



Technical guidelines for reporting international banking statistics to the BIS

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This version of the guidelines was revised to reference the new data structures (BIS_LBP and BIS_CBS) required for reporting based on the CGFS Stage 1 (from Q2 2012) and Stage 2 (from Q4 2013) recommendations for the enhancement of the BIS international banking statistics. The BIS_M_IBLN, BIS_M_IBLR and BIS_M_CIBL data structures will be discontinued at a date to be announced.

Queries about these guidelines may be addressed to the International Banking and Financial Statistics unit at the BIS (e-mail: ibfs.locational@bis.org or ibfs.consolidated@bis.org).



1. Introduction

This document provides technical guidelines on how to report BIS banking statistics using the SDMX¹-compliant SDMX-EDI (= GESMES/TS) format. Documents on methodological issues relating to the BIS banking data are available on the statistics pages of the BIS [website](http://www.bis.org/statistics/bankstatsguide.htm) (www.bis.org/statistics/bankstatsguide.htm).

In addition to SDMX-EDI, the BIS accepts data reported in all other versions of the SDMX standard, in particular SDMX-ML 2.0 (compact) and SDMX-ML 2.1 (structure-specific) format. Reporting authorities wishing to use an SDMX-ML format for the banking statistics are asked to contact ibfs.locational@bis.org in advance. The general rules described in this document, eg about the reporting of observation and confidentiality attributes, are also applicable to reporting in SDMX-ML.

All information relating to the banking data – eg whether there is a break in series, or whether a specific observation should be considered restricted (ie not for publication) or confidential – is part of the electronic reporting in the agreed standard format. Any information exchanged via telephone or other non-standard means will require manual intervention and slow down the processing.

The guidelines relate to the practical application of the standard for reporting of the banking statistics. They do not replace the detailed [SDMX-EDI User Guide](#) but merely provide specific examples and clarifications for the exchange of BIS banking data. The latest releases of the various SDMX User Guides can be found on the SDMX website (www.sdmx.org).

Reporting authorities are encouraged to work towards producing the SDMX-EDI or SDMX-ML files directly out of their statistical systems. The BIS will continue to provide conceptual and technical clarifications in this regard.

2. Information to be reported

2.1 Banking statistics with different data structure definitions and data set identifiers

In order to correctly identify data reported in SDMX, two pieces of information are required in an SDMX-EDI file: the “data structure definition”, on which the series keys are based (“IDE segment”); and the “data set identifier” (“DSI segment”), which provides more information on the actual content of the SDMX-EDI file.

With the implementation of Stages 1 and 2, the BIS has set out two data structure definitions for the reporting of banking data: one for the locational statistics (BIS_LBP), covering both the nationality and the residency statistics; and one for the consolidated statistics (BIS_CBS).

Differentiating between the IDE and DSI segments is particularly important in the context of reporting BIS_LBP data: reporting authorities must report the nationality and residency statistics in separate SDMX-EDI files, using the same data structure but different data set identifiers.²

¹ Statistical Data and Metadata Exchange Initiative; see www.sdmx.org.

² Submission of single file with residency (LBP_R) and nationality (LBP_N) data together in BIS_LBP is not allowed.



Data structure and data set identifier segments	Reported data	Excel template provided (optional)
IDE+5+BIS_CBS' DSI+BIS_CBS ³	Consolidated banking statistics The DSI segment informs the BIS that the file contains only data relating to CBS in the new data structure (different from BIS_M_CIBL)	“Template CBS” on BIS website: Link
IDE+5+BIS_LBP' DSI+BIS_LBP_N'	Locational bank positions (new data structure) Locational-by-nationality statistics in BIS_LBP DSD. The DSI segment informs the BIS that the file contains only data relating to the nationality statistics	Visual layout available on BIS website: Link Customised reporting template available on request (contact: ibfs.locational@bis.org)
IDE+5+BIS_LBP' DSI+BIS_LBP_R'	Locational bank positions (new data structure) Locational-by-residency statistics in BIS_LBP DSD. The DSI segment informs the BIS that the file contains only data relating to the residency statistics	Template_LBSR on BIS website: Link
DE+5+BIS_M_CIBL' DSI+BIS_CIBL'	Consolidated international bank lending	“Template F”/“Template U”
IDE+5+ BIS_M_IBLN' DSI+BIS_M_IBLN'	International bank lending, by nationality (locational statistics) using the “old” data structure, valid before implementation of BIS_LBP in Stage 1	“Template K”
IDE+5+BIS_M_IBLR' DSI+BIS_M_IBLR'	International bank lending, by residency (locational statistics) using the old data structure, valid before implementation of BIS_LBP in Stage 2	“Template A” (revised template for Stage 1 should be used)

2.2 Series keys

Each observation reported for the BIS international banking statistics must be clearly identified, via a **series key** and the period the statistics relate to. The series key is made up of the different dimensions (eg frequency, type of reporting bank, reporting country) as per the data structure definition. The BIS provides this information in the “Code structure” documents for the BIS banking data. A sample series key for BIS_CBS (consolidated banking statistics) may look like this:

³ SDMX-EDI using an Excel template will have DSI+IFS_2012_01 as the DSI segment.



