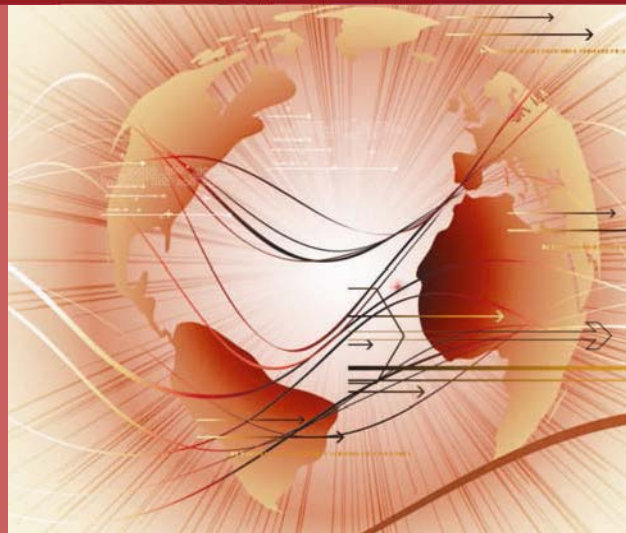


STATISTICS ON EXTERNAL TRANSACTIONS AND POSITIONS

MANUAL OF PROCEDURES



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BANCO DE PORTUGAL
EUROSISTEMA

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1. INTRODUCTION

The purpose of this Manual of Procedures is to specify the reporting requirements in Instruction of Banco de Portugal No 27/2012, and subsequent amending Instructions, on statistics on external transactions and positions, and provide several elements intended to facilitate compliance with said requirements, pursuant to the provisions of paragraph 9 of said Instruction.

These statistics are part of Banco de Portugal's tasks, notably the preparation of balance of payments statistics, as enshrined in Banco de Portugal's Organic Law. With the release of these statistics, Banco de Portugal aims simultaneously to meet the statistical reporting requirements undertaken with international organisations, in particular the European Central Bank (ECB), the statistical office of the European Union (Eurostat) and the International Monetary Fund (IMF), as well as the needs of other domestic and international users that resort to them, for example, for setting out economic policy or conducting analyses and research.

At the international and particularly the EU level there is a clear need to compile balance of payments and international investment position statistics in accordance with common standards in terms of quality, methodology and statistical significance. In Banco de Portugal, responsibility for the compilation and international harmonisation of these statistics lies with the Statistics Department (DDE), in particular the external statistics division.

This Manual includes generic definitions and detailed information on the data to be reported, the nomenclature associated with the statistical classification of transactions and positions, and technical and operational aspects related to the transmission of information to Banco de Portugal, such as the format and structure of files and how they will be sent.

1.1. Content of the Manual

The Manual is organised into eight chapters and four annexes, namely (in addition to this introduction):

- **Chapter 2 - COMMUNICATION WITH BANCO DE PORTUGAL:** in addition to indicating Banco de Portugal's contacts for questions related to this statistical operation, this chapter mentions the importance of indicating the representatives of reporting entities and how contact should be made (Corporate Area, BPnet, email).
- **Chapter 3 - GENERIC CONCEPTS:** describes the generic concepts associated with external statistics, notably the concepts of external statistics, residence, transaction, and position. This is particularly important at an early stage, for understanding the information to be reported.
- **Chapter 4 - INFORMATION TO BE REPORTED:** presents the two main blocks of information to be reported to Banco de Portugal: COPE (Communication of external transactions and positions) and COL (Communication of transactions), the covered entities and the description of the variables to be reported, chiefly aimed at understanding of the respective content. Mandatory variables and the interlinking across variables are specified, and additional indications are given for their completion. The more technical issues related to the formatting of variables are addressed in chapter 6.
- **Chapter 5 - QUALITY CONTROL:** gathers all the information on the validation/quality control process to which

the data file and the information reported are subject, as well as Banco de Portugal's feedback on this matter. The structure and format of the feedback files are presented in chapter 6.

- **Chapter 6 - SPECIFICATIONS FOR TRANSMISSION OF INFORMATION:** indicates the information transmission channels, specifically the Corporate Area and BPnet, and presents the structure, naming and format of the data files to be sent to Banco de Portugal, as well as the feedback files with the Bank's assessment.
- **Chapter 7 - INFORMATION BREAKDOWN TABLES:** presents the encoding associated with a number of variables, particularly as regards the statistical classification codes. In addition to the respective table, a set of ancillary information is provided: structure and underlying concepts and a description for each code.
- **Chapter 8 – SPECIFIC GUIDELINES:** presents the operational specificities that call for specific reporting rules or additional details for recording, notably construction, tourism and airlines sectors, a number of transactions such as factoring, and a few entities such as investment funds and pension funds.
- **Annex 1 - XML SCHEMA OF THE REPORT FILE and Annex 2 - XML SCHEMA OF THE RESPONSE FILE SENT BY BANCO DE PORTUGAL:** present the schemas underlying the construction of the respective files.
- **Annex 3 – USE OF THE AUXILIARY FILE TO CREATE THE XML FILE:** provides a series of guidelines for the correct use of the Excel file supplied by Banco de Portugal to support the construction of the XML file.
- **Annex 4 – LINK TO THE CHART OF ACCOUNTS:** presents an indicative correspondence between end-of-month positions to be reported within the framework the Communication of external transactions and positions (COPE) and the accounts of the Accounting Standardisation System (SNC in Portuguese), so as to help entities understand and report statistical information.

1.2. Guided reading according to the user profile and/or objectives

With a view to helping users have a more oriented reading of this Manual, below are two summary tables based on different profiles and objectives.

Type of reporting entity	Context	Manual chapters
Enterprise with monthly external transactions, with viable manual collection	Use of the Collection Application, ¹ which supports the creation of the records to be reported, on an individual transaction basis by entering all data manually or using the settlements provided by the financial system.	<ul style="list-style-type: none"> • Generic concepts on the information to be reported: § 3; • Information to be reported (COPE): § 4.1; • Quality control; <ul style="list-style-type: none"> - Operation: § 5.1; - Error messages and warnings on COPE: § 5.3; • Specifications on the statistical classification codes: § 7.1; • Specific guidelines for some sectors or types of transaction: § 8. • See also the Collection Application Manual.¹
Enterprise with monthly external transactions, with no viable manual collection	Reporting solution based on data files generated from its internal systems and subsequently transferred via the	<ul style="list-style-type: none"> • Generic concepts on the information to be reported: § 3; • Information to be reported (COPE): § 4.1;

¹ Application available on the Corporate Area, a restricted area on Banco de Portugal's website. The user manual for this application is also available on this Area and can be accessed under *Ajuda* (Help) on the application.

Type of reporting entity	Context	Manual chapters
	Corporate Area; possible use of the Collection Application ¹ for entering some information manually, including corrections of information already reported.	<ul style="list-style-type: none"> • Quality control: <ul style="list-style-type: none"> - Operation: § 5.1; - Validation of the data file: § 5.2; - Error messages and COPE warnings: § 5.3; • Information transmission: § 6; • Specifications on the statistical classification codes: § 7.1; • Specific guidelines for some sectors or types of transaction: § 8. • See also the Collection Application Manual.¹
Bank	<p>Report files produced from their systems, covering two blocks of information: settlements on behalf of customers (COL), with no statistical classification, and own account transactions (COPE).</p> <p>The Collection Application¹ may be used for reporting COPE.</p>	<ul style="list-style-type: none"> • Generic concepts on the information to be reported: § 3; • Information to be reported (COL and COPE): § 4; • Quality control: § 5; • Information transmission: § 6; • Specifications on the statistical classification codes: § 7.1; • Specific guidelines for some sectors or types of transaction: § 8.

Objective	Context	Manual chapters
Clarification of technical issues	Issues of a more technical nature associated with the external transactions and positions reporting system	<ul style="list-style-type: none"> • File and record validation rules and messages: § 5, particularly § 5.2; • Specifications on (reporting and information feedback) files: § 6.2 and § 6.3; <p>File schemas: Annexes I and II.</p>
Clarification of business issues – statistical and reporting concepts	Business issues associated with the external transactions and positions reporting system.	<ul style="list-style-type: none"> • Generic concepts: § 3. • Description of the variables to be reported: <ul style="list-style-type: none"> - if the reporting entity is a bank: § 4; - if the reporting entity is an enterprise: § 4.1; • Specifications on statistical classification codes: § 7. • Specific examples of COPE completion: § 8.

2. COMMUNICATION WITH BANCO DE PORTUGAL

The preferred form of contact with Banco de Portugal for issues related to statistics on external transactions and positions are through the representatives appointed by the reporting entity. All reporting entities are required to appoint representatives qualified to answer any questions on the information reported, as referred to in paragraph 7 of Instruction No 27/2012.

On the side of Banco de Portugal, the unit responsible for compiling these statistics is the External Statistics Division.

2.1. Representatives for statistics on external transactions and positions

For the compliance with the above points, the functionalities existing on the available channels for information reporting (BPnet and Corporate Area) should be used. As regards the Corporate Area, representatives are considered all those users who have access to the external transactions and positions communication service. The preferred contacts will be established with users who are appointed as representatives of that service.

2.2. Contacts with Banco de Portugal

For any issue related to statistics on external transactions and positions, Banco de Portugal should be contacted via the functionalities in BPnet and the Corporate Area.

3. GENERIC CONCEPTS

This chapter presents generic concepts that cut across all the information to be reported within the scope of external statistics.

3.1. External statistics

External statistics are part of the official statistics produced by Banco de Portugal and aim to portray Portugal's relationship with non-residents. From this group, three statistical domains are interlinked: statistics on balance of payments, international investment position and external debt.

Balance of payments statistics reflect the economic and financial transactions between Portuguese residents and non-residents, over a given period. These transactions may involve goods, services, income, unrequited transfers (such as gifts or remittances) and financial assets or liabilities vis-à-vis entities not residing in Portugal.

International investment position statistics reflect external stocks of financial assets and liabilities, at a given moment in time. Differences between positions in consecutive periods reflect economic and financial transactions, price changes, exchange rate changes and other adjustments affecting the value of assets and/or liabilities over the period under review.

External debt statistics reflect Portugal's external debt considering financial assets and liabilities in the form of deposits, loans and debt securities.

3.2. Residence

Entities having a centre of economic interest in the economic territory of a country, as described in Article 1 of Council Regulation (EC) No 2533/98 of 23 November 1998, are considered residents (or residing) in a given territory.

These generic aspects are incorporated into the concepts underlying the definition of residents (and non-residents), as set forth in Article 4 of Decree-Law No 295/2003 of 21 November 2003 governing external economic and financial transactions, as well as foreign exchange operations. They are also in line with the definitions adopted in European regulations.

Non-resident economic agents are considered those that have a centre of interest outside the national economic territory or operate in this territory only on a temporary basis (as a rule, for less than one year). Embassies and consulates of other countries located in Portugal are also considered non-residents, as well as international organisations, including international banks such as the Bank for International Settlements and the European Investment Bank.

The free zones of Madeira and Açores, also called offshores, should be considered Portuguese economic territory. The military enclave of Lajes is considered foreign economic territory, and thus the military and their families should be considered non-residents.

As already mentioned, the concept of residence is related to the centre of economic interest, not with the residence of the head office.

Hence, a multinational enterprise established abroad, but with a representation in Portugal should be considered resident or non-resident depending on the type of representation. In the event it is ensured by subsidiaries, branches or a stable establishment that keeps independent accounts, these entities are considered resident, and thus transactions involving them are excluded from reporting. On the other hand, branches abroad of Portuguese economic groups are considered non-resident and therefore transactions involving them should be reported.

For regulatory and operational reasons, migrants' accounts are considered an exception to the principles above, being regarded as residents' accounts even though migrants are considered non-residents.

3.3. Transaction and position

In the context of external statistics, transaction means any operation conducted by entities residing in Portugal that originates or extinguishes, fully or partially, external assets or liabilities. This concept also comprises transactions that imply the transfer of a property right or the provision of a service.

Position is the stock or balance of financial assets and/or liabilities of Portuguese entities vis-à-vis non-residents, at a given moment in time, in particular, and, in terms of reporting as regulated by this Manual, at the end of the reference month. The end-of-month position may be understood as the outstanding amount observed at the end of each month.

3.4. The viewpoint of reporting

Information should be reported from the viewpoint of the reporting entity's individual activity.

Hence, the transactions and positions of the resident entity vis-à-vis non-resident entities of the same economic group must be reported.

3.5. Reference date

The reference date for transactions is the month in which they occur, and they can be reported by reference to any day of that month.

The reference date for positions is the last day of the month in which they are observed.

3.6. Time of recording

The time of recording specifies the reference month in which the transactions and positions should be reported to Banco de Portugal.

For transactions, the time of recording corresponds to the time of the respective settlement, i.e., their actual payment/receipt. Transactions within the scope of clearing accounts (type of account C) and/or with no account operation

(type of account X) are an exception to the previous rule and should be recorded at the time of their recognition in the enterprise's accounts (this usually coincides with the time of billing).

Positions should be recorded when they are recognised in the balance sheet and should continue to be reported for as long as said recognition is maintained.

3.7. Valuation

Transactions should be reported at their value.

Positions should be reported at nominal value, i.e., excluding accrued interest and not considering any impairments or other associated costs. Taking enterprises' accounts as reference, positions will correspond to the end-of-month outstanding amount.

4. INFORMATION TO BE REPORTED

Within the scope of external transactions and positions, Banco de Portugal requests the communication of two blocks of information: the Communication of external transactions and positions (*Comunicação de Operações e Posições com o Exterior*, Portuguese acronym: COPE) and the Communication of settlement transactions (*Comunicação de Operações de Liquidação*, Portuguese acronym: COL).

4.1. COPE – Communication of external transactions and positions

Within the framework of the COPE, all external transactions performed by the entity on its own should be communicated, with the exception of transactions related to travel, transport and accommodation expenses which are ancillary to the activity carried out by resident entities. Hence, communication includes transactions mediated by the resident banking system, those conducted directly with non-resident entities through external accounts or clearing accounts, and transactions within the scope of current accounts.

Within the scope of this report, end-of-period positions on loans, trade credit or external deposits/deposits abroad are also considered.

Covered entities: All legal persons residing or pursuing their business in Portugal, conducting external economic or financial transactions or foreign exchange operations, pursuant to the provisions of Decree-Law No 295/2003 of 21 November 2003. Entities covered by the reporting for monetary and financial statistics purposes are exempt from reporting end-of-period positions.

Exemption threshold: Entities with a total annual amount of external economic and financial transactions not exceeding €250,000, considering total inflows and outflows, are exempt from reporting. Entities which, in a given year, exceed the €250,000 annual threshold should begin reporting by April of the following year, using data from January onwards.

Entities commencing their activity, or which are covered by said exemption and have, in a given month, a total amount of external economic and financial transactions exceeding €250,000, considering total inflows and outflows, should begin reporting within four months, using data for the months which have since elapsed.

The variables composing the COPE and a brief description of their content are presented in the table below.

