

HOW TO MAKE A GROUP STRUCTURE (GRPFDI)

WELCOME TO ONEGATE



Click on:



Attention: GRPFDI must be filled in and closed before completing the other declarations. Onegate automatically creates updated declarations based upon your input in GRPFDI. If you should start with declarations other than GRPFDI, you will receive an error-message.

Select the DIV-domain > declaration GRPFDI and select the period which you will declare.

DIV-DIV - GRPFDI - Structure of the Group - 2021

Forms - 2021

Search

Close and send Reopen View Validate Validation report Import CSV Export Download PDF Clear Set to Nihil Set to Not Reported

Select at least one form to perform an action.

<input checked="" type="checkbox"/>	Name	Code	Due for	Last updated	Status	Nihil	Not Reported
<input checked="" type="checkbox"/>	Structure of the group	GRPFDI	a year ago 20.01.2022	3 months ago 09.11.2022	Initial		

Last update: February 2023

To open, click on:



You will now see:

DIV - DIV > GRPFDI - Structure of the Group > 2021 > GRPFDI - Structure of the group

GRPFDI - Structure of the group

- Entities
- Relations
- Participations
- Shareholders
- Other
- Exit direct participations
- Exit direct shareholders

Entities

Error: Unexpected error occurred during evaluation of a constraint, please call helpdesk

Delete +1 row +5 rows +20 rows ☐ Show errors only

ID	Name	Country	Activity	Right of interference	Ultimate parent company	Quoted on the stock exchange	Balancing date
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

1 of 1 rows.

1. STEP 1: FIRST, CREATING THE DECLARER IN THIS SAME SCREEN

GRPFDI - Structure of the group

Entities

0 must be filled in at ID (declarer has always 0 as ID)

Entities

Error: Unexpected error occurred during evaluation of a constraint, please call helpdesk

Delete +1 row +5 rows +20 rows ☐ Show errors only

ID	Name	Country

And click on "Save"

Save Quit Close and send

You will notice under Name: CBE-company number of the declarer (as an example, we will use a fictive number 0987654321).

Entities Save Quit Close and send

⚠ Exactly one Ultimate Mother is required
Show more (1)

Delete
+1 row
+5 rows
+20 rows
☐ Show errors only

ID	Name	Country	Activity	Right of interference	Ultimate parent company	Quoted on the stock exchange	Balancing date
<input type="checkbox"/> 0	CODE - 0987654321	BELGIUM	<input style="border: 1px solid red;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="border: 1px solid red;" type="text"/>

Activity and balancing date of the booking year are still to be filled in.

Via the link <https://consult.cbso.nbb.be/> you will see the balancing date and the link towards the Crossroads Bank for Enterprises :

[Search in the Crossroads Bank for Enterprises \(CBE\) | CBE Public Search \(fgov.be\)](#)

Where you can find the Nacebelcode (= activity):

Version of the Nacebel codes for the NSSO activities 2008⁽¹⁾

2. STEP 2: CREATING THE ENTITIES OF THE GROUP

The tab “Entities” is on the left side:

GRPFDI - Structure of the group

📄 **Entities** (#items: 1)

2

📄 Relations

📄 Participations

📄 Shareholders

📄 Other


📄 Exit direct participations

📄 Exit direct shareholders



Above the blue band, you can add one or more blank lines to enter all the entities of the group:





 Delete  +1 row  +5 rows  +20 rows

When e.g. choosing “+5 rows”, you will get:


Entities 

Save Quit Close and send

 Exactly one Ultimate Mother is required
 Show more (1)

 Delete  +1 row  +5 rows  +20 rows ☐ Show errors only

ID	Name	Country	Activity	Right of interference	Ultimate parent company	Quoted on the stock exchange	Balancing date
<input type="checkbox"/> 0	CODE - 0987654321	BELGIUM	<input type="text" value=""/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value=""/>
<input type="checkbox"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value=""/>
<input type="checkbox"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value=""/>
<input type="checkbox"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value=""/>
<input type="checkbox"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value=""/>
<input type="checkbox"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value=""/>

1 of 1 rows.  1 / 1 15


You can now start introducing the entities of the group.

Two options for the ID:


- Numbers starting 1, 2, 3 etc.
- You can also use your own way of numbering.





Here you must introduce all companies of the group regardless of the nature of the activity or the relation with you (shareholders, participations, sister companies).

The non-resident investors, who are natural persons, should also be taken into account.

