



Strasbourg, 28 November 2025

T-PVS (2025)21

CONVENTION ON THE CONSERVATION OF EUROPEAN WILDLIFE AND NATURAL
HABITATS

Standing Committee
45th meeting
Strasbourg, 8 – 12 December 2025

**7th meeting of the
ad hoc Working Group on Reporting
back -to-back with a training course on reporting
for non-EU Contracting Parties**

European Environmental Agency headquarters
6, Kongens Nytorv - Copenhagen
19-20 November 2025

- MEETING REPORT -

Document prepared by the Secretariat of the Bern Convention

The Standing Committee is invited to:

- take note of the report and the outcomes of the 7th meeting of the ad hoc Working Group on Reporting back-to-back with a training course on reporting using Reportnet 3 for non-EU Contracting Parties, which took place on 19 and 20 November 2025 in Copenhagen, Denmark;
- take note of the upcoming launching of the new Reportnet 3 portal for reporting under Resolution No. 8 (2012);
- consider and adopt the Draft Terms of Reference of the Working Group on Reporting under Resolution No. 8 (2012);
- invite non-EU contracting parties to report under Resolution No. 8 (2012) by 31 March 2025.

7th meeting of the Ad hoc Working Group on Reporting

1. Opening of the meeting by the Chair

Ms Salome Nozadze, Chair of the *Ad hoc Working Group on Reporting* (AHWGR), opened the meeting and welcomed the participants (see Appendix 2).

2. Adoption of the agenda

The agenda was adopted without any changes (see Appendix 1a).

3. Conclusions of the 6th meeting of the Ad hoc Working Group on Reporting and objectives of the 7th meeting

The Chair informed the participants of the decisions adopted in the previous meeting of the AHWGR and of the expected results of its 7th meeting, with a specific focus on the draft Terms of Reference of the group that will be presented and discussed in the framework of the meeting and brought to the attention of the Standing Committee in December.

4. Summary of the webinar on Favourable Reference Values (FRVs), habitat condition and prospects

Ms Laura Gavilán, consultant, presented the summary of the webinar on *Favourable Reference Values* (FRV), habitat condition and future prospects to the participants, adapting the content to the information to be reported. Members of the Working Group took note of the results of the workshop on FRVs and its implications for the reporting under Resolution No. 8 (2012).

The importance of the concept of FRV was strongly emphasized as well as its consistency in the reporting procedure, as **FRV** are used to calculate the Overall Conservation Status of a species or habitat.

FRRange for a habitat or species will determine the final range conservation status;

FRPopulation for a species will determine the final population conservation status;

FRArea for a habitat will determine the final conservation status of the habitat's area.

The consultant insisted on the need for coherence in this critical information for the reporting, to avoid errors and future revisions or amendments of the data.

5. Lessons learnt from the previous reporting exercise (2013-2018)

Mr Marc Roekaerts, consultant, presented the results of the previous reporting exercise and provided guidance on how to avoid repeating past errors. Members of the Ad hoc Working Group on Reporting were informed of the results of the previous reporting and were invited to consider them for reducing errors and time consumed in future reporting exercises.

Some typical errors were informed and commented: mistyping; data filled in a wrong field; blank fields or the use of zeros instead of entering *unknown*; the use of units different for fields related, like *Favourable Reference Population* (FRP) and *population size*, etc. However, the use of Reportnet 3 will contribute to improve the quality of data of countries' submissions.

6. Reference tables, schemas and validation rules for Resolution No. 8 (2012) reporting 2019-2024

Ms Laura Gavilan explained critical concepts, such as ‘schemas’, the use of reference tables and the importance of fully understanding the validation rules, checking the reporting data. To ensure better data quality, the procedure has been further refined and more than 1.000 validation rules associated to this dataflow ensure quality control of data. The validation rules have been adapted from Article 17 of Council Directive 92/43/EEC (the Habitats Directive), while taking into account the specific requirements of Resolution No. 8 (2012) on reporting. The consultant explained that there are less blockers than in reporting under Article 17 and they only relate to integrity and coherence of data.

The complete set of validation rules will be included in the Reporting Reference Portal. Nevertheless, it was informed that this set of validation rules are subject to be updated if problems are encountered during the test period, as a results, countries are advised to submit the set of qc rules directly from Reportnet 3.

Members of the *Ad hoc* Working Group on Reporting took note of the information provided.

