

# GUIDELINES

## GUIDELINE OF THE EUROPEAN CENTRAL BANK

of 22 March 2013

concerning statistics on holdings of securities

(ECB/2013/7)

(2013/215/EU)

THE GOVERNING COUNCIL OF THE EUROPEAN CENTRAL BANK,

Having regard to the Statute of the European System of Central Banks and of the European Central Bank, and in particular Articles 5.1, 12.1 and 14.3 thereof,

Having regard to Council Regulation (EC) No 2533/98 of 23 November 1998 concerning the collection of statistical information by the European Central Bank <sup>(1)</sup>,

Having regard to Regulation (EU) No 1011/2012 of the European Central Bank of 17 October 2012 concerning statistics on holdings of securities (ECB/2012/24) <sup>(2)</sup>,

Whereas:

- (1) Regulation (EU) No 1011/2012 (ECB/2012/24) provides that reporting agents resident in a euro area Member State must report positions, transactions and, where available, other changes in the volume of securities they hold on a security-by-security basis. National central banks of the Member States whose currency is the euro (NCBs) are required to classify and aggregate these data. It is therefore necessary to define the procedures for NCBs to report to the European Central Bank (ECB), in compliance with Regulation (EU) No 1011/2012 (ECB/2012/24), statistical information derived from the data collected from the actual reporting population.
- (2) The Commission has published a proposal for a regulation of the European Parliament and of the Council on the European System of national and regional accounts in the European Union <sup>(3)</sup> (hereinafter 'ESA 2010'), which is an internationally compatible accounting framework used to describe the economies of the Member States, and which will replace ESA 95. The classification of data to be reported under this Guideline should follow the rules laid down in ESA 2010.

- (3) It is necessary to set up a procedure to carry out technical amendments to the Annexes to this Guideline in an effective manner, provided that such amendments neither change the underlying conceptual framework nor affect the reporting burden on reporting agents,

HAS ADOPTED THIS GUIDELINE:

### Article 1

#### Scope

This Guideline establishes the obligations of the NCBs to report to the ECB statistics on holdings of securities collected pursuant to Regulation (EU) No 1011/2012 (ECB/2012/24).

### Article 2

#### Definitions

The terms used in this Guideline have the same meaning as those defined in Regulation (EU) No 1011/2012 (ECB/2012/24).

### Article 3

#### NCBs' reporting obligations for holdings of securities with an ISIN code

1. NCBs shall collect and report to the ECB statistical information on holdings of securities with an ISIN code, on a security-by-security basis, in accordance with the reporting schemes in Annex I, Part 1 (Tables 1 to 3) and Part 2 (Tables 1 to 3), and in compliance with electronic reporting standards which are laid down separately, for the following types of instruments: short-term debt securities (F.31); long-term debt securities (F.32); listed shares (F.511) and investment fund shares or units (F.52).

NCBs' reporting obligations shall cover end-of-quarter positions and either (i) end-of-quarter financial transactions over the reference quarter, or (ii) end-of-month or end-of-quarter data that are necessary to derive financial transactions, as laid down in paragraph 2.

Financial transactions or data necessary to derive financial transactions that are reported by actual reporting agents to NCBs

<sup>(1)</sup> OJ L 318, 27.11.1998, p. 8.

<sup>(2)</sup> OJ L 305, 1.11.2012, p. 6.

<sup>(3)</sup> COM(2010) 774 final.

in accordance with Part 1 of Annex I to Regulation (EU) No 1011/2012 (ECB/2012/24) shall be measured as laid down in Part 3 of Annex II to Regulation (EU) No 1011/2012 (ECB/2012/24).

2. NCBs shall report to the ECB the data mentioned in paragraph 1 for the following reference periods and in accordance with the following deadlines:

(a) with respect to holdings of securities by resident investors excluding NCBs, securities held in custody by resident custodians on behalf of investors resident in other euro area Member States and securities issued by euro area entities held in custody with resident custodians on behalf of non-euro area resident investors:

(i) NCBs shall report on a quarterly basis data on end-of-quarter security-by-security positions by close of business on the 70th calendar day following the end of the quarter to which the data relate;

(ii) NCBs shall report either (1) on a quarterly basis security-by-security transactions and, where available, other changes in volume over the reference quarter by close of business on the 70th calendar day following the end of the quarter to which the data relate; or (2) security-by-security positions and, where available, other changes in volume, which are necessary for the derivation of transactions. In this latter case, the NCBs shall report in accordance with the approaches described under Part 1 of Annex I to Regulation (EU) No 1011/2012 (ECB/2012/24) by close of business on the 70th calendar day following the end of the quarter to which the data relate for quarterly security-by-security data and on the 63rd calendar day following the end of the month to which the data relate for monthly security-by-security data;