Q:S:DE:DE:F:I:A:A:TO1:O:FR (quarterly, total outstanding international claims on an immediate borrower basis of German banks vis-à-vis official sector entities in France) or, broken down into the individual dimensions:

No	Dimension	Code value	Description
1	Frequency	Q	Quarterly
2	Measure	S	Amount outstanding
3	Reporting country	DE	Germany
4	Bank type	DE	Germany, domestic banks
5	Reporting basis	F	Immediate risk basis
6	Position	I	International claims
7	Instrument/item	A	All instruments
8	Remaining maturity	A	All maturities
9	Currency type of booking location	TO1	All currencies
10	Counterparty sector	O	Official sector
11	Counterparty country	FR	France

When the Excel template is used, the series keys are automatically created based on the information given in the column and row headings of the spreadsheet.

2.3 Distinguishing between different types of observation

The table below describes the terms used for different types of observation.

A special feature of the BIS international banking statistics is that the series may contain **breaks**, ie changes in the data collection methodology or coverage that impact the actual observations. If a break occurs in a period, users wanting to perform econometric time series analysis on the data are usually interested in both the “pre-break value”, ie the value compiled following the previous methodology, and the “post-break value”, following the new methodology.



Term	Description/definition
Normal observation	The (single) observation reported for a period where there is no break in series.
Post-break observation	In a period where a break in series occurs, the post-break observation relates to the observation following the new methodology. In the reporting, it must be accompanied by the related pre-break observation for the same period that was compiled using the old methodology.
Pre-break observation	In a period where a break in series occurs, the pre-break observation relates to the observation measured following the old methodology.
Missing observation	The reporting bank knows that an observation should have a value, but that value is not known. Hence the observation is reported as missing. In the Excel template, the letter “M” is entered in the respective cell; in the SDMX-EDI message, a missing value is shown as “-” (hyphen).
Unreported observation	An observation is not applicable and therefore not sent by the reporting authority. The respective cell in the Excel template is left empty; there will be no record (“ARR segment”) relating to the respective series key and period in the SDMX-EDI message.
Numeric value	The actual value of the transaction(s) as entered into the Excel template or directly provided in the SDMX-EDI file. Banking statistics should be reported without decimals.
Zero value	The value of the transaction(s) is nil or close to nil. The number “0” is entered into the Excel template; in the SDMX-EDI message, this is also shown as the number “0”.

3. Reporting observations and observation level attributes

3.1 Breaks in series and pre-break observations

The BIS requires that reporting authorities **report both pre- and post-break values in the same SDMX-EDI file** (see the examples in [Section 3.4](#) and [Annex 3](#)).

New facility: As an exception to SDMX-EDI protocol for reporting breaks in series, the BIS is prepared to handle separate SDMX files, each containing complete sets of either pre- or post-break values for a given quarter. The reporting authority should inform the BIS by e-mail on how to identify the “pre-break values/file” (eg IREF number or date/time of transmission) and about the confidentiality attribute to be assigned. If the pre-break file contains only break-affected series, all affected series including all corresponding aggregates (cross-dimension) of affected leaf-level members must be included.

3.2 Observation status (CL_OBS_STATUS attribute)

Each reported observation must be accompanied by the mandatory attribute **observation status** (OBS_STATUS), which is represented by a one-character “flag”, taken from the code values listed in the table below. The OBS_STATUS attribute is used to distinguish normal and missing values, as well as identify a break in series.

**Table: Subset of observation status codes (CL_OBS_STATUS)**

Code	Description
Codes to be used in reporting to the BIS	
A	Normal value (= <i>default</i>); <i>no break in period</i>
M	Missing value (no break in period)
B	Value is affected by a break in series The value to the left of the “B” is the post-break value. The value to the right of the “B” is the pre-break value. Both should be reported

3.3 Confidentiality at observation level (OBS_CONF attribute)

The OBS_CONF attribute is mandatory for reporting to the BIS. For each observation, reporting authorities must provide the appropriate OBS_CONF attribute value, taken from the codes listed in the table below. If no confidentiality attribute is reported for a given observation, the BIS will set the **default value N**: “Restricted, not for publication, internal use only”. The OBS_CONF for observations estimated, aggregated or otherwise derived by the BIS is defined by the BIS, based on agreements with reporting authorities and on business rules.

