OBNOVA PROGRAMME

ANNEX I

Description of the Operation

Project Title

‘ Continuation of the work between EEA, Bosnia-Herzegovina and FYR of Macedonia, and extension to Croatia ‘

Project No.:

Programme No.:

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1. BACKGROUND INFORMATION

The European Environment Agency (EEA) was established in 1994 under Council Regulation No. 1210/1990. The overall objective of the EEA set up in the Regulation is "to provide the Community and the Member States with objective, reliable and comparable information at European level, enabling them to take the requisite measures to protect the environment, to assess the results of such measures and to ensure that the public is properly informed about the state of the environment". Also according the EEA regulation the EEA co-ordinates the European Environmental Information and Observation Network (EIONET). In general terms EIONET consists of EEA, National Focal Points (NFPs), European Topic Centres (ETCs), National Reference Centres (NRCs) and Main Component Elements (MCEs).

Currently, EEA members are the 15 EU and 3 EFTA countries (Norway, Iceland and Liechtenstein). The EEA co-operation with the Phare countries is well developed with active Phare country participation in the EEA work programme, NFP/EIONET meetings, EIONET topics workshops and EEA MB - Phare countries top executives meeting since 1997. The Phare accession countries and Cyprus, Malta and Turkey are currently in a process of joining EEA as full members. It is expected that these 13 countries will gradually join EEA in the first half of 2001.

The PHARE 1995-97 Multi-country Environment Sector Programme included a project for setting up co-operation between the Phare partner countries and the European Environment Agency. Within the framework of this project the Phare Programme was financing the setting up of Phare Topic Links (PTLs) on Land Cover, Inland Waters, Air Quality, Nature Conservation and Air Emissions in order to extend the EEA Work Programme (WP) in the above mentioned topics to the Phare countries. Another part of the project financed Phare countries participation in the regular SoE reports ('European Environment - Second Assessment' published in 1998 and `Environment in the EU at the Turn of the Century' published in 1999). The Phare-EEA co-operation project also financed the development of corresponding Phare EIONET network structures (both organisational and telematics) as well as the participation of the Phare countries in other selected areas of work of EEA and the extension of the CORINE programme to the new Phare countries. As result of this cooperation the EIONET network was extended to all Phare countries in 1997 and the EIONET telematics network is operational in the ACs since the end of 1998, and in Bosnia-Herzegovina and F.Y.R of Macedonia since September 2000.

The co-operation between the EEA and Albania, Bosnia-Herzegovina and F.Y.R. of Macedonia was initiated also under the Phare Multi – Country Programme support in 1996 and 1997, once these countries became Phare eligible countries. Consequently, the three countries have been fully integrated in all activities and projects underway in relation with EEA. Mid 1999, F.Y.R. of Macedonia officially applied for EEA membership followed by Albania in 2000.

In terms of activities covered by the Phare Programme in relation with EEA work the focus was in the following areas:

1. Setting in place and coordinating the activity of the Phare Topic Links (PTLs) on Air Emissions (AE), Air Quality (AQ), Land Cover (LC), Inland Waters (IW) and Nature Conservation (NC). Although not partners in the consortia, Bosnia-Herzegovina and F.Y.R. of Macedonia were developing national networks in all these areas and participating in all topic activities according with the agreed PTLs Work Programmes.

2. Contribution to all major EEA reports. Bosnia-Herzegovina and F.Y.R. of Macedonia set in

place an environmental reporting network and were providing relevant data for the preparation of the reports. National State of Environment reports were prepared and made available on Internet version according with EEA recommendations.

3. Telematic network development, ensuring the communication tool for environmental data and information exchange across the entire EEA network. Telematic projects are already under development in F.Y.R. of Macedonia and Bosnia-Herzegovina. The Phare telematic network established is in line with EEA telematic network and at present the focus is on application and usage of the network for data and information exchange both with EEA and at national levels.