(b) with respect to holdings of securities by reporting groups, including non-resident entities, NCBs shall report data on a quarterly basis on end-of-quarter security-by-security positions by the following deadlines:

(i) from 2013 to 2015, by close of business on the 70th calendar day following the end of the quarter to which the data relate; and

(ii) from 2016, by close of business on the 55th calendar day following the end of the quarter to which the data relate.

3. By September of every year, the ECB shall communicate to NCBs the exact transmission dates of data to be reported in the form of a reporting calendar for the following year.

4. The following general rules shall apply to the revision of monthly and quarterly data.

(a) NCBs shall report regular revisions as follows:

(i) revisions to monthly data with reference to the three months prior to the most recent quarter, which are transmitted on a quarterly basis, shall be sent together with the data for the most recent quarter (regular data transmission); revisions to monthly data with reference to the month prior to the most recent month, which are transmitted on a monthly basis, shall be sent together with the data for the most recent month (regular data transmission);

(ii) revisions to quarterly data with reference to the quarter prior to the most recent quarter shall be sent together with the data for the most recent quarter (regular data transmission);

(iii) revisions to the previous three years (12 quarters) shall be sent together with the regular transmission of data referring to the third quarter of the year;

(iv) the reporting of any other regular revisions not falling under points (i) to (iii) shall be agreed with the ECB;

(b) NCBs shall report exceptional revisions that significantly improve the quality of the data as soon as available and outside the regular transmission periods, subject to prior agreement with the ECB.

NCBs shall submit explanatory notes to the ECB setting out the reasons for significant revisions. NCBs may also submit explanatory notes for any other revisions on a voluntary basis.

5. The reporting requirements set out in this Article are subject to the following back data reporting requirements.

(a) NCBs shall, to the extent possible, report back data for the reference period starting from the first quarter of 2009 until the fourth quarter of 2013;

(b) where a Member State adopts the euro after this Guideline takes effect, the following rules shall apply:

(i) NCBs of Member States that joined the Union before December 2012 shall report back data to the ECB, on a best efforts basis, which cover at least (1) the data reference periods starting from March 2014, or (2) the five years preceding the adoption of the euro by the relevant Member State, whichever period is shorter;

(ii) NCBs of Member States that joined the Union after December 2012 shall report back data to the ECB, on a best efforts basis, which cover at least (1) the data reference periods starting from March 2016, or (2) the five years preceding the adoption of the euro by the relevant Member State, whichever period is shorter.

6. The accounting rules laid down in Article 5 of Regulation (EU) No 1011/2012 (ECB/2012/24) shall also apply when the NCBs report data in accordance with this Guideline.

*Article 4***Reporting approaches for holdings of securities without an ISIN code**

1. NCBs may decide whether to report to the ECB statistical information covering securities without an ISIN code held by MFIs, IFs, FVCs and heads of reporting groups subject to Regulation (EU) No 1011/2012 (ECB/2012/24) or held by custodians on behalf of (i) resident investors not subject to Regulation (EU) No 1011/2012 (ECB/2012/24), (ii) non-financial investors resident in other euro area Member States, or (iii) investors resident in non-euro area Member States, as defined in Regulation (EU) No 1011/2012 (ECB/2012/24), which are not granted a derogation from reporting requirements under Regulation (EU) No 1011/2012 (ECB/2012/24).

2. NCBs that report statistical information pursuant to paragraph 1 shall do so in accordance with the rules set out in Article 3(2), using the reporting schemes of Annex I, Part 1 (Tables 1, 2 and 4) and Part 2 (Tables 1, 2 and 4) as well as the electronic reporting standards laid down separately.

3. Quarterly data shall be revised in accordance with Article 3(4)(a) and (b).

4. NCBs shall submit explanatory notes to the ECB setting out the reasons for significant revisions. NCBs may also submit explanatory notes for any other revisions on a voluntary basis. In addition, NCBs shall provide information on significant reclassifications in the holder sectors or in the instrument classification, where available.