Observation confidentiality code list (CL_OBS_CONF)

Code	Text	Explanation
F	Free, for publication	No special confidentiality concerns. Reporting authorities agree that the observation reported by them can be shown, eg on the public BIS website.
N	Not for publication, restricted for sharing with reporting authorities This is the default flag	Reporting authority agrees that this observation may be shared with other reporting authorities that have agreed to share (= sharing authorities). This implies that staff at the BIS and sharing authorities can view these numbers. These numbers should not, however, appear in publications and should not be visible to the general public on the BIS website or eg on the public website of a sharing authority.
C	Confidential statistical information, not for publication	The figures that are submitted by the reporting authority can contribute to public aggregate data but should themselves not be visible to or derivable by public or restricted-access users. The actual numbers are visible only to the IBFS team responsible for collating the banking data together with selected BIS economists.

According to SDMX syntax, the following rule holds for break-affected periods: the reported OBS_CONF attribute will apply to both the post- and the pre-break observation.

Reporting authorities needing to, in a given quarter, report a different observation confidentiality for post- and pre-break data are advised to contact the IBFS unit at the BIS.



3.4 Examples for the use of observation status and observation confidentiality

The table below shows how to apply the OBS_STATUS and OBS_CONF flags in the reporting and what the processing implications are at the BIS. The table also shows how observations or missing values reported with different OBS_CONF status will be shared (or not) with other sharing authorities and the public. Additional examples can be found in [Annex 3](#).

Use of observation status and observation confidentiality in periods not affected by a break in series

		Value	OBS_STATUS	OBS_CONF	SDMX-EDI	BIS treatment	Output from BIS Data Bank (sharing authorities)	Output from BIS Data Bank (published series)
1	Reporting authority reports a normal value that can be published	123	A	F	123:A:F	No special treatment required	123:A:F	123:A:F
2	Reporting authority reports a missing value that can be published	Missing	M	F	--:M:F	No special treatment required	--:M:F	--:M:F
3	Reporting authority reports a value marked as "not for publication"	234	A	N	234:A:N	Figure can be used in aggregates, can be shared with other sharing authorities, but cannot be published	234:A:N	--:M:N
4	Reporting authority reports a missing value marked as "not for publication"	Missing	M	N	--:M:N	No special treatment required as no real value is reported	--:M:N	--:M:N
5	Reporting authority reports a value that is considered confidential statistical information	416	A	C	416:A:C	Figure can be used in aggregates, but cannot be shared with other sharing authorities. Figure cannot be published and is hence suppressed in all outputs and OBS_STATUS is set to Q by the BIS	--:Q:C	--:Q:C
6	Reporting authority considers a value to be confidential statistical information and decides to suppress that value in the transmission to the BIS	Suppressed	M	C	--:M:C	No special treatment required as no real value is reported and OBS_STATUS is set to Q by the BIS	--:Q:C	--:Q:C



Use of observation status and observation confidentiality in *periods affected by a break in series*

		Post-break value	Pre-break value	OBS_STATUS	OBS_CONF	SDMX-EDI	BIS treatment	Output from BIS Data Bank (sharing authorities)	Output from BIS Data Bank (published series)
1	Reporting authority reports post- and pre-break values that can be published	123	140	B	F	123:B:F:140	No special treatment required	123:B:F:140	123:B:F:140
2	Reporting authority reports a post-break value and a missing pre-break value that can be published	150	Missing	B	F	150:B:F:-	No special treatment required	150:B:F:-	150:B:F:-
3	Reporting authority reports a post- and a pre-break value, neither of which is for publication	234	220	B	N	234:B:N:220	Figure can be used in aggregates and shared with sharing authorities. Figure cannot be published and is suppressed upon output to published series	234:B:N:220	--:B:N:-
4	Reporting authority reports missing post- and pre-break values, neither of which are for publication	Missing	Missing	B	N	--:B:N:-	No special treatment required as no real value is reported	--:B:N:-	--:B:N:-
5	Reporting authority reports post- and pre-break values that are both considered to be confidential statistical information	416	350	B	C	416:B:C:350	Figures can be used in aggregates, but cannot be shared with other sharing authorities and cannot be published. Figures are suppressed in all outputs	--:B:C:-	--:B:C:-
6	Reporting authority considers post- and pre-break values to be confidential information and decides to suppress both values in the transmission to the BIS	Suppressed	Suppressed	B	C	--:B:C:-	No special treatment required as no real value is reported	--:B:C:-	--:B:C:-



4. Reporting observations for a new quarter and revisions to previous quarters

The BIS banking data are reported on a quarterly cycle. Reporting authorities send the BIS the data for the “new quarter”, ie the latest available observations, as soon as possible after the end of the quarter. Alongside, or in separate transmissions at different points in time, reporting authorities may also send revisions to previous quarters, ie revisions to observations that were reported earlier. In the case of a break in series, both the post- and the pre-break observations should be sent in the same transmission (see examples in [Section 3.4](#) and [Annex 3](#)).

4.1 Reporting observations for a “new” quarter

Reporting authorities are asked to transmit **all available observations** for a given quarter relating to a given data set in a single transmission, ie in SDMX-EDI terms, in a single interchange containing a single message, ie a “full transmission”. When the Excel template is used, a full transmission can be created by filling in all sub-sheets of the template and at the end creating the SDMX-EDI output for transmission to the BIS.

