

## 1.02 The GIS Cookbook Framework

The GIS Cookbook consists of two parts:

Part One is the **Textbook** which is the **narrative component** that describes what needs to be known in starting up a functioning GIS to be used as a tool in the CLUP preparation.

Part Two is the **Toolbox** which is a **compendium** of detailed instructions, templates, forms and dummies that will be of help in the actual work.

The **Textbook** is made up of the following chapters:

### Chapter 1: **Read Me First**

This is a general introduction to the GIS Cookbook and its role in the HLURB CLUP Guide Series.

### Chapter 2: **Introduction to GIS**

This provides a general idea of what GIS is and its various applications. It shows the advantages of using GIS in local governance specifically in the city and municipal levels, and particularly in the CLUP preparation process.

### Chapter 3: **The Cornerstones of a Functioning GIS**

This outlines what are necessary in terms of skilled people, proper methodology, accurate data, sufficient software and hardware, to put into operation a GIS that is customized for the specific municipality/city. It also describes the various information products using GIS that are of help in the preparation of the CLUP.

The **Toolbox** consists of the following chapters:

### Chapter 4: **Methodology, Procedures and Case Studies**

This provides the more elaborate descriptions for the detailed components of a GIS system for CLUP.

### Chapter 5: **CLUP (Meta)Data**

This gives information on how to organize the data and the recommended standards that need to be applied.

### Chapter 6: **Templates**

This contains the various masters and templates to be used in the CLUP preparation.

### Chapter 7: **Training**

This includes useful materials and tutorials to be used for skills development training.

Chapter 8: **Software**

This provides a selection of software that will be useful to access the Guidelines.

Chapter 9: **Mapping (Volume 7)**







This contains the scanned version of relevant portions of the Mapping Guidelines in Adobe Portable Document Format (pdf).











Chapter 10: **Glossary and List of Abbreviations**




This contains the technical terms and acronyms used in Volume 3.

**1.02.01 GIS Activities with reference to the Content of the Cookbook**

The following matrix shows how the GIS Cookbook can be used in relation to the CLUP preparation:

SITUATION (WHAT TO DO):	COURSE OF ACTION (HOW TO DO IT):
<p>1 <b>If you are a beginner in GIS</b> it is recommended that you attend the Basic GIS and the Applied GIS Training Courses conducted by HLURB prior to using GIS in preparing the CLUP.</p>	<p> Course Description and Training Program of the training modules are found in the Toolbox, Chapter 7.01.</p> <p> Contact HLURB (Regional Offices or Information Technology Group, through telephone +632 927 2698 and email address: <a href="mailto:gis@hlurb.gov.ph">gis@hlurb.gov.ph</a>) for information on scheduled trainings.</p>
<p>If you have previous training and experience in GIS you start here:</p>	
<p>2 There are 12 steps in the process of formulating the CLUP</p>	<p> Refer to Volume 1</p>
<p>3 For each Step, one or several <b>CLUP Information Products (IPs)</b> are specified. IPs are defined as <u>the instructive components that are needed to present a CLUP Step in a comprehensive way.</u> It consists of tables, graphs and maps in both digital and paper-based formats.</p>	<p> For more information about IPs, refer to Chapter 3.03.04.</p> <p> Examples of IPs are found in Chapter 3.03.07.</p> <p> A complete set of IP descriptions are included in the Toolbox, Chapters 4.05 – 4.09.</p>

SITUATION (WHAT TO DO):	COURSE OF ACTION (HOW TO DO IT):
4 To prepare an IP, data needs to be gathered, stored and presented in a way that is easy to comprehend by the CLUP stakeholders.	<ul style="list-style-type: none"> <li> Examples of stakeholders are shown in page 22 of Volume 1.</li> <li> The data that needs to be captured is outlined in the Toolbox, Chapter 5.01.01 and in each IP respectively.</li> </ul>
5 The CLUP attribute data is compiled in a number of tables. Some of the tables (called the <b>Key</b> tables) are required for all types of municipalities/ cities in order to do the analysis. There are also some tables (known as the <b>Optional</b> tables) that might be useful based on the specific profile, size, etc. of the respective LGUs being planned.	<ul style="list-style-type: none"> <li> A list of tables with prioritized (<b>Key</b>) and extensive (<b>Optional</b>) data is included in the Toolbox, Chapter 5.01.01.</li> <li> The LGU should consult HLURB Regional Office (RO) to find out what attribute datasets are required in the CLUP preparation.</li> </ul>
6 The data is collected from the different sources, either from secondary sources or through primary field surveys conducted by the respective LGUs.	<ul style="list-style-type: none"> <li> The IP describes how the data should be gathered.</li> <li> Case studies on how to implement primary fields surveys are found in the Toolbox, Chapter 4.19.01.</li> <li> A list of CLUP data sources and what data is available from them is included in the Toolbox, Chapter 4.17.01.</li> </ul>
7 The attribute data should be inserted in the above-mentioned (Excel) tables	<ul style="list-style-type: none"> <li> Templates can be copied/downloaded from the Toolbox, Chapter 5.</li> </ul>
8 Some tables will be used in the GIS, while some will be used in the narrative text of the CLUP.	<ul style="list-style-type: none"> <li> A list of GIS tables and non-GIS tables is found in the Toolbox, Chapter 5.01.01.</li> </ul>
9 The non-GIS tables should have a clear and concise layout.	<ul style="list-style-type: none"> <li> Templates can be copied/downloaded from the Toolbox, Chapter 5.</li> </ul>

SITUATION (WHAT TO DO):	COURSE OF ACTION (HOW TO DO IT):
10 The spatial data is stored in GIS-format. It is recommended that standardized symbology, legend and (map) layout formats are used.	<ul style="list-style-type: none"><li data-bbox="857 338 1377 436"> The respective IPs provide the recommended Symbology and Legend to be used.</li><li data-bbox="857 443 1377 541"> The Palettes for the CULP feature objects can be downloaded from the Toolbox, Chapter 4.21.02.</li><li data-bbox="857 548 1377 646"> Recommendations on layout and dimensions for printed maps are found in Chapter 5.10.01.</li></ul>