**Annex IV**

**S.01.02 - Basic information**

**General comments:**

This Annex contains additional instructions in relation to the templates included in Annex III of this Guideline. The first column of the next table identifies the items to be reported by identifying the columns and lines as showed in the template in Annex III.

This annex relates to quarterly and annual submission of information for third countries branches.

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|  | **ITEM** | **INSTRUCTIONS** |
| C0010/R0010 | Name of Third Country Undertaking | Legal name of the Third Country Undertaking. Needs to be consistent over different submissions. |
| C0010/R0020 | Country of Third Country Undertaking | Identify the ISO 3166 code of the country where the third country undertaking was authorised |
| C0010/R0030 | Name of Third Country branch | Legal name of the Third Country branch. Needs to be consistent over different submissions. |
| C0010/R0040 | Country of Third Country branch | Identify the ISO 3166 code of the country where the third country branch was authorised |
| C0010/R0050 | Identification code of the third country branch | Identification code of the branch, using the Legal Entity Identifier (LEI). |
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| C0010/R0070 | Language of reporting | Identify the 2 letter code of ISO 639-1 code of the language used in the submission of information |
| C0010/R0080 | Reporting submission date | Identify the ISO 8601 (yyyy-mm-dd) code of the date when the report to the supervisory authority is made |
| C0010/R0081 | Financial year end | Identify the ISO 8601 (yyyy–mm–dd) code of the financial year end of the undertaking, e.g. 2017-12-31 |
| C0010/R0090 | Reporting reference date | Identify the ISO 8601 (yyyy-mm-dd) code of the date identifying the last day of the reporting period |
| C0010/R0100 | Regular/Ad-hoc submission | Identify if the submission of information relates to regular submission of information or ad-hoc. The following closed list of options shall be used: 1 - Regular reporting  2 - Ad-hoc reporting |
| C0010/R0110 | Currency used for reporting | Identify the ISO 4217 alphabetic code of the currency of the monetary amounts used in each report |
| C0010/R0120 | Accounting standards | Identification of the accounting standards used for reporting items in S.02.01, financial statements valuation. The following closed list of options shall be used:  1 - The undertaking is using IFRS  2 - The undertaking is using local GAAP (other than IFRS) |
| C0010/R0130 | Method of Calculation of the SCR | Identify the method used to calculate the SCR. The following closed list of options shall be used:  1 – Standard formula  2 - Partial internal model 3 - Full internal model |
| C0010/R0140 | Use of undertaking specific parameters | Identify if the branch is reporting figures using undertaking specific parameters. The following closed list of options shall be used:  1 - Use of undertaking specific parameters 2 - Don’t use undertaking specific parameters |
| C0010/R0150 | Ring-Fenced Funds | Identify if the branch is reporting activity by Ring Fenced Funds (RFF). The following closed list of options shall be used:  1 - Reporting activity by RFF 2 - Not reporting activity by RFF |
| C0010/R0170 | Matching adjustment | Identify if the branch is reporting figures using the matching adjustment. The following closed list of options shall be used:  1- Use of matching adjustment 2 - No use of matching adjustment |
| C0010/R0180 | Volatility adjustment | Identify if the branch is reporting figures using the volatility adjustment. The following closed list of options shall be used:  1- Use of volatility adjustment 2 - No use of volatility adjustment |
| C0010/R0190 | Transitional measure on the risk-free interest rate | Identify if the branch is reporting figures using the transitional measure on the risk-free interest rate. The following closed list of options shall be used:  1 - Use of transitional measure on the risk-free interest rate 2 - No use of transitional measure on the risk-free interest rate |
| C0010/R0200 | Transitional measure on technical provisions | Identify if the branch is reporting figures using the transitional measure on technical provisions. The following closed list of options shall be used: 1 - Use of transitional measure on technical provisions 2 - No use of transitional measure on technical provisions |
| C0010/R0210 | Initial submission or re-submission | Identify if it is an initial submission of information or a re-submission of information in relation to a reporting reference date already reported. The following closed list of options shall be used:  1 – Initial submission  2 – Re-submission |
| C0010/R0220 | Type of branch | Identify the type of the reporting branch. The following closed list of options shall be used to identify the activity of the branch:  1 - Branches pursuing both life and non-life insurance activity 2 - Life branch  3 - Non-Life branch |
| C0020/R0230 | Article 167 | Identify if article 167 is applicable. The following closed list of options shall be used:  1 – Article 167 is applied  2 – Article 167 is not applied |
| C0010/R0270 | Captive Business | Identify if the undertaking performs a captive business in line with the definition in Article 13 of Directive 2009/138/EC.  1 – Captive business  2 – No captive business |
| C0010/R0280 | Run-Off Business | This item does not apply to the undertakings whose licence has been withdrawn.  One of the options in the following closed list shall be used:  1 – Undertakings running-off a portfolio of contracts but not their whole business (partial run-off undertaking or undertaking with run-off portfolio);  2 – Undertakings running-off their whole (previous) business (full run-off undertaking);  3 – Undertakings with a run-off business model (specialised run-off undertakings) - insurance undertakings or groups whose business model is to actively acquire legacy portfolios or whole insurers in run-off;  4 – No run-off business. |
| C0030 | Name of the branch included in article 167 | Legal name of the Third Country branch covered by article 167 |
| C0040 | Country of the branch included in article 167 | Identify the ISO 3166 code of the countries of each third country branch covered by article 167 |