



Lands Department

The Government of the Hong Kong Special Administrative Region

Submission of GIS Data via Cloud-based Production Mapping Platform

(Version 1.0)

May 2024

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A. INRODUCTION

1. Pursuant to the Project Administration Handbook (PAH) for Civil Engineering Works, the Operational Instruction of Architectural Services Department, and the PAH of Electrical and Mechanical Services Department, Works Departments (WDs) or their Consultants/Contractors are required to submit Geographic Information System (GIS) data (both approved design and as-built) in format meeting Lands Department (LandsD) 1:1000 Basic Mapping Specifications when the works project estimates are over HK\$30 million. If the scope of the works project does **not** involve any change of the position or alignment of features shown on LandsD's 1:1000 Topographic Map, submission of the aforesaid GIS data is **not** required. For more information on LandsD's 1:1000 Topographic Map products, refer to the links below:

Paper Map Product:

<https://www.landsd.gov.hk/en/survey-mapping/mapping/multi-scale-topographic-mapping/paper-map.html>

Digital Map Product:

https://portal.csd.gov.hk/geoportal/?lang=en&datasetId=landsd_rcd_1637223748322_25497

2. WDs or their contractors/consultants shall submit GIS data in format meeting 1:1000 Basic Mapping Specifications via the LandsD online platform “**Cloud-based Production Mapping Platform**” (CPMP). This procedural guideline provides an overview of the prerequisites for performing the data submission and the steps required for completing the submission process on CPMP.

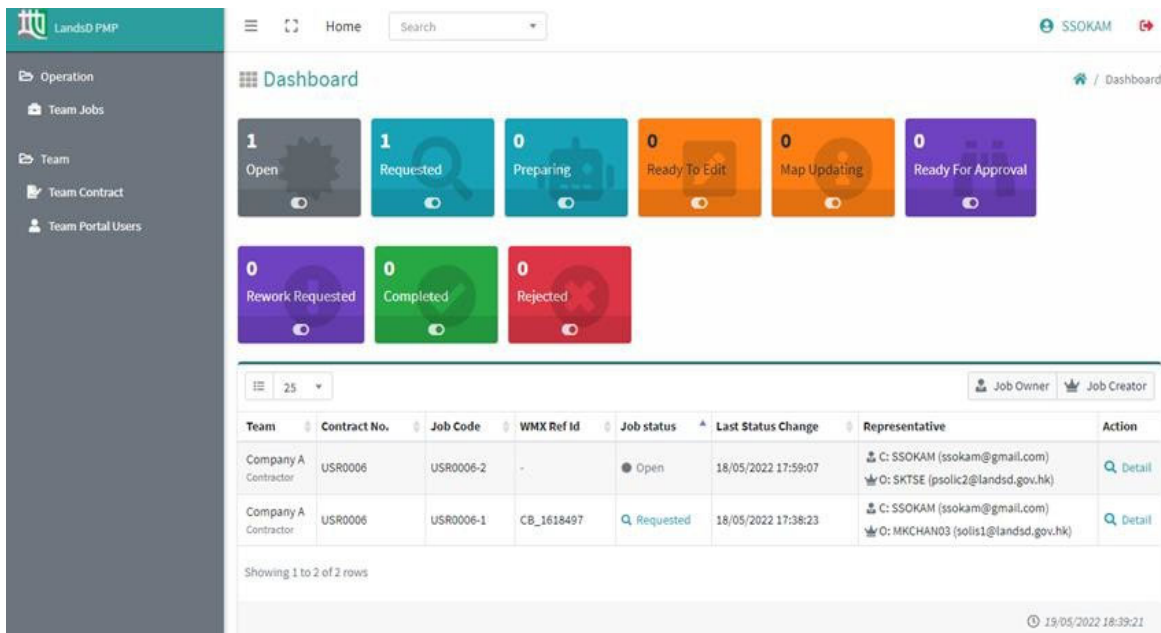
B. PROCEDURE OF USING CLOUD-BASED PRODUCTION MAPPING PLATFORM

Step 1. Registration for LandsD's CPMP for GIS Data Submission

1. Prior to getting access to the CPMP, a CPMP account for the user from WD and their Contractor/Consultant is required. To register a CPMP account, the representative from WD (i.e. the project officer at the professional level) sends the request to CPMP Support at lispmpsupport@landsd.gov.hk. CPMP Support will contact the representative for details on CPMP account registration and requirements for accessing LandsD's CPMP.
2. Upon successful account registration, LandsD will send the nominated user login information for accessing the CPMP and the detailed guidelines on converting and submitting GIS data in CPMP.

Step 2. Establish Access to CPMP and Perform Data Submission on CPMP

3. Following the procedural information provided by CPMP Support, the authorised CPMP user will establish access to CPMP (see below).

