

COMMISSION OF THE EUROPEAN COMMUNITIES

COM(75) 73 final

Brussels, 3 March 1975

PROPOSAL FOR A COUNCIL DECISION

**establishing a common procedure for the preparation
and constant updating of a European inventory of sources
of information on the environment.**

(submitted by the Commission to the Council)

EXPLANATORY MEMORANDUM

The object of this Decision is to provide a framework for the preparation by the Member States of a permanent inventory of the sources of information on the environment which are available in the Community.

The Decision comes under the programme of action of the European Communities on the environment, which provides for the establishment by the Commission of a permanent inventory of information sources, which would be included in the European contribution to the International Referral System to be set up under the United Nations Environment Programme or to other relevant international systems.

As required under the procedure laid down in the action programme, two groups of national experts were consulted. The first consisted of experts representing the interests of those using the information in question and was responsible for identifying management information requirements. The second group, an offshoot of the Scientific and Technical Information and Documentation Committee (STIDC), was asked to identify the possibilities for improving the provision and networking of the information in relation to the needs of users.

There is very wide distribution of documents covering the various aspects of the environment, which are held or indexed by numerous documentation services often specializing in specific disciplines such as chemistry, physics, biology, medicine, toxicology, law, etc. There exist approximately a thousand services possessing information relating to the environment.

Apart from these sources of documentary information, there are individual services and specialists with extensive knowledge whose services are utilized by those responsible for supervising, protecting or managing the environment. It is estimated that there are

approximately three thousand such services and experts.

It is essential to make available to users the knowledge and skills acquired by scientists engaged in research on the environment; such research is at present being carried out in connection with more than 15 000 projects in the Community.

In order that the best use may be made of information on the environment at present available in the Community, the different sources of information must be identified and indexed by standardized methods, and the subjects covered and the services provided must be described and notified to potential users.

The proposed permanent inventory will include:

- (1) a list of documentation sources
- (2) a list of current and scheduled research projects
- (3) a list of specialist services and individual experts.

The procedure adopted is such that the inventory:

- will constitute a reference index to all sources of information covering a particular problem;
- will form the technical basis for coordination or harmonization of information services and for preparing the network of scientific and technical information on the environment provided for in the action programme;
- will reveal any gaps in current scientific and technical knowledge and thus show the direction in which action, particularly research, should be taken to fill the gaps while avoiding overlapping;
- will enable a Community contribution to be made to appropriate international systems, especially the United Nations International Referral System.

This Decision is based on Article 235 of the EEC Treaty which requires that the Assembly be consulted. The Economic and Social Committee should also be consulted.

PROPOSAL FOR A COUNCIL DECISION

establishing a common procedure for the preparation and constant updating of a European inventory of sources of information on the environment

The Council of the European Communities,

Having regard to the Treaty establishing the European Economic Community, and in particular Article 235 thereof;

Having regard to the proposal from the Commission;

Having regard to the Opinion of the European Parliament;

Having regard to the Opinion of the Economic and Social Committee.

Whereas the programme of action of the European Communities on the environment (1) provides for the preparation of a permanent inventory of sources of information on Environment Quality and its integration into a European contribution to the United Nations International Referral System and other appropriate international systems, and into the European documentation Network provided for in the Council Resolution of June 24, 1971 (2) ;

Whereas this inventory could facilitate the access to existing sources of information of all users in the Community, particularly those responsible for the supervision, protection and management of the environment and that the establishment of such an inventory will also make it possible to determine what coordination or harmonization of information sources should be effected, to propose the creation of new systems of information on the basis of requirements not yet covered and to integrate such sources into a harmonized European network ;

Whereas such an inventory seems necessary in order to achieve, in the context of the functioning of the Common Market, one of the objectives of the Community in the field of protection of the environment and quality of life, and that the powers of action required in this matter were not foreseen by the Treaty ;

(1) O.J. No. C 112. Dec. 20. 1973

(2) O.J. No. C 122. Dec. 10. 1971. p. 7.

Whereas this inventory, published by the Commission in the form of a European Inventory of sources of information on the environment, should make known for each Member State the current and scheduled research projects and specialist services and individual experts that are of equal importance as sources of information with scientific and technical information and documentation centres ;

Whereas in order that an inventory may be drawn up, the Member States must forward to the Commission, according to the questionnaires drawn up, the information relating to the different sources of national information, and that moreover an updating procedure for the inventory should also be set up ;

HAS ADOPTED THIS DECISION :

Article 1

A common procedure is hereby established for the preparation and updating of a permanent inventory of sources of information on the environment.

This inventory shall include for each Member State :

- the list of current and scheduled research projects,
- the list of specialist centres and individual experts,
- the list of scientific and technical information and documentation centres and services.

