Resident Investment Funds Return (OFI3)

Notes on Compilation

Banc Ceannais na hÉireann
Central Bank of Ireland
Eurosystem

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Part A: Introduction and General Guidance

Introduction

These notes on compilation set out the statistical reporting requirements for investment funds resident in Ireland (Funds) in relation to the Investment Fund return ("IF Return"). Care should be taken to read them before completing the return. Please be aware that while we have attempted to address the main issues arising, not all situations can be covered in these notes.

The notes are structured as follows: Part A presents an introduction to the IF Return and general guidance on the rules and treatment of various issues (e.g., valuations, residency, etc.) on the returns. Part B is subdivided into Sections 0 through 5. Section 0 describes the Cover Page. Section 1 outlines the Anti Money Laundering (AML). Section 2 relates to Profit and Loss account (P&L) data. Section 3 covers assets. Section 4 describes items which can alternate between Assets and Liabilities, while Sections 5 covers Liabilities. Finally, Frequently Asked Questions and Definitions are presented in the Annexes to this document.

The IF return comes into effect for the period ending 31 December 2025 (for Q4 2025 data). While the requirements and rules underpinning reporting of data are fixed, this document can be updated and refined as required, including taking on board views of reporting agents. Comments on the document are welcome and can be forwarded to sbys@centralbank.ie, as can any request for further guidance.

Online Information and Validation Checks

The IF Return and all associated documentation, including templates, XML schema Definition, validation and online reporting requirements, will be made available from the Central Bank of Ireland (CBI).

The completed IF Return must be submitted to the CBI via the Central Bank External Portal in xml format. Please note the excel template provided is for visual and reference purposes only.

Please note that certain validation checks apply as part of the External Portal uploading process. Failure to comply with these validation rules will result in the return being rejected by the External Portal system. For the list of pre-submission rules, please visit the above CBI fund administrator requirements page.

In cases where an attempt is made to upload a return with incorrect/incomplete data, the External Portal will generate a report outlining any errors identified. The respondent will be required to correct and resubmit the OF3 return prior to the reporting deadline. More details on validation in the External Portal will be provided in an accompanying document.

General Guidance

The IF Return is intended to give a comprehensive overview of all transactions and positions of a Fund vis-á-vis residents and non-residents, as well as a providing detailed profit and loss and balance sheet information. The return includes the following:

Security-by-security information on equities, debt securities and derivatives. Information collected on securities lending/borrowing activities, loans and deposits and other assets/liabilities not necessarily on an s-by-s basis.

Profit and Loss flows, on an accruals basis.

Share/unit holder of investment into the Fund.

Profits, dividends, interest, dividends, rents and other income.

The IF return consists of 14 tables, as show below:

Table	Instrument Type	Classification	Reporting Type
0	Cover	Metadata	Metadata
1	Anti-Money Laundering (AML)	AML	Aggregated
2	Profit & Loss (P&L)	P&L	Semi-aggregated
3.1	A-Equity	Asset	Security by security
3.2	A-Deb Security	Asset	Security by security
3.3	A-Property & Land	Asset	By Property
3.4	A-Securities Borrowing	Asset	Semi-aggregated
3.5	A-Cash, Deposits & Loans	Asset	Semi-aggregated
3.6	A-Other Assets	Asset	Semi-aggregated
4.1	A&L-Overdraft Accounts	Mixed	Semi-aggregated
4.2	A&L-Derivatives	Mixed	Security by security
5.1	L-Equity	Liability	Security by security
5.2	L-Security Lending	Liability	Semi-aggregated
5.3	L-Loans	Liability	Semi-aggregated
5.4	L-Other Liabilities	Liability	Semi-aggregated

The following sections A1-A25 apply in general to the form. Part B focuses on each worksheet, on a column-by-column basis.

A.1   Fund and Administrator Codes

It is critical that the correct unique Central Bank of Ireland identification codes, (otherwise known as C-codes) are provided for both the fund and the administrator. C-Codes are communicated to a fund at the time of its authorisation and may also be clarified by emailing sbys@centralbank.ie .

A.2   Reporting Population

The reporting population is all Collective Investment Undertakings resident in the 'State' (Republic of Ireland), both UCITS and Non-UCITS. Please note that only stand-alone funds and sub-funds should report. **Returns should not be made for umbrella funds or non-resident funds to which administration services are provided.**

A.3   Reporting Currency

Respondents are required to report in **the base currency of the fund** only. All opening and closing positions are recorded at the exchange rates at the start and end of quarter respectively. For transactions, exchange rates on the day of the transactions are most correct, but period average exchange rates can be used. Where market prices are required for securities, they should be reported in the currency of issue of the relevant investment instrument.

A.4   Reporting Units

Forms must only be completed in **single units, i.e. the actual monetary amount.** No other reporting units will be accepted. Up to two decimal places may be used.

A.5   Reporting Frequency

The IF return must be reported on a **monthly** basis. For the first six months of reporting the return (Dec-25 to Jun-26) a transitional period will apply, where monthly reporting is not required. From July 2026, the reporting frequency will be monthly. Derogations may be granted to non-UCITS funds that value of their assets less frequently than monthly. Derogation must be approved by the Funds Team before the first submission of the IF return. Where such derogations are granted, non-UCITS funds must submit returns on a quarterly basis. IF Returns should be submitted to the Statistics Division of the Central Bank of Ireland twelve working days after the last day of the reference month (T+12). MMF returns should be submitted to the Statistics Division of the Central Bank of Ireland eight working days after the last day of the reference month (T+8).

A.6   Period Covered

Reports should relate to the calendar reference period specified. Throughout these guidance notes, period will reference monthly reporting unless a derogation is permitted.

In certain limited circumstances it is noted that accurate data relating directly to the calendar quarter will not be available by the T+12 deadline. Should this occur, a fund must report the accurate figures during the lagged reporting window (see section A.7).

A.7   Lagged Funds

Lagged Funds are funds that report data that is out of sync with the calendar reporting period. All fund administrators are asked to register 'Lagged Funds' to ensure accurate tracking of these funds.[1] Lagged funds must be registered at authorisation during the submission of the metadata return. Please note lagged return reporting is subject to validations both during the reporting round and also during the lagged reporting window.

In addition to quarterly reporting, **lagged funds should be resubmitted between T+8 and T+10 working days of each month, the same time as monthly reporting submissions**.

It is noted that lagged funds will provide best estimates for relevant periods. All lagged IF returns submitted should report Estimate in field 0.5 Report Type (more detail in section 0). In some cases this may be the latest finalised NAV and in other cases it may be estimated in a different fashion, for example a shadow NAV. It is the expectation that when a fund first engages in business it will submit an estimate showing issues/redemptions and early acquisition of assets. For example, a property fund that is clearly in business should not be reporting nil returns. A fund is obliged to provide the best estimate at its disposal. The policy in place will be different for private equity/real estate funds and all other funds.

For private equity and real estate funds only: A fund submits a return for the period of the latest available NAV estimate. Once the period has been finalised, the fund should resubmit the return at the next open reporting window. The most up to date information should be submitted for each period. When new information is received for a previous period, the returns for the previous quarter should be updated. Please be aware that compliance action may be taken if this does not occur.

Where a fund strikes a NAV less frequently than a three month period, the latest available accurate IF return may be rolled forward until the next NAV estimate is finalised. The rolled forward return should use static stock data, i.e., the closing position for the finalised quarter will be used as the opening and closing position for each item in the estimated quarter, with no transaction data. For example, a property fund strikes a NAV on an annual basis for Q1. In

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[1] Lagged funds must be flagged in the Meta data return. This return is submitted by the Management Company after the authorisation process. More information available on the return once the Metadata return is published.

the Q1 report, the data would be accurate, finalised NAV data detailing all transactions for the previous year. For the other 3 quarters static stock data will be used without any transactions data. In Q1 the following year, all transaction data will once again be included.

If there is a significant time lag between the finalisation of a NAV and the calendar quarter to which the NAV refers, then a revision is required to ensure that finalised data matches the relevant calendar quarter.

For example, a fund strikes a NAV annually for the calendar year-end. The NAV for end 2026 is not finalised until 30 June 2027. In Q4 2026 the latest finalised data available will be the Q4 2025 return, and this is used as the best available estimate. Therefore the Q4 2026 return will be submitted with static stock data from the Q4 2025 return, no issues, redemptions, or transactions are reported. This return should be flagged as an estimate. In Q1 2027, the latest accurate return (and best available estimate) is still the Q4 2025 return, so the Q1 2027 return may also be submitted with static stock data from the Q4 2025 return. This return should be flagged as an estimate. In Q2 2027, the fund receives the finalised NAV for Q4 2026, so the fund should resubmit for Q4 2026, including the relevant stock and transaction data. This return will be flagged as final. It is no longer the case that the Q4 2025 static data is the best estimate of the Q1 2027 return, as now data for Q4 2026 is available. Therefore the Q1 2027 return will need to be revised with the static data from Q4 2026. This return will be flagged as final. The Q3 and Q4 2027 returns may also be populated with the Q4 2026 static data and flagged as estimate. The Q4 2027 return will ultimately be updated when the final NAV is struck for this period.

For all other funds: It is generally assumed that other fund types strike a valuation at least once per quarter.

A fund submits a return for the month of the latest available NAV estimate. The fund is then required to report the accurate monthly return during the first 10 working days of any month before the next due reporting date. To this end the previous quarter must reflect the accurate return by the start of the next period.

Certain fund types, such as fund of funds, may take a considerable amount of time to sign off their valuation. Where a fund is not in a position to provide an updated return within the period, it is noted that it may have to revise more than one period when the finalised NAV is available.

Other funds differ from Private equity/property funds in that they cannot roll all semi-annual or annual transactions into a single monthly or quarterly return.

Any fund reporting in arrears that fails to register the lagged fund and keep it up to date may result in compliance action being taken against the fund. Please note that where a lagged fund is resubmitted using the Central Bank External Portal system it will be subject to validation checks during the next reporting period.

A.8   Naming Conventions

An individual xml file is required for each fund. These files should be zipped and then uploaded to Central Bank External Portal. Both the individual xml file and the zipped file will have strict naming conventions, as follows:

Naming convention files: *CNNNNN_CNNNNN_YYYYMX_OF3*   E.g. C12345_C335566_2025M12_OF3.xml

CNNNNN = the administrators C-code

CNNNNN = the fund's C-code

YYYY = the year for which data is being reported

X = the month for which data is being reported

A.9   Market Movements

The IF return Market Movements should reflect the below:

- **Closing positions** in the Asset and Liabilities encompass the balance sheet of the SPE at the reference date.

- **Opening positions** in the Asset and Liabilities encompass the balance sheet of the SPE at the previous reporting date.

- **Transaction increases and decreases** in the Asset and Liabilities tables correspond to the statement of cash flows. Revaluations should never be recorded as transactions.

- The difference between balance sheet changes and cash flows reflects **fx/fair value movements**.

- **Valuation changes** due to market prices and exchange rates can be derived for **Accrued Income and Accrued Expenses**.

A.10   Valuation

A market price is required for all individually reported securities in addition to the market value of transactions. Market value is also required for all financial instruments reported on an aggregate basis. This allows CBI to calculate nominal positions. **Please note where market price is required, it should be in the local currency of the security, i.e., the currency in which**

the security was issued. Transaction prices should be recorded at trade date and in the base currency of the fund. Further detail is provided in Sections 2 through 5.

> **Important: No need to report valuation changes**
>
> Please note that stock, transactions and market price data allow valuation changes to be derived. For this reason, please ensure that **transactions represent only cash flows only.**

For enterprises listed on the stock exchange, the market value of the fund's holding of equity securities should be calculated using market prices prevailing at the open and close of business for that period.

In the case of _non-quoted equity investments_, where market prices are required and not available, please estimate the value by using one of the following methods:

    A recent transaction price;

    Director's valuation; or

    Net Asset Value.

If the net asset value approach is chosen, the net asset value is equal to total assets, including intangibles, less non-equity liabilities and the paid-up value of non-voting shares. Assets and liabilities should be recorded at current (not historical) value. The Own Funds at Book Value (OFBV) approach is the preferred method of valuation when the net asset value option is chosen.

Where market value of debt securities is required, it should be calculated excluding accrued interest (i.e. on a clean price basis) using the quoted traded market price. Accrued interest is recorded separately (see A.19).

When a quoted trade price does not exist and a traded market price is not available, market value of debt securities should be calculated using one of the market valuation methods listed below in order of preference:

    The Net Present Value of the expected stream of future payments/receipts associated with the securities;

    The price used to value securities for accounting or regulatory purposes, etc.; or

    For deep discount or zero coupon securities, the issue price should be used.

A short position (both opening and closing) should be recorded as a negative asset in the debt security or equity worksheets. Please note that transactions in short sold securities will still

be entered as positive values in the appropriate column and negatives should not be used for transactions, e.g., a short sale would be recorded as a positive value in the "sales" column of the relevant asset security type.

A.11 Residency and Country Data

For securities where an ISIN code is supplied, some required data can be sourced from the European Central Bank's Centralised Securities Database (CSDB). The CSDB provides a significant portion of instrument characteristic data as well as country and sector of issuer. All non-ISIN coded assets and liabilities are to be reported with additional instrument characteristic fields and on a sector and country (or international institution) basis using the codes in Annexes 2, 4, and 5.

Country information should be based on where the counterparty is ordinarily domiciled. If there is a doubt as to the country of domicile then, as a general rule, the country of residence of an entity can be taken as its country of legal incorporation. In the absence of legal incorporation, the country where its centre of economic activity exists or where it is legally domiciled should be entered.

Please note the following:

Asset Securities are attributed to the country of residence of the counterparty or issuer of the securities.

Liability Securities are attributed to the country of the counterparty or beneficial owner of the securities.

Securities issued by international organisations (i.e. ECB, IMF, etc.) are not to be allocated to the country in which the organisation is located but rather to the individual international organisation code (Annex 5).

Finally, particular care should be taken when reporting transactions with branches and subsidiaries of financial institutions. For instance, borrowings from foreign banks, which have Irish branches or subsidiaries, should be allocated to 'Ireland' where the liability is carried on the books of the Irish branch or subsidiary.

A.12 Identification Codes

Please note that ISIN codes must be used where they are available. CUSIP, SEDOL, or CFI codes must be provided where ISINs are not available. Internal codes should only be employed where no other option is available.

The '**Type of Code**' columns describe the identity code of a given instrument. Please use 1, 2, 3, 4, or *99 and not* ISIN, SEDOL, CUSIP, CFI or Internal Code (no combinations permitted).

The identification number will be subject to the following validations:

- **ISIN**: 12 digit code with 2 Capital Letters + 9 Alphanumeric + 1 check digit

- **SEDOL**: 7 digit code with 6 Alphanumeric + 1 check digit

- **CUSIP**: 9 digit code with 8 Alphanumeric + 1 check digit

- **CFI**: 6 character code

- **Internal**: The internal code must not exceed 30 characters.

Internal codes should uniquely identify the security where one exists, e.g. the number "4" would not be sufficient. Furthermore the code should represent a meaningful identifier. For example, for loan securities, a loan identity code should be provided. Internal codes which represent holdings of an Irish domiciled Financial Vehicle Corporation or Special Purpose Vehicle should be reported as the Central Bank of Ireland C-code, where such codes apply (e.g. these will not usually be recordable in the case of Profit Participating Loans as loan assets do not report a security identifier code on worksheet 3.5).

Internal codes must be consistent quarter on quarter. Internal codes impede the verification of some of the associated data. The Central Bank has experienced significant improvements in respect of verifiable codes being reported but there are still a small number of outliers.

A.13 Counterparty Codes

For counterparty/Issuer/Share/Unit Holder codes CBI have a preference for LEI codes to be reported. If LEI code is not available, Central Bank C-Codes, CRO, and RIAD Code should be used if possible. Holdings of a Euro Area investment fund, money market fund, FVC ISINs / RIAD codes are available here:

https://www.ecb.europa.eu/stats/financial_corporations/list_of_financial_institutions/html/index.en.html

If none of the above codes are available for a counterparty, then an internal code can be used. Internal codes should uniquely identify a counterparty and should be represent a meaningful identifier where possible, such as the local countries registration number (e.g. for an entity in the UK, the Company Registration Number (CRN) or VAT number would be a suitable code).

In the case, where individual personal data would be required, e.g. household data which may be subject to GDPR, please select 99 Other Code and use enter "PERSONAL DATA" as the counterparty Name.

The counterparty codes are subject to the following validations:

- **LEI**: 20 character alphanumeric code

- **CRO**: 5 or 6 digit numeric code

- C-**Code**: beginning with "C" followed by 5 or 6 digit numeric code

- **RIAD-Code**: Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code

- **Other**: Max 50 characters

A.14   Other Codes

'**Sector Codes**' and definitions are provided in Annex 3 of these Notes. <u>Please note that this information is crucial to understanding financial inter-linkages and every effort must be made to ensure accuracy of this data.</u>

The correct '**Currency Codes**' for each nominal currency are provided in Annex 3 of these Notes.

The correct '**Country Codes'** and '**International Institutions Codes'** are provided in Annexes 5 and 6 of these Notes, respectively.

Please note that care should be taken to ensure all counterparty institutions are correctly and consistently reported. Changes in country/sector can have significant impacts on the data and may require historical revisions to correct the data series.

A.15   Dates

All dates in the form, with the exception of the month date in field 0.3, should take the format YYYY/ MM/DD.

Please ensure that Maturity dates reflect some date in the future and have not defaulted to a '19XX' convention. Maturity dates in the past may only be employed for defaulted debt. Where securities have matured during the quarter the closing price should be left blank.

For perpetual bonds, the maturity date should be left blank as reporting default dates counts as reporting a maturity date. For all other debt securities, the maturity date must be provided, except in very rare circumstances, which should be notified to the Central Bank through sbys@centralbank.ie, on or before filing the return.

A.16   Reporting 'no data'

If a fund has no assets and liabilities to report (i.e. it has not begun to engage in business or is in the process of winding down) a Nil Return must be submitted. The XSD does not allow any data to be submitted for a nil return. If three nil returns are submitted a fund will be considered inactive, and this must be reflected in the metadata of the fund on the CBI portal.

Where a respondent has no data to report (i.e. no Opening Position, no market movement etc.), the relevant cell should be reported as 0.0.

> **Important: Blank Fields**
>
> Where numeric data are reported, e.g., in "market movements" section of a worksheet, blank fields for related sector, currency, or country codes will not be accepted by the system. i.e., every position reported must be attributed to a sector, currency and country.