4. Extension of the CORINE projects (Land Cover and Biotopes) to Bosnia-Herzegovina and F.Y.R. of Macedonia. The CORINE projects carried out in the first Phare countries were gradually extended to all Phare countries. Only CORINE Biotopes Bosnia-Herzegovina was not finalized due to the lack of funding (Phare accession-driven orientation).

5. Participation of Phare experts to major EEA events. All Phare countries were fully involved and attending the major EEA events at all levels (top executives, National Focal Points, topic annual workshops and expert meetings). Bosnia-Herzegovina and F.Y.R. of Macedonia were equally addressed in this area, encouraging in this respect the development of an institutional network at national level following EIONET model. Around 20 joint events are organized yearly under the Phare support programme. In 2000, the participation of Bosnia-Herzegovina and F.Y.R. of Macedonia was covered through a small project financed by the Danish EPA (due to the ending of Phare budget).

6. The management of the overall assistance for all 13 Phare countries was provided by a Phare expert team in the EEA. Since early 2000 the three non-accession Phare countries were no longer covered of the Phare funding due to the new orientation. However, some activities are still in place with the support of different donors throughout the year 2000 (e.g. Danish support provided for participation to EEA events, and Phare programme support for extension of the EIONET telematics network to Bosnia-Herzegovina and F.Y.R. of Macedonia). On a transitional basis this cooperation was ensured in 2000 by Phare expert team.

Since the start of the Phare-EEA cooperation project in 1996 no financial support was provided to EEA at any stage to cover this counterpart activities in relation with the Phare co-operation project. This lack of funding became an increasing burden on EEA resources for covering a growing number of countries.

Additional information for the Phare programme, EEA, PTLs, and ETCs can be found on the following Web sites:

http://europa.eu.int/comm/enlargement/pas/phare/index.htm

http://www.eea.eu.int/

http://www.eionet.eu.int/

2. OVERALL OBJECTIVE OF THE PROJECT

The project, will allow the continuation of the EEA cooperation with Bosnia-Herzegovina and F.Y.R. of Macedonia and set up similar cooperation with Croatia, contributing to a successful integration of these three countries, and will furthermore assist their preparation for full EEA membership.

3. SPECIFIC OBJECTIVES OF THE PROJECT

The present project is aiming to assist Bosnia-Herzegovina and F.Y.R. of Macedonia in continuing the co-operation with EEA as already developed under the Phare framework assistance between 1996-1999 and further supported through a small project by the Danish EPA in 2000.

Another objective is to bring Croatia on a fast track in relation with EEA work in order to achieve a coherent package of activities developed for all these countries.

Beneficiary of the project are Bosnia-Herzegovina, F.Y.R. of Macedonia and Croatia.

4. RESULTS

The Agency shall submit the following reports to the Commission:

4.1. Periodical reports

Two reports on the progress of the services shall be submitted at the 6th and the 12th month after starting the work to …… (European Commission, ……., Brussels, Belgium). The progress reports will be written in English.

The progress reports shall contain the following information:

- project title, contract number, period of reporting, the name and address of the contractor and the date of submission;
- progress on activities;
- expected developments for the next 6 months period;
- problems encountered, comments, proposals (how to solve the problems, how to enhance the work, etc:);
- Annexes (mission reports and other paper deliverables).

4.2. Final report

In addition, the Agency shall submit a final report no later than one month following the end of the contract to …….. (European Commission ……. Brussels, Belgium). The report will be written in English.

The content of this report will be:

- project title, contract number, contract period, the name and address of the contractor, and the date of submission;
- overview of the project results and achievement of the project objectives;
- overview of the work accomplished (including all activities);
- overview of the problems and difficulties encountered during the assignment and comments;
- conclusions (incl. recommendations for follow up);

All reports shall bear the following statement:

"This report was prepared with financial assistance of the European Commission OBNOVA Programme. The views expressed herein are those of the Consultant, and do not represent any official view of the European Commission."

