

Template for Metadata of a Data element, the template defines the detail of Data element like description, data size, data format etc. It is based on UK e-GIF template for metadata which is the extension of Dublin Core.

S.No.	Item	Description
1	Name	Name / Number of the Generic or Custom Data Element
2	Description	A simple and unambiguous definition of Generic or Custom Data Element.
3	Type	Generic or Custom Generic: commonly used data element across different e-Governance applications. Custom: Used in a particular application only
4	Is Part of	
5	Parts if any	
6	Data Format	Varchar/Character/Decimal(for real/ floating number) / Integer(Whole number)/Date etc Recommended style of printing / display, if required so
7	Max Size	Maximum Size of the data element
8	Validations	Generic Validations for Generic Data and Specific Validations for Custom Data to be applied for acceptance of data.
9	Values	List of Acceptable Values
10	Default Value	For any list of values, the default value to be used unless otherwise stated.
11	Owner	Name(s) of the departments who owns the Data element/ Code Directory and has the rights for updating.
12	Based on	Reference to document / standard on the basis of which the data element is standardized by the Expert committee for MDDS
13	Version	The version number of Data element
14	Status	Current status of Standard (Draft or Accepted)
15	Date Agreed	The date on which this version was accepted as Data Standard for Government.
16	Verification	Steps taken to establish the correctness of Generic or Custom Data Elements. Such steps taken for different level of verifications by departments will be detailed here.
17	Comments	Additional Notes, if any
18	Date of Publishing	The date on which Standard is Published or PDF version will be created
19	Example/ Illustration	Suitable example of the data element to be given for clarity and ready reference