How to deliver boundary data for Ramsar sites through Reportnet

These guidelines explain how to use the Central Data Repository (CDR), which is part of the EEA's Reportnet infrastructure, for reporting information on boundaries of sites designated under the Ramsar Convention. You can contact the [Eionet helpdesk](#) if you need additional assistance.

The reporting is organised in collaboration between the Ramsar Convention Secretariat and the European Environment Agency (EEA).

Step 1: User accounts and access permissions

In order to report in CDR, an Eionet account with user name and password is required as well as permission to upload official national data. Ramsar Convention Secretariat has sent a letter requesting nominations for the person(s) responsible for the reporting, so that the necessary arrangements can be made to provide permissions and passwords.
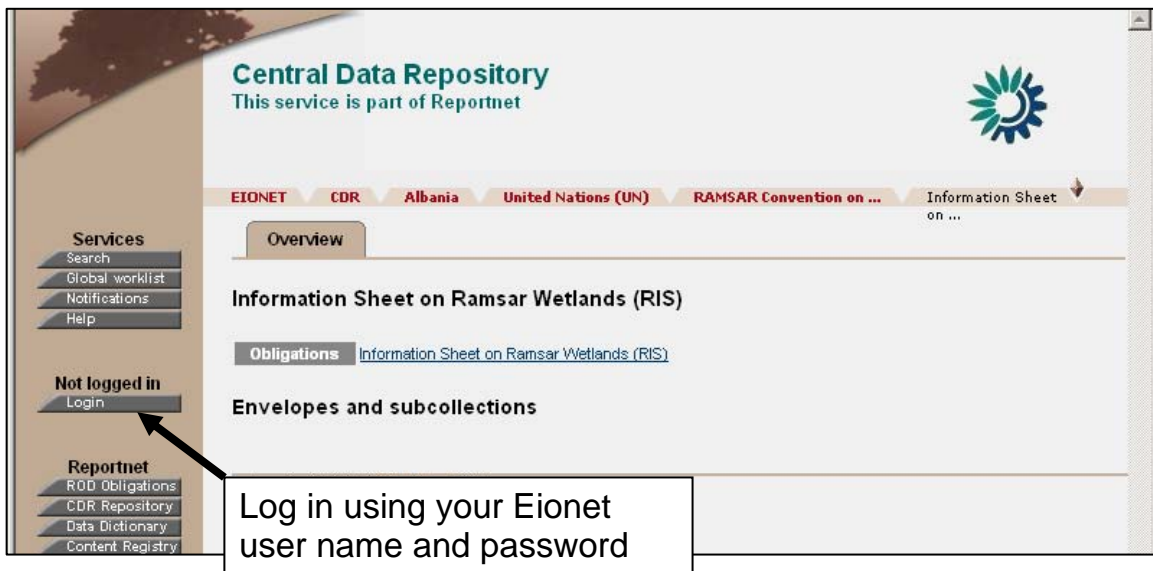
Step 2. Enter the Central Data Repository, login to your folder and create an envelope

When preparing for the boundary data delivery, you first have to go to the Ramsar Information Sheet (RIS) folder for your country in EEA's Central Data Repository (follow the links below).

Ramsar Convention Party	URL
Albania	http://cdr.eionet.europa.eu/al/un/ramsar/ris
Austria	http://cdr.eionet.europa.eu/at/un/ramsar/ris
Belgium	http://cdr.eionet.europa.eu/be/un/ramsar/ris
Bosnia and Herzegovina	http://cdr.eionet.europa.eu/ba/un/ramsar/ris
Bulgaria	http://cdr.eionet.europa.eu/bg/un/ramsar/ris
Croatia	http://cdr.eionet.europa.eu/hr/un/ramsar/ris
Cyprus	http://cdr.eionet.europa.eu/de/un/ramsar/ris
Czech Republic	http://cdr.eionet.europa.eu/cz/un/ramsar/ris
Denmark	http://cdr.eionet.europa.eu/dk/un/ramsar/ris
Estonia	http://cdr.eionet.europa.eu/ee/un/ramsar/ris
Finland	http://cdr.eionet.europa.eu/fi/un/ramsar/ris
France	http://cdr.eionet.europa.eu/fr/un/ramsar/ris
Germany	http://cdr.eionet.europa.eu/de/un/ramsar/ris
Greece	http://cdr.eionet.europa.eu/gr/un/ramsar/ris
Hungary	http://cdr.eionet.europa.eu/hu/un/ramsar/ris
Iceland	http://cdr.eionet.europa.eu/is/un/ramsar/ris
Ireland	http://cdr.eionet.europa.eu/ie/un/ramsar/ris
Italy	http://cdr.eionet.europa.eu/it/un/ramsar/ris
Latvia	http://cdr.eionet.europa.eu/lv/un/ramsar/ris
Liechtenstein	http://cdr.eionet.europa.eu/li/un/ramsar/ris
Lithuania	http://cdr.eionet.europa.eu/lt/un/ramsar/ris
Luxembourg	http://cdr.eionet.europa.eu/lu/un/ramsar/ris
Macedonia, FYR of	http://cdr.eionet.europa.eu/mk/un/ramsar/ris
Malta	http://cdr.eionet.europa.eu/mt/un/ramsar/ris

