Mini guide – how to report through Web-forms

As for the previous reporting the MSFD article 11 monitoring programmes reporting is structured around a reporting sheet and schemas. But new for this reporting is that online Web forms substitute the former Access database to generate the XML data. The data can, however, still be generated directly from the Member States own databases. More details about the reporting procedures can be found in the document "Marine Strategy Framework Directive reporting – A user guide for electronic reporting" available at the resource webpage. The following section provides a step-by-step guide how to do the reporting in the web forms.

1. Go to http://icm.eionet.europa.eu/schemas/dir200856ec/resources2014/ and download the XML templates for the webforms.

XML Templates for Webforms

Load the XML templates in the country folders at EIONET. The XML templates are then edited using the Webforms.

- XML templates to be edited in the Webforms

2. Then go to CDR and click the country folder/EU obligations and Marine Strategy Framework Directive: monitoring programmes. Kyrgyzstan in this example: http://cdr.eionet.europa.eu/kg/eu/msfd_mp/

3. Make a new envelope as below

Add Envelope

Fill out the fields in this report profile and click *Add*. This will create an *envelope* into which you make the delivery.

Title	Test MSFD art.11 monitoring programmes
Description	Test of Webforms with Kyrgyzstan as test case
Relating to which year	2013 Whole Year to 2014
Coverage	Kyrgyzstan
Coverage note	Test
	Add

4. Click the envelope and then click the 'activate tast' tab available in the right side of the panel.

5. Click the *Add file* tab (1) in the right corner and browse to the XML templates for the Webforms and upload it to the page. Notify that the text changes from *Add and Edit the MSFD monitoring programmes questionnaire* to *Modify the MSFD monitoring programmes questionnaire.*Click the name MSFD monitoring programmes (2).

6. The Web forms are now ready for editing. When the questionnaire completed then click the save and close button and repeat the process for the MSFD monitoring SUB-programmes.

Reporting requirement on monitoring programmes under MSFD Article 11

Sections

General: | General Description |

Monitoring Programmes: | D2 Non-indigenous species | | D3 Biodiversity - commercial fish and shellfish | | D5 Eutrophication | | D7 Hydrographical changes | | D8 Contaminants | | D9 Contaminants in seafood | | D10 Litter |
| D11 Energy, including underwater noise | | D1, 4 Biodiversity – birds | | D1, 4 Biodiversity – mammals and reptiles | | D1, 4 Biodiversity – fish and cephalopods | | D1, 4, 6 Biodiversity –seabed habitats |
| D1, 4 Biodiversity – water column habitats |

General Description

| 1a-b | | 1c | | 1d Habitats | | 1d Species & Functional groups | | 1d Physical/chemical | | 1d Pressures | | 1d Acitvities - 1e | | 2a - 3e | | 4a-c |

| Save | | Save & Close | | Cancel... |

Reporter

★ Reporter Name

Andres Bastholm

★ Contact Email

bastholm@atkinsglobal.com

★ Organisation

Atkins

★ Reporting Date (Submissiondate?) (YYYY-MM-DD e.g. 2013-04-29)

2014-04-13

| Use today's date |