



Project “Strengthening Environmental Information and Observation Capacity in the Newly Independent States (presently EECCA)”

In-depth study of the monitoring situation in specified areas (inland surface water) of the Newly Independent States (presently 12 countries of Eastern Europe, Caucasus and Central Asia- EECCA)

Summary Report on Workshop 1 – Planning Typhoon, Obninsk, Russian Federation 19 – 21 February 2003

Purpose of meeting:

To brief the National Local Experts on the project and their roles on information collection and collation.

Participants:

A list of the participants is presented as Annex 1. The agreed list of National Experts confirmed by the participants is presented as Annex 2.

Programme:

The programme, distributed before the meeting, is attached as Annex 3. In addition, all National Experts, or their representatives, were given a copy of a sub-contract agreement to participate in this project. Additional time was allocated to discussing in detail the required inputs and expected outputs from the National Experts. A copy of the Terms of Reference for the National Experts is attached as Annex 4.

Presentations

In addition to the formal presentations, an interactive discussion was held on the information required for the inventory of the monitoring stations. Copies of the templates to be completed for rivers, lakes, groundwaters and transitional, coastal and marine networks were issued on paper and disk. All National Experts were also provided with electronic copies of the data for their country provided for the Kiev Report process.

The Expert Co-ordinator from Belarus (Aliaksandr Stankevich) gave an informative presentation on the environmental information available in Belarus. Together with Mikhail Kolomeev, information was presented that was relevant to the requirements of this project for EUROWATERNET. This assisted in demonstrating to all participants that much of the information needed for this project is likely to be readily available.

Agreed Outputs Required from National Experts

All information and reports will be passed via the responsible Co-ordinator as a quality check and to produce an English translation (where required).

- **Monthly Reports** – each National Expert will provide a brief report on the progress on a monthly basis. The first report will be due on the 28 March 2003. A template of the information required is presented in Annex 5. These will also form the basis of the Interim Report that is required to be submitted at the end of April.
- **Inventory of monitoring stations** – information for all current monitoring programmes to be collected as discussed. It is possible that this information will reside in more than ministry. In addition to completion of the spreadsheets with the meta-data requested, information on data location and data flows is also required. The National Expert will be responsible for validating the information before sending it to the Co-ordinator. The information required is given in Annex 6.

Proposed Mission Plans

Mission 1

	Proposed Dates	Mission Team
Azerbaijan	28/4/03 – 9/5/03	Kolomeev, Feher, Laszlo
Georgia	28/4/03 – 9/5/03	Kolomeev, Feher, Laszlo
Belarus	2/6/03 – 13/6/03	Stankevich, Feher, Laszlo
Ukraine	2/6/03 – 13/6/03	Stankevich, Feher, Laszlo
Moldova	2/6/03 – 13/6/03	Stankevich, Feher, Laszlo
Armenia	23/6/03 – 27/6/03	Kolomeev, Feher, Laszlo

Mission 2

	Proposed Dates	Mission Team
Turkmenistan	1/6/03 – 12/6/03	Bogachev, Lack, Whalley
Uzbekistan	1/6/03 – 12/6/03	Bogachev, Lack, Whalley
Tajikistan	15/6/03 – 20/6/03	Bogachev, Lack, Whalley
Kazakhstan	22/6/03 – 6/6/03	Bogachev, Lack, Whalley
Kyrgyzstan	22/6/03 – 6/6/03	Bogachev, Lack, Whalley
Russia	8/7/03 – 12/7/03	Kolomeev, Lack, Whalley

As discussed at Workshop the purpose of the Missions:

- Support the National Expert with information gathering and assessment;
- To meet appropriate ministry representatives;
- To meet the National Contact Point;
- To initiate the process of identifying future needs for equipment and training to enable a fully representative EUROWATERNET to be introduced following the completion of this project.

Workshop Assessment

Following the presentations, all the NIS Experts were asked to complete a brief questionnaire on the effectiveness of the course. A summary of the responses is presented below (4 representing 'completely' and 0 representing 'not at all').