*Article 5***Approaches for compiling statistics on holdings of securities held in custody**

1. Notwithstanding the exemption from statistical reporting obligations that NCBs may grant to custodians in accordance with Article 4(5)(a) of Regulation (EU) No 1011/2012 (ECB/2012/24), to comply with Article 3, NCBs, after consulting the ECB, shall decide on the most appropriate approach for compiling statistics on securities held by investors not subject to reporting requirements under Regulation (EU) No 1011/2012 (ECB/2012/24), depending on the organisation of the relevant markets and the availability of other relevant statistical, public or supervisory information in the Member States.

2. If data on holdings of securities are not reported by custodians following the exemption granted in accordance with Article 4(5)(a) of Regulation (EU) No 1011/2012 (ECB/2012/24), and if NCBs obtain these data from other statistical or supervisory data sources, or if they collect them directly from investors in accordance with national arrangements, NCBs shall take all the following measures:

(a) ensure that these sources are sufficiently aligned with the statistical concepts and definitions laid down in Regulation (EU) No 1011/2012 (ECB/2012/24);

(b) monitor the quality of the data in accordance with the minimum statistical standards laid down in Annex III to Regulation (EU) No 1011/2012 (ECB/2012/24);

(c) if the reported data do not meet the quality standards referred to in subparagraph (b), increase the quality of such data, including the collection of data from custodians as provided for in Article 4(10) and (11) of Regulation (EU) No 1011/2012 (ECB/2012/24).

3. In addition, NCBs shall provide information on significant other changes in volume, where available, as defined in Part 3 of Annex II to Regulation (EU) No 1011/2012 (ECB/2012/24).

*Article 6***Derogations**

1. NCBs shall inform the ECB, at least once a year, of the derogations granted to, renewed or withdrawn from reporting agents for the following calendar year, as well as any ad hoc reporting requirements imposed on actual reporting agents that have been granted a derogation.

2. NCBs shall regularly check, at least once a year, the fulfilment of the conditions set out in Article 4 of Regulation (EU) No 1011/2012 (ECB/2012/24) for granting, renewing or withdrawing any derogation.

*Article 7***Reference data on reporting groups' consolidated balance sheet assets**

1. The ECB's Governing Council shall identify the reporting groups as set out, and according to the criteria laid down, in Article 2(4) of Regulation (EU) No 1011/2012 (ECB/2012/24) on the basis of end-of-December data corresponding to the preceding calendar year provided by NCBs to the ECB (hereinafter the 'reference data') for the purpose of deriving ESCB statistics on consolidated banking data for Member States.

2. By September of every year, the ECB shall communicate to NCBs the date in the following year by which NCBs are to transmit the reference data. Such transmission shall occur in time to allow the derivation of the total consolidated assets of European Union banks in July of every year.

*Article 8***Notification procedure to heads of reporting groups**

1. NCBs shall, on behalf of the ECB, use the template letter in Annex II (hereinafter the 'notification letter') to notify the heads of reporting groups of the Governing Council's decision pursuant to Article 2(4) of Regulation (EU) No 1011/2012 (ECB/2012/24) of their reporting obligations under the Regulation. The notification letter shall contain the criteria justifying the classification of the notified entity as head of a reporting group.

2. The relevant NCB shall send the notification letter to the head of a reporting group within 10 ECB working days following the date of the Governing Council's decision, and send a copy of that letter to the ECB Secretariat.

3. The procedure described in paragraph 2 shall not apply to the notification of heads of reporting groups, which have been identified by the Governing Council pursuant to Article 2(4) of Regulation (EU) No 1011/2012 (ECB/2012/24) prior to the date on which this Guideline takes effect.

#### Article 9

##### Review procedure by the Governing Council

1. If a head of a reporting group notified in accordance with Article 8 submits, within 15 ECB working days of the receipt of such notification, a reasoned written request with supporting information to the relevant NCB to review its classification as head of a reporting group, the relevant NCB shall transmit such request to the Governing Council within 10 ECB working days.

2. Following receipt of the written request pursuant to paragraph 1, the Governing Council shall review the classification and communicate its reasoned decision in writing, within two months of receipt of the request, to the relevant NCB, which shall notify the head of the reporting group of the Governing Council's decision within 10 ECB working days.

#### Article 10

##### Cooperation with competent authorities other than NCBs

1. Where all or part of the data described in Regulation (EU) No 1011/2012 (ECB/2012/24) can be obtained from competent authorities other than NCBs, NCBs shall establish appropriate cooperation mechanisms with these authorities to ensure a permanent structure for receiving such data.