Name	Schema label	Field completion
Year	[ano]	Mandatory (*)
Month	[mes]	Mandatory (*)
Identification of the financial institution	[if]	Mandatory for submissions via BPnet
Identification of the enterprise	[npc]	Mandatory for submissions via the Corporate Area (*)
Identification code	[id_reg]	Mandatory (*)
Reference date	[data_ref]	Mandatory

Name	Schema label	Field completion	
Nature of the recording	<i>[natureza_registro]</i>	Mandatory	(*)
NPC of the second party	<i>[npc2]</i>	Optional	
Amount	<i>[montante]</i>	Mandatory	
Code of the transaction or position's currency	<i>[divisa]</i>	Mandatory	
Statistical classification code	<i>[cod_estat]</i>	Mandatory	
Type of value	<i>[tipo_valor]</i>	Mandatory	
Type of operated account	<i>[tipo_conta]</i>	Mandatory	
IF code of the entity	<i>[id_banco]</i>	Conditional on the type of operated account	
Country of the external account	<i>[pais_conta]</i>	Conditional on the type of operated account	
Country of the counterparty entity involved in the transaction or position	<i>[pais_contraparte]</i>	Mandatory	
Country of the traded financial asset's entity	<i>[pais_ativo]</i>	Conditional on the type of transaction	
Maturity date	<i>[data_vencimento]</i>	Conditional on the type of transaction and type of value	
Identification of the traded financial asset's entity or the counterparty entity	<i>[contraparte]</i>	Recommended according to the type of transaction	
Observations	<i>[observacoes]</i>	Optional	

(*) Fields automatically completed by the Collection Application

YEAR

[ano]

Specification of the year to which the information in the report file relates. Field automatically completed by the Collection Application.

MONTH

[mes]

Specification of the month to which the information in the report file relates. Field automatically completed by the Collection Application.

IDENTIFICATION OF THE FINANCIAL INSTITUTION

[if]

Identification of the entity to which the data in the file relate, using the four digit numeric code assigned by Banco de Portugal (presented in section 7.4 of this Manual).

IDENTIFICATION OF THE ENTERPRISE*[npc]*

Identification of the entity to which the information in the report file relates, using the Legal Person Identification Number (Portuguese abbreviation: NPC).

Field automatically completed by the Collection Application.

The fields above ([if] and [npc]) are used alternatively, depending on the channel used for the transmission of information (BPnet and Corporate Area respectively).

IDENTIFICATION CODE*[id_reg]*

Alphanumeric code with a maximum of 20 characters to be filled in by the reporting entity, the purpose of which is to unequivocally specify the record referring to a transaction/position in a given month. The encoding to be used is free and does not have to be sequential or show any pattern. The only restriction involves not repeating codes in the same month. However, they may be repeated in different months. In annulment or modification records, this field should be completed with the identification code of the record to be annulled or modified, which was reported to Banco de Portugal beforehand.

Field automatically completed by the Collection Application.

REFERENCE DATE*[data_ref]*

Reference date of the reported transaction/position. For positions this date corresponds to the last day of the reference month; for reporting a transaction, it corresponds to any day of the month in which it should be recorded.

NATURE OF THE RECORDING*[natureza_registro]*

Description of the nature of the recording, i.e., whether the record in question is new, or corresponds to an annulment or modification of a previously communicated record. As appropriate, the following should be used:

C – Create;

A – Annul;

M – Modify.

Field automatically completed by the Collection Application

NPC OF THE SECOND PARTY*[npc2]*

This field should be completed in the reporting of transactions/positions implying an external asset/liability of a resident entity other than the reporting entity. This field should not be completed in other circumstances.

Typical situations in which this field should be completed:

i. Asset/wealth Management

In those cases where the reporting entity manages the assets/wealth of its customers or investment funds and pension funds, operating own accounts (these accounts are at times called 'jumbo accounts') or customer accounts, transactions and positions on behalf of customers should be reported as COPE, specifying the legal person identification number/tax identification number (NPC/NIF in Portuguese) of its customers in the [npc2] field, since external assets/liabilities should be associated with customers rather than with the reporting entity.

This is also the case for the reporting of transactions and positions of investment and pension funds by their management entities.

In these cases, the [npc2] field can be completed with the customer's or the fund's NPC/NIF, or a generic code depending on the segment to which they belong:

Households	0
Non-financial corporations	77777777
Investment fund	711000000
Money market fund	712000000
Pension fund	713000000
Venture capital fund	714000000
Non-resident entities	999999999

ii. Transactions in securities issued by residents

When the reporting entity purchases from or sells to a foreign entity shares, bonds or other securities issued by a Portuguese entity, it should specify the NPC/NIF of said entity in the [npc2] field. The statistical classification code must reflect the point of view of the Portuguese entity identified in the field [npc2].

iii. Organisation of the economic group

Those cases where, for reasons associated with the organisation of the economic group, the external transaction is settled by a financial entity using own accounts, other than the entity responsible for the transaction. In this case, the financial entity that conducts the settlement should report COPE specifying the entity responsible for the transaction in the [npc2] field.

iv. Intermediation of payments/receipts

Those cases where the reporting entity is providing a commercial or financial intermediation service, within which external receipts or payments are made by the reporting entity using own accounts, other than the entity responsible for the transaction. In this case, the entity that conducts the settlement should report COPE specifying the NPC/NIF of its customer responsible for the transaction in the [npc2] field.

AMOUNT*[montante]*

Amount of the reported transaction/position, expressed in the original currency. If various transactions/positions with the same characteristics are covered in the same COPE, the value to be reported corresponds to the sum of the different transactions/positions. The amount is communicated in units, with two decimals places at most, and using (.) as separator. There should be no currency conversion of the amount to be reported.

Exceptionally, trade credit may be reported by its countervalue in euros.

CODE OF THE TRANSACTION OR POSITION'S CURRENCY*[divisa]*

Specification of the currency expressed in the transaction/position whose amount was reported in the [montante] field. This specification should observe the ISO 4217:2008 standard, using the alpha-3 codes referred to in section 7.3 of this Manual.

STATISTICAL CLASSIFICATION CODE*[cod_estat]*

Statistical classification code specifying the statistical nature of the transaction/position to be reported, according to the table in chapter 7 of this Manual. This chapter shows the list of codes and the corresponding description. The code used is a five-position alphanumeric code.

TYPE OF VALUE*[tipo_valor]*

Specification of the type of value associated with the record to be reported, i.e. if it corresponds to an inflow or outflow for transactions, or if it is a position.

Overall, transactions are reported according to the direction of the financial flow from the viewpoint of the reporting entity. This means that an inflow corresponds as a rule to a transaction that translates into a receipt, as is the case of exports or the issue of bonds. This principle should be followed even in those cases where no actual financial flow is recorded, such as transactions with no account operation or billing in customer current accounts.

Positions reflect the situation observed at a given moment in time, in particular, and, in terms of this reporting, of the situation at the end of the reference month. Therefore, this corresponds to the cumulative outstanding amount recorded in the accounts.

As appropriate, the following should be used:

- E** – Inflow;
- S** – Outflow;
- P** – End-of-period position.

TYPE OF OPERATED ACCOUNT*[tipo_conta]*

Specification of the type of account involved in the transaction or position. This field may have the following

options:

- I** – internal account - opened in a resident financial institution;
- E** – external bank account - opened in the non-resident in Portugal banking system;
- O** – other external account – opened in non-banking entities, such as financial companies of corporate groups; not to be used as a way to distinguish several external bank accounts;
- C** – clearing account - current accounts between national and foreign non-banking entities, aiming at the use of clearing as a means to fully or partially compensate liabilities among them;
- X** – no account operation – should the transaction not involve a bank account or any of the accounts mentioned, for example, payments/receipts in kind, or the reporting of loan or trade credit positions. Most transactions where no account is operated give rise to the communication of two COPE. In the example of a capital increase with a payment in kind, there will be a first COPE referring to the capital increase and a second COPE with the delivery of the assets for its payment.

IF CODE OF THE ENTITY

[id_banco]

Identification of the resident financial institution with which the account operated in the transaction was opened, using the four digit numeric code assigned by Banco de Portugal (shown in section 7.4 of this Manual).

This field should only be completed in case an internal account is operated ([tipo_conta] = 'I'). In those cases where the reporting entity is a banking institution reporting a transaction operating an own account, this field should be completed with its own code.

COUNTRY OF THE EXTERNAL ACCOUNT

[pais_conta]

Specification of the country where the operated external account is domiciled or whose balance is being communicated.

This field should only be completed in case the transaction/position implies an external account operation/balance ([tipo_conta] = 'E' or 'O'). In this specification the code should observe the ISO 3166-1 standard, using alpha-3 codes, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of this Manual.

COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION

[pais_contraparte]

Specification of the country of residence of the counterparty entity involved in the transaction or position, notably the entity with which the transaction is conducted or the position held.

In transactions related to **travel and tourism in Portugal by non-residents** (B2111 to B2126), notably reported by hotels and other resorts and travel agencies, the country of residence of the final customer should be specified in this field.

In this specification the code should observe the ISO 3166-1 standard, using alpha-3 codes, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of this Manual.

COUNTRY OF THE TRADED FINANCIAL ASSET'S ENTITY

[pais_ativo]

This field should be completed in the following situations:

- Communication of purchases or sales ([tipo_valor] = 'S' or 'E') of equity, debt securities or real estate, i.e. transactions that are statistically classified under the following categories: 'G – Real estate investment', 'H – Shares', 'I – Investment fund shares/units', 'J – Other equity' and 'K – Debt securities';
- Communication of factoring without recourse and derecognised securitisation, which statistically are classified under 'L – Loans';
- Communication of transactions reported by hotels or other resorts and travel agencies under travel and tourism codes, i.e. classified under codes B2111 to B2126;
- Communication of transactions reported within the scope of construction services provided or contracted, i.e. classified under statistical codes D3010 to D3040;
- Communication of air transport (B1211 to B1224) and expenses related to air transport services (B1240 and A3010), reported by airlines.

For securities transactions, the field specifies the country of the entity issuing the security. For **real estate transactions**, the field specifies the country of the real estate location.

As an illustration, the purchase of Spanish debt securities to a Swiss bank, the country of the counterparty is Switzerland and the country of the financial asset's entity is Spain.

For factoring without recourse and derecognised securitisation, the field specifies the country of the customer or debtor whose credits are being traded.

For transactions recorded under travel and tourism codes, the field specifies the country of destination of the trip or tourist stay, which for hotels and other resorts corresponds to the country of location of the resort or real estate.

In the communication of construction services transactions, the field specifies the country of location of the construction project or real estate.

For air transport transactions, the field specifies the country of the parent company of the airline providing the transport service.

In this specification the code should observe the ISO 3166-1 standard, using alpha-3 codes, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of this Manual.

MATURITY DATE

[data_vencimento]

Maturity date of the reported position. This field will only be completed in the reporting of positions ([tipo_valor] = 'P') of loans and deposits with agreed maturity. Particularly, the field should not be completed in the communication of trade credit, deposit accounts, credit lines and other deposits and loans with no specified maturity.

IDENTIFICATION OF THE TRADED FINANCIAL ASSET'S ENTITY OR THE COUNTERPARTY ENTITY

[contraparte]

This field should be completed in financial transactions and positions, namely related to equity, debt securities, deposits, loans and trade credits, as well as in transactions reported by hotels or other resorts and travel agencies under travel and tourism codes.

In transactions related to equity and debt securities, the entity issuing these securities should be identified; in transactions and positions of deposits, loans and trade credit the counterparty should be identified.

The identification of this entity is particularly important for the reporting of investment transactions involving affiliated entities, regardless of the percentage of the voting power involved.

The entity should be identified according to the following guidelines (in order of preference):

- 1 – Tax identification number issued by the country of residence, in which case the field should be completed according to the following structure:

‘País_NIF’

where: **País** – Specifies the country of issue of the NIF through the three fixed position code of the ISO 4217 standard, according to the table in section 7.2 of the Manual;

NIF - Tax identification number issued by the previously specified country;

Example: The entity with the NIF 123456 issued in Spain will be identified by ‘ESP_123456’

- 2 – Portuguese tax identification number, in which case the field should be completed according to the following structure:

‘PRT_NIF’

where: **NIF** – Tax identification number assigned by the Portuguese authorities;

Example: The entity with the NIF 1234567 issued in Portugal will be identified by ‘PRT_1234567’

- 3 – BIC code, in which case the field should be completed according to the following structure:

‘BIC_Número’

where: **Número (Number)** – Entity’s BIC code;

Example: The bank with the BIC code 1234567 will be identified by ‘BIC_1234567’

- 4 – Name, in which case the field should be completed with the entity’s name, avoiding abbreviations.

In transactions recorded under travel and tourism codes (B2111 to B2126), reported by hotels or other resorts and travel agencies under travel and tourism codes, the final customer’s segment or the purpose of the trip or tourist stay should be specified in this field, as follows:

Private customer: 0 (zero)

Business customer: 999999999

Open field for the introduction of additional information on the reported transaction/position. Its completion is advised in more complex transactions or in transactions where no account is operated ([tipo_conta] = 'X'). This field may contain 4000 characters at most.

4.2. COL – Communication of settlement transactions

Within this block, information should be reported to Banco de Portugal on settlements associated with transactions on behalf of customers intermediated by the resident financial system. In particular, external transactions on behalf of resident customers and transactions on behalf of non-resident customers should be reported. This information should be communicated on an individual transaction basis, without a statistical classification.

Covered entities: Banks and all entities residing in Portugal that settle external transactions on behalf of customers.

The COL will be reported to Banco de Portugal by the previously mentioned entities and will be disclosed to their customer enterprises through the Collection Application available on the Corporate Area. If they so wish, enterprises may use this information to support the COPE creation and reporting.

The variables that are part of the COL are shown in the following table, with a brief description of their content.

Name	Schema label	Field completion
Year	[ano]	Mandatory
Month	[mes]	Mandatory
Identification of the financial institution	[if]	Mandatory
Identification code	[id_reg]	Mandatory
Reference date	[data_ref]	Mandatory
Identification of the customer	[npc]	Mandatory
Amount	[montante]	Mandatory
Settlement currency code	[divisa]	Mandatory
Type of operated account	[tipo_conta]	Mandatory
Country of residence of the customer	[pais_cliente]	Conditional on the type of account
Type of value	[tipo_valor]	Mandatory
Country of origin/destination of the settlement	[pais_liquidacao]	Mandatory

YEAR

[ano]

Specification of the year to which the information in the report file relates.

MONTH

[mes]

Specification of the month to which the information in the report file relates.

IDENTIFICATION OF THE FINANCIAL INSTITUTION

[if]

Identification of the entity to which the data in the file relate, using the four digit numeric code assigned by Banco de Portugal (in section 7.4 of this Manual).

IDENTIFICATION CODE

[id_reg]

Alphanumeric code with a maximum of 20 characters to be filled in by the reporting entity, the purpose of which is to unequivocally specify the record referring to a settlement (payment/receipt in a customer account) in a given month. The encoding to be used is free and does not have to be sequential or show any pattern. The only restriction involves not repeating codes in the same month. However, they may be repeated in different months.

REFERENCE DATE

[data_ref]

This date will correspond to the settlement date. Other dates may be accepted, such as the value date.