Question	4	3	2	1	0
	Number of responses				
The presentations of the experts from the ETC Water were clear and understandable	9		1		
I now understand the information needs of the EEA and the role or EUROWATERNET	8	2			
I understand the role of the 3 Expert Co-ordinators in supporting my work in this project	7	3			
I understand the objectives of the project and what I must do to complete the inventories of the water monitoring in my country	5	5			

Annex 1 Workshop Participants

ARMENIA

Mr Ashot Gabrielyan
Senior Specialist
Environmental Monitoring Centre
29 Komitas St.
Yerevan 375012
Armenia
Tel: +3741 272 007 +3741 530 815 (Home)
Fax: +3741 538 187
E-mail: ashot@nature.am

AZERBAIJAN

Ms Matanat Avazova
National Monitoring Department of the Ministry of Ecology and Natural Resources of Azerbaijan Republic
50, Moskva St.
Baku, 370033
Azerbaijan
Tel: +994 12 414 203 (office), 994 12 912 404 (home)
Fax: +994 12 415 123
E-mail: mehtiyev@iglim.baku.az

BELARUS

Mr Pavel Afansiev
Central Research Institute of Complex Use of Water Resources
Slavinskogo Str,
220086, Minsk,
Belarus
Tel: +375-17-263-48-33
Fax: +375-17-264-27-34
E-mail: cricuwr@infonet.by

GEORGIA

Dr Ivane Tsiklauri
Department of Environmental Policy
Ministry of Environment
68a M Kostava St
Tbilisi
Georgia
Tel: +99 532 334 082
Fax: +99 532 933 952 +99 532 94 36 70
E-mail: gmep@access.sanet.ge

KYRGYZSTAN

Mrs Gorshkova Irina Valerianovna
Chief of Section of Water Resources and Analytical Control
Department of Ecology and Environmental Monitoring
Ministry of Ecology and Emergencies
131 Isanova St
720033 Bishkek
Kyrgyzstan
Tel: +996-312-666-192

REPUBLIC OF MOLDOVA

Mr Vladimir Brega
Deputy Director of the National Institute of Ecology
Head of Water Ecosystems
5 Str Gh. Tudor
MD-2028
Chisinau
Republic of Moldova
Tel: +373-2-72-18-03
Fax: +373-2-21-11-34
E-mail: ineco@moldova.md

email sdumaria@mail.md

RUSSIAN FEDERATION

Dr. Alexandre Chekhovtsov
Director General
State Centre of Ecological Programmes
of the Ministry of Natural Resources of Russian Federation.
117303, Moscow, Russia, Malaja Jushunskaja str 1, block 1, app. 1404.
Tel/fax: +7(095) 319-84-94
E-mail: gcep.mos@g23.relcom.ru

TADJIKISTAN

Tajiniso Oblaberdyevna Nasyrova
Vice-Minister
Ministry of Nature Protection
Dushanbe
Tajikistan
Tel: +7 992 372 217994
Fax: +7 992 372 215807
E-mail: Anti_hail@tojik.net

TURKMENISTAN

Mr Mkhrammet Nepesov
Ministry of Nature Protection
National Institute Desert, Flora and Fauna
Ashgabad, Bitarap Turkmenistan Str., 15
744000
Tel: +993 12 357295
Fax: +993 12 353716
E-mail: Mnepes@online.tm

UKRAINE

Mr Eugen Varlamov
Head of laboratory Ukrainian scientific research institution of ecological problems
Bakulin St, 6
661166
Kharkiv
Ukraine
Tel/fax: +38 0572 45 4087
E-mail: e_varlamov@rambler.ru
E-mail: varl@niiep.kharkov.ua

ETC / WATER Experts

Tim Lack

WRc plc
Frankland Road
Blagrove
Swindon
SN5 8YF
Tel: +44-(0)-1793 865
Fax: +44-(0)-1793 865 001
E-mail: lack_t@wrcplc.co.uk

Peter Whalley

WRc plc
Frankland Road
Blagrove
Swindon
SN5 8YF
Tel: +44-(0)-1793 865 180 135
Fax: +44-(0)-1793 865 001
E-mail: whalley_p@wrcplc.co.uk

János Fehér

VITUKI CONSULT Rt

H-1095 BUDAPEST,

Kvassay Jenő út 1.

Hungary

Tel: +36-(1)-2165810

Fax: +36-(1)-2152245

E-mail: feher.janos@vituki-consult.hu

Expert Co-ordinators

Aliaksandr Stankevich

Central Research Institute for Complex Use of Water Resources

Ministry of Natural Resources and Environmental Protection

½ Slavinsky Str.

