

For: State Offices and APFO

Refresh for CLU Shapefiles, CRP Tables, and Wetland Point Shapefiles

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

CEPD and Economic and Policy Analysis Staff (EPAS) have an immediate need for the current CLU and all data associated with CLU, including CRP tables and wetland points shapefiles. County and/or State Offices deliver the CLU and CRP tables to APFO once a month according to 2-CP, Exhibit 37. It was recently determined that a processing error occurred at APFO. As a result, some of the CRP tables are missing, and others do not contain the most recent information. Because of the immediate need for the data, it is imperative that a refresh occur of all counties' CLU shapefiles, CRP tables, and wetland points shapefiles.

B Purpose

This notice provides information to State Office GIS specialists and coordinators, and County Office employees about the:

- automated method of extracting the CLU shapefiles, CRP tables, and wetland points shapefiles from the County Office server
- temporary method of delivering the CLU shapefiles, CRP tables, and wetland points shapefiles to APFO
- schedule for sending files to APFO.

Disposal Date	Distribution
August 1, 2010 8-7-09	State Offices; State Offices relay to County Offices

Notice CP-650

2 Extracting Shapefiles From the County Office Server

A State Office GIS Specialist Responsibility

The State Office GIS Specialist will be responsible for extracting the CLU shapefiles, CRP tables, and wetland points shapefiles from the County Office servers.

B .BAT File to Copy CLU's From County Offices to State Offices

A .bat script is available for State GIS specialists to copy the most current export of the CLU shapefiles, CRP tables, and wetland shapefiles from each County Office to the State Office. This will allow the State Office to have all necessary files from across the State in 1 location for easy shipment to APFO.

Note: The process will copy all CLU's from the County Office servers in the directory **F:\geodata\common_land_unit\fsa_clu**.

The folder, f:\geodata\common_land_unit\fsa_clu, shall only contain the CLU shapefile(s), the CRP table(s), and the wetland shapefile(s) of the county or counties being administered in that County Office. County Offices that administer more than 1 county will have multiple CLU files in this folder.

State GIS specialists should note that if County Offices maintain copies of non-administered county CLU's in **F:\geodata\common_land_unit\fsa_clu** directory, CLU's will be overwritten in the State Office collection folder.

To avoid this issue, State GIS Specialist shall maintain surrounding counties' CLU's in a separate folder; a subfolder within F:\geodata\project_data\fsa is suggested.

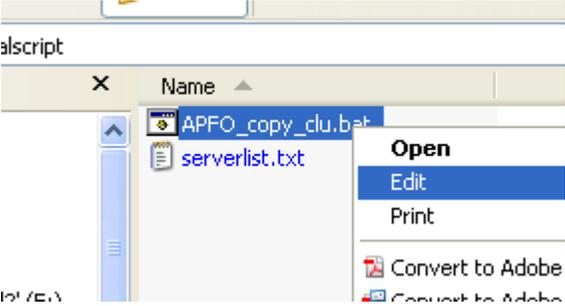
State GIS specialists shall use the .bat script to obtain the data according to this table.

Step	Action
1	Using Internet Explorer, browse to the FSA GIS SharePoint Site at https://fsa.sc.egov.usda.gov/mgr/GIS/training/default.aspx . Under "Documents", click on the "Model Builder Tools" folder; then click the "CLU Refresh" subfolder.
2	Download the file, APFO_copy_clu.zip, to your local machine to the directory of your choice.
3	Using Windows Explorer, browse to the location of the downloaded files and extract "APFO_copy_clu.bat" and "serverlist.txt" from the zip file.

Notice CP-650

2 Extracting Shapefiles From the County Office Server (Continued)

B .BAT File to Copy CLU's From County Offices to State Offices (Continued)

