## Member State Instructions to final check of the Country Profile

Individual Country Profiles have been generated for each Member State. The information collected through these Country Profiles will facilitate European nature and biodiversity assessments on progress in achieving the targets identified in the European Commission's Communication on *Halting the Loss of Biodiversity to 2010 and Beyond* and the associated *EU Biodiversity Action Plan* (BAP). Data is being collected for the full term 2010 evaluation.

This Instructions document is a shortened version of the Instructions prepared to help Member States fulfilling their reporting requirements on the BAP and made available to Member States on 18 January 2010, specifically focusing on the final check and release of the Country Profiles. This Instructions document supplements the separate, official note asking Member States to have a final look on the Member States' report available via the envelope called 'Final Biodiversity Knowledge Base Country Profile' and is available on Reportnet (<u>http://cdr.eionet.europa.eu/help</u>).

Much of the data contained in the Profiles has been pre-filled by the members of the consortium assisting the Commission in the reporting exercise using available, official data sources. **Member States are required to have a look on the Country Profiles as they are going to be made publicly available.** The Country Profile should be handled via ReportNet. The following instructions describe how to use ReportNet and how to release the Country Profiles.

## Retrieving Country Profile from Reportnet

First **login into the Reportnet site** with your username and password<sup>1</sup>. The login is in the top right hand corner. If you have any trouble logging in contact the Eionet Helpdesk at <u>helpdesk@eionet.europa.eu</u>.

The first task is to **retrieve the country profile** file form the ReportNet system. To locate your country profile you can use a number of methods:

You can find the envelope containing the biodiversity country profile sorted by country under the following link:

http://cdr.eionet.europa.eu/resultsdataflow?dataflow\_uris=http%3A%2F%2Frod.eion et.eu.int%2Fobligations%2F638&years%3Aint%3Aignore\_empty=&partofyear=&cou ntry=&sort\_on=getCountryName&sort\_order=

<sup>&</sup>lt;sup>1</sup> Personal access has been provided in a previous phase to those appointed by MSs based on the note from the Commission to the MSs on 16 December 2010.

Alternatively to get to the same place on the site from the front page of the <u>Central</u> <u>Data Repository</u>, click on <u>search by obligation</u> and scroll down until you can select the item "Information on EU Biodiversity Action plan" and then press the submit query button.

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You should then see the same full country list.

You can also navigate to the envelope from the country list on the front page of the <u>Central Data Repository</u>

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Navigation	The Central Data Rep	pository is part of the ReportNet architecture. The Centra	Global worklist
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-	Iceland	Lireland	Slovakia 2008
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	Liechtenstein	Lithuania	Slovakia 2007
	Luxembourg	Malta	SE: Ozone depleting

Pick your country; you will then see a list of the different sources of obligations; pick the European Union obligations; you should now see a list like the screen capture below.

Navigation	Overview			
<ul> <li>» Search freetext</li> <li>» Search by obligation</li> <li>» Search XML files</li> </ul>	European Union (EU), obligations Obligations			
<ul> <li>» Global worklist</li> <li>» Notifications</li> </ul>	Envelopes and subcollections			
» Help	a Annual ozone 2003 (2002/3/EC)	29 Sep 2004		
	Annual report (questionnaire) on air quality (2004/461/EC)	01 Oct 2009		
	Annual reporting on ambient air quality limit values plans or programmes (2004/224/EC)	29 Dec 2009		
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	E-PRTR IOWWTP (Annex I footnote No 4)	10 Jul 2009		
	E-PRTR data reporting (Art. 7)	25 Sep 2009		
	E-PRTR practice and measures (Art.16)	10 Jul 2009		
	ELV Directive 2000/53/EC implementation reports	14 Dec 2005		
	Emissions Trading Directive (2003/87/EC Art. 21)	16 Jul 2009		
	Environmental Noise Directive	17 Dec 2008		
	Eol Data (97/101/EC)	01 Oct 2009		
	European Pollutant Release and Transfer Register E-PRTR (Regulation 166/2006)	24 Jul 2009		
	Greenhouse gas emissions inventory (280/2004/EC)	09 Apr 2009		
	Habitats Directive: Report on Implementation Measures	20 Jan 2009		
	Information on EU Biodiversity Action Plans	30 Sep 2009		
	LCP Directive (2001/80/EC) Article 15.3	16 Jul 2009		

Click on the link called **"Information on EU Biodiversity Action Plans"**, highlighted in the screen capture.

Whatever method you have used, you should now see a **link to the Final Biodiversity Knowledge Base Country Profile**, (circled in the screen capture below) which is the envelope that contains the pdf file that should be looked at by the Member State. Please note that the previous version of the report under the <u>'Biodiversity Knowledge Base Country Profile'</u> envelop might as well be displayed, however <u>Member States should not consult those</u>.

nformation on EU Biodiversity Action Plans	New referral	
Obligations Information on EU Biodiversity Action Plan	New envelope	
Envelopes and subcollections		
Biodiversity Knowledge Base Country Profile	30 Sep 2009	
Final Biodiversity Knowledge Base Country Profile	22 Jun 2010	

There should be one PDF file in the 'Final Biodiversity Knowledge Base Country Profile' envelope that will be called CPXX(2 letter Country code)\_Final (e.g. CPFR\_Final for France). When you click on the file you will see a page similar to the screen capture below. Click on original to **download the file onto your local computer** and do not use any of the other options.

File: CPFR_Final.pdf			Back to envelope		
The access to this file is limited,	meaning it is not (yet) released for pub	lic view.			
View file as					
Original					
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Title	France Final Country Profile				
File size	1.22 MB (1279336 Bytes)				
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## When you have downloaded the file you are ready to go through the information.

## Releasing the Country Profile

Once you have looked at the Country Profile, it should be released on Reportnet.

Releasing the envelope will make the document publically available. To release the envelope, logon to Reportnet and navigate back to the envelope that you downloaded the profile from. Click on the file name, and uncheck the "Restricted from public view" checkbox, then click the 'change' button. Now click on 'back to the envelope' button and finally click on the 'release the envelope' button, this will make the file public, and so completes the process. You are asked to complete the process **by 30 June 2010 at latest**.



Should you have any problems or questions regarding the functioning of Reportnet, please contact the Eionet Helpdesk at <u>helpdesk@eionet.europa.eu</u>

If you have any other questions on the Country Profiles please contact Conor O'Kane at <a href="mailto:co.uk">co.uk</a> O'Kane at <a href="mailto:co.uk"</