A.17 Mandatory fields if no closing position

A number of fields do not need to be completed if there is no position in the instrument at quarter-end, i.e. there is no closing position. These are as follows:

Within Section 3.1. Equity Assets:

3.1.2.4.   Market price per Share at quarter-end

Within Section 3.2. Debt Securities:

3.2.2.4.   Market price per Security at quarter-end

3.2.6.1   Contractual Price / Par Value

3.2.6.2   Yield

3.2.6.3   Investment Grade

3.2.6.4   Maturity Date

Within Section 3.4: Securities borrowing and reverse Repurchase Agreements:

3.4.9.2   Maturity Date

Within Section 3.5 Cash, Deposits and Loan Assets:

3.5.7.2   Maturity Date

Within Section 4.2 Derivatives:

4.2.2.4   Nominal Amount

4.2.6.4   Maturity Date

Within Section 5.1 Liability Fund Shares/Units

> 5.1.2.4   Market price per Share/Unit at quarter-end

Within Section 5.2 Securities Lending and Repurchase Agreements

> 5.2.7.2   Maturity Date

Within Section 5.3 Loan Liabilities

> 5.3.7.2   Maturity Date

A.18   Aggregation of common items

Please note that worksheets will not allow duplicate items. This means that each line of data must have a unique combination of key fields. A list of key fields is given below:

1. Instrument type
2. Identification Code (ISIN, CUSIP, etc.)
3. Nominal Currency
4. Original Maturity
5. Country
6. Sector

Each line of data on a given worksheet should have a unique combination of these fields. Please see Online Reporting Validation Guidance for further details and examples.

A.19   Treatment of Securities Lending and Repos

The statistical treatment of repurchase agreements and securities lending and borrowing arrangements **focuses on the lending and borrowing of the cash element**. The securities lent or borrowed are assumed to remain on the balance sheet of the security provider. This treatment is based on the exposure, i.e. where securities are borrowed or lent, the risk remains with the security provider as market movements in the securities will ultimately be borne by the security provider. The cash, on the other hand, is treated as a loan (a loan liability if the fund holds the cash for the duration of the securities lending/borrowing arrangement and loan asset if the fund releases the cash to another entity).

A fund sells securities for cash ("security provider") at a specified price to another entity ("security taker") with a commitment to repurchase the same or similar securities at a fixed price on a future date. It is called a repo from the perspective of the security provider and a

reverse repo from the perspective of the security taker. Here cash received is recorded as a deposit liability.

A fund *sells securities* ("security provider") at a specified price to another entity ("security taker") with a commitment to repurchase the same or similar securities at a fixed price on a future date. This transaction may or may not involve cash being posted to the security provider in exchange for the securities. Similarly, **under securities borrowing**, a fund *receives securities* and may or may not involve cash being posted to the security provider.

The forms are structured so that:

Cash transferred as part of repurchase agreements and securities lending is recorded under "Cash Movements" in Section 5.2 L-Securities Lending and are treated as loan liabilities. Similarly, cash transferred as part of reverse repurchase agreements and securities borrowing are recorded under *"Cash Movements" in Section 3.4 A-Securities Borrowing while outstanding amounts are treated as loan assets.*

Securities lent out are recorded in 3.1 A-Equities (3.1.3.1) and 3.2 A-Debt Securities (3.2.3.1) worksheets as totals. *These do not feed into total assets or total liabilities. Sales of borrowed securities should be recorded as short sales in the normal way (as per section 3.4 of these guidance notes) on the appropriate worksheet - 3.1 A-Equities or 3.2 A-Debt Securities.*

Securities borrowed are recorded in Section 3.4 A-Securities Borrowing and *also do not feed into total assets or total liabilities.*

Rehypothecation involves either short-selling borrowed securities or re-using borrowed securities as collateral. These uses are recorded as totals in 3.4 A-Securities Borrowing (in addition to the recording of short positions under 3.1 A-Equities and 3.2 A-Debt Securities). *These rehypothecation totals do not feed into total assets or total liabilities.*

A.20   Treatment of Depositary Receipts

Depositary receipts – which denote ownership of equity or debt securities issued – such as American Depositary Receipts (ADRs) or Bearer Depositary Receipts (BDRs) should be attributed to the country of residence of the issuer of the security underlying the depositary receipt.

Financial Intermediaries should <u>not</u> report holdings of any securities against which depositary receipts have been issued and sold.

If a depositary receipt has been issued before the financial institution arranging the issue has acquired the underlying securities, then that fund should report a negative holding in the underlying security.

A.21   Treatment of Stripped Securities

Stripped securities (STRIPs) are securities that have been transformed from a principal amount with periodic interest coupons into a series of zero coupon securities, with the range of maturities matching the coupon payment dates and the redemption date of the principal amount.

Where the STRIP remains the direct obligation of the original issuer, then the residency of the issuer of the STRIP remains the same as for the original security.

Entities requesting that a settlement or clearing house creates STRIPs from an existing security should not report ownership of the underlying security once the STRIPs have been created.

Where STRIPs have been created and issued by an entity in its own name, then the residency of the issuer of the STRIPs is that of the entity that has issued the STRIPs. In turn, such an issuer should report its ownership of the underlying securities.

A.22   Reporting accrued income and expenses

The IF return is collected from all Irish Authorised Investment funds to meet both Balance of Payments requirements[2] and Investment Fund reporting requirements[3] to the Europe.

Please note that data collected in the other receivable and payable items in the balance sheet worksheets must be recorded on accruals basis and is used to meet Balance of Payments requirements. However, because they are recorded on an accruals basis they are not accurate measurements of balance sheet activity. Therefore a corresponding balance sheet entry must be made to accurately include these items on a balance sheet basis. For a full treatment on how to record Accrued Income and expenses please see Annex 8 of this document.

A.23   Common Errors

Changes in accrued income or expenses on a line by line basis may be shown with a positive (or negative) sign depending on whether they are increases or decreases.

   Please do not…

Show **Transactions** decreases with a negative sign;

Use cumulative year-to-date figures in the P&L. The reported figures should reference the positions for the corresponding quarter (on an accruals basis);

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[2] Guideline (EU) 2022/747 of the European Central Bank of 5 May 2022 amending Guideline ECB/2011/23 on the statistical reporting requirements of the European Central Bank in the field of external statistics (ECB/2022/23)
[3] REGULATION (EU) 2024/1988 OF THE EUROPEAN CENTRAL BANK of 27 June 2024 concerning statistics on investment funds and repealing Decision (EU) 2015/32 (ECB/2014/62) (ECB/2024/17)

Submit the excel template as the return;

Delete or rename sections;

Change column headings in any section;

Delete or insert columns in any section;

A.24   Revision of Data

Where errors have been identified, a reporting agent may resubmit returns between the usual collection windows. Where this occurs, the reporting agent should contact the Statistics Division and seek to have returns unlocked and provide a brief description of the issue requiring correction. Where a revision includes a reclassification (i.e., switching an item based on previously reported incorrect sector, geography or maturity), the administrator should expressly confirm what has changed in the return.

A.25   Fund Changing Reporting Agent

Where a fund changes administrator, the reporting obligation remains with the fund. The reporting agent (fund administrator) as at the reporting date must report data for the period. The current and former fund administrator are free to agree their own arrangements. The Central Bank recommends that the former fund administrator provide data up to the date of changeover to the current fund administrator within T+12 days following the date of changeover. Please note that failure to either agree a reporting arrangement or adhere to this guideline could have negative implications for the former fund administrator in the event that a fund takes action following Central Bank action against the fund.

Part B: Completing the MMIF

Section 0: Cover

The Cover section outlines the reporting details of the return.

0.1. _Fund C-Code_: As issued by the Central Bank relating to the authorised fund or sub-fund (C followed by 5 or 6 numeric digits).

0.2. _Administrator C- Code_: As issued by the Central Bank relating to the authorised administrator of the fund (C followed by 5 or 6 numeric digits)

0.3. _Reporting Period_: The reference period of the return, to take the format of YYYY-MM, e.g. 2025-12

0.4. _Reporting Currency_: The currency used to complete the form, using the appropriate three-digit code set out in Annex 3.

0.5. _Report Type_: To specify a return as finalised or estimate (see A.7 for more details on lagged returns):

Estimate: This should be selected for any lagged return submitted as estimated value

Final: This should be selected for any return which is basing the values on the finalised NAV for the reference period.

0.6. _Return Type_:

▪ **OF3** for all Non-MMF Investment Funds.

▪ **MM3** for Money Market Funds.

0.7. _Schema Version_: Version number of this Schema document. It is a fixed set value by CBI. Most up to date schema will be available on our website. The current version is X.X.

Section 1: Anti Money Laundering (AML)

The AML worksheet covers the number of investors, the geographical and risk breakdown for the Fund. This section provides guidance for each of the categories to be reported. The AML section is to be completed **annually for end-December**. The template will not allow this section to be complete for any other period.

1.1 Number of Investors

1.1.1 _Total Number of Investors_: The total number of natural persons and legal entities who have invested into the fund.

> **Auto-totalling:**
> The total number of investors (1.1.1) is a calculated field. This field is locked and no alteration of the total or formula will be possible. It is calculated as the total number of investors in all areas (1.1.5+1.1.6).

1.1.2 _Number of High Risk Investors (excluding PEPs)_: Total number of investors rated high risk as per the reporting entity's customer due diligence (CDD) profiling.

1.1.3 _Number of Politically Exposed Persons (PEPs)_: Politically Exposed Persons are defined under Section 37 of the Criminal Justice Act (CJA) 2010, as amended. Please be advised that "close associates" and "immediate family members" as defined in the CJA 2010 should be included when reporting the number of PEPs.

1.1.4 _Number of Investors where there is outstanding Customer Due Diligence (CDD) documentation and/or information_: Total number of investors for which Customer Due Diligence is outstanding and documentation or information is incomplete.

1.1.5 _Number of Investors from EU/EEA/Swiss/UK/US_: The total number of natural persons resident or legal entities established in the European Economic Area, Switzerland, the United Kingdom, or the United States of America. See Annex 4 for country codes and region breakdowns.

1.1.6 _Number of Investors from Non EU/EEA/Swiss/UK/US_: The total number of natural persons resident or legal entities established outside the European Economic Area, Switzerland, the United Kingdom, or the United States of America. See Annex 4 for country codes and region breakdowns.

1.1.7 _Number of Investors from EU High-Risk Third Countries and/or Countries in the EU/UN Sanctions Lists_: The EU High-Risk Third Countries are jurisdictions which are identified as having strategic deficiencies in their AML/CFT regimes as per the Commission Delegated Regulation (EU) 2024/163. Countries in the EU/UN Sanctions Lists reporting firms should refer to relevant EU/UN sanction regimes as appropriate, for example the EU Sanctions Map. Please refer to these lists before completing the annual submission.

Section 2: Profit & Loss Data

Auto-totalling:
Some formulae have been embedded in the IF reporting form to calculate totals. Where this occurs the cell will be locked with a value set to 1 and no alteration of the total or formula will be possible.

The Profit and Loss worksheet covers the income, expenditure and profit of the Fund; any distributions made to shareholders as dividends and any retained earnings. This section provides guidance for each category and sub-category to be reported.

Items are recorded on an accruals basis, when income is earned and expenditure is incurred, not on a cash basis, when income is received and expenses are paid.

2.0   Country Code
Insert 2-digit country code from Annex 4. Please note that all expenses on that row must relate to the country code chosen

Important: A full geographic disaggregation is only required for the **Expenditure** section of the Profit and Loss worksheet (i.e., 2.1.1.1, 2.1.1.2, 2.1.1.3, 2.1.1.4, 2.1.2, 2.1.3 and 2.1.4). All other sections are completed for totals. Accordingly, these expenses categories have been placed first to facilitate ease of reporting.

Where expenditure in columns 2.1.1 relate to different countries, the appropriate country code must be entered in column 2.0. Any populated column that does not have a country code will be rejected by the system. A list of applicable country codes can be found in Annex 4.

Please note that country codes may be entered in order of preference, as long as the figures in a given column relate to the country code in question in column 2.0.

2.1 Expenditure
The total of items 2.1.1 to 2.1.3. Please note that column 2.1 will auto-total based on the data under its banner. A full geographic disaggregation is required for all expenditure items.

2.1.1 _Total Financial Services Fees Payable:_ This is an auto-total field that calculates the total of items 2.1.1.1 to 2.1.1.4.

2.1.1.1 _Management & Admin Fees (excl. performance linked fees)_: Fees accrued during the period for fund management, administration, etc. that are not explicitly linked to the performance of the Fund.

2.1.1.2 _Performance Linked Fees_: Fees accrued to individuals during the period that are explicitly linked to the performance of the fund.

Fees under 2.1.1.1 and 2.1.1.2 should be allocated to the jurisdiction of the service providers to whom fees are due.

2.1.1.3 _Investment Advice Fees_: Fees accrued during the period for investment advice.

2.1.1.4 _Custodian & Trustee Fees_: Fees accrued during the period payable for Custodian and trustee services.

2.1.2 _Other Professional Fees_: A full geographic disaggregation is required for service fees, other than those listed in 2.1.1, accrued during the reference period, e.g., legal expenses.

2.1.3 _Wages and Salaries (incl. Director's fees)_: All wages and salaries accrued to individuals by the fund. In practice, this will comprise mostly Director's fees.

2.1.4 _Other Operating Expenses_: A full geographic disaggregation is required for all other expenses not covered in 2.1.1, 2.1.2, or 2.1.3 above.

2.2 Operating Income:
The total of items 2.2.1 to 2.2.5. A geographical breakdown is not required in this section. Please note this is an auto-total field.

> **Note: No geographical disaggregation is required for Income.**

2.2.1 Interest Income (Debt Securities):
Interest income from bonds, notes or money market instruments (MMIs), i.e. all debt securities. This should match the total interest reported on the A-Debt Securities worksheet in column 3.2.4.

2.2.2 Interest Income (Loans & Deposits):
Interest earned on loans to third parties and deposits with third parties. This should match the total interest reported on the A-Cash, Deposits and Loans worksheet in column 3.4.6 plus the interest reported in 4.1 A&L Overdrafts column 4.1.3.

2.2.3 Dividend Income:

All dividends receivable during the period. This should match the total interest reported on the A-Equity worksheet in column 3.1.4.

2.2.4 Net Income on Derivatives:

Income accrued from derivatives positions. Net interest income receivable (include with positive sign), or payable (include with negative sign) on interest rate swaps, cross-currency interest rate swaps and forward rate agreements (FRAs). This should match the total interest reported on the A&L Derivatives worksheet in column 4.2.4.

This figure may be positive or negative. If the figure is negative, a "-" sign must be used.

2.2.5 Other Income:

Other income that is not classified elsewhere.

2.3 Interest Payable

Any Interest payable on an accruals basis during the period.

2.4 Equalisation

Any monies to be added to income for distribution as a result of income or performance fee equalisation.

2.5 Tax (if not exempt)

Any tax payable directly by the fund for the reference quarter as per the company accounts. This includes tax payable but unpaid from the previous quarter.

2.6 Income for Distribution

This is an auto-total field equalling 2.2 - 2.1 – 2.3 + 2.4 - 2.5, where:

$$2.6\ Income\ for\ Distribution =\ 2.2\ Operating\ Income - 2.1\ Expenditure$$

$$-2.3\ Interest\ Payable + 2.4\ Equalisation - 2.5\ Tax$$

	2.2 Total operating Income
Less	2.1 Total Operating Expenses
Less	2.3 Interest Payable
Plus	2.4 Equalisation
Less	2.5 Tax
Equals	2.6 Income for Distribution

2.7 Capital and Exchange Gains/Losses

All capital and exchange gains/losses (realised and unrealised). These gains/losses are to be excluded from income in Section 2.1 and shown under this heading only.

This figure may be positive or negative. If the figure is negative, a "-" sign must be used.

Profit Participation Notes or Loans (PPNs/PPLs)

The transmission of unrealised gains/losses to the fund are reflected under capital and exchange gains/losses.

Realised gains/losses are recorded under interest income (Loan and Deposits).

2.8 Dividends Payable (excluding distributions from capital)
Dividends declared as payable in the reporting period, regardless of whether actually paid or not.

2.9 Retained Income
This is an auto-total field.

Net profit after dividends as per the P&L account. Equals 2.6 + 2.7 - 2.8, where:

	2.6 Income for Distribution
Plus	2.7 Capital and Exchange Gains/Losses
Less	2.8 Dividends Payable
Equals	2.9 Retained Income

$$2.9 \text{ Retained Income} = 2.6 \text{ } Income \text{ } for \text{ } Distribution \text{ } + 2.7 \text{ } Capital \text{ } and \text{ } Exchange \text{ } / \text{ } Losses$$

$$- \text{ } Dividens \text{ } Payable$$

Section 3: Assets

Section 3 of the IF requests data on asset equity securities, debt securities and property and land held as assets by the Fund. Securities borrowing (treated as a collateralised loan asset), accrued income and other assets are also requested.

Important: Stocks, Transactions and Revaluations

For all Balance sheet reporting (covered in section 3, 4 and 5 of these notes) the following principles apply:

Stock: Closing positions must be recorded as the market value of a given position at the end of the reporting period in the base currency of the fund, applying any applicable exchange rates. There will generally be exchange rate and fair value movement over a given quarter. Please see item "Revaluations" below for further details.

Transactions: Transactions increases and decreases should reflect **only cash flows** adjusted by the applicable exchange rate to be represented in the reporting currency of the fund. Please note, **in no circumstance should be revaluations, (i.e., shifts in closing position value attributable to exchange rate movements or fair value changes) be recorded as transactions increases or decreases.**

Revaluations: Revaluations are closing position shifts arising from fluctuations in price or exchange rate movements. They are not explicitly recorded in the return, rather they are implied by calculating the difference between the opening and closing positions, less any net transactions.

Failure to follow this guidance will lead to validation errors, such as in the transactions checks.

Equity and debt security data are requested on a security-by-security basis, *preferably on an ISIN-coded basis*:

With ISIN Codes – this requires less information. The Central Bank can source most of the attribute information from a Centralised Securities Database (CSDB) operated by the European Central Bank. **Please note that ISIN codes should be used where available.**

With Non-ISIN Codes – if an ISIN code is not available, the Fund may report a SEDOL, CUSIP, CFI, or an internal identification code. For non-ISIN securities, additional information is required as it cannot be matched to the CSDB.

Internal codes - These can only be employed where no ISIN, SEDOL, CUSIP, or CFI exists.

Important: ISIN/Other Code columns

For each of the options, *1: ISIN code, 2: SEDOL, 3: CUSIP, 4: CFI, 99: Internal,* the appropriate code number should be inserted, i.e., "1" and not "ISIN". In addition, any Non-ISIN code must not exceed 16 characters. Note Dummy ISIN, SEDOL, or CUSIP codes must be reported as internal codes. Combinations are not permitted.

Where an ISIN code is not used additional information in the columns entitled "Non-ISIN coded securities only" must be populated or the file will not load to the online system.

Holdings of derivatives and accounts with overdraft facilities should be reported in Section 4.