Article 2

The Member States after having completed the questionnaire set out in the Annex to this decision, which forms an integral part of it, shall forward it to the Commission before December 31, 1975.

Subsequently they will forward to the Commission each year, before December 31 of the year referred to the information necessary to keep the inventory up to date.

Article 3

Member States shall designate the national authority which will be responsible for assembling and forwarding to the Commission the information referred to in Article 2, and shall inform the Commission thereof.

Article 4

The Commission shall have the inventory published in a form which can be integrated into similar national and international systems, and especially into the United Nations Referral System. With this purpose, it shall carry out in particular the indexing of the sources and prepare the lists of the index relating to it.

Article 5

This Decision is addressed to the Member States.

Done at

By the Council

The President.

COMMISSION OF THE EUROPEAN COMMUNITIES

Directorate General
Scientific and Technical Information
and Information Management

Project on Environmental Information

INVENTORY OF INFORMATION SOURCES IN ENVIRONMENTAL PROTECTION

Questionnaire

G E N E R A L

G1. Is your organisation involved in

A. RESEARCH

YES

NO

(i.e. work undertaken on a systematic basis to increase the stock of knowledge and to use this stock of knowledge to devise and assess new applications).

If YES, please complete the section of the questionnaire covering :

- i) general aspects of your organisation, p. 2 - 4
- ii) research activities, p. 5 - 12

B. INFORMATION/DOCUMENTATION SERVICES

YES

NO

(i.e. a system of resources, personnel, activities and materials for providing specific users with data information and documents. Only the following services should be included, a) those covering a national range of users, b) those whose primary responsibility is the provision of environmental information, c) those whose primary responsibility lies elsewhere but are deemed to be in a favourable position to supply environmental information).

If YES, please complete the section of the questionnaire covering:

- i) general aspects of your organisation, p. 2 - 4
- ii) information/documentation services, p. 13 - 19

C. Provision of EXPERTISE

YES

NO

(i.e. any organisation (*) possessing skills in the field of environmental protection and which is prepared to give advice on the basis of this technical competency. This excludes those involved in research).

If YES, please complete the section of the questionnaire covering :

- i) general aspects of your organisation, p. 2 - 4
- ii) centres of expertise, p. 20 - 23

NOTE : Each of the three sections contains questions seeking information on personnel. For the purposes of this questionnaire, professional is understood to mean those holding degree earned at universities, specialised institutes of university status and equivalent qualifications awarded by occupational associations, etc..., while supporting staff consists of other personnel who assist professional personnel in carrying out their tasks.

(*) Independent persons, i.e. professional persons or independent consultants not related to any organisation, could appear under a personal name in G2.

G2. Name of organisation

.....

Address : Street

City Country/Province

..... Land/Department

Post/Pin CodePostbox.....Country.....

Telephone Telex/Cable.....

Telegraphic Address

G3. Person completing this form

A. Name

Position

Address (Tick if appropriate information is given in G2)

Section (if applicable

(Parent) Organisation

.....

Street

City Country/Province

..... Land/Department

Post/Pin Code.....Postbox.....Country.....

TelephoneTelex/Cable

Telegraphic address

B. Date of completion of this questionnaire

C. Date of currency of information provided (if different from G3.B)

.....

G4. Funding of organisation (see NOTES page 4)

Please give :

- A) total costs incurred by organisation during the last financial year for which data is available,
- B) percentage (%) of costs of organisation provided by the sources listed below :

	Capital	Current	Financial year (please specify)
A) Total costs (Please specify financial unit)
B) Percentage (%) provided by		Capital	Current
Government	
Business sector	
Higher Education	
Private non-profit	

International Organisation
Other (please specify)

- NOTES :
- Government - organisations which furnish but do not normally sell to the community those services which otherwise cannot conveniently or economically be provided and act as the administrative agency for the economic and social policy of the community;
 - Business - all firms, organisations and institutions whose primary activity is the production of goods or services for sale to the general public at a price intended approximately at least to cover the cost of production;
 - Higher education - all universities, colleges of technology and other institutions of post-secondary education whatever their source of finance or legal status together with units under the direct control of such establishments;
 - Private non-profit - mainly private organisations which are not established primarily with the aim of earning a profit;
 - International organisation - any organisation which is constituted by agreement among states; its membership may consist of states or corporate bodies designated to represent member states.

R E S E A R C H

R1. ORGANIGRAMME

RESEARCH GROUPS	i) Name of person directly responsible for day-to-day activities of the group. ii) Names of professional* staff.
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	

* For definitions see note on page 2

R2. List any special equipment/facilities which are available to the research groups (e.g. remote sensing equipment, facilities for large numbers of animals, physical models, etc...)

.....

.....

.....

.....

