1 December 2008

REPORTING INSTRUCTIONS FOR INVESTMENT FUNDS SURVEY

Version 1.3
Valid from 1 January 2009

Contents

INTRODUCTION

The Bank of Finland collects data from investment funds on a monthly basis on balance sheets and subscriptions and redemptions of investment fund shares (SIRA survey). The data is used particularly by the Bank of Finland, Statistics Finland and the European Central Bank in the compilation of financial, balance of payments and national accounts statistics for Finland and the euro area. Investment fund statistics are published on eg the Internet sites of the Bank of Finland and the ECB. The SIRA survey also provides the majority of data needed by the Financial Supervision Authority (FIN-FSA) for supervisory purposes.

The Bank of Finland's authority to obtain information is based on Council Regulation (EC) No 2533/1998 concerning the collection of statistical information by the European Central Bank and the Act on the Bank of Finland (214/1998, sections 26 and 28). The ECB guideline ECB/2007/8 obliges the Bank of Finland to collect statistical data on resident investment funds other than money market funds. The collection of data on money market funds is (still) based on Regulation ECB/2001/13. As part of the monetary financial institutions sector, money market funds come under the non-compliance system for monitoring infringements of statistical reporting requirements.

The Financial Supervision Authority's right to obtain data referred to in the SIRA survey is based on FIN-FSA standard RA4.3 on the reporting of information on mutual funds, section 4 subsection 1 paragraph 4 of the Act on the Financial Supervision Authority (587/2003), section 15 subsection 2 of the said Act and section 28 subsection 3 of the Mutual Funds Act (48/1999).

The SIRA survey replaces most of the Statistics Finland's and FIN-FSA's investment fund data collection still outstanding for 2008.

1 REPORTING IN PRACTICE

Data is reported on all balance sheet assets and liabilities items as well as certain off-balance-sheet items. Subscriptions and redemptions of investment fund shares are also reported.

Data is submitted to the Bank of Finland on the 10th day of the month following the reporting month, at the latest. If the 10th day falls on the weekend or is a midweek holiday, the reporting day is the following day.

The report consists of the parts listed in the table below. The practical reporting instructions are available in a separate document.[1] They show the record structure to be used in data transfer and contain detailed descriptions of data to be reported in the specific records. The practical reporting instructions also depict the primary method used in data transfer (DCS data transfer).[2] The data provider's contact information is not included in the actual report, being managed instead through the DCS service used by the Bank of Finland.

Record type	Record code	Explanation
Batch record	000	Technical record that begins the file.
Investment fund record	IF	General information on investment fund; balance sheet, key figures etc
Content record	SBS	Security-by-security data
Content record	ITEM	Other balance-sheet items aggregated at different levels depending on the instrument

The DCS operator validates the correctness of the report file. Validation is performed in connection with data transfer and the reporter is informed of possible errors without delay. The Bank of Finland also conducts its own reviews of the content of validated files transmitted by the DCS operator.

Reporters should direct any technical questions to the help desk of the DCS system maintenance (Itella Information Logistics, helpdesk@itella.net). The help desk is accessible 24 hours a day in Finnish, Swedish and English.

The Bank of Finland and the Financial Supervision Authority provide advice on matters of substance, and related questions and comments should preferably be directed to sijoitusrahastot@bof.fi.

[1] Record structure – Survey on investment funds: http://www.bof.fi/en/tilastot/raportointiohjeet/tulevat_tiedonkeruut.htm.
[2] DCS is an abbreviation for **D**ata **C**ollection **S**ervices. DCS provides companies with a uniform method for sending data electronically to authorities and other instances performing the duties of authorities.

2 BASIC CONCEPTS

These instructions describe basic concepts and classifications used in the SIRA report. The two other SIRA documents are the practical reporting instructions (Record structure – Survey on investment funds) and code lists.

Since investment fund reporting in this form is new for reporters and data collectors alike, instructions are revised and supplemented whenever needed. We would appreciate any questions and comments you might have!

An up-to-date version of these instructions is available until the end of 2008 at
http://www.bof.fi/en/tilastot/raportointiohjeet/tulevat_tiedonkeruut.htm.

2.1 Reporter

The reporter in the investment fund survey is the investment fund.

2.2 Reporting obligation

The reporting obligation applies to all Finnish investment funds, ie money market funds and other investment funds, whose Rules have been approved by the Financial Supervision Authority or the Ministry of Finance. The same reporting obligations apply to all funds. Usually the data is provided by the management company managing the fund.

