**Agenda: Water Framework Directive Reporting Training Course**

*Thursday 4th February 2010 – 9:30-17:30*

*Main conference room, European Environment Agency (EEA), Kongens Nytorv 6, Copenhagen*

9:00 **Registration** – at EEA reception

9:30 **Meeting opening** – welcome to the EEA (Bo Jacobsen, EEA)

**Introduction** - purpose, structure and expectations of the day (Jorge Rodriguez-Romero, European Commission, DG-ENV)

10:00 **WFD user training** (Jon Maidens, Atkins Danmark a/s)

Session 1: **Overview**

·         Reporting process

·         Supporting the process – full workflow demonstration of tools from desktop to ReportNet.

Session 2: **Schemas** *(NB: detailed schema content in afternoon)*

·         Background - Reporting sheets to schemas

·         Understanding the XML

·         What you need to report

Session 3: **XML and MS Access DB**

·         Inputting data to the WFD Access reporting database

·         Database to schema linkages

·         Using the Conversion tool (database to XML, and Art. 8 XML to XML)

Session 4: **QA/QC**

·         Schema validation and complex validation

·         Desktop validation tool

·         ReportNet validation

·         Interpreting validation errors and correcting

*11:00-11.30 Coffee*

Session 5: **Workflow and support**

·         Submissions and resubmissions to ReportNet

·         Post submission validation

·         User guidance documents

·         Online resources and helpdesk

·         Helpdesk log – issues to be aware of

·         Lessons from Article 8 reporting (Hermann Peifer, EEA)

Session 6: **Reporting GeoData**

·        Requirements for spatial reporting

·        Earlier issues to avoid/Good practice

·        Centroids production

·        Ensuring closed river body network

·        Shape file templates/code lists

·        Metadata production

·         Identifying and placing objects (Philippe Crouzet, EEA)

*13:00-14:00 Lunch*

*14:00-17:30* Session 7: **Schema content overview and participant questions**

1. River Basin Districts and Competent Authorities
2. Surface water bodies, Groundwater bodies and Protected Areas
3. Surface water methodology and Ground water methodology
4. River Basin Management Plans and Programme of Measures
5. Monitoring

For each of these 5 blocks, a 5-10 minute presentation on the main structure of the schemas will be followed by questions and answers

*A Coffee break is scheduled at 15:30*