Minsk 220086

Belarus

Tel: +375 17 2634833

Fax: +375 17 2642734

E-mail: cricuwr@infonet.by

Mikhail Kolomeev

Vladimir Bogachev

Interpreter

Elena Mikhailova

Email: Elmikhail@obninsk.com

Annex 2 NIS National Experts

ARMENIA

Mr Ashot Gabrielyan
Senior Specialist
Environmental Monitoring Centre
29 Komitas St
Yerevan 375012
Armenia
Tel: +3741 272 007 +3741 530 815 (Home)
Fax: +3741 538 187
E-mail: ashot@nature.am

AZERBAIJAN

Ms Matanat Avazova
National Monitoring Department of the Ministry of Ecology and Natural Resources of Azerbaijan Republic
50, Moskva St
Baku, 370033
Azerbaijan
Tel: +(994-12) 414 203 (office), (994-12) 912 404 (home)
Fax: +994-12 415 123
E-mail: mehtiyev@iglim.baku.az

BELARUS

Mr Vladimir Korneev
Central Research Institute of Complex Use of Water Resources (Chief of Branch)
Slavinskogo Str,
220086, Minsk,
Belarus
Tel: +375-17-263-48-33
Fax: +375-17-264-27-34
E-mail: cricuwr@infonet.by

GEORGIA

Dr Ivane Tsiklauri
Department of Environmental Policy
Ministry of Environment
68a M Kostava St
Tbilisi
Georgia
Tel: +99 532 334 082
Fax: +99 532 933 952 +99 532 94 36 70
E-mail: gmep@access.sanet.ge

KAZAKHSTAN

Ernek Murtuzin
Chief – EcoCentre Kazidromet

KYRGYZSTAN

Mrs Gorshkova Irina Valerianovna
Chief of Section of Water Resources and Analytical Control
Department of Ecology and Environmental Monitoring
Ministry of Ecology and Emergencies
131 Isanova St
720033 Bishkek
Kyrgyzstan
Tel: +996-312-666-192

REPUBLIC OF MOLDOVA

Dr Maria Sandu
Deputy Director of the National Institute of Ecology
Head of Water Ecosystems
5 Str Gh. Tudor
MD-2028
Chisinau
Republic of Moldova

Tel: +373-2-72-18-03
Fax: +373-2-21-11-34
E-mail: ineco@moldova.md
E-mail: sdumaria@mail.md

RUSSIAN FEDERATION

Dr. Alexandre Chekhovtsov
Director General
State Center of Ecological Programmes
of the Ministry of Natural Resources of Russian Federation.
117303, Moscow, Russia, Malaja Jushunskaja str 1, block 1, app. 1404.
Tel/fax: +7(095) 319-84-94
E-mail: gcep.mos@g23.relcom.ru

TADJIKISTAN

Tajiniso Oblaberdyevna Nasyrova
Vice-Ministr
Ministry of Nature Protection
Dushanbe
Tajikistan
Tel: +7 (992372) 217994
Fax: +7 (992372) 215807
E-mail: Anti_hail@tojik.net

TURKMENISTAN

Mr Mkhammet Nepesov
Ministry of Nature Protection
National Institute Desert, Flora and Fauna
Ashgabad, Bitarap Turkmenistan Str., 15
744000
Tel: +993 12 357295
Fax: +993 12 353716
Email: Mnepes@online.tm

UKRAINE

Mr Eugen Varlamov
Head of laboratory Ukrainian scientific-research institution of ecological problems
Bakulin St, 6
661166
Kharkiv
Ukraine
Tel/fax: +38 0572 45 4087
E-mail: e_varlamov@rambler.ru
E-mail: varl@niiep.kharkov.ua

UZBEKISTAN

Nominee expected

Annex 3 Workshop Programme

Purpose of meeting

To brief the National Local Experts on the project and their roles on information collection and collation.

Expected outcomes of meeting

1. To have in place, a team of experts from each of the NIS who have the knowledge to complete the inventories of water monitoring and the understanding of the information needs of the EEA to begin the implementation of EUROWATERNET in their countries.
2. The team will be supported by 3 Expert Coordinators who have a similar understanding and also understand their roles in managing and monitoring the activities of the National Experts and reporting to the Project Manager.
3. Preliminary arrangements (dates and duration, persons to be met and institutes to be visited) to be made with each National Expert for the missions which are expected to take place in spring/summer 2003.