Ramsar Convention Party	URL
Netherlands	http://cdr.eionet.europa.eu/nl/un/ramsar/ris
Norway	http:// cdr.eionet.europa.eu/no/un/ramsar/ris
Poland	http://cdr.eionet.europa.eu/pl/un/ramsar/ris
Portugal	http://cdr.eionet.europa.eu/pt/un/ramsar/ris
Romania	http://cdr.eionet.europa.eu/ro/un/ramsar/ris
Serbia and Montenegro	http://cdr.eionet.europa.eu/cs/un/ramsar/ris
Slovakia	http://cdr.eionet.europa.eu/sk/un/ramsar/ris
Slovenia	http://cdr.eionet.europa.eu/si/un/colqpwzgw
Spain	http://cdr.eionet.europa.eu/es/un/ramsar/ris
Sweden	http://cdr.eionet.europa.eu/se/un/ramsar/ris
Switzerland	http://cdr.eionet.europa.eu/ch/un/ramsar/ris
Turkey	http://cdr.eionet.europa.eu/tr/un/ramsar/ris
UK	http://cdr.eionet.europa.eu/gb/un/ramsar/ris

Log in to the RIS folder using your EIONET user name and password

Log in using your Eionet user name and password

After logging in, create a new envelope: New envelope
The envelope is the container for all the files that make up your delivery.

Step 3. Deliver your boundary files

Click on the envelope's name and activate the reporting task. While the task is active, no one except you can use the envelope. Activate task
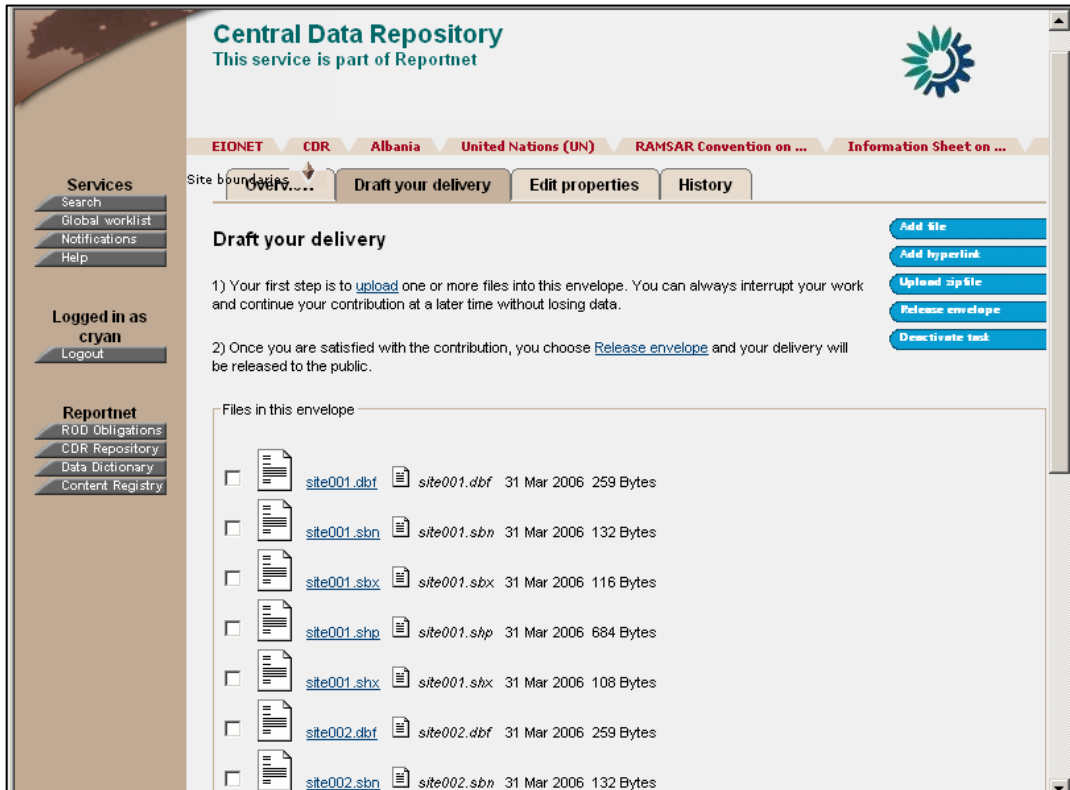You can upload each file separately: Add file

You can upload a zip file, which will then be upacked automatically Add zip file

Step 4. Confirm your delivery

When you are satisfied that your delivery is complete and correct, you should release the envelope. This is your official submission to the Ramsar secretariat.

No changes can be made to a released envelope. You should create a new envelope if you want to send additional boundaries or newer versions.

Step 5. Searching in the Central Data Repository

The latest released deliveries are shown to the right on the front page of CDR: http://cdr.eionet.europa.eu/

You can list all recent releases:

You can see all envelopes that have not been released:
You can use the full CDR search

The following url provides a dynamic list of deliveries in CDR for RAMSAR RIS:
http://cdr.eionet.europa.eu/recent_etc?RA_ID=219