3.1 Equity Assets (Including Units/Shares in CIU's)

Security-by-security data on equity holdings, including holdings of units/shares in other Funds. Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

3.1.1 Code

3.1.1.1 _Code Type:_ Input numeric code from the following list, do not enter the name of the code:

1. ISIN
2. SEDOL
3. CUSIP
4. CFI
5. Internal

3.1.1.2 _Identification Number:_ The code corresponding with "ISIN/Other code" above. The identification number will be subject to the following validations:

- **ISIN**: 12 digit code with 2 Capital Letters + 9 Alphanumeric + 1 check digit

- **SEDOL**: 7 digit code with 6 Alphanumeric + 1 check digit

- **CUSIP**: 9 digit code with 8 Alphanumeric + 1 check digit

- **CFI**: 6 character code

- **Internal**: The internal code must not exceed 30 characters.

3.1.2 Market Movements

Fields 3.1.2.1 – 3.1.2.3 in the markets movements are mandatory if any field is completed. If there is no value 0.0 should be entered.

3.1.2.1 _Opening Position:_ The market value of securities held by the fund at the start of the quarter. This should equal the closing position at the end of the previous quarter. 3.1.2.2 _Transactions_: The market value of purchases and sales of the security on the dates of each transaction, i.e. the monetary amount received or paid for the security.

Important: Transactions in Equity and Debt Securities

Purchases imply an increase in positions and sales imply a decrease in positions. However, both purchases and sales figures should be entered as positive figures.

Short selling a security is considered a decrease in position, i.e., a sale.

3.1.2.3 _Closing Position_: The market value of securities held by the fund at the end of the period.

3.1.2.4 _Market price per Share at period-end:_ The unit price of each share held by the Fund at the end of the quarter. This should be in the currency of issue of the share, unlike all other figures in this worksheet which are in the base currency of the fund.

3.1.3 Amount of Closing Position involved in

> **_Important:_**
> This is the total amount of positions which have been lent out, recorded on the last day of the period. It must not exceed the value of closing positions of the securities.

3.1.3.1 _Repurchase Transaction:_ The market value of securities that have lent out or sold under reverse repurchase agreements. Only a total is required.

3.1.3.2 _Securities or Commodities Lending/Borrowing_: The market value of securities that have been lent out under securities lending/borrowing arrangements. Only a total is required.

3.1.3.3 _Buy-sell/Sell-buy Back Transaction:_ The market value of securities that have been involved in but-sell or sell-buy back transactions. Only a total is required.

3.1.3.3 _Margin Lending Transaction_: The market value of securities that have been lent out or in margin lending transactions. Only a total is required.

3.1.4 _Dividends Receivable_: Dividends receivable by the fund during the quarter on an accruals basis. **This does not include dividends receivable over previous quarters.**

3.1.5 Dividends Accrued
This should be completed where dividends have been accrued but have not been received over the current and previous quarters.

3.1.5.1 _Change in period_: The net movement in accruals during the quarter, i.e., dividends accrued less dividends received. Dividends accrued should be treated as positive changes and dividends received as negative changes. **This column does not include valuation changes.** This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

> **Important: Accrued Dividends**
>
> Please note that where Dividends have been declared but not yet received, this must be recorded as an amount due to the fund in Worksheet 3.7 – A-Other Assets. Items recorded in Dividends Accrued do not feed into Balance Sheet totals.

Non ISIN coded Securities only:

The below fields are required for non-ISIN securities only. If an ISIN is not available in the CSDB, CBI may request the details to be provided.

3.1.6 Instrument Characteristics

3.1.6.1 *Nominal Value*: Number of units of a security or aggregated nominal amount if the security is traded in amounts rather than in units.

3.1.6.2 *Normal Currency*: he currency in which the security was issued. See Annex 3 for currency codes.3.1.6.3 *Instrument Type (Primary Asset Classification)*: The type of equity asset. Please select a numeric code from the following list:**Ordinary/Common share**: Share/stocks purchased on a public exchange.

2. **Preference/Preferred share**: Shares which entitle the holder to priority recipients of dividends. Preference shares should always be classified as equity.
3. **Depositary receipt**: Negotiable certificates issued by a bank representing shares in a foreign company traded on a local stock exchange.
4. **Hybrid equity instrument**: Instrument with characteristics of debt and equity which are classified as equity according to their main characteristics.
5. **Other equity**: Other equity in companies not covered by the above.
6. **Equity in UCITS Investment Fund**: Shares/Units in a UCITS (Undertakings for Collective Investment in Transferable Securities) compliant Investment Fund, other than an MMF.
7. **Equity in AIF Investment Fund**: Shares/Units in an AIF (Alternative Investment Fund), other than an MMF.
8. **Equity in other investment fund**: Shares/Units in an Investment Fund which is not UCITS compliant, not AIF compliant.
9. **Equity in UCITS MMF**: Shares/Units in a UCITS compliant Money Market Fund.
10. **Equity in AIF MMF**: Shares/Units in an AIF Money Market Fund.

> **Important: Instrument Type**
> If Instrument is 1 - 5 then Sector cannot be 'IF' or 'MMF' as these are reported as instrument 6 - 8 or 9 - 10 respectively.

3.1.6.4 *Name of Instrument*: The name of the security.

3.1.6.5 *Quoted / Unquoted*: A security may be considered quoted if it is traded on a recognised exchange. Please select a numeric code from the following list:

1. Quoted Unquoted3.1.6.6 *Issue Date*: The date on which the equity 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.

3.1.7 Issuer

The issuer is defined as the entity ultimately responsible for issuance and legally responsible for the obligations of the issue.

3.1.7.1 _Issuer ID Type_: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code
5. Other identifier type

3.1.7.2 _Issuer ID_: The identifying code for the issuer corresponding with "Issuer ID Type" above. The identification number will be subject to the following validations:

- **LEI:** 20 character alphanumeric code
- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

3.1.7.3 _Issuer Name_: Full legal name of the issuer of the equity. This field is only required if Other is used in 3.1.7.1.

3.1.7.4 _Country_: The country of issuer of the equity. This should be the country of incorporation of the issuer. See Annex 4 for country codes or Annex 5 for international institutions. This field is only required if Other is used in 3.1.7.1.

3.1.7.5 _Sector_: The sector of the issuer of the equity. See Annex 3 for sector codes.

Important: International Institutions

Where the counterparty is an International Institution (e.g. ECB, EIB, EBRD, etc.), the appropriate institution code should be entered under Country of Issuer.

tents"

3.2 Debt Securities

Security-by-security data on debt security holdings covers the below. Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

3.2 Code

3.2.1 *ISIN / Other Code*: Input numeric code from the following list, do not enter the name of the code:

1. ISIN
2. SEDOL
3. CUSIP
4. CFI
5. Internal

3.2.1.2 *Identification Number*: The code corresponding with "ISIN/Other code" above. The identification number will be subject to the following validations:

- **ISIN**: 12 digit code with 2 Capital Letters + 9 Alphanumeric + 1 check digit

- **SEDOL**: 7 digit code with 6 Alphanumeric + 1 check digit

- **CUSIP**: 9 digit code with 8 Alphanumeric + 1 check digit

- **CFI**: 6 character code

- **Internal**: The internal code must not exceed 30 characters.

3.2.2 Market Movements

Fields 3.2.2.1 – 3.2.2.3 in the markets movements are mandatory if any field is completed. If there is no value 0.0 should be entered.

3.2.2.1 *Opening Position*: The **market value** of securities held by the fund at the start of the quarter. This should equal the closing position at the end of the previous quarter.

3.2.2.2 *Transactions*: The **market value** of purchases and sales of the security on the dates of each transaction, i.e. the monetary amount received or paid for the security, during the quarter.

3.2.2.3 *Closing Position*: The **market value** of securities held by the fund at the end of the quarter. In the rare cases where the debt security is in default, please provide the estimated market value.

3.2.2.4 *Market Price per Security at period-end*: The **unit price** of each security held by the Fund at the end of the quarter. **This should be in the currency of issue of the security**, unlike all other figures in this worksheet which are in the base currency of the fund.

3.2.3 Amount of Closing Position involved in

> *Important:*
> This is the total amount of positions which have been lent out, recorded on the last day of the period. It must not exceed the value of closing positions of the securities.

3.2.3.1 _Repurchase Transaction:_ The market value of securities that have lent out or sold under reverse repurchase agreements. Only a total is required.

3.2.3.2 _Securities or Commodities Lending/Borrowing_: The market value of securities that have been lent out under securities lending/borrowing arrangements. Only a total is required.

3.2.3.3 _Buy-sell/Sell-buy Back Transaction_: The market value of securities that have been involved in but-sell or sell-buy back transactions. Only a total is required.

3.2.3.3 _Margin Lending Transaction_: The market value of securities that have been lent out or in margin lending transactions. Only a total is required.

3.2.4 _Interest Receivable_: Interest receivable by the fund during the quarter on an accruals basis. This should not include interest receivable for previous quarters.

3.2.5 Interest Accrued
This should be completed where interest has accrued but has not been received **over the current and previous quarters.**

3.2.5.1 _Change in period_: The net movement in accruals during the quarter, i.e., interest accrued less interest received. Interest accrued should be treated as positive changes and interest received as negative changes. **This column should not include valuation changes.**

This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

53.2.5.2 _Closing Position_: The total outstanding amount of interest accrued. In addition, please note that where interest has been accrued on debt securities but is yet to be paid, this must be recorded as an amount due to the fund in Worksheet 3.7, Other Assets. Items recorded in 3.2.5 do not feed into Balance Sheet totals. Please see Annex 8 for more details.

3.2.6 Instrument Characteristics
3.2.6.1 _Contractual Price / Par Value_: The price of the security at issuance.

Important: Contractual Price / Par Value of Security.

For the market price of debt securities, it is necessary to report the issue price or par price of the security so that the increase/decrease in value can be derived. In most cases debt securities are priced at par equal to 100. In some cases, the issue price can be higher, such as 300, and any increase in price will be inferred on a comparable basis to any price movements to debt securities that are priced at par=100. Zero coupon debt securities are treated in the same way, e.g. the issue price could be 80 and the market price could be 88.

3.2.6.2 _Yield_: This is the Yield to Maturity of the fund. The yield to maturity is the rate of return that a debt security is expected to yield if it is held until it matures. The yield to maturity, the formula for which is given below, takes account of the current market price, par value, coupon interest rate and residual maturity on the debt security and is expressed as an annual rate. Coupons are assumed to be reinvested. The yield to maturity is generally available from financial data providers. Where the information is not provided, please follow the guidance below:

a) The short-term yield to maturity formula is used when the bond's remaining tenor is shorter than or equal to the length of the last coupon period, i.e. there is only one remaining cash flow.

$$B = \frac{CF}{1 + \alpha y}$$

where

B = the bond's market price (dirty)
CF = the amount of the remaining cash flow
α = daycount fraction from the settlement date to the cash flow date, bond's daycount convention
y = money market yield

b) The long-term yield to maturity formula is used in all other cases i.e. for a coupon bond where there are two or more pending cash flows.

$$B = \sum_{i=1}^{n} CF_i \left[\frac{1}{1 + \frac{y}{h}} \right]^{\alpha_i h}$$

where

i = cash flow index

n = number of remaining cash flows

CF_i = the ith cash flow (coupon, or coupon plus principal)

h = the number of coupon payments per year

α_i = daycount fraction from settlement date to the end of ith period using the bond's daycount convention

y = yield to maturity

3.2.6.3 _Investment Grade_: The investment grade of the security as reported by any of the major ratings agencies. Where you have more than one rating available to you, general guidance is to choose the second highest rating. Where no rating exists, NR should be entered. See Annex 6 for Schedule of Investment Grades acceptable

3.2.6.4 _Maturity Date_: Date of redemption of the security. Date should take the format YYYY/MM/DD.

Please ensure that Maturity dates reflect some date in the future and have not defaulted to a '19XX' convention. Maturity dates in the past may only be employed for defaulted debt.

For perpetual bonds, the maturity date should be left blank as reporting default dates counts as reporting a maturity date. For all other debt securities, the maturity date must be provided, except in very rare circumstances, which should be notified with details to the Central Bank through sbys@centralbank.ie, on or before filing the return.

Non-ISIN coded Securities only (except for Insurance-Linked Securities):
The below fields are required for non-ISIN securities only. If an ISIN is not available in the CSDB, CBI may request the details to be provided.

Important for Insurance-Linked Securities

ISIN coded securities need to fill in Option 10 under 3.2.7.2 Instrument Type if the security type is Insurance-Linked Securities.

3.2.7 Instrument Characteristics Instrument Non-ISIN
3.2.7.1 _Nominal Value_: Number of units of a security or aggregated nominal amount if the security is traded in amounts rather than in units.

3.2.7.2 _Nominal Currency_: The currency in which the security is issued. See Annex 3 for currency codes.

3.2.7.3 _Instrument Type (Asset Securitisation Type)_: The type of debt security. Please select a numeric code from the following list:

1. **Asset Backed Security - Commercial Mortgage**: A financial security backed by commercial mortgages.

2. **Asset Backed Security - Residential Mortgage**: A financial security backed by residential mortgages.

3. **Asset backed Security – Other Mortgage Backed including REMIC**: A financial security backed by mortgages not distinguished between commercial and residential. These include Real Estate Mortgage Investment Conduits.

4. **Asset backed Security – Commercial Asset**: A financial security backed by commercial loans.

5. **Asset Backed Security – Other**: A financial security backed by assets not covered by options 1 to 4.

6. **Non-participating Preferred Stocks**: A preferred stock that entitles the holder to a flat pre-determined minimum dividend.

7. **Tradable Certificate of Deposit**: A savings certificate with a maturity date entitling the bearer to receive interest. N.B Non-tradable certificates of deposit must be recorded as bank deposits (Section 3.5).

8. **Convertible Debt Security**: A debt security that can be converted into a predetermined amount of the company's equity at certain defined times.

9. **Debt Security with warrant attached**: Any debt security which has an embedded derivative security giving the holder the right to purchase securities (usually equity) from the issuer at a specific price within a certain time frame.

10. **Insurance-Linked security (ILS)**: a security where the indemnity is transferred so that the value is driven by insurance loss events. These include natural catastrophe bonds or "cat bonds".

11. **Collateralised Debt Obligation (CDO)**: A bond, created through securitisation, whose coupon payments and principal repayments are dependent on a diversified pool of loan and bond instruments, either purchased in the secondary market or from the balance sheet of an original asset owner; excluding mortgages.

12. **Collateralised Mortgage Obligation (CMO)**: A bond, created through securitisation, whose coupon payments and principal repayments are dependent on a diversified pool of loan and bond instruments of mortgages, either purchased in the secondary market or from the balance sheet of an original asset owner.

13. **Mixed securitisation**: A covered bond that is a mix of different covered bond types.

14. **Other securitisation**: A covered bond that is a mix of different covered bond types.

15. **Public sector Covered bond**: A covered bond that is backed by public sector loans.

16. **Mortgage Covered bond**: A covered bond that is backed by mortgages.

17. **Ship Covered bond**: A covered bond that is backed by mortgages.

18. **Aircraft Covered bond**: A covered bond that is backed by mortgages.

19. **Mixed Covered bond**: A covered bond that is a mix of different backed bond types.

99. **Other**: Any debt security types not listed above.

Detailed asset type breakdown of covered bonds mainly in accordance with definitions of European Covered Bond Council.

3.2.7.4 *Primary Asset Classification*: The high level classification of the instrument. The instruments are to be classified in accordance with their main characteristics if potentially more than one code is applicable Please select a numeric code from the following list:

1. **Bond**: Bonds and debentures are long-term debt securities that give the holders the unconditional right to fixed payments or contractually determined variable payments on a specified date or dates, that is, the earning of interest is not dependent on earnings of the debtors. Bonds and debentures also give holders the unconditional right to fixed sums as payments to the creditor on a specified date or dates.

2. **Money Market instrument**: Money market instruments in accordance with Directive 2009/65/EC comprise transferable instruments which are normally dealt in on the money market rather than on the regulated markets.

3. **Hybrid debt instrument**: Instrument with characteristics of debt and equity which are classified as debt according to their main characteristics.

4. **Other debt**: A debt instrument that is of a type not listed above.

3.2.7.5 *Coupon Type*: Use the numeric codes below to represent the following options:**Fixed**: An interest rate that remains fixed either for the entire term of the loan or for part of this term.

2. **Floating**: A variable interest rate that is allowed to vary.

3. **Zero Coupon**: A debt security that does not pay interest but is traded at a discount, rendering profit at maturity when the bond is redeemed for its full face value.

4. **Index linked**: A bond in which payment of income on the principal is related to a specific price index.

5. **Credit Linked**: A security with an embedded credit default swap allowing the issuer to transfer a specific credit risk to credit investors.

6. **Stepped**: A bond with interest coupons that change to predetermined levels on specific dates.

99. **Other**: Any other coupon frequency not covered by options 1 to 6 above.

3.2.7.6 *Coupon / Nominal Interest Rate*: The interest rate on the debt security if it remained at its issuance price / par value.

3.2.7.7 *Original Maturity*: The maturity profile of the debt security when it was issued:One year or less.

2. Over one year and up to two years.
3. Over two years.
4. Perpetual

3.2.7.8 *Issue Date*: 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

3.2.7.9 Instrument Seniority Type: 3.1.7.9.1 *Guarantee Level*: The guarantee level indicates whether the instrument is guaranteed by an entity other than the issuer. Please select a numeric code from the following list:

1. **Unguaranteed**: In case of unguaranteed securities, there are no obligations to guarantors to make payments to the holder of the security if the issuer fails to meet the obligation to make repayments arising under the instrument secured by the guarantor.

2. **Government/Treasury Guarantee**: A guarantee is provided by the government / treasury that would oblige the guarantor to make payments to the holder of the security if the issuer fails to meet the obligation to make repayments arising under the instrument secured by the guarantor.

99. **Other Guarantee**: A guarantee is provided by a non-government entity that would oblige the guarantor to make payments to the holder of the security if the issuer fails to meet the obligation to make repayments arising under the instrument secured by the guarantor.

3.1.7.9.2 *Rank Level*: The rank level indicates where the instrument ranks in the event of liquidation in relation to other instruments issued by the same issuer. Please select a numeric code from the following list:

Subordinated securities have a lower priority than the issuer's other securities, a further differentiation can be made between Junior and Senior level.

1. **Subordinated - Junior level:** Subordinated securities with the Junior level having a lower priority than the issuer's other securities.

2. **Subordinated - Senior level**: Subordinated securities with the Senior level having a higher priority than the issuer's other securities.

3. **Subordinated - No further breakdown available**: Subordinated security with no further breakdown.

4. **Senior**: Senior securities are required to be repaid before subordinated securities.