2.3 Data to be reported

Balance sheet data, data on quantities and other data is reported in three separate records. The investment fund record (IF) is used for reporting the fund's name and other related data as well as data on unitholders and key figures. The first content record (SBS) comprises the security-by-security reporting of the fund's assets as well as fund shares/units used as collateral, aggregated by countries and partly by sectors. Purchases and redemptions of own fund shares/units are also reported in the SBS record. The second content record (ITEM) is used for reporting balance sheet data not related to securities.

Balance sheet assets and liabilities are both recorded in full. Off-balance-sheet items to be reported are securities borrowed and lent and securities underlying repo agreements.

The reporting is similar for all months of the year.

Currency data (values) to be reported are aggregated sums of the related assets or liabilities, ie they are not, for example, prices or values of one single share or unit. Hence, the reported data can consist of eg the aggregated market price of 50 shares when the investment fund holds 50 shares (ie 50 of the same share).

However, as the market price of an underlying asset (SBS field 55, table 8.3) the price of one (security) is reported. Similarly, if the underlying asset is an index, the index point is reported.

3 REPORTING OF SECURITIES

3.1 Security-by-security reporting

In the SIRA financial instrument classification, securities cover money market instruments, bonds, shares and other equity, including investment fund shares and derivatives (Code list 6: instrument categories I.3 and I.5).

In security-by-security reporting, data is reported on each security separately (SBS record). The principle is that once the reporter has provided notification of the security's ISIN code (see section 6.3) the Bank of Finland can match the reported security with data in the ECB's Centralised Securities Database. Therefore, in respect of securities with an ISIN code, only key data is collected in addition to the ISIN code itself (see tables in section 8).

Data is also collected on a security-by-security basis on securities without an ISIN code. These securities are identified in reports by internal identification codes used by the reporter for security identification in its internal information system. Securities without an ISIN code are subject to more detailed reporting than ISIN-coded securities, because this data cannot be retrieved from the ECB's Centralised Securities Database.

For securities entered under assets, data on the issuer is usually reported. For derivatives, data on the counterparty is reported (OTC derivatives). When the underlying asset of the derivative is a security (share, bond or money market instrument), data is also reported on the underlying security issuer. Hence, in the report, SBS record fields under *Data on issuer* are not reported in the case of derivatives, but fields related to underlying security issuer under *Data on derivative* are reported.

<u>Example 1. Derivative</u>

The underlying asset of a derivative is a Nokia share (instrument category I.511). In SBS record fields *Data on derivative* (fields 47–59), data is also reported on the underlying security issuer (fields 50–53). In this example the underlying security issuer data is reported as follows:

Field 50	Y (Business ID)
Field 51[3]	01120389
Field 52	Nokia Oyj
Field 53	FI

If the derivative's underlying asset is eg a commodity (oil), index (OMX Helsinki 25) or a currency (EUR/USD), SBS record fields 50–53 are not reported.

<u>Example 2. OTC derivative</u>

If the derivative in Example 1 above is an OTC derivative and the contracting party is eg Nordea Pankki Suomi Oyj, data is also reported on the counterparty, in this case Nordea Pankki Suomi Oyj. SBS fields to be reported are fields 25–29, in this case:

Field 25	Y (= Business ID)
Field 26	16802358
Field 27	Nordea Pankki Suomi Oyj
Field 28	1221
Field 29	FI

In the case of standardised derivatives, SBS fields 25–29 are not reported.

Investment fund shares as a liability are reported separately for instrument categories *Distribution units* [I.521] and *Growth units* [I.522], and counterparties (unitholders) of ISIN-coded investment fund shares are reported by ISIN, aggregated by sector (euro area counterparties) and also by country. Subscriptions and redemptions (flows) of investment fund shares as a liability are both reported separately in gross, aggregated by ISIN, but without country or sector breakdown of the counterparty (two rows for each ISIN code).

ISIN-coded investment fund shares entered under assets are reported in the same way as other securities, ie they need not be broken down into

[3] The Business ID is reported without the hyphen between the last two digits.

distribution and growth units; the instrument category *Investment fund shares* (I.52) is sufficient. Instrument categories I.521 and I.522 can also be used here.

3.2 Balance sheet item – off-balance-sheet item (separate accounting)

Derivatives are always reported under assets or liabilities (A or L).

Securities borrowed are reported as off-balance-sheet items (O).

In case of securities and money market paper lent, these instruments remain on the investment fund's balance sheet, meaning that they are reported as normal, ie as balance sheet items (A). In addition, securities lent are reported separately as off-balance-sheet items (O).

Example 3

An investment fund holds 10,000 Nokia shares (ISIN code FI0009000681). Of these, it has lent 6,000 to eg Nordea Pankki Suomi Oyj.