IDENTIFICATION OF THE CUSTOMER [npc]

Identification of the customer whose account was operated, through the respective NPC/NIF. In addition, the following special cases are envisaged:

- Private customers must be completed with zero (0);
- Non-resident customers may be completed with 999999999;
- Unknown NPC/NIF may be completed with 777777777.

AMOUNT

[montante]

Amount of the settlement reported, expressed in the original currency. The amount is communicated in units, with two decimals places at most, and using (.) as separator. Since the reporting is possible in any currency there should be no currency conversion of the amount.

SETTLEMENT CURRENCY CODE

[divisa]

Specification of the settlement currency the amount of which was reported in the [montante] field. This specification should observe the ISO 4217:2008 standard, using the alpha-3 codes referred to in section 7.3 of this Manual.

TYPE OF OPERATED ACCOUNT

[tipo_conta]

Specification of the type of operated account in the settlement. This field may have the following options:

02 – non-resident customer account;

99 – resident customer account.

For non-resident customers typified as migrants the resident customer account should be specified (99).

COUNTRY OF RESIDENCE OF THE CUSTOMER

[pais_cliente]

Specification of the country of residence of the non-resident customer. This field should be completed with Portugal (PRT) for non-resident customers typified as migrants.

This specification should observe the ISO 3166-1 standard, using alpha-3 codes, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of this Manual.

TYPE OF VALUE

[tipo_valor]

Specification of the type of value associated with the record to be reported, i.e. if it corresponds to a cash inflow or outflow from the customer's account.

As appropriate, the following should be used:

E – Inflow;

S – Outflow.

COUNTRY OF ORIGIN/DESTINATION OF THE SETTLEMENT

[pais_liquidacao]

Specification of the country of final origin/destination of the settlement.

This specification should observe the ISO 3166-1 standard, using alpha-3 codes, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of this Manual.

5. QUALITY CONTROL AND CORRECTION OF INFORMATION

This chapter gives an overview of the quality control process undergone by the information reported to Banco de Portugal.

5.1. Brief description of the quality control process

The first stage of the quality control process includes tests to the data file itself, at the level of its naming, format and structure. Should the file comply with the requirements set out, the second stage involves analysing the data reported, and each record is individually validated. These two stages proceed automatically after the file is received, and the result is incorporated in Banco de Portugal's response file. Sections 5.2 to 5.4 detail these stages, the tests performed and the respective response file.

The information submitted is then analysed through a comparison between the COPE and the COL (description in section 5.5) and other criteria (section 5.6).

The following considerations play a role in the quality control process:

- All notifications sent by email will have as reference the representatives appointed by the enterprise, in line with section 2.1 of this Manual.
- Most tests will be performed by Banco de Portugal, in a relatively automatic manner, after it receives the information. The tests are also implemented in the Collection Application.²
- When the information is submitted via the Collection Application available on the Corporate Area, the validations associated with the report file are inherently ensured. In the remaining cases, they will have to be ensured by the reporting entity when the XML report file is created.

5.2. Automatic response file sent by Banco de Portugal

Following the receipt and treatment of each file sent to Banco de Portugal, a notification is automatically produced with the result of the quality control, which is provided to the reporting entity in two ways:

- (i) Through the same channel used for reporting the file, particularly on the Corporate Area's file transfer section or the file transfer service of BPnet's *Operações com o Exterior* ('External transactions');
- (ii) By email to the user who has submitted the file.

This response, with the detailed result of the quality control and specification of the relevant records, is incorporated into two files with different formats: in XML, for automated processing by an information system; in HTML, for users' direct

² Application available on the Corporate Area, a restricted area on Banco de Portugal's website. Its user manual is also available on this Area, and can be accessed under *Ajuda* (Help) on the application.

reading.

The response file sent by Banco de Portugal with the quality control result may render one of the following outcomes:

- Invalid

Interpretation: File with naming or structure errors impeding its acceptance by Banco de Portugal. These may have been generated by one of the following situations: (i) the name of the data file does not start with 'BOP_COPE'; (ii) the data file does not have the extension xml; or (iii) the zip file cannot be open.

Banco de Portugal's response: Error message in the file transfer system. The file is not transferred to Banco de Portugal and thus neither the file nor the records therein are subject to any validation.

What to do: Correct the name of the data file, or amend the zip file, and resubmit the file.

- Rejected

Interpretation: File with errors impeding its processing. These may have been generated at the level of the file format or the control information and are specified according to the encoding presented in section 5.3.

Banco de Portugal's response: Email notification and provision of the response file in the file transfer area. No record is validated or integrated into the database.

What to do: Taking the error code presented as reference, the file format should be amended in line with the specifications presented in Annex 1, or the control information corrected in line with the specifications presented in section 6.2.2.1.

- Accepted with reservations

Interpretation: Correct data file naming and format, but some records reported have errors or have triggered a warning. In the response file, these records, specified by the respective code, [id_reg], are grouped according to their assessment and associated with the relevant error and/or warning code (presented in section 5.4).

Banco de Portugal's response: Email notification and provision of the response file in the file transfer area. Records are individually assessed, and valid and invalid records, as well as records with warnings, are integrated into the database.

What to do: (i) Consult the report to identify and assess the records with errors or warnings; (ii) Modify or annul the COPE causing the errors; (iii) Assess the need to modify or annul the COPE with warnings; and (iv) Assess the need to report new COPE or COL.

With regard to the COPE integrated into the database, the above actions may be performed through the Collection Application available on the Corporate Area. In particular, invalid COPE or COPE with warnings can be visualised, corrected and resubmitted.

- Accepted

Interpretation: Correct data file naming and format. All records reported are valid and have no warnings.

Banco de Portugal's response: Provision and submission by email of the response file. Integration of all records into the database.

The figure below summarises the previously described validation and feedback process.

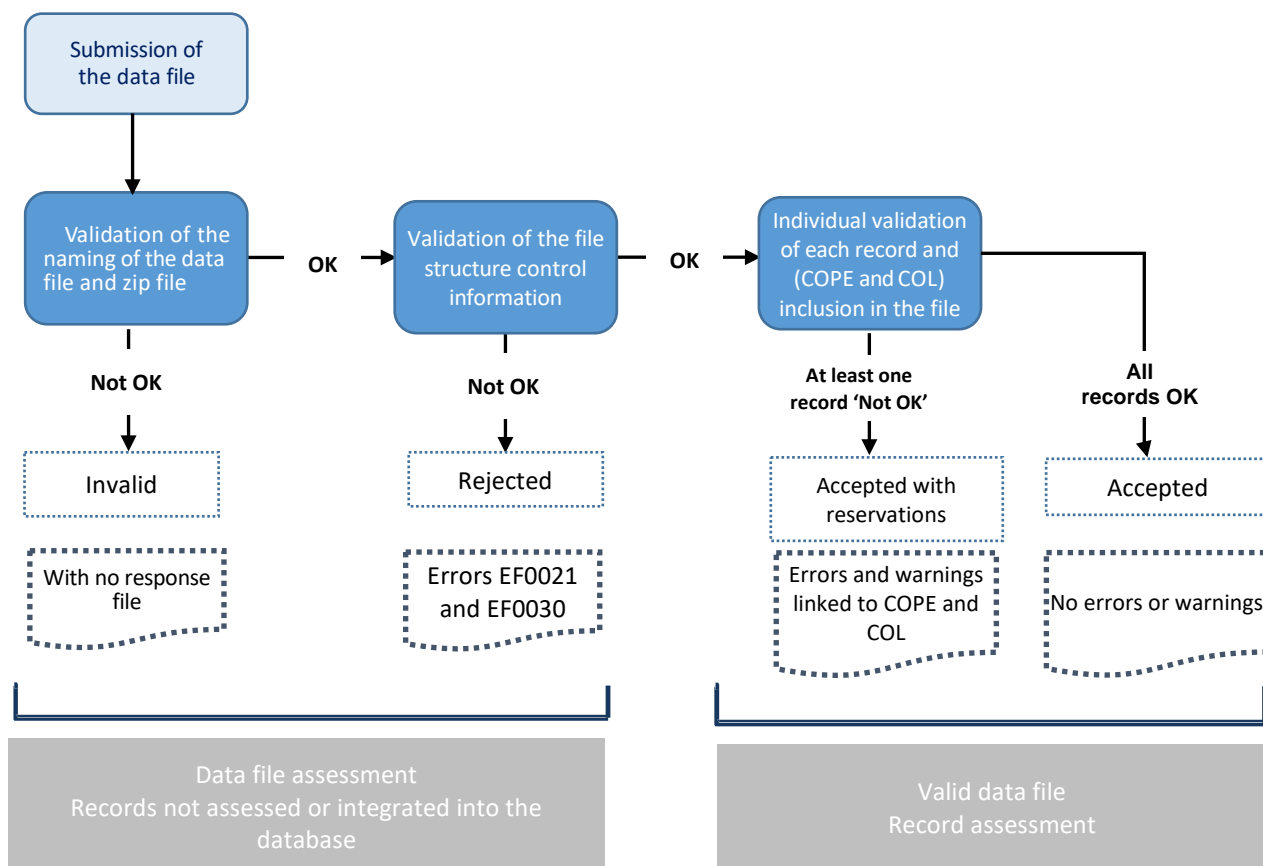


Fig. 1 – Quality control process

5.3. Data file validation

As presented above, data files complying with the agreed naming undergo, on a second stage, a series of tests to validate their structure and the control information. In the latter case, elements are validated such as the enterprise's authorised representatives and the user who has submitted the file, or the correct identification of the enterprise or financial institution to which the data relate.

Should the file fail any of these tests, a report is sent with the specification 'rejected file', and the process is interrupted (i.e. with no assessment or integration of information into Banco de Portugal's database).

The table below presents the tests and respective error codes.

Code	Message
EF0021	The file's XML syntax is not valid. <line, column and detail on the error detected>.
EF0022	The file does not comply with the defined XML schema. <line, column and detail on the error detected >.
EF0023	The reporting financial agent is not authorised to represent the reported entity.
EF0024	The financial institution specified in the control section is unknown.
EF0025	The enterprise specified in the control section is unknown.
EF0026	The data period cannot be after the current date.
EF0027	The data period cannot be prior to 2010.
EF0028	The NPC must be completed for files originated in the Corporate Area.
EF0029	The IF must be completed for files originated in BPnet.
EF0030	The enterprise specified in the file content does not coincide with the enterprise selected in the Corporate Area's file transfer.

5.4. Validation of COPE and COL records

This section presents the series of automatic validation and consistency tests to which each (COPE and COL) record is subject after acceptance of the data file. Tests are performed individually, i.e. on a record-by-record basis and following the sequence presented here. The result of these tests is incorporated into the response file, whose status is 'accepted' or 'accepted with reservations'.

With regard to the COPE, these tests are also implemented in the Collection Application¹ available on the Corporate Area.

There are three groups of tests: integration tests, whose purpose is to gauge whether the record gathers the minimum conditions for integration into Banco de Portugal's database; validation tests, whose purpose is to validate the record, and thus non-compliance necessarily implies the subsequent annulment or correction of the record by the reporting entity; warnings, which gauge the existence of situations that should be analysed by the reporting entity and may possibly lead to the record correction.

Tests are sequential, i.e. only records that observe integration tests are integrated into the database and undergo validation tests. Hence, a record that is not integrated does not undergo additional tests: the process of validating this record ends and it is not integrated into the database or featured in the Collection Application¹ available on the Corporate Area. On the other hand, each integrated record undergoes validation tests, and the process ends with the first failed test. Finally, each record observing all validation tests is assessed based on the warnings presented. At this stage, and contrary to previous stages, the process does not end with the specification of the first warning triggered, and thus a record may have multiple associated warnings.

Hence, depending on the result of the test process described, each record is classified in one of the four following statuses:

- **Not integrated** the record is not added to the database or shown in the Collection Application¹

What to do: correct the record and resubmit it to Banco de Portugal.

- **Invalid** the record is integrated into the database but has an error hindering its use for statistical production purposes, and thus should be corrected or annulled.

What to do: correct the record. Since this record has already been integrated into Banco de Portugal's database, its correction should include modifying the record³ or deleting it⁴ and resubmitting a new one.⁵

- **With warnings** the record is integrated into the database but requires additional analysis and may or may not need to be corrected.

What to do: assess the situation causing the warning and if necessary, correct the record. Should it be necessary to correct the record, and since it has already been integrated into Banco de Portugal's database, its correction should include modifying the record³ or deleting it⁴ resubmitting a new one.⁵

- **Reported** the record observes all tests and warnings and is integrated into the database without reservations.

The figure below summarises the previously described validation process.

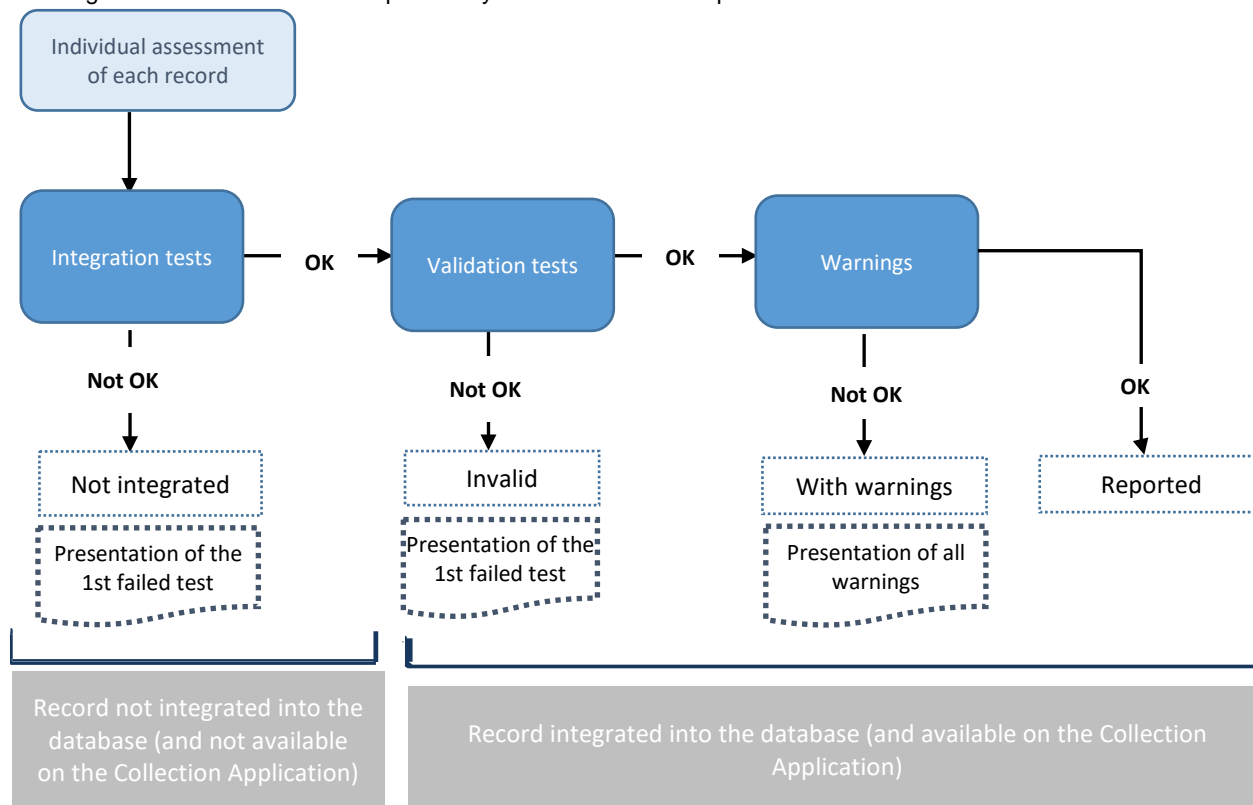


Fig. 2 – Record validation process

Each of the above tests is associated with a code, presented in the following tables.