For asset-backed securities, a breakdown of the tranche level is to be provided.

1. **ABS Class – Junior:** ABS with Junior tranche.

2. **ABS Class – Mezzanine**: ABS with Mezzanine tranche.

3. **ABS Class – Senior**: ABS with Senior tranche.

3.1.7.9.3 *Security Level*: The security level indicates whether an instrument is secured or unsecured, i.e. whether there is recourse to the cash flows of a securitised portfolio. Please select a numeric code from the following list:

1. **Unsecured**: Securities are not backed by assets, future income streams, or similar.

2. **Secured**: Securities are backed by assets, future income streams or similar.

3.2.7.10 *Type of Market* The market type is considered listed on a recognised exchange recognised exchange or other organised marketplace. Please select a numeric code from the following list:Listed

2. Unlisted

3.2.7.11 *Name of Instrument*: The name of the security.**3.2.8 Issuer**
The issuer is defined as the entity ultimately responsible for issuance and legally responsible for the obligations of the issue.

3.2.8.1 *Issuer ID Type*: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code

99. Other identifier type

3.2.8.2 *Issuer ID*: The identifying code for the issuer corresponding with "Issuer ID Type" above. The identification number will be subject to the following validations:

- **LEI:** 20 character alphanumeric code
- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

3.2.8.3 _Issuer Name_: Full legal name of the issuer of the equity. This field is only required if Other is used in 3.2.8.1.3.2.8.4 _Country_: The country of issuer of the debt security. For clarity, this would ordinarily be the country of incorporation of the issuer. This field is only required when other identifier type is used 3.2.8.1. See Annex 4 for country codes or Annex 5 for international institutions.

3.2.5.8 _Sector_: The sector of the issuer of the debt security. See Annex 2 for sector codes.

3.3 Property and Land Assets

Respondents are required to provide a list of all property or land assets.

Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

3.3 Property Type

3.3.1 _Property Land Type_: Please select a numeric code from the following list[4]:

---

[4]Any items reported here should align with The Central Bank's Macroprudential Measures for Property Funds

1. **In Development**: Property undergoing "development activity", as defined by the Revenue Commissioners, including the construction of new buildings and the extension, alteration, or demolition of existing buildings.

2. **Completed**: Any property not in development.

3.3.2 _Property Category_ Please select a numeric code from the following list:

1. **Residential**: Residences which are occupied by the owner or the lessee of the residence, excluding social housing.

2. **Office**: Commercial real estate which consists of office space for businesses.

3. **Retail**: Commercial real estate where goods or services are provided to customers (e.g. hotels, restaurants, retail).

4. **Industrial**: Real estate used for industrial purposes, such as those used as factories, logistical centres, and storage space;

5. **Social Housing**: Residential real estate provided by a local authority or an approved housing body.

99. **Other**: Any real estate not cover in the above.

3.3.3 Market Movements

3.3.3.1 _Opening Position_: The market value of the property owned by the fund at the start of the quarter. This should equal the closing position at the end of the previous quarter.

3.3.3.2 _Transactions_: The market value of purchases and sales of property on the dates of each transaction, i.e. the monetary amount received or paid for the security.

3.3.3.3 _Closing Position_: The market value of property owned by the fund at the end of the period.

3.3.4 _Valuation Date_: The latest date of valuation of the property. This should be the date at which the closing position (3.3.4) was valued. 3.3.5 _Nominal Currency_: The currency in which the property was purchased. See Annex 3 for currency codes.

3.3.6 R_ents Receivable_: Rents that become receivable (received and accrued) by the fund during the period. This is not rents receivable for periods to date.

3.3.7 Rents Accrued

This should be completed where rents have accrued but have not been received for periods to date. 3.3.7.1 _Change in Period_: The net movement in accruals during the quarter, i.e., rent accrued less rent received. Rents accrued should be treated as positive changes and rents received paid as negative changes. This column should not include valuation changes.

This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

3.3.7.2 _Closing Position_: The total outstanding amount of rents accrued but not paid.In addition, please note that where rent has accrued and is yet to be paid to the fund it must be recorded as an amount due to the fund in Worksheet 3.7, Other Assets. Items recorded in 3.3.5 do not feed into Balance Sheet totals. Please see Annex 8 for more details.

3.3.8 Location
3.3.8.1 _Country_: The location of the property.

3.3.8.2 _Eircode/Postal Code_: A valid Eircode/postal/zip code for the property. If the country reported in 3.3.8.1 is Ireland, this must be a valid Eircode. The following validations will occur on this field:

If country = IE: A unique 7-character code consisting of letters and numbers, a 3-character routing key to identify the area and a 4-character unique identifier for each address.

If country not IE: 16 characters max.

3.4 Securities Borrowing and Reverse Repurchase Agreements

Important: Securities Borrowing

Securities borrowing is classified according to the movement of cash rather than the securities themselves. Accordingly, the securities borrowed should not be recorded under Cash Movements; rather any cash movements that form part of securities borrowing must be recorded here, i.e., where a fund borrows securities, it should record the cash loaned out as an asset.

Please also see Section A19 of the General Guidance.

Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the IF Online Reporting Validations document. Under reverse repurchase agreements (reverse repos), the

fund *buys securities at a specified price from another entity and loans cash to that entity,* with a commitment to repurchase the same or similar securities at a fixed price on a future date.

Under securities borrowing, a fund buys securities at a specified price from another entity but may or may not lend cash to that entity, with a commitment to repurchase the same or similar securities at a fixed price on a future date.

The forms are structured so that:

The *cash elements* of reverse repos and securities borrowing are recorded under column 3.4.2 "Cash Movements". *These are treated as loan assets when calculating total assets.*

Important: Collateral is not recorded

Collateral is not recorded as securities borrowing. Where securities or cash borrowed can be re-used by the recipient, these are recorded. But where restrictions are placed on these securities or cash so that they cannot be re-used by the recipient, these are not recorded, e.g. if securities or cash are posted to an escrow account and can only be accessed in the event of a default.

Securities borrowed are also recorded in column 3.4.4 "Closing Value of Securities Borrowed". This column does not feed into total assets or total liabilities.

Where the fund sells on the security (i.e. short sells the security) to a third party, then the security taker/temporary acquirer should record a negative transaction in the security on the appropriate worksheet – 3.1 A-Equities or 3.2 A-Debt Securities. These short positions feed in to total assets as reductions.

In addition, the fund should record the total for these particular short positions in column 3.4.5.1 under Rehypothecation. Where a fund re-uses borrowed securities as collateral, these positions should be recorded as a total in column 3.4.5.2. These Rehypothecation totals do not feed into total assets or total liabilities.

Important: When both counterparties exchange securities

Where securities are both borrowed and lent under the same securities borrowing/lending arrangement, the fund records both the securities borrowed in line with the guidance in this section of the notes and the securities lent in line with the guidance provided in Section 5.4 of these notes.

This applies even if certain debt securities are regarded within industry as close cash substitutes. Statistical treatment does not recognise cash substitutes in these instances.

3.4.1 _Instrument Type_: Select a numeric code from the following list:

1. Reverse Repo

2. Securities Borrowing

Other similar operations are generally classified under Securities Borrowing, which includes undocumented sell and buy-back transactions. Where sell and buy-back transactions are documented in a similar manner to reverse repos, these arrangements are classified as reverse repos.

3.4.2 Cash Movements
3.4.2.1 _Opening Position_: The value of the cash lent by the fund at the start of the period.

3.4.2.2 _Transactions_: Cash payments to, or receipts from, the counterparty to the reverse repo or securities borrowing arrangement.

3.4.2.3 _Closing Position_: The value of the cash lent by the fund at the end of the period.

3.4.3 _Nominal Currency_: The currency of the cash. Please select from the list of currencies in Annex 3.3.4.4 _Closing Value of Securities Borrowed_: The market value of the securities borrowed at the end of the period. This includes the market value of securities that have been borrowed under securities lending arrangements, bought under reverse repurchase agreements, or any other type of similar operations, such as sell and buy-back transactions. **3.4.5 Rehypothecation**

This involves using assets, posted to the Fund as collateral, for the investment purposes of the Fund. The total of these two cells should not exceed the total closing value of securities borrowed.3.4.5.1 _Securities Sold_: The total market value of borrowed securities that have been sold to another entity. These should also be recorded individually as short sold securities on the appropriate asset worksheets.

3.4.5.2 _Securities Reused as Collateral_: The total market value of securities re-used as collateral in other securities lending/borrowing activities.3.4.6 _Income Receivable_: Income receivable by the fund during the quarter on an accruals basis. This does not include interest receivable for previous periods.

3.4.6 Interest Accrued
This should be completed where interest has accrued but has not been received over the current and previous quarters.3.4.7.1 _Change in Period_: The net movement in accruals during the quarter, i.e., Interest accrued less interest received. Interest accrued should be treated as positive changes and interest received as negative changes. **This column does not include**

valuation changes. This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

3.4.7.2 _Closing Position_: The total outstanding amount of interest accrued but not received.In addition, please note that where income has been accrued from Securities Borrowing, this must be recorded as an amount due to the fund in Worksheet 3.7, Other Assets. Items recorded in 3.2.7 do not feed into Balance Sheet totals. Please see Annex 8 for more details.

3.4.8 Counterparty

3.4.8.1 _Counterparty ID Type_: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code

99. Other identifier type

3.4.8.2 _Counterparty ID_: The identifying code for the counterparty corresponding with "Counterparty ID Type" above. The identification number will be subject to the following validations:

- **LEI:** 20 character alphanumeric code
- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

3.4.8.3 _Counterparty Name_: The full legal name of the counterparty to the securities borrowing/reverse repurchase agreement. This field is only required if Other is used in 3.1.7.1.

3.4.8.4 _Country_: The country of the counterparty to the securities borrowing/reverse repurchase agreement. See Annex 4 for country codes or Annex 5 for international institutions. This field is only required if Other is used in 3.1.7.1.3.4.8.5 _Sector_: The sector of the counterparty to the securities borrowing/reverse repurchase agreement. See Annex 2 for sector codes.**3.4.9 Instrument Characteristics**

3.4.9.1 _Original Maturity_: The maturity profile of the debt security when it was issued:One year or less.

2. Over one year and up to two years.
3. Over two years.

4. Perpetual

3.4.9.2 _Maturity Date_: The date on which the reverse repo/securities borrowing contract expires. Date should take the format YYYY/MM/DD.

Please ensure that Maturity dates reflect some date in the future and have not defaulted to a '19XX' convention.

If no maturity date exists for the securities borrowing agreement, select perpetual maturity and leave this field blank.

3.5 Cash, Deposits and Loan Assets
Excluding Securities Borrowing, Reverse Repurchase Agreements and Accounts with Overdrafts

> **Important:**
> Any account that may vary between positive and negative balances should be recorded in section 4.1.

Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

3.5.1 *Instrument Type*: Select a numeric code from the following list: **Cash**: Physical cash within the Fund (petty cash etc.). This is underlined physical notes and coins only.

2. **Deposits**: Bank deposit accounts, including overnight accounts.

3. **Leveraged Loans**: Loan(s) that are structured and administered by an arranger (usually a bank) but not securitised into debt securities

4. **Lending for house purchase**: Loans issued for the purpose of house purchase

5. **Credit for consumption**: Loans issued for consumer consumptions purposes.

6. **Other Loans**: Any other loan assets not captured in 1 to 5.

7. **Non-Tradable Certificates of Deposit**.

NB: Tradable Certificates of Deposit should be recorded in Section 3.2.

> **Profit Participation Notes or Loans (PPNs/PPLs)**
>
> These are recorded as loan assets under this worksheet only.
>
> Transactions should only reflect cash flows. Where the PPN/PPL transmits unrealised gains/losses, these are excluded from transactions but are reflected in the value of closing positions, effectively as revaluations (closing position minus closing position for the previous period minus net transactions).

3.5.2 Market Movements
3.5.2.1 *Opening Position*: The value of the cash/deposit/loan asset at the start of the period3.5.2.2 *Transactions*: Increases (3.5.2.2.1)/Decreases (3.5.2.2.2) in cash, lodgements

to/withdrawals from bank deposit accounts, payments to or receipts from the counterparty to the certificate of deposit or loan asset.

3.5.2.3 _Closing Position_: The value of the cash/deposit/loan asset at the end of the period.

3.5.3 _Nominal Currency_: The currency of the cash/deposit/loan asset. Please select from the list of currencies in Annex 3.

3.5.3 _Interest Receivable_: Interest that became receivable (received and accrued) by the fund during the period. **This is not interest receivable for previous periods.**

3.5.5 Interest Accrued
This should be completed where interest has accrued but has not been received **over the current and previous periods.**3.5.5.1 _Change in Period_: The net movement in accruals during the period, i.e., interest accrued less interest received. Interest accrued should be treated as positive changes and interest received as negative changes. **This column should not include valuation changes.** This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

3.5.5.2 Closing Position: The total outstanding amount of interest accrued but not received.In addition, please note that where interest has been accrued on cash and deposits, this must be recorded as an amount due to the fund in Worksheet 3.7 A-Other Assets. Items recorded in 3.5.5 do not feed into Balance Sheet totals. Please see Annex 8 for more details.

3.5.6 Counterparty
3.5.6.1_Counterparty ID Type_: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code
99. Other identifier type

3.5.6.2_Counterparty ID_: The identifying code for the issuer corresponding with "Counterparty ID Type" above. The identification number will be subject to the following validations:

- **LEI:** 20 character alphanumeric code
- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

3.5.6.3<u>Counterparty Name</u>: Full legal name of the counterparty to the deposit/loan asset. This field is only required if Other is used in 3.1.7.1.3.5.6.4 <u>Country</u>: The country of the counterparty to the deposit/loan asset. See Annex 4 for country codes or Annex 5 for international institutions. This field is only required if Other is used in 3.1.7.1.3.5.6.5 <u>Sector:</u> The sector of the counterparty to the deposit/loan asset. See Annex 2 for sector codes.**3.5.7 Instrument Characteristics**

3.5.7.1 <u>Original Maturity</u>: The maturity profile of the deposit/loan asset when it was issued:

1. One year or less.

2. Over one year and up to two years.

3. Over two years.

4. Perpetual

3.5.7.2 <u>Maturity Date</u>: The date on which the deposit/loan asset expires. Date should take the format YYYY/MM/DD.

Please ensure that Maturity dates reflect some date in the future and have not defaulted to a '19XX' convention.

If no maturity date exists, particularly relevant for deposit accounts, leave blank.

3.6 Other Assets

All other assets that are not recorded elsewhere in section 3 or in section 4 must be recorded here.

Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

3.6.1 _Instrument Type_: Select a numeric code from the following list:

1. **Unsettled Trades**: Any trade to which the fund is committed, but which has not yet settled with the fund receiving the payment at the end of the reporting period.

2. Unless a trade remains unsettled for multiple periods, transactions should be proportional to opening and closing positions in unsettled trades, i.e. the closing position reflects transactions increases in the reporting period while transactions decreases represent the unwinding of the closing position in the previous reporting period. See Annex 9 for examples.

3. **Margin**: Any margin posted with a third party, e.g. for derivative trading. Margin excludes collateral posted for securities lending/borrowing/repo/reverse repo arrangements.

4. **Accrued income**: Any income which is due the fund but has not yet been paid.

5. **Royalties**: Any income or payments which are due to the ownership of intellectual property or real property assets, such as copyrights, patents, and oil and gas properties.

6. **Crypto Assets**[5]: Digital representation of a value or of a right that is able to be transferred and stored electronically using distributed ledger technology or similar technology.

7. **Digital Tokens**: Holdings in asset-referenced token, electronic money token, or 'utility tokens.

8. **Digital Coins**: Currency, money, or money-like asset that is primarily managed, stored or exchanged on digital computer systems.

9. **Other Digital Assets**: Any digital assets not covered by 5 – 7.

99. **Other**: Any other assets which are not recorded elsewhere on the form. Please see Annex 8 for further details.

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[5] Items 5 – 8 should align with the definitions in Markets in Crypto-Assets Regulation (MiCAR)

3.6.2 Market Movements

3.6.2.1 _Opening Position:_ The market value of other assets held by the fund at the start of the period. This should equal the closing position at the end of the previous period.

3.6.2.2 _Transactions_: The market value of increases and decreases on the dates of each transaction, i.e. the monetary amount received or paid.

3.6.2.3 _Closing Position:_ The market value of other assets held by the fund at the end of the quarter.

3.6.3 _Nominal Currency_: The currency of the asset. Please select from the list of currencies in Annex 3.

3.6.4 _Income Receivable_: Income receivable by the fund during the period on an accruals basis. This is not Income Receivable for previous periods.

3.6.5 Income Accrued

This should be completed where income has accrued but has not been received **over the current and previous periods.**

3.6.5.1 _Change in period_: The net movement in accruals during the period, i.e., income accrued less income received. Income accrued should be treated as positive changes and income received paid as negative changes. **This column does not include valuation changes.** This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

3.6.5.2 _Closing Position_: The total outstanding amount of income accrued but not paid**.**

3.6.6 Debtor

3.6.6.1 _Country_: The country of the debtor. See Annex 4 for country codes or Annex 5 for international institutions.

3.6.6.1 _Sector_: The sector of the debtor. See Annex 2 for sector codes.

Section 4: Asset / Liability

This section records items that can shift between being an asset or a liability and is split out into two sub-sections, A&L Accounts with Overdraft Facilities and A&L Derivatives.

A&L worksheets

A&L worksheets are used to record securities that can transition between an asset and a liability depending on whether it has a positive or negative value at the close of the period.

All asset items will have a positive closing position and all liability items will require a negative sign to indicate a negative closing position. For example, a current account with a positive opening balance will have a positive opening value while an overdraft will have a negative opening value and use a "-" sign. The same applies to closing positions.

However, transactions will always be recorded as positive and should be treated on basis of inflows and outflows to the fund. E.g. an overdraft facility (with a negative opening position) should record a decrease in transactions to show that account moving further into overdraft.

For closing positions, where an item has a negative position, a "-" sign must be used.

Totals for assets and liabilities will be calculated automatically by summing all positive closing figures separately from all negative closing figures. See A&L Totals section for more details.

4.1 A&L Accounts with Overdraft Facilities

This worksheet is used to record any bank account that can move between positive and negative positions, such as a current account.

A "-" sign should be inserted in the opening or closing positions to identify a liability figures throughout this worksheet.

Please note that items containing the same key fields should be aggregated into a single line of data where they are matching in accounting group, i.e. assets should be aggregated and liabilities should be aggregated. **Furthermore, positive and negative positions must not be netted out and must be recorded on a gross basis to ensure consistency between Total Assets and Gross Asset Value.** Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

4.1.1 Account Movements

4.1.1.1 *Identification Number*: 6 digit unique identifier. This identifier should uniquely id the account to allow tracking period on period. 4.1.1.2 *Opening Position*: The bank account **balance** at the start of the period. Please use a "-" to indicate a negative (liability).4.1.1.3 *Transactions*: Increases and decreases in the account balance, i.e. the monetary amount received or paid. Increases and decreases should be reported as positive figures on the basis of flows into and out of the fund, e.g., an overdraft facility (with a negative opening position) should record a decrease in transactions to show that account moving further into overdraft, whereas an asset current account would record a decrease to denote a reduction in assets.