2. NCBs shall ensure that the data referred to in paragraph 1 meet the ECB's minimum statistical standards set out in Annex III to Regulation (EU) No 1011/2012 (ECB/2012/24), as well as any other requirements set out in Regulation (EU) No 1011/2012 (ECB/2012/24), before transmitting them to the ECB in accordance with Article 3.

#### Article 11

##### Verification

1. Without prejudice to the ECB's verification rights set out in Regulations (EC) No 2533/98 and (EU) No 1011/2012 (ECB/2012/24), the NCBs shall monitor and ensure the quality and reliability of the statistical information made

available to the ECB and cooperate closely with the operators of the ESCB Securities Holdings Statistics Database (hereinafter the 'SHSDB') as part of overall data quality management.

2. The ECB shall assess these data in a similar manner, in close cooperation with the operators of the SHSDB. The assessment shall be carried out in a timely manner.

#### Article 12

##### Transmission standards

The NCBs shall use the ESCB-Net for the electronic transmission of the statistical information required by the ECB. The statistical information shall be made available to the ECB in accordance with electronic reporting standards laid down separately. Subject to the ECB's prior consent, other means may be used to transmit statistical information.

#### Article 13

##### Simplified amendment procedure

Taking account of the views of the ESCB Statistics Committee, the ECB's Executive Board may make technical amendments to the annexes to this Guideline, provided that such amendments neither change the underlying conceptual framework nor affect the reporting burden on reporting agents. The Executive Board shall inform the Governing Council of any such amendment without undue delay.

#### Article 14

##### Taking effect and implementation

This Guideline shall take effect on the day of its notification to the NCBs. The Eurosystem central banks shall comply with Articles 8 and 9 from the date of notification of the Guideline to the NCBs and with the remaining provisions of the Guideline from 1 January 2014.

#### Article 15

##### Addressees

This Guideline is addressed to all Eurosystem central banks.

Done at Frankfurt am Main, 22 March 2013.

For the Governing Council of the ECB  
The President of the ECB  
Mario DRAGHI

## ANNEX I

## REPORTING SCHEMES

## PART 1

## Holdings of securities by sector excluding holdings by national central banks

Table 1

## General information and explanatory notes

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
1. General information	Reporting institution	M	Identification code of the reporting institution
	Submission date	M	Date on which the data are submitted to the SHSDB
	Reference period	M	Period to which the data refer
	Reporting frequency	M	Quarterly data
Monthly data <sup>(3)</sup>			
2. Explanatory notes (metadata)	M	Treatment of early redemptions	
	M	Treatment of accrued interest	

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

<sup>(3)</sup> Only for positions, if transactions are derived from monthly positions in the SHSDB.

Table 2

## Information on holdings of securities

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
Securities related information	Holder sector	M	Sector/subsector of the investor.
			Non-financial corporations (S.11) <sup>(3)</sup>
			Deposit-taking corporations except central banks (S.122)
			Money market funds (MMF) (S.123)
			Non-MMF investment funds (S.124)
			Other financial corporations <sup>(4)</sup> excluding financial vehicle corporations
			Financial vehicle corporations
			Insurance corporations (S.128)
			Pension funds (S.129)

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
			Insurance corporations and pension funds (subsector not identified) (S.128 + S.129) (transitional period)
			Central government (S.1311) (voluntary breakdown)
			State government (S.1312) (voluntary breakdown)
			Local government (S.1313) (voluntary breakdown)
			Social security funds (S.1314) (voluntary breakdown)
			Other general government (subsector not identified)
			Households excluding non-profit institutions serving households (S.14) (voluntary breakdown for resident investors, mandatory for third party holdings)
			Non-profit institutions serving households (S.15) (voluntary breakdown)
			Other households and non-profit institutions serving households (S.14 + S.15) (subsector not identified)
			Non-financial investors excluding households (only for third party holdings) (S.11 + S.13 + S.15) <sup>(3)</sup>
			Central banks and general government to be reported only for holdings by non-euro area countries (S.121 + S.13) <sup>(6)</sup>
			Investors other than central banks and governments to be reported only for holdings by non-euro area countries <sup>(6)</sup>
			Unknown sector <sup>(7)</sup>
	Holder country	M	Country of residence of the investor
	Source	M	Source of the submitted information on securities holdings
			Direct reporting
			Custodian reporting
			Mixed reporting <sup>(8)</sup>

