



## TRANSLATION MASTER FILE – GEOCODES: DATA DICTIONARY

FIELD NAME	DESCRIPTION
Postal code	<p>A postal code is an alpha-numeric combination of six characters intended to describe the destination of each item of mail addressed in Canada. The code always takes the form of ANA NAN, where “A” represents a letter of the alphabet and “N” a number. The first character of the postal code (allocated in alphabetic sequence from east to west across Canada) represents a province or territory or a major sector entirely within a province. Postal codes in British Columbia always start with a V.</p> <p>The first three characters of the postal code represent a set area known as Forward Sortation Areas (FSA). FSAs are defined differently for urban and rural settings. In urban areas an FSA defines an area of about 25 letter carrier routes (about 120 city blocks in a business section). An FSA code can be identified as urban by the presence of a “1” through “9” in the second position. By definition, rural areas do not have letter carrier delivery. A rural FSA denotes a contiguous area in which there are fewer than 200 small post offices. Rural FSAs are identifiable by the presence of a “0” (zero) in the second position of the FSA code (eg. VOX is a rural FSA).</p> <p>The last three characters of the postal code denote areas known as Local Delivery Units (LDU). LDUs are also defined differently for urban and rural settings. In established urban areas, the LDU can specify a small and easily defined section within a FSA, such as a blockface (one side of a city street between consecutive intersections), an apartment building, an office building, or a large firm or organization which does a large volume of business with the post office. In new urban growth areas, postal codes are now linked to community mail boxes which can service both odd and even sides of the same street, and even multiple streets, within a 300 metre radius of the community mail box. The LDU in rural areas denotes service from a post office or postal station (e.g. rural routes, general delivery (customer pickup), post office box, or suburban services (contractor delivers)).</p> <p>Canada Post Corporation only uses 20 alpha characters and 10 numeric characters in the postal code. Colons, dashes, oblique strokes, and the letters D F I O Q and U have not been used because of difficulties with optical character recognition equipment.</p> <p>A “0” (zero) in the final position in the LDU code has been reserved as a post office designator. Every postal installation will have a postal code for administrative purposes. This code will also identify whether the installation is a delivery service office or a non letter carrier office.</p>
Birth Date	This field contains the date the postal code became active (YYYYMMDD format)
Retired Date	This field contains the date the postal code was retired (YYYYMMDD format). To select only active postal codes, set the RET_DATE to 19000001
Latitude	Latitude is measured from the equator, with positive values going north and negative values going south
Longitude	Longitude is measured from the Prime Meridian (which is the longitude that runs through Greenwich, England), with positive values going east and negative values going west. Each postal code is assigned a Latitude and Longitude location. For postal codes with multiple entries, the best representative location is provided. A location is based on the street address for a postal code and is assigned a location by using the Digital Road Atlas (DRA). Locations are slightly offset the road (left or right) to ensure the correct side of the street is represented. This also helps with coding the geographic regions.
Community Name	The community name is a character field listing the community name as it would appear in Canada Post Corporation's Postal Code Directory. Therefore, it is stressed that the community name will not give accurate information pertaining to the community location of the postal code. See CSD_NAME and CDCSD for incorporated municipalities.
Census Division	Census Divisions (CD) are the principal geographic areas for the country-wide census and are created by Statistics Canada. There are currently 28 CDs in B.C. (2011 Census). Census Division boundaries in Canada follow counties, regional districts, regional municipalities, and five other types of geographic areas made up of groups of Census Subdivisions (CSDs). In British Columbia the CD is comprised of one unorganized region (Stikine) and 27 Regional Districts which have local government functions. CD boundaries follow Regional Districts so they are affected by Regional District boundary changes, such as extensions, reductions, name changes, and newly created Regional Districts.