4.1.1.4 *Closing Position*: The bank account **balance** at the end of the period. Please use a "-" to indicate a negative (liability).4.1.2 *Nominal Currency*: The currency of the bank account. Please select from the list of currencies in Annex 3.

4.1.3 *Interest Receivable/Payable*: Interest receivable/payable by the fund during the period on an accruals basis. Please use a "-" to indicate interest payable. This is not interest received or paid over previous periods.

4.1.4 Interest Accrued

This should be completed where interest has been accrued but not received/paid over the current and previous periods.

4.1.4.1 *Change in Period*: The net movement in accruals during the period, i.e., interest accrued less interest received and/or interest accrued less interest paid. An increase (decrease) in accrued interest receivable or a decline (increase) in accrued interest payable should be treated as positive (negative) changes. **This column does not include valuation changes.**

This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

4.1.4.2 _Closing Position_: The total amount of interest accrued but not received/paid **over the current and previous period.**

In addition please note that where income/expenses relating to overdraft accounts is due to be paid to/by the fund at the close of the period, this must be recorded in worksheet 3.7, other assets (if income) or worksheet 5.5 Other Liabilities (where expenses). Items recorded in 4.1.4.2 do not feed into Balance sheet totals. Please see Annex 8 for more details.

4.1.5 Debtor/Creditor

4.1.5.1_Country_: The country of the debtor or creditor. See Annex 4 for country codes or Annex 5 for international institutions.4.1.5.2 _Sector_: The sector of the debtor or creditor. See Annex 2 for sector codes.

4.2 Derivatives (Asset and Liability)

Respondents are required to complete this section for all derivatives at the _mark-to-market value of the assets_. All derivatives positions should be reported (including trading book positions and hedged positions) on a gross basis. Please note that items containing the same key fields may be aggregated into a single line of data, however positive and negative gross positions must not be netted. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

A "-" sign should be inserted to identify a negative mark-to-market position or payments.

Important: Gross reporting of derivative positions

Every derivative contact must be reported separately.

For example, if there are two options contracts on either side of the balance sheet, with market values of 110 on the asset side and 110 on the liability side, these cannot be netted to -10 but recorded as 100 and -110 in this worksheet.

For swaps, one contract contains more than one leg. These individual legs are not recorded, only the market value of the contract as a whole. Long/short positions are recorded for swaps where these are apparent. Often, it is more appropriate to leave this field blank and swaps are the only derivative type where this is allowed.

4.2.1 Code
4.2.1.1 _Code Type_: Input numeric code from the following list, do not enter the name of the code:

1. ISIN
2. SEDOL
3. CUSIP
4. CFI
5. Internal

4.2.1.1 _Identification Number_: The code corresponding with "ISIN/Other code" above. The identification number will be subject to the following validations:

- **ISIN**: 12 digit code with 2 Capital Letters + 9 Alphanumeric + 1 check digit

- **SEDOL**: 7 digit code with 6 Alphanumeric + 1 check digit

- **CUSIP**: 9 digit code with 8 Alphanumeric + 1 check digit

- **CFI**: 6 character code

- **Internal**: The internal code must not exceed 30 characters.

4.2.2 Market Movements

4.2.2.1 _Opening Position_: The mark to market value of the derivative contract held by the fund at the start of the period. This should equal the closing position at the end of the previous period.

4.2.2.2 _Transactions_:

For swaps and forwards, net interest receipts should be reported as receipts and net interest payments as payments. At expiry of the contract, in addition to the net interest flow, any settlements resulting in an exchange of principals should be recorded as transactions in derivatives; that is, the difference between the principal translated at the exchange rate agreed in the swap contract and at the market rate at settlement should be recorded.

For options and futures, transactions record daily settlement of the margin account on the basis of receipts from and payments to the margin account recorded as receipts and payments respectively.

All transactions should be recorded as positive, i.e. a "-" sign must not be used. Please the introduction to Section 4 for further details.

4.2.2.3 _Closing Position_: The mark to market value of the derivative contract held by the fund at the end of the period. 4.2.2.4   _Nominal Amount_: Please report in the reporting currency of the fund. The reference amount used for the basis of payments which constitute the cash flows associated with the derivative contract. As a general rule, the nominal amount is typically not one of these payments. It is the amount of the underlying asset to the derivative upon which the percentage coupons/cash flows are based. For example:

If the option or future obligates the purchase / sale of 1000 units of an asset priced at €50, then the nominal amount is €50,000.

Where an interest rate swap obligates the payment of €5,000 or 5%, the nominal amount is €100,000.

4.2.3 _Nominal Currency_: The currency in which the derivative is issued. See Annex 3 for currency codes. Please note where derivative contracts use more than one currency, the fund should record the currency in which they would receive/make payments.

4.2.4   Income Receivable/Payable:

Income receivable (received and accrued) or payable (paid and accrued) by the fund during the period. This is not income received or paid over previous periods.

4.2.5 Income/Expenses Accrued

This should be completed on accruals basis where income has been accrued but not received/paid over the current and previous periods.

4.2.5.1 _Change in period:_ The net movement in accruals during the period. An increase (decrease) in accrued income receivable or a decline (increase) in accrued income payable should be treated as positive (negative) changes. This column does not include valuation changes.

This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

4.2.5.2 _Closing Position:_ The total outstanding amount of income accrued but not received/ paid.

In addition please note that where income/expenses relating to Derivative accounts is due to be paid to/by the fund at the close of the period, this must be recorded in worksheet 3.7, Other Assets (if income) or worksheet 5.5 Other Liabilities (where expenses). Items recorded in 4.2.5.2 do not feed into Balance sheet totals. Please see Annex 8 for more details.

4.2.6   Instrument Characteristics

4.2.6.1 _Derivative Type:_ Using the corresponding numeric code from the below list:

1. **Put Option**: Any contract giving the investor the right (but not the obligation) to sell a stock, bond, commodity, or other instrument at a specified price within a specific time period.
2. **Call Option**: Any contract giving the investor the right (but not the obligation) to buy a stock, bond, commodity, or other instrument at a specified price within a specific time period.
3. **Total Return Swap**: Any agreement in which one party makes payments based on a set rate, either fixed or variable, while the other party makes payments based on the return of an underlying asset.
4. **Variance or Volatility Swap**: Any agreement in which one party makes payments based on the magnitude of movement, i.e. volatility, of some underlying product such as an exchange rate.
5. **Forward**: Any over-the-counter contract that sets the price of a financial instrument or asset for future delivery.
6. **Future**: Any exchange traded contract obligating a buyer to purchase an asset, or the seller to sell an asset, at a predetermined future date and price.
7. **Contract for Difference**: A particular type of futures contract where settlements are based on cash payments, rather than physical goods or securities.
8. **Other**: All other derivative types not detailed above.

4.2.6.2 _Underlying Asset Type_: Using the corresponding alphabetical code from the below list:

a. Equity
b. Debt Securities (other than convertible bonds)
c. Convertible Bond: Any debt security which may be converted into equity.
d. Fixed interest rate
e. Floating interest rate
f. Foreign Exchange
g. Commodity
h. Credit
i. Inflation
j. Other

In instances where the derivative has more than one underlying asset type, multiple characters from the list above may be used, e.g., If a total return swap is based on an equity and a floating interest rate, "ae" should be entered. No space should be used between characters and characters should be entered in alphabetical order.

4.2.6.3 _Long/Short_: Select 1 to represent Long, where the fund gains a profit if the underlying asset rises in value. Select 2 to represent Short, where the fund makes a profit if the underlying asset decreases in value. For swaps, this column is only filled in where the Fund is long or short just one leg, and where the other leg or legs represent fixed payments.

4.2.6.4 _Maturity Date_: The date of expiration or redemption of the contract. Date should take the format YYYY/MM/DD. If no maturity date exists for the security, leave blank.

4.2.6.5 _Issue Date_: 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.

4.2.7 Counterparty

4.2.7.1 _Counterparty ID Type_: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code
99. Other identifier type

4.2.7.2 _Counterparty ID_: The identifying code for the issuer corresponding with "Counterparty ID Type" above. The identification number will be subject to the following validations:

▪ **LEI:** 20 character alphanumeric code

- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

4.2.7.3_Counterparty Name_: Full legal name of the counterparty of the trade. This field is only required if Other is used in 4.2.7.1.

4.2.7.4_Country:_ The country of residence of the counterparty of the trade. See Annex 4 for country codes or Annex 5 for international institutions. This field is only required if Other is used in 4.2.7.1.

4.2.7.5_Sector:_ The sector of the counterparty of the trade. Please take care to employ the Central Counterparty code, CCP, where applicable. See Annex 2 for sector codes.

A&L Totals

The below totals will be calculated using the data reported in the worksheets in the IF return. The total assets must equal the total liabilities reported throughout. The IF return will be rejected if this validation check fails.

Total Assets: This is the total of all asset worksheets combined with the positive totals of the 2 A&L worksheets.

Total Liabilities: This is the total of all liability worksheets combined with the negative totals of the 2 A&L worksheets.

Net Asset Value of Fund/Subfund: This should correspond to the closing position total of worksheet 5.1 – Liability Fund Shares/Units

> **Important data validation: A&L Totals**
> Total Assets will equal the sum of the following cells:
>> 3.1.2.3
>> 3.2.2.3
>> 3.3.2.3
>> 3.4.2.3
>> 3.5.2.3
>> 3.6.2.3
>> 4.1.1.3 (assets)
>> 4.2.2.3 (assets)
> Total Liabilities will equal the sum of the following cells:
>> 4.1.1.3 (liabilities)
>> 4.2.2.3 (liabilities)
>> 5.1.2.3
>> 5.2.2.3
>> 5.3.2.3
>> 5.5.2.3
> Total NAV will equal the sum of the following cells:
>> 5.1.2.3

Section 5: Liabilities

Section 5 of the MMIF requests data on balance sheet liabilities and is split into four main sections (sections 5.1 through 5.4) Fund Shares/Units, Securities Lending, Loan Liabilities, and Other Liabilities.

Holdings of derivatives and accounts with overdraft facilities should be reported in Section 4.

5.1 Liability Fund Shares/Units

Respondents are requested to provide security-by-security data on equity liabilities. **ISIN codes are preferred.**

5.1.1 Code

5.1.1.1 _Code Type_: Input numeric code from the following list, do not enter the name of the code:

1. ISIN
2. SEDOL
3. CUSIP
4. CFI
5. Internal

5.1.1.2 _Identification Number_: The code corresponding with "ISIN/Other code" above. The identification number will be subject to the following validations:

- **ISIN**: 12 digit code with 2 Capital Letters + 9 Alphanumeric + 1 check digit

- **SEDOL**: 7 digit code with 6 Alphanumeric + 1 check digit

- **CUSIP**: 9 digit code with 8 Alphanumeric + 1 check digit

- **CFI**: 6 character code

Internal**: The internal code must not exceed 30 characters.5.1.2 Market Movements**

5.1.2.1 Opening Position: The **market value** of all shares/units in the fund at the start of the period. This should equal the closing position at the end of the previous period. 5.1.2.2 Transactions: The **market value** of shares/units issued and redeemed on the dates of each transaction, i.e. the monetary amount received or paid for the shares/units. Any action that leads to a change in the share register, i.e. share/unit issuance, share/unit redemptions or a transfer of shares/units from one party to another should be recorded here.

5.1.2.3 _Closing Position_: The **market value** of all shares/units in the fund at the end of the period.

5.1.2.4 _Number of Units Sold_:5.1.2.5 _Number of Units Purchased_:

5.1.2.6 _Market price at Period-End_: The **unit price** of each share/unit class of the fund at the end of the period. This should be in the currency of the share/unit, unlike all other figures in this worksheet which are in the base currency of the fund.

5.1.3 Shareclass Details

5.1.3.1 _Instrument Name_: The name of the security.5.1.3.2 _ETF Flag_: ETF share classes issued must be flagged on an individual basis using the corresponding numeric code from the below list:

1. **Not ETF**.
2. **ETF – Physical**: Holds a basket of securities that proportionally replicate a given index.
3. **ETF – Synthetic**: Uses derivatives to proportionately replicate an index.
4. **ETF – Combination**: A combination of the above two replication strategies

5.1.3.3 _Nominal Currency_: The currency in which the security is issued. See Annex 3 for currency codes.

5.1.4 _Dividends Payable_: Dividends payable by the fund during the period on an accruals basis. This does not include dividends payable over previous periods.

5.1.5 Dividends Accrued

This should be completed where dividends have been accrued but have not been paid **over the current and previous periods.**

5.1.5.1 _Change in period_: The net movement in accruals during the period, i.e., dividends accrued less dividends paid. Dividends accrued should be treated as positive changes and dividends paid as negative changes. **This column does not include valuation changes.**

This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

5.1.5.2 _Closing Position_: The total outstanding amount of dividends accrued but not paid.In addition please note that where dividends are due to be paid by the fund at the close of the period, this must be recorded in worksheet 5.5 Other Liabilities. Items recorded in 5.1.5.2 do not feed into Balance sheet totals. Please see Annex 8 for more details.

5.1.6 Share/Unit Holder

Important:

Share/Unit Holder data are reported at first counterparty level, i.e. the immediate owner of the shares/units, which may not necessarily be the ultimate beneficial owner of the shares/units.

These need to be recorded on a fully disaggregated basis to bring in line with European obligations to report this data.

5.1.6.1 _Share/Unit Holder ID Type_: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code
99. Other identifier type

5.1.6.2 _Share/Unit Holder ID_: The identifying code for the issuer corresponding with "Share/Unit Holder ID Type" above. The identification number will be subject to the following validations:

- **LEI:** 20 character alphanumeric code
- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

5.1.6.3 _Share/Unit Holder Name_: Full legal name of the holder of the share/unit. This field is only required if Other is used in 3.1.7.1. In the case, where individual personal data would be required, e.g. household data which may be subject to GDPR, please select 99 Other Code and use enter "PERSONAL DATA" as the counterparty Name.

5.1.6.4 _Country_: The country of residence of the holder of the share/unit. See Annex 4 for country codes or Annex 5 for international institutions.

5.1.6.5 _Sector_: The sector of the holder of the equity. See Annex 2 for sector codes.5.1.6.6 _Investor Type_: The type of share/unit holder. Select numeric code from the list below:

1. **Retail**: Retail investors are individuals who invests their own capital
2. **Institutional**: Institutional investors trade large volumes on behalf of individuals or shareholders.
3. **Mix**: Investors are a mix of retail and institutional.

5.1.6.7 _Share/Unit Holder Type_: The type of Share/Unit Holder[6]. Please select numeric code form below:

1. **Principal (nominee account)**: Investor has the ability to direct the relevant activities and decision-making rights on its own account.
2. **Agent (investor)**: Investor has the ability to direct the relevant activities and decision-making rights on behalf of other investors that have delegated their power to it.

5.2 Securities Lending and repurchase agreements

Important:

Securities lending is classified according to the movement of cash rather than the securities themselves. Accordingly, the securities lent should not be recorded under Cash Movements; rather any cash movements that form part of securities lending must be recorded here, i.e., where a fund lends securities, it should record the cash borrowed as a liability.

tents"

Please also see Section A19 of the General Guidance.

<u>*Under repurchase agreements:*</u>

The fund *sells securities at a specified price from another entity and borrows cash from that entity,* with a commitment to buy the same or similar securities at a fixed price on a future date.

<u>*Under securities borrowing:*</u>

A fund sells securities at a specified price from another entity but may or may not borrow cash to that entity, with a commitment to repurchase the same or similar securities at a fixed price on a future date.

The forms are structured so that:

The **cash elements** of reverse repos and securities borrowing are recorded under column 5.4.2 "Cash Movements". *These are treated as loan liabilities when calculating total liabilities.*

Securities lent are recorded under 3.1.3 and 3.2.3 within the A-Equities and A-Debt Securities worksheets. *These columns do not feed into total assets or total liabilities.*

> **Important: Collateral is not recorded**
>
> Collateral is not recorded as securities lending. Where securities or cash borrowed can be re-used by the recipient, these are recorded. But where restrictions are placed on these securities or cash so that they cannot be re-used by the recipient, these are not recorded, e.g. if securities or cash are posted to an escrow account and can only be accessed in the event of a default.

Please note that items containing the same key fields may be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

5.2.1 <u>*Instrument Type*</u>: Select a numeric code from the following list: Repo

2. Securities Lending

Other similar operations are generally classified under Securities Lending, which includes undocumented sell and buy-back transactions. Where sell and buy-back transactions are documented in a similar manner to repos, these arrangements are classified as repos.

Important: When both counterparties exchange securities

Where securities are both borrowed and lent under the same securities borrowing/lending arrangement, the fund records both the securities borrowed in line with the guidance in Section 3.4 of the notes and the securities lent in line with the guidance provided in this section.

This applies even if certain debt securities are regarded within industry as close cash substitutes. Statistical treatment does not recognise cash substitutes in these instances.

5.2.2 Cash Movements

5.2.2.1 _Opening Position_: The value of the cash borrowed by the fund at the start of the period

5.2.2.2 _Transactions_: Receipts from, or cash payments to, the counterparty to the repo or securities lending arrangement

5.2.2.3 _Closing Position_: The value of the cash lent by the fund at the end of the period.

5.2.3 _Nominal Currency_: The currency of the cash. Please select from the list of currencies in Annex 3.

5.2.4 _Interest/Fees Payable_: Interest/fees payable by the fund during the period on an accruals basis. This is not interest payable for previous periods.

5.2.5 Interest Accrued

This should be completed where interest has accrued but has not been paid **over the current and previous periods.**

5.2.5.1 _Change in period_: The net movement in accruals during the period, i.e., Interest accrued less interest paid. Interest accrued should be treated as positive changes and interest received paid as negative changes. **This column does not include valuation changes. This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.**

5.2.5.2 _Closing Position_: The total outstanding amount of interest accrued but not paid.

In addition please note that where expenses relating to Securities Lending are due to be paid by the fund at the close of the period, this must be recorded in worksheet 5.5 Other Liabilities.

Items recorded in 5.2.5.2 do not feed into Balance sheet totals. Please see Annex 8 for more details.

5.2.3 Counterparty

5.2.6.1 *Counterparty ID Type*: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code
99. Other identifier type

5.2.6.2 *Counterparty ID*: The identifying code for the issuer corresponding with "Counterparty ID Type" above. The identification number will be subject to the following validations:

- **LEI:** 20 character alphanumeric code
- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

5.2.6.3 *Counterparty Name*: Full legal name of the counterparty to the lending arrangement. This field is only required if Other is used in 5.2.6.1.