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
			Not available
Function	M		Function of the investment according to the classification of balance of payments statistics
			Direct investment
			Portfolio investment
Reporting basis	M/V <sup>(9)</sup>		Indicates how the security is quoted, as a percentage or in units
			Percentage
			Units
Nominal currency	V		Currency in which the ISIN is denominated, reported when the reporting basis equals percentage
Positions	M		Total amount of securities held
			At nominal value <sup>(10)</sup> . Number of shares or units of a security or aggregated nominal amount (in nominal currency or euro) if the security is traded in amounts rather than in units, excluding the accrued interest
Positions: of which amount	M <sup>(12)</sup>		At market value. Amount held at the price quoted in the market in euro, including accrued interest <sup>(11)</sup>
			Amount of securities held by the two largest investors
Format	M <sup>(10)</sup>		At nominal value, according to the same valuation method as positions
			At market value, according to the same valuation method as positions
			Specifies the format used for the positions at nominal value
Other changes in volume	M		Nominal value in euro or other relevant currency
			Number of shares/units <sup>(13)</sup>

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
			At nominal value in the same format as the positions at nominal value
			At market value in euro
Other changes in volume: of which amount		M <sup>(12)</sup>	Other changes in volume in the amount held by the two largest investors
			At nominal value, according to the same valuation method as positions
			At market value, according to the same valuation method as positions
Financial transactions		M <sup>(14)</sup>	Sum of purchases minus sales of a security, recorded at transaction value in euro including accrued interest <sup>(15)</sup>
Financial transactions: of which amount		M <sup>(12)</sup> , <sup>(16)</sup>	Sum of the two largest transactions in absolute terms by individual holders, according to the same valuation method as the financial transactions
Confidentiality status		M <sup>(17)</sup>	Confidentiality status for positions, transactions, other changes in volume
			Not for publication, restricted for internal use only
			Confidential statistical information
			Not applicable <sup>(18)</sup>

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

<sup>(3)</sup> The numbering of categories throughout this Guideline reflects the numbering introduced in ESA 2010.

<sup>(4)</sup> Other financial intermediaries (S.125) plus financial auxiliaries (S.126) plus captive financial institutions and money lenders (S.127).

<sup>(5)</sup> Only if sectors S.11, S.13 and S.15 are not reported separately.

<sup>(6)</sup> For data reported by non-euro area national central banks, only for reporting holdings by non-resident investors.

<sup>(7)</sup> Unallocated sector resident in the holder country; i.e. unknown sectors of unknown countries should not be reported. NCBs shall inform SHSDB operators of the reason for the unknown sector, in case of statistically relevant values.

<sup>(8)</sup> Only if direct and custodian reporting cannot be distinguished.

<sup>(9)</sup> Mandatory for reporting securities with an ISIN code; voluntary for reporting securities without an ISIN code.

<sup>(10)</sup> Not reported if market values (and the respective other changes in volume/transactions) are reported.

<sup>(11)</sup> The inclusion of accrued interest is recommended, on a best efforts basis.

<sup>(12)</sup> If an NCB reports the confidentiality status, this attribute may not be reported. The amount may refer to the largest single investor, instead of the two largest investors, under the responsibility of the reporting NCB.

<sup>(13)</sup> NCBs are encouraged to report nominal value in number of units when securities are quoted in units in the CSDB.

<sup>(14)</sup> To be reported only if transactions are not derived from positions in the SHSDB.

<sup>(15)</sup> The inclusion of accrued interest is recommended, on a best efforts basis.

<sup>(16)</sup> To be reported only for transactions collected from reporting agents, not reported for transactions derived from positions by NCBs.

<sup>(17)</sup> To be reported if the corresponding amount of the two largest investors for positions, transactions, other changes in volume, respectively, is not available/provided.

<sup>(18)</sup> To be used only if transactions are derived from positions by NCBs. In these cases the confidentiality status will be derived by the SHSDB, i.e. if the initial and/or final positions are confidential, the derived transaction is flagged as confidential.