The 10,000 shares in question are reported as a balance sheet item (A). In addition, the 6,000 shares lent are reported as an off-balance-sheet item (O) (instrument category 511, contract type LS). In connection with the off-balance-sheet item (O), data is given on the borrower of the 6,000 Nokia shares (SBS fields 25–29), in this case Nordea Pankki Suomi Oyj.

In this example, the following data is reported in the particular fields listed below:

Field 4	A
Field 6	511
Field 9	FI0009000681
Field 13	10000
Field 15	EUR

Field 4	O
Field 5	LS
Field 6	511
Field 9	FI0009000681
Field 13	6000
Field 15	EUR
Field 25	Y (= Business ID)
Field 26	16802358
Field 27	Nordea Pankki Suomi Oyj

Field 28	1221
Field 29	FI

If an investment fund has borrowed securities but has not resold them (short selling), instruments borrowed are only reported as an off-balance-sheet item (O). If all or part of the securities borrowed have been resold (short selling), and the instruments in question have been borrowed to cover this sale, the short selling is also reported under balance sheet items (A) as a negative asset.

Example 4

An investment fund has borrowed from eg Nordea Pankki Suomi Oyj 8,000 Nokia shares (market value EUR 160,000), of which it has resold (short selling) 5,000 (market value EUR 100,000).

The 8,000 Nokia shares are reported as an off-balance-sheet item (O), (instrument category I.511, contract type LB). In connection with the off-balance-sheet item (O), data is also reported on the lender of the shares (SBS fields 25–29), in this case Nordea Pankki Suomi Oyj. In addition, -5,000 shares are reported as a balance sheet item (A) (instrument category I.511, contract type LB).

In this example, the following data is reported in the particular fields listed below:

Field 4	O
Field 5	LB
Field 6	511
Field 9	FI0009000681
Field 13	8000
Field 15	EUR
Field 16	160000,00
Field 17	EUR
Field 25	Y (= Business ID)
Field 26	16802358
Field 27	Nordea Pankki Suomi Oyj
Field 28	1221
Field 29	FI

Field 4	A
Field 6	511
Field 9	FI0009000681
Field 13	-5000

Field 15	EUR
Field 16	-100000,00
Field 17	EUR

3.3 Data on the same security on one or several rows

Securities are reported separately, regardless of whether they have an ISIN code or not. Hence, one security normally has one row in an SBS record. If the security is traded in one currency only, all data is generally reported in a single row.

Several rows are needed in the following cases:

- Data is reported on (euro area) countries and sectors of the investment fund's own unitholders.
- Part of security holdings are used as collateral, and part are not (N and C rows separately).
- The investment fund trades the same security in several marketplaces and records the items in its own accounting in several currencies. A separate row is reported for each currency. All items in one currency are reported under one main marketplace even if there are several marketplaces for that currency.
- The investment fund has lent securities or money market instruments. The same security is reported both as a balance sheet item (A) and as an off-balance-sheet item (O).
- The investment fund has sold securities or money market instruments short and borrowed these instruments in order to cover the short selling. The same security is reported both as a balance sheet item (A) and as an off-balance-sheet item (O).

4 ABOUT THE CLASSIFICATIONS

4.1 Sectoral classification

Sectoral classification is applied to entities resident in Finland and other euro area countries (counterparties, issuers, investment fund unitholders; Code list 9: Sector). The classification is compatible with the official one (Statistics Finland's Classification of Sectors, 2000, http://www.tilastokeskus.fi/meta/luokitukset/sektoriluokitus/001-2000/index_en.html).

The sector can be chosen from the different SIRA sector hierarchy levels if some specific level is already in use in the investment fund's own internal accounting. Sector codes with length of 6 characters are allowed.

However, the categories *Financial and insurance corporations* (S.12), *Other monetary financial institutions* (S.122) and *General government* (S.13) are not used, more precise categories being used instead. It is particularly worth noting that the categories *Employment pension schemes* (S.13141) and *Other social security funds* (S.13149) are applied to Finnish entities, whereas *Social security funds* (S.1314) is used in the case of other (euro area) countries. The sector *State government* (S.1312) is not used in Finland. Of EU countries, it is used in Belgium, Germany, Spain, Austria and Portugal.

For more information on sectorisation of institutional units in other euro area countries, see http://www.ecb.europa.eu/pub/pdf/other/mfimarketstatisticssectormanual200703en.pdf.

Example 5

Sector classification code is given in SBS and ITEM fields without the prefix S, eg ‘123’.

A Finnish company in private ownership can be reported by using the sector code alternatives 11, 111, 11121 or 111211.

A Finnish employment pension insurance company can be reported by using the sector code 13141.