R3. For each of the research groups listed under R1., please give the following information

	RESEARCH GROUPS		
	1	2	3
A. Title/brief description of research			
B. Objectives of research			
C. Methods employed			
D. Indicate the potential applications/beneficiaries of research			
E. Duration of research i) Date of commencement ii) (Estimated) date of completion			
F. Personnel*: Numbers of i) Professional staff ii) Supporting staff			

* For definitions : see on page 2

R3. (continued)

	RESEARCH GROUPS		
	4	5	6
A. Title/brief description of research			
B. Objectives of research			
C. Methods employed			
D. Indicate the potential application/beneficiaries of research			
E. Duration of research i) Date of commencement ii) (Estimated) date of completion			
F. Personnel*: Numbers of i) Professional staff ii) Supporting staff			

* For definitions : see on page 2

R3. (continued)

	RESEARCH GROUPS		
	7	8	9
A. Title/brief description of research			
B. Objectives of research			
C. Methods employed			
D. Indicate the potential applications/beneficiaries of research			
E. Duration of research i) Date of commencement ii) (Estimated) date of completion			
F. Personnel*: Numbers of i) Professional staff ii) Supporting staff			

* For definitions : see on page 2

R3. (continued)

	RESEARCH GROUPS		
	10	11	12
A. Title/brief description of research			
B. Objectives of research			
C. Methods employed			
D. Indicate the potential applications/beneficiaries of research			
E. Duration of research i) Date of commencement ii) (Estimated) date of completion			
F. Personnel*: Numbers of i) Professional staff ii) Supporting staff			

* For definitions : see on page 2

R4. Please list any documents (e.g. reports, working papers, articles, etc....) which have been prepared by the research groups listed in R1. and R2.

AUTHOR(S)	TITLE	AVAILABILITY (Please specify any restrictions)	PUBLICATION DETAILS (e.g. Name of Journal/Conference, Date of publication, page nos., volume, etc...)

R4. (continued)

AUTHOR(S)	TITLE	AVAILABILITY (Please specify any restrictions)	PUBLICATION DETAILS (e.g. Name of Journal/Conference, Date of publication, page nos., volume, etc...)

DOCUMENTATION/INFORMATION SERVICES

NB. For the purposes of this inventory, information/documentation services have been subdivided into the following types of units :

- Library - an organised collection of published books and periodicals and of other reading and audio-visual materials.
- Referral Centre - an organisation for directing searchers for information and data to suitable sources but which does not itself supply documents or data.
- Clearinghouse - an organisation which collects and maintains records of research, provides documents derived from these activities and provides referral services to other sources for information relating to these activities.
- Information Analysis Centre - an organisation dedicated to the critical evaluation of work being done in a field.
- Data-bank - a collection of quantitative data relating to a specific topic.
- Information Centre - a service providing SDI and retrospective search facilities.
- Translation Services - the translation of specialised material.
- Liaison/Advisory - the promotion of direct contact with the user by the employment of personnel to develop and maintain contact with users.

D1. Does your organisation accept enquiries ? YES NO

If YES, to whom should enquiries be addressed by

letter YES NO / telephone YES NO / telex YES NO

If YES, to whom should enquiries be addressed ?

Name

Position

Address (tick if appropriate information is given in G2 G3)

Section (if applicable)

(Parent) Organisation

.....

Street

City Country/Province
Land/Department

Post/Pin Code Postbox Country

Telephone Telex/Cable

Telegraphic address

D2. Equipment available to all services.

List any special equipment available for use by the information/
documentation services

.....

.....

D3. For each of the services provided by your organisation, please provide the following information

Service	Personnel ** Professional Supporting		Charges to users		Restrictions on users (please specify)
<input type="checkbox"/> Library	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Referral centre	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Clearinghouse	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Information Analysis Centre	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Data Bank	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Information Centre	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Translation Services	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Liaison/Advisory Services	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<input type="checkbox"/> Other (Please specify)	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

** If it is impossible to distinguish between staff involved in different services, the total number of staff employed can be given at the bottom of the column for personnel. For definitions, see note on page 2

D4. Library

A. Please provide the following information on the library

	<u>Stock</u>	<u>% directly relevant to environmental protection</u>	<u>Rate of annual increase in total stock</u>
Books
Periodicals
Conference papers
Theses
Patents
Abstract journals
Indexing journals

B. Does the library produce ? If YES, please give details*

- Accession lists YES NO
- Bibliographies YES NO
- Current Awareness Bulletins YES NO
- Retrospective searches YES NO
- Other (please specify) YES NO

C. Does the library have any distinct characteristics of direct relevance to environmental protection YES NO

If YES, please give details

.....

.....