5.2.6.4 *Country*: The country of the counterparty to the lending arrangement. See Annex 4 for country codes or Annex 5 for international institutions. This field is only required if Other is used in 5.2.6.1.

5.2.6.5 *Sector*: The sector of the issuer counterparty to the lending arrangement. See Annex 2 for sector codes.

5.2.7 Instrument Characteristics

5.2.7.1 *Original Maturity*: The maturity profile of the lending arrangement when it was issued:

1. One year or less.
2. Over one year and up to two years.
3. Over two years.
4. Perpetual

5.2.7.2 *Maturity Date*: The date on which the reverse repo/securities borrowing contract expires. All dates must be reported in the format YYYY/MM/DD. If no maturity date exists for the securities lending agreement, leave blank.

5.3 Loan Liabilities

Excluding Securities Lending, Repurchase Agreements and Overdrafts

Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

5.3.1 _Instrument Type_: Select a numeric code from the following list:

1. **Loans for Development**: Loans used for the purpose of (re)development which have loan-to-cost covenants attached to them.
2. **Loans for social Housing**: Loan used for the purchase of social housing assets.
3. **Shareholder Loan**: Loans, or other terms for similar arrangements, from share/unit holders. All debt stemming from investors in the fund, regardless of whether they also hold equity or not, should be reported under this item.
4. **Other Loans**: Any loans not covered by the above.
5. **Deposits Received**: These will most likely comprise cash or deposits held on behalf of other investment funds.
6. **Undrawn Credit Lines**: Loans that have been agreed to be made available under a Revolving Credit Facility or a Delayed Draw Term Facility that they have either not been drawn, or has been drawn and repaid.

5.3.2 Market Movements

5.3.3.1 _Opening Position_: The value of the loan liability at the start of the period

5.3.2.2 _Transactions_: Drawdowns or repayments on the loan liability to the counterparty on the dates of each transaction, i.e. the monetary amount received or paid.

5.3.2.3 _Closing Position_: The value of the loan liability at the end of the period.

5.3.3 Amount of Closing Position involved in

5.3.3.1 _Revolving Loans_: Revolving loans are loans that have all the following features: (i) the borrower may use or withdraw funds to a pre-approved credit limit without giving prior notice to the lender; (ii) the amount of available credit can increase and decrease as funds are borrowed and repaid; (iii) the credit may be used repeatedly.

5.3.4 _Nominal Currency_: The currency of the loan liability. Please select from the list of currencies in Annex 3.

5.3.5 _Interest Payable_: Interest that became payable by the fund during the period on an accruals basis. **This does not include interest payable for previous periods.**

5.3.6 Interest Accrued

This should be completed where interest has accrued but has not been paid **over the current and previous periods.**

5.3.6.1 _Change in period_: The net movement in accruals during the period, i.e., Interest accrued less interest paid. Interest accrued should be treated as positive changes and interest paid as negative changes. **This column does not include valuation changes.**

This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

5.3.6.2 _Closing Position_: The total amount of interest accrued but not paid **over the current and previous periods.**

In addition, please note that where expenses are due to be paid by the fund at the close of the period, this must be recorded in worksheet 5.5 Other Liabilities. Items recorded in 5.3.5.2 do not feed into Balance sheet totals. Please see Annex 8 for more details.

5.3.7 Counterparty

5.3.7.1 _Counterparty Identifier type_: Details of the ID codes can be found in section A.13. LEI code is the preferred code and should be used if it exists. Please select a numeric code from the following list:

1. LEI
2. CRO
3. C-Code
4. RIAD Code
99. Other identifier type

5.3.7.2 _Counterparty Identifier_: The identifying code for the issuer corresponding with "Counterparty ID Type" above. The identification number will be subject to the following validations:

- **LEI:** 20 character alphanumeric code
- **CRO:** 5 or 6 digit numeric code
- **C-Code:** beginning with "C" followed by 5 or 6 digit numeric code
- **RIAD-Code:** Max 50 characters in length, first two digits corresponding to a ISO 3166-1 alpha-2 country code
- **Other:** Max 50 characters

5.3.7.3 _Counterparty Name_: Full legal name of the counterparty to the loan liability. This field is only required if Other is used in 5.3.7.1.

5.3.7.4 _Country_: The country of the counterparty to the loan liability. See Annex 4 for country codes or Annex 5 for international institutions. This field is only required if Other is used in 5.3.7.1.

5.3.7.5 _Sector_: The sector of the counterparty to the loan liability. See Annex 2 for sector codes.

5.3.8 Instrument Characteristics

5.3.8.1 _Original Maturity_: The maturity profile of the loan liability when it was issued:

1. One year or less.
2. Over one year and up to two years.
3. Over two years.
4. Perpetual

5.3.8.2 _Maturity Date_: The date on which the loan liability expires. Date should take the format YYYY/MM/DD. If no maturity date exists, select Perpetual Original Maturity and leave blank.

5.4 L-Other Liabilities

All other liabilities that are not recorded elsewhere in sections 4.1 to 5.3.

Please note that items containing the same key fields should be aggregated into a single line of data. Details of the applicable key fields for each worksheet are described in the File Summary and Validations Worksheet in the MMIF Template excel File.

5.4.1 _Instrument Type_: Select a numeric code from the following list:

1. **Unsettled Trades:** Any trade to which the fund is committed, but which has not yet settled and paid for.

   Unless a trade remains unsettled for multiple periods, transactions should be proportional to opening and closing positions in unsettled trades, i.e. the closing position reflects transactions increases in the reporting period while transactions decreases represent the unwinding of the closing position in the previous reporting period. See Annex 9 for examples

2. **Margin**: Any margin posted by a third party to the Fund, e.g. for derivative trading.

3. **Accrued Expenses:** Any expenses due to be paid by the fund. (Please note as of Q1 2017, accrued expenses have been made an explicit instrument)

4. **Other**: Any other liabilities which are not recorded elsewhere on the form. Please see Annex 8 for further details.

5.4.2 Market Movements:

5.4.2.1 _Opening Position_: The value of the liability at the start of the period.

5.4.2.2 _Transactions_: Drawdowns or repayments on the liability to the counterparty on the dates of each transaction, i.e. the monetary amount received or paid.

5.4.2.3 _Closing Position_: The value of the liability at the end of the period.

5.4.3 _Nominal Currency_: The currency of the liability. Please select from the list of currencies in Annex 3.

5.4.4 _Expenses or Interest Payable_: Expenses or interest that became payable by the fund during the period on an accruals basis. This does not include expenses or interest payable for previous periods.

5.4.5 Interest Accrued

This should be completed where expenses or interest has accrued but has not been paid **over the current and previous periods.**

5.4.5.1 _Change in period_: The net movement in accruals during the period, i.e., interest or expenses accrued less interest or expenses paid. Expenses or interest accrued should be treated as positive changes and interest paid as negative changes. **This column does not include valuation changes.**

This cell can be a positive or negative figure and a "-" sign should be inserted to identify a negative figure.

5.4.5.2 _Closing Position_: The total amount of expenses or interest accrued but not paid **over the current and previous periods.**

5.4.6 Creditor

5.4.6.1 _Country_: The country of the creditor. See Annex 4 for country codes or Annex 5 for international institutions.

5.4.6.2 _Sector_: The sector of the creditor. See Annex 2 for sector codes.

Annex 1: FAQs

Frequently Asked Questions

1. Where should cash assets (i.e. physical cash) be recorded?

This should be recorded under Section 3.5, Cash, Deposits and Loans. Only physical cash in the form of notes and coins should be reported here. Any money stored in deposit accounts should be not be reported as physical cash.

2. How are changes in market price to be recorded in the case of securities for which identification codes (incl. ISINs) are available?

Valuation changes (incl. price movements) are not to be recorded under Transactions (either purchases or sales). Rather, these can be computed by the Central Bank from changes in the stock figures, transactions and market prices.

3. Where should interest income or expenses on derivatives be recorded on the P&L?

Under Column 2.2.4 'Net Income on Derivatives' the following should be included: Net interest income receivable (include with positive sign), or payable (include with negative sign) on interest rate swaps, cross-currency interest rate swaps and forward rate agreements (FRAs). All other income on derivatives, which is not related to interest payments/receipts, should be recorded under Section 2.7 - Capital & Exchange gains/losses.

4. For Exchange traded derivatives should the ISIN attached to the contract, or should ISINs of the underlying instrument be used.

The ISINs associated with the derivative contract should be inputted here.

5. Is there an entry required for derivative contracts which begin and end within the reporting period?

These would be recorded under transactions but there would be no stock figures in these cases.

6. How should Mark-to-Market (MTM) of FX derivatives be reported?

They should be reported against the currency of the receiving leg of the trade in order to avoid double counting.

7. Where should income and expenses for securities borrowing and lending be recorded in the P&L

Income from securities borrowing/lending, repurchase agreements and Reverse Repurchase agreements should be recorded in section 2.2.5 "Other Income".
Expenses should be recorded in section 2.3 "Interest Payable".

8. How should securities which have matured during the period be reported?

Where securities have matured during the period the closing price should be reported as 0.0.

9. Where should Profit & Loss (Retained Earnings) for the period be reported on the balance sheet?

Retained earnings should be reflected under the worksheet L-Equity in the value of shares/units. In line with guidance on section 2 of these notes, this should be reflected as a revaluation of the shares rather than a transaction.

10. Where should reserves carried forward be reported?

Profit & Loss Reserves should also be reflected under the worksheet L-Equity in the value of shares/units.

Annex 2: Schedule of Sectors

Sector		Definition
DTC	Deposit-Taking Corporation	The deposit-taking corporations, excluding the central bank, sector includes all financial corporations and quasi-corporations, except those classified in the central bank and in the MMF sub-sectors, which are principally engaged in financial intermediation and whose business is to receive deposits and/or close substitutes for deposits from institutional units, hence not only from MFIs, and, for their own account, to grant loans and/or to make investments in securities. The following financial intermediaries are classified in this sector: • commercial banks, 'universal' banks, 'all-purpose' banks; • savings banks (including trustee savings banks and savings banks and loan associations); • post office giro institutions, post banks, giro banks; • rural credit banks, agricultural credit banks; • cooperative credit banks, credit unions; • specialised banks (e.g. merchant banks, issuing houses, private banks); and • electronic money institutions principally engaged in financial intermediation. The following financial intermediaries are classified in this sector where it is their business to receive repayable funds from the public, whether in the form of deposits or in other forms such as the continuing issue of long-term debt securities: • corporations engaged in granting mortgages • municipal Collective Investment Undertakings.
CB	Central Bank	The central bank sector consists of all financial corporations and quasi-corporations whose principal function is to issue currency, to maintain the internal and external value of the currency and to hold all or part of the international reserves of the country.

MMF	Money Market Funds	The MMF sector, as collective investment schemes, consists of all financial corporations and quasi-corporations, except those classified in the central bank and in the Collective Investment Undertakings sub-sectors, which are principally engaged in financial intermediation. Their business is to receive issue investment fund shares or units as close substitutes for deposits from institutional units, and, for their own account, to make investments primarily in money market fund shares/units, short-term debt securities, and/or deposits.
CGV	Central Government	The central government subsector consists of the institutional unit or units making up the central government plus those non-market Non Profit Institutions ("NPIs") that are controlled by central government. The political authority of central government extends over the entire territory of the country. Central government has therefore the authority to impose taxes on all resident and non-resident units engaged in economic activities within the country. Its political responsibilities include national defence, the maintenance of law and order and relations with foreign governments. It also seeks to ensure the efficient working of the social and economic system by means of appropriate legislation and regulation. It is responsible for providing collective services for the benefit of the community as a whole, and for this purpose incurs expenditures on defence and public administration. In addition, it may incur expenditures on the provision of services, such as education or health, primarily for the benefit of individual households. Finally, it may make transfers to other institutional units, namely to households, Non Profit Institutions, corporations and other levels of government.
LGV	Local Government	The local government subsector consists of local governments that are separate institutional units plus those non-market NPIs that are controlled by local governments. In principle, local government units are institutional units whose fiscal, legislative and executive authority extends over the smallest geographical areas distinguished for administrative and political purposes. The scope of their authority is generally much less than that of central government or state governments, and they may, or may not, be entitled to levy taxes on institutional units resident in

		their areas. They are often heavily dependent on grants or transfers from higher levels of government, and they may also act as agents of central or regional governments to some extent.
SGV	State Government	The state government subsector consists of state governments that are separate institutional units plus those non-market NPIs that are controlled by state governments. State governments are institutional units exercising some of the functions of government at a level below that of central government and above that of the governmental institutional units existing at a local level. State governments are institutional units exercising some of the functions of government at a level below that of central government and above that of the governmental institutional units existing at a local level; they are institutional units whose fiscal, legislative and executive authority extends only over the individual "states" (often referred to as "provinces") into which the country as a whole may be divided. Such "states" may be described by different terms in different countries. In some countries, especially small countries, individual states and state governments may not exist. However, in large countries, especially those that have federal constitutions, considerable powers and responsibilities may be assigned to state governments. A state government usually has the fiscal authority to levy taxes on institutional units that are resident in, or engage in economic activities or transactions within, its area of competence (but not other areas).
SSF	Social Security Funds	Social security funds are separately organised from the other activities of government units and hold their assets and liabilities separately from the latter; they are separate institutional units because they are autonomous funds, they have their own assets and liabilities and engage in financial transactions on their own account.
OFI	Other Financial Intermediaries	The other financial intermediaries sector, excluding insurance corporations and pension funds and investment funds, consists of all financial corporations and quasi-corporations who are principally engaged in financial intermediation by incurring

		liabilities in forms other than currency, deposits, or investment fund shares, or in relation to insurance, pension and standardised guarantee schemes from institutional units.
IC	Insurance Corporations	The insurance corporations sector consists of all financial corporations and quasi-corporations who are principally engaged in financial intermediation as the consequence of the pooling of risks mainly in the form of direct insurance or reinsurance.
PF	Pension Funds	The pension funds sector consists of all financial corporations and quasi-corporations who are principally engaged in financial intermediation as the consequence of the pooling of social risks and needs of the insured persons (social insurance). Pension funds as social insurance schemes provide income in retirement, and often benefits for death and disability. This sector consists of only those social insurance pension funds that are institutional units separate from the units that create them. Such autonomous funds have autonomy of decision and keep a complete set of accounts. Non-autonomous pension funds are not institutional units and remain part of the institutional unit that sets them up.
CCP	Central Counterparties	A central counterparty (CCP) is an entity that legally interposes itself between counterparties to contracts traded in financial markets, becoming the buyer to every seller and the seller to every buyer. The non-exhaustive list of CCPs resident in the EU are as follows:
NFC	Non-Financial Corporations	The non-financial corporations sector consists of institutional units which are independent legal entities, and market

Euro area CCP	*Country of residence*
Hellenic Exchanges Holdings S.A.	Greece
CC&G	Italy
EUREX Clearing AG	Germany
LCH. Clearnet SA	France
MEFF	Spain
CCP Austria	Austria

		producers, and whose principal activity is the production of goods and non-financial services. The non-financial corporations sector also includes non-financial quasi-corporations.
IF	Investment Funds	The non-MMF investment funds sector consists of all collective investment schemes, except those classified in the MMF sub-sector, which are principally engaged in financial intermediation. Their business is to receive from institutional units, issue investment fund shares or units which are not close substitutes for deposits, and, on their own account, to make investments primarily in financial assets other than short-term financial assets and in non-financial assets. Non-MMF investment funds cover investment trusts, unit trusts and other collective investment schemes whose investment fund shares or units are not seen as close substitutes for deposits.
FVC	Financial Vehicle Corporations	Financial vehicle corporations (FVC) are entities that undertake or intend to undertake securitisation transactions and are insulated from the risk of bankruptcy or any other default of the originator. An FVC issues, or intends to issue, securities, securitisation fund units, other debt instruments and/or financial derivatives and/or legally or economically owns, or may own, assets underlying the issue of securities, securitisation fund units, other debt instruments and/or financial derivatives that are offered for sale to the public or sold on the basis of private placements.
FAU	Financial Auxiliaries (including Captive Financial Institutions and Money Lenders)	The financial auxiliaries sector consists of all financial corporations and quasi-corporations which are principally engaged in activities closely related to financial intermediation but which are not financial intermediaries themselves. The captive financial institutions and money lenders sector consists of all financial corporations and quasi-corporations which are neither engaged in financial intermediation nor in providing financial auxiliary services and where most of either their assets or their liabilities are not transacted on open markets.
HHS	Households	The households sector consists of individuals or groups of individuals as consumers and as entrepreneurs producing

	(including Non-profit institutions serving households)	market goods and non-financial and financial services (market producers), provided that the production of goods and services is not by separate entities treated as quasi-corporations. It also includes individuals or groups of individuals as producers of goods and non-financial services for exclusively own final use. The non-profit institutions serving households (NPISHs) sector consists of non-profit institutions which are separate legal entities, which serve households and which are private non-market producers. Their principal resources are voluntary contributions in cash or in kind from households in their capacity as consumers, from payments made by general governments and from property income.
SPV	Non-securitisation Special Purpose Vehicles	Non-securitisation Special Purpose Vehicles (SPV) are legal entities created to fulfil a narrow, specific or temporary objectives. Where the vehicle engages in securitisation activity, it is an FVC (see above). Typically, non-securitisation SPVs have no or few employees and do not engage in production activity.
CAP	Captive Financial Institutions & Money Lenders	The captive financial institutions and money lenders subsector consists of all financial corporations and quasi-corporations which are neither engaged in financial intermediation nor in providing financial auxiliary services, and where most of either their assets or their liabilities are not transacted on open markets. This subsector includes holding companies that hold controlling-levels of equity of a group of subsidiary corporations and whose principal activity is owning the group without providing any other service to the businesses in which the equity is held, that is, they do not administer or manage other units.