When the area (country code) is outside the euro area, the sector category *Rest of the world* (S.2) can be reported as the sector instead of the actual sector (beginning with S.1). An exception is sector S.222, which in this case covers international organisations and EU institutions. These are provided in country classification with two-digit codes (Code list 11: International organisations, number + letter).

Example 6

A Swedish counterparty (country code SE, a non-euro area country) can be classified either under the ‘real’ sector beginning with S.1 or alternatively under sector S.2.

The Nordic Investment Bank's (NIB) sector and country/area codes are 5H and 222 respectively.

Under balance sheet assets, data on each security is reported separately in its own row or rows (see section 4.3). However, holders of investment fund shares (as a liability) are aggregated (according to ISIN code) by sector of holders and country/area. The sectoral classification is mandatory of euro area holders only.

Subscriptions and redemptions (flows) of an investment fund's own shares are reported separately, aggregated by ISIN codes, without sector and country classification of the counterparty.

In the ITEM record, the counterparty's sector is reported for counterparties resident in Finland and other euro area countries, except for instrument categories *Currency* (I.21), *Other assets and liabilities* (I.71–I.76) and *Non-financial assets* (I.8). Non-euro area counterparties can be reported under sector S.2.

4.2 Country and area classification

In the SBS and ITEM records, the majority of data (on counterparty, issuer, underlying security issuer, holder) is reported by country (and partly by sector). An investment fund's own unitholders (counterparties) are also reported by country in the SBS record (SBS field 29).

The SIRA survey uses the ISO 3166 country classification (Code list 10: Country codes ISO 3166). Countries and areas belonging to the euro area, in which case data is reported by sectors, are listed on their own list (Code list 15: Euro area).

International organisations are classified by two-digit codes (Code list 11: International organisations), and the corresponding sector is S.222.

4.3 Financial instrument classification

The SIRA financial instrument classification includes categories that are applied either to assets and liabilities or to one of these.

Currency (instrument category I.21) is reported as a single aggregated amount in EUR, and no counterparty data is reported. Currency comprises banknotes and coins. The value is reported as a single euro-denominated sum on a single row (ITEM field 17: the currency of value is always EUR).

Deposits are each reported on their own separate row, and the internal identification code is generally the IBAN code. However, if the deposit in question is eg a deposit made for a broker on a customer funds account for settlement purposes, and the account contains several customers' funds, the investment fund's internal identification code for the account is reported, not the account's IBAN code. The IBAN code is always reported for the investment fund's own actual accounts. The value of a deposit account (ITEM field 16) cannot be negative. If the investment fund's deposit account has a credit facility and the facility has been used, the used credit amount is reported as a loan. If the deposit account shows a negative balance and the account does not have a credit facility, the overdrawn amount is equally reported as a loan (instrument category I.4, see also section 6.5).

In the SIRA instrument classification, securities include money market paper, bonds, shares and other equity including investment fund shares, as well as derivatives. Short-term securities are instruments with an initial maturity of up to 12 months (instrument category I.33, money market paper). Correspondingly, long-term securities are instruments with an original maturity of over 12 months (I.332, eg bonds).

In the case of depositary receipts (eg ADR, ADS), the security on which data is reported is the traded contract, not the security the depositary receipt represents. A quoted depositary receipt is classified under category I.511.

In the balance sheet, investment fund shares (as a liability) and their flows (subscriptions and redemptions) are broken down into distribution and growth units (I.521 and I.522) and aggregated by ISIN codes. Under assets, investment fund shares are aggregated by ISIN codes and reported either at the level of total investment fund shares (category I.52) or at the sub-levels (categories I.521 and I.522).

Repurchase and reverse repurchase agreements are included in assets and liabilities. Repurchase agreements (repo agreements) are principally reported as financial transactions, in which case a credit transaction (liability item) and a corresponding increase in assets (recorded as an increase in the deposit account balance) is reported on the investment fund's balance sheet. Hence, securities underlying the repo agreement remain on the investment fund's balance sheet, but they are reported as being used as collateral and related to repurchase agreements.

Example 7

Instrument category code is reported in the SBS and ITEM fields without the prefix I, eg ‘221’.

The investment fund enters into a repurchase agreement (repo agreement) relating to a government bond (Republic of Finland 4.25%, ISIN code FI0001006165), in which it delivers the bond to the repo contracting party against EUR 1,000,000 (repo loan). The investment fund commits itself to repurchase the same bond at a later date. At this point the investment fund's account balance (account number 123456-785) is EUR 500,000.

As balance sheet items, the investment fund reports an increase in assets (A) of EUR 1,000,000, and a debt liability (L) of EUR 1,000,000. In addition, the investment fund reports on the balance sheet (A) the delivered government bond, but the bond is reported as being used as collateral (C) and as being related to repurchase agreements (contract type RS). The interest relating to the repo agreement is reported in proportion as it is recognised in the investment fund's NAV calculation.