³ The record can be modified through the Collection Application (by editing, changing and submitting the record) or through a file (by reporting the record, modified with the same id reg and Nature of the recording = 'M').

⁴ The record may be deleted through the Collection Application or through a file (by reporting the record, modified with the same id reg and Nature of the recording = 'A').

⁵ Should you make this change through a file, make sure not to repeat the id reg in the new record.

A. Integration errors

Code	Message
RN0101	COPE record with id and nature duplicated in the file.
RN0102	Creation COPE record with id coinciding with a record already in the database, in a given month.
RN0103	Annulment record with id not in the database, in a given month.
RN0104	Modification record with id not in the database, in a given month.
RN0105	Enterprises cannot communicate COL records.
RN0106	COL record with id duplicated in the file.
RN0107	Attempted COPE modification already annulled.
RN0108	Database does not have a reference to the COL.
RN0109	COL record with id coinciding with a record already in the database.
RN0110	Transaction data with invalid content.
RN0111	Maturity date with invalid content.

B1. COPE validation errors

Code	Message
RI0201	Amount not completed.
RI0202	Currency not completed.
RI0203	Statistical classification not completed.
RI0204	Type of value not completed.
RI0205	Type of account not completed.
RI0206	Country of the counterparty not completed.
RI0207	Invalid NPC2 code.
RI0208	Transaction with negative amount.
RI0209	Invalid currency code.
RI0210	Invalid statistical classification code.
RI0211	Invalid code for type of value.
RI0212	Invalid code for type of account.
RI0213	Invalid financial institution code.
RI0214	Invalid code for country of the account.
RI0215	Invalid code for country of the counterparty.
RI0216	Invalid code for country of the asset.
RI0217	Maturity date prior to transaction date.
RI0218	Maturity date after 31 December 2100.
RI0220	Country of the account inconsistent with type of account. ⁶
RI0221	Country of the account not specified.
RI0222	Type of account inconsistent with type of value.
RI0223	Transaction date inconsistent with the reporting period.
RI0224	Country of the asset should be completed for the transactions specified.
RI0225	Inconsistency between statistical classification and type of value. ⁷
RI0226	Inconsistency between statistical classification and type of value. ⁸
RI0227	Inconsistency between statistical classification and type of value. ⁹
RI0228	Country of the account inconsistent with type of account. ¹⁰

⁶ When the type of account assumes the value I (internal account), the country of the account should not be completed or, if so, it should specify Portugal (PRT).

⁷ When the type of value is other than E (inflow) and the statistical classification code is one of the following: F1010, F1020, F1030, F1040, F1050, F1060 or F1070.

⁸ When the type of value is P (position) and the statistical classification code starts with: A, B, C, D, E, F, G, H, I, J, K, R or Z, or the statistical classification code starts with: L, M or O and ends with 4.

⁹ When the type of value is other than P (position) and the statistical classification code starts with M1 or N.

¹⁰ When the type of account is E or O (external accounts), the country of the account should be other than Portugal.

B2. COL validation errors

Code	Message
RI0301	Customer not identified.
RI0302	Amount not completed.
RI0303	Currency not completed.
RI0304	Type of account not completed.
RI0305	Non-resident customer account without specification of the country of the account/customer.
RI0306	Type of value not completed.
RI0307	Country of settlement not completed.
RI0308	Transaction with negative value.
RI0309	Invalid customer's NPC code.
RI0310	Invalid currency code.
RI0311	Invalid code for type of account.
RI0312	Invalid code for country of the customer.
RI0313	Invalid code for type of value.
RI0314	Invalid code for country of settlement.
RI0315	Inconsistency between type of account and customer's residence.
RI0316	Inconsistency between the customer's NPC and customer's residence.
RI0317	Inconsistency between the customer's NPC and type of account.

C1. COPE warnings

Code	Message
RA0401	With a type of account X, the description of the transaction is recommended in the observations field, specifying any assets/liabilities given as payment.
RA0403	Given the relationship with the counterparty, its identification is requested in the counterparty field.
RA0404	Given the transaction, its description is recommended in the observations field, specifying the percentage of capital traded.
RA0405	Positions should be reported by reference to the last day of the month.
RA0406	Transactions are usually conducted by public sector entities.
RA0407	High-amount transaction assigned to non-financial transactions.
RA0408	Inconsistency between statistical classification of the transaction and the counterparty's country of residence.
RA0409	Domestic bank account with no indication of the resident financial institution code.
RA0410	In the event of a travel agency or hotel, completion of the counterparty field is recommended, specifying the customer segment (0 if leisure, or 999999999 if business).
RA0411	The country of the asset should be completed by specifying the country of destination of the trip.
RA0412	The country of the counterparty should be completed by specifying the country of residence of the non-resident customer.
RA0499	Entry with content identical to one already existing in the database.

C2. COL warnings

Code	Message
RA0501	High-amount transaction assigned to households.

RA0502	High-amount transaction assigned to unknown NPC.
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5.5. Comparison between COL and COPE

For each reporting entity an overall comparison is made between the COPE reported for a given month and the respective COL made available by the resident financial system. Consistency between COPE and COL is not mandatory, and a series of cases warrant some distance between the two. However, significant differences between these two blocks of information, according to the specifications below, should be analysed and accounted for by the reporting entity.

This comparison is developed according to the following guidelines:

- Non-automatic test performed by Banco de Portugal;
- For some specific sectors, such as hotels and resorts, travel agencies and tour operators, the test is not applicable;
- The reporting entity is notified by email when an unaccounted significant difference is identified;
- Difference calculated for each enterprise, considering all the COL made available by the resident financial system;
- All COPE on transactions operating internal accounts are considered (i.e. [tipo_valor]='E' or 'S' and [tipo_conta]='I');
- Difference calculated for the balance (difference between inflows and outflows) in a given month.

5.6. Other quality tests

Banco de Portugal performs other quality tests to the information reported, and in this scope, it may request the due clarifications to the reporting entities. These may be based on the information reported by the enterprise itself (such as the time consistency analysis of the information) or other information that is available (such as the comparison with other enterprises with the same economic activity).

When warranted, the analysis performed and the request for clarifications will be sent by email to the representatives chosen by the enterprise (as shown in chapter 2.1 of this Manual).

5.7. Correction of information

Information should always be corrected as soon as an error situation is identified, regardless of the reporting deadline associated with that information.

Correction of the COL should be made with the support of Banco de Portugal, and thus the competent service should be contacted.

Correction of the COPE should be made by the reporting entity through the Collection Application or an XML file. Correction through the Collection Application consists in:

- a) Accessing it and selecting the reference month of the information to correct.
- b) Editing or deleting the COPE to be corrected.¹¹
- c) Amending the fields incorrectly completed. In the event of invalid COPE or COPE with warnings, an error message or warning appears at the bottom of the screen.
- d) Submitting the information to Banco de Portugal.

Correction through an XML file should observe the following specifics:

- a) The file should only contain the records to correct and/or annul, specified with the same identification codes [ide_reg] with which they were previously reported.
- b) The field [natureza_registro] should include A – annul or M – modify, as appropriate.
- c) All fields should be correctly completed so as to correct the errors identified.
- d) The file should be submitted through the option '*Entregar informação> Transferência de ficheiros> Para o Banco de Portugal*'.

¹¹ The '*Filtrar COPE*' function of the Collection Application may be useful in specifying the COPE to correct. If the intention is to filter invalid COPE or COPE with warnings, in the '*Estado*' field the option 'INV – Invalid' or 'VAA- Valid with warnings' respectively should be selected.

6. SPECIFICATIONS FOR TRANSMISSION OF INFORMATION

6.1. How to submit information

Information should be reported by electronic transmission, notably through the **BPnet** system or the **Corporate Area** on Banco de Portugal's website. Access to the systems mentioned and to the 'External transactions' service requires specific credentials.¹²

On the Corporate Area, the COPE to be reported to Banco de Portugal may be transmitted in two complementary ways:

- (1) Using the Collection Application available therein, and may cumulatively:
 - a. Import and validate a (previously created) data file;
 - b. Complete the COPE reporting form;
 - c. Edit information on settlements (payments and receipts) provided by resident banking system's institutions beforehand (COL), complementing it with the necessary statistical information so as to create the COPE;
 - d. Submit the information to Banco de Portugal.
- (2) Using the option to transfer the file to Banco de Portugal, upload a file with the information to be reported, which should follow the definitions presented in sub-section 6.2.2 of this Manual.

For the same reference period there may be various information submissions, which will be treated cumulatively. The only restriction is the already mentioned uniqueness of each record's identification code ([id_reg] variable in COPE and COL blocks).

6.2. Format and structure of report files

The file to be reported to Banco de Portugal with information on external transactions and positions should follow the format and the structure presented below, as well as the following rules:

- The file should be of the xml type and observe the XML Data Schema presented in annex 1;
- Each file should include information for only one reference period;
- Each file may simultaneously include COL and COPE information.

¹² The process to obtain the credentials for access to this service is explained in Instruction of Banco de Portugal No 30/2002 of 15 October 2002 for BPnet, while for the Corporate Area it is clarified in the Area's user guide.

6.2.1 File naming

The file should have the xml extension and its name follow the structure below:

'BOP_COPE.CodEnt.Periodo.DataHora.xml'

Where:

- **BOP_COPE** – Abbreviation specifying the system of destination of the file;
- **CodEnt** - Code of the sending entity, i.e. NPC or, if it is a bank, code of the financial institution (4 positions);
- **Periodo** – Formed by the year/month of the reporting period to which the data refer, following the YYYYMM format;
- **DataHora** – Date and hour of creation of the file, with 14 positions and YYYYMMDDhhmmss format.¹³

6.2.2. Structure

The content of the file with the reporting to be sent to Banco de Portugal should be formatted observing an XML Data Schema (annex 1), structured into two groups:

- Control information;
- Data on the recording of the COPE and/or COL transaction/position.

Next, the layout of this structure is presented, as well as the tables with the variables to be transmitted and some additional information. The first column of the tables identifies the name of the variable (the name in the data schema is signalled in square brackets), the second the type of the field, and the last column presents some relevant observations regarding the content of the variable.

6.2.2.1. Control information

The control information covers the file formatting according to the XML Data Schema (annex 1), and also the identification of the reporting entity and the year and month corresponding to the reporting period.

This information is validated during the processing of the data file, and may lead to its rejection (as set in sections 5.2 and 5.3 of this Manual).

¹³ YYYY represents the year, MM the month, DD the day, hh the hour, mm the minutes, and ss the seconds. For example, a file containing information for April 2012 and created on 6 May 2012 at 9 hours and 45 minutes should feature '201204' in the *Periodo* segment and '20120506094500' in the *DataHora* segment.

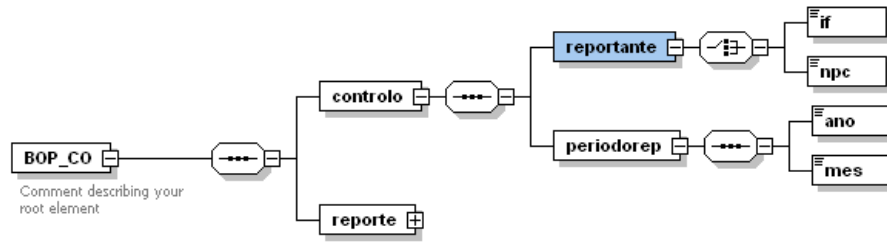


Fig. 3 - Control information

Table: control

Variable	Field type	Observations
Reporting entity [reportante]		Formed by one of the [if] or [npc] variables described below.
Financial institution [if]	String	Identification code of the party, assigned by Banco de Portugal, to which the reported data refer. Four-position string.
Enterprise [npc]	String	NPC of the party to which the reported data refer. Range of admissible values [100000000; 999999999].
Specification of the reporting period [periodorep]		Formed by the [ano] and [mes] variables described below.
Specification of the data reporting year [ano]	Integer	The year should be 2012 or subsequent and have four positions.
Specification of the data reporting month [mes]	Integer	The month may vary from 1 to 12.

6.2.2.2. Reporting information

The reporting information corresponds to COPE and COL data.

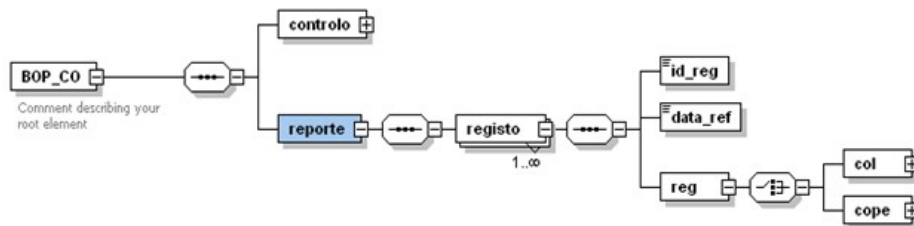


Fig. 4 - Reporting information: recording

Each record is formed by an identification code, the reference date of the transaction/position/settlement and a name variable [reg]. The [reg] variable will assume the COL or COPE value, depending on the record to be reported, which will dictate the fields that will form the record (fields associated with the COPE or the COL).

Table: record

Variable	Field type	Observations
Detailed information of	[registo]	The detailed information of communications can be repeated as often as

Variable	Field type	Observations
communication of transactions [registro]		necessary. This field is formed by the other variables in this table.
Identification code [id_reg]	String	Record identification code (COPE or COL). Should have 20 positions at most.
Reporting period [data_ref]	Integer	Transaction or position's reference date following the YYYYMMDD format. ¹⁴ Range of admissible values: [20120101; 21001231].
Detailed communication specific information [reg]	[reg]	This field is formed by the [col] or the [cope] variables in this table. They cannot coexist simultaneously.
Detailed COL information [col]	[col]	Detailed COL information may not exist; if so, this may only occur once. This field is formed by the variables in the COL table.
Detailed COPE information [cope]	[cope]	Detailed COPE information may not exist; if so, this may only occur once. This field is formed by the variables in the COPE table.