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Census Subdivision	<p>Census Subdivisions (CSD) aggregate to Census Divisions (CDs), which in turn aggregate to a province or territory (the province code for British Columbia is 59). This relationship is reflected in the 7-digit Standard Geographical Classification code (SGC). The TMF SGC is slightly different from the Statistics Canada SGC due to the exclusion of the province code. Therefore the TMF value for Census Division and Subdivision is referred to as the two digit CD code and a three digit CSD code.</p> <p>As the name implies, a Census Subdivision (CSD) is a sub-unit of a Census Division. Any incorporated municipality including a City (C), District Municipality (DM), Town (T), or Village (VL) is by definition a CSD. Some Indian Reserves (IRs) and other native land areas, such as Settlements (SEs) and Indian Government Districts (IGDs), also have CSD status. The remaining unorganized areas in a CD are then aggregated into further CSDs designated as Regional District Electoral Areas (RDEA's). These aggregations represent the Regional District Electoral Areas as determined at the time of the census. There are currently 28 Census Divisions and 837 Census Subdivisions as of the 2006 Census. It is important to note that not all of the 837 CSD's in the province will be represented on the TMF, as the appearance of a CSD on the TMF is dependent upon whether or not there is a postal code geocoded to that area. A large number of the RDEA's and the vast majority of IRs are not represented on the TMF.</p> <p>Census Subdivision boundaries follow municipalities so they are modified by municipal boundary changes. These changes can take the form of extensions, reductions, new incorporations, or name changes. Note that the numeric value of a CSD has no meaning unless it is associated with its CD value.</p>
Municipality Name	Refers to the geographic name of the municipality, regional district electoral area or reserve as reflected in the Census
Census Metropolitan Area And Census Agglomeration Area	CMAs and CAs are large urban areas with adjacent urban and rural areas that have a high degree of socio-economic integration. In order to attain CA status, an area must achieve a population of 10,000 or greater, while CMAs have populations of 100,000 or greater. There are currently 4 CMAs (Vancouver, Victoria, Abbotsford, Kelowna), and 22 CAs in B.C. (2011 Census).
Census Tract	<p>A Census Tract (CT) refers to a permanent small census geostatistical area established in large urban communities with the help of local specialists interested in urban and social science research. Census tracts are reviewed and approved by Statistics Canada according to the following criteria:</p> <ul style="list-style-type: none"> <li>(a) the boundaries must follow permanent and easily recognized lines on the ground;</li> <li>(b) the population must be between 2,500 and 8,000 with a preferred average of 4,000 persons, except for census tracts in the central business districts, major industrial zones, or in peripheral rural or urban areas that may have either a lower or higher population;</li> <li>(c) the area must be as homogeneous as possible in terms of economic status and social living conditions; and</li> <li>(d) the shape must be as compact as possible.</li> </ul> <p>All census metropolitan areas and all census agglomerations with a census subdivision having a population of 50,000 or more at the previous census are eligible for a census tract program. Once an urban center is added to the program, it is retained even if its population subsequently declines.</p> <p>In British Columbia Vancouver, Victoria, Abbotsford, Kelowna, Kamloops, Nanaimo, and Prince George are presently census tracted.</p> <p>Generally, census tracts are assigned a 4-digit number in ascending sequence within a CMA or CA. Where a census tract is split into two or more parts, the 4-digit number is followed by a decimal point and a further 2 digits identifying the splits, e.g. 0309.01 or 0309.02 (If there is no split, it is shown as "0309.00").</p> <p>To uniquely identify a CT you must pair up the 7-digit CT number with the 3-digit CMACA number. (eg. CT 0001.00 can be in Kelowna 9150001.00 or Kamloops 9250001.00.)</p>
Dissemination Area	<p>The DA refers to the basic census data dissemination unit, previously developed for census collection purposes. Being the smallest standard census geographic unit, the DA is the building block of geostatistical areas. The number of households in an dissemination area generally varies between a minimum of 125 households in rural areas to a maximum of 4000 in large urban areas. Dissemination areas never cut across a geographic area recognized by the census. There are currently 7,469 DAs in B.C. (2006 Census).</p> <p>An individual DA value means nothing without its corresponding CD value. Like the CD/CSD relationship, DAs aggregate to CD's. Several DA's in the province will have the same value, but each CD/DA code is unique.</p>
Designated Placename Listing	A DPL is a small community or settlement that does not meet the criteria of a municipality yet has been defined geographically with local input to establish locality boundaries.
Development Region	There are 8 Development Regions (DR) in the province which are aggregates of Regional Districts, or Census Divisions. The boundaries are essentially static, following established geographic regions and natural physical constraints. The DR's reflect an attempt to represent homogeneous areas irrespective of population density.