5. ACTIVITIES

This section contains a description of the project areas and corresponding activities to be performed for Bosnia-Herzegovina, F.Y.R. of Macedonia and Croatia complying with:

- extension of the new ETCs work to cover the three countries,
- development of EIONET network of organizations,
- extension and development of EIONET telematics network,
- EEA regular reporting requirements,
- participation in EEA events, and
- overall project coordination by EEA.

For each task the objective, the main activities, the estimated man/days and missions are detailed.

The wide range of activities is following the activities already developed with the Phare Programme support aiming to continue the cooperation with Bosnia-Herzegovina and F.Y.R. of Macedonia and furthermore expand this work to the newcomer country, namely Croatia. At the same time the present activities are following the line of developments foreseen for the Phare candidate countries in relation with EEA work, ensuring a coherent approach throughout Central and Eastern Europe in relation with EEA activities as defined in the EEA Multi-Annual Work Programme (1999-2002).

5.1. Extension of European Topic Centers work programmes to Bosnia-Herzegovina, F.Y.R. of Macedonia and Croatia (in the field of nature protection and biodiversity, air and climate change, water, terrestrial environment, and waste)

The first ETCs were set up in 1994-97 to support the EEA with task of providing policy relevant information to Community Institutions, EEA and the Member Countries (MCs). In 1996-97 the European Commission Phare Programme funded the setting up of five PTLs in the areas of Land Cover, Inland Waters, Air Quality, Nature Conservation and Air Emissions.

The extended topic centres (ETCs + PTLs) proved to be a successful transitional solution for supporting the EEA work through consortia formed from MS and Phare country institutions. The initial tasks, focusing on data collection, were developing over the years covering the entire range of activities included in /Monitoring-Data-Information-Assessment-Reporting/ chain (MDIAR).

The PTLs initial work started with assistance to the Phare country implementation of the European monitoring networks (EUROAIRNET, EUROWATERNET, Natura2000/ Emerald) and databases (AIRBASE, EUNIS, WATERBASE, CORINE Land Cover, CORINE Biotopes, CORINAIR). Gradually the Phare countries were included into the EEA technical reports (Air Quality in the Phare countries, Air Emissions in Europe, Monitoring of Air Quality, etc.) and EEA SoE reports (EU'98, Biodiversity'2000). First indicators and fact sheets for the Phare countries have been already prepared by the PTLs in support to the EEA assessments and Environmental Signals report preparation.

The PTLs will conclude their contracts end of February 2001.

The revised ETC structure (in place starting with 2001) is foreseen to cover the EEA member countries unless additional funding will be made available to expand the geographical scope of the work. However, organizations from the EEA candidate countries (e.g. Phare accession countries) will be included from the beginning as consortia partners.

Work by Bosnia-Herzegovina and F.Y.R. of Macedonia was supported by PTLs on LC, IW, AQ, NC and AE until July 1999, August 1999, September 1999, April 2000 and September 2000 respectively. Due to lack of finance a clear gap was introduced in the cooperation of Bosnia-Herzegovina and F.Y.R. of Macedonia with EEA in the five topic areas. The only link was maintained through the participation of national experts in EEA events ensured by a Danish EPA project. This is the reason Bosnia-Herzegovina and F.Y.R. of Macedonia are in the phase of selection of the European monitoring networks and initializing regular data exchange with EEA. Waste and soil topics were not developed until now.

None of the EEA activities in the topic areas are developed in Croatia yet. In order to ensure the work continuation with Bosnia-Herzegovina and F.Y.R. of Macedonia and extend it to Croatia the project should address this work and cover all the five ETCs and corresponding topic areas.

The activities to be extended to the three countries will follow the ETC specifications (attached as Annexes), thus Bosnia-Herzegovina, F.Y.R. of Macedonia and Croatia will be covered in a similar way as all the EEA member countries. This cooperation will bring the benefits of:

- extending and setting up the European monitoring networks and information systems;
- initiating the data exchange with EEA for the EEA assessments and reporting needs;
- further developing the national topic EIONET networks; and
- including the three countries in the EEA reporting cycle.

