

CEDEN 2.0 Vocabulary Request Guide

August 2026
Version 1.0



CEDEN 2.0
CALIFORNIA ENVIRONMENTAL DATA EXCHANGE NETWORK



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Introduction

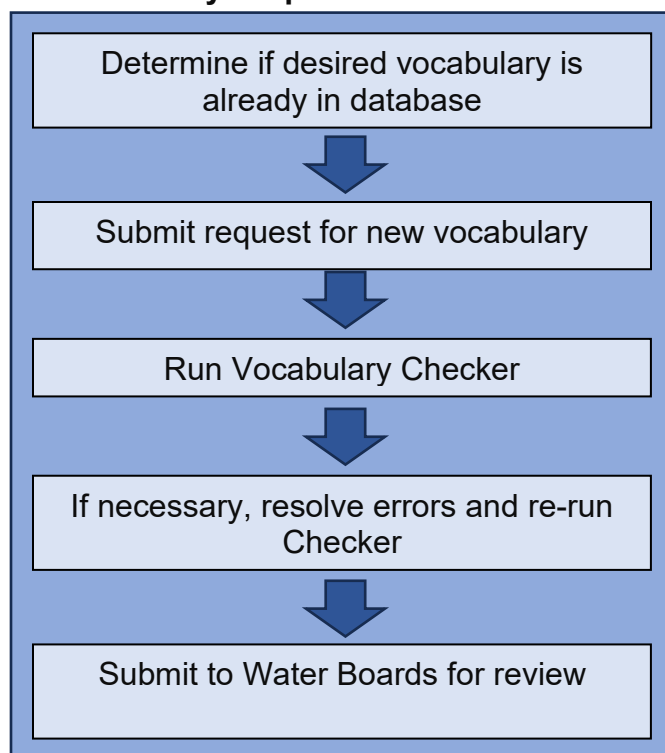
Many fields in CEDEN must be populated with controlled vocabulary. Standardized vocabulary ensures that everyone uses the same words for the same concepts, improving data integrity, comparability, consistency, and searchability. If new controlled vocabulary is needed to report your data to CEDEN 2.0, you must first request that it be added to the database prior to submitting data. This document outlines the steps to submit a request for the addition of new controlled vocabulary into CEDEN 2.0.

Currently, CEDEN 2.0 only accepts water and sediment quality chemistry data and associated vocabulary. Vocabulary for other data types should continue to be submitted through the [existing CEDEN process](#). Additional data types, such as field, habitat, toxicity, tissue, and taxonomy, will be accommodated in CEDEN 2.0 in the future.

EQulS Enterprise (<https://ceden.equisonline.com/>) is the user interface for CEDEN 2.0. For help getting started in EQulS, refer to the New User Guide on the [CEDEN 2.0 Data Submission webpage](#).

Please plan for 2-3 weeks from the time a vocabulary request is submitted to when the vocabulary is available for use in data submission, with additional time potentially needed for reconciliation of flagged vocabulary or unforeseen issues that may arise.

Vocabulary Request Process Overview



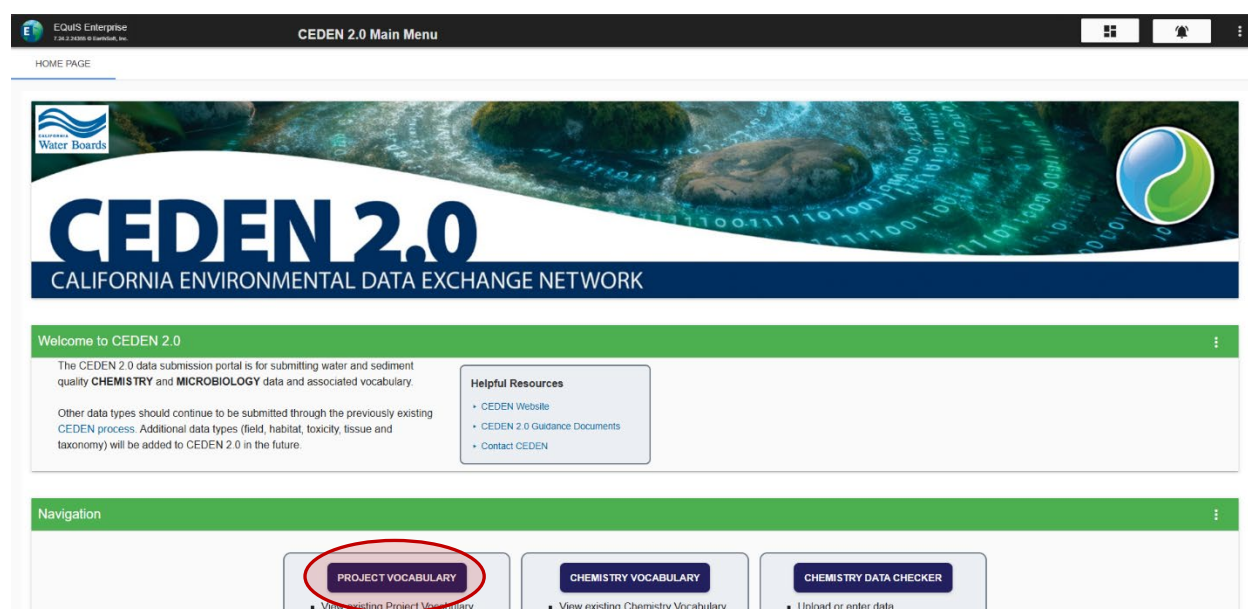
1 Project-Related Vocabulary

Project-related vocabulary consists of information about the submitting agency, the project, and sample stations.