The following information is reported in the particular fields listed below:

Field 4	A
Field 6	221
Field 8	FI2112345600000785
Field 11	Nordea transaction account EUR
Field 15	EUR
Field 16	1500000,00

Field 4	L
Field 5	RS
Field 6	4
Field 11	Nordea repo loan
Field 15	EUR
Field 16	1000000,00

Field 4	A
Field 5	RS
Field 6	332
Field 7	C
Field 9	FI0001006165

Reverse repurchase agreements (reverse repo agreements) are generally reported the same way as repo agreements, ie as financial transactions. If the repo loan has been granted to a monetary financial institution (reverse repo agreement counterparty) (sectors S.121 and S.122), it is classified as a repo deposit (I.224). Otherwise it is reported as a (repo) loan (I.4). In addition, securities underlying the reverse repo agreement are reported as off-balance-sheet items. If a security underlying a reverse repo agreement is resold before the agreement matures, this sale (short selling) is reported under balance sheet assets (A) as a negative asset, similarly to lending contracts (see section 4.2 and its examples).

<u>Example 8</u>

An investment fund enters into a reverse repurchase agreement (reverse repo agreement) relating to a government bond (Republic of Finland 4.375%, ISIN code FI0001006306) with Nordea Pankki Suomi Oyj in which the fund lends the contracting party EUR 1,000,000 and acquires the bond in question against the loan. The investment fund commits itself to deliver the bond at a later date against payment.

EUR 1,000,000 is reported as a balance sheet repo deposit (instrument category I.224, contract type RB). In addition, the government bond is reported as an off-balance-sheet item (O). The interest rate relating to the reverse repo agreement is reported in proportion as it is recognised in the investment fund's NAV calculation.

The following information is reported in the particular fields listed below:

Field 4	A
Field 5	RB
Field 6	224
Field 8	Repo deposit
Field 16	1000000,00
Field 17	EUR
Field 4	O
Field 5	RB
Field 6	332
Field 9	FI0001006306

In the SIRA report, the balance sheet is presented in full. Hence, all potential non-financial assets (instrument category I.8) are also reported.

4.4 Reporting currency

The reporting currency is EUR. Hence, investment funds using another currency in NAV calculation must convert the data reported in SIRA into EUR. The domestic currency (EUR or other) and the exchange rate used are reported in IF record fields 5 and 6 respectively. If the domestic currency is EUR, the exchange rate is 1.

In the SBS record, nominal currency (field 15) is reported for all instruments. In the case of interest rate instruments (instrument categories I.331 and I.332), the currency of the nominal value is reported. In the case of other instruments, the currency in which the instrument was originally quoted or calculated before conversion into EUR for SIRA purposes is reported. Hence, one ISIN code can have data in several SBS record rows if there are several currencies and perhaps also marketplaces. The nominal currency is reported in the SBS and ITEM fields 15.

Example 9

An investment fund has invested in Nordea Bank AB shares (ISIN code SE0000427361) listed in Stockholm. The share is quoted in Swedish krona and the market price of one share is eg SEK 82.80. The investment fund holds 1,000 shares with a market value of SEK 82,800. The current exchange rate used in NAV calculation is 9.4500 (EUR/SEK).

The following data is reported in the particular fields listed below:

Field 1	SBS
Field 6	511
Field 9	SE0000427361
Field 13	1000
Field 15	SEK
Field 16	8761,90
Field 17	EUR
Field 46	XSTO

For reporting of interest rate instruments (instrument categories I.331 and I.332), see also section 7.1 *Nominal value* and its examples.

4.5 Collateral

For all items, the investment fund must report whether or not the item is used as collateral. Liabilities (categories L, B and S) cannot be used as collateral, in which case the field always takes the value ‘N’. If a part of the same security is used as collateral, and part is not, these parts are reported in different rows.

4.6 Maturity

The maturity of a balance sheet item is calculated at the Bank of Finland by using the reported issue and maturity dates.

In the SBS record, this data is reported for money market instruments and bonds without an ISIN code (I.331 and I.332). In the ITEM record, this data is reported for deposits with an agreed maturity (I.225) and for loans (I.4).

> Example 10
>
> Credit withdrawn from a deposit account with a credit facility is reported as a loan (I.4) whose issue date is the reporting date and the due date is the following day (overnight loan) or some other maturity date agreed in the contract.

4.7 Counterparty/issuer/underlying asset

In security-by-security reporting (content record SBS), data is reported on the counterparty, issuer and/or underlying asset of a security and derivative recorded under assets. In the ITEM record, part of the data is reported in connection with information on the counterparty.