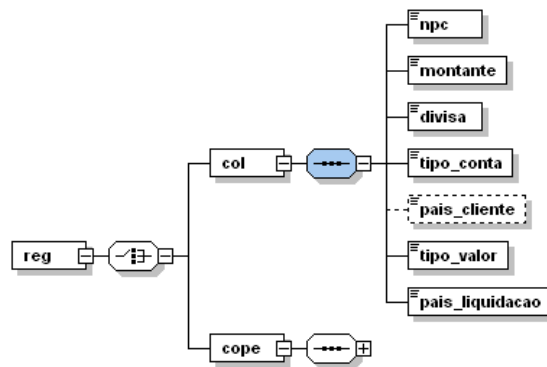


Fig. 5 – Record information: COL

Table: COL

Variable	Field type	Observations
Customer identification [npc]	Integer	Customer's NPC/NIF; Range of admissible values [0; 999999999]; Specific cases: <ul style="list-style-type: none"> • private customer must be completed with 0; • non-resident customer may be completed with 999999999; • unknown NPC may be completed with 777777777.
Amount [montante]	Decimal	Transaction amount reported in the respective currency; Possible values: in units of the currency specified in the [divisa] field, with two decimal places, using (.) as separator, with no separator for thousands.

¹⁴ YYYY represents the year, MM the month and DD the day. For example, 31 May 2012 should be reported as 20120531.

Variable	Field type	Observations
Transaction currency code [divisa]	String	Three positions ISO 4217 standard code, according to the table in section 7.3 of the Manual.
Type of account [tipo_conta]	String	Possible values: (02,99): 02 – Non-resident customer account 99 – Resident customer account
Country of residence (or nationality) of the customer [pais_cliente]	String	Three positions alphanumeric ISO 3166 standard code, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of the Manual.
Type of value [tipo_valor]	String	Possible values: (E, S) E – Inflow S – Outflow
Country of origin/destination of the settlement [pais_liquidacao]	String	Three positions alphanumeric ISO 3166 standard code, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of the Manual.

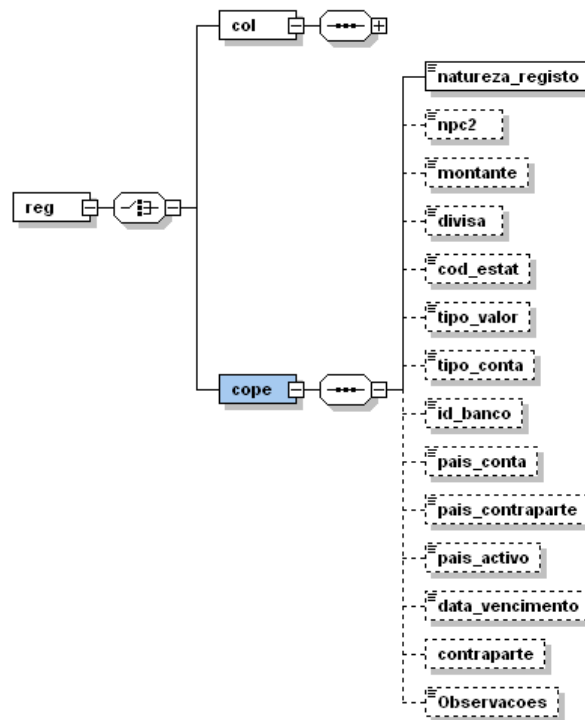


Fig. 6 - Record information: COPE

Table: COPE

Variable	Field type	Observations
Nature of the recording [natureza_registro]	String	<ul style="list-style-type: none"> Identifies whether the reported record is new, an annulment or modification. Possible values: (A, C, M), where A – Annul C – Create M – Modify

Variable	Field type	Observations
Identification of the second party [npc2]	Integer	<ul style="list-style-type: none"> Range of admissible values [0, 999999999]. Specific cases: <ul style="list-style-type: none"> Households 0 Non-financial corporations 77777777 Investment fund 711000000 Money market fund 712000000 Pension fund 713000000 Venture capital fund 714000000 Non-resident entities 999999999
Amount [montante]	Decimal	<ul style="list-style-type: none"> Transaction or position's amount, reported in the respective currency; Possible values: in units of the currency specified in the [divisa] field, with two decimal places, using (.) as separator, with no separator for thousands.
Code of the transaction or position's currency [divisa]	String	<ul style="list-style-type: none"> Three position ISO 4217 standard code, according to the table in section 7.3 of the Manual.
Statistical code [cod_estat]	String	<ul style="list-style-type: none"> Five-position code for the statistical classification of the transaction or position, according to the table in chapter 7 of the Manual.
Type of value [tipo_valor]	String	<ul style="list-style-type: none"> Possible values: (E, S, P), where <ul style="list-style-type: none"> E – Inflow S – Outflow P – Positions
Type of operated account [tipo_conta]	String	<ul style="list-style-type: none"> Possible values: (I, E, O, C, X), where <ul style="list-style-type: none"> I – internal account E – external bank account O – other external accounts C – clearing account X – no account operation
IF code of the entity [id_banco]	String	<ul style="list-style-type: none"> Identification code of the entity, as assigned by Banco de Portugal, in which the account associated with the transaction is opened, according to the table in section 7.4 of the Manual.
Country of the external account [país_conta]	String	<ul style="list-style-type: none"> Three position alphanumeric ISO 3166 standard code, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of the Manual.
Country of the counterparty entity involved in the transaction or position [país_contraparte]	String	<p>Three position alphanumeric ISO 3166 standard code, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of the Manual.</p>
Country of the traded financial asset's entity [país_ativo]	String	<ul style="list-style-type: none"> Three position alphanumeric ISO 3166 standard code, including the additional codes set out by Banco de Portugal, according to the table in section 7.2 of the Manual.
Maturity date [data_vencimento]	Integer	<ul style="list-style-type: none"> Maturity date of the position, with the YYYYMMDD format; Range of admissible values: [20120101; 21001231].
Identification of the counterparty/underlying asset [contraparte]	String	<ul style="list-style-type: none"> Up to 50 positions, with the name and, where applicable, an identification code of the transaction counterparty or the traded financial asset's entity; Identification of the entity should follow the guidelines presented in the description of this variable in section 4.1 of the Manual.

Variable	Field type	Observations
Observations [observacoes]	String	<ul style="list-style-type: none"> Up to 4,000 positions; Open field for introduction additional information on the transaction.

6.3. Feedback files

6.3.1 Format and structure of feedback files

Response files are identified with the original name of the data files to which they relate, the suffix R and the date and time of reception of the data, i.e. OriginalName.R.ReceptionDate.<xml or html>. The reception date has the YYYYMMDDhhmmss format.

6.3.2 Structure of feedback files

The root element of the XML response file, whose XML Data Schema is presented in Annex 2 is called **resposta_BOP_CO** and contains at least the **controlo** and **resultado** sections. Files accepted with reservations also contain the **cope** and **col** sections, which specify the records that were not integrated, invalid records or with warnings, associated with the respective error code.

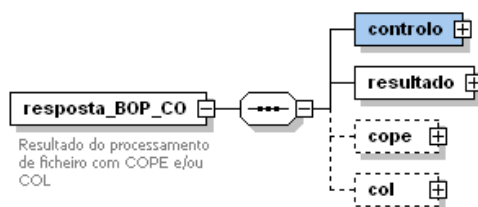


Fig. 7 – Feedback file root

(Legenda: Result of file processing with COPE and/or COL)

6.3.2.1. Control section

The '**controlo**' section presents information specifying the data communication file and the data when the response file was generated. Some elements (dashed lines in the figures below) may not be completed due to lack of specification.

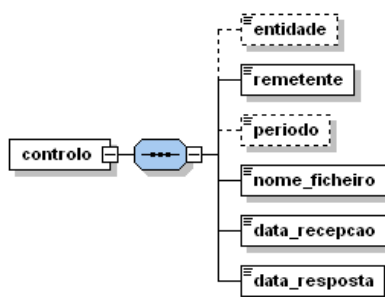


Fig. 8 – Control information: feedback file

Element	Description
[entidade]	Entity to which the data refer, identified by: <ul style="list-style-type: none"> the NPC, in the event of reporting via the Corporate Area; the IF code, in the event of reporting via BPnet.
[remetente]	Identification code of the user or institution that sent the file: <ul style="list-style-type: none"> userID (NPC followed by a user identification four-digit suffix)¹⁵, in the event of reporting via the Corporate Area; the IF code, in the event of reporting via BPnet.
[periodo]	Period formed by the year and month, in the YYYYMM format, to which the data refer.
[nome_ficheiro]	Original name of the data file submitted to Banco de Portugal.
[data_recepcao]	Date in which the data file was received by Banco de Portugal, following the YYYY-MM-DDThh:mm:ss format (for example, 2012-03-29T14:10:12).
[data_resposta]	Date in which the response file was generated, following the AAA-MM-DD-Thh:mm:ss format.

6.3.2.2. Result section

The '**resultado**' section presents information on the processing result, at file level.

¹⁵ In the event of a master user, where the userID coincides with the enterprise's NPC, the four-digit suffix is completed with zero.

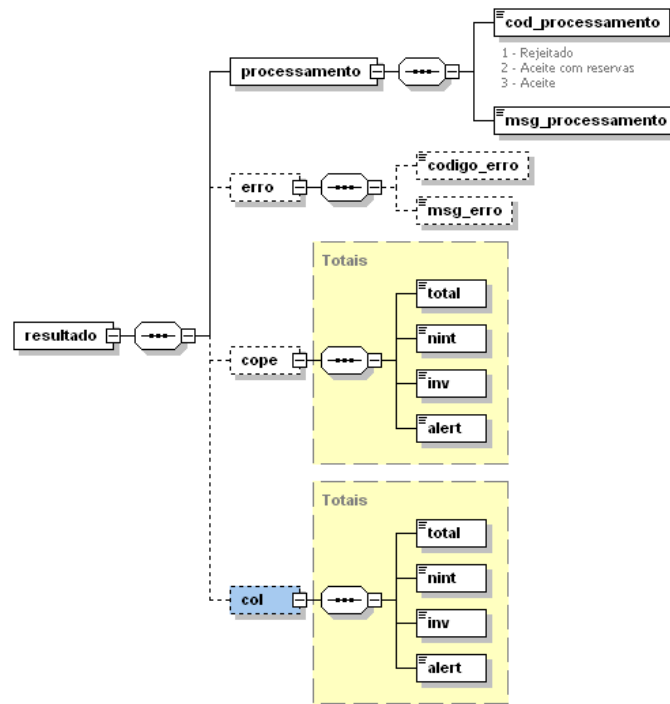


Fig. 9 – Result information: feedback file
(Legenda: 1 – Rejected 2 – Accepted with reservations 3 – Accepted)

Element	Description
[cod_processamento]	Code of processing result, which may assume the following values: 1 – rejected; 2 – accepted with reservations; 3 – accepted.
[msg_processamento]	File processing result, which may assume the following values: Rejected (associated with [cod_processamento]='1'); Accepted with reservations (associated with [cod_processamento]='2'); Accepted (associated with [cod_processamento]='3').
[codigo_erro]	Code of the error that caused file rejection. It is only completed when the file is rejected. The list of error codes and corresponding description is presented in section 5.3 of this document.
[msg_erro]	Description of the file rejection error.
[total]	Total number of COPE or COL contained in the data file.
[nint]	Total number of COPE or COL not integrated.
[inv]	Total number of invalid COPE or COL.
[alert]	Total number of COPE or COL with warnings.

6.3.2.3. COPE and COL sections

These sections present information at record level on the problems detected in the validation of the reported COPE and COL. All records that are not integrated, invalid or with warnings are specified.

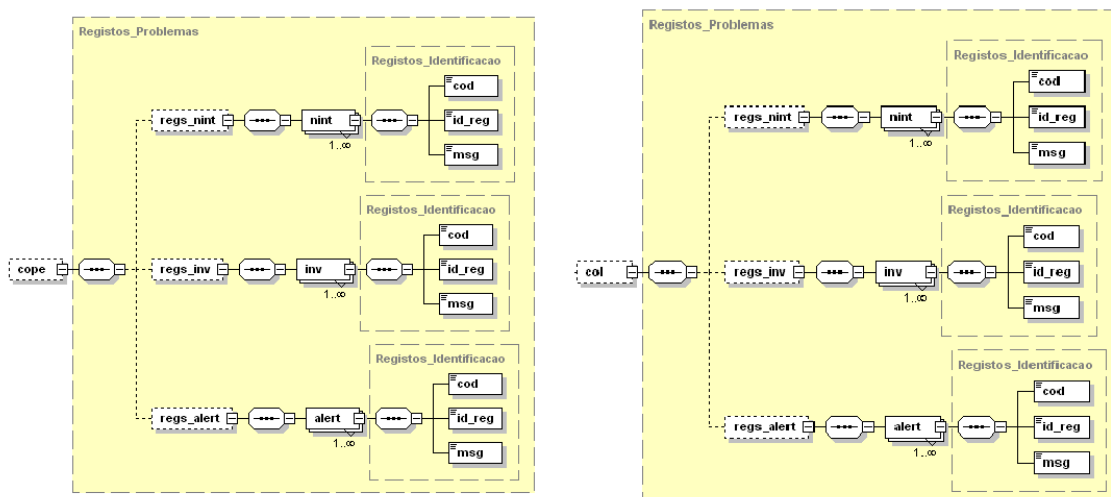


Fig. 10 – COPE and COL sections: records with problems in the feedback file

Element	Description
[cod]	Error code detected. The list of error codes and corresponding description is presented in section 5.4 of this document.
[id_reg]	Specification of the record, indicated by the sender in the data file submitted to Banco de Portugal.
[msg]	Description of the error.

7. INFORMATION BREAKDOWN TABLES

7.1 Statistical classification codes

7.1.1 Composition of the code

The statistical classification code (SCC) that should be used in the communication of external transactions and positions follows the guidelines below:

- i. Five-position alphanumeric code;
- ii. The first position corresponds to a letter ('A' to 'Z'), which represents the category in which the code is included:

CATEGORY			TYPE OF VALUE
A	GOODS	Current and capital transactions	E; S
B	TRANSPORT, TRAVEL AND TOURISM SERVICES		
C	INSURANCE AND FINANCIAL SERVICES		
D	MISCELLANEOUS SERVICES		
E	RIGHTS AND TRANSACTIONS IN TANGIBLE AND INTANGIBLE ASSETS		
F	UNILATERAL TRANSFERS	Financial transactions except derivatives	E; S; P
G	REAL ESTATE INVESTMENT		
H	SHARES		
I	INVESTMENT FUND SHARES/UNITS		
J	OTHER EQUITY		
K	DEBT SECURITIES		
L	LOANS		
M	NON-PERFORMING LOANS AND/OR LOANS DUE AND NOT REPAYED		
N	TRADE CREDIT		
O	DEPOSITS		
P	REPAYABLE MARGIN ACCOUNTS		
Q	OTHER INVESTMENT TRANSACTIONS		
R	FINANCIAL DERIVATIVES AND EMPLOYEE STOCK OPTIONS		E; S
Z	SPECIAL CODES		

- iii. For financial transactions except derivatives (categories 'G' to 'Q'), the other positions have an unambiguous significance: the second position corresponds to the nature, the third position corresponds to the maturity of the contract, the fourth position corresponds to the type of relationship, and the fifth position to the type of transaction. The matrix below summarises the code construction process.

