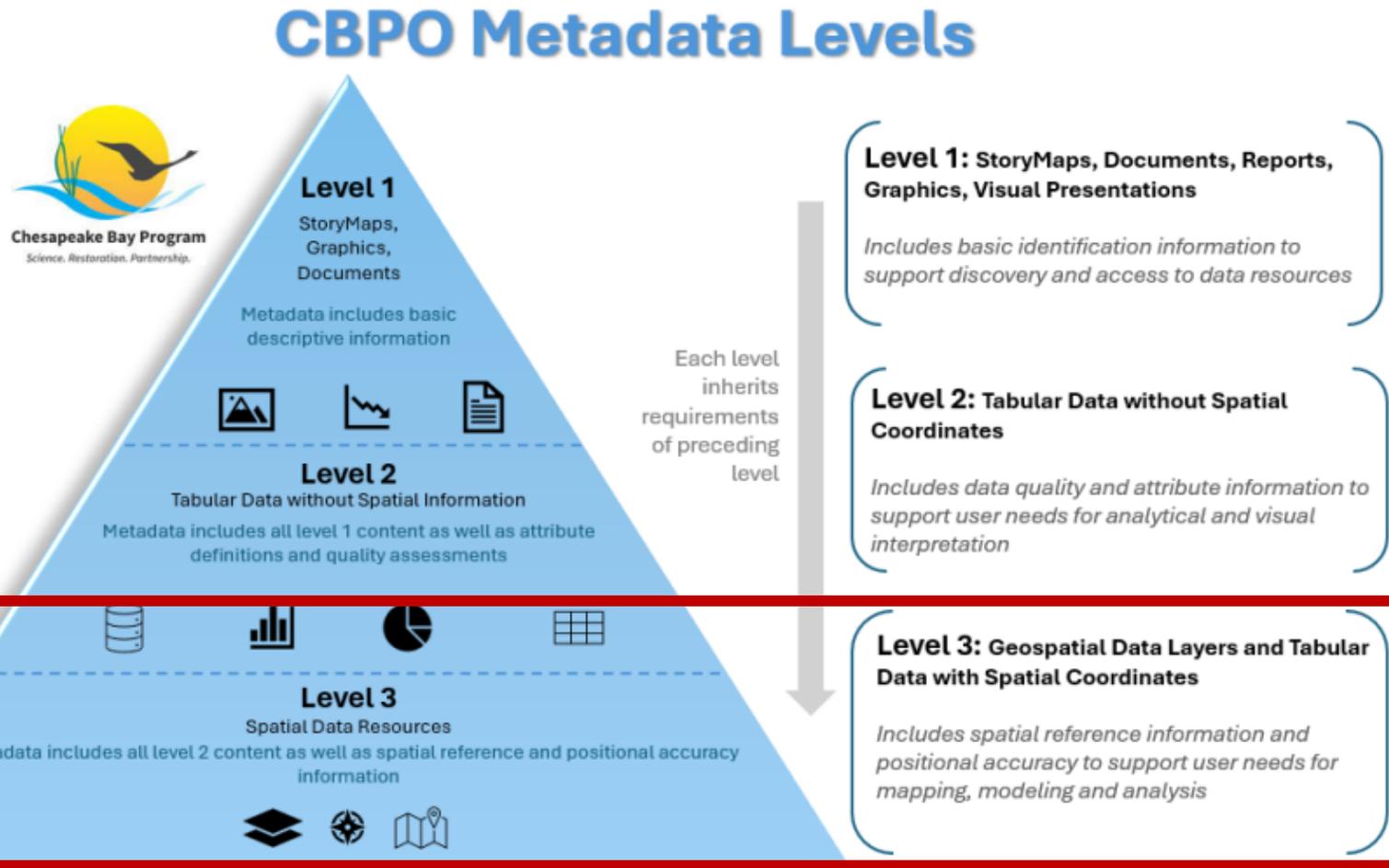

Data Integrity Workgroup

March 26, 2026

Updates to CBPO-wide Metadata Guidance

- [2025 CBPO Metadata Specification](#) updated May 7, 2025

- Supersedes the 1998 Chesapeake Information Management System (CIMS) Metadata Reporting Guidelines

- Changes to note

  - ✓ Field name changes

  - ✓ Appendix A. CBPO Defined Value Lists for Metadata Fields

    1. CBPO Organizations
    2. CBPO Maintenance and Update Frequency
    3. CBPO Theme Keywords
    4. CBPO Data Resource Types

CBPO Metadata Levels

CBPO Metadata Levels

Level 1
StoryMaps,
Graphics,
Documents

Metadata includes basic descriptive information

Level 2
Tabular Data without Spatial Information
Metadata includes all level 1 content as well as attribute definitions and quality assessments

Level 3
Spatial Data Resources
Metadata includes all level 2 content as well as spatial reference and positional accuracy information

Chesapeake Bay Program
Science. Restoration. Partnership.

Each level inherits requirements of preceding level

Level 1: StoryMaps, Documents, Reports, Graphics, Visual Presentations

Includes basic identification information to support discovery and access to data resources

Level 2: Tabular Data without Spatial Coordinates

Includes data quality and attribute information to support user needs for analytical and visual interpretation

Level 3: Geospatial Data Layers and Tabular Data with Spatial Coordinates

Includes spatial reference information and positional accuracy to support user needs for mapping, modeling and analysis

Figure 1. CBPO Metadata Levels

As a spatial data resource, <u>all monitoring</u> data are Level 3

Level 1 Field Names

Blue indicates name change   *Mandatory if applicable

Tier	New Field Name (2025)	CSDGM Field
1	Originator	Originator
1	Data Resource Date	Publication Date
1	Title	Title
1	Summary	Purpose
1	Description	Abstract
1	Time Period	Time Period
1	Maintenance and Update Frequency	Maintenance and Update Frequency
1	Spatial Extent (Bounding Box)*	Bounding Coordinates
1	Theme Keyword(s)	Theme Keywords
1	Place Keyword(s)	Place Keywords
1	Terms of Use	Access and Use Constraints
1	Data Resource Type	Data Resource Type
1	URL*:	Online Linkage
1	Metadata Date	Metadata Date
1	Metadata Contact	Metadata Contact

Level 2 Field Names

Tier	New Field Name (2025)	CSDGM Field
2	Processing Steps	Process Description and Process Date
2	Attribute Accuracy	Attribute Accuracy Report
2	Attribute Details	Attribute Definition or Entity and Attribute Overview

Level 3 Field Names

Tier	New Field Name (2025)	CSDGM Field
3	Horizontal Positional Accuracy*	Horizontal Positional Accuracy
3	Vertical Positional Accuracy*	Vertical Positional Accuracy
3	Data Type	Spatial Data Organization Information
3	Spatial Reference Information (Coordinate System Information)	Spatial Reference

Monitoring Data Metadata Requirements

NOTE THIS INFORMATION IS FROM A DOCUMENT UNDER REVIEW

- All monitoring data deliverables must be accompanied by metadata

- Metadata must adhere to:
  - the requirements in the [2025 CBPO Metadata Specification](#)
  - submission schedules outlined in grant or contract work plans – updates forthcoming
  - Level 3 metadata minimal requirements
    - (all monitoring data are spatially referenced = Level 3)
  - CBPO Theme Keyword minimum
    - Monitoring
    - Water Quality or Living Resources

- File format .TXT or .XLSX

- Submit via email to
  - appropriate CBPO Data Manager (Water Quality or Habitat and Living Resources)
  - Cc EPA Project Officer and Chesapeake Bay Monitoring Coordinator