Guidance Letter GL-0082: Request for Restricted GIS Conveyance System Critical Infrastructure Information

This letter provides architect and engineering firms, utility companies, and local, state, federal, and Tribal governments with guidance for requesting protected Critical Infrastructure Information for the Public Conveyance System. These frequently asked questions are provided to guide you through the process of requesting information from the Pima County Regional Wastewater Reclamation Department (RWRD).

What is protected Critical Infrastructure Information?

Post September 11, 2001, The Wastewater System Sector was determined to be one of 16 Critical Infrastructure Sectors identified as vital to the United States under the National Infrastructure Protection Plan and the State of Arizona under ARS § 41.1801. It is called Critical Infrastructure because the incapacitation or destruction of wastewater assets, systems, and networks, whether physical or virtual, would have a debilitating effect on security, national economic security, national public health or safety.\(^1\)

In an effort to protect the Conveyance System, sensitive information is not available to the public via the Pima County PimaMaps on-line program.

What information is protected?

Classifications of information are broken down into three levels of protection: Public, Restricted, and Confidential.

On the Pima County PimaMaps the visual location of the sewer pipes and manholes remain accessible to the Public, along with the record drawings, manhole numbers, the plan numbers of the pipes, property and easement information. This information is typically used by realtors, engineers, and the customers looking for sewer service.

Classified as Restricted information are two and three-dimensional (2/3-D) geospatial data sets of the sewer system and larger data sets of asset information. This information is typically used by Architectural, Engineering, and Construction firms, utility companies, and government agencies.

Classified as Confidential information, only available under strict circumstances, are pump stations schematic design drawings, and operations data. This information is typically used only by RWRD personnel and contractors hired by RWRD.

What are the steps to request Restricted Information?

Step 1 – Filing out the Sewer Information Request

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\(^1\) See generally, DHS Cybersecurity and Infrastructure Security Agency (CISA), Supporting Policy and Doctrine: [https://www.dhs.gov/what-critical-infrastructure](https://www.dhs.gov/what-critical-infrastructure); and, ARS 41-1801(1) Definitions, Critical Infrastructure.
The GIS Data Request Form for **Restricted** information is found on the RWRD website. Note that all the fields with asterisks are required to be filled in, including the Purpose of the Request, to justify the release of the information.

- Fill out all required fields in the Request
- For 2/3-D geospatial data sets (shape files) or large data sets, provide a description of the area of the project the data is to be used for. This can be the street names bounding the area or you can attach a pdf to the Request with a picture of the area.
- Attach any supporting pdfs as needed
- Electronically sign and date the Request

**Step 2 - Submitting the Request**

The on-line form has a submit button at the bottom of the Request.

**How long will the process take?**

Requests will be responded to within five (5) business days. If incomplete and additional information is requested by staff, an additional business day will be added to the response time.

**Who can I contact at RWRD to answer questions I may have about this form and process?**

The Technical Services and Engineering Division of RWRD is the primary contact. Questions can be submitted using this [Question Form link](#).