STATISTICS ON EXTERNAL TRANSACTIONS AND POSITIONS

CATEGORY	NATURE	MATURITY OF THE CONTRACT	TYPE OF RELATIONSHIP	TYPE OF TRANSACTION
G - Real estate investment	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity 0 - not applicable	0 - not applicable	0 - not applicable	1 - Capital/trading 4 - Income (rent income)
H - Shares	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity 0 - not applicable	0 - not applicable	1 - Unaffiliated 2 - 10% or more of the voting power 3 - no voting power or less than 10% of the voting power, affiliated	1 - Capital/trading 2 - Establishment/liquidation of enterprises 3 - Capital increase/reduction 4 - Income (interest/dividends/distributed earnings)
I - Investment fund shares	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity 0 - not applicable	0 - not applicable	1 - Unaffiliated	1 - Capital/trading 4 - Income (interest/dividends/distributed earnings)
J - Other equity	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity 0 - not applicable	0 - not applicable	1 - Unaffiliated 2 - 10% or more of the voting power 3 - no voting power or less than 10% of the voting power, affiliated	1 - Capital/trading 4 - Income (interest/dividends/distributed earnings)
K - Debt securities	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity 0 - not applicable	1 - ST 2 - LT	1 - Unaffiliated 2 - 10% or more of the voting power 3 - no voting power or less than 10% of the voting power, affiliated	1 - Capital/trading 4 - Income (interest/dividends/distributed earnings)
L - Loans	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity 0 - not applicable	1 - ST 2 - LT	1 - Unaffiliated 2 - 10% or more of the voting power 3 - no voting power or less than 10% of the voting power, affiliated	1 - Capital/trading 4 - Income (interest/dividends/distributed earnings)
M - Non-performing loans and/or loans due and not repayable	1 - assets/held by the reporting entity 0 - not applicable	1 - ST 2 - LT	0 - not applicable	1 - Capital/trading 4 - Income (interest/dividends/distributed earnings)
N - Trade credits	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity	0 - not applicable	1 - Unaffiliated 2 - 10% or more of the voting power 3 - no voting power or less than 10% of the voting power, affiliated	1 - Capital/trading
O - Deposits	1 - assets/held by the reporting entity 0 - not applicable	1 - ST 2 - LT	0 - not applicable	1 - Capital/trading 4 - Income (interest/dividends/distributed earnings)
P - Repayable margin accounts	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity	0 - not applicable	0 - not applicable	1 - Capital/trading
Q - Outras Operações de investimento	1 - assets/held by the reporting entity 2 - liabilities/issued by the reporting entity 0 - not applicable	1 - ST 2 - LT	1 - Unaffiliated 2 - 10% or more of the voting power 3 - no voting power or less than 10% of the voting power, affiliated	1 - Capital/trading 4 - Income (interest/dividends/distributed earnings)

Type of relationship

This dimension typifies the relationship established between the reporting entity, or the second party where applicable, and the non-resident entity, which is mainly a definition associated with financial transactions.

The relationship is typified according to two criteria: (1) voting power owned by an entity in another, (2) being part of the same economic and financial group, i.e. a series of entities under the control of the same unit (institutional unit that is on top of the control chain of the group of enterprises, not being directly or indirectly controlled by any other institutional unit, also known as 'ultimate controlling entity').

When there is no available information on the voting power involved, alternatively the concept of equity percentage may

be used. Direct and indirect holdings should be considered.

According to the criteria presented, the relationship may be classified into one of the three categories in the following table. In addition, should this classification not be relevant for statistical purposes, the value 0 (Not applicable) should be considered.

		Belong to the same economic and financial group	
		Yes	No
Voting power	Less than 10%	3 – No voting power or less than 10%, affiliated	1 - Unaffiliated
	10% or more	2 - 10% or more of the voting power	

For the purposes of this concept, there should be an assessment of the type of relationship established between the reporting entity, or the second party where applicable, and the non-resident counterparty entity (the entity with which the transaction is conducted or the position held), with the exception of transactions related to equity and debt securities (categories 'H' to 'K') in which the relationship with the entity issuing those securities should be assessed.

For lending operations (loans granted, securities acquired, etc.) the reporting entity's voting power in the non-resident and counterparty entity or the entity issuing the securities should be considered. For deposit operations (loans obtained, securities issued, etc.) the counterparty entity's voting power in the reporting entity should be considered.

Finally, the voting power to be considered for applying the criterion should be computed, in the case of a purchase, after the purchase and, in the case of a sale, before the sale. This is particularly relevant when the ¹⁶ transaction to be reported has an impact on said voting power.

Maturity of the contract

The dimension corresponding to the maturity of the contract (occasionally also known as original maturity) is associated with debt instruments (debt securities and loans), assuming the following classification:

- 1. Short term:** when the instrument has a maturity of one year or less, one year meaning a period of 365 days.
- 2. Long term:** when the instrument has a maturity of more than one year, one year meaning a period of 365 days.

Instruments with no specified maturity of the contract, such as deposit accounts and treasury management operations, should be considered in the short term.

¹⁶ Example of a situation in which the reporting entity holds shares representing 20% of the voting power in a foreign enterprise, and intends to report COPE relating to the sale of all these shares

Type of transaction

The final dimension forming the statistical classification code is associated with the type of transaction, and its purpose is to distinguish between income and capital transactions. This dimension may assume the following values:

1. **Capital/trading:** this category includes transactions associated with the capital component of the financial instruments typified in categories 'G' to 'Q'. The following are examples of these transactions: purchase/sale of shares of incorporated enterprises, obtaining/redeeming of loans, purchase/sale of debt securities or the balance outstanding of a loan obtained/granted;
2. **Establishment/liquidation of enterprises:** this category intends to specify transactions in shares (category 'H') associated with the establishment or liquidation of affiliated enterprises;
3. **Capital increase/reduction:** this category intends to specify transactions in shares (category 'H') associated with the increase or reduction of the capital of affiliated enterprises;
4. **Income:** this category includes income associated with the financial instruments typified in categories 'H' to 'M', 'O' and 'Q'. Said income may take the form of interest, dividends or distributed earnings.

7.1.2 Table of statistical classification codes

Below is a comprehensive list of statistical classification codes, which are described in the following section.

Code	Name
A	GOODS
A1000	Exports and imports of goods
A1010	Exports and imports of goods
A1020	Exports and imports of electricity
A1030	Exports and imports of military equipment
A1040	Exports and imports of gold
A2000	Merchanting
A2010	Merchanting
A3000	Shipping supplies
A3010	Shipping supplies
A4000	Rebates and refunds
A4010	Rebates and refunds

Code	Name
A5000	Processing
A5010	Processing abroad
A5020	Processing in Portugal
B	TRANSPORT, TRAVEL AND TOURISM SERVICES
B1000	Transport
B1100	Sea transport
B1101	Sea transport – aggregation code
B1110	Sea freight transport
B1120	Sea passenger transport
B1130	Rentals or charters of sea transport with crew
B1140	Supporting and auxiliary sea transport services
B1200	Air transport
B1201	Air transport – aggregation code
B1210	Freight air transport
B1211	Freight air transport – Direct sales/purchases
B1212	Freight air transport – CASS sales
B1213	Freight air transport – Sales through agents not included in CASS
B1214	Freight air transport – Transactions with other airlines
B1220	Passenger air transport
B1221	Passenger air transport – Direct sales/purchases
B1222	Passenger air transport – BSP sales
B1223	Passenger air transport – Sales through agents not included in BSP
B1224	Passenger air transport – Transactions with other airlines
B1230	Rentals or charters of air transport with crew
B1240	Supporting and auxiliary air transport services
B1300	Rail transport
B1301	Rail transport– aggregation code
B1310	Freight rail transport
B1320	Passenger rail transport
B1330	Rentals or charters of rail transport with operators

Code	Name
B1340	Supporting and auxiliary rail transport services
B1400	Road transport
B1401	Transport by road – aggregation code
B1410	Freight transport by road
B1420	Passenger transport by road
B1430	Rentals or charters of road transport with operators
B1440	Supporting and auxiliary road transport services
B1500	Inland waterway transport
B1501	Inland waterway transport – aggregation code
B1510	Freight inland waterway transport
B1520	Passenger inland waterway transport
B1530	Rentals or charters of inland waterway transport with crew
B1540	Supporting and auxiliary inland waterway transport services
B1600	Pipeline transport and electricity transmission
B1610	Pipeline transport
B1620	Electricity transmission
B1700	Space transport
B1710	Space transport
B2000	Tourism and associated means of payment
B2100	Travel and tourism
B2110	Travel and tourism in Portugal by non-residents (incoming)
B2111	Travel and tourism in Portugal by non-residents (incoming) – Accommodation
B2112	Travel and tourism in Portugal by non-residents (incoming) - Local transport
B2113	Travel and tourism in Portugal by non-residents (incoming) - Other services
B2114	Travel and tourism in Portugal by non-residents (incoming) - Package tours including international trip
B2115	Travel and tourism in Portugal by non-residents (incoming) – Cruises
B2116	Travel and tourism in Portugal by non-residents (incoming) - Temporary time-share
B2120	Travel and tourism abroad by residents in Portugal (outgoing)
B2121	Travel and tourism abroad by residents in Portugal (outgoing) – Accommodation
B2122	Travel and tourism abroad by residents in Portugal (outgoing) - Local transport

Code	Name
B2123	Travel and tourism abroad by residents in Portugal (outgoing) - Other services
B2124	Travel and tourism abroad by residents in Portugal (outgoing) – Package tours including international trip
B2125	Travel and tourism abroad by residents in Portugal (outgoing) – Cruises
B2126	Travel and tourism abroad by residents in Portugal (outgoing) - Temporary time-share
B2200	Means of payment for travel and tourism (for special reporting entities)
B2210	Purchase/sale of foreign-issued banknotes over the counter
B2220	Exports/imports of legal tender currency in Portugal with operation of accounts of/with foreign correspondents
B2230	Credit and debit card transactions
B2290	Transactions using means of payment excluding cards and currency
C	INSURANCE AND FINANCIAL SERVICES
C1000	Insurance
C1000	Freight insurance
C1110	Freight insurance – premiums
C1120	Freight insurance – claims
C1200	Life insurance as a means of financial investment
C1210	Life insurance as a means of financial investment – premiums
C1220	Life insurance as a means of financial investment – claims
C1300	Pension funds, insurance and standardised guarantee schemes
C1310	Pension funds – premiums
C1320	Pension funds – claims
C1330	Standardised guarantee schemes – premiums
C1340	Standardised guarantee schemes – claims
C1400	Reinsurance
C1410	Reinsurance – premiums
C1420	Reinsurance – claims
C1500	Life insurance in case of death and other insurance
C1510	Life insurance in case of death and other insurance – premiums
C1510	Life insurance in case of death and other insurance – claims
C1600	Auxiliary insurance services

Code	Name
C1610	Auxiliary insurance services
C2000	Banking services and other financial intermediation services
C2110	Banking intermediation services
C2120	Auxiliary financial intermediation services
C2190	Financial intermediation services excluding banking services
D	MISCELLANEOUS SERVICES
D1000	Postal and courier services
D1010	Postal and courier services
D2000	Telecommunications, computer and information services
D2010	Telecommunications services
D2020	Computer services
D2030	News agency services
D2040	Database services and other information provision services
D3000	Construction
D3010	Occasional construction in Portugal
D3020	Permanent construction in Portugal
D3030	Occasional construction abroad
D3040	Permanent construction abroad
D4000	Leasing services
D4010	Leasing (rental) or charter of transport equipment without crew/operator
D4090	Other leasing services
D5000	Agricultural, mining, industrial and environmental services
D5010	Agricultural services
D5020	Mining services
D5030	Industrial services
D5040	Waste treatment and depollution services
D5090	Other agricultural, mining, industrial and environmental services
D6000	Research and development
D6010	Research and development services
D6020	Acquisition/sale of research and development rights

Code	Name
D6090	Other research and development services
D7000	Business, professional and technical services
D7010	Legal services
D7020	Accounting and auditing services
D7030	Management consulting services
D7040	Architectural services
D7050	Engineering services
D7060	Technical analysis services
D7070	Services incidental to turnkey projects
D7080	Trade-related services
D7090	Advertising services
D7110	Market research and public opinion polling
D7120	Public relations services
D7130	Maintenance and repair services
D7140	Services between affiliated enterprises (not included elsewhere)
D7190	Other business services
D8000	Personal, cultural and recreational services
D8010	Audiovisual and related services
D8020	Cultural, recreational and sporting services
D8030	Education services
D8040	Health services
D8090	Other personal services
D9000	Government goods and services n.i.e.
D9010	Goods and services supplied by and to embassies and consulates n.i.e.
D9020	Goods and services supplied by and to military bases n.i.e.
D9030	Services supplied by and to the central government n.i.e.
E	RIGHTS AND TRANSACTIONS IN TANGIBLE AND INTANGIBLE ASSETS
E1000	Rights
E1010	Rights resulting from franchises, marketing, and research and development
E1020	Rights to reproduce and/or distribute software

Code	Name
E1030	Rights to reproduce and/or distribute audiovisual content
E1040	Temporary rights to use natural resources
E1090	Other rights to use intellectual property n.i.e.
E2000	Acquisition/disposal of non-financial non-produced assets
E2010	Acquisition/disposal of intangible assets
E2020	Acquisition/disposal of land by embassies, consulates, military bases and international organisations
F	UNILATERAL TRANSFERS
F1000	Transfers with the European Union
F1010	European Social Fund (ESF)/Fund for European Aid to the Most Deprived (FEAD)
F1020	European Regional Development Fund (ERDF)
F1030	European Agricultural Fund for Rural Development (EAFRD) / EAGGF – Guidance
F1040	European Agricultural Guarantee Fund (EAGF) / EAGGF – Guarantee
F1050	Cohesion Fund (CF)
F1060	European Fisheries Fund (EFF) / FIFG/ EMFF/ EMFAF
F1070	Customs duties and agricultural levies
F1080	Financial contribution for the European Union budget
F1090	Reimbursements of unused European funds
F1210	Recovery and Resilience Facility
F1310	Recovery Assistance for Cohesion and the Territories of Europe (REACT-EU)
F1410	Just Transition Fund
F1990	Other European Union receipts and payments
F2000	Other transfers
F2010	Taxes on income and wealth
F2020	Taxes on products
F2030	Taxes on production
F2040	Subsidies on products
F2050	Subsidies on production
F2060	Inheritance and gift taxes
F2070	Social contributions to social security schemes
F2080	Social benefits