Table 3

**Holdings of securities with an ISIN code**

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
<b>Reference data</b>	ISIN code	M	ISIN code

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

Table 4

**Holdings of securities without an ISIN code**

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
<b>1. Basic reference data</b>	Aggregation flag	M	Type of data
			Data reported on a security-by-security basis
			Aggregated data (no security-by-security)
	Securities/aggregates identification number	M	Internal securities identification number for securities without an ISIN code and aggregated data on securities holdings
	Securities identification number type	M <sup>(3)</sup>	Specifies the securities identification number for securities reported on a security-by-security basis <sup>(4)</sup>
			NCB internal number
			CUSIP
			SEDOL
			other (to be specified in metadata)
	Instrument classification	M	Classification of the security according to ESA 2010 and Regulation (EU) No 1011/2012 (ECB/2012/24)
			Short-term debt securities (F.31)
			Long-term debt securities (F.32)
			Listed shares (F.511)
Investment fund shares or units (F.52)			
Other security types <sup>(5)</sup>			
Issuer sector	M	Institutional sector of the issuer according to ESA 2010 and Regulation (EU) No 1011/2012 (ECB/2012/24)	
Issuer country	M	Country of legal incorporation or domicile of the issuer of the security	

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
	Price value <sup>(6)</sup>	V	Price of the security at the end of the reference period
	Price value basis <sup>(6)</sup>	V	Basis on which the price value is given
			euro or other relevant currency
			Percentage
<b>2. Additional reference data</b>	Issuer name	V	Name of the issuer
	Short name	V	Short name of the security given by issuer, defined according to the characteristics of the security and any other available information
	Issue date	V	The date on which the securities are delivered to the underwriter by the issuer against payment. This is the date when the securities are available for delivery to investors for the first time
	Maturity date	V	Date on which the instrument is redeemed
	Amount outstanding	V	Amount outstanding converted into euro
	Market capitalisation	V	Latest available market capitalisation in euro
	Accrued interest	V	Interest accrued since the last coupon payments or the accrual start date
	Last split factor	V	Stock splits and reverse splits of shares
	Last split date	V	Date from which the stock split becomes effective
	Coupon type	V	Type of coupon (fixed, floating, stepped, etc.)
	Debt type	V	Type of debt instrument
	Dividend amount	V	Amount of last dividend payment per share in dividend amount type before tax (gross dividend)
	Dividend amount type	V	Denomination either in dividend currency or number of shares
	Dividend currency	V	Currency of last dividend payment
Asset securitisation type	V	Type of securing asset	

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

<sup>(3)</sup> Not required for securities reported on an aggregated basis.

<sup>(4)</sup> NCBs should preferably use the same securities identification number for each security over several years. In addition, each securities identification number should be related to only one security. NCBs must inform the SHSDB operators if they are not in a position to do so. CUSIP and SEDOL codes may be treated as NCB internal numbers.

<sup>(5)</sup> These securities will not be included in the production of aggregates.

<sup>(6)</sup> To calculate positions at market value from positions at nominal value.

## PART 2

**Holdings of securities by reporting groups**

Table 1

**General information and explanatory notes**

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
<b>1. General information</b>	Reporting institution	M	Identification code of the reporting institution
	Submission date	M	Date on which the data are submitted to the SHSDB
	Reference period	M	Period to which the data refer
	Reporting frequency	M	Quarterly data
<b>2. Explanatory notes (metadata)</b>	M	Treatment of early redemptions	
	M	Treatment of accrued interest	

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

Table 2

**Information on holdings of securities**

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
<b>Securities related information</b>	Reporting group ID	M	ID of the reporting group <sup>(3)</sup>
	Residency of the entities of the group	V	Resident in the country of the head office
			Not resident in the country of the head office
			If not resident in the country of the head office, resident of other euro area countries
			If not resident in the country of the head office, resident outside the euro area
	Entity ID	V	ID of the entity of the group <sup>(3)</sup>
	Country of residency of the entity	V	Country of legal incorporation or domicile of the entity
	Group type	M	Group type
Banking group			
Reporting basis	M	Indicates how the security is quoted, as a percentage or in units	

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
			Percentage
			Units
Nominal currency	V		Currency in which the ISIN is denominated, reported when reporting basis equals percentage
Format	M <sup>(5)</sup>		Specifies the format used for the positions at nominal value
			Nominal value in euro or other relevant currency
			Number of shares/units <sup>(6)</sup>
Positions	M		Total amount of securities held
			At nominal value <sup>(5)</sup> . Number of shares or units of a security or aggregated nominal amount in nominal currency or euro if the security is traded in amounts rather than in units, excluding the accrued interest
			At market value. Amount held of a security at the price quoted in the market in euro, including accrued interest <sup>(7)</sup>
Other changes in volume	V		Other changes in volume in the amount of the security held
			At nominal value in the same format as the positions at nominal value <sup>(5)</sup>
			At market value in euro
Financial transactions	V		Sum of purchases minus sales of a security, recorded at transaction value in euro including accrued interest <sup>(7)</sup>
Issuer is part of the reporting group	V		Indicates whether the security was issued by an entity of the same reporting group

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

<sup>(3)</sup> Identifier to be defined separately.