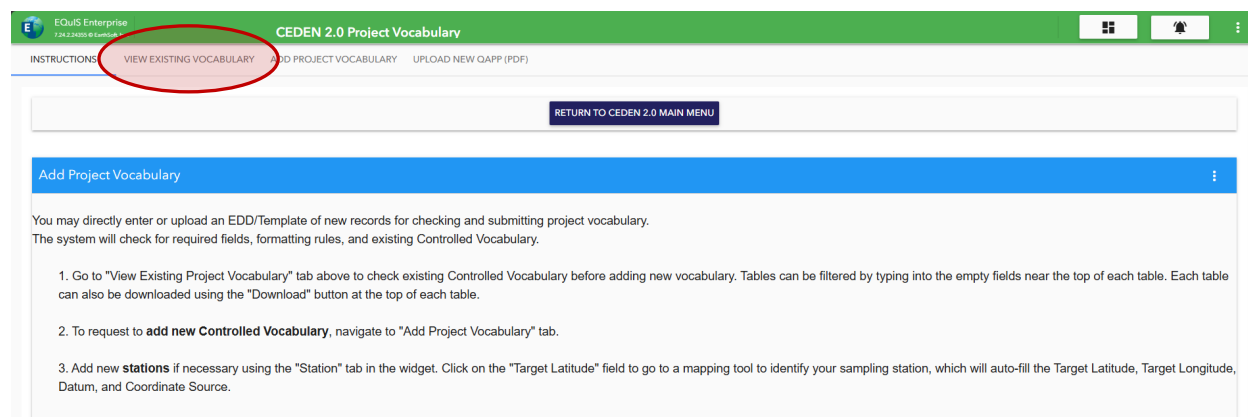
Prior to requesting new vocabulary, it is recommended that existing vocabulary in the database are reviewed to determine if new vocabulary needs to be requested.

1.1 Review Project-Related Vocabulary Lists

From the CEDEN 2.0 Main Menu, in the Navigation pane, click on “Project Vocabulary”.



Click on the “View Existing Vocabulary” tab



Tables can be filtered by typing in the empty boxes below each field’s heading. Scroll down to view tables with additional vocabulary types. Each table can also be

downloaded to Excel format by clicking the “DOWNLOAD” button at the top left of each table.

Example: If you are looking to see what Project codes already exist for RCMP projects, type “RCMP” in the empty Project Code field to filter.

Table of Contents - Quick Navigation
Projects | Parent Projects | Agencies | Stations

Projects

DOWNLOAD | Project Code List

Project Code	Project Name	Project Description	Parent Project Code	Parent Project Name	Program Code	Program Name	Project Lp	QAPP Name .pdf	QAPP Description .pdf	Project Manager
00-01_SACR_DORMANTS	Sacramento River Dormant Spray	Sacramento River Dormant Spray	SURF	Surface Water Monitoring Project	DPR-SURF	Department of Pesticide Regulation	DPR	Not Recorded	Not Recorded	Xuyang Zhang
00-01_SJR_DORMANTS	San Joaquin River Dormant Spray	San Joaquin River Dormant Spray	SURF	Surface Water Monitoring Project	DPR-SURF	Department of Pesticide Regulation	DPR	Not Recorded	Not Recorded	Xuyang Zhang
00CCSF0BL	2000 CCSF-SWOD Monitoring	2000 City and County of San Francisco	CCSF-SWOD	CCSF-SWOD Regional Monitoring	CCSF-SWOD	CCSF-SWOD Regional Monitoring	CCSF-0BL	Not Recorded	Not Recorded	mikelogg@sfwater.com
00CFOP	Year 2000-Coastal Fish Contamin	Gassel et al. 2002. The Coastal Fish	CFOP	Coastal Fish Contamination Program	CFOP	Coastal Fish Contamination Program	Not Recorded	Not Recorded	Not Recorded	Not Recorded
00DPR_RICE_PMP	DPR Rice Pesticide Monitoring Project	Department of Pesticide Regulation	SURF	Surface Water Monitoring Project	DPR-SURF	Department of Pesticide Regulation	DPR	Not Recorded	Not Recorded	Xuyang Zhang
00RMP2ST	2000 RMP Status and Trends	2000 Regional Monitoring Project	RMP-ST	Regional Monitoring Program - Status	SF Bay RMP	SF Bay Regional Monitoring for Water	SFEI	RMP QAPP 1999	RMP Quality Assurance Project Plan	Meg Sedlak
00SRWP	Sacramento River Watershed Project	2000 Sacramento River Watershed	SRWP	Sacramento River Watershed Project	SRWP	Sacramento River Watershed Project	SFEI	SRWP QAPP 2003-2004	Quality Assurance Project Plan	am@mcccnv.com
01-04-SWROB_SWAMPDATA	SWROB SWAMP Data, Sep2001-10	Surface Water Ambient Monitoring	SURF	Surface Water Monitoring Project	DPR-SURF	Department of Pesticide Regulation	DPR	Not Recorded	Not Recorded	Xuyang Zhang
01CCSF0BL	2001 CCSF-SWOD Monitoring	2001 City and County of San Francisco	CCSF-SWOD	CCSF-SWOD Regional Monitoring	CCSF-SWOD	CCSF-SWOD Regional Monitoring	CCSF-0BL	Not Recorded	Not Recorded	mikelogg@sfwater.com
01CFOP	Year 2001-Coastal Fish Contamin	Gassel et al. 2002. The Coastal Fish	CFOP	Coastal Fish Contamination Program	CFOP	Coastal Fish Contamination Program	Not Recorded	Not Recorded	Not Recorded	Not Recorded