In addition, EEA/ETCs on site assistance missions and national expert participation in EEA topic events are considered of high importance to help developing the national activities/expertise as contribution to EEA reporting process as well as in strengthening/consolidating/establishing the national institutional networks in the field of environment.

The major tasks of the ETCs (to be extended to the three countries as part of their work programmes) can be summarized as follows:

- Support to EEA reporting cycle;
- Development of assessment tools, models and methodologies;
- Information collection and development of indicators;
- European level data handling, information, and public access to information;
- Support and coordinate national and international monitoring and EIONET data flows;
- Developing of topic aspects of EIONET;
- IT and data management.

The estimated man/power, including on site assistance missions and participation in EEA events, can be structured as follows:

- **320 man/days** for the five topic areas (it is estimated that the ETCs will spend with Croatia as new country double man/days than with Bosnia-Herzegovina and F.Y.R. of Macedonia);
- **30 travels of the national experts** for participation in EEA events (2 experts per 5 topics per 3 countries);
- **20 on site assistance missions of EEA/ETC experts** to the countries (one country visit per 5 topics for Bosnia-Herzegovina and F.Y.R. of Macedonia, and two country visits per 5 topics for Croatia).

5.2. Development of the EIONET telematic network in Bosnia-Herzegovina and F.Y.R. of Macedonia and its extension to Croatia

The setting up of the European Information and Observation NETwork (EIONET) is a major task of EEA. The EIONET telematics network is the basic communication infrastructure to assist the functioning of EIONET.

In order for EIONET to operate efficiently and effectively up-to-date technological tools are required to be introduced and applied. As a consequence the information and data can be efficiently shared and interchanged between the countries, Community administrations and their communication partners. The IDA Programme of the European Commission assisted EEA to establish a telematic network for EIONET for data and information sharing between EEA, the National Focal Points of the EEA member countries and the nine ETCs. The network started its operation in 1997.

In 1996 the Phare ITTAG experts from the accession countries elaborated technical specifications to respond to the Phare countries' needs of equipment for a telematics communication network. Early 1997 an open tender was launched by the EC DGIA Phare programme for a project to establish the Phare EIONET telematics network. The candidates' proposals have been evaluated with the participation of the Phare ITTAG experts. The architecture of the system was elaborated in 1997 and the final shopping list was prepared together with the Phare ITTAG experts based on the particular circumstances and needs of each individual country. The equipment was successfully installed in all Phare ACs in July 1998. A centralised system administrators training for the Phare ITTAG and IT experts took place in November 1998 in Romania. After the training the Phare experts developed the Phare EIONET NFP Web sites. The Phare telematics network was officially launched during the EEA MB - Phare countries top executives meeting held at the end of November 1998 together with two operational network products developed for first time in a harmonised way - the Phare NFP Web sites and the Phare countries national SoE reports on Internet. The EIONET telematics network was expanded in 2000 to Bosnia-Herzegovina and F.Y.R. of Macedonia through a new Phare project. As a consequence the network connecting the two countries is operational since October 2000. The IT and ITTAG experts of Bosnia-Herzegovina and F.Y.R. of Macedonia have been trained for system administration as well as the end users. The two countries are currently developing Interest Groups for data exchange with EEA and the NFP EIONET Web sites as well as the national applications of the network.

The objectives of this task are as follows:

1) To extend the EIONET telematic network to Croatia. This expansion must be done using the same specifications as the original network and its extension to the other Phare countries and must follow a similar development.

2) To provide services to Bosnia-Herzegovina, F.Y.R. of Macedonia and Croatia to help develop the implementation of the network, install the latest communication, data and information exchange tools (CIRCA), and provide helpdesk during the project period.