The issuer is the debtor of a security recorded under an investment fund's assets.

For derivatives, counterparty data (SBS fields 25–29) is reported when the derivative is an OTC derivative (instrument category I.342). Counterparty refers to the entity with which the investment fund has concluded the OTC derivative contract. In the case of standardised derivatives (I.341), counterparty data is not reported.

No data on issuer (SBS fields 36–40) is reported on standardised and OTC derivatives.

Data on underlying asset (SBS fields 47–49 and 54–56) is always reported on both standardised and OTC derivatives. Data on underlying security issuer (SBS fields 50–53) is reported only when the underlying asset is a security (share, money market paper or bond) (see also section 4.1 and the examples given there).

For shares and for securities other than shares and derivatives (= debt securities), issuer data is reported (in category A = *Assets*). Issuer's name

(SBS field 38) is reported in all cases, but other data on the issuer (fields 36, 37, 39 and 40) is reported only in the case of a security without an ISIN code.

Counterparty data is not reported in the ITEM record for the following instruments:

- Currency (I.21)
- Other assets and liabilities (I.71–I.76)
- Non-financial assets (I.8).

These assets and liabilities are reported so that data on each instrument is reported on one row, unless several rows are needed, for example because part of the instruments are used as collateral, and part not. Counterparty data is reported for other instruments in the ITEM record.

4.8 Security's category

The *Category* row (SBS and ITEM field 4) shows whether the security is a balance sheet asset (A), balance sheet liability (L), an off-balance-sheet item in separate accounting (O) or whether it is the investment fund's own share purchased (B) or redeemed (S).

5 IDENTIFIERS AND CODES

5.1 Identifier

The issuer of a security or an underlying asset as well as the counterparty must be identified. Business ID (identifier type Y) is always used for resident entities. Foreign entities can be identified with the X identifier, country code C, monetary financial institution code given by the ECB (M, MFI code), Bank Identifier Code (B, BIC code, ISO 9362) or with some other identifier (identifier type O).

The business ID is reported without the hyphen between the last two digits. Resident entities' business IDs can be obtained eg through the Finnish Business Information System http://www.ytj.fi/english/.

5.2 Internal identification code

Securities (in the SBS record) are reported with the ISIN code and also with the internal identification code the reporter uses to identify securities in its own internal information system. A security's internal identification code should remain unchanged throughout reporting periods. The reporter can use eg the security's ISIN code as an internal identifier code. An internal identification code is also given for securities without an ISIN code and other balance sheet items (ITEM record). However, it is not required in ITEM record instrument categories *Currency* (I.21), *Other assets and liabilities* (I.71–I.76) and *Non-financial assets* (I.8).

If the internal identification code changes even though the contents of the balance sheet item it describes remain unchanged, the Bank of Finland should be informed of the reason for the change (instrument previously without an ISIN code is granted an ISIN code, company's name changes etc.). Such information can be given eg in batch record field 9 (*Data provider's comment*) or in a separate email (sijoitusrahastot@bof.fi).

See also section 6.5 *IBAN code and loan identification code*.

5.3 ISIN code

Publicly traded securities are usually identified by an ISIN code. ISIN codes are assigned by the issuing country's national numbering agency, such as the Central Securities Depository (in Finland) or other corresponding institution authorised to assign ISINs. Officially assigned ISIN codes are formed in accordance with the international ISO 6166 standard. An ISIN code has also been granted to many publicly traded derivatives.

Only an officially granted code may be reported as an ISIN code. Securities with eg a commercial data provider's artificial identifier resembling an ISIN code are reported as securities without an ISIN code. A securities internal identification code is always reported.

5.4 AII code

The reporting of the AII code (Alternative Instrument Identifier code) is not mandatory, but if a derivative has been issued one, there is reason to report it. The AII code is constructed in accordance with instructions by the Committee of European Securities Regulators (CESR).

For construction of the AII code, see http://www.cesr.eu/popup2.php?id=4824.

5.5 IBAN code and loan identification code

In the ITEM record field 8 *Internal identification code*, the IBAN code of resident and non-resident bank deposits and a credit institution's loan-specific identification code are reported. If loans and deposits do not have these codes, the reporter's own internal identification code is reported.

The same IBAN code can be used in the case of a credit drawn on a deposit account with a credit facility, or other overdraft from the account (both are reported as a *Loan* [instrument category I.4]). However, the same IBAN can only be used once in a report pertaining to a specific month, in connection with either a deposit or a loan.

