



**COST ACTION E43**  
**Harmonisation of National Inventories in Europe:**  
**Techniques for Common Reporting**

**Minutes of the 2<sup>nd</sup> Steering Committee meeting**

**Château des Barres, Nogent-sur-Vernisson France**  
**29 September 2004 at 13:00 - 1 October 2004 at 17:00**

List of participants: Bastrup-Birk Annemarie (DK), Cienciala Emil (CZ), Korhonen Kari (FIN, secretary), Lanz Adrian (CH), Marchetti Marco (I), San-Miguel-Ayanz Jesus (I, JRC), Schadauer Klemens (A), Tomppo Erkki (FIN, chairman), Vidal Claude (F), Wolsack Jean (F, items 1-3)

### **1. Welcome**

Director Claude Vidal welcomed the participants to Château des Barres, in Nogent-sur-Vernisson and introduced the meeting venue and main features of the French National Forest Inventory (IFN). IFN new web site and data modelling behind it were presented by Mr. Nicolas Robert and Mr. Jean Wolsack, IFN.

After the opening presentations, the action chairman Erkki Tomppo welcomed the participants and opened the 2<sup>nd</sup> Steering Committee meeting of the COST E43. Kari T. Korhonen was elected as secretary of the meeting.

### **2 Adoption of the agenda**

Expected outputs of the meeting were discussed, and the following new items were added in the Agenda: Project proposals, Preparation of the December meeting in Italy, Updating of the courses for next year, Linkage between ENFIN and COST E43, and Publication strategy.

### **3. Outcomes of the 2<sup>nd</sup> Management Committee and joint WG meetings in Hoersholm**

The Draft Minutes of the meetings were handled with following findings:

#### **3.1. Minutes of the second Management Committee**

- The budget for 2004 is approximately 150 000 € left about 60 000 €
- A tentative budget of 90 000 € has been given for the year 2005

- The following persons will contact the non-signed on non-active COST countries: Marco Marchetti will contact Portugal, Jesus San Miguel and Annemarie Bastrup-Birk Greece, Erkki Tomppo Poland, Klemens Schadauer Turkey
- The contact responsibilities for Non Cost countries(to be invited in coming years): Russia (Klemens Schadauer & Kari Korhonen), Canada (Erkki Tomppo), USA (Erkki Tomppo), Ukraine (Emil Cienciela), Georgia (Klemens Schadauer), FYR Makedonia (Emil Cienciela)
- Strengthening co-operation between COST and EUREKA
- At least 7 short-term scientific missions should be organised
- Publication strategy has to be created and the annual report provided before the end of the calendar year

### 3.2. Minutes of WG1

- Some country descriptions have arrived, processing of the replies has been planned, results will be available in Gembloux meeting,
- Publication of the country descriptions are discussed under Item 10 in this Memorandum
- Main next deadline is that the draft questionnaire should be ready 17<sup>th</sup> November, starting with relatively simple variables, as presented in Hoersholm

### 3.3. Minutes of the WG2

- In the December meeting there will be the “state of the art” description for each country
- Few countries have not been active so far , Emil Cienciela will keep contacting the representatives
- Different approaches, different Tier levels, volume difference versus increment measurements should be handled in this WG
- 3 experts from COST E21 & CarboInvent (Zoltan Somogyi, Bernhard Schlamadinger, Raisa Mäkipää) will be invited to the December meeting (Emil Cienciela will be in contact)

### 3.4. Minutes of the WG3

- Core variables are being identified (based on MCPFE, CBD), going into details in these will take time
- At the first step, WG3 concentrates on variables that can be identified in terrestrial inventories, landscape level excluded at this first stage
  - Revised minutes of WG3 will be sent to the steering group latest October 10.
- Table on what is going on in each country will be presented and processed in Gembloux

#### **4. Work Plans for WG's**

One main output of the Action is to collect and define reference definitions and concepts and develop methods for obtaining harmonised results. Following procedure of working was agreed:

- Analyse existing standards (TBFRA2000, FRA2005, MCPFE, IPCC GPG, CBD...) and the results of the questionnaires
- Identify the key parameters for which we define references
- Define references
- Design standardised result tables for each WG. These tables serve as harmonised European level forest inventory, forest carbon pool and forest biodiversity statistics
- Select the most essential tables (core tables)
- Collect the information of the core tables independently of the additional funding
- Evaluate how close countries are to the references, identify differences
- “Build bridges” for achieving standardised results
- Errors & reliability must be considered, methods for eliminating these biases and uncertainties must be developed.
- Countries may be asked which practices/definitions they could change

One concrete output of the Action is to present examples of harmonised results for some countries to be identified later.