Tuesday 18 February

Briefing meeting with Expert Co-ordinators and ETC project team to discuss the detail of the Workshop programme.

Wednesday 19 February

	Activity		Time
1.	Introduction: Welcome Proposed Programme Administrative Arrangements	Whalley Kolomeev	1400
2.	Background to Project: EEA EUROWATERNET UN ECE WGEM	Lack	1430
3.	Questions / Discussion		1630

Thursday 20 February

4.	Introduction to day's activities	Whalley	0900
5.	Summary of this Project: Objectives Information needs Outputs Timescales Main Activities Responsibilities Workshops Missions Reports	Whalley	0930
6.	Questions and Discussion	All	1130
7.	Lunch		1230
8.	Overview of information to be collected: Summary of information needed Sources of information Existing information sources Questions	Feher	1400
9.	Questions / explanations / discussions	All	1600
10.	Dinner	All	1930

Friday 21 February

11.	Introduction to Morning's activities	Whalley	0900
12.	One-to-one discussions between Local National Experts and Expert Co-ordinators on specific needs in country and to identify possible Mission dates	All	0915
13.	Concluding Remarks	Lack	1145
14.	Lunch and depart	All	1200



EUROPEAN TOPIC CENTRE ON WATER



UNDER CONTRACT
TO THE EUROPEAN
ENVIRONMENT
AGENCY

Task 3: Preparation of other specific reports and support to the activities of the WGEM

of the

Grant agreement with the European Environment Agency: "Strengthening environmental information and observation capacity in the New Independent States"

**Terms of Reference for the NIS
Local Experts**

for

**In-depth study of the monitoring situation in specific areas (inland surface water) of the New
Independent States**

**To be carried out by the European Environment Agency's Topic Centre on Water in consortium with
National Experts from the New Independent States**

August 2002

Background

The environmental problems of the New Independent States (NIS) are of a scale and complexity which calls for an organised response at national and Inter-State levels. Such a development requires an appropriate and comprehensive provision of information on progress and prospects in the state of the environment.

The current environmental monitoring systems and reporting capacities do not meet current needs and it is impossible to evaluate fully the current environmental situation of these countries, which is of particular concern for development of appropriate remedies. Furthermore, ongoing monitoring systems cannot easily be integrated into international programmes.

NIS recognise the need to upgrade the quantity, quality and comparability of environmental data, indicators and information dissemination systems as demonstrated by setting up of, and involvement of the NIS in the UN ECE ad hoc Working Group on Environmental Monitoring (WGEM).

NIS would benefit from a co-operative effort at the regional level to address common problems in improving their reporting capacities, and to help them better integrate into the international environmental networks.

The Project Objectives

The project: *In-depth study of the monitoring situation in specific areas (inland surface water) of the New Independent States*, is to be carried out under the leadership of the European Topic Centre on Water (ETC/Water). The project will cover the following 12 NIS countries: Armenia, Azerbaijan, Belarus, Georgia, Kazakhstan, Kyrgyzstan, Moldova, the Russian Federation, Tajikistan, Turkmenistan, Ukraine, and Uzbekistan.

- The long-term objective of the project is to help integrate NIS environmental information and management systems into the mainstream of European practice and thus help countries in creating sound and comparable conditions for economic transition.
- To strengthen environmental information and observation capacity and networks in order to provide good, reliable and relevant information on the state of the water environment in NIS as a basis for improved policy making and public awareness.

Until now, there has been no way of obtaining “*timely, targeted, relevant and reliable information*” on all Europe’s water resources. This gap is being filled with the creation and implementation of **EUROWATERNET** (the European Environment Agency’s (EEA) data and information gathering network for inland waters) throughout Europe. This includes the European Union (EU), countries in Accession to the EU, other Phare countries (e.g Balkan states) and, now, the New Independent States - a total of about 44 countries.

EUROWATERNET is designed to give a representative assessment of all sizes and types of rivers, lakes and groundwater bodies, and of the human pressures that affect the quality and quantity of water (such as agricultural activities) within a country, and also across the EEA area. It also covers transitional, coastal and marine waters in line with the Water Framework Directive.