1 of 493 pages (4928 items)

1.2 Request Addition of New Project Vocabulary

To request the addition of new Project-related vocabulary, first click on the “Add Project Vocabulary” tab at the top of the page.

Guidance on the creation of new vocabulary can be found in the [CEDEN 2.0 Vocabulary Business Rules](#) document.

CEDEN 2.0 Project Vocabulary

INSTRUCTIONS | VIEW EXISTING VOCABULARY | **ADD PROJECT VOCABULARY** | UPLOAD NEW QAPP (PDF)

RETURN TO CEDEN 2.0 MAIN MENU

Quick Tips

- Astrices * indicate required fields
- Mouse over field headings of tables for brief descriptions of each field
- The “Submit Project Vocabulary” window (below) allows you to either
 - Type your desired vocabulary directly in the tables or
 - Upload a completed EDD (a blank Project Activation EDD can be downloaded on the [Instructions tab](#))
- Additional resources: <https://ceden.waterboards.ca.gov/ceden-2.0.html>

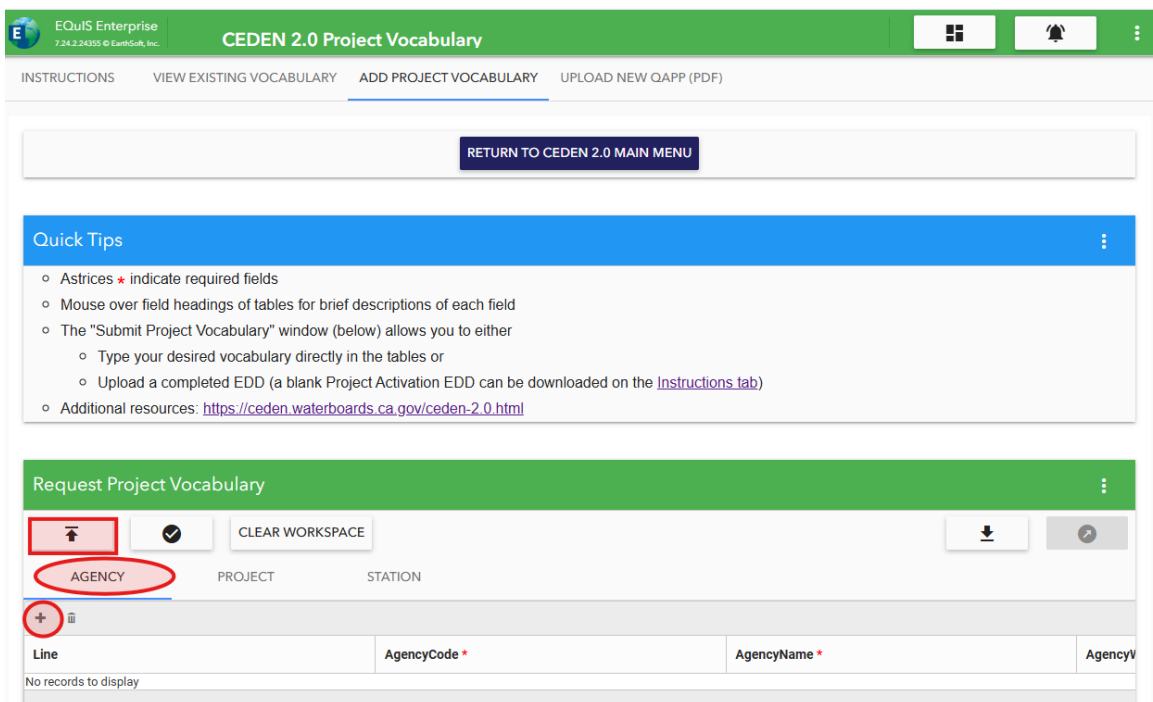
Request Project Vocabulary

↑ | ✓ | CLEAR WORKSPACE | ↓ | ↻

1.2.1 Request a New Agency

If your Agency is not yet in the existing vocabulary, you will need to request to add it. To request a new Agency, first select the Agency tab within the “Request Project Vocabulary” window. To enter your Agency, you can either click the plus sign  at the top left of the table and type directly into the table or upload a completed EDD via the upload button . A blank CEDEN_Project_Activation Excel EDD template is available for download on the “Instructions” tab.

