USER GUIDE

Main elements and instructions to navigate the content of the EIOPA Solvency II Single Rulebook
## CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTRODUCTION</td>
<td>2</td>
</tr>
<tr>
<td>MAIN FUNCTIONALITIES</td>
<td>3</td>
</tr>
<tr>
<td>NAVIGATION</td>
<td>3</td>
</tr>
<tr>
<td>SEARCH</td>
<td>6</td>
</tr>
<tr>
<td>Figure 6-8: Back to Search button</td>
<td>6</td>
</tr>
<tr>
<td>PRINTING</td>
<td>7</td>
</tr>
<tr>
<td>FEEDBACK COLLECTION</td>
<td>8</td>
</tr>
</tbody>
</table>
INTRODUCTION

This document describes the end-user functionalities of the EIOPA Solvency II Single Rulebook. The purpose of the Single Rulebook is to ensure the consistent application of the regulatory framework for (re)insurance across the EU.

The Solvency II Rulebook is meant as a pilot for upcoming Rulebooks to be managed and published by EIOPA and is part of the requirements of the ESAs review.

The EIOPA Solvency II Single Rulebook provides easy access to the Solvency II regulatory framework, including Directive 138/2009/EC, Delegated Regulation (EC) n. 2015/35, relevant Regulatory and Implementing Technical Standards adopted by the European Commission, as well as EIOPA Guidelines, Opinions, Recommendations, Supervisory Statements and related Q&As, via EIOPA’s website. The tool provides a copy of/reference to the relevant regulation currently in force published on the EurLex website (please see here for further information).

The purpose of the EIOPA Solvency II Single Rulebook is to ensure the consistent application of the regulatory framework for (re)insurance across the EU.

For the authentic version and most updated EU legislation users should refer to the Official Journal (and therefore Eurlex) of the European Union.
NAVIGATION

The Homepage of the rulebook lists the Table of Contents available with reference to Directive(s) and Delegated Regulation(s). As an example, for the Solvency II framework the following items are available (see Figure 1-8 below):

![Figure 1-7: Table of Contents](image)

Each one of the Tables available provides link to the page-by-page content of the regulation (see Figure 2-8 below):

![Figure 2-8: Table of Contents (2)](image)

Each item included in the table of contents leads to the page dedicated to the relevant article.
Each Article of either the Directive(s) or Delegated Regulation(s) has its own dedicated page where a set of areas are identified (see Figure 3-8 below):

Figure 3-8: Article page

The Blue box indicates the main attributes of the Article, namely:

- Title (e.g. “Information to be provided for supervisory purposes”)
- Path (e.g. “Title I – Chapter III”)
- Article Number (e.g. “35”)
- Full text of the Article
Please note that with regard to the full text of the Article whenever tables and an excessive number of formulas are included, the main body of the Article might report a link to the EurLex website for further info, due to content type incompatibility.

The red circle reports instead information on resources which relate to the content of the Article. The correlation is always driven by the link with an Article of the Directive. The fullest list of items might include the following drop down lists:

- Article(s) of Delegated Regulation(s) adopted by the European Commission (source: EurLex)
- Implementing Technical Standards (ITS) – Divided year by year - (source: EurLex)
- EIOPA Guidelines (source: EIOPA website)
- EIOPA Opinions (source: EIOPA website)
- EIOPA Recommendations (source: EIOPA website)
- EIOPA Supervisory Statements (source: EIOPA website)
- Q&As on Regulation (source: EIOPA website)

As applicable to all the content published in the EIOPA website, Article pages can be shared via the most relevant social networks, sent to email or printed as PDFs (see Figure 4-8 below):
SEARCH

The Search functionality helps users in finding specific items (articles, guidelines, keywords, ...) or specific articles across the content available in the tool.

More specifically, the user can use the white search box to look for specific or more general keywords and/or sentences and then, if still in the need to refine the search, use the rulebook category or rulebook topic filter to further adjust the search and filter out all the unnecessary items.

The filters are available on the left side of the search page (see Figure 5-8 below).

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Figure 5-8: Search

Finally, the “Back to Search” button leads back to the general Search page (see figure 6-8 below):

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Figure 6-8: Back to Search button
PRINTING

Printing functionalities are available at multiple levels:

► Regulatory Text (e.g. Directive) – Full text
► Regulatory Text - Chapter
► Regulatory Text - Section
► Regulatory Text - Article

The access to printing functionalities can be found in multiple places, depending on the navigation.

When the user is visiting the table of contents, the printing to PDF button is available on the top right corner (see Figure 7-8 below):

![Figure 7-8: Printing (Table of contents view)](image)

When the user is visiting the article page, the print to PDF functionality is available at the bottom of the page (see Figure 8-8 below):

![Figure 8-8: Printing (page view)](image)
The Solvency II Single Rulebook aims at further promoting the consistent implementation of the regulatory framework for insurance supervision. A one-stop point of access and integrated search function across the various regulatory texts on EIOPA’s website will benefit the visibility and improve the understanding of the applicable rules, promoting the European internal market.

To ensure the Rulebook meets users’ needs and to secure future updates, EIOPA invites stakeholders to share their experience with the Rulebook.

Comments and suggestions can be sent to rulebook@eiopa.europa.eu.