<sup>(4)</sup> NCBs may report according to four alternative options: (1) aggregated for all entities of the group including the head office; (2) aggregated for entities resident in the country of the head office; and aggregated for entities non-resident in the country of the head office, respectively; (3) aggregated for entities resident in the country of the head office; aggregated for entities resident in another euro area country; aggregated for entities resident outside the euro area; (4) entity by entity.

<sup>(5)</sup> Not reported if market values are reported.

<sup>(6)</sup> NCBs are encouraged to report nominal value in number of units when securities are quoted in units in the CSDB.

<sup>(7)</sup> The inclusion of accrued interest is recommended, on a best efforts basis.

Table 3

**Holdings of securities with an ISIN code**

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
<b>Reference data</b>	ISIN code	M	ISIN code

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

Table 4

**Holdings of securities without an ISIN code**

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
<b>1. Basic reference data</b>	Aggregation flag	M	Type of data
			Data reported on a security-by-security basis
			Aggregated data (no security-by-security)
	Securities identification number	M	Internal NCB identification number for holdings of securities without an ISIN code reported on a security-by-security basis, or on an aggregated basis
	Securities identification number type	M <sup>(3)</sup>	Specifies the securities identification number for securities reported on a security-by-security basis <sup>(4)</sup>
			NCB internal number
			CUSIP
			SEDOL
			Other <sup>(5)</sup>
	Instrument classification	M	Classification of the security according to ESA 2010 and Regulation (EU) No 1011/2012 (ECB/2012/24)
			Short-term debt securities
			Long-term debt securities
			Quoted shares
Investment fund shares			
Other security types <sup>(6)</sup>			
Issuer sector	M	Institutional sector of the issuer according to ESA 2010 and Regulation (EU) No 1011/2012 (ECB/2012/24)	

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
	Issuer country	M	Country of legal incorporation or domicile of the issuer of the security
	Price value <sup>(7)</sup>	V	Price of the security at the end of the reference period
	Price value basis <sup>(7)</sup>	V	Specifies the basis on which the price value is given
			euro or other relevant currency
		Percentage	
<b>2. Additional reference data</b>	Issuer name	V	Name of the issuer
	Short name	V	Short name of the security given by issuer, defined according to the characteristics of the issue and any other available information
	Issuer is part of the reporting group	V	Indicates whether the security was issued by an entity of the same reporting group for securities reported on a security-by-security basis
	Issue date	V	The date on which the securities are delivered to the underwriter by the issuer against payment. This is the date when the securities are available for delivery to investors for the first time
	Maturity date	V	Date on which the debt instrument is redeemed
	Amount outstanding	V	Amount outstanding converted into euro
	Market capitalisation	V	Latest available market capitalisation in euro
	Accrued interest	V	Interest accrued since the last coupon payments or the accrual start date
	Last split factor	V	Stock splits and reverse splits of shares
	Last split date	V	Date from which the stock split becomes effective
	Coupon type	V	Type of coupon (fixed, floating, stepped, etc.)
	Debt type	V	Type of debt instrument
Dividend amount	V	Amount of last dividend payment per share in dividend amount type before tax (gross dividend)	

Reported information <sup>(1)</sup>	Attribute	Status <sup>(2)</sup>	Description
	Dividend amount type	V	Denomination either in dividend currency or number of shares
	Dividend currency	V	Currency of last dividend payment
	Asset securitisation type	V	Type of securing asset

<sup>(1)</sup> The electronic reporting standards are laid down separately.

<sup>(2)</sup> M: mandatory attribute; V: voluntary attribute.

<sup>(3)</sup> Not required for securities reported on an aggregated basis.

<sup>(4)</sup> NCBs should preferably use the same securities identification number for each security over several years. In addition, each securities identification number should be related to only one security. NCBs must inform the SHSDB operators if they are not in a position to do so. CUSIP and SEDOL codes may be treated as NCB internal numbers.

<sup>(5)</sup> NCBs should specify in the metadata the type of identification number used.

<sup>(6)</sup> These securities will not be included in the production of aggregates.

<sup>(7)</sup> To calculate positions at market value from positions at nominal value.