Code	Name
F2090	International cooperation
F2110	Debt forgiveness
F2120	Investment grants
F2130	Capital transfers
F2190	Other transfers n.i.e.
F3000	Income from labour and migrants' remittances
F3010	Income from labour
F3020	Migrants' remittances
G	REAL ESTATE INVESTMENT
G0004	Real estate investment income
G1001	Portugal's real estate investment income abroad
G2001	Foreign real estate investment in Portugal
H	SHARES
H0004	Income from shares
H0014	Income associated with shares of unaffiliated entities
H0024	Income associated with shares of entities with 10% or more of the voting power
H0034	Income associated with shares of affiliated entities with no voting power or less than 10% of the voting power
H1000	Shares held by the reporting entity
H1011	Shares held by the reporting entity, of unaffiliated entities
H1021	Shares held by the reporting entity, of incorporated entities with 10% or more of the voting power
H1022	Shares held through establishment/liquidation of entities with 10% or more of the voting power
H1023	Shares held through capital increase/reduction of entities with 10% or more of the voting power
H1031	Shares of incorporated affiliated entities with no voting power or less than 10% of the voting power
H1032	Shares held through establishment/liquidation of affiliated entities with no voting power or less than 10% of the voting power
H1033	Shares held through capital increase/reduction of affiliated entities with no voting power or less than 10% of the voting power
H2000	Shares issued by the reporting entity
H2011	Shares issued by the reporting entity and traded with unaffiliated entities
H2021	Shares issued by the reporting entity and traded with entities with 10% or more of the voting power
H2022	Shares issued by the reporting entity and held by entities with 10% or more of the voting power through establishment/liquidation of the reporting entity

Code	Name
H2023	Shares issued by the reporting entity and held by entities with 10% or more of the voting power through capital increase/reduction of the reporting entity
H2031	Shares issued by the reporting entity and traded with affiliated entities with no voting power or less than 10% of the voting power
H2032	Shares issued by the reporting entity and held by affiliated entities with no voting power or less than 10% of the voting power through establishment/liquidation
H2033	Shares issued by the reporting entity and held by affiliated entities with no voting power or less than 10% of the voting power through capital increase/reduction
I	INVESTMENT FUND SHARES/UNITS
I0004	Income associated with Investment fund shares/units
I0014	Income associated with Investment fund shares/units
I1000	Investment fund shares/units held by the reporting entity
I1011	Investment fund shares/units held by the reporting entity
I2000	Investment fund shares/units issued by the reporting entity
I2011	Investment fund shares/units issued by the reporting entity
J	OTHER EQUITY
J0004	Income associated with other equity
J0014	Income associated with other equity of unaffiliated entities
J0024	Income from other equity of entities with 10% or more of the voting power
J0034	Income from other equity of affiliated entities with no voting power or less than 10% of the voting power
J1000	Other equity held by the reporting entity
J1011	Other equity held by the reporting entity, of unaffiliated entities
J1021	Other equity held by the reporting entity, of entities with 10% or more of the voting power
J1031	Other equity held by the reporting entity, of affiliated entities with no voting power or less than 10% of the voting power
J2000	Other own equity (issued by the reporting entity)
J2011	Other equity issued by the reporting entity and traded with unaffiliated entities
J2021	Other equity issued by the reporting entity and traded with entities with 10% or more of the voting power
J2031	Other equity issued by the reporting entity and held by affiliated entities with no voting power or less than 10% of the voting power
K	DEBT SECURITIES
K0004	Interest on debt securities
K0104	Interest on debt securities with a maturity of one year or less
K0114	Interest on debt securities with a maturity of one year or less issued by unaffiliated entities

Code	Name
K0124	Interest on debt securities with a maturity of one year or less issued by entities with 10% or more of the voting power
K0134	Interest on debt securities with a maturity of one year or less issued by affiliated entities with no voting power or less than 10% of the voting power
K0204	Interest on debt securities with a maturity of more than one year
K0214	Interest on debt securities with a maturity of more than one year issued by unaffiliated entities
K0224	Interest on debt securities with a maturity of more than one year issued by entities with 10% or more of the voting power
K0234	Interest on debt securities with a maturity of more than one year issued by affiliated entities with no voting power or less than 10% of the voting power
K1000	Debt securities held by the reporting entity
K1100	Debt securities with a maturity of one year or less held by the reporting entity
K1111	Debt securities with a maturity of one year or less held by the reporting entity, of unaffiliated entities
K1121	Debt securities with a maturity of one year or less held by the reporting entity, of entities with 10% or more of the voting power
K1131	Debt securities with a maturity of one year or less, of affiliated entities with no voting power or less than 10% of the voting power
K1200	Debt securities with a maturity of more than one year held by the reporting entity
K1211	Debt securities with a maturity of more than one year held by the reporting entity, of unaffiliated entities
K1221	Debt securities with a maturity of more than one year held by the reporting entity, of entities with 10% or more of the voting power
K1231	Debt securities with a maturity of more than one year of affiliated entities with no voting power or less than 10% of the voting power
K2000	Debt securities issued by the reporting entity
K2100	Debt securities issued by the reporting entity with a maturity of one year or less
K2111	Debt securities issued by the reporting entity with a maturity of one year or less traded with unaffiliated entities
K2121	Debt securities issued by the reporting entity with a maturity of one year or less traded with entities with 10% or more of the voting power
K2131	Debt securities issued by the reporting entity with a maturity of one year or less traded with affiliated entities with no voting power or less than 10% of the voting power
K2200	Own debt securities (issued by the reporting entity) with a maturity of more than one year
K2211	Debt securities issued by the reporting entity with a maturity of more than one year traded with unaffiliated entities
K2221	Debt securities issued by the reporting entity with a maturity of more than one year traded with entities with 10% or more of the voting power
K2231	Debt securities issued by the reporting entity with a maturity of more than one year traded with affiliated entities with no voting power or less than 10% of the voting power

Code	Name
L	LOANS
L0004	Interest on loans
L0104	Interest on loans with a maturity of one year or less
L0114	Interest on loans with a maturity of one year or less between unaffiliated entities
L0124	Interest on loans with a maturity of one year or less between affiliated entities with 10% or more of the voting power
L0134	Interest on loans with a maturity of one year or less between affiliated entities with no voting power or less than 10% of the voting power
L0204	Interest on loans with a maturity of more than one year
L0214	Interest on loans with a maturity of more than one year between unaffiliated entities
L0224	Interest on loans with a maturity of more than one year between affiliated entities with 10% or more of the voting power
L0234	Interest on loans with a maturity of more than one year between affiliated entities with no voting power or less than 10% of the voting power
L1000	Loans granted to non-resident entities
L1100	Loans with a maturity of one year or less granted to non-resident entities
L1111	Loans with a maturity of one year or less granted to unaffiliated entities
L1121	Loans with a maturity of one year or less granted to entities with 10% or more of the voting power
L1131	Loans with a maturity of one year or less granted to affiliated entities with no voting power or less than 10% of the voting power
L1200	Loans with a maturity of more than one year granted to non-resident entities
L1211	Loans with a maturity of more than one year granted to unaffiliated entities
L1221	Loans with a maturity of more than one year granted to entities with 10% or more of the voting power
L1231	Loans with a maturity of more than one year granted to affiliated entities with no voting power or less than 10% of the voting power
L2000	Loans from non-resident entities
L2100	Loans with a maturity of one year or less from non-resident entities
L2111	Loans with a maturity of one year or less from unaffiliated entities
L2121	Loans with a maturity of one year or less from entities with 10% or more of the voting power
L2131	Loans with a maturity of one year or less from affiliated entities with no voting power or less than 10% of the voting power
L2200	Loans with a maturity of more than one year from non-resident entities
L2211	Loans with a maturity of more than one year from unaffiliated entities
L2221	Loans with a maturity of more than one year from entities with 10% or more of the voting power

Code	Name
L2231	Loans with a maturity of more than one year from affiliated entities with no voting power or less than 10% of the voting power
M	NON-PERFORMING LOANS AND/OR LOANS DUE AND NOT REPAID
M0004	Interest on loans granted to non-resident entities, considered non-performing and/or due and not repaid
M0104	Interest on loans with a maturity of one year or less, granted to non-resident entities, considered non-performing and/or due and not repaid
M0204	Interest on loans with a maturity of more than one year, granted to non-resident entities, considered non-performing and/or due and not repaid
M1000	Loans granted to non-resident entities considered non-performing and/or due and not repaid
M1101	Loans with a maturity of one year or less, granted to non-resident entities, considered non-performing and/or due and not repaid
M1201	Loans with a maturity of more than one year, granted to non-resident entities, considered non-performing and/or due and not repaid
N	TRADE CREDIT
N1000	Trade credit granted to non-resident entities
N1011	Trade credit granted to unaffiliated entities
N1021	Trade credit granted to entities with 10% or more of the voting power
N1031	Trade credit granted to affiliated entities with no voting power or less than 10% of the voting power
N2000	Trade credit obtained by resident entities
N2011	Trade credit from unaffiliated entities
N2021	Trade credit from entities with 10% or more of the voting power
N2031	Trade credit obtained by affiliated entities with no voting power or less than 10% of the voting power
O	DEPOSITS
O0004	Interest on deposits and investments
O0104	Interest on deposits and investments with a maturity of one year or less
O0204	Interest on deposits and investments with a maturity of more than one year
O1000	Deposits and investments abroad
O1101	Deposits and investments abroad by residents with a maturity of one year or less
O1201	Deposits and investments abroad by residents with a maturity of more than one year
O2000	Deposits and investments in Portugal
O2101	Deposits and investments in Portugal by non-residents with a maturity of one year or less
O2201	Deposits and investments in Portugal by non-residents with a maturity of more than one year

Code	Name
P	REPAYABLE MARGIN ACCOUNTS
P1000	Repayable margin accounts opened abroad by residents
P1001	Repayable margin accounts opened abroad by residents
P2000	Repayable margin accounts opened in Portugal by non-residents
P2001	Repayable margin accounts opened in Portugal by non-residents
Q	OTHER INVESTMENT TRANSACTIONS
Q0004	Income from other investment transactions
Q0004	Income from other investment transactions
Q1000	Other investment transactions by residents abroad
Q1001	Other forms of equity of non-resident entities
Q1011	Other assets relating to unaffiliated entities
Q1021	Other assets relating to entities with 10% or more of the voting power
Q1031	Other assets relating to affiliated entities with no voting power or less than 10% of the voting power
Q2000	Other investment transactions by non-residents in Portugal
Q2001	Other forms of equity of resident entities
Q2011	Other liabilities towards unaffiliated entities
Q2021	Other liabilities towards entities with 10% or more of the voting power
Q2031	Other liabilities towards affiliated entities with no voting power or less than 10% of the voting power
R	FINANCIAL DERIVATIVES AND EMPLOYEE STOCK OPTIONS
R1010	Financial derivatives
R1020	Employee stock options
R1030	Stock options granted to suppliers
Z	SPECIAL CODES
Z1020	Transfers between residents' accounts abroad and in Portugal
Z1030	Transfers between residents' accounts abroad
Z1040	Settlement of clearing balances ('current account')
Z1050	Settlement of cleared transactions

7.1.3 Description of the statistical classification codes

The codes composing the new nomenclature of external transactions are presented below in detail. Codes that may be

used for information reporting are also described.

Code	Name / Description ¹⁷
A	GOODS
A1000	Exports and imports of goods
A1010	<p>Exports and imports of goods</p> <p>Includes exports and imports of general merchandise between residents and non-residents involving change of ownership, regardless of the fact that payments or receipts are deferred vis-à-vis the respective transactions. Among other transactions, the following are highlighted:</p> <ul style="list-style-type: none"> • transactions associated with banknotes and coins not in current circulation or already withdrawn from circulation; • non-customised software and audiovisual recordings, on physical media, with a license for perpetual use. These products are included at their full transaction value, including software and audio and video recordings; • goods acquired under a financial lease; • goods that although having temporarily crossed the frontier are later purchased/sold by/to non-residents. For example, goods temporarily exported or imported for exhibitions, storage and sales on consignment; • parcel post, dividing the value between the merchandise and the service associated to the postal delivery (D1010); • goods as gifts and humanitarian aid in the form of goods; • goods for resale in their home countries or for personal use, acquired by travellers while on visits, in excess of Portuguese customs thresholds (durable goods, such as cars and electrical goods, and jewelry or works of art); • goods acquired to be processed abroad/in Portugal and meanwhile sold to a non-resident/resident; • licenses to use non-customised software and audiovisual recordings, on physical media, with a license for perpetual use; • the purchase/sale of machinery and goods to be used in the production process. <p>Not included:</p> <ul style="list-style-type: none"> • costs associated with transport (freight), customs clearance (B1*) and insurance (C11*); • exports and imports of customised software, to be included in computer services (D2020); • exports and imports of electricity (A1020); • exports and imports of military equipment (A1030); • goods where there is no change in ownership, such as movements of goods related to maintenance and repair (D7130), or processing (A5010 and A5020); • goods from/to embassies, military bases and international organisations and goods acquired in the resident economy by diplomats, military personnel and staff of international organisations (D9010 and D9020); • goods with no positive value (e.g. hospital and radioactive waste, etc.), recording only the transport service and customs clearance (B1**0) and respective insurance services (C11*) and environmental protection services (D5040); • exports and imports of gold in the form of bars, ingots, powder, or other (A1040).
A1020	<p>Exports and imports of electricity</p> <p>Includes exports and imports of electricity.</p> <p>Not included:</p> <ul style="list-style-type: none"> • transmission (B1620) and distribution (D7190) services.
A1030	<p>Exports and imports of military equipment</p> <p>Includes exports and imports of military equipment.</p>

¹⁷ In the description, references to codes may have the symbol *, meaning that different values are admissible for the position in question.