4.2 Reporting revisions

There are two ways of reporting revisions for a given quarter to the BIS: reporting authorities can send either a new “full transmission” for that quarter or “updates and revisions only”. On the BIS side, a full transmission will be processed by deleting all existing values for the given quarter and checking and finally loading the new full transmission. The processing of updates and revisions is slightly more complex, for both the BIS and the reporting authority: the revisions can consist of revised observations (or confidentiality or status flag) for previously reported observations; of “new”, previously unreported observations; and of deletions of previously reported observations. When opting for “update revision only” reporting, the reporting authority must therefore be in a position to create SDMX “delete messages” to inform the BIS about deletions.

As a general rule, the BIS prefers to also receive revisions for a given quarter as “full transmissions”. A full transmission helps ensure consistency between totals vs corresponding components and all regional country aggregates (eg 5J, 5R, 1N, 3C, 4U, 4Y and 4W). Revisions for more than one quarter may be sent in a single full transmission provided that the “full transmission” concept is used for all quarters included in the transmission. When reporting authorities send revisions as full transmissions, there is no need for them to generate deletion messages.

When the Excel template is used, a full replacement revision can be created by filling in all sub-sheets of the template and at the end creating the SDMX-EDI output for transmission to the BIS. The templates include some initial validity checks which will best operate on a fully filled-in template.

If discussed and agreed with the reporting authority beforehand, the BIS is also ready to accept “updates and revisions only” transmissions if the reporting authority agrees to:

- **ensure consistency between total vs corresponding components** for all data types (eg currency, sector, maturity, type – as applicable);
- send all revised regional country **aggregates** (eg 5J, 5R, 1N, 3C, 4U, 4Y and 4W for locational and consolidated data) in addition to the revised **components**;
- use SDMX **deletion messages** for the removal of observations. The syntax of a deletion message is provided in the SDMX-EDI User Guide (page 137) and an



example is given in Annex 2 of this document (page 15). Reporting authorities should avoid deletions that could create “holes” within a time series composed of continuous observations;

- always send **the complete “ARR segment” with all its components**, regardless of whether only the pre-break or only the post-break or maybe only the confidentiality status needs to be revised. Example: Initial transmission for new quarter: 420:B:C:450, post-break needs to be revised to 430; update transmission needs to look like this: 430:B:C:450. For more detail on this, see the SDMX-EDI User Guide, page 110; and
- **use ascending IREF** numbers (see the SDMX-EDI User Guide, page 45), ie any deletion message must have a lower IREF number than the message that provides the updates and revisions, as it needs to be processed by the BIS first.



Annex 1: Practical suggestions for SDMX reporting

1. General principles

- The BIS applies the rule that one **SDMX-EDI interchange** should contain only messages that relate to the **same data set**; for instance, **reporting data that follow different data structure definitions** (BIS_CBS, BIS_M_CIBL, BIS_M_IBLR and BIS_LBP) in the same submission **is prohibited**.
- When **reporting in the BIS_LBP** data structure for both the nationality and the residency statistics, reporting authorities must ensure that they report the two data sets (BIS_LBP_R and BIS_LBP_N) in separate SDMX-EDI transmissions, specifying the appropriate DSI segment as per the table in [Section 2.1](#) above.
- All interchanges will be processed in the **order of the IREF number**⁴ that they carry. Reporting authorities should thus take care to increment the IREF count for each interchange with the BIS. (The Excel reporting template generates IREF numbers in such a way that an SDMX message created more than a minute after the last one will automatically receive a higher IREF number. The algorithm is set to be dependent on the current time.)
- All SDMX messages sent to the BIS are checked for their **syntactical and semantic content** before they are processed any further into the BIS systems. In case of **syntax errors** in an SDMX message, the whole message will be rejected. Reporting authorities will be informed about the rejection and will be asked to send a corrected file.
- If the **same combination of series keys and periods shows up more than once in the message**, the reporting is considered ambiguous and could actually point to database or programming problems at the reporting authority. This is considered a semantic error, and the reporting institution will be asked to submit a corrected message.
- The BIS-provided **Excel reporting templates** have been set up to produce both syntactically and semantically correct SDMX-EDI files for submission to the BIS. However, reporting institutions should ensure that they use the current-version Excel report template and not outdated versions. The BIS updates the templates usually on an annual basis (“Annual exercise”) and informs reporting authorities about the new templates. The latest updated templates are made available on the BIS website at www.bis.org/statistics/bankstatsguide.htm.

2. Examples of errors to be avoided

The table below shows some of the reporting errors relating to the ARR segment in the SDMX-EDI files that we have seen in transmissions from reporting authorities. Institutions working towards producing SDMX-EDI files directly out of their systems are requested to take note and take measures to avoid them. For examples of correct reporting, see also the table in [Section 3.4](#) above.

⁴ For details on the IREF number, see the SDMX User Guide, page 45.