Step	Action
4	<p data-bbox="396 361 1367 428">Right click on "APFO_copy_clu.bat" and click "edit" to open the .bat file in Notepad.</p>  <p data-bbox="396 806 1279 840">In Notepad, the following text will appear (without the highlighting):</p> <pre data-bbox="396 877 1464 1688">@echo off rem the SET command references the serverlist.txt file created in step 5 of notice CP- set SERVERLIST=serverlist.txt rem the SET LOGFILE command creates a log file to document the actions done by the bat file set LOGFILE=APFO_copy_clu.log rem this creates a text variable with today's date in YYYYMMDD format to assist in archiving for /f "Tokens=2-4 Delims=/ " %%a in ('date /t') do set CURDAT=%%c%%a%%b rem the mkdir command creates a new subfolder in the directory specified with the current date. rem this example uses the F drive, use the server name and data folder like \\ndfargo300s110\data if running rem as a scheduled task mkdir f:\geodata\common_land_unit\fsa_clu\apfo_xfr\%CURDAT% rem this sets the destination directory for copied files to the new subdirectory set DESTDIR=f:\geodata\common_land_unit\fsa_clu\apfo_xfr\%CURDAT%</pre>

Notice CP-650

2 Extracting Shapefiles From the County Office Server (Continued)

B .BAT File to Copy CLU's From County Offices to State Offices (Continued)

Step	Action
<p>4 (ctnd)</p>	<pre> echo. echo This script will copy files from each field office to the state office rem the pause command will prompt the user to press any key... pause rem the echo commands write information to the log file echo. > %LOGFILE% date /t >> %LOGFILE% time /t >> %LOGFILE% echo. >> %LOGFILE% rem the for /f command iterates through all the servers listed in the serverlist.txt file for /F %%f in (%SERVERLIST%) do (echo. >> %LOGFILE% echo ##### >> %LOGFILE% echo Working on %%f >> %LOGFILE% echo Working on %%f echo Files on remote server >> %LOGFILE% dir \\%%f\data\geodata\common_land_unit\fsa_clu\ >> %LOGFILE% rem this uses the more robust xcopy command and will suppress prompting for overwriting (/y) rem and will only overwrite data with newer files (/d) rem CHANGE ST to THE APPROPRIATE STATE ABBREVIATION SUCH AS MN xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\clu_a_st???.shp %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\clu_a_st???.dbf %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\clu_a_st???.shx %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\clu_a_st???.prj %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\crp_t_st???.dbf %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\wet_p_st???.shp %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\wet_p_st???.dbf %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\wet_p_st???.shx %DESTDIR% /d /y xcopy \\%%f\data\geodata\common_land_unit\fsa_clu\wet_p_st???.prj %DESTDIR% /d /y) goto end </pre>

2 Extracting Shapefiles From the County Office Server (Continued)

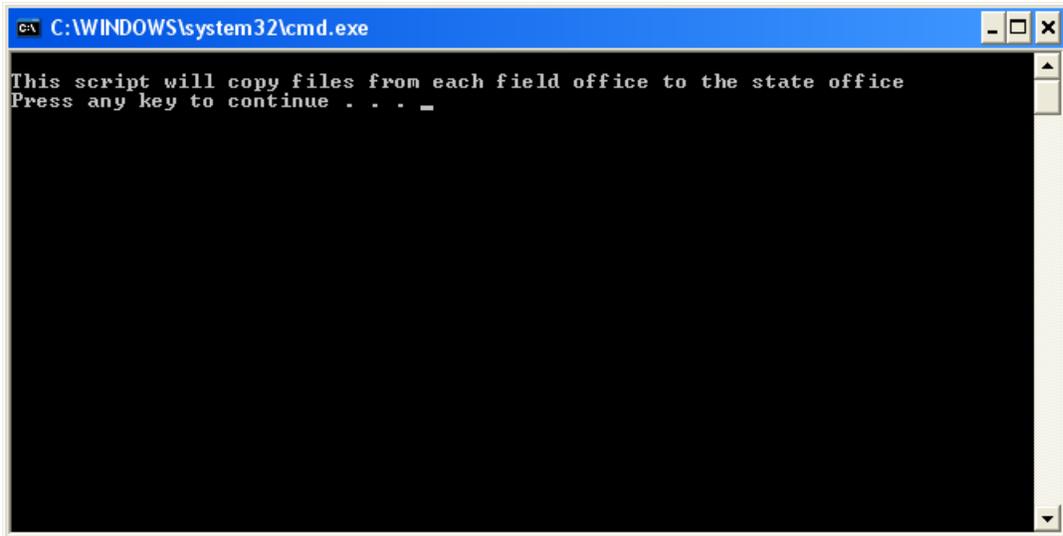
B .BAT File to Copy CLU's From County Offices to State Offices (Continued)