D5. Referral service

Does the referral service produce ? If YES, please give details*

- Directories YES NO
- Registers YES NO
- Inventories YES NO
- Other (please specify)

* If possible, please attach a list of publications giving frequency of issue, prices, availability, etc....

D6. Clearinghouse

A. Does the clearinghouse make any special effort in the field of environmental protection ? YES NO

B. Does the clearinghouse produce ? If YES, please give details*

Bibliographies YES NO

Current Awareness Bulletins YES NO

Other (please specify)

D7. Information Analysis Centre

A. What is the main focus of the work of the information analysis centre ?

B. Does the centre produce ? If YES, please give details*

Critical reviews YES NO

Handbooks YES NO

Data sheets YES NO

Other (please specify)

D8. Information Centre

A. Does the centre use bibliographic data-bases from external producers to provide services ? YES NO

If YES, please list the data-bases taken

.....
.....
.....
.....
.....

B. Does the centre merge records from different bibliographic data-bases in order to provide a service on environmental protection ? YES NO

* If possible, please attach a list of publications giving frequency of issue, prices, availability, etc.....

D8. Information Centre (continued)

C. To how many users are services provided ?

Selective dissemination of information
Retrospective search facilities

D. To what extent are the processing facilities automated ?

Not at all Completely Partially (please specify)
.....
.....
.....

D9. Translation services

A. Does the centre provide special translation facilities for material directly relevant to environmental protection ? YES NO

B. Specify from which languages and into which languages the centre undertakes translations

From	to	From	to
From	to	From	to
From	to	From	to
From	to	From	to
From	to	From	to

D10. Liaison/Advisory services

A. To what extent does the service focus on problems of environmental protection ?

Exclusively Partially

B. Is the service directed to one particular group/section of the community ?

YES NO

If YES, please specify

D11. Data Bank

Please provide the following information on the files held in the data bank

Title/Brief Description of records	Total No. of records on file	Rate of annual increase	Please specify extent to which file processing is automated <input type="checkbox"/> Not at all <input type="checkbox"/> Completely <input type="checkbox"/> Partially (specify)	Please specify Medium of storage (e.g. punched tape/card, magnetic device)	Code (if applicable (e.g. EBCDIC))
1.
2.
3.
4.
5.

El. A. For each of the following fields of activities in which the centre is involved, please provide the following information

GENERAL ASPECTS	POLLUTION OF/BY					For each field of activity, please give the name of person to whom requests should be directed (not necessarily names of experts)
	1.AIR	2.NOISE	3.SOIL	4.WATER	5.OTHER	
A. BIOLOGY					
B. CHEMISTRY					
C. ECONOMICS					
D. LAW					
E. STATISTICS					
F. TECHNOLOGY					
G. OTHER (please specify)					
					
					
					

EXPERTISE

E1. B. Please give further details of activities ticked in E1.A. above

E2. A. List those topics/problems on which the centre is prepared to offer a consultancy service (Tick if appropriate information is given in E1.)

.....
.....
.....
.....
.....

B. Give some examples of previous work done on the topics/problems referred to in E2.A.

.....
.....
.....
.....
.....

C. Tick off the language(s) through which personnel of the centre can carry out work specified in E2.A.

Danish	<input type="checkbox"/>	English	<input type="checkbox"/>	German	<input type="checkbox"/>	Other
Dutch	<input type="checkbox"/>	French	<input type="checkbox"/>	Italian	<input type="checkbox"/>	

E3. A. Are the services of the centre restricted to certain categories of user/enquirer ? YES NO

If YES, please specify restrictions

.....
.....
.....
.....

B. Are the services of the centre provided free? YES NO

If NO, on what basis are fees charged ?

Cost per man-hour only Fee per service only

Other (please specify)
.....
.....
.....

E4. Is the centre willing to answer substantial technical enquiries ?

YES NO

If YES, please give the following details of the source to which enquiries should be addressed (Tick if appropriate information is given in G2. G3.

Name
Address: Street
City Country/Province
Post/Pin Code Land/Department
Post/Pin Code Postbox Country
Telephone Telex/Cable
Telegraphic address

E5. Personnel* : How many

- Professional Personnel
- Supporting Personnel

are employed by the centre on activities directly related to environmental protection ?

* For definitions, see note on page 2

E6. Does the centre hold any patents on innovations directly relevant to environmental protection? YES NO

If YES, please specify

TITLE	FILING DATA		PATENT NUMBER
	Country of 1st application	Date of 1st application	
1)			
2)			
3)			
4)			

E7. Please list any special documents (directly relevant to environmental protection) which have been prepared by the centre

TITLE	AUTHOR(S)	DATE OF PUBLICATION	AVAILABILITY	
			RESTRICTED	NON-RESTRICTED
1)				
2)				
3)				
4)				