**Errors to avoid**

Incorrect	Correct	Comment
121:B	121:B:N:120 or 121:B:N:-	The series has a break in that period, 121 is the post-break value, and no information is provided about either the pre-break value or the observation's confidentiality. In case of a break in series, the pre-break value should be reported. If it is not known, then a missing value (hyphen) should be reported.
-:B	-:B:F:120 or -:B:N:-:	The series has a break in that period, the post-break value is reported as missing, and no information is provided about the pre-break value. Nor is the observation's confidentiality attribute provided. In case of a break in series, the pre-break value should be reported if it is known. If it is not known, then a missing value (hyphen) should be reported.
123:A	123:A:N	The observation's confidentiality attribute is not provided.
122:B::124	122:B:N:124	The observation's confidentiality attribute is not provided.



Annex 2: SDMX-EDI sample files

The table below shows a sample SDMX-EDI file. The line numbers are used here for reference only, as they are not part of the actual SDMX-EDI file. The various segments (eg UNA, NAD) are explained in detail in the SMDX-EDI User Guide. The sample files are based on the BIS_CBS data structure. When data are created for a different data structure, line 11 below will need to be adjusted as well as the series keys in lines 14–24.

Line	SDMX-EDI message to report data
1	UNA:+.?'
2	UNB+UNOC:3+BR2+5B0+060502:1554+IREF120136++GESMES/TS'
3	UNH+MREF000001+GESMES:2:1:E6'
4	BGM+74'
5	NAD+Z02+BIS'
6	NAD+MR+5B0'
7	NAD+MS+BR2'
8	DSI+BIS_CBS (for template generated output: DSI+IFS_2012_01')
9	STS+3+7'
10	DTM+242:201403131720:203'
11	IDE+5+BIS_CBS'
12	GIS+AR3'
13	GIS+1:::-'
14	ARR++Q:S:BR:4M:F:I:A:A:T01:A:AD:20134:608:123:B:N:121'
15	ARR++Q:S:BR:4M:F:I:A:A:T01:A:AR:20134:608:111:B:N:110'
16	ARR++Q:S:BR:4M:F:I:A:A:T01:A:AT:20134:608:234:B:N:229'
17	ARR++Q:S:BR:4M:F:I:A:A:T01:A:AU:20134:608:123:B:N:-'
18	ARR++Q:S:BR:4M:F:I:A:A:T01:A:BE:20134:608:345:A:C'
19	ARR++Q:S:BR:4M:F:I:A:A:T01:A:CA:20134:608:234:A:N'
20	ARR++Q:S:BR:4M:F:I:A:A:T01:A:DE:20134:608:212:A:N'
21	ARR++Q:S:BR:4M:F:I:A:A:T01:A:ES:20134:608:-:M:N'
22	ARR++Q:S:BR:4M:F:I:A:A:T01:A:FR:20134:608:-:B:N:-'
23	ARR++Q:S:BR:4M:F:I:A:A:T01:A:FI:20134:608:-:M:C'
24	ARR++Q:S:BR:4M:F:I:A:A:T01:A:GB:20134:608:678:A:N'
25	UNT+23+MREF000001'
26	UNZ+1+IREF120136'

Comments on the ARR segments:

Lines 14–17 show breaks in series with pre- and post-break value and different observation confidentiality settings.

Lines 18–20 and 24 are examples of how “normal values are reported”.

Line 21 shows the reporting of a missing value (no break).

Line 22 shows the reporting of a missing value (with break).

Line 23 shows the reporting of a suppressed value (no break).

If lines 18–21, 23 and 24 are reported together with lines 14–17 for eg a break-affected period, it will mean that there are no corresponding pre-break values (pre = post) for the series with a normal attribute (A).



The table below shows a sample SDMX-EDI file for deleting the exact same observations that were previously reported in the sample file above. For more information on deletion messages, refer to the SDMX-EDI User Guide, pages 137 ff.

SDMX-EDI file for deleting the data reported in the previous example

Note that:

- the changed STS segment in line 9 (STS+3+6 instead of STS+3+7) indicates that this is a deletion message; and
- the deletion message should not be combined with new or revised observations.

Line	Deletion message
1	UNA:+.?'
2	UNB+UNOC:3+BR2+5B0+060503:1554+IREF120137++GESMES/TS'
3	UNH+MREF000001+GESMES:2:1:E6'
4	BGM+74'
5	NAD+Z02+BIS'
6	NAD+MR+5B0'
7	NAD+MS+BR2'
8	DSI+DELETION'
9	STS+3+6'
10	DTM+242: 201404131720:203'
11	IDE+5+BIS_CBS'
12	GIS+AR3'
13	GIS+1:::-'
14	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:AD:20134:608'
15	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:AR:20134:608'
16	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:AT:20134:608'
17	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:AU:20134:608'
18	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:BE:20134:608'
19	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:CA:20134:608'
20	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:DE:20134:608'
21	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:ES:20134:608'
22	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:FR:20134:608'
23	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:FI:20134:608'
24	ARR++Q:S:BR:4M:F:I:A:A:TO1:A:GB:20134:608'
25	UNT+23+MREF000001'
26	UNZ+1+IREF120137'