Step	Action
5	<p>The areas that are highlighted in yellow in Step 4 need to be reviewed and edited as necessary for each State that the State Specialist manages.</p> <p>The "mkdir" command creates a new folder to store the incoming CLU's. The script defaults to f:\geodata\common_land_unit\fsa_clu\apfo_xfr\%curdat%, where %curdat% is the current date. Users may use this command to create a directory in a location of their choice; however, the use of %curdat% is strongly encouraged.</p> <p>The "set DESTDIR" command indicates where the files will be saved at the State Office. This should match the directory created with the "mkdir" command. The script defaults to f:\geodata\common_land_unit\fsa_clu\apfo_xfr\%curdat%.</p> <p>For each line beginning with "xcopy", the "st" in the file name needs to be changed to the 2-letter abbreviation for your State. Do not modify the "???" after "st".</p> <p>Note: For any GIS specialists that handle multiple States or parts of multiple States, change the "st" to "??". This allows the script to pull appropriate files to the State Office, regardless of which State they are administered in.</p>
6	<p>After all necessary changes are made, save the script and close it.</p>
7	<p>Open the serverlist.txt file and type in a list of all County Office servers in your State.</p> <p>E.g. –</p>  <p>Note: For any GIS specialists that handle multiple States or parts of multiple States, include all the County Office servers you handle.</p>

Notice CP-650

2 Extracting Shapefiles From the County Office Server (Continued)

B .BAT File to Copy CLU's From County Offices to State Offices (Continued)

Step	Action
8	Save and close the "serverlist.txt" file.
9	Double click on "APFO_copy_clu.bat" to run the script. This will start the process to copy all CLU's from the County Offices to the State Office.
10	When the following window appears, press any key to begin copying files to the State Office. 

C Running the Script As a Scheduled Task

This script can be run as a scheduled task if desired. Instructions for setting up a scheduled task are available on the FSA GIS SharePoint Site. Using Internet Explorer, browse to <https://fsa.sc.egov.usda.gov/mgr/GIS/training/default.aspx>. Click on "Tips and Tricks" and refer to "TT_GN_Scheduled Task".

Note: Scheduled tasks cannot use drive mappings and other DOS functionality, including the "pause" command. To run as a scheduled task, the script must be further modified as follows:

- change the "mkdir" command, and therefore the "set DESTDIR" command from f:\ to the server name and data folder, that is, \\ndfargo300s110\data
- remove the "pause" command.

Notice CP-650

3 Temporary Method for Delivering Shapefiles to APFO

A Preparing Shapefiles for Delivery

Because APFO is currently making improvements to their FTP site and to ensure that no data is lost, temporarily, State GIS specialists shall burn the CLU shapefiles, CRP tables, and wetland points shapefiles to a DVD, and then FedEx the DVD to APFO according to approved physical transportation shipment methods for PII data.

The State GIS specialists must use WinZip to encrypt sensitive (Privacy Act protected) data, including CLU shapefiles, CRP tables, and wetland points shapefiles. Using Internet Explorer, browse to <https://fsa.sc.egov.usda.gov/mgr/GIS/training/default.aspx>? Click on "Tips and Tricks" and refer to "TT_GN_Instructions_For_Using_WinZip_To_Encrypt_Sensitive_Data" document.

The State GIS specialists will ship the DVD's and a cover memo/note containing their contact information to the following address:

Attn: Brenda L Simpson
APFO/FSA/USDA
2222 West 2300 South
Salt Lake City, UT 84119-2020.

Since the password for the encrypted file may not be sent by e-mail, the State GIS specialist will be contacted for the password upon receiving the DVD's.

B Delivery Schedule

The State GIS specialists will send the CLU shapefiles, CRP tables, and wetland points shapefiles as soon as possible but no later than August 17, 2009. All subsequent deliveries will occur by the 15th of each month unless otherwise directed.

C Contacts

For questions about this notice:

- County Offices shall contact the State Office
- State Offices shall contact either of the following:
 - David Taylor, CEPD, by either of the following:
 - e-mail to david.taylor@wdc.usda.gov
 - telephone at 202-720-6255
 - Dan Culli, PECD, by either of the following:
 - e-mail to dan.culli@wdc.usda.gov
 - telephone at 202-690-1492.