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Health Authority	On December 12, 2001 the B.C. government announced a new set of health boundaries. The new structure consists of six Health Authorities (5 regions + 1 Provincial Authority). The Provincial Health Services Authority is responsible for governing and administering provincial programs and highly specialized services throughout the province. It includes Children's and Women's health centre, the BC Cancer Agency, the BC Transplant Society, BC Centre for Disease Control, Riverview Hospital, Forensic Psychiatric Institute, and tertiary contracts with health authorities. Postal codes are only assigned to one of the 5 regions.
Health Service Delivery Areas	Along with the Health Authorities, the B.C. government also announced a new set of health boundaries that make up each of the Health Authorities. These are known as Health Service Delivery Areas (HSDA) and there are 16 within the province. HSDA's are given a two digit value with the first digit signifying the Health Authority it falls within. For example HSDA 11, 12, 13 and 14 all fall within Health Authority 1, HSDA 21,22 and 23 fall within Health Authority 2.
Local Health Area	In April 1997, the Ministry of Health redefined the provincial health regions. Prior to this date, the province was divided into 80 Local Health Areas (LHA) which were used for analytical purposes. They originally evolved from school district boundaries; however LHA boundaries do not reflect any school districts boundary changes that have occurred since their inception. The LHA field also contains codes for LHAs 161-166 which are really subdivisions of LHA 39 (Vancouver), and are used primarily by the GCS for the purpose of geocoding postal codes. The LHAs are determined on a geographic basis and have no administrative functions. Instead they aggregate up to regional Health Service Delivery Areas and Health Authorities (2002) and therefore provide estimates of population etc. that can be used in planning to project bed needs and other health care facility requirements.
Micro Health Areas	Further to the development of the LHA,s, the South Fraser Valley Regional Health Board requested that LHAs Langley (35), Surrey (36), and Delta (37), be divided into even smaller regions for their own analytical purposes and for the purpose of population estimates. The three LHA's were divided into the following number of smaller regions called Micro Health Areas (MHA): Langley (5 MHAs), Surrey (5 MHAs), and Delta (3 MHAs). Thus, MHA's exist only for Langley, Surrey, and Delta. The boundaries of the MHA's were created using aggregates of Census Tracts, and in the case of Langley City MHA, the municipal boundary for Langley City. These fields are not generally available and are used for Ministry of Health analysis only.
MCFD Regions	There are 4 MCRD Regions in the province, which are the responsibility of the Ministry of Children & Family Development. The ministry is responsible for governing and administering provincial programs and highly specialized services throughout the province.
MCFD Service Delivery Areas	Similar to the Health structure MCFD has implemented sub-regions. These regions were defined in 2010 and aggregate to the Regional level. The Service Delivery Areas (SDA) are comprised of two digits, the first digit signifying the Region; the second signifying the SDA
MCFD Local Service Areas	Even smaller than the SDA's are the Local Service Areas (LSA). These LSA's are identified by a four digit number, the first being the region, the second the SDA and the last two are the LSA. This numbering system allows for quick and easy aggregation from the smallest level (LSA) up to the Regional level.