So, more specific objectives are:

- To enhance co-operation between existing environmental networks and to be carried out in collaboration with NIS national experts:
 - provide an overview of the inland surface water monitoring activities in the NIS,
 - make an inventory of existing water databases,
 - make a comparison of existing monitoring networks with EUROWATERNET criteria, and
 - make a selection of basic stations for a EUROWATERNET in each of the NIS.

In order to achieve the objectives it will be necessary to form a consortium of one or more **National Experts** from each NIS who would be given specific tasks relevant to their country. Management and co-ordination of these National Experts and ensuring delivery of project outputs on schedule will be the responsibility of three NIS Expert Co-ordinators.

NIS National Local Expert - Terms of Reference

Personal Qualities

The candidate should be resident in one of the NIS or the Russian Federation and be fluent in speaking and writing English, Russian and local language. The candidate must be self-motivated and capable of achieving targets without direct supervision. The candidate should have 10 years or more experience in the water environment field especially on monitoring and assessment and be competent with computer software such as MS Word, Excel and Access. Experience in handling numerical data is essential.

Institutional support

The candidate is likely to be an employee of an institution or agency which can provide the following support to the project:

- Direct telephone line,
- Telefax line;
- Continuous access to the Internet (preferably broadband) to allow efficient communication between the National Local Expert, the Expert Co-ordinators and the Project management team in the ETC/Water as well as the consortium of National Experts in the NIS.
- A modern computer operating under MS Windows 98 (or later) with MS Word and Excel software.

Activities

The NIS Expert Co-ordinators will be responsible to the Project Manager in the ETC/Water (Dr Peter Whalley) from whom he or she will take instructions and make reports on progress, achievements of milestones and difficulties.

The Expert Co-ordinators will be fully briefed at a meeting with the Project Management Team of ETC/Water during which detailed targets, milestones and timetable will be agreed.

Following this meeting there will be the Familiarisation Workshop to be attended by one National Expert from each NIS. At this workshop the objectives of the project will be explained in the context of the role of the EEA in wider European indicator-based reporting and the importance of developing regular data flows of good quality, comparable data. There will be detailed explanations of the methodologies used in the project to collect data and information on state and pressures of inland waters of the NIS which will be used to compile inventories.

The Expert Co-ordinators will support Missions to the NIS by the Project Management Team and will help with making contacts with National Experts, identifying before each Mission who are the main experts in the water field, arranging interviews and working meetings with experts and data holders and ensuring that the Missions are an efficient use of time. The Expert Co-ordinators will accompany each Mission Team and provide support on interpretation and translation of documents and other materials. During the missions it is expected that a meeting will be held with senior officials in each NIS Ministry of the Environment or equivalent.

The Expert Co-ordinators will work with National Contact Points in the NIS and make all necessary arrangements to complete and check the validity of the inventories and send them to the Project Management Team. The Expert Co-ordinators will make themselves available to the Project Team for the purposes of clarification and requests for additional information. If necessary they will undertake additional missions as decided by the Project Director in agreement with the EEA.

Consideration will be given to organising a second workshop in one of the NIS to gain their support for the EUROWATERNET station selection and to introduce the concept of regular, annual data flows from the NIS EUROWATERNET stations to the ETC Water for the updating of indicators and fact sheets. The National Local Experts will be expected to participate in this workshop.

Time schedule and budgets

The contract for the project was signed in September 2002.

The preliminary meeting between the Expert Co-ordinators and the ETC/W Team will take place in November 2002

The Familiarisation Workshop should take place before the end of December 2002.

Inventories of networks and databases (state and pressures) are expected to be done during January to June 2003 and the Missions to each NIS are also expected to take place during the later part of this period.

Selection and verification of EUROWATERNET stations would take place between June to August and would be presented and discussed at the second workshop (if considered necessary) which would take place in September 2003.

The project is expected to end by December 2003 (i.e. 16 months duration) but may be extended in case of unforeseen delays.

The budget available to this project for travel, workshops, meetings etc. is 170,000 euro.

