European Topic Centre
Inland, coastal, marine waters

How to use Reportnet for reporting under the Bathing Water Directive 2006/7/EC

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How to use Reportnet for reporting under the Bathing Water Directive 2006/7/EC

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).

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 in the public Eionet Forum interest group "WISE Water Directives reporting", subfolder for the Bathing Water Directive. If there are any changes, please inform DG Environment and/or EEA so that the necessary arrangements can be made.

Step 1: Downloading Data Dictionary

Go to EEA Data Dictionary website at http://dd.eionet.europa.eu/datasets/3101 and download the latest version of Excel template where the data will be inserted in.

Click the "Create an MS Excel template for this dataset" link. Alternatively you can download only XML schemas and deliver XML files directly (not generally recommended – only for advanced users).

Step 2: Choose the correct reporting folder

a) Enter the Central Data Repository at http://cdr.eionet.europa.eu/.

When preparing for the 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 at EEA CDR
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
The 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
The 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
The United Kingdom	http://cdr.eionet.europa.eu/gb/eu/nbwd

For each Member State, the 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.

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 'old' Bathing Water Directive (76/160/EEC) reporting obligation. If this folder will be used to upload BWD report under the Directive 2006/7/EC this year, make sure that it is linked with reporting obligations under the Bathing Water Directive (2006/7/EC).

Step 3: Login

Login to the "Bathing Water Directive Report 2006/7/EC Report" or "Bathing Water Directive Report" for your country by using your Eionet username and password.

Step 4: Create a new envelope

Now create a new envelope which will contain your data.
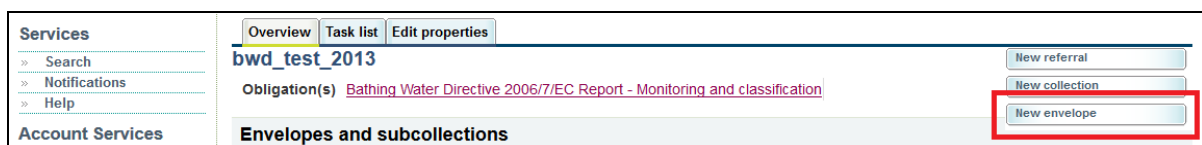
Add a meaningful title for the envelope. Please also enter the year to which the data relate. "Description" and "Coverage note" fields are optional. Click "Add".

Open the new envelope by clicking on its title.

Step 5: Activate the task

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 6: Upload the BWD delivery

Upload your report from your own system using the "Upload delivery" button.

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. If the delivery is uploaded in the correct template (the most recent delivery template, see Step 1), the system is to confirm successful upload. Click "OK" to continue.

Step 7: Run quality assurance (QA) tests

For the uploaded data, a set of automatic QA tests should be performed by clicking "Run full QA".
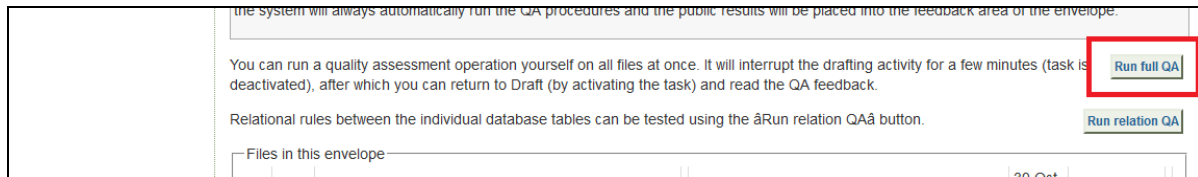

After the QA is started, the system displays a rotating circle icon informing about the QA checking in progress. Return to the envelope main folder in a few moments to see the validation results: "Automatic QA result for Wise-SoE: BWD2006 envelope".

If there were errors identified by the QA, please update and re-upload the delivery, along with running full QA again. Note that you will be able to upload data even with errors flagged by the automatic QA, however in this case you will be very likely contacted by the ETC by e-mail and asked for clarifications.

Step 8: Complete task

Once you are satisfied with the uploaded 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 at the Reportnet Central Data Repository (CDR) unless you have applied access restrictions as explained above.
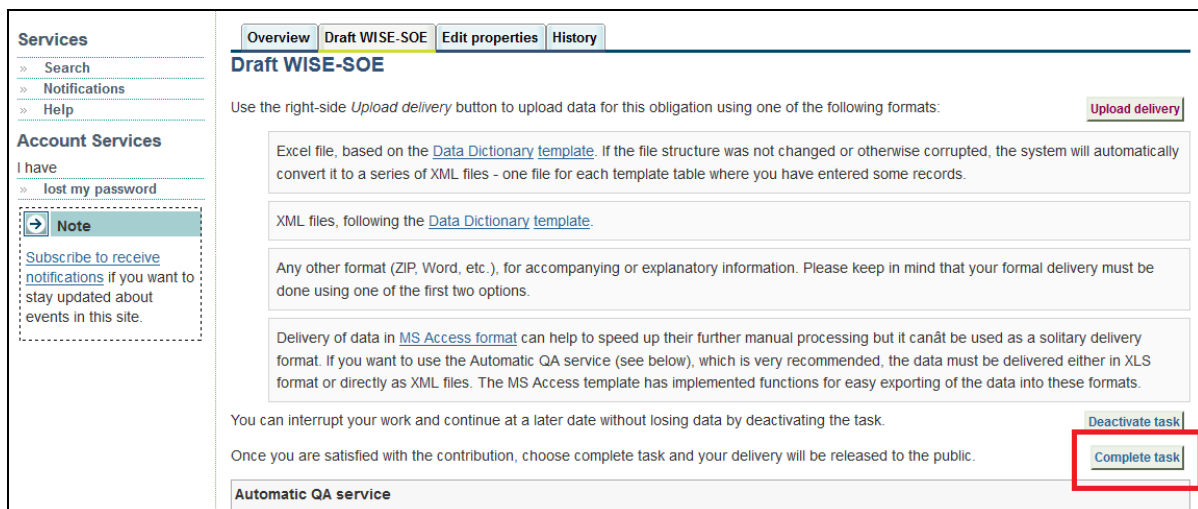
Further steps

A **confirmation letter of receipt** is generated when an envelope has been released and completed. This confirmation is available in the feedback section of the CDR envelope and a notification will be forwarded to the subscribers.

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. To do so, click on the "Redeliver or finish" link which brings you back to Step 2. 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.