Annex 3: Sample SDMX-ML 2.1 file (structure-specific format)

Below is an example of an SDMX-ML 2.1 structure-specific data file, containing the first rows of the data shown in [Annex 2](#). For more detail, see the SDMX 2.1 documentation on the SDMX website (sdmx.org).

```
• BIS_CBS_Example_2_1compact.xml* x
1 <?xml version='1.0' encoding='UTF-8'?>
2 <message:StructureSpecificData
3   xmlns:ns="urn:sdmx:org.sdmx.infomodel.datastructure.DataStructure=BIS:BIS_CBS(1.0)ObsLevelDim:TIME_PERIOD"
4   xmlns:structurespec="http://www.sdmx.org/resources/sdmxml/schemas/v2_1/data/structurespecific"
5   xmlns:common="http://www.sdmx.org/resources/sdmxml/schemas/v2_1/common"
6   xmlns:message="http://www.sdmx.org/resources/sdmxml/schemas/v2_1/message"
7   xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
8   xmlns:xml="http://www.w3.org/XML/1998/namespace">
9 <message:Header>
10 <message:ID>IREF120136</message:ID>
11 <message:Test>false</message:Test>
12 <message:Prepared>2014-03-13T17:20:20</message:Prepared>
13 <message:Sender id="BR2"/>
14 <message:Receiver id="SB0"/>
15 <message:Structure structureID="BIS_CBS"
16   namespace="urn:sdmx:org.sdmx.infomodel.datastructure.DataStructure=BIS:BIS_CBS(1.0)ObsLevelDim:TIME_PERIOD"
17   dimensionAtObservation="TIME_PERIOD">
18 <common:Structure>
19 <Ref agencyID="BIS" id="BIS_CBS" version="1.0"/>
20 </common:Structure>
21 </message:Structure>
22 <message:DataSetID>BIS_CBS_IFS_2012_01</message:DataSetID>
23 </message:Header>
24 <message:DataSet structurespec:dataScope="DataStructure" xsi:type="ns:DataSetType"
25   structurespec:structureRef="BIS_CBS">
26 <Series FREQ="Q" L_MEASURE="S" L_REP_CTY="BR" CBS_BANK_TYPE="4M" CBS_BASIS="F"
27   L_POSITION="I" L_INSTR="A" REM_MATUREITY="A" CURR_TYPE_BOOK="T01" L_CP_SECTOR="A"
28   L_CP_COUNTRY="AD">
29 <Obs TIME_PERIOD="2013-Q4" OBS_VALUE="123" OBS_STATUS="B" OBS_CONF="N"
30   OBS_PRE_BREAK="121"/>
31 </Series>
32 <Series FREQ="Q" L_MEASURE="S" L_REP_CTY="BR" CBS_BANK_TYPE="4M" CBS_BASIS="F"
33   L_POSITION="I" L_INSTR="A" REM_MATUREITY="A" CURR_TYPE_BOOK="T01" L_CP_SECTOR="A"
34   L_CP_COUNTRY="AR">
35 <Obs TIME_PERIOD="2013-Q4" OBS_VALUE="111" OBS_STATUS="B" OBS_CONF="N"
36   OBS_PRE_BREAK="110"/>
37 </Series>
38 <Series FREQ="Q" L_MEASURE="S" L_REP_CTY="BR" CBS_BANK_TYPE="4M" CBS_BASIS="F"
39   L_POSITION="I" L_INSTR="A" REM_MATUREITY="A" CURR_TYPE_BOOK="T01" L_CP_SECTOR="A"
40   L_CP_COUNTRY="AT">
41 <Obs TIME_PERIOD="2013-Q4" OBS_VALUE="234" OBS_STATUS="B" OBS_CONF="N"
42   OBS_PRE_BREAK="229"/>
43 </Series>
44 </message:DataSet>
45 </message:StructureSpecificData>
46
```