Tip: Mouse over table field headings for a brief description and character limits.



EQulS Enterprise
7.24.2.24205 © EarthSoft, Inc.

CEDEN 2.0 Project Vocabulary

INSTRUCTIONS VIEW EXISTING VOCABULARY **ADD PROJECT VOCABULARY** UPLOAD NEW QAPP (PDF)

RETURN TO CEDEN 2.0 MAIN MENU

Quick Tips

- Astringes * indicate required fields
- Mouse over field headings of tables for brief descriptions of each field
- The "Submit Project Vocabulary" window (below) allows you to either
 - Type your desired vocabulary directly in the tables or
 - Upload a completed EDD (a blank Project Activation EDD can be downloaded on the [Instructions tab](https://ceden.waterboards.ca.gov/ceden-2.0.html))
- Additional resources: <https://ceden.waterboards.ca.gov/ceden-2.0.html>

Request Project Vocabulary

  CLEAR WORKSPACE  

AGENCY PROJECT STATION

Line	AgencyCode *	AgencyName *	AgencyV
No records to display			

1.2.2 Request New Projects

If your Project is not yet in the existing vocabulary, you will need to request to add it. To request a new Project, first select the Project tab within the “Request Project Vocabulary” window. To enter your Project, you can either click the plus sign  at the top left of the table and type directly into the table or upload a completed EDD via the upload button . A blank CEDEN_Project_Activation Excel EDD template is available for download on the “Instructions” tab.

Tip: Mouse over table field headings for a brief description and character limits.

The screenshot shows the 'Request Project Vocabulary' window. At the top, there's a green header bar. Below it, a toolbar contains an upload button (highlighted with a red box), a checkmark icon, a 'CLEAR WORKSPACE' button, a download button, and a refresh icon. Below the toolbar are three tabs: 'AGENCY', 'PROJECT' (which is selected and circled in red), and 'STATION'. The main area displays a table with the following columns: Line, ProjectCode *, ProjectName *, ProjectDescription, ParentProjectCode *, ParentProjectName, ParentProjectDescription, ProjectAgency *, and QAPPName_P. A red circle highlights a plus sign icon at the top left of the table. Below the table, it says 'No records to display' and shows pagination controls for 10 items per page, currently on page 0 of 0.

1.2.3 Request New Stations

If your Station is not yet in the existing vocabulary, you will need to request to add it. To request a new Station, first select the Station tab within the “Submit Project Vocabulary” window. To enter your Station, you can either click the plus sign  at the top left of the table and type directly into the table or upload a completed EDD via the upload button . A blank CEDEN_Project_Activation Excel EDD template is available for download on the “Instructions” tab.

Tip: Mouse over table field headings for a brief description and character limits.

This screenshot shows the same 'Request Project Vocabulary' window but with the 'STATION' tab selected (circled in red). The table columns are now: Line, StationCode *, StationName *, StationDescription, Alias, TargetLatitude *, TargetLongitud..., Datum *, and CoordinateSource *. The plus sign icon at the top left of the table is also circled in red. The status below the table remains 'No records to display' with pagination for 10 items per page, page 0 of 0.