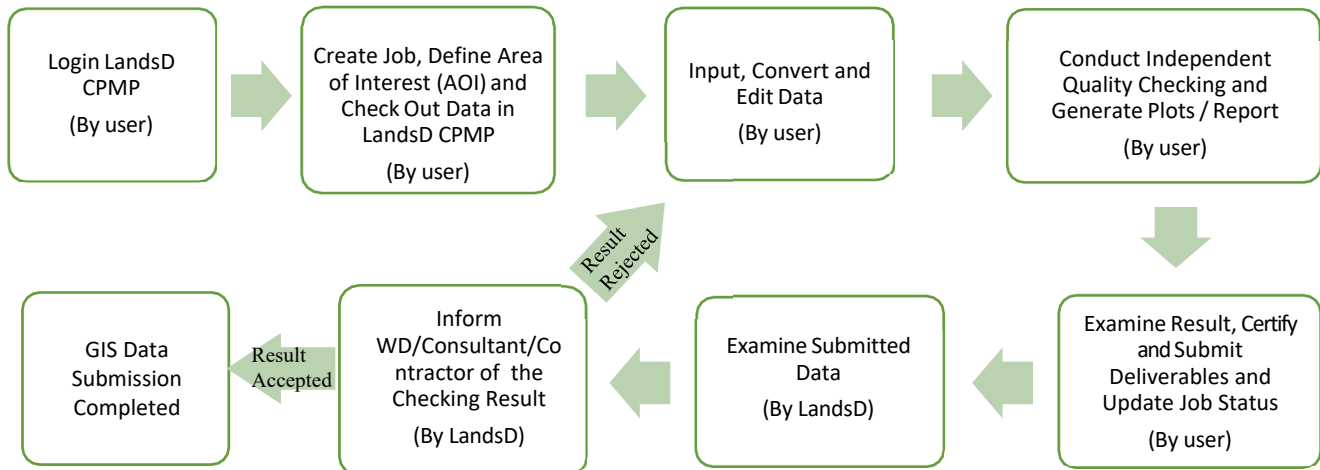


The screenshot displays the LandsD CPMP Dashboard. The top navigation bar includes the 'LandsD PMP' logo, a search bar, and the user profile 'SSOKAM'. The left sidebar lists navigation options: Operation, Team Jobs, Team, Team Contract, and Team Portal Users. The main dashboard area features a grid of status cards: 1 Open, 1 Requested, 0 Preparing, 0 Ready To Edit, 0 Map Updating, 0 Ready For Approval, 0 Rework Requested, 0 Completed, and 0 Rejected. Below the cards is a table with columns for Team, Contract No., Job Code, WMX Ref Id, Job status, Last Status Change, Representative, and Action. The table contains two rows of job data.

Team	Contract No.	Job Code	WMX Ref Id	Job status	Last Status Change	Representative	Action
Company A Contractor	USR0006	USR0006-2	-	Open	18/05/2022 17:59:07	C: SSOKAM (ssokam@gmail.com) O: SKTSE (psolic2@landsd.gov.hk)	Detail
Company A Contractor	USR0006	USR0006-1	CB_1618497	Requested	18/05/2022 17:38:23	C: SSOKAM (ssokam@gmail.com) O: MKCHAN03 (solis1@landsd.gov.hk)	Detail

LandsD CPMP

4. The CPMP would guide the nominated user from WD/Consultant/Contractor to follow the pre-defined workflow to perform data conversion, data editing, quality assurance, and data submission in the CPMP. A pre-defined workflow is shown below.



Pre-defined Workflow of GIS Data Submission in CPMP

Step 3. Perform GIS Data Submission at CPMP and Quality Assurance

5. WD/Consultant/Contractor shall ensure the submitted GIS data complies with the latest version of 1:1000 Basic Mapping Specifications and apply all the required quality-checking tools at CPMP to complete the GIS data submission process.
6. WD/Consultant/Contractor shall then follow the steps in the pre-defined workflow in Step 2 above and conduct independent checking and rectify any irregularity(ies) against the latest version of 1:1000 Basic Mapping Specifications before submitting the data to LandsD for review.

Step 4: Submit Data for LandsD’s Review

7. After independent checking, the WD/Consultant/Contractor shall submit the GIS Data and other survey reference data to the CPMP. Note that the supported data formats for other survey reference data on the CPMP are FileGeodatabase v10.6.1, DGN v8, or Shapefile.
8. Upon submission of the result at CPMP, LandsD would conduct spot check on the submitted GIS Data against 1:1000 Basic Mapping Specifications. WD/Consultant/Contractor will be notified of the review result and any correction required before the GIS data is accepted. Upon normal circumstances, LandsD will deem the job completed after the initial acceptance of all submissions.

For any enquiries about using the CPMP, please contact LandsD CPMP Support at lispmpsupport@landsd.gov.hk.