6 VALUATION

6.1 Nominal value

Total nominal value (SBS record field 14) refers, in terms of bonds and money market instruments (instrument categories I.331 and I.332), to the aggregated nominal value of a security denominated in the currency in which the nominal value was originally calculated when the security was issued (original currency). Each security with or without an ISIN is reported separately. The currency is reported in SBS record field 15 and (also) in ITEM record field 15 (Code list 8: Currency).

See also section 5.4 *Reporting currency*.

Example 11

An investment fund has invested in a security issued by M-Real, M-Real Oyj 5.6%, 22 Dec 2008, denominated in Swedish krona with a nominal value of SEK 1,000,000. The investment fund holds these instruments in the nominal value of SEK 2,000,000.

In SBS record fields 14 and 15, the total nominal value and nominal currency are reported as follows:

Field 14	2000000,00
Field 15	SEK

For index-linked bonds, the nominal value multiplied by the current index multiplier is reported.

6.2 Market value (dirty price)

In field 16, the SBS and ITEM balance sheet values as well as subscriptions and redemptions of the investment fund's own shares are usually reported.

In SBS record field 16, the balance sheet (aggregated) market value – either the original euro-denominated value or value converted into euro – for the respective security is reported.

A debt security is reported here at market value including accrued interest (dirty price). Market value is reported in EUR, as is the market currency in SBS field 17.

In the case of derivatives, data reported in this field is the amount of assets or liabilities arising from the derivative contract, as recorded on the investment fund's balance sheet, denominated originally in EUR or converted into EUR.

If the (calculated) interest of zero-coupon money market instruments is not accrued in the balance sheet, the dirty price equals the clean price.

6.3 Market value (clean price)

A security (other than a share or other equity) is reported at market value (SBS field 19), which in this case excludes the accrued interest (clean price). The market value is reported in EUR, as is the market currency in SBS field 20.

7 DATA REPORTED IN SBS AND ITEM RECORDS

The tables below show, by instruments, data to be reported in SBS and ITEM records either on a mandatory basis or depending on other field values, as well as fields that are or can be left empty.

x	= always mandatory data
(x)	= mandatoriness depends on values in other fields
o	= field is left empty, not reported
[empty]	= reporting is not required, optional data

7.1 SBS record fields Securities other than shares and derivatives (I.331 and I.332) (money market paper, bonds)

Field name	Securities with an ISIN code (I.331 and I.322)	Securities without an ISIN code (I.331 and I.322)
1. Record type	x	x
2. Type of reporter's identifier	x	x
3. Reporter's identifier	x	x
4. Category	x	x
5. Contract type	(x)	(x)
6. Instrument	x	x
7. Collateral	x	x
8. Internal identification code	x	x
9. ISIN code	x	o
10. AII code	o	o
11. Instrument's name		x
13. Number of instruments	o	o
14. Total nominal value	x	x
15. Nominal currency	x	x
16. Total market value (dirty price)	x	x
17. Market currency (dirty price)	x	x
19. Total market value (clean price)	x	x
20. Market currency (clean price)	x	x
25. Type of counterparty's identifier	o	o
26. Counterparty's identifier	o	o
27. Counterparty's name	o	o
28. Counterparty's sector	o	o
29. Counterparty's home country	o	o
30. Issue date		x
31. Maturity date		x
36. Type of issuer's identifier		x
37. Issuer's identifier		x
38. Issuer's name	x	x
39. Issuer's sector		x
40. Issuer's home country		x
46. Marketplace	x	x

7.2 SBS record fields Quoted shares (I.511), Unquoted shares (I.512), Other equity (I.513) and Investment fund shares (I.52 as well as I.521 and I.522)

Field name	Quoted shares (with an ISIN code) (A)	Other equity incl. investment fund shares (A)	Investment fund shares as a liability, stock (L)	Investment fund shares as a liability, flows (B and S)
1. Record type	x	x	x	x
2. Type of reporter's identifier	x	x	x	x
3. Reporter's identifier	x	x	x	x
4. Category	x	x	x	x
5. Contract type	(x)	(x)	o	o
6. Instrument	x	x	x	x
7. Collateral	x	x	x	x
8. Internal identification code	x	x	x	x
9. ISIN code	x	(x)	x	x
10. AII code	o	o	o	o
11. Instrument's name		(x)		
13. Number of instruments	x	x	x	x
14. Total nominal value	o	o	o	o
15. Nominal currency	x	x	x	x
16. Total market value (dirty price)	x	x	x	x (gross flows)
17. Market currency (dirty price)	x	x	x	x
19. Total market value (clean price)	o	o	o	o
20. Market currency (clean price)	o	o	o	o
25. Type of counterparty's identifier	(x)	(x)	o	o
26. Counterparty's identifier	(x)	(x)	o	o
27. Counterparty's name	(x)	(x)	o	o
28. Counterparty's sector	(x)	(x)	x (euro area, aggregated)	o
29. Counterparty's home country	(x)	(x)	x	o
30. Issue date	o	o	o	o
31. Maturity date	o	o	o	o
36. Type of issuer's identifier		(x)	o	o
37. Issuer's identifier		(x)	o	o
38. Issuer's name	x	x	o	o
39. Issuer's sector		(x)	o	o
40. Issuer's home country		(x)	o	o
46. Marketplace	x	x	o	o

