

**PROTOCOL FOR THE REPORTING OF
RESIDENTIAL REAL ESTATE PROPERTY EXPOSURES ¹
BY CREDIT INSTITUTIONS VIA ONEGATE**

Version 1.2

04-2021

¹ PHL: Prêts hypothécaires - Hypothecaire Leningen

1) ONEGATE, THE PORTAL TO SUBMIT REPORTS TO THE NATIONAL BANK OF BELGIUM

The National Bank of Belgium provides declarers with a totally secure Internet collection application. This application is called OneGate and allows companies to complete statistical, financial and prudential declaration forms either by introducing data directly or by uploading files.

In order to safeguard the confidentiality of the data transmitted, the National Bank of Belgium proposes two access methods:

- access with the aid of a user code and password;
- access with the aid of an electronic certificate which guarantees an even greater level of confidentiality.

The financial reporting of credit institutions is to be done only via OneGate by means of an electronic certificate.

This application, as well as the necessary documentation, is available on the site of the NBB (<http://www.nbb.be>, statistics, declarations OneGate). For more information with regard to certificates or the registration procedure, see the online documentation or contact:

Nederlands

☎ +32 2 221 54 86

✉ access.onegate@nbb.be

<http://www.nbb.be/onegate> ==> documentatie

Français

☎ +32 2 221 49 39

✉ access.onegate@nbb.be

<http://www.nbb.be/onegate> ==> documentation

More in particular, specific information with regard to the PHL report, can also be found here:

<http://www.nbb.be/onegate> ==> documentation

==> Domain MBS - XML reports: BNK, ELMI, IF, MIR, PHL, PI, REMUN, SCHA... .

2) STRUCTURE OF THE REPORTS

Data can in principle be provided in three ways (see also the online OneGate manual):

1. manual data entry;
2. an import of an XML-file or a CSV-file per table;
3. an upload of an XML report for all tables.

For certain declarations, some of these options may have been disabled according to the owners' specifications.

The **CSV format** depends completely on the form. CSV-files can only be uploaded for each table/form individually as no meta-information is available in the CSV-files, only figures are present. An illustrative example is provided below:

05 - Credit risk mitigation		Outstanding	Vintage
	Codes	[05]	[10]
Only mandate	100	10005	10010
Only mortgage	200	20005	20010
Both mandate and mortgage	300	30005	30010
o/w mandate amounts at origination	310		31010
o/w mortgage amount at origination	320		31020

A valid CSV-file for the table presented above, would look like this:

```
100;10005;10010
200;20005;20010
300;30005;30010
310;;31010
320;;31020
```

The structure of the table is reflected, as the row-codes identify every individual line in the CSV-file and the columns are then separated by a semicolon. All necessary columns need to be present in the CSV-file for OneGate to accept it.

A **regular OneGate XML** report always consists of two parts:

1. **Administration**: a general administrative part, according to the general XML format
2. **Report**: an application specific conceptual part, according to the general XML format.

An illustrative OneGate XML report could look like this:

```
<?xml version="1.0" encoding="UTF-8" standalone="yes" ?>
<DeclarationReport xmlns="http://www.onegate.eu/2010-01-01">
  <Administration creationTime="2010-01-05T13:06:44.418+01:00">
    <From declarerType="KBO">0123456789</From>
    <To>NBB</To>
    <Domain>MBS</Domain>
    <Response feedback="true">
      <Email>a.declarer@companies.be</Email>
      <Language>EN</Language>
    </Response>
  </Administration>
  <Report action="..." code="PHL" date="2013-06">
    <Data form="...">
      <Item>
        <Dim prop="...">...</Dim>
        ...
        <Dim prop="...">...</Dim>
      </Item>
      <Item>...</Item>
      ...
      <Item>...</Item>
    </Data>
  </Report>
</DeclarationReport>
```

The following tags and attributes are optional:

- creationTime attribute (the timestamp of the generation of the file, ignored by OneGate);
- Response tag;
- feedback attribute (default value is "true");
- Email tag (the email address that should receive the feedback data. The value is of type 'string' and the validity of the email address will not be checked). The e-mail address provided in the XML file has a lower priority than the e-mail address provided in the OneGate profile (linked to the certificate) when logging in to the application.
- Language tag (the language of the feedback report: the value should be specified using the ISO 639-1 standard).

Within the report tag, the "action" attribute can have two values. By default (so if omitted), the action is "update" implying an incremental update of the report. The alternative is "replace" where all the previously reported figures for the report and the given period are first deleted before the new figures are loaded and validated. The report "code" attribute = "PHL".

The form codes are "N01", "N02",, "NN01",...

If a form is empty, it is possible to declare this form "nihil". This can be done online in the OneGate tool or by means of an attribute in the XML report: <Data form="..." action="nihil"/>

Each form contains items. Each item contains a set of dimension properties. The property codes are:

- PHL_COL [String Property, representing the codes of the columns];
- PHL_RUB [String Property, representing the codes on the rows];
- PHL_VALNUM [Numeric Value].
- PHL_VALINT [Integer Value].

It is possible to export your reported data in XML format or CSV format (independent of the way the data were introduced or uploaded). Although the codes are generally mentioned in the OneGate templates, the export functionality might be helpful for the creation of a valid XML report or CSV file.

Facts with a **zero-value** can be reported optionally (unless stated otherwise). As long as a fact has not been reported, it is considered to be zero in OneGate's validation engine and in data analysis environments.

In order to have a valid OneGate report, the following rules or conventions must be respected:

1. Each report must be officially **closed**; this is only possible when no initial or erroneous forms are left. The closing of the report reflects your approval of the figures and the completion of the reporting. The time stamp of the close is registered and all forms become read-only, implying that they can still be consulted, but not modified any more. Obviously, corrections and revisions remain possible: please contact your CBFA correspondent so that the NBB can reopen your closed report.

It is possible to close the report manually in the control panel of OneGate once all the forms have been correctly reported or by means of an attribute in the XML file:

```
<Report close="true" code="PHL" date="...">  
  <Data form="...">  
    <Item>  
      ...  
    </Item>  
  </Data>  
</Report>
```

2. The reporting is in euro's (or eurocents). There is an absolute tolerance of 1000 euro, to avoid rounding issues, when applying the validation rules, except for checks on percentages or stated otherwise.

3) STATUS OF THE REPORT

There are different statuses available in control panel:

- Initial: no data have been introduced, uploaded or reported;
- OK: data respect all business rules;
- Error: data are not correct; there may be form errors (letters instead of figures) or business errors (business rules that are not satisfied). Data must be corrected in order to close the report.
- To derive / to validate: the status could not immediately be determined. It is necessary to request for an offline validation by means of the icon below. The selected forms will be validated then asynchronously and the status will change to "Derivating" or "Validating". All forms can be validated simultaneously when selecting them all at once.