7. Reporting Reference Portal

The consultant, Mr. Marc Roekaerts, informed on the explanatory notes and guidelines for reporting for the period 2019–2024. Several reference tables such as the species checklist (excluding marine features and birds), lists of pressures and threats, conservation measures, and invasive species are already included in the Reference Portal. These features greatly facilitate the completion of the reporting fields and have been included as drop-down menus in the Extended Excel Templates for reporting.

The portal also includes tools to support the calculation of numerical data, such as the Range tool, as well as numerous examples of good reporting practices and guidance on establishing FRVs. Members of the AHWGR were informed about the resources available through the Reporting Reference Portal and exchanged views on possible follow-up work.

8. State of development of the Resolution No. 8 (2012) Portal in Reportnet 3

Ms Laura Gavilán, consultant, informed participants of the state of play regarding the Resolution No. 8 (2012) Portal in Reportnet 3. The portal is still in its testing phase and not yet open to external users, as developers are continuing to work on validations and the prevention of double entries. An interface for testing has been prepared for the training session held on 20 November.

Members of the *Ad hoc* Working Group on Reporting were briefed on the current stage of development of the Portal in Reportnet 3.

9. Reporting Manual for the delivery of Resolution No. 8 (2012) data in Reportnet 3.0

The consultant, Ms Laura Patricia Gavilán, presented the **Data Delivery Manual** and its application in the reporting exercise. The general reporting procedure was explained and discussed step by step.

Several recommendations were strongly advised:

- Coordinate among multiple reporters to avoid editing or validation conflicts;
- Start with national checklists;
- Use EET templates and fill them off-line, as work done online can be more easily lost;
- Resolve blockers early.

The full procedure will be practiced during the training session. Members of the Ad hoc Working Group on Reporting took note of the **Data Delivery Manual** and its application in the reporting exercise.

10. Range tool

Members of the *Ad hoc* Working Group on Reporting took note of the Range tool software and its application in the reporting exercise and were asked to test the functionality of the tool and provide feedback in December.

The Range Tool is a tool created by the EEA (Guidelines for using this tool are included in the Reporting Reference Portal) to facilitate the task. Its use is not mandatory: countries can do the calculations using their own GIS.

The UK reported that the Range tool caused problems on their end, and therefore they will use their own tool instead. The EEA is working to fix the issues that were identified. The remaining participants were invited to test the tool.

11. Spatial data for the reporting period 2019-2024

Members of the Ad hoc Working Group on Reporting were informed by the consultant, Ms Laura Gavilan, of the Spatial data obtained for the reporting period 2019-2024.

The technical aspects of the use of distribution maps, both for habitats and species, were explained and standardised. Grids of 1x1 km , 10x10 km or 50x50 km per entry are possible. Additional maps are optional but can be included in the reporting if they are considered useful, but with a maximum size of 100MB.

Reportnet 3 automatically converts the shapefiles in tabular data. Shapefiles or geopackages will not be stored in ReportNet 3, only the tabular information of these files will be extracted and stored.

12. New Draft Terms of Reference for the new Working Group on Reporting (not Ad Hoc)

The Secretariat presented the new draft TORs for the Group further to the decision of the 44th Standing Committee to mandate the set-up of a stable Working Group on Reporting. The draft TORs have been circulated already before the meeting and the group discussed the proposal. The new TORs should be adopted at the 45th Standing Committee meeting in December 2025. The ad hoc Working Group on Reporting approved the proposal of the new Terms of Reference and agreed to refer only to reporting under Resolution No. 8 (2012).

Also, the Group considered the frequency of its meetings and the necessity to meet more frequently before and at the beginning of a reporting exercise. The connection between this Working Group and the Group of Experts on Protected Areas and Ecological Networks (GoEPAEN) was discussed. It was agreed that this link should be maintained in the future. Participants supported the idea of organising the meeting back-to-back with GoEPAEN, as this would improve efficiency for the Secretariat and for the countries by reducing travel and costs.

It was decided to present the draft TORs to the Standing Committee for approval and to request the Committee's support in increasing synergies with the Working Group and GoEPAEN.