Annex 4: Using the Excel reporting template

1. Background

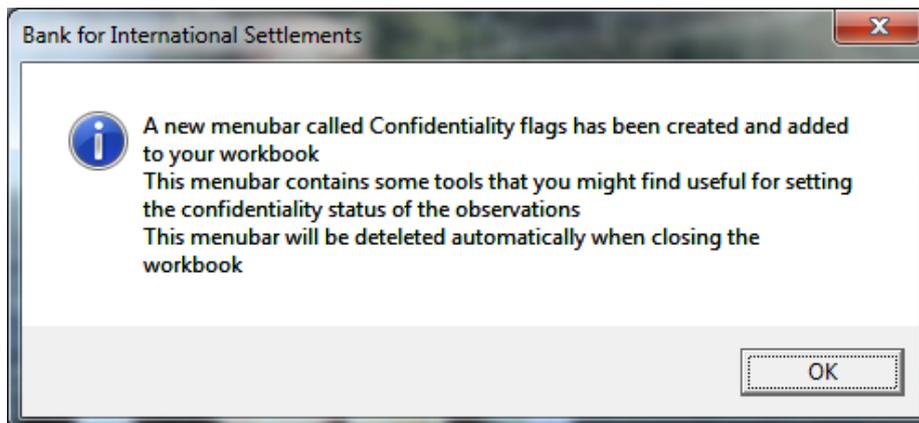
In order to facilitate the reporting of the confidentiality attribute at the observation level, a number of tools have been developed and embedded in the traditional reporting forms. The aim of these tools is to provide the reporting institutions with a user-friendly interface that allows them to easily set the confidentiality level related to each observation.

Excel reporting templates are optionally provided for the reporting of data by reporting authorities that are not in a position to produce SDMX-EDI files directly from their system. Excel templates with filled-in data should not be transmitted to the BIS unless exceptionally requested by the BIS. Excel template users must produce the SDMX-EDI output from the templates and transmit the output file through the secured BIS DBSonline “File Transfer” channel. If you do not have access to DBSonline or need the “File Transfer” facility on DBSonline, please write to Databank.Services@bis.org. The BIS discourages reporting authorities from transmitting SDMX-EDI files as e-mail attachments.

2. Getting started

The BIS usually updates the reporting templates once a year in the context of the “Annual exercise”. Reporting authorities should make sure that they are using the latest valid Excel reporting template. The latest updated templates are made available on the BIS website at <http://www.bis.org/statistics/bankstatsguide.htm>. Using an outdated template will hinder fast data processing at the BIS, may lead to errors and is likely to result in the BIS querying the reported data with the reporting authority.

Once the user has opened the Excel reporting template and enabled the macros, the following display will appear on the screen:



Each time the file is opened, a special contextual “Confidentiality flags” menu is automatically loaded.

The contextual menu is displayed by right-clicking on the mouse. The functionality of the buttons is described in more detail below.

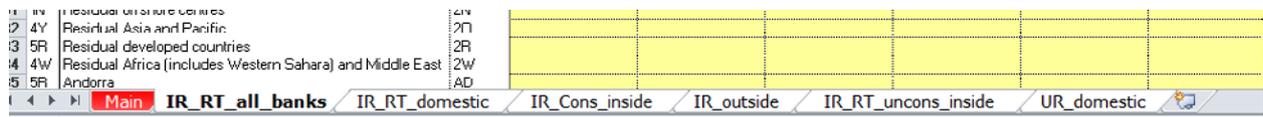


		Bank type: 4M				
	CPG	Counterparty country	CTY	F:C:A:A:TO1:A	F:I:A:A:TO1:A	F:I:A:A:TO1:A
16		All countries (5R+1N+3C+4U+4W+4Y+1C+5M)	5J			
17	5J	Developed countries	5R			
18	5J	Offshore centres	1N			
19	5J	Developing Europe	3C			
20	5J	Developing Latin America and Caribbean	4U			
21	5J	Developing Africa and Middle East	4W			
22	5J	Developing Asia and Pacific	4Y			
23	5J	International organisations (except the BIS which is incl)	1C			
24	5J	Unallocated	5M			
25	4Y	British Overseas Territories (includes British Antarctic Territory, Briti	1W			
26	1N	West Indies UK (includes Anguilla, Antigua and Barbuda, British Virgin	1Z			
27	3C	Residual Europe	2B			
28	3C	Residual former Serbia and Montenegro	2C			
29	1N	Residual former Netherlands Antilles	2D			
30	4U	Residual Latin America and Caribbean	2H			

- Show marker
- SDMX-EDI
- Copy
- Paste Values
- Show options
- About...

3. Reporting tables in Excel workbook sheets (for consolidated banking data)

The template is made up of different sets of sheets, each containing different tables:



- Main: go here to start your reporting and set parameters

Consolidated Banking Statistics (CBS) V2014.01
Applicable from Q4 2013

Reporting Country: **RC**

Reporting Organization: < Please select the name of your organization >

Reporting Period: Year: 2013 Quarter: 4

Report break in series
 Confidentiality codes

Output file: C:\temp\Temp.txt

Create SDMX-EDI file

- **Regular tables** (IR_RT_all_banks, IR_RT_domestic, IR_Cons_inside, IR_outside, IR_RT_uncons_inside and UR_domestic): Reporting authorities are asked to enter the banking data as usual. These tables can also be used to report the confidentiality attribute for an observation. The different levels of confidentiality have been coded in different colours; if the background colour of the relevant cell is changed, the confidentiality attribute associated with that observation will change accordingly. These attributes and the corresponding colours can easily be set using the confidentiality marker tool.
- **Confidentiality code tables** (IR_RT_all_banks_Codes, IR_RT_domestic_Codes, IR_Cons_inside_Codes, IR_outside_Codes, IR_RT_uncons_inside_Codes and UR_domestic_Codes): These are created by ticking the “Confidentiality codes” box



on the “Main” sheet and they contain the one-letter code that represents the confidentiality attribute associated with a certain observation. Alternatively, the reporting authority may set the confidentiality attribute by keying in the corresponding one-letter code in the code tables. The background colour of the cells will always be consistent with the one-letter code keyed in by the user; any change in the confidentiality code will produce a subsequent change in the background colour of the cell in order to guarantee consistency between codes and colours.