The fee paid for this information gathering is considered to cover all the National Local Experts costs. When required to participate in Workshops, the costs of the flights and accommodation will be reimbursed by the project. Agreement (by fax or email) must be obtained from the ETC/Water Project Manager before tickets are purchased. Reimbursement will be against original receipts (to include boarding cards, flight tickets and receipts). Costs necessary to the completion of the Mission will be reimbursed following agreement with the ETC/Water Project Manager against original receipts.

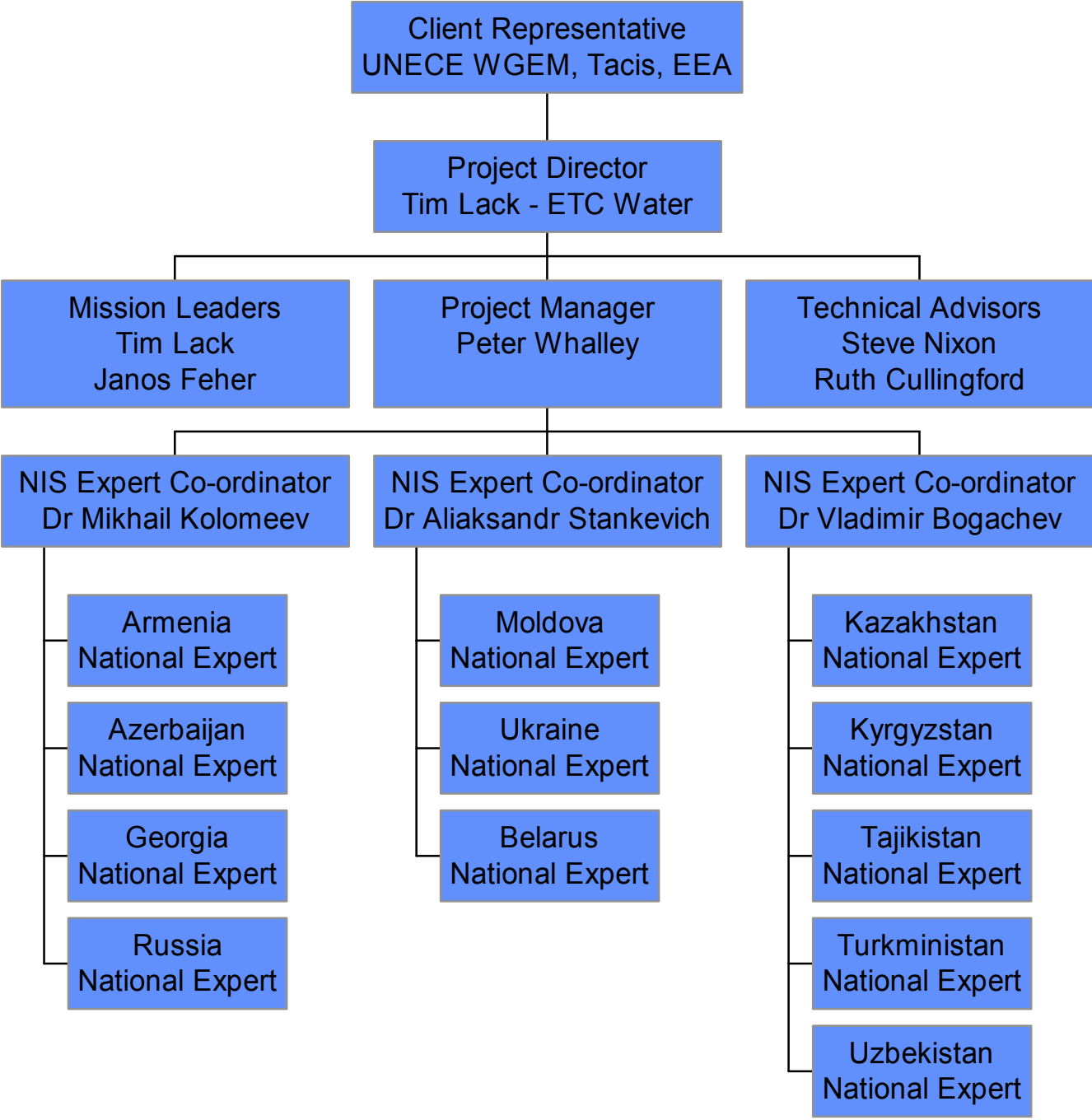
Payment Details

- 50% of the agreed fee will be paid during the Mission
- 50% of the agreed fee will be paid on acceptance of the final report by the EEA.

