How to deliver data under the Bathing Water Directive (2006/7/EC) through Reportnet

These guidelines explain how to use Reportnet (the European Environment Agency's electronic infrastructure for data collection) for reporting information to the EU Commission in pursuance of the Bathing Water Directive (2006/7/EC). The reporting is organised in collaboration between DG Environment and the European Environment Agency (EEA).

Step 1: User accounts and access permissions
In order to report, an Eionet account with user name and password is required as well as permission to upload the national delivery. Each country has nominated person(s) responsible for the for Bathing Water Directive reporting. The list of nominted persons is available on the EEA Forum library. If there are any changes, please inform DG Environment and/or EEA so that the necessary arrangements can be made.

Step 2: Enter the Central Data Repository, login to your folder and create an envelope
When preparing for the Bathing Water Directive 2006/7/EC (BWD) delivery, you first have to go to the respective BWD folder in EEA's Central Data Repository, see the links below.

Country	URL to BWD folder in EEA Central Data Repository
Austria	http://cdr.eionet.europa.eu/at/eu/nbwd
Belgium	http://cdr.eionet.europa.eu/be/eu/nbwd
Bulgaria	http://cdr.eionet.europa.eu/bg/eu/nbwd
Croatia	http://cdr.eionet.europa.eu/hr/eu/colsxzqg
Cyprus	http://cdr.eionet.europa.eu/cy/eu/bathing
Czech Republic	http://cdr.eionet.europa.eu/cz/eu/nbwd
Denmark	http://cdr.eionet.europa.eu/dk/eu/nbwd
Estonia	http://cdr.eionet.europa.eu/ee/eu/bathing
Finland	http://cdr.eionet.europa.eu/fi/eu/nbwd
France	http://cdr.eionet.europa.eu/fr/eu/nbwd
Germany	http://cdr.eionet.europa.eu/de/eu/nbwd
Greece	http://cdr.eionet.europa.eu/gr/eu/nbwd
Hungary	http://cdr.eionet.europa.eu/hu/eu/nbwd
Ireland	http://cdr.eionet.europa.eu/ie/eu/nbwd
Italy	http://cdr.eionet.europa.eu/it/eu/nbwd
Latvia	http://cdr.eionet.europa.eu/lv/eu/nbwd
Lithuania	http://cdr.eionet.europa.eu/lt/eu/nbwd
Luxembourg	http://cdr.eionet.europa.eu/lu/eu/nbwd
Malta	http://cdr.eionet.europa.eu/mt/eu/nbwd
Montenegro	http://cdr.eionet.europa.eu/me/eu/nbwd
Netherlands	http://cdr.eionet.europa.eu/nl/eu/bathing
Poland	http://cdr.eionet.europa.eu/pl/eu/nbwd
Portugal	http://cdr.eionet.europa.eu/pt/eu/nbwd
Romania	http://cdr.eionet.europa.eu/ro/eu/nbwd
Slovakia	http://cdr.eionet.europa.eu/sk/eu/nbwd
Slovenia	http://cdr.eionet.europa.eu/si/eu/nbwd
Spain	http://cdr.eionet.europa.eu/es/eu/nbwd
Sweden	http://cdr.eionet.europa.eu/se/eu/colsgtysq
	http://cdr.eionet.europa.eu/se/eu/colsgtzfa
Switzerland	http://cdr.eionet.europa.eu/ch/eu/bwd

United Kingdom   http://cdr.eionet.europa.eu/gb/eu/nbwd

a) For each Member State Eionet Helpdesk has created a folder named "Bathing Water Directive Report 2006/7/EC Report". This folder is linked to the Bathing Water Directive 2006/7/EC reporting obligations database to initiate automatic QA/QC procedure and CDR notification when the BWD report (delivery) is uploaded.

b) In previous years some countries have uploaded BWD report under the Directive 2006/7/EC in the folder "Bathing Water Directive Report" that is linked to the Bathing Water Directive (76/160/EEC) reporting obligation. If this folder will be used to upload BWD report under the Directive 2006/7/EC also this year, make sure that it is linked with reporting obligations under the Bathing Water Directive (2006/7/EC).

c) Log into the "Bathing Water Directive Report 2006/7/EC Report" or "Bathing Water Directive Report" for your country by using your Eionet user name and password as shown in two examples below:
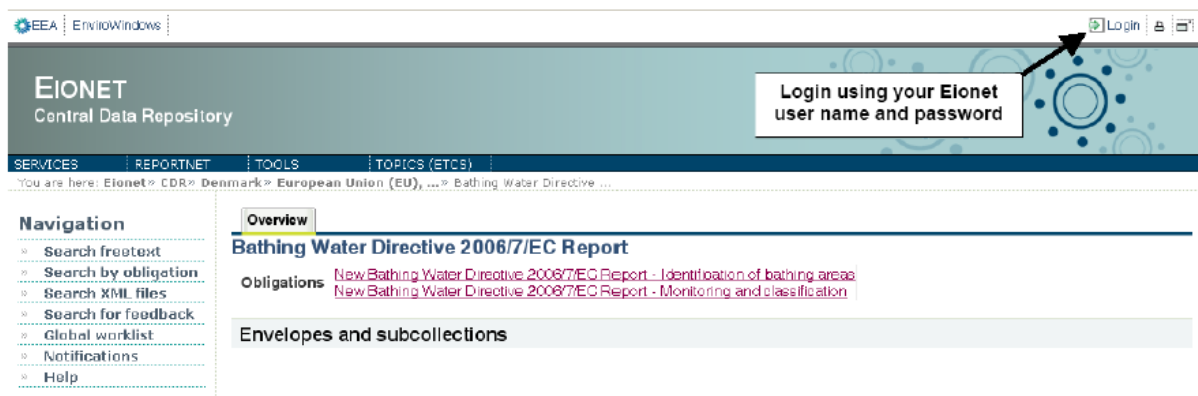
d) Now create a new envelope which will contain your data. Add a meaningful title for the envelope. Please also enter the year to which the data relate. Envelope description and coverage note fields are optional.
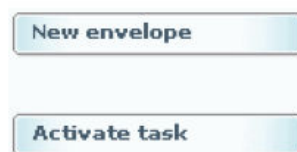
e) Open the new envelope by clicking on its title.

f) Activate the task, by clicking on the related button.

Activating means that you have reserved the envelope for yourself to work on. Other users will not be able to modify it. Your new envelope is now in *Draft* status and files can be added.

Step 3: Upload your BWD report and make it available

Upload your report from your own system using the "add file" option. The uploading menu provides you with a check box to restrict a file from public access should this be necessary. Files with access restriction can only be downloaded by privileged users. Once you are satisfied that you have uploaded the correct file(s), complete your delivery by releasing the envelope. The purpose of release is to signal that the data have been delivered. Your BWD report is now publicly available in the Reportnet Central Data Repository (CDR) unless you have applied access restrictions as explained above.

Finish or go back to drafting?

There is a possibility to re-open the envelope so that you can make corrections e.g. upload a missed file or remove a wrong one. In order to do so, click on the link "Redeliver or finish" which brings you back to step 2 f). You will have to activate the task (as before), add or remove files and eventually release the envelope again.

More help is available…

More help on Reportnet Central Data Repository is available at:
http://cdr.eionet.europa.eu/help

In case of login problems, please contact Eionet Helpdesk: helpdesk@eionet.europa.eu
Prepared by Hermann Peifer, EEA, October 2007

Updated by Lidija Globevnik, October 2013