

Submitting your national Natura 2000 database to Reportnet CDR

What: The European Natura 2000 database must be updated every year, taking into account changes proposed by Member states. This document describes how member states can submit the latest version of their national Natura 2000 network to the European Commission using the Reportnet Central Data Repository (CDR).

When: Whenever you think your data are ready to be shared with the European network. Member states submissions are harvested by the end of the year (the cut-off date is set on the 15 December) to build the Natura 2000 European database of proposed changes: this newly compiled database is created at the beginning of the following year. Once the European Natura 2000 database of proposed changes is ready, the SCIs modifications proposed by the member states are checked. The validated changes brought to the SCIs are listed in the so-called biogeographical union lists.

Who: Only officially appointed national authorities are allowed to submit an update. In practice, people with an EIONET account with Natura 2000 reporting permissions assigned. The person(s) responsible for submitting new national deliveries are designated by Member States Habitats Committee delegates. In case of changes, please notify DG Environment (Nature unit D3, bruno.combal@ec.europa.eu) with a copy to nature@ec.europa.eu, to ensure that the necessary user privileges are granted to new reporters and also that user accounts no longer active are removed.

How to submit an update of my national Natura 2000 network to CDR?

You must go through the 4 following steps. Technical details and explanations are in the annexes:

① Prepare your delivery

The delivery contains the following mandatory files:

- A single shapefile with ALL valid sites (both SCIs and SPAs). A valid shapefile requires having files with the following file extensions: shp, shx, dbf, prj;
- A descriptive database (the so-called Standard Data Form, SDF) in XML format;
- A note explaining ALL changes from the former version of the database.

Note: You may compress *the shapefile* in zip format, but the xml file must be submitted uncompressed.

② Submit your delivery to CDR

Log into the Central Data Repository (CDR) using your EIONET account, create a new folder (in CDR this is called an “envelope”) in your country repository (see list in annex) and upload your files. The envelope is named following the convention:

N2000_[ISO Code]_[YEAR]_[MM]_[DD]

where [ISO Code] stands for the country ISO code and [YEAR]_[MM]_[DD] stands for the current year, month and date. For example:

N2000_SI_2019_10_01

is the envelope created by Slovenia, in 1st October 2019.

Run the automated data quality check on CDR. A description of this check is available from the Natura 2000 reference page, <http://cdr.eionet.europa.eu/help/natura2000/>.

The direct link to the document is:

<http://cdr.eionet.europa.eu/help/natura2000/Documents/Introduction%20of%20the%20automated%20qc%20v1.0.docx>

The QC/QA tests will check your envelope, and allow its delivery **only if** all tests are passed. If QC/QA tests are not passed, you will have to apply the requested corrections. The feedback page is available from a link found at the bottom of the uploading file page, under the frame named “Feedback for this envelope”. **Envelopes failing the QC tests will not be delivered to the European Commission.**

③ Be sure to get the feedback from CDR

In the “Feedback for this envelope” you will also find the notification of successful upload of your files to CDR. You need to save this receipt to a PDF file. For that, use the “print” button at the top of the page, next to your login), and send it to your Permanent Representation to Bruxelles.

④ Your Permanent Representation sends a confirmation letter or email with the upload notification attached to DG Environment

The letter should be sent to DG ENV D.3 head of unit, Andrea Vettori (Andrea.Vettori@ec.europa.eu), with a copy to bruno.combal@ec.europa.eu. Please note that communication by email is preferred to surface mail. In case of a communication by surface mail, be sure that the letter is signed by an official of the Permanent Representation.

If you meet a technical problem at any step, please contact: helpdesk@eionet.europa.eu. If you need support to understand an error message regarding the content of your submission, please contact: natura2000.helpdesk@eionet.europa.eu.

What happens with my submitted files?

A specialist will go through changes and analyse them, considering the explanations you provided in the explanatory note. The expert formulates a recommendation for each change: accept, request further explanations, or refuse. On this basis, the European Commission will come back to you to ask for more explanations or to inform you that a change cannot be accepted.

Valid national databases are integrated to the European Natura2000 database. Upon this basis, a series of annual products are generated: such as statistics (e.g. the so-called barometer), the map viewer, and the Union lists.

Reference documents and websites

Natura 2000 Reference portal: (<https://cdr.eionet.europa.eu/help/natura2000>)

DG ENV website: http://ec.europa.eu/environment/nature/natura2000/index_en.htm

Biodiversity Information System for Europe (BISE): <https://biodiversity.europa.eu/europes-biodiversity/protected-areas/explore-natura-2000>

ETC BE web site: <https://www.eionet.europa.eu/etcs/etc-be/activities/building-the-natura-2000-network>

Annexes

Content, requirements and conventions

The submission contains the following files and nothing else:

- An ESRI Shapefile (spatial dataset, see below);
- The Standard Data Form (descriptive database, see below) in XML;
- An explanatory note explaining the changes (no format imposed, see below).