3) To organise on site system administration and user training for Croatia.

The EIONET Phare telematics network is mended to support EIONET in the basic tasks of environmental information pooling and dissemination between the EEA and the National Focal Points in the Phare Partner Countries. The establishment of a telematics network for EEA/EIONET is of major importance to achieve distributed and decentralised structure of data and information flows.

The equipment and services, shall be provided by taking into account the existing national facilities and ensuring their integration into the full transeuropean telematic services as required for full interoperation and compatibility. Since Phare EIONET telematics network in the ten Phare accession countries, Bosnia-Herzegovina and F.Y.R. of Macedonia is fully operational, the activities and the structure of the extended system and its development in Croatia shall follow the already existing part of the Phare EIONET telematics network, the purchased equipment and the current application developments.

The entire work for the 12 Phare countries was provided by a selected company Finsiel, Italy. Due to the specific nature of the work, experience and good knowledge of the region and IT infrastructures, it is recommended to use the same contractor for expanding the work to Croatia and to ensure further support to F.Y.R. of Macedonia and Bosnia-Herzegovina.

Detailed Terms of Reference (ToR) are attached as Annex in order to serve as a subcontracting document in performing this task.

The estimated man/power, missions and equipment are as follows:

- 23 man/days for project management and system configuration (3 countries);
- 50 man/days for project implementation and network development (3 countries);
- 55 man/days for helpdesk, installations and training (3 countries);
- 11 missions for installations, training, configuration, support and project management (3 countries);
- Hardware/software (Croatia):
    - EIONET server (incl. software and 1 year warranty);
    - Router and firewall (incl. software and 1 year warranty);
    - 2 PCs clients to the network;
    - Internet line;
    - Accessories and equipment shipping.

5.3. **Assistance to the three countries in participating to the main EEA reporting activities (Kiev Indicator based report)**

The EEA reporting activities are targeting to produce objective, reliable and comparable information for direct support to the framing, implementing and further developing European environmental policy, as well as for wider European public. One basic mean to publish and disseminate the information EEA is producing is through State of the Environment Reports.

In 1995, the Agency published two significant state-of-environment reports in response to specific policy requirements. "Europe's Environment - The Dobris Assessment" presenting the state of the pan-European environment, and the "Environment in the European Union - 1995", report on the progress of the EU environment with respect to the European Commission's Fifth Environmental Action Programme (5th EAP). In 1998 the EEA published "Europe's Environment, the Second Assessment" (working title "Dobris+3") and in 1999 "Environment in the EU at the turn of the century" (working title "EU98") as follow-ups to the first reports. In both reporting projects the contribution of the Phare Programme and the Phare countries has been considerable in both financial and human terms.

The "Second Assessment" report and "Environment in the EU" were recognized as a valuable input for strategic policy making process. The publication of "Europe's Environment, the Second Assessment" supported the preparation of the Aarhus Conference of European Environment Ministers in June 1998. There was a common agreement on this report which is not only a major contribution to the policy making process at the pan-European level, but also as a mean of streamlining the reporting activities in Central and East European Countries (CEECs). The Conference requested the European Environment Agency to continue reporting on progress based on indicators for their next meeting in Kiev in 2003.

The report "Environment in the EU at the turn of the century" is the main product of EEA following its regulation and used by EC as input to the final evaluation (the so called 'global assessment') of their Fifth Environmental Action Plan. The report includes an outlook of the environmental situation in the EU up to 2010 which supports the identification of key policy issues.

The EEA and its member countries are now developing a yearly indicator based report. This report is intended to fill the gap between the five-yearly integrated assessments. While the five-yearly integrated assessment reports provide a comprehensive insight on the current and future developments in the field of the environment in Europe, to be used as background for strategic policy development, the indicator report is essentially a flexible tool to make decision-makers aware of and accountable for their policies.