Entities 

Save Quit Close and send

 Error : Unexpected error occurred during evaluation of a constraint, please call helpdesk

 Delete  +1 row  +5 rows  +20 rows ☐ Show errors only

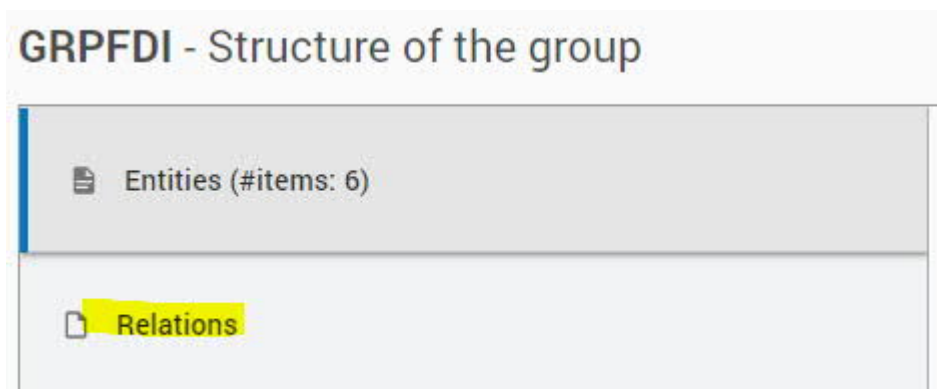
ID	Name	Country	Activity	Right of interference	Ultimate parent company	Quoted on the stock exchange	Balancing date
<input type="checkbox"/> 0	CODE - 0987654321	BELGIUM	xx	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31-12
<input type="checkbox"/> 1	Shareholder 1	FRANCE	xx	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	31-12
<input type="checkbox"/> 2	shareholder 2	FRANCE	xx	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31-12
<input type="checkbox"/> 3	Participation 1	GERMANY	xx	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31-12
<input type="checkbox"/> 4	Participation 2	GERMANY	xx	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31-12
<input type="checkbox"/> 5	Sister company 1	NETHERLANDS	xx	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	31-12

Once done, please click on “Save”:

 Save  Quit  Close and send

3. STEP 3: CREATING THE RELATIONS BETWEEN THE DIFFERENT ENTITIES

Click on the tab "Relations":



Once again, you can add a certain number of blank lines:

[+1 row](#) [+5 rows](#) [+20 rows](#)

In the drop-down menu, you must choose the name of the shareholder and the name of the participation and also add the percentage. Get started with the top of the structure.

How do you complete the relations?

The information should be entered with the understanding that such a Group Entity (= Name shareholder) holds such a Group Entity (= Name participation) at such a rate (%) of ownership.

Relations ⓘ Save Quit Close and send

⚠ Error : Unexpected error occurred during evaluation of a constraint, please call helpdesk

🗑 Delete [+1 row](#) [+5 rows](#) [+20 rows](#) ☐ Show errors only

	Name shareholder	Name participation	%
<input type="checkbox"/>	1 - FR - Shareholder 1	0 - BE - CODE - 0987654321	50
<input type="checkbox"/>	2 - FR - shareholder 2	0 - BE - CODE - 0987654321	50
<input type="checkbox"/>	0 - BE - CODE - 0987654321	3 - DE - Participation 1	100
<input type="checkbox"/>	0 - BE - CODE - 0987654321	4 - DE - Participation 2	100

And save by clicking on:

Save Quit Close and send

4. STEP 4: THE AUTOMATIC FILL-OUT BY ONEGATE

After completion of the first 3 steps, Onegate will determine itself the list with the foreign companies for which declarations will be created.

The information for all non-resident entities (foreign companies of the group that are not established in Belgium) is updated and visible in the list of tabs (but clicking on the tabs is necessary).

Participations Save Quit Close and send

Error : Unexpected error occurred during evaluation of a constraint, please call helpdesk

☐ Delete +1 row +5 rows +20 rows ☐ Show errors only

ID	Name	Country	% Direct Participation	% Indirect Participation
<input type="checkbox"/> 3	Participation 1	DE	100	0
<input type="checkbox"/> 4	Participation 2	DE	100	0

Shareholders Save Quit Close and send

Error : Unexpected error occurred during evaluation of a constraint, please call helpdesk

☐ Delete +1 row +5 rows +20 rows ☐ Show errors only

ID	Name	Country	% Direct Shareholder	% Indirect Shareholder
<input type="checkbox"/> 1	Shareholder 1	FR	50	0
<input type="checkbox"/> 2	shareholder 2	FR	50	0

Other Save Quit Close and send

Error : Unexpected error occurred during evaluation of a constraint, please call helpdesk

☐ Delete +1 row +5 rows +20 rows ☐ Show errors only

ID	Name	Country	% Direct shareholder	% Indirect shareholder	% Direct participation	% Indirect participation
<input type="checkbox"/> 5	NL - Sister company 1	NL	0	0	0	0

Once done, only remaining action left: click on "Close and send":

Save Quit Close and send

5. CONCLUSION

Based upon the group structure, the application Onegate will define the non-resident companies (participations, shareholders, sister companies) for which input should be reported in several reports (F13FDI, R13FDI, S13FDI, S13FAT).

For more information, consult the online manual:

[f13fdifoi_manual_en.pdf \(nbb.be\)](#)

6. TIPS

1. If a company, which is no longer part of the group, is to be deleted, you must work in a reversed way:

- first cancel the relation (second tab)
- afterwards cancel the entity (first tab).

If not, an error-message will be shown.

The ID-number of the deleted entity can no longer be used for entities which are created afterwards.

2. If, by accident, you should have already completed e.g. F13FDI before closing GRPFDI, you'll get an error-message. After closing GRPFDI you'll notice however that this message remains. In that case, you should fill in a data (even 0.00 €) in a line of the F13FDI which will delete the error-message. Without this manipulation, the F13FDI declaration cannot be closed.
