Civil Survey Data Release Form

1 Project Number and/or Requisition Number:	2 HDNS #, Rev. :
4 Number of Pages or Images:	
5 Release Type: ☐ New ☐ Cancel ☐ Complete Revision	
6 Document/Project Title:	
7 Change/Release Description:	
8 Change Justification:	
Recording Data:	
9 What is the Purpose of the Survey?	
10 Attached files (copy of civil survey field log book notes, electronic survey data print outs, GPR ground scan data, coordinate tables, drawings)	
11 Electronic files downloaded (copy of civil survey field log book .pdf, electronic survey data .csv, GPR ground scan data .dwg, coordinate tables .xls, drawings .dwg)	
12 Control Monument References:	
13 Benchmark References:	
14 Identification Number(s) of Equipment Used:	
15 Survey Dates:	
16 Names of Personnel Performing the Work:	
17 Weather Conditions:	
18 Calibration and Functional Check Information:	
19 Horizontal and Vertical Survey Datum:	

Civil Survey Data Release Form

20 Approvals:

(a) _____ _____ _____
Author (Print) (Sign) (Date)

(b) _____ _____ _____
Reviewer (Print) (Sign) (Date)

(c) _____ _____ _____
Responsible Manager (Print) (Sign) (Date)

21 Distribution:

Name:	MSIN	Name	MSIN	Release Stamp

22 Clearance	(a) Cleared For Public Release	b) Restricted Information	(c) Restriction Type:
	☐ Yes ☐ No	☐ Yes ☐ No	

23 Clearance Review

_____ _____ _____
(Print) (Sign) (Date)

Attachments (this field is to be used for other attachments not part of the civil survey activity)