Annex 3: Schedule of Currency Codes

Currency	ISO Code
AED	UAE dirham
AFN	Afghani
ALL	Albanian lek
AMD	Armenian dram
ANG	Netherlands Antilles Guilder
AOA	Angola Kwanza
ARS	Argentine peso
AUD	Australian dollar
AWG	Aruba Guilder
AZN	Azerbaijan New Manat
BAM	Bosnia and Herzegovina Convertible Marka
BBD	Barbados Dollar
BDT	Bangladesh Taka
BGN	Bulgarian lev
BHD	Bahraini dinar
BIF	Burundi Franc
BMD	Bermudian dollar
BND	Brunei Darussalam Dollar
BOB	Bolivia Boliviano
BRL	Brazilian real
BSD	Bahamas Dollar
BTN	Bhutan Ngultrum
BWP	Botswana Pula
BYR	Belarus Ruble

BZD	Belize Dollar
CAD	Canadian dollar
CDF	Congo/Kinshasa Franc
CHF	Swiss franc
CLP	Chilean peso
CNY	China Yuan Renminbi
COP	Colombian peso
CRC	Costa Rica Colon
CUC	Cuba Convertible Peso
CUP	Cuba Peso
CVE	Cape Verde Escudo
CZK	Czech Republic Koruna
DJF	Djibouti Franc
DKK	Danish krone
DOP	Dominican peso
DZD	Algeria Dinar
EGP	Egyptian pound
ERN	Eritrea Nakfa
ETB	Ethiopia Birr
EUR	Euro
FJD	Fiji Dollar
FKP	Falkland Islands (Malvinas) Pound
GBP	Pound sterling
GEL	Georgia Lari
GGP	Guernsey Pound
GHS	Ghana Cedi
GIP	Gibraltar Pound

GMD	Gambia Dalasi
GNF	Guinea Franc
GTQ	Guatemala Quetzal
GYD	Guyana Dollar
HKD	Hong Kong dollar
HNL	Honduras Lempira
HTG	Haiti Gourde
HUF	Hungarian forint
IDR	Indonesia rupiah
ILS	Israel Shekel
IMP	Isle of Man Pound
INR	Indian rupee
IQD	Iraqi dinar
IRR	Iranian rial
ISK	Iceland Krona
JEP	Jersey Pound
JMD	Jamaica Dollar
JOD	Jordanian dinar
JPY	Japanese yen
KES	Kenyan shilling
KGS	Kyrgyzstan Som
KHR	Cambodia Riel
KMF	Comoros Franc
KPW	North Korean Won
KRW	Korean (South) won
KWD	Kuwait Dinar
KYD	Cayman Islands dollar

KZT	Kazakhstan Tenge
LAK	Laos Kip
LBP	Lebanese pound
LKR	Sri Lanka Rupee
LRD	Liberian dollar
LSL	Lesotho Loti
LTL	Lithuania Litas
LVL	Latvia Lat
LYD	Libya Dinar
MAD	Moroccan dirham
MDL	Moldova Leu
MGA	Madagascar Ariary
MKD	Macedonia Denar
MMK	Myanmar (Burma) Kyat
MNT	Mongolia Tughrik
MOP	Macau Pataca
MRO	Mauritania Ouguiya
MUR	Mauritius rupee
MVR	Maldives (Maldive Islands) Rufiyaa
MWK	Malawi Kwacha
MXN	Mexican peso
MYR	Malaysian ringgit
MZN	Mozambique Metical
NAD	Namibia dollar
NGN	Nigeria Naira
NIO	Nicaragua Cordoba

NOK	Norwegian krone
NPR	Nepal Rupee
NZD	New Zealand dollar
OMR	Omani rial
PAB	Panama Balboa
PEN	Peruivan Neuvo SolSol
PGK	Papua New Guinea Kina
PHP	Philippine peso
PKR	Pakistan rupee
PLN	Polish zloty
PYG	Paraguay Guarani
QAR	Qatar Riyal
RON	Romanian leu
RSD	Serbia Dinar
RUB	Russian rouble
RWF	Rwanda Franc
SAR	Saudi Riyal
SBD	Solomon Islands Dollar
SCR	Seychelles Rupee
SDG	Sudan Pound
SEK	Swedish krona
SGD	Singapore dollar
SHP	Saint Helena Pound
SLL	Sierra Leone
SOS	Somalia Shilling
SPL	Seborga Luigino
SRD	Suriname Dollar

STD	São Tomé and Príncipe Dobra
SVC	El Salvador Colon
SYP	Syrian pound
SZL	Swaziland Lilangeni
THB	Thai baht
TJS	Tajikistan Somoni
TMT	Turkmenistan Manat
TND	Tunisia Dinar
TOP	Tonga Pa'anga
TRY	New Turkish lira
TTD	Trinidad and Tobago Dollar
TVD	Tuvalu Dollar
TWD	New Taiwan dollar
TZS	Tanzania Shilling
UAH	Ukraine Hryvna
UGX	Uganda shilling
USD	US dollar
UYU	Uruguayan peso
UZS	Uzbekistan sum
VEF	Venezuela Bolivar Fuerte
VND	Viet Nam Dong
VUV	Vanuatu Vatu
WST	Samoa Tala
XAF	CFA franc BEAC
XCD	East Caribbean Dollar
XDR	SDR

XOF	CFA franc BCEAO
XPF	Comptoirs Français du Pacifique (CFP) Franc
YER	Yemen Rial
ZAR	South African Rand
ZMK	Zambia Kwacha
ZWD	Zimbabwe Dollar

Annex 4: Schedule of Countries

Country	ISO Code	Region
AF	Afghanistan	Rest of Countries
AL	Albania	Rest of Countries
AX	Aland Islands	Rest of Countries
DZ	Algeria	Rest of Countries
AS	American Samoa	Rest of Countries
AD	Andorra	Rest of Countries
AO	Angola	Rest of Countries
AI	Anguilla	Rest of Countries
AQ	Antartica	Rest of Countries
AG	Antigua and Barbuda	Rest of Countries
AR	Argentina	Rest of Countries
AM	Armenia	Rest of Countries
AW	Aruba	Rest of Countries
AU	Australia	Rest of Countries
AT	Austria	European Union
AZ	Azerbaijan	Rest of Countries

BS	Bahamas	Rest of Countries
BH	Bahrain	Rest of Countries
BD	Bangladesh	Rest of Countries
BB	Barbados	Rest of Countries
BY	Belarus	Rest of Countries
BE	Belgium	European Union
BZ	Belize	Rest of Countries
BJ	Benin	Rest of Countries
BM	Bermuda	Rest of Countries
BT	Bhutan	Rest of Countries
BO	Bolivia	Rest of Countries
BA	Bosnia and Herzegovina	Rest of Countries
BW	Botswana	Rest of Countries
BV	Bouvet Island	Rest of Countries
BR	Brazil	Rest of Countries
IO	British India Ocean Territory	Rest of Countries
BN	Brunei Darussalam	Rest of Countries
BG	Bulgaria	European Union
BF	Burkina Faso	Rest of Countries
BI	Burundi	Rest of Countries
BQ	Bonaire, Saba and Sint Eustatius	Rest of Countries
KH	Cambodia	Rest of Countries
CM	Cameroon	Rest of Countries
CA	Canada	Rest of Countries
CV	Cape Verde	Rest of Countries

KY	Cayman Islands	Rest of Countries
CW	Curacao	Rest of Countries
CF	Central African Republic	Rest of Countries
TD	Chad	Rest of Countries
CL	Chile	Rest of Countries
CN	China	Rest of Countries
CX	Christmas Island	Rest of Countries
CC	Cocos (Keeling) Islands	Rest of Countries
CO	Colombia	Rest of Countries
KM	Comoros	Rest of Countries
CG	Congo	Rest of Countries
CD	Congo, The Democratic Republic of the	Rest of Countries
CK	Cook Islands	Rest of Countries
CR	Costa Rica	Rest of Countries
CI	Cote d'Ivoire	Rest of Countries
HR	Croatia	European Union
CU	Cuba	Rest of Countries
CY	Cyprus	European Union
CZ	Czech Republic	European Union
DK	Denmark (excl. Greenland and Faroe Islands)	European Union
DJ	Djibouti	Rest of Countries
DM	Dominica	Rest of Countries
DO	Dominican Republic	Rest of Countries
EC	Ecuador	Rest of Countries

EG	Egypt	Rest of Countries
SV	El Salvador	Rest of Countries
GQ	Equatorial Guinea	Rest of Countries
ER	Eritrea	Rest of Countries
EE	Estonia	European Union
ET	Ethiopia	Rest of Countries
FK	Falkland Islands (Malvinas)	Rest of Countries
FO	Faroe Islands	Rest of Countries
FJ	Fiji	Rest of Countries
FI	Finland	European Union
FR	France	European Union
PF	French Polynesia	Rest of Countries
GF	French Guiana	Rest of Countries
PF	French Southern Territories	Rest of Countries
GA	Gabon	Rest of Countries
GM	Gambia	Rest of Countries
GE	Georgia	Rest of Countries
DE	Germany	European Union
GH	Ghana	Rest of Countries
GI	Gibraltar	Rest of Countries
GR	Greece	European Union
GL	Greenland	Rest of Countries
GD	Grenada	Rest of Countries
GP	Guadeloupe	Rest of Countries
GU	Guam	Rest of Countries

GT	Guatemala	Rest of Countries
GG	Guernsey	Rest of Countries
GN	Guinea	Rest of Countries
GW	Guinea-Bissau	Rest of Countries
GY	Guyana	Rest of Countries
HT	Haiti	Rest of Countries
HM	Heard Islands and McDonald Islands	Rest of Countries
VA	Holy See (Vatican City State)	Rest of Countries
HN	Honduras	Rest of Countries
HK	Hong Kong	Rest of Countries
HU	Hungary	European Union
IS	Iceland	European Economic Area
IN	India	Rest of Countries
ID	Indonesia	Rest of Countries
IR	Iran, Islamic Republic of	Rest of Countries
IQ	Iraq	Rest of Countries
IE	Ireland	Domestic
IM	Isle of Man	Rest of Countries
IL	Israel	Rest of Countries
IT	Italy	European Union
JM	Jamaica	Rest of Countries
JP	Japan	Rest of Countries
JE	Jersey	Rest of Countries
JO	Jordan	Rest of Countries
KZ	Kazakhstan	Rest of Countries

KE	Kenya	Rest of Countries
KI	Kiribati	Rest of Countries
KP	Korea , Democratic People's Republic of (North)	Rest of Countries
KR	Korea , Republic of (South)	Rest of Countries
KW	Kuwait	Rest of Countries
KG	Kyrgyzstan	Rest of Countries
LA	Lao People's Democratic Republic	Rest of Countries
LV	Latvia	European Union
LB	Lebanon	Rest of Countries
LS	Lesotho	Rest of Countries
LR	Liberia	Rest of Countries
LY	Libyan Arab Jamahiriya	Rest of Countries
LI	Liechtenstein	European Economic Area
LT	Lithuania	European Union
LU	Luxembourg	European Union
MO	Macau	Rest of Countries
MK	Macedonia, The Former Yugoslav Republic of	Rest of Countries
MG	Madagascar	Rest of Countries
MW	Malawi	Rest of Countries
MY	Malaysia	Rest of Countries
MV	Maldives	Rest of Countries
ML	Mali	Rest of Countries
MT	Malta	European Union
MH	Marshall Islands	Rest of Countries

MQ	Martinique	Rest of Countries
MR	Mauritania	Rest of Countries
MU	Mauritius	Rest of Countries
YT	Mayotte	Rest of Countries
MX	Mexico	Rest of Countries
FM	Micronesia, Federated States of	Rest of Countries
MD	Moldova, Republic of	Rest of Countries
MC	Monaco	Rest of Countries
MN	Mongolia	Rest of Countries
ME	Montenegro	Rest of Countries
MS	Montserrat	Rest of Countries
MA	Morocco	Rest of Countries
MZ	Mozambique	Rest of Countries
MM	Myanmar	Rest of Countries
NA	Namibia	Rest of Countries
NR	Nauru	Rest of Countries
NP	Nepal	Rest of Countries
NL	Netherlands	European Union
NC	New Caledonia	Rest of Countries
NZ	New Zealand	Rest of Countries
NI	Nicaragua	Rest of Countries
NE	Niger	Rest of Countries
NG	Nigeria	Rest of Countries
NU	Niue	Rest of Countries
NF	Norfolk Island	Rest of Countries

MP	Northern Mariana Islands	Rest of Countries
NO	Norway	European Economic Area
OM	Oman	Rest of Countries
PK	Pakistan	Rest of Countries
PW	Palau	Rest of Countries
PS	Palestinian Territory, Occupied	Rest of Countries
PA	Panama (incl. Panama Canal Zone)	Rest of Countries
PG	Papua New Guinea	Rest of Countries
PY	Paraguay	Rest of Countries
PE	Peru	Rest of Countries
PH	Philippines	Rest of Countries
PN	Pitcairn	Rest of Countries
PL	Poland	European Union
PT	Portugal	European Union
PR	Puerto Rico	Rest of Countries
QA	Qatar	Rest of Countries
RE	Reunion	Rest of Countries
RO	Romania	European Union
RU	Russian Federation	Rest of Countries
RW	Rwanda	Rest of Countries
KN	Saint Kitts and Nevis	Rest of Countries
SH	Saint Helena and Dependencies (incl. Ascension, Gough and Tristan da Cunha)	Rest of Countries
LC	Saint Lucia	Rest of Countries
PM	Saint Pierre and Miquelon	Rest of Countries

VC	Saint Vincent and the Grenadines	Rest of Countries
WS	Samoa	Rest of Countries
SM	San Marino	Rest of Countries
ST	Sao Tome and Principe	Rest of Countries
SA	Saudi Arabia	Rest of Countries
SN	Senegal	Rest of Countries
RS	Serbia	Rest of Countries
SC	Seychelles	Rest of Countries
SL	Sierra Leone	Rest of Countries
SG	Singapore	Rest of Countries
SX	Sint Maarten	Rest of Countries
SK	Slovakia	European Union
SI	Slovenia	European Union
SB	Solomon Islands	Rest of Countries
SO	Somalia	Rest of Countries
ZA	South Africa	Rest of Countries
GS	South Georgia and the South Sandwich Islands	Rest of Countries
SS	South Sudan	Rest of Countries
ES	Spain	European Union
LK	Sri Lanka	Rest of Countries
SD	Sudan	Rest of Countries
SR	Suriname	Rest of Countries
SJ	Svalbard and Jan Mayen	Rest of Countries
SZ	Swaziland	Rest of Countries
SE	Sweden	European Union

CH	Switzerland	Switzerland
SY	Syrian Arab Republic	Rest of Countries
TW	Taiwan, Province of China	Rest of Countries
TJ	Tajikistan	Rest of Countries
TZ	Tanzania, United Republic of	Rest of Countries
TH	Thailand	Rest of Countries
TL	Timor-Leste	Rest of Countries
TG	Togo	Rest of Countries
TK	Tokelau	Rest of Countries
TO	Tonga	Rest of Countries
TT	Trinidad and Tobago	Rest of Countries
TN	Tunisia	Rest of Countries
TR	Turkey	Rest of Countries
TM	Turkmenistan	Rest of Countries
TC	Turks and Caicos Islands	Rest of Countries
TV	Tuvalu	Rest of Countries
UG	Uganda	Rest of Countries
UA	Ukraine	Rest of Countries
AE	United Arab Emirates	Rest of Countries
GB	United Kingdom (excl. Guernsey, Jersey and Isle of Man)	Great Britain
US	United States	USA
UM	United States Minor Outlying Islands	Rest of Countries
UY	Uruguay	Rest of Countries
UZ	Uzbekistan	Rest of Countries
VU	Vanuatu	Rest of Countries

VE	Venezuela	Rest of Countries
VG	Virgin Islands, British	Rest of Countries
VI	Virgin Islands, U.S.	Rest of Countries
VN	Vietnam	Rest of Countries
WF	Wallis and Futuna	Rest of Countries
EH	Western Sahara	Rest of Countries
YE	Yemen	Rest of Countries
ZM	Zambia	Rest of Countries
ZW	Zimbabwe	Rest of Countries
TOT	Total	Total
Z9	Rest of World[1]	Rest of Countries

Annex 5: Schedule of International Institutions

Institution	ISO Code	Sector Code
5U	ADC (Andean Development Corporation)	CGV
5D	AfDB (African Development Bank)	CGV
5Q	African Development Fund	CGV
5M	AMF (Arab Monetary Fund)	DTC
5E	AsDB (Asian Development Bank)	CGV
5R	Asian Development Fund	CGV
5N	BADEA (Banque arabe pour le développement économique en Afrique)	CGV
5B	BIS (Bank for International Settlements)	CB

5T	CABEI (Central American Bank for Economic Integration)	CGV
5P	CASDB (Central African States' Development Bank)	CGV
5L	CDB (Caribbean Development Bank)	CGV
5F	EBRD (European Bank for Reconstruction and Development)	CGV
4D	EC (European Commission)	CGV
4H	ECSC (European Community of Steel and Coal)	CGV
4E	EDF (European Development Fund)	CGV
4C	EIB (European Investment Bank)	DTC
4G	EIF (European Investment Fund)	CGV
4B	EMS (European Monetary System)	DTC
4F	European Central Bank	CB
5S	Fonds spécial unifié de développement	CGV
5C	IADB (Inter-American Development Bank)	CGV
5J	IBEC (International Bank for Economic Co-operation)	CGV
1E	IBRD (International Bank for Reconstruction and Development)	CGV
1F	IDA (International Development Association)	CGV
5K	IIB (International Investment Bank)	CGV
5G	IIC (Inter-American Investment Corporation)	CGV
1C	IMF (International Monetary Fund)	DTC
5H	NIB (Nordic Investment Bank)	CGV
6O	OECD (Organisation for Economic Co-operation and Development)	CGV

4Z	Other European Union Institutions, Organs and Organisms (excluding ECB)	CGV
7Z	International Organisations excluding European Union Institutions (for Eurostat needs)	CGV
1K	WHO	CGV
1A	International Organisations	CGV
4S	European Stability Mechanism	OFI

Annex 6: Schedule of Investment Grades

Investment Grade Code	Investment Grade Description
AAA	Prime
A-1+ F1+ P-1	Prime and High grade
AA AA- AA+ Aa1 Aa2 Aa3	High grade
A A- A+ A1 A-1 A2 A3 F1	Upper medium grade
A-2 F2 P-2	Upper and Lower medium grade
A-3 Baa1 Baa2	Lower medium grade

Baa3 BBB BBB- BBB+ F3 P-3	
Ba1 Ba2 Ba3 BB BB- BB+	Non-investment grade speculative
B	Non-investment grade and Highly speculative

Annex 7: Definitions of Financial Instruments

Financial Instruments

Equity

Equity securities are ordinary shares which give the holder the right to a proportional share of the net assets of the company. Other forms of security which do not have this characteristic – even if described as "shares" e.g. non-participating preference shares – should be included under bonds and notes.

Equity Securities Include:
- ordinary shares;
- stocks;
- participating preference shares;
- depositary receipts (e.g. American depositary receipts) denoting ownership of equity securities issued;
- equity securities that have been sold under repurchase agreements; and
- equity securities that have been lent under a securities lending arrangement.

Equity Securities Exclude:
- non-participating preference shares (include these instruments under bonds and notes instead);
- rights, options, warrants, and other derivative instruments;

- equity securities that have been bought under repurchase agreements; and
- equity securities that have been acquired under a securities lending arrangement.