Station Target Latitude and Longitude

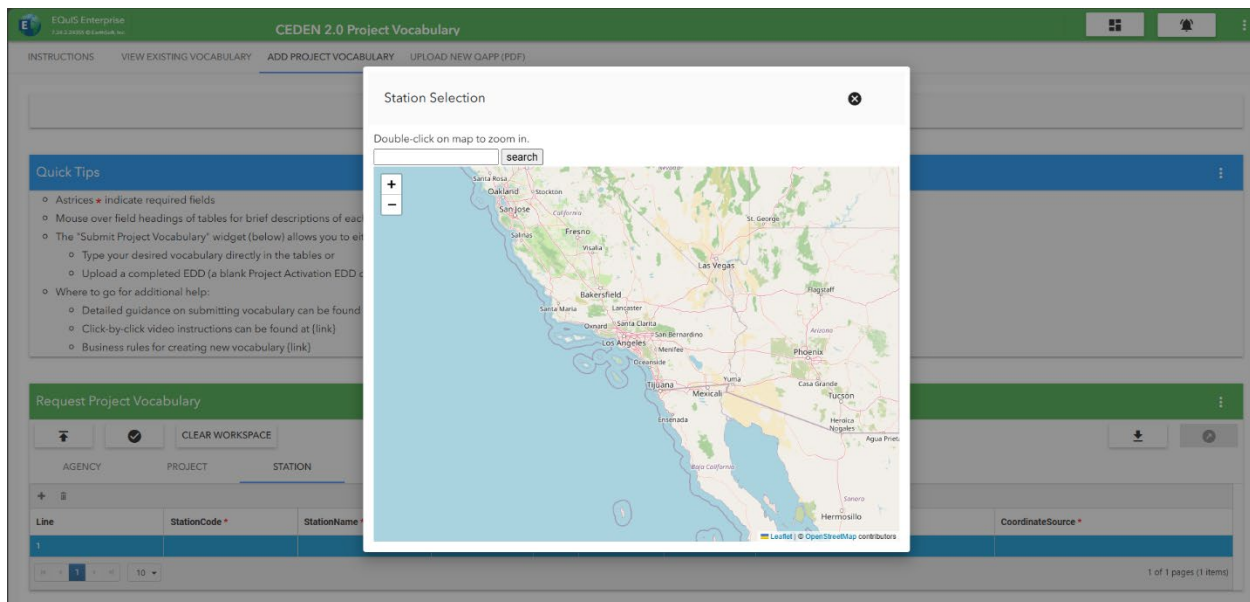
Note: If you are uploading an EDD and will not be typing any Station information directly into the table, then you can skip to section [1.2.4 Run the Vocab Checker](#).

When you click on a cell in the TargetLatitude field of the Station table, a mapping tool will open. There are two options for entering coordinates:

1. If you already know your coordinates, copy and paste them into the Search field at the top left of the map and click the Search button. Double check that the location of the blue icon generated is accurate. If accurate, click on the blue icon and the tool will automatically fill TargetLatitude, TargetLongitude, Datum, and CoordinateSource into the table based on your selected location.

Note: If you need to enter a different Datum or CoordinateSource, you may do so manually after selecting your location on the map by deleting the auto-filled values and entering the correct ones.

2. If you want to select your coordinates using the mapping tool, you can pan and zoom to your station location by clicking on the map and moving your mouse. Once you find the correct location, double-click and a blue icon will appear. If the location is accurate, click the blue icon and the tool will automatically fill TargetLatitude, TargetLongitude, Datum, and CoordinateSource into the table based on your selected location.



Tip: You will need to be sufficiently zoomed in on the map before you can select a location. You will know you have zoomed in far enough when your double-click drops a pin. Then single-click the pin to select the point and auto-populate the fields.

1.2.4 Run the Vocabulary Checker

Once you have indicated which vocabulary you wish to submit, run the checker by clicking the check button . The checker will assess your submissions for required fields, formatting rules, and against existing vocabulary. If errors are found, an error report will appear beneath the data grid in the Errors window. Highlighted cell(s) may also appear that indicate which cell(s) contain errors. Mouse over the highlighted cell for a brief error description. Resolve any issues that are found and rerun the checker until it indicates that your vocabulary is ready for submission.

1.2.5 Submit the Request for Adding Project Vocabulary

Once the checker approves your vocabulary, it is time to submit it to be reviewed by Water Boards staff. Click the inclined-arrow button  at the top right of the window to submit your vocabulary. Note: If the button is grayed out, you still have not successfully passed the data checker.

A record of your submission will display in the “Project File Status” table below the “Request Project Vocabulary” window (table may need to be refreshed for your submission to appear). You will also receive a confirmation email. After Water Boards review, you will receive another email either indicating final approval or alerting you of outstanding issues. Refer to [Table 1](#) of the Appendix for an explanation of the status icons you may encounter.

Please plan for 2-3 weeks from time of submission to when the vocabulary is available for use in data submission.

1.3 Upload New QAPP

If you have a project QAPP (PDF), select the "Upload New QAPP (PDF)" tab and follow the instructions. For data to meet the [Integrated Report](#) assessment requirements, a project QAPP must be uploaded here or through the Integrated Report Portal. Only PDF file format QAPPs should be uploaded. Uploaded QAPPs are not private or confidential and may be viewed by other users.

EQuIS Enterprise
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CEDEN 2.0 Project Vocabulary

INSTRUCTIONS VIEW EXISTING VOCABULARY ADD PROJECT VOCABULARY **UPLOAD NEW QAPP (PDF)**

RETURN TO CEDEN 2.0 MAIN MENU

Add Project Vocabulary

You may directly enter or upload an EDD/Template of new records for checking and submitting project vocabulary. The system will check for required fields, formatting rules, and existing Controlled Vocabulary.