The main target group of the first indicator-based report (published in 2000, title: ‘Environmental signals 2000’) has been defined as policy-makers at the European Commission and in the Member States, and all those otherwise engaged in environmental policies, such as members of the (European) parliament, other EU bodies, economic agents, NGOs and supporting bodies such as the universities and consultants.

The geographical coverage of the first edition was the 18 member-countries of the EEA. It is the intention to gradually extend the geographical coverage until pan-European for the 2002 edition (**Kiev Indicators** based **report**).

Producing an indicator based report is not only putting together a number of diagrams and tables. The main part of the work is devoted to assessment and analysis of the identified indicators. For this it is often necessary to combine expert knowledge in an area with the detailed basic material of the data presented and a number of other statistics, to produce in

the end a scientifically sound assessment of the indicator trend. This expertise has been developed in the past years for a number of environmental issues through the ETCs and PTLs work. For the analysis of related socio-economic developments the EEA is still dependent on external consultancy support. And last but not least, to produce the reports, EEA needs a well established reporting network and data flows which is not yet well in place in the three countries.

No funding is currently available to ensure the coverage and participation of these countries in the forthcoming environmental reports to be coordinated by EEA. Important contributions were provided in the past for the Dobris+3 report and EU'98 report and it is expected that the activities developed and the reporting network established will be continued in the future. Croatia will have to be address even stronger in order to establish/adapt the national reporting network in order to cope with the EEA reporting requirements as fast as possible.

The major objective is to include the three countries into the Kiev 2002 indicator based report and strengthen/set up the reporting network. The main tasks included in this project component are:

- Direct support to the countries to organize the data collection;
- Ensure the relevant socio-economic data;
- Support the development of the national reporting network;
- Assist reviewing and commenting of the drafts;
- Country missions;
- Direct support to the EEA reporting procedures.

The estimated man/power, including on site assistance missions, can be structured as follows:

- **40 man/days** for the work by an consultant with the three countries (it is estimated that with Croatia double man/days will be spent than with Bosnia-Herzegovina and F.Y.R. of Macedonia);
- **7 country missions** for the consultant (2 missions in Bosnia-Herzegovina and F.Y.R. of Macedonia and 3 missions to Croatia);
- **direct support to EEA** (this is a direct cost contributing to the activities related with the reporting preparation, writing, reviewing, publication and dissemination).

It is proposed that EEA contract a reporting expert who will work 40 man/days with the countries and will perform the on site missions.

5.4. **Support to the national experts of these countries to participate in the EEA major events**

In order to maintain the national networks established in line with EIONET and assist the new one to be set up in Croatia, support will have to be provided to ensure the participation of National Focal Points/National Reference Centres (NRCs)/topic experts in the EEA major events. Considerable efforts are made at present to ensure all logistic aspects connected with the expert's participation (traveling, accommodation, visas etc.), which should be considered also within the context of the new project.

The estimated number of events within the project duration are as follows:

1 top executive meeting	(1 x 3 countries = 3 travels)
5 NFP/EIONET meetings	(5 x 3 countries = 15 travels)
3 reporting experts meetings	(3 x 3 countries = 9 travels)
2 ITTAG meetings	(2 x 3 countries = 6 travels)
1 Kiev report meeting	(1 x 3 countries = 3 travels)
1 launching meeting	(1 x 3 countries = 3 travels)
1 CDS/other topic meeting	(1 x 3 countries = 3 travels)

The total number of travels is therefore amounting to 42. All travels are foreseen only for the experts from the above-mentioned three countries.

5.5. **Overall management and project coordination**

The overall project management and coordination (including budget and administrative services) will be provided by EEA directly in order to ensure the counterpart work and coordination. This work needs to be covered from resources additional to EEA core budget (a special budget line within the present project proposal). The EEA will also produce the necessary invoices to the Commission for the project as well as will be in charge of subcontracting and disbursement of all payments.