Bonds & Notes

Bonds and notes refer to bonds, debentures, notes, etc. that usually give the holder the unconditional right to a fixed money income or contractually determined variable money income and have an original term to maturity of over one year.

Bonds & Notes Include:
- bonds such as treasury, zero coupon, stripped, deep discounted, currency linked (e.g. dual currency), floating rate, equity-related (e.g. convertible bonds), Eurobonds;
- asset-backed securities such as mortgage-backed bonds, collateralized mortgage obligations (CMO);
- index-linked securities (e.g., property index certificates);
- non-participating preference shares;
- floating rate notes (FRN) such as perpetual notes (PRN), variable rate notes (VRN), structured FRN, reverse FRN, collared FRN, step up recovery FRN (SURF), range/corridor/accrual notes;
- euro medium-term notes (EMTN);
- schuldscheine (German) notes;
- bonds with optional maturity dates, the latest of which is more than one year after issue;
- debentures;
- negotiable certificates of deposits with contractual maturity of more than one year;
- other long-term securities;
- bearer depositary receipts denoting ownership of debt securities issued by non-residents
- debt securities that you have sold under repurchase agreements; and
- debt securities that you have lent under securities lending arrangements.

Bonds & Notes Exclude:
- derivative instruments;
- loans;
- trade credit and accounts receivable;
- money market instruments (e.g., treasury notes, bankers' acceptances, certificates of deposit with contractual maturity of one year or less, note issuance facilities, revolving underwriting facilities, and promissory notes);
- debt securities that you have bought under repurchase agreements; and

- debt securities that you have acquired under a securities lending arrangement.

Asset-Backed Securities

In reporting the market value of holdings of asset-backed securities, the respondents must be aware of the possibility of early partial redemption of principal. The market value of the principal amount outstanding at open and close of business in the period should be reported; if the principal has been repaid, this market value will not be the same as the original face value revalued at end-period market prices.

Money market instruments (with an original maturity of one year or less)

Money market instruments are securitised instruments for which there is an organised secondary market. Money market instruments are generally of shorter maturity than bonds.

Money Market Instruments Include:
bankers' acceptances;
commercial paper;
floating rate notes;
negotiable certificates of deposit with a contractual maturity of less than one year;
treasury bills and other short-term tradable Government debt securities;
bonds with an original maturity of less than one year;
any other of the debt securities having an original **maturity one year or less.**

Repurchase and Securities Lending Arrangements

A repurchase agreement (repo) is an arrangement involving the sale of securities at a specified price with a commitment to repurchase the same or similar securities at a fixed price on a specified future date. A reverse repo is the same transaction seen from the other side, that is, an agreement whereby a security is purchased at a specified price with a commitment to resell the same or similar securities at a fixed price on a specified future date. Securities (or stock) lending is an arrangement whereby the ownership of a security is transferred in return for collateral, usually another security, under the condition that the security or similar securities will revert to its original owner at a specified future date.

Collective Investment Undertakings

In accordance with the EEC First Banking Directive of December 1977 (77/780/EEC), a Collective Investment Undertaking means an undertaking whose business is to receive deposits or other repayable funds from the public and to grant credits for its own account.

Irish Collective Investment Undertakings include:

Irish branches of Irish Collective Investment Undertakings and building societies;
Irish branches of foreign Collective Investment Undertakings.

Irish Collective Investment Undertakings exclude:

Foreign Collective Investment Undertakings i.e. Collective Investment Undertakings located abroad;

Foreign branches of Irish Collective Investment Undertakings; and,
Foreign banking subsidiaries of Irish companies.
Official international agencies such as the European Investment Bank, the Bank for International Settlements etc. should not be treated as Collective Investment Undertakings.

Special Purpose Vehicles (SPV)

Special Purpose Vehicles (SPV) are, in general, legal entities created to fulfil a narrow, specific or temporary objective and/or to gain fiscal advantages. An enterprise is usually considered as an SPE if it meets the following criteria:

  i.   The enterprise is a legal entity,
        a. formally registered with a national authority; and
        b. subject to fiscal and other legal obligations of the economy in which it is resident.
  ii.   The enterprise is ultimately controlled by a non-resident parent, directly or indirectly.
  iii. The enterprise has no or few employees, little or no production in the host economy and little or no physical presence.
  iv.   Almost all the assets and liabilities of the enterprise represent investments in or from other countries.
  v.   The core business of the enterprise consist of group financing or holding activities, that is, the channelling of funds from non-residents to other non-residents.

However, in its daily activities, managing and directing plays only a minor role.

Annex 8: Treatment of Accrued Income and Expenses.

Background:

MMIF reports meet both Balance of Payments (BOP) requirements for Ireland and Investment Fund reporting arising under ECB Regulation 958/2007(IF).

For Irish Balance of Payments purposes, accrued income (expenses) is recorded on an instrument-by-instrument basis on each relevant worksheet. Accrued income (expenses) figures reported in this way will not be included in total assets or liabilities.

For ECB reporting, accrued income (expenses) should be recorded in worksheets 3.6 A-Other Assets or 5.4 L-Other Liabilities. Only these entries will contribute to Total Asset and Total Liability amounts calculated in the A&L Totals.

Total Assets and Liabilities

Accrued income (expenses) feeding into total assets or liabilities must be reported in the 3.6 A-Other assets or 5.4 L-Other Liabilities worksheets as instrument type 3 – Accrued Income (Expenses).

Unrealised accrued income (expenses) is treated as a revaluation in the 3.6 A-Other assets or 5.4 L-Other Liabilities worksheets, as there is no cash transaction, but will increase the closing position at the end of a month (see example).

Realised accrued income (expenses) is to be treated as a transaction, i.e. when accrued income (expenses) is received (paid). Therefore, when accrued income (expenses) is realised and recorded as a transaction in the 3.6 A-Other Assets or 5.4 L-Other Liabilities worksheets, there will be a corresponding transaction reported as cash in worksheet 3.5 A-Cash, Deposits and Loans or 4.1 A&L – Overdraft Accounts.

In essence, all items that contribute to NAV but are not recorded elsewhere on the balance sheet must be recorded in the worksheets 3.6 A-Other Assets or 5.4 L-Other Liabilities. This would include accrued interest payments on bonds, taxes, fees, declared dividends, etc., and exclude accrued (but undeclared) dividends[7]. By definition, accrued income in debt securities

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[7] Undeclared dividends are priced into the closing position of equities in worksheet 3.1 and so do not need to be recorded again in A-Other assets. When a dividend is declared, the share price will revalue accordingly, and the dividend is due expressly to the holder of the security at the ex-dividend date. Thus, dividends that are declared but not yet paid need to be expressly recorded in A-Other Assets.

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are not reflected in the clean price of a debt security, and so accrued interest relating to debt securities must be recorded in worksheet 3.6 A-Other Assets.

Example 1: A fund holds one equity asset and receives a dividend on that equity holding. At the first reporting date the Dividend has been declared but not paid.

The equity is valued at 103 before the dividend is paid, while the dividend is valued at 3. This example outlines how to treat a dividend payment with an ex-dividend date of 25 March (i.e. declared but not paid before the reporting date) **and** an ex-dividend date of 2 April (i.e., declared and paid within the same reporting period). The dividend is paid on 20 April in both cases. The transaction is shown over two consecutive periods for both ex-dividend dates.

Ex-dividend date 25 March
March Reporting:

3.1 A-Equities: The value of the shares decline from 103 to 100, as at end-March. This is not reflected in transactions, as no cash movement has taken place.

3.1.2 Market Movements			
3.1.2.1 Opening Position	3.1.2.2 Transactions		3.1.2.3 Closing Position
	3.1.2.2.1 Purchases	3.1.2.2.2 Sales	
103	0	0	100

3.6 A-Other Assets: Once the accrued income is no longer reflected in the equity holding, but is reflected in the NAV, it is recorded in 3.6 A-Other Assets (in the accountancy equivalent of Other Accounts Receivable). This reflects the fact that, even if the shareholding was fully sold, on e.g. 28 March, the fund would still be entitled to the dividend. This is not reflected in transactions, as no cash movement has taken place.

3.6.1 Instrument Type	3.6.2 Market Movements			
	3.6.2.1 Opening Position	3.6.2.2 Transactions		3.6.2.3 Closing Position
		3.6.2.2.1 Purchases	3.6.2.2.2 Sales	
3	0.00	0.00	0.00	3.00

Balance of Payments reporting – Dividends: For Irish Balance of Payments, the equity dividend must be recorded as outlined below in the worksheet 3.1 A-Equities.

3.1 A-Equities**:**

3.1.4 Dividends Receivable	3.1.5 Dividends Accrued	
	3.1.5.1 Change in period	3.1.5.2 Closing Position
3	3	3

April reporting:

The dividend is paid on the 20 April. For the 25 March ex-dividend, there are two transactions to reflect the cash payment dividend in April. The first is an increase in cash balances, recorded in 3.5 A-Cash, Deposits and Loans. The second is the cash realisation of the accrued dividend, recorded in 3.6 A-Other Assets. Both of these transactions would offset each other in the net transactions check.

3.5 A-Cash, Deposits and Loans**:**

3.5.1 Instrument Type	3.5.2 Market Movements			
	3.5.2.1 Opening Position	3.5.2.2 Transactions		3.5.2.3 Closing Position
		3.5.2.2.1 Increases	3.5.2.2.2 Decreases	
1	0	3	0	3

3.6 A-Other Assets**:**

3.6.1 Instrument Type	3.6.2 Market Movements			
	3.6.2.1 Opening Position	3.6.2.2 Transactions		3.6.2.3 Closing Position
		3.6.2.2.1 Purchases	3.6.2.2.2 Sales	
3	3.00	0.00	3.00	0.00

April Balance of Payments reporting – Dividends: For Irish Balance of Payments, the equity dividend must be recorded in worksheet 3.1 A-Equities, as outlined below. There is only an adjustment in the Dividends Receivable or Accrued columns, which do not feed into the transactions check.

3.1 A-Equity:

3.1.2 Market Movements				3.1.4 Dividends Receivable	3.1.5 Dividends Accrued (line-by- line option)	
3.1.2.1 Opening Position	3.1.2.2 Transactions		3.1.2.3 Closing Position		3.1.5.1 Change in period	3.1.5.2 Closing Position
	3.1.2.2.1 Purchases	3.1.2.2.2 Sales				
100	0	0	100	0	0	0

Ex-dividend date 2 April

March Reporting:

3.1 A-Equities: There is no change in the value of shares. The closing position at end-March continues to reflect the accrued dividend.

3.1.2 Market Movements			
3.1.2.1 Opening Position	3.1.2.2 Transactions		3.1.2.3 Closing Position
	3.1.2.2.1 Purchases	3.1.2.2.2 Sales	
103	0	0	103

3.6 A-Other Assets: The closing A-Equity position at end-March continues to reflect the accrued dividend, so no transaction or closing position is recorded in A-Other Assets.

3.6.1 Instrument Type	3.6.2 Market Movements			
	3.6.2.1 Opening Position	3.6.2.2 Transactions		3.6.2.3 Closing Position
		3.6.2.2.1 Purchases	3.6.2.2.2 Sales	
0	0.00	0.00	0.00	0.00

Balance of Payments reporting – Dividends: For Irish Balance of Payments, the equity dividend must be recorded as outlined below in the worksheet 3.1 A-Equities.

3.1 A-Equities:

3.1.4 Dividends Receivable	3.1.5 Dividends Accrued	
	3.1.5.1 Change in period	3.1.5.2 Closing Position
0	3	3

NB. This example is simplified. Accrued income up to end March would be below but close to 3.

April Reporting:

The dividend is paid on the 20 April. For the ex-dividend date of 2 April, worksheet 3.6 A-Other Assets only shows the payment of the accrued dividend in the period. This reflects the fact that 3.6 A-Other Assets experienced a positive revaluation on 2 April, rather than a transaction. As the revaluation happened on 2 April, and the dividend is then paid on 20 April, the revaluation is not recorded in the opening or closing positions in 3.6 A-Other Assets. This revaluation is the counterpart to the negative revaluation in the equity holding in worksheet 3.1 A-Equity.

3.5 A-Cash, Deposits and Loans:

3.5.1 Instrument Type	3.5.2 Market Movements			
	3.5.2.1 Opening Position	3.5.2.2 Transactions		3.5.2.3 Closing Position
		3.5.2.2.1 Increases	3.5.2.2.2 Decreases	
1	0	3	0	3

3.6 A-Other Assets:

3.61 Instrument Type	3.62 Market Movements			
	3.62.1 Opening Position	3.62.2 Transactions		3.62.3 Closing Position
		3.62.2.1 Purchases	3.62.2.2 Sales	
3	0.00	0.00	3.00	0.00

3.1 A-Equities: The dividend for end-April is treated as a revaluation in 3.1 A-Equities, as outlined below. Transactions related to the realisation of the dividend are outlined in 3.7 A-Other assets, with a corresponding transaction in 3.5 A-Cash, Deposits and Loans.

3.1.2 Market Movements			
3.1.2.1 Opening Position	3.1.2.2 Transactions		3.1.2.3 Closing Position
	3.1.2.2.1 Purchases	3.1.2.2.2 Sales	
103	0	0	100

April Balance of Payments reporting – Dividends: For Irish Balance of Payments, the equity dividend must be recorded in worksheet 3.1 A-Equities, as outlined below. There is only an adjustment in the Dividends Receivable or Accrued columns, which do not feed into the transactions check.

3.1 A-Equity:

3.1.2 Market Movements				3.1.4 Dividends Receivable	3.1.5 Dividends Accrued	
3.1.2.1 Opening Position	3.1.2.2 Transactions		3.1.2.3 Closing Position		3.1.5.1 Change in period	3.1.5.2 Closing Position
	3.1.2.2.1 Purchases	3.1.2.2.2 Sales				
103	0	0	100	3	0	0

A similar process is followed in respect of distributing profits to shareholders by dividend payment, except the liability worksheets are used to record the transactions. When a dividend is issued it will negatively revalue the L-Equity and positively revalue L-Other Liabilities. When the item is paid the item in L-Other liabilities will negatively transact, with a contra negative transaction in Asset cash.

Example 2: A fund accrues an expense of €5000 for accounting fees in March. The fee is paid by the fund on 5 April.

March Reporting:

At the reporting date of 31 March, the fund has an accrued expense but has not made any cash transaction. Accordingly, the accrued expense is recorded as a revaluation in 5.4 Other Liabilities, as follows (there are no other balance sheet entries):

Section 5.4: Other Liabilities

5.4.1 Instrument Type	5.4.2 Market Movements			
	5.4.2.1 Opening Position	5.4.2.2 Transactions		5.4.2.3 Closing Position
		5.4.2.2.1 Increases	5.4.2.2.2 Decreases	
3	0.00	0.00	0.00	5,000.00

Balance of Payments reporting:

Section 5.4 Other Liabilities

5.4.4 Expenses or Interest Payable	5.4.5 Expenses or Interest Accrued	
	5.4.5.1 Change in period	5.4.5.2 Closing Position
5,000.00	5,000.00	5,000.00

April Reporting:

At the beginning of April, the €5000 relating to March shows up as an opening balance in worksheet 5.4 L-Other Liabilities. The fee is then paid with a contra entry in 3.5 A-Cash Deposits and Loans.

Section 5.4: Other Liabilities

5.4.1 Instrument Type	5.4.2 Market Movements			
	5.4.2.1 Opening Position	5.4.2.2 Transactions		5.4.2.3 Closing Position
		5.4.2.2.1 Increases	5.4.2.2.2 Decreases	
3	5,000.00	0.00	5,000.00	0.00

3.5 A-Cash, Deposits and Loans:

	3.5.2 Market Movements			
3.5.2.1 Opening Position	3.5.2.2 Transactions			3.5.2.3 Closing Position
	3.5.2.2.1 Increases	3.5.2.2.2 Decreases		
0.00	0.00	5,000.00		0.00
		5,000.00		

Balance of payments:

Section 5.4: Other Liabilities

5.4.4 Expenses or Interest Payable	5.4.5 Expenses or Interest Accrued	
	5.4.5.1 Change in period	5.4.5.2 Closing Position
0.00	-5,000.00	0.00

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Annex 9: Unsettled Trades

Unsettled Trades are any trade to which the fund is committed, but which has not yet settled and paid for. These trades should be reported in table 3.6 A-Other Assets or 5.4 L-Other Liabilities.

The only transactions that should be reported here are:

Transactions Decreases representing the unwinding position of the previous quarters closing/current quarter opening.

Transactions Increases representing the closing position in the current quarter.

Unless a trade remains unsettled for multiple periods, transactions should be proportional to opening and closing positions in unsettled trades, i.e. the closing position reflects transactions increases in the reporting period while transactions decreases represent the unwinding of the closing position in the previous reporting period.

Example: A fund acquires an equity position and accepts delivery on 29th March. However, the fund has not completed payment by the end of the month. In the March return, the fund reports a purchase in table 3.1 A-Equities, a corresponding increase in table 5.4 L-Other Liabilities, and no movement in this stage in table 3.5 A-Cash, Deposits, and Loans.

In March Returns:

Section 3.1: Equity Assets (including Units/Shares in CIUs)

3.1.1 Code		3.1.2 Market Movements				
3.1.1.1 Code Type	3.1.1.2 Identification Number	3.1.2.1 Opening Position	3.1.2.2 Transactions		3.1.2.3 Closing Position	M
			3.1.2.2.1 Purchases	3.1.2.2.2 Sales		
99	EX00001	0.0	1000.0	0.0	1000.0	

Section 5.4: Other Liabilities

5.4.1 Instrument Type	5.4.2 Market Movements			
	5.4.2.1 Opening Position	5.4.2.2 Transactions		5.4.2.3 Closing Position
		5.4.2.2.1 Increases	5.4.2.2.2 Decreases	
1	0.0	1000.0	0.0	1000.0

On 2nd April, the fund makes the payment and unwinds the unsettled trade by debiting table 3.5 A-Cash, Deposits, and Loans and debiting the unsettled trade in table 5.5 L-Other Liabilities.

April Returns:

Section 3.5: Cash, Deposits and Loan Assets (excluding Securities Borrowing, Reverse Repu...

3.5.1 Instrument Type	3.5.2 Market Movements			
	3.5.2.1 Opening Position	3.5.2.2 Transactions		3.5.2.3 Closing Position
		3.5.2.2.1 Increases	3.5.2.2.2 Decreases	
2	1000.0	0.0	1000.0	0.0

Section 5.4: Other Liabilities

5.4.1 Instrument Type	5.4.2 Market Movements			
	5.4.2.1 Opening Position	5.4.2.2 Transactions		5.4.2.3 Closing Position
		5.4.2.2.1 Increases	5.4.2.2.2 Decreases	
1	1000.0	0.0	1000.0	0.0

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