1. Go to "View Existing Project Vocabulary" tab above to check existing Controlled Vocabulary before adding new vocabulary. Tables can be filtered by typing into the empty fields near the top of each table. Each table can also be downloaded using the "Download" button at the top of each table.
2. To request to **add new Controlled Vocabulary**, navigate to "Add Project Vocabulary" tab.
3. Add new **stations** if necessary using the "Station" tab in the widget. Click on the "Target Latitude" field to go to a mapping tool to identify your sampling station, which will auto-fill the Target Latitude, Target Longitude, Datum, and Coordinate Source.
4. If you have a **project QAPP** (PDF), go to the "Upload New QAPP (PDF)" tab above and follow the instructions. For data to meet the [Integrated Report](#) assessment requirements, a project QAPP must be uploaded here or through the Integrated Report Portal.
5. Check vocabulary and resolve errors prior to submitting.
7. Agency, project, and station vocabulary will be reviewed by Water Boards staff prior to approval. You will receive an email when your requested vocabulary have been approved and are ready for use in data submissions.

Icon Key

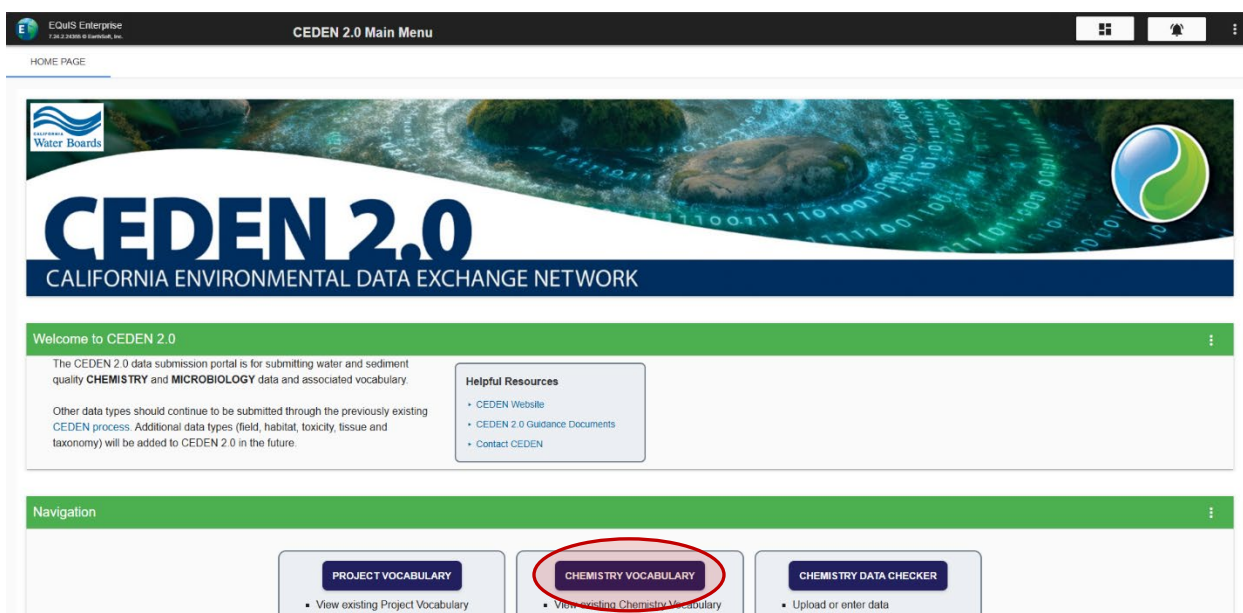
2 Chemistry Vocabulary

Chemistry Vocabulary contains information about the chemical analytical process, including Analyte, Method, Matrix, Unit, Constituents (combination of Analyte, Method, Matrix, Unit), PrepPreservation, DigestExtract, SampleType, Fraction, QA Codes, and Lab Agencies.

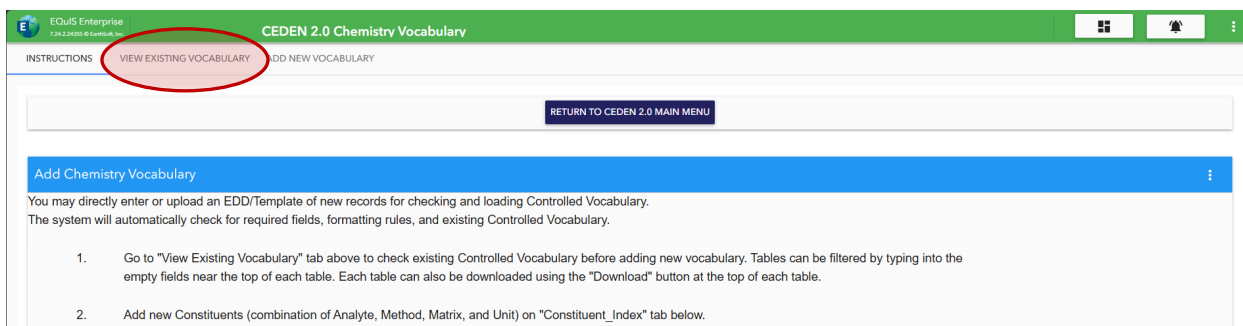
Prior to requesting new vocabulary, it is recommended that existing vocabulary in the database is reviewed to determine if new vocabulary needs to be requested.