13. Next steps

The consultant, Ms Laura Gavilán, presented the follow-up work to be carried out by different actors:

The CoE-EEA developers 2025 current work:

- Test and correct validation rules scenarios
- Publish Resolution No. 8 (2019-2024) dataflow in Reportnet 3 (production platform, users' environment): **January 2026**

The Countries:

- Test the range tool and provide feedback (November-December 2025)
- Lead reporters and additional reporters-> create EU logins (January 2026)
- EU login is supported by the COM
- Opening of the dataflow from the 15th January. The login has to be ready by that time.
- Test period: from 15th January to 1st March mainly (loading data). Report any problem with the validation rules specially BLOCKERS and ERRORS.
- Reporting deadline: 31st of March (data submission from 1st March)

The experts: after the reporting deadline in March, they will perform an analysis of ERRORS and will contact countries if their data needs to be corrected. Just a couple of days will be dedicated per country. Once the data will be considered correct, it will be resubmitted.

There were additional proposals:

- a) To carry out a Pan-European assessment for a couple of habitat or species with good data quality (and enough data);
- b) Presentation of results at COP-17 in Armenia in October 2026 (if no delays, problems with data quality, etc.);
- c) Display results on the CoE website.

14. FAQ session

Ms Gavilán has compiled a list of FAQs on Article 17 of Council Directive 92/43. While all the questions will be uploaded to the Reference Portal, it was decided not to discuss them during the meeting.

15. Any other business

With no other topics to be discussed, the meeting ended in due time.

Training course on reporting for non-EU Contracting Parties

The training course on reporting for non-EU Contracting Parties took place on 20 November. There were 14 participants coming from eight non-EU countries: Bosnia and Herzegovina, Georgia, Moldova, Montenegro, Norway, Serbia, Switzerland and United Kingdom. During the morning the training course focused on the theoretical aspects while in the afternoon participants could test the reporting procedure by themselves. The contents and its sequences are included in the agenda (Appendix 1b).

Evaluation of the training course

Participants were asked to complete an evaluation questionnaire based on their expectations. They rated the training course as “excellent”.



Appendix Ia – Agenda of the 7th meeting of the Working Group on Reporting

| | | Documents | Expected results |
|---------|---|---|--|
| 9.00 am | 1. Opening of the meeting by the Chair | | |
| 9.15 am | 2. Adoption of the agenda | Meeting agenda For adoption | Members of the <i>Ad hoc</i> Working Group on Reporting are informed of the aims of the meeting and adopt its agenda. |
| 9.20 am | 3. Conclusions of the 6 th meeting of the <i>Ad hoc</i> Working Group on Reporting and objectives of the 7 th meeting <i>Presentation by the Chair</i> | Report of the 6 th meeting of the <i>Ad hoc</i> Working Group on Reporting (T-PVS(2024)17) For information | Members of the <i>Ad hoc</i> Working Group take note of the state of play of the commitments adopted in the previous meeting and of the objectives of the 7 th meeting. |
| 9.40 am | 4. Summary of the webinar on <i>Favourable Reference Values (FRVs)</i> , habitat condition and future prospects <i>Presentation by Laura Gavilán</i> | For information | Members of the <i>Ad hoc</i> Working Group on Reporting take note of the results of the workshop on FRVs and its implications for the reporting under Resolution No. 8. |

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| 10.00 am | 5. Lessons learnt from the previous reporting exercise (2013-2018) <i>Presentation by Marc Roekaerts</i> | For information | Members of the Ad hoc Working Group on Reporting are informed of results of the previous reporting exercise and are invited to consider them for future work. |
| 10.30 am Coffee break | | | |
| 10.45 am | 6. Reference tables, schemas and validation rules for Resolution No. 8 (2012) reporting 2019-2024 <i>Presentation by Laura Gavilán</i> | For information | Members of the <i>Ad hoc</i> Working Group on Reporting take note of the information provided regarding the validation schema. |
| 11.45 am | 7. Reporting Reference Portal <i>Presentation by Marc Roekaerts</i> | Reporting Reference Portal For information | Members of the Ad hoc Working Group on Reporting are informed of the resources available from the Reporting Reference Portal and exchange views on follow up work. |
| 12.00 am | 8. State of development of the Resolution No. 8 (2012) Portal in Reportnet 3 <i>Presentation by Laura Gavilán</i> | For information | Members of the Ad hoc Working Group on Reporting are informed of the state of development of the Resolution No. 8 (2012) Portal in Reportnet 3. |
| 12.30 am Lunch break | | | |
| 2.00 pm | 9. Reporting Manual for the delivery of Resolution No. 8 (2012) data in Reportnet 3.0 <i>Presentation by Laura Gavilán</i> | For information | Members of the Ad hoc Working Group on Reporting take note of the document Data Delivery Manual and its application in the reporting exercise. |