Provincial Electoral District	<p>The 1999 PED's are being phased out. There were 79 Provincial Electoral Districts in the province. They are the responsibility of Elections British Columbia. Each PED elects one Member of the Legislative Assembly (MLA) to represent them in the House. The 1999 PED's will be maintained on the TMF for 2009.</p> <p>The boundaries for the PEDs change every ten years based on population distribution. The current boundaries are based on the 1996 Census population distribution. The new boundaries are determined by an appointed commission according to the following criteria set out in the Electoral Boundaries Commission Act:</p> <ol style="list-style-type: none"> <li>(1) that the principle of representation by population be achieved, recognizing the imperatives imposed by geographical and demographic realities, the legacy of our history and the need to balance the community interests of the people of the province;</li> <li>(2) to achieve that principle, the commission be permitted to deviate from a common statistical Provincial electoral quota by no more than 25%, plus or minus;</li> <li>(3) the commission would be permitted to exceed the 25% deviation principle where it considers that very special circumstances exist (e.g. a smaller population within a very large area).</li> </ol>

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Provincial Electoral District	<p>There are 85 Provincial Electoral Districts in the province. They are the responsibility of Elections British Columbia. Each PED elects one Member of the Legislative Assembly (MLA) to represent them in the House.</p> <p>The boundaries for the PEDs change every ten years based on population distribution. The current boundaries are based on the 2006 Census population distribution. The new boundaries are determined by an appointed commission according to the following criteria set out in the Electoral Boundaries Commission Act:</p> <ol style="list-style-type: none"> <li>(1) that the principle of representation by population be achieved, recognizing the imperatives imposed by geographical and demographic realities, the legacy of our history and the need to balance the community interests of the people of the province;</li> <li>(2) to achieve that principle, the commission be permitted to deviate from a common statistical Provincial electoral quota by no more than 25%, plus or minus;</li> <li>(3) the commission would be permitted to exceed the 25% deviation principle where it considers that very special circumstances exist (e.g. a smaller population within a very large area).</li> </ol>
School District	<p>A School District (SD) is a geographic area created or constituted as a School District by or under the School Act for the purposes of educational administration. The boundaries are determined by order of the Lieutenant Governor in Council and each is governed by an elected board of school trustees. There are 59 School Districts in the province as of December 2, 1996. These replace the previous 75 SDs by amalgamations of some areas. A translation of old School Districts to new School Districts is provided in the appendix.</p> <p>The board of school trustees is a corporate body elected by registered voters in the province. Trustees are elected for a three year term and may be re-elected in subsequent local general elections. Local general elections for school trustees are held every three years on the third Saturday of November commencing in 1990.</p> <p>School boards have a duty to govern districts and their schools in accordance with specified powers in a fiscally responsible and cost effective manner. They have a responsibility to ensure that schools provide students with opportunities for a quality education while focusing on the following areas of district concern:</p> <ol style="list-style-type: none"> <li>(1) implementation of provincial and local education programs;</li> <li>(2) school finance and facilities;</li> <li>(3) student access and achievement;</li> <li>(4) teaching performance; and</li> <li>(5) accountability to parents, taxpayers, the community and to the province. SD boundaries are determined by order of the Lieutenant Governor in Council, on the recommendation of the Minister of Education, after consultation with the citizens, Regional Districts, municipal councils and school boards concerned. Boundaries are determined based upon a number of factors including geography, demographics, and population centres.</li> </ol>
College Regions	<p>There are 15 College Regions in the province, which are the responsibility of the Ministry of Advanced Education &amp; Labour Market Development. They are generally named for the largest university/college in the region. The boundaries, in most cases, follow School Districts or aggregates of School Districts. These regions are primarily used for administrative purposes.</p>
Federal Electoral Districts	<p>There are 36 Federal Electoral Ridings in the province and are defined by the 2003 Representation Order, which came into effect on May 23, 2004. Representation in the House of Commons is based on these geographical divisions. The number of electoral districts is established through a formula set out in the Constitution Act, and one member of Parliament (MP) is elected in each electoral district. Since 1964, independent commissions have been entrusted with adjusting the riding boundaries, based on population changes and other factors. For the 10 provinces, new commissions are set up after every 10-year census to make any necessary revisions to existing boundaries, following the criteria set out in the Electoral Boundaries Readjustment Act.</p>
Police Services Respondent Codes	<p>Respondent codes are used by the Canadian Centre for Justice Statistics to designate agency sources for police data. In BC there are 193 respondent codes representing all of BC's active policing jurisdictions. These include 11 Independent Municipal Forces, 58 RCMP Municipal Forces, and 124 jurisdictions or detachments policed by the RCMP Provincial Force.</p> <p>Respondent codes identify municipal, provincial and federal police departments and by extension detachments and policing jurisdictions within larger forces, e.g., Royal Canadian Mounted Police. These codes source police enforcement activities to a specific geographical location.</p> <p>Respondent codes are comprised of five digits. The first two identify the province in which police enforcement activities have occurred while the last three digits specifically identify the geographic location or policing jurisdiction where those activities actually took place. For example, 59023 identify BC (59) as the province where enforcement occurred and 023 indicates the enforcement activity occurred in the policing jurisdiction of Vancouver.</p>