2.1 Review Chemistry Vocabulary Lists

From the CEDEN 2.0 Main Menu, in the Navigation pane, click on “Chemistry Vocabulary”



Click on the “View Existing Vocabulary” tab



Tables can be filtered by typing in the empty boxes below each field's heading. Scroll down to view tables with additional vocabulary types. Each table can be downloaded to Excel format by clicking the "DOWNLOAD" button at the top left of each table.

The screenshot shows the 'CEDEN 2.0 Chemistry Vocabulary' interface. At the top, there's a green header with the EQuIS Enterprise logo and version 7.24.2.34355. Below the header, there are tabs: 'INSTRUCTIONS', 'VIEW EXISTING VOCABULARY' (selected), and 'ADD NEW VOCABULARY'. A 'RETURN TO CEDEN 2.0 MAIN MENU' button is visible. Below this is a 'Table of Contents - Quick Navigation' section with links: 'Constituent Combination', 'Matrix', 'Analytes', 'Methods', 'Units', 'Prep Preservation', 'Digest Extract Method', 'Sample Type', 'Test Type', 'Result Type', 'Fraction', 'Individual QA Codes', and 'Concatenated QA Codes'. The 'Constituent Combination' section is highlighted in green. It contains a 'DOWNLOAD' button and a 'Constituent Index' link. Below this is a table with the following data:

Analyte Name	CAS Number/Analyte ID	Method Name	MatrixCode	Unit
E. Coli 0157:H7	E.COLI_0157:H7	EPA 600/R-10-056	surfacew	MPN/100 mL
E. Coli 0157:H7	E.COLI_0157:H7	EPA 600/R-10-056	blankwater	MPN/100 mL
E. Coli 0157:H7	E.COLI_0157:H7	CELA SOP ECO157-01R2	sediment	none
Coliform, Fecal	FECALCOLIFORM	SM 9221 E-2014	sediment	MPN/g dw
Coliform, Total	COLIFORM_TOT	SM 9221 B-2014	sediment	MPN/g dw
Coliform, Total	COLIFORM_TOT	ColiIert	sediment	MPN/g dw

2.2 Request Addition of New Chemistry Vocabulary

To request the addition of new Chemistry vocabulary, click on the "Add New Vocabulary" tab at the top of the page.

Guidance on the creation of new vocabulary can be found in the [CEDEN 2.0 Vocabulary Business Rules](#) document.

The screenshot shows the 'CEDEN 2.0 Chemistry Vocabulary' interface with the 'ADD NEW VOCABULARY' tab selected and circled in red. The interface includes a 'RETURN TO CEDEN 2.0 MAIN MENU' button. Below this is a 'Quick Tips' section with the following content:

- Astrices * indicate required fields
- Mouse over field headings of tables for brief descriptions of each field
- The "Submit Chemistry Vocabulary" window (below) allows you to either:
 - Type your desired vocabulary directly in the tables, or
 - Upload a completed EDD (a blank Chemistry EDD can be downloaded on the [Instructions tab](#))
- Additional resources: <https://ceden.waterboards.ca.gov/ceden-2.0.html>

Below the 'Quick Tips' is a 'Request Chemistry Vocabulary' section. It contains a 'CLEAR WORKSPACE' button and a 'REQUEST' button. Below this is a table with the following data:

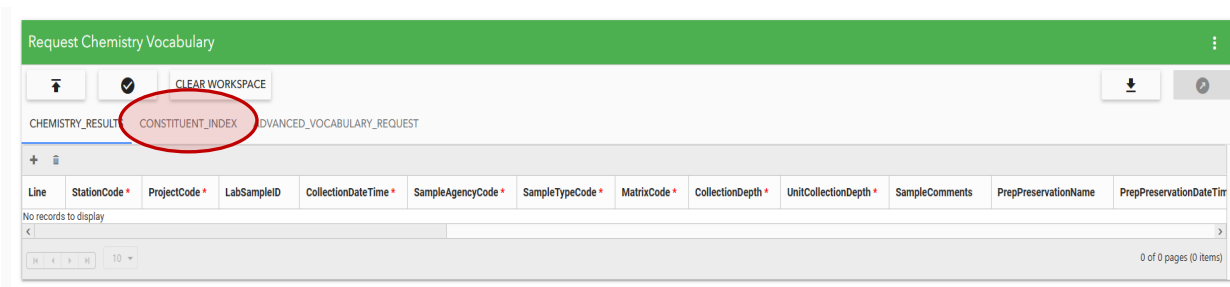
Line	StationCode *	ProjectCode *	LabSampleID	CollectionDateTime *	SampleAgencyCode *	SampleTypeCode *	MatrixCode *	CollectionDepth *	Unit
No records to display									

2.2.1 Request New Constituent

Constituents are unique combinations of Analyte, Method, Matrix, and Unit. When new vocabulary is requested for any of those four categories, it must be part of a Constituent. They cannot be requested individually, as data can only be submitted once the Constituent combination is approved.