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| 2.30 pm | 10. Range tool <i>Presentation by Laura Gavilán</i> | For information | Members of the Ad hoc Working Group on Reporting take note of the Range tool software and its application in the reporting exercise, and will be asked to test the functionality of the tool and provide feedback. |
| 2.45 pm | 11. Spatial data for the reporting period 2019-2024 <i>Presentation by Laura Gavilán</i> | For information | Members of the Ad hoc Working Group on Reporting take note of the Spatial data obtained for the reporting period 2019-2024. |
| 3.00 pm Coffee break | | | |
| 3.15 pm | 12. New Terms of Reference for the new Working Group on Reporting (not Ad Hoc) <i>Presentation by the Secretariat</i> | For information and discussion | Members of the Ad hoc Working Group on Reporting take note of the proposal and discuss possible amendments to the Terms of References to be submitted to the Standing Committee meeting in December 2025. |
| 3.30 pm | 13. Next steps <i>Presentation by Laura Gavilán</i> | For information | Members of the Ad Hoc WG on reporting are informed of the calendar for the implementation of the Resolution No. 8 (2012) Portal in Reportnet 3. |
| 3.45 pm | 14. FAQ session | For discussion | Members of the Ad hoc Working Group on Reporting ask questions and exchange with international experts on reporting under Resolution No. 8. |
| 4.15 pm | 15. AOB | | |

4.30 pm End of the meeting

Appendix Ib – Agenda of the training course on 20 November

| | | Expected results |
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| 10.00 am | 15. Opening of the training <i>By the Secretary of the Bern Convention</i> | The Secretary of the Bern Convention welcomes the attendants to the training. |
| 10.05 am | 16. Training agenda <i>By the Secretary of the Bern Convention</i> | The Secretary presents the agenda which is adopted by the participants. |
| 10.10 am | 17. Tour de table | The participants introduce themselves, their respective roles and expertise in the field of reporting. |
| 10.20 am | 18. Introduction to the reporting process <i>Presentation and direction of the training session by Laura Gavilán</i> | |
| | 19. Reportnet 3 (I) 4.1 EU login 4.2. User settings 4.3 Notification system 4.4 Dataflow: schemas 4.5 Additional reporters | Reporters are introduced to Reportnet3. |

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| | 4.6 Dataflow help: guidance, templates and support documents | |
| 11.30 am | Coffee Break | |
| 11.45 am | <p style="text-align: center;">5. Reportnet 3 (II)</p> <p>5.7 Dataset schemas: mandatory/non-mandatory tables and files (validation rules)</p> <p>5.8 Reference datasets</p> <p>5.9 Reporting schemas</p> <p>5.9.1 General Report</p> <p>5.9.2 Species and Species checklist</p> <p>5.9.3 Habitat and habitats checklist</p> <p>5.9.4 Spatial information for habitats and spatial information for species</p> | Reporters are introduced to Reportnet3. |
| 12.30 pm | Lunch Break | |
| 2.00 pm | 6. Practical session: work off-line (based on prepared templates for habitats and species) and on-line | Reporters are invited to use their own data in Reportnet3. |
| | 7. Validations: error types and correction of data | Reporters are informed of the different validation errors set in Reportnet3. |

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| | 8. Release to data collection | Reporters are informed of the way to release data under Resolution No 8. |
| 3.15 pm | Coffee break | |
| 3.30 pm | 9. Q&A session | Reporters have the opportunity to ask further questions, if needed. |
| 4.15 pm | 10. Evaluation of the training session | Participants reply to a questionnaire to evaluate the training session |
| 4.30 pm | End of the training | |