The EEA in-house support will continue the work initiated by the Phare expert team and will ensure inside EEA expertise on the particular areas and needs of these countries following the overall EEA work programme. It is foreseen one EEA expert/consultant to work at least half time to ensure the normal project development and coordination of all project components and liaison with the Commission and other EEA staff.

The expert will be also responsible for writing the necessary project reports (see paragraph 4 – two 6th monthly reports and the Final report) to the Commission.

The estimated man/power, including on site assistance missions and other expenses, can be structured as follows:

- **60 man/days** for the overall management, coordination and administration;
- **165 man/days** for the work with the three countries;
- **2 reallocation travels of the expert** (at the beginning and at the end of the project);
- **4 travels for annual leave** (including family);
- **reallocation/household at the beginning and end of assignment;**
- **10 coordination/topic meetings;**
- **6 country missions** (2 missions in each country);
- **office expenses** (including dissemination of materials, publications, tickets, etc.).

6. INPUT, DURATION AND PLACE OF SERVICES

The manpower of the present assignment has been defined in the previous paragraph 5.

The EEA in-house expert will have to perform 165 working days in 1.5 year. Only the man-days worked are payable.

The grant also makes provision for travel, meetings, and other definable expenses:

- local travel;
- daily subsistence allowances (at the UN rates).

It is not foreseen to purchase equipment under the present grant. The EEA will ensure the necessary office infrastructure and equipment for the in-house expert.

It is foreseen that EEA sub-contracts directly a telematic company to complete the work defined in paragraph 5.2 'Development of the EIONET telematic network in Bosnia-Herzegovina and F.Y.R. of Macedonia and its extension to Croatia'. The detailed ToR for the technical work and the required expertise is provided as an Annex.

The duration of the contract is one and a half (1.5) calendar year.

The services will be performed in Denmark (EEA), Bosnia-Herzegovina, F.Y.R. of Macedonia and Croatia.

7. ABBREVIATIONS

ACs = 10 Phare Accession Countries (Bulgaria, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Slovak Republic and Slovenia)
AQ = Air Quality
CEECs = Central and Eastern European countries
CoE = Council of Europe
DEM = Data Exchange Module
EEA = European Environment Agency
EFTA = European Free Trade Association (Iceland, Liechtenstein and Norway)
EIONET = European Environment Information and Observation Network
EC = European Commission
ETC = European Topic Centre
EU = European Union
EUROSTAT = The EU's Statistical office
FAO = Food Agriculture Organisation
GIS = Geographical Information Systems
IEA = International Energy Agency
IR = Inception Report
IW = Inland Waters
JRC= Joint Research Centre
LC = Land Cover
MB = Management Board
MCE = Main Component Element MS = Member States
NFP = National Focal Point
NC = Nature Conservation
NRC = National Reference Centre
Phare candidate countries = ACs (Bulgaria, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, Slovak Republic and Slovenia)
PTL = Phare Topic Link
RS = Remote Sensing
SoE = State of Environment
ToR = Terms of Reference
EU = European Union
WP = Work Programme

Time table of activities

Quarter /Activity	Q1	Q2	Q3	Q4	Q5	Q6
5.1**. Extension of the EEA ETCs WP to B-H, FYROM and Croatia**						
Set-up national EIONET network Croatia						
Extend activities to Bosnia-Herzegovina and F.Y.R. of Macedonia						
Extend activities to Croatia						
5.2. **EIONET telematics network**						
Set up system configuration and purchase of equipment for Croatia						
System installation in Croatia						
Provision of Internet line for Croatia						
User and system administration training in Croatia						
Helpdesk and application support B-H, FYROM and Croatia						
5.3. **Kiev Indicators based report**						
Support development of national reporting network						
Direct support to organize data collection						
Country missions						
Assist reviewing and commenting drafts						
Direct support EEA reporting procedures						
5.4 **Participation in EEA events**						
5.5 **EEA overall management and project coordination**						
6 month periodical reports						
Final Report						