- **Pre-break tables** (IR_RT_all_banks(pre-brk), IR_RT_domestic(pre-brk), IR_Cons_inside(pre-brk), IR_outside(pre-brk), IR_RT_uncons_inside(pre-brk) and UR_domestic(pre-brk)): These are created by ticking the “Report break in series” box on the “Main” sheet. Reporting authorities are required to provide the pre-break values in the event of a break in the series. The observations entered into the pre-break tables will carry the same observation confidentiality that has been set for the “post-break” observations.

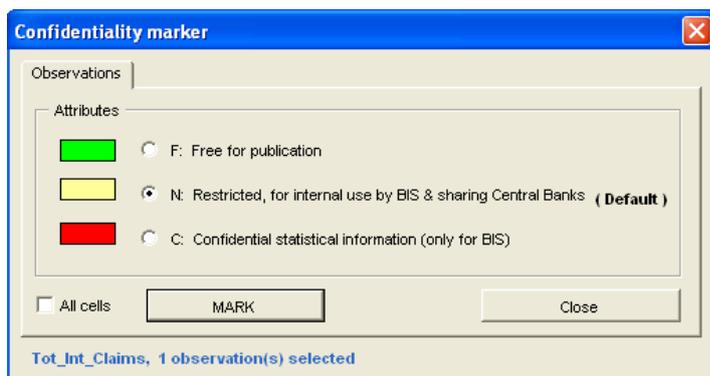
4. The tool

- **Confidentiality marker:** Click on this button to display the confidentiality marker. This tool allows the user to easily set the level of confidentiality related to each observation. Note that by default the confidentiality attribute is set to N (not for publication, restricted for internal use only). If you wish to change the level of confidentiality from its default value, first select the cell or range of cells containing the observations whose confidentiality attribute is to be modified; once the cells have been selected, you can choose the confidentiality attribute from the list displayed in the interface and click on the MARK button.

The DEFAULTS button will set the confidentiality level of the selected observations to their default value N (not for publication, restricted for internal use only).

If you need to set the same level of confidentiality for all the observations reported in a given table, click on the “Select all cells” checkbox, choose the confidentiality attribute from the list and click on the MARK button.

Please note that simultaneous selection and entry across multiple sheets are not supported by the current version of the templates.



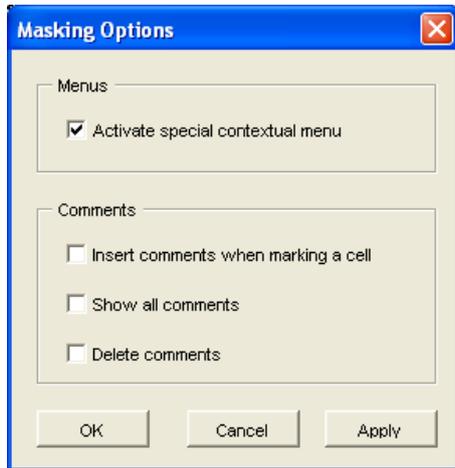
This form can also be activated by clicking on the “show marker” buttons embedded in each table.

- **SDMX-EDI:** The “Create SDMX-EDI file” button in the “Main” table allows the user to easily generate an SDMX-EDI file based on the data reported in the different tables.



This functionality can also be triggered by right-clicking on the mouse and then selecting the corresponding option from the special contextual menu.

- **Show Options:** When the workbook is opened, a number of general settings and options are automatically configured. You can change these settings at any time by clicking on the “Confidentiality flags” menu bar. This screen can be also accessed through the customised contextual menu.



- **Activate special contextual menu:** A special contextual menu has been implemented to enhance the usability of this tool. This menu contains the same functions and options displayed in the “Confidentiality flags” menu bar and is activated by right-clicking on the mouse. The customised contextual menu can be activated or deactivated by clicking the “Activate special contextual menu” checkbox.

- **Comments** (please let us know whether you find this option useful)

These messages will appear only in the Excel spreadsheet and will not be included in the SDMX-EDI message. They are only for your reference.

- ✓ **Insert comments:** If this option is selected, a comment containing information about the confidentiality attribute can be inserted by the reporting institution when marking the observations.
- ✓ **Show all comments:** If this option is selected, all the comments present in the reporting form will be displayed.
- ✓ **Delete comments:** If this option is selected, all the comments will be deleted.

- **About**

Provides general information about the version of the template.