



United States Department of the Interior

FISH AND WILDLIFE SERVICE
National Wetlands Inventory Center
9720 Executive Center Drive
Suite 101, Monroe Building
St. Petersburg, FL 33702

Memorandum

To: Chief, Division of Information Resources Management

From: Don Woodard, National Wetlands Inventory Center Director,
St. Petersburg, Florida *Don Woodard*

Subject: Designation of Data Steward

This memorandum identifies Kurt Snider as the Data Steward for National Wetlands Inventory digital data. Kurt Snider is responsible for this information and can perform the following duties of a Data Steward:

Note: These duties pertain only to those standards for which he is responsible.

- ▶ Prepare draft data standards
- ▶ Provide advice on the proper use of the data and the standards
- ▶ Review comments on the data standards that result from the review process, and modify the standards as necessary
- ▶ Make current, electronic copies of the data available (if appropriate)
- ▶ Review the data standards periodically to ensure its continued utility and accuracy
- ▶ Modify and reissue the data standards as necessary.

Cc: National Data Administrator