7.3 SBS record fields Standardised and OTC derivatives (I.341 and I.342)

Field	Field name	Standardised derivatives (I.341)	OTC derivatives (I.342)
1	Record type	x	x
2	Type of reporter's identifier	x	x
3	Reporter's identifier	x	x
4	Category	x	x
5	Contract type	o	o
6	Instrument	x	x
7	Collateral	x	x
8	Internal identification code	x	x
9	ISIN code	(x)[4]	(x)[4]
10	AII code	(x)[5]	(x)[5]
11	Instrument's name	(x)[6]	(x)[6]
13	Number of instruments	x	x
14	Total nominal value	o	o
15	Nominal currency	x	x
16	Total market value (dirty price)	x	x
17	Market currency (dirty price)	x	x
19	Total market value (clean price)	o	o
20	Market currency (clean price)	o	o
25	Type of counterparty's identifier	o	x
26	Counterparty's identifier	o	x
27	Counterparty's name	o	x
28	Counterparty's sector	o	x
29	Counterparty's home country	o	x
30	Issue date	o	o
31	Maturity date	o	o
36	Type of issuer's identifier	o	o
37	Issuer's identifier	o	o
38	Issuer's name	o	o
39	Issuer's sector	o	o
40	Issuer's home country	o	o
46	Marketplace	x	x
47	Underlying asset of derivative	x	x

[4] An ISIN code is mandatory for derivatives for which an ISIN has been issued.
[5] Reporting of an AII code is recommended if one has been issued for the derivative.
[6] The instrument's name is mandatory if no ISIN code has been issued for the derivative.

48	Type of underlying asset's identifier	x	x
49	Underlying asset's identifier	x	x
50	Type of underlying security issuer's identifier	(x)[7]	(x)[7]
51	Underlying security issuer's identifier	(x)[7]	(x)[7]
52	Name of underlying security issuer	(x)[7]	(x)[7]
53	Home country of underlying security issuer	(x)[7]	(x)[7]
54	Number of underlying assets	x	x
55	Market price of (one) underlying asset	x	x
56	Market price currency of underlying asset	x	x
57	Derivative's risk-weighted value	o	x
58	Currency of derivative's risk-weighted value	o	x
59	Derivative's delta	x	x

[7] Reporting of a field is mandatory if the underlying asset is a security (share, money market instrument or bond).

7.4 ITEM record fields

Field name	Currency (I.21)	Overnight and repo deposits (I.221, I.222 and I.224)	Other deposits and loans (I.225 and I.4)	Other assets and liabilities (I.71–I.76) and Non-financial assets (I.8)
1. Field type	x	x	x	x
2. Type of reporter's identifier	x	x	x	x
3. Reporter's identifier	x	x	x	x
4. Category	x	x	x	x
6. Instrument	x	x	x	x
7. Collateral	x	x	x	x
8. Internal identification code		x	x	
15. Nominal value currency	x	x	x	x
16. Total value	x	x	x	x
17. Currency of value	x	x	x	x
25. Type of counterparty's identifier	o	x	x	o
26. Counterparty's identifier	o	x	x	o
27. Counterparty's name	o	x	x	o
28. Counterparty's sector	o	x	x	o
29. Counterparty's home country	o	x	x	o / x[8]
30. Issue date (start date)	o		x	o
31. Maturity date	o		x	o

8 CLASSIFICATIONS

Classifications used in SIRA reporting (SIRA code lists):
(http://www.bof.fi/en/tilastot/raportointiohjeet/tulevat_tiedonkeruut.htm)

Code list 1. Record type
Code list 2. Data type
Code list 3. Identifier type
Code list 4. Category
Code list 5. Contract type
Code list 6. Financial instrument (instrument classification)

[8] Field counterparty's home country for instrument I.8 (non-financial assets) is reported.

Code list 7. Collateral/non-collateral
Code list 8. Currency codes in accordance with ISO 4217
Code list 9. Sector codes in accordance with MATRIX classification
Code list 10. Country codes in accordance with ISO 3166
Code list 11. International organisations
Code list 12. Structure of ISIN code in accordance with ISO 6166
Code list 13. Public marketplaces in accordance with ISO 10383
Code list 14. Underlying asset
Code list 15. Euro area