The Chairperson and Deputy of each WG should revise Work Plans by 18<sup>th</sup> October.

Linkage between Work Groups will be maintained by joint sessions and cooperation of WG Chairpersons.

#### **5. Preparatory work for the Task Force meetings, Gembloux October 21 – 22**

- For WG1 and WG2, 5 or 6 Task Force members for each group will probably attend the Gembloux meeting. For WG3, large participation is needed, however not exceeding 30 persons.
- There will be a steering committee meeting, also.
- There must be a joint session with WG1 & WG2 on land use classes on second day
- Marco Marchetti will look for an expert of Mediterranean Region to attend WG1 and propose this to the Action chairman
- Purpose of the meeting & Expected outputs:
  - WG1
    - will work on the draft questionnaire, concentrating on growing stock volume target variable: how forest is defined, tree measurements, tree attributes, estimation techniques
    - (FOWL will be covered, as far as possible, including growing stock on OWL),

- Expected output is a draft questionnaire that can be distributed for the whole WG for comments 17<sup>th</sup> November to be accepted in December meeting
  - WG2
    - Headlines of the “State of the art” –report that will be sent to whole WG by 20<sup>th</sup> November have been distributed and in Gembloux these will be further processed
    - Thematic sub groups: 1) areas handled by NFI, 2) different pools covered, and 2) Kyoto Protocol issues have been established and each sub-group will be represented in Gembloux meeting
    - Expected out: for December meeting the state of the art by countries on these issues
  - WG3
    - further processing of the table of relevant indicators
    - work on country reports
    - further discussion on core set of variables (existing list)
    - drafting questionnaire,
    - tools for “bridge building”,
    - nomination of Task Force to attend the December meeting
    - Expected outputs: Task Force nominated, 1<sup>st</sup> draft of the country report, 1<sup>st</sup> draft of the questionnaire
- Agenda for the Gembloux meeting was drafted, see Annex 1
- WG leaders must deliver the list of participants through Erkki Tomppo to Cost Office (WG1 has given the list already)

## **6. Project proposals**

- Claude Vidal will collect the CV’s of COST E43 experts and institutions so that the COST E43 network is able to react on calls for project proposals
- Claude Vidal will first provide an example of such a CV, Management Committee will be approached in this matter
- Claude Vidal will follow the calls for projects and keep the Action members informed
- Project proposals
  - are expected to come open for both Forest Focus and EFIP (European Information and Communication Platform)
  - A project proposal has been proposed in the national programme of Forest Focus (coordinated by Sweden, others: Spain, Belgium, Austria), other COST E43 could propose a similar project in November, for this purpose Klemens Schadauer will send all the 4 copies to Steering Committee members
  - One possible proposal: to link soil description to Level I or NFI plots

- It is necessary to have a steering committee meeting in late 2004 to follow up of the project proposals
- Steering group meeting will be either in November 26th (Ispra) or December 4<sup>th</sup> connected to the joint Management Committee and WG meeting, Erkki Tomppo will find out if the budget allows to arrange the separate meeting in 26<sup>th</sup> November, final decision on the date and venue immediately after Gembloux meeting

## **7. Preparation of the MC & joint WG meeting (December 2 - 4)**

- Depending on the budget and progress in the Gembloux meeting, WG3 will possibly attend only as a Task Force, while WG1 and WG2 will have a larger group
- 3 experts from COST E21 & CarboInvent (Zoltan Somogyi, Bernhard Schlamadinger, Raisa Mäkipää) will be contacted to be possibly invited to the December meeting for WG2 (Emil Cienciela will be in contact). (A note added by the Action chairman: In the case the number of participants will exceed the budget limits, the Action chairman, following the general COST rules, selects the final list of participants to be invited.).
- The meeting should be a 2 full day meeting + excursion
- The concept of “reference” should be presented and discussed in a plenary session
- The meeting will be in Florence, provided that reasonable priced hotels are available, second option is Molise (1 hour travel from Rome or Napoli)
- Jesus San Miguel will contact Spain to ensure that Spain will be represented
- Marco Marchetti will arrange a presentation of a recently completed forest type classification project