Summary of Tasks for National Local Experts

1. **Participate in a briefing Workshop in Obninsk, February 2003.** At this meeting the objectives of the project will be explained, details of the information to be collected by the National Local Expert will be provided and timescales agreed. It is expected that this meeting will last for 2 days and will give full details and explanation of the work of the National Local Experts.
2. **Information collection.** Information discussed at the Workshop on the current monitoring network, the existing databases and the required pressure information will be gathered by the National Local Expert. This information is required for **all** current monitoring stations in the country covering, rivers, lakes, groundwaters and if relevant, coastal waters. Collected information will be entered into the spreadsheets provided and, after quality checking by the National Local Expert will be sent to the Expert Co-ordinator. The National Local Expert will assist the Expert Co-ordinator by collecting any additional information needed. It is likely that the information required will be stored at a number of different locations. The National Local Expert is expected to make provisions to ensure that the maximum level of detail is provided. If information is not available then the National Local Expert will need to use his/her initiative to obtain the information. (For example, we are required to provide information on the land area up-stream of a monitoring station within a catchment. If this information is not available then the National Local expert will be expected to use his/her experience in estimating this information).
3. **Assistance with Missions.** The National Local Expert will assist with the arrangements and be involved in the Mission to the Expert's country to discuss progress on the information collection. The Mission Team will comprise of two Experts from the ETC/Water Core Team, the Expert Co-ordinator and the National Local Expert. The duration of the Mission is expected to be 4 or 5 days. During the Mission it will be necessary to brief the appropriate Deputy Minister or his/her representative on the project, the role of the EEA, to discuss the information collected and to meet with experts involved in the sampling, analysis and reporting of water quality data.
4. **Participate in a Final Workshop in Almarty, September 2003.** The initial recommendations of the ETC/Water Core Team on the location of Basic EUROWATERNET monitoring stations will be presented and discussed. Suggestions for modifications to this network will be received. Recommendations will be discussed on how National Local Experts can extend the proposed Basic EUROWATERNET monitoring network to a fully representative network.
5. **Reporting.** The National Local Experts will be expected to report weekly to the Expert Co-ordinator on progress made and any problems encountered. A strict deadline will be set for sending the completed spreadsheets containing the information required to the Expert Co-ordinators. Interim and Final payments of Fees by the European Environment Agency are dependent for the whole Project Team on the delivery of this information.

Project Organisation



Annex 5 Report Templates for National Experts
In-depth study of the monitoring situation in specific areas (inland surface water) of the New Independent States

Information Needed for Monthly Progress Reports

Rivers

Number of stations in Network 1 (e.g. Ministry of Natural Resources)	X
Number of stations in Network 2 (e.g. Hydromet Services)	X
Number of stations in Network 3 (e.g. Ministry of Health)	X
Number of stations in Network 4	X
TOTAL NUMBER OF STATIONS	X

Number of stations where information has been collected on:	
Physical Characterisation	X
Quality	X
Pressure Information	X

Lakes

Total number of stations	x
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Number of stations where information has been collected on:	
Physical Characterisation	X
Quality	X
Pressure Information	x

Groundwaters

Total number of stations	x
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Number of stations where information has been collected on:	
Physical Characterisation	X
Quality	X
Pressure Information	x

Transitional, Coastal and Marine

Total number of stations	x
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Number of stations where information has been collected on:	
Physical Characterisation	X
Quality	X
Pressure Information	x

Annex 6 Information Required to support Tables

In addition to completing the Excel spreadsheet tables, EUROWATERNET will also require:

On the inventory of current networks:

- Purpose of the monitoring network (e.g. routine surveillance)
- Sampling window (annual or spring, summer etc)
- Matrices sampled (e.g. water, biota, sediment)
- Data storage system (e.g. paper, pc)
- Data analysis
- Quality practices in the laboratory and data processing

On the inventory of existing databases and data flows

- Name of database
- Organisation responsible for database plus contact name and details
- Database storage (paper, pc)
- Availability of data (e.g. freely available, confidential, purchasable)
- Regions covered by database
- Number of years of data (plus any gaps)
- Description of the process whereby data is transferred from local to central locations