## ANNEX II

## LETTER OF NOTIFICATION TO HEADS OF REPORTING GROUPS

Notification of classification as head of reporting group pursuant to Regulation (EU) No 1011/2012 of the European Central Bank of 17 October 2012 concerning statistics on holdings of securities (ECB/2012/24) <sup>(1)</sup>

[Dear Sir/Madam]

We hereby notify you, on behalf of the European Central Bank (ECB), that [legal name of head of reporting group] has been classified by the ECB's Governing Council as head of a reporting group for statistical purposes, in accordance with Articles 1(11) and 2(4) of Regulation (EU) No 1011/2012 (ECB/2012/24).

The reporting obligations of [legal name of head of the reporting group] as head of a reporting group are laid down in Article 3(3) of Regulation (EU) No 1011/2012 (ECB/2012/24).

Reasons for classification as 'head of a reporting group'

The Governing Council has determined that [legal name of head of the reporting group] qualifies as head of a reporting group according to the following criteria, under Regulation (EU) No 1011/2012 (ECB/2012/24):

(a) [legal name of head of the reporting group] is head of a banking group, as defined in Article 1(10) of Regulation (EU) No 1011/2012 (ECB/2012/24);

(b) the banking group that [legal name of head of the reporting group] is heading meets the following criteria <sup>(2)</sup>:

(i) [the consolidated balance sheet assets of the banking group, calculated pursuant to Section 1 of Chapter 4 of Title V of Directive 2006/48/EC of the European Parliament and of the Council of 14 June 2006 relating to the taking up and pursuit of the business of credit institutions <sup>(3)</sup>, is larger than 0,5 % of the total consolidated balance sheet assets of the European Union banking groups, according to the most recent data available to the ECB, i.e. (a) data with reference to the end of December of the calendar year preceding the sending of this notification letter; or (b) if the data under (a) are not available, data with reference to the end of December of the year before];

(ii) [the banking group is important for the stability and the functioning of the financial system in the euro area for the following reason: [add here the justification that makes the banking group important for the stability and the functioning of the financial system in the euro area:

— the banking group is closely and extensively interconnected with other financial institutions in the euro area;

— the banking group has a strong and extensive cross-border activity;

— the banking group activity is largely concentrated in one segment of the euro area banking business, for which it represents a major player;

— the banking group has a complex corporate structure which goes beyond the domestic territory];

(iii) [the banking group is important for the stability and the functioning of the financial system in [relevant euro area Member States] for the following reason: [add here the justification that makes the banking group important for the stability and the functioning of the financial system in the relevant euro area Member States:

— the banking group is closely and extensively interconnected with other financial institutions in the domestic territory;

— the banking group activity is largely concentrated in [specify the segment of banking business], in which it is a major domestic player]].

<sup>(1)</sup> OJ L 305, 1.11.2012, p. 6.

<sup>(2)</sup> Insert the relevant criteria that the notified entity meets to qualify as head of a reporting group, as decided by the Governing Council.

<sup>(3)</sup> OJ L 177, 30.6.2006, p. 1.

Information source supporting the classification as 'head of a reporting group'

The ECB derives the total consolidated balance sheet assets of the European Union banking groups on the basis of information collected from national central banks on the consolidated balance sheet of banking groups in the relevant Member State, calculated pursuant to Section 1 of Chapter 4 of Title V of Directive 2006/48/EC.

*[Where necessary, further explanations of the methodology applied to any additional inclusion criteria agreed by the Governing Council should be incorporated here.]*

Objections and Governing Council review

Any request for review by the ECB's Governing Council of the classification of *[legal name of head of the reporting group]* as head of a reporting group as a result of the justifications given above is to be addressed within 15 ECB working days of receipt of this letter to *[insert NCB's name and address]*. *[legal name of head of the reporting group]* shall include the reasons for such a request and all supporting information.

Starting date of the reporting obligations

In the absence of any objection, *[legal name of head of the reporting group]* is to report statistical information pursuant to Article 3(3) of Regulation (EU) No 1011/2012 (ECB/2012/24) by *[insert starting date for reporting, i.e. no later than six months after sending the letter]*.

Changes to the status of the notified entity

You are requested to inform *[name of notifying NCB]* of any change of *[legal name of head of the reporting group]*'s name or legal form, merger, restructuring and any other event or circumstances that may affect *[legal name of head of the reporting group]*'s reporting obligations, within 10 ECB working days of such event.

Notwithstanding the occurrence of such event, *[legal name of head of the reporting group]* will remain subject to the reporting obligations set out in Regulation (EU) No 1011/2012 (ECB/2012/24) until we notify you otherwise on behalf of the ECB.

Yours faithfully

*[signature]*

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