Spatial dataset format

The spatial dataset must be provided as a shapefile, named following the convention:

N2000_spatial_[ISO Code]_[YEAR]_[MONTH]_[DAY].[shp | shx | dbf | prj]. A shapefile is made of 4 mandatory files: the filename is the same, only the file extension changes (shp, shx, dbf, prj). The file can also be provided with a sbn or sbx file (spatial index) and a cpg file (indicate the code page for the characters encoding). Metadata file shp.xml will be ignored. You may compress the shapefile in zip format, but do not include other zip files, i.e. do not zip individual components of the shapefile file and do not include subdirectories).

You should produce a shapefile for the entire country, putting together SCIs and SPAs sites. The only exception is for countries requiring several projections to cover the main land and overseas territories.

- The shapefile must have ALL valid sites in your national network;
- Geometry preferably follows a ETRS89 projection (EPSG:3035). Other projections, though not encouraged, must be accurately defined in the projection file (prj extension);
- The prj file must correctly refer to the projection of the shapefile;

- The dbf file stores mandatory information for each site, allowing for the relation of the geometries found in the shapefile to the information stored in the descriptive database. The DBF files must have the following fields:
 - SITECODE: a string corresponding to the site code, which is the key to retrieve the corresponding information in the descriptive database;
 - Note that all other information provided in the DBF file is ignored in the automatic processing. It is replaced with information found in the descriptive database.

Descriptive database

The descriptive database must be uploaded *uncompressed* in XML format.

If your country produce an MS-Access file, a conversion tool from mdb format to xml format is available via the Natura 2000 reference page. The direct link to the tool is

http://cdr.eionet.europa.eu/help/natura2000/FME_Processes/Access2XML.htm

The XML file must be valid against the Natura2000 schema. Technical details to build a valid descriptive database are found in the Natura 2000 reference page:

<http://cdr.eionet.europa.eu/help/natura2000>

The descriptive database file must be named:

N2000_descr_[ISO Code]_[YEAR]_[MM]_[DD].xml, for a XML file.

For example:

N2000_descr_SI_2019_11_03.xml corresponds to an SDF delivered as an XML file, prepared by Slovenia on the 3 November 2019.

Explanatory note

This note must provide justifications for all site changes brought by the new version of the national Natura2000 database. For each site change justification, please indicate the site code, site name, and justifications. The European Commission will analyse the justifications to decide if such change can be approved.

The following file types are accepted: text file (txt), word document (doc or docx), pdf, comma-separated values (csv) or MS-Excel (xls orxlsx). The file naming convention is:

N2000_justif_[ISO Code]_[YEAR]_[MM]_[DD].[txt | doc | docx | pdf | csv | xls | xlsx]

URLs of national repositories on CDR

Country name	ISO code	URL
Austria	AT	http://cdr.eionet.europa.eu/at/eu/n2000
Belgium	BE	http://cdr.eionet.europa.eu/be/eu/n2000
Bulgaria	BG	http://cdr.eionet.europa.eu/bg/eu/n2000
Croatia	HR	http://cdr.eionet.europa.eu/hr/eu/n2000
Cyprus	CY	http://cdr.eionet.europa.eu/cy/eu/n2000
Czech Republic	CZ	http://cdr.eionet.europa.eu/cz/eu/n2000
Denmark	DK	http://cdr.eionet.europa.eu/dk/eu/n2000
Estonia	EE	http://cdr.eionet.europa.eu/ee/eu/n2000
Finland	FI	http://cdr.eionet.europa.eu/fi/eu/n2000
France	FR	http://cdr.eionet.europa.eu/fr/eu/n2000
Germany	DE	http://cdr.eionet.europa.eu/de/eu/n2000
Greece	GR ⁺	http://cdr.eionet.europa.eu/gr/eu/n2000
Hungary	HU	http://cdr.eionet.europa.eu/hu/eu/n2000
Ireland	IE	http://cdr.eionet.europa.eu/ie/eu/n2000
Italy	IT	http://cdr.eionet.europa.eu/it/eu/n2000
Latvia	LV	http://cdr.eionet.europa.eu/lv/eu/n2000
Lithuania	LT	http://cdr.eionet.europa.eu/lt/eu/n2000
Luxembourg	LU	http://cdr.eionet.europa.eu/lu/eu/n2000
Malta	MT	http://cdr.eionet.europa.eu/mt/eu/n2000
Netherlands	NL	http://cdr.eionet.europa.eu/nl/eu/n2000
Poland	PL	http://cdr.eionet.europa.eu/pl/eu/n2000
Portugal	PT	http://cdr.eionet.europa.eu/pt/eu/n2000
Romania	RO	http://cdr.eionet.europa.eu/ro/eu/n2000
Slovakia	SK	http://cdr.eionet.europa.eu/sk/eu/n2000
Slovenia	SI	http://cdr.eionet.europa.eu/si/eu/n2000
Spain	ES	http://cdr.eionet.europa.eu/es/eu/n2000
Sweden	SE	http://cdr.eionet.europa.eu/se/eu/n2000

+: for some other usages, Greece can be abbreviated as EL.

--- end of document ---