Appendix 2 – List of Participants

19th November: 7th meeting of the Ad hoc Working Group on Reporting for non-EU Contracting Parties

| Contracting Party | Name |
|--------------------------------------|---|
| <p>Bosnia and Herzegovina</p> | <p>Mr Dejan RADOSEVIĆ Head of Division for Biodiversity The Republic Institute for Protection of Cultural, Historical and Natural Heritage</p> <p>Ms Jasna DOMAZET Associate Expert in Biodiversity</p> |
| <p>Georgia</p> | <p>Ms Salome NOZADZE</p> <p>Third Category Senior Specialist Biodiversity and Forest Department Ministry of Environmental Protection and Agriculture</p> <p>Mr Givi TODUA Ministry of Environmental Protection and Agriculture of Georgia</p> |
| <p>Republic of Moldova</p> | <p>Ms Galina BUSMACHIU Head of Entomology Laboratory Institute of Zoology Moldova State University</p> <p>Mr Dumitru BULAT Head of Laboratory of Ichthyology and Aquaculture Institute of Zoology University State of Moldova</p> |
| <p>Montenegro</p> | <p>Mr Dragan ROGANOVIĆ Advisor Environmental Protection Agency, Montenegro</p> |
| <p>Norway</p> | <p>Mr Tomas HOLMERN (online) Senior Advisor Norway and Norwegian Environment Agency</p> <p>Mr Balint CZUCZ Norwegian Institute for Nature Research (NINA)</p> |
| <p>Senegal</p> | <p>Mr El Hadji Samba CAMARA (online) Conservateur des Parcs nationaux, Chef de Division à la DPN</p> |

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| | Ministère de l'Environnement et de la Transition écologique (METE), Direction des Parcs nationaux (DPN) |
| Serbia | <p>Ms Snežana PROKIĆ The Ministry of Environmental Protection of the Republic of Serbia</p> <p>Mr Ivan MEDENICA Head of Division for Ecological Network in the Institute for Nature Conservation of Serbia</p> |
| Switzerland | <p>Ms Lara VOLERY Info fauna (Centre national de données et d'informations sur la faune)</p> |
| United Kingdom | <p>Mr Scott HARDY Senior Biodiversity Adviser JNCC</p> <p>Ms Jemma POWELL JNCC</p> |
| Experts | |
| | <p>Ms Laura-Patricia GAVILAN- IGLESIAS Consultant Spain</p> |
| | <p>Mr Marc ROEKAERTS Consultant Belgium</p> |
| Secretariat of the Council of Europe | |
| | <p>Ms Grazia Alessandra SIINO Secretary of the Bern Convention</p> |
| | <p>Mr Pep AMENGUAL (online) Policy Advisor</p> |

20th November: training course on reporting for non-EU Contracting Parties

| Contracting Party | Name |
|--------------------------------------|---|
| <p>Bosnia and Herzegovina</p> | <p>Mr Dejan RADOSEVIC Head of Division for Biodiversity The Republic Institute for Protection of Cultural, Historical and Natural Heritage</p> <p>Ms Jasna DOMAZET Associate Expert in Biodiversity</p> |
| <p>Georgia</p> | <p>Salome NOZADZE Third Category Senior Specialist Biodiversity and Forest Department Ministry of Environmental Protection and Agriculture</p> <p>Mr Givi TODUA Ministry of Environmental Protection and Agriculture of Georgia</p> |
| <p>Republic of Moldova</p> | <p>Ms Galina BUSMACHIU Head of Entomology Laboratory Institute of Zoology Moldova State University</p> <p>Mr Dumitru BULAT Head of Laboratory of Ichthyology and Aquaculture Institute of Zoology University State of Moldova</p> |
| <p>Montenegro</p> | <p>Mr Dragan ROGANOVIĆ Advisor Environmental Protection Agency, Montenegro</p> |
| <p>Norway</p> | <p>Mr Tomas HOLMERN (online) Senior Advisor Norway and Norwegian Environment Agency</p> <p>Mr Balint CZUCZ Norwegian Institute for Nature Research (NINA)</p> |
| <p>Serbia</p> | <p>Ms Snežana PROKIĆ The Ministry of Environmental Protection of the Republic of Serbia</p> <p>Mr Ivan MEDENICA Head of Division for Ecological Network in the Institute for Nature Conservation of</p> |

| | |
|---|---|
| | Serbia |
| Switzerland | Ms Lara VOLERY Info fauna (Centre national de données et d'informations sur la faune) |
| United Kingdom | Ms Jemma POWELL JNCC |
| Experts | |
| | Ms Laura-Patricia GAVILAN IGLESIAS Consultant Spain |
| | Mr Marc ROEKAERTS Consultant Belgium |
| Secretariat of the Council of Europe | |
| | Ms Grazia Alessandra SIINO Secretary of the Bern Convention |
| | Mr Pep AMENGUAL (online) Policy Advisor |