## **8. Update of the courses intended for next year**

- The course on “Up to date technology for field based forest inventory”
  - cannot be in this year, planned for 10-12 April, 2005,
  - approximately 20 participants expected, 5 experts (from Freiburg, Dresden),
  - Venue: near Prague
  - Approximately 30 persons have shown interest, therefore participation and costs must probably be limited by accepting primarily NFI people and 1 person per country, the maximum limit for flying ticket is set to 500 € (unless good reason for exception) and countries are encouraged to support the participants from other sources
  - To further reduces the costs, Emil Cienciela will check the possibility to link the training course with the Action meeting planned for April 2004
- Marco Marchetti’s proposal:
  - Venue: Alps,
  - Timing: Mid June
  - Final decision on arranging the course in 2005 must be in Florence meeting’

- Translation of the forest type manual from Italian to English, Erkki Tomppo will check if this can be supported
- NFI Data analyses (Annemarie Bastrup-Birk):
  - could be connected to data analyses of our Action
  - early 2006

“Ecological Biodiversity Indicators” workshop or training course (Erkki Tomppo)

- 2005 or 2006
- to be clarified: possibilities, lectures, content

## **9. Linkage to ENFIN**

- Memorandum of Understanding for ENFIN needs some modification, because the current version is mainly orientated towards ENFIN itself. It should be possible to use it as an broader information tool for people standing outside the ENFIN Process: Klemens Schadauer will modify it for a broader audience
- Linkage of web pages: ENFIN web pages will contain short descriptions of on going projects (permanent issues) & links to the actual project web pages
  - domain ENFIN.org will be tried

## **10. Publication, annual report, publication strategy**

- Erkki Tomppo and Klemens Schadauer will work on the publication strategy for the Action
- Content & time frame
  - country status quo, incl. synthesis, late 2005
    - by WG's
    - by topics
  - manuals & course material: after each training coarse
  - field manuals of NFI's in English
  - examples of results: 2006, 2008
- By the end of 2005 a good quality summary of country wise NFI descriptions , including analyses & synthesis
- Erkki Tomppo will take care of the annual report of the Action

## **11. Other Business**

The Steering Group wishes that Jesus San Miguel would be invited as a permanent member to the COST E43 Steering group, Erkki Tomppo will check the formalities.

## **Annex 1 for the Memorandum of the COST E43 2<sup>nd</sup> Steering Committee meeting**

Draft AGENDA for Gembloux meeting October 21 – 22

October 21<sup>st</sup>

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|--|---------------|
| 1. Opening<br>(or 9, to be confirmed later)                                    | 09.30 – 09.50 |
| 2. Adoption of Agenda  | 09.50 – 10.00 |
| 3. Plenary session: Presentations of WG State of the art reports, 20 min each: |               |
| • WG3 (Annemarie Bastrup-Birk)   | 10.00 - 10.20 |
| • WG2 (Emil Cienciela?)  | 10.20 - 10.40 |
| Coffee break   | 10.40 - 11.00 |
| • WG1  |               |
| i. Summary of NFI descriptions (Kari Korhonen)                                 | 11.00 - 11.20 |
| ii. Draft questionnaire (Adrian Lanz)  | 11.20 - 11.40 |
| • Idea of “reference” (Erkki To mppo)  | 11.40 – 12.00 |
| 4. Distribution of tasks for WG sessions                                       | 12.00 – 12.30 |
| Lunch 12.30-14.00  |               |
| 5. Working Group Sessions  | 14.00 -       |

October 22<sup>nd</sup>

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|--|---------------|
| 6. Working Group Sessions:WG1 & 2 together | 09.00 – 10.30 |
| 7. Coffee break                            | 10.30 – 11.00 |
| 8. WG’s continued, each group separate     | 11.00 – 12.30 |
| 9. Lunch                                   | 12.20 – 14.00 |
| 10. Plenary                                | 14.00 - 15.30 |
| • Outcomes from WG’s & meeting             |               |