To request to add new Constituents, select the “Constituent_Index” tab in the “Submit Chemistry Vocabulary” window. To enter your desired Constituent, you can click the plus sign  at the top left of the table and type directly into the table or upload a completed EDD via the upload button . A blank CEDEN_Chemistry Excel EDD template is available for download on the “Instructions” tab.

Tip: Mouse over table field headings for a brief description and character limits.

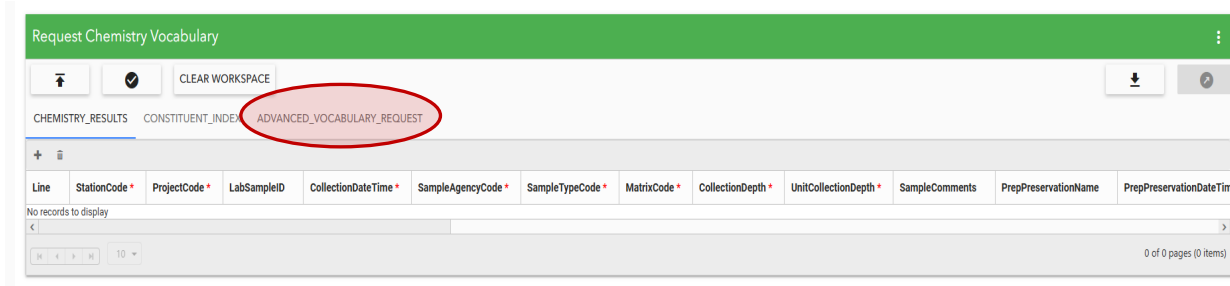


The screenshot shows the 'Request Chemistry Vocabulary' window. The 'CONSTITUENT_INDEX' tab is selected and circled in red. The window includes a 'CLEAR WORKSPACE' button, a download icon, and a table with the following headers: Line, StationCode *, ProjectCode *, LabSampleID, CollectionDateTime *, SampleAgencyCode *, SampleTypeCode *, MatrixCode *, CollectionDepth *, UnitCollectionDepth *, SampleComments, PrepPreservationName, and PrepPreservationDateTim. The table is currently empty, showing 'No records to display' and '0 of 0 pages (0 items)'.

2.2.2 Request Other New Chemistry Vocabulary

To request to add other Chemistry vocabulary, such as PrepPreservation, DigestExtract Method, SampleType, Fraction, Quality Assurance (QA) Codes, and QA Code combinations, select the “Advanced_Vocabulary_Request” tab in the “Submit Chemistry Vocabulary” window and either type directly in the table or upload an EDD via the upload button . Enter different types of Chemistry vocabulary on separate lines.

Tip: Mouse over table field headings for a brief description and character limits.



The screenshot shows the 'Request Chemistry Vocabulary' window. The 'ADVANCED_VOCABULARY_REQUEST' tab is selected and circled in red. The window includes a 'CLEAR WORKSPACE' button, a download icon, and a table with the following headers: Line, StationCode *, ProjectCode *, LabSampleID, CollectionDateTime *, SampleAgencyCode *, SampleTypeCode *, MatrixCode *, CollectionDepth *, UnitCollectionDepth *, SampleComments, PrepPreservationName, and PrepPreservationDateTim. The table is currently empty, showing 'No records to display' and '0 of 0 pages (0 items)'.

2.2.3 Run the Vocabulary Checker

Once you have entered or uploaded your new vocabulary in the window, run the checker by clicking the check button . The checker will assess your submissions for required fields, formatting rules, and against existing vocabulary. If errors are found, an error report will appear beneath the window. Highlighted cell(s) may appear in the window that indicate which cell(s) contain errors. Mouse over the highlighted cell for a

brief error description. Resolve any issues that are found and rerun the checker until it indicates that your vocabulary is ready for submission.

2.2.4 Submit the Request for Adding Chemistry Vocabulary

Once errors have been resolved, the vocabulary request can be submitted to be reviewed by Water Boards staff. Click the inclined-arrow button  at the top right of the window to submit your vocabulary. (Note: If the button is grayed out, you have remaining errors that must be resolved.)

A record of your submission will display in the “Chemistry File Status” table below the “Submit Chemistry Vocabulary” window (the table may need to be refreshed for your submission to appear). You will also receive a confirmation email. After Water Boards review, you will receive another email either indicating final approval or alerting you of outstanding issues. Refer to [Table 1](#) of the Appendix for an explanation of the status icons you may encounter.

Please plan for 2-3 weeks from time of submission to when the vocabulary is available for use in data submission.

Appendix

Table 1: Status Descriptions

Status Icon	Status	Description
	In Progress	Request has been submitted and is awaiting review by CEDEN staff.
	Successful	Request has been submitted and approved. The vocabulary has been added to the database.
	Errors	Request could not be submitted. Click the small arrow to left of the record ► to expand, then view the error log.
	Stuck	Either the status cannot be determined, or the EDD was rolled back after committing. Contact CEDEN@waterboards.ca.gov.
	Queued	Request is awaiting system processing.