Code	Name / Description ¹⁷
A1040	Exports and imports of gold Includes exports and imports of gold in the form of bars, ingots, powder, or other. Not included: <ul style="list-style-type: none"> jewelry, watches and so forth that contains gold for final consumption (A1010).
A2000	Merchanting
A2010	Merchanting Includes goods that, although there is a change of ownership, are acquired/sold to non-residents but do not enter the economic territory (goods under merchanting). These transactions should be considered in gross terms, showing separately the acquisition and subsequent sale of goods. Not included: <ul style="list-style-type: none"> fees charged for merchanting (D7080).
A3000	Shipping supplies
A3010	Shipping supplies Fuels (bunkering) and other goods (such as catering and provisions) for maritime and air navigation and other means of transport. Includes tolls paid abroad by transport companies when it is not possible to distinguish these operations from those mentioned above (if it is possible to distinguish such amounts, then they should be classified in B1440).
A4000	Rebates and refunds
A4010	Rebates and refunds Rebates and refunds in goods transactions.
A5000	Processing
A5010	Processing abroad Includes processing abroad, notably processing, assembly, labelling and packing. These transactions do not involve change in ownership, given that the goods cross the border only for being processed. Not included: <ul style="list-style-type: none"> the value of the sale of goods in case these are subsequently sold to a non-resident, this value being recorded in exports of goods (A1010).
A5020	Processing in Portugal Includes processing in Portugal, notably processing, assembly, labelling and packing. These transactions do not involve change in ownership, given that the goods cross the border only for being processed. Not included: <ul style="list-style-type: none"> the value of the sale of goods in case these are subsequently sold to a resident, this value being recorded in imports of goods (A1010).
B	TRANSPORT, TRAVEL AND TOURISM SERVICES
B1000	Transport
B1100	Sea transport

Code	Name / Description ¹⁷
B1101	<p>Sea transport – aggregation code</p> <p>Code to be used in sea freight transport, when it is not possible to distinguish the different components associated with the service provided, notably</p> <ul style="list-style-type: none"> • sea freight transport (B1110); • rentals or charters of sea transport with crew (B1130); • supporting and auxiliary sea transport services (B1140); • insurance premium (C1110); • trade-related services (D7080). <p>However, the use of this statistical classification implies annual reporting, specifying the relative representativity of the five components mentioned above.</p>
B1110	<p>Sea freight transport</p> <p>Includes freight for maritime transport of goods.</p> <p>Not included:</p> <ul style="list-style-type: none"> • freight insurance (C1110); • storage and boarding charges (B1140).
B1120	<p>Sea passenger transport</p> <p>Includes sea passenger transport fares, fees payable to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board.</p> <p>Not included:</p> <ul style="list-style-type: none"> • fares for travel within a territory (B2112).
B1130	<p>Rentals or charters of sea transport with crew</p> <p>Includes rentals or charters of sea transport equipment with crew.</p> <p>Not included:</p> <ul style="list-style-type: none"> • rentals or charters without crew (D4010).
B1140	<p>Supporting and auxiliary sea transport services</p> <p>Includes supporting and auxiliary sea transport services, notably cargo handling (customs clearance), storage and boarding charges, storage and packing services, warehousing, towing, pilotage and navigational aid and cleaning performed on transport equipment.</p> <p>Not included:</p> <ul style="list-style-type: none"> • fuels (bunkering) and other goods (such as catering and general provisions) (A3010); • equipment maintenance and repair services (D7130).
B1200	Air transport

Code	Name / Description ¹⁷
B1201	<p>Air transport – aggregation code</p> <p>Code to be used in freight air transport, when it is not possible to distinguish the different components associated with the service provided, notably:</p> <ul style="list-style-type: none"> freight air transport (B1210); rentals or charters of air transport with operators (B1230); supporting and auxiliary air transport services (B1240); insurance premium (C1110); trade-related services (D7080). <p>However, the use of this statistical classification implies annual reporting, identifying the relative representativity of the five components mentioned above.</p>
B1210	<p>Freight air transport</p>
B1211	<p>Freight air transport – Direct sales/purchases</p> <p>Includes sales of freight for air transport of goods, to be reported by airlines and respective counters and agents in Portugal, directly by airlines, notably:</p> <ul style="list-style-type: none"> sales at counters; online sales; sales through airline call centres; sales through General Sales Agents (GSA). <p>Also included is freight for air transport of goods, to be reported by other entities residing in Portugal (other than those specified in the previous point), regarding sales or purchases to or from entities not residing in Portugal.</p> <p>Not included:</p> <ul style="list-style-type: none"> insurance of goods (C1110); storage and boarding charges (B1240).
B1212	<p>Freight air transport – CASS sales</p> <p>Includes sales of freight for air transport of goods, to be reported by airlines and respective counters and agents in Portugal, in those cases where payment is managed by local IATAs through Cargo Accounts Settlement Systems (CASS).</p> <p>Not included:</p> <ul style="list-style-type: none"> insurance of goods (C1110); storage and boarding charges (B1240); sales/purchases of freight for goods by entities residing in Portugal, other than airlines or respective counters or agents in Portugal (B1211).
B1213	<p>Freight air transport – Sales through agents not included in CASS</p> <p>Includes freight for air transport of goods, to be reported by airlines and respective counters and agents in Portugal, through carriers and not included in Cargo Accounts Settlement Systems (CASS).</p> <p>Not included:</p> <ul style="list-style-type: none"> insurance of goods (C1110); storage and boarding charges (B1240); sales/purchases of freight for goods by entities residing in Portugal, other than airlines or respective counters or agents in Portugal (B1211)

Code	Name / Description ¹⁷
B1214	<p>Freight air transport – Transactions with other airlines</p> <p>Includes freight for air transport of goods, on purchases and sales directly with other airlines with no intermediation from IATA, and on adjustments with other airlines through the IATA Clearing House (ICH), to be reported by airlines with parent company in Portugal.</p> <p>Not included:</p> <ul style="list-style-type: none"> insurance of goods (C1110); storage and boarding charges (B1240); transactions at counters and by agents in Portugal of airlines with parent company abroad; sales/purchases of freight for goods by entities residing in Portugal, other than airlines (B1211).
B1220	Passenger air transport
B1221	<p>Passenger air transport – Direct sales/purchases</p> <p>Includes sales of fares on passenger air transport, reservation services, charges for excess baggage and other taxes and items purchased on board, to be reported by airlines and respective counters and agents in Portugal, sold directly by airlines, notably:</p> <ul style="list-style-type: none"> sales at counters; online sales; sales through airline call centres; sales through General Sales Agents (GSA). <p>Also included are fares on air transport, to be reported by other entities residing in Portugal (other than those specified in the previous point), regarding sales or purchases vis-à-vis entities not residing in Portugal.</p> <p>Not included:</p> <ul style="list-style-type: none"> fares for travel within a territory (B2110).
B1222	<p>Passenger air transport – BSP sales</p> <p>Includes sales of fares on passenger air transport, fees paid to travel agencies, reservation services, charges for excess baggage and other taxes and items purchased on board, to be reported by airlines and respective counters and agents in Portugal, in those cases where payment is managed by local IATAs through the Billing and Settlement Plan (BSP).</p> <p>Not included:</p> <ul style="list-style-type: none"> fares for travel within a territory (B2112); sales/purchases of fares by entities other than airlines or respective counters or agents in Portugal (B1221).
B1223	<p>Passenger air transport – Sales through agents not included in the BSP</p> <p>Includes sales of fares on passenger air transport, fees paid to travel agencies, reservation services, charges for excess baggage and other taxes and items purchased on board, to be reported by airlines and respective counters and agents in Portugal, through travel agents and not included in the Billing and Settlement Plan (BSP).</p> <p>Not included:</p> <ul style="list-style-type: none"> fares for travel within a territory (B2110); sales/purchases of fares by entities other than airlines or respective counters or agents in Portugal (B1221).

Code	Name / Description ¹⁷
B1224	<p>Passenger air transport – Transactions with other airlines</p> <p>Includes fares on passenger air transport, fees, reservation services, charges for excess baggage and other taxes and items purchased on board, on purchases and sales directly with other airlines with no intermediation from IATA, as well as on adjustments with other airlines through the IATA Clearing House (ICH), to be reported by airlines with parent company in Portugal.</p> <p>Not included:</p> <ul style="list-style-type: none"> fares for travel within a territory (B2110); transactions at counters and by agents in Portugal of airlines with parent company abroad; sales/purchases of fares by entities other than airlines (B1221).
B1230	<p>Rentals or charters of air transport with crew</p> <p>Includes rentals or charters of air transport equipment with crew.</p> <p>Not included:</p> <ul style="list-style-type: none"> rentals or charters without crew (D4010).
B1240	<p>Supporting and auxiliary air transport services</p> <p>Includes supporting and auxiliary air transport services, notably cargo handling (customs clearance), storage and boarding charges, storage and packing services, warehousing, towing, pilotage and navigational aid and cleaning performed on transport equipment.</p> <p>Not included:</p> <ul style="list-style-type: none"> fuels (bunkering) and other goods (such as catering and general provisions) (A3010); equipment maintenance and repair services (D7130).
B1300	Rail transport
B1301	<p>Rail transport – aggregation code</p> <p>Code to be used in freight rail transport, when it is not possible to distinguish the different components associated with the service provided, notably:</p> <ul style="list-style-type: none"> freight rail transport (B1310); rentals or charters of rail transport with operators (B1330); supporting and auxiliary rail transport services (B1340); insurance premium (C1110); trade-related services (D7080). <p>However, the use of this statistical classification implies annual reporting, identifying the relative representativity of the five components mentioned above.</p>
B1310	<p>Freight rail transport</p> <p>Includes freight for the transport of goods by rail.</p> <p>Not included:</p> <ul style="list-style-type: none"> insurance of goods (C1110); storage and boarding charges (B1340).

Code	Name / Description ¹⁷
B1320	Passenger rail transport Includes fares on passenger rail transport, fees paid to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board. Not included: <ul style="list-style-type: none"> fares for travel within a territory (B2112).
B1330	Rentals or charters of rail transport with operators Includes rentals or charters of rail transport equipment with operators. Not included: <ul style="list-style-type: none"> rentals or charters without crew (D4010).
B1340	Supporting and auxiliary rail transport services Includes supporting and auxiliary rail transport services, notably cargo handling (customs clearance), storage and boarding charges, storage and packing services, warehousing, towing, pilotage and navigational aid and cleaning performed on transport equipment. Not included: <ul style="list-style-type: none"> fuels (bunkering) and other goods (such as catering and general provisions) (A3010); equipment maintenance and repair services (D7130).
B1400	Road transport
B1401	Road transport – aggregation code Code to be used in freight road transport, when it is not possible to distinguish the different components associated with the service provided, notably: <ul style="list-style-type: none"> freight road transport (B1410); rentals or charters of road transport with operators (B1430); supporting and auxiliary road transport services (B1440); insurance premium (C1110); trade-related services (D7080). <p>However, the use of this statistical classification implies annual reporting, identifying the relative representativity of the five components mentioned above.</p>
B1410	Freight road transport Includes freight for the road transport of goods. Not included: <ul style="list-style-type: none"> insurance of goods (C1110); storage and boarding charges (B1440).
B1420	Passenger road transport Includes fares on passenger road transport, fees paid to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board. Not included: <ul style="list-style-type: none"> fares for travel within a territory (B2112).

Code	Name / Description ¹⁷
B1430	Rentals or charters of road transport with operators Includes rentals or charters of road transport equipment with operators. Not included: <ul style="list-style-type: none"> rentals or charters without crew (D4010).
B1440	Supporting and auxiliary road transport services Includes supporting and auxiliary road transport services, notably cargo handling (customs clearance), storage and boarding charges, storage and packing services, warehousing, towing, pilotage and navigational aid and cleaning performed on transport equipment. Includes tolls. Not included: <ul style="list-style-type: none"> fuels (bunkering) and other goods (such as catering and general provisions) (A3010); equipment maintenance and repair services (D7130).
B1500	Inland waterway transport
B1501	Inland waterway transport – aggregation code Code to be used in freight inland waterway transport, when it is not possible to distinguish the different components associated with the service provided, notably: <ul style="list-style-type: none"> freight inland waterway transport (B1510); rentals or charters of inland waterway transport with crew (B1530); supporting and auxiliary inland waterway transport services (B1540); insurance premium (C1110); trade-related services (D7080). <p>However, the use of this statistical classification implies annual reporting, identifying the relative representativity of the five components mentioned above.</p>
B1510	Freight inland waterway transport Includes freight for inland waterway transport of goods. Not included: <ul style="list-style-type: none"> insurance of goods (C1110); storage and boarding charges (B1540).
B1520	Passenger inland waterway transport Includes fares on passenger inland waterway transport, fees paid to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board. Not included: <ul style="list-style-type: none"> fares for travel within a territory (B2110).
B1530	Rentals or charters of inland waterway transport with crew Includes rentals or charters of inland waterway transport equipment with crew. Not included: <ul style="list-style-type: none"> rentals or charters without crew (D4010).

Code	Name / Description ¹⁷
B1540	<p>Supporting and auxiliary inland waterway transport services</p> <p>Includes supporting and auxiliary inland waterway transport services, notably cargo handling (customs clearance), storage and boarding charges, storage and packing services, warehousing, towing, pilotage and navigational aid and cleaning performed on transport equipment.</p> <p>Not included:</p> <ul style="list-style-type: none"> • fuels (bunkering) and other goods (such as catering and general provisions) (A3010); • equipment maintenance and repair services (D7130).
B1600	Pipeline transport and electricity transmission
B1610	<p>Pipeline transport</p> <p>Includes international transport of goods in pipelines.</p>
B1620	<p>Electricity transmission</p> <p>Includes electricity transmission, when this is separate from the production and distribution process.</p>
B1700	Space transport
B1710	<p>Space transport</p> <p>Includes satellite launches and other operations performed by operators of space equipment. Also included is space freight and passenger transport.</p>
B2000	Tourism and associated means of payment
B2100	Travel and tourism
B2110	Travel and tourism in Portugal by non-residents (incoming)
B2111	<p>Travel and tourism in Portugal by non-residents (incoming) – Accommodation</p> <p>Includes accommodation services:</p> <ul style="list-style-type: none"> • provided by hotels and other resorts and similar establishments to residents abroad during a trip or stay in Portugal, whichever the sales channel used; • sold by travel agencies or tour operators to final customers residing abroad during a trip or stay in Portugal. <p>Not included:</p> <ul style="list-style-type: none"> • transactions related to accommodation under perpetual time-share (G2001); • transactions related to accommodation under temporary time-share (B2116).
B2112	<p>Travel and tourism in Portugal by non-residents (incoming) - Local transport</p> <p>Includes domestic transport services, notably transfer services, rent-a-car and fares on domestic transport in Portugal:</p> <ul style="list-style-type: none"> • sold to residents abroad during a trip or stay in Portugal; • sold by travel agencies or tour operators to final customers residing abroad during a trip or stay in Portugal. <p>Not included:</p> <ul style="list-style-type: none"> • fares on international transport of passengers, including fees paid to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board, which should be recorded in fares according to the mode of transport used (B1*20)..

Code	Name / Description ¹⁷
B2113	<p>Travel and tourism in Portugal by non-residents (incoming) - Other services</p> <p>Includes other services that cannot be classified in any other component, notably food and restaurant services, cultural and leisure services, health services or education services:</p> <ul style="list-style-type: none"> • sold to residents abroad during a trip or stay in Portugal; • sold by travel agencies or tour operators to final customers residing abroad during a trip or stay in Portugal. <p>Not included:</p> <ul style="list-style-type: none"> • non-separable services included in package tours including international trip (B2114); • receipts and payments of taxes and booking fees relating to non-resident entities (D7080). • receipts and payments of travel insurance (C15*0) and visa and/or passport assistance services (D9010).
B2114	<p>Travel and tourism in Portugal by non-residents (incoming)- Package tours including international trip</p> <p>Includes non-separable services included in package tours to Portugal sold by travel agencies or tour operators to final customers residing abroad, provided the international trip is included.</p> <p>Not included:</p> <ul style="list-style-type: none"> • package tours not including international trip, which should be recorded in the most relevant travel and tourism service (B211*); • cruises (B2115).
B2115	<p>Travel and tourism in Portugal by non-residents (incoming)- Cruises</p> <p>Includes cruise services in Portugal:</p> <ul style="list-style-type: none"> • sold to residents abroad during a trip or stay in Portugal; • sold by travel agencies or tour operators to final customers residing abroad during a trip or stay in Portugal. <p>Not included:</p> <ul style="list-style-type: none"> • fares on international transport of passengers to/from the port of shipment, including fees paid to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board, which should be recorded in fares according to the mode of transport used (B1*20).
B2116	<p>Travel and tourism in Portugal by non-residents (incoming)- Temporary time-share</p> <p>Includes receipts and payments associated with temporary time-share transactions in Portugal by non-residents. Includes the purchase or sale of the actual right to use the temporary time-share and the receipt or payment of periodic instalments associated with the temporary time-share contract.</p> <p>Not included:</p> <ul style="list-style-type: none"> • transactions related to accommodation under perpetual time-share (G2001).
B2120	<p>Travel and tourism abroad by residents in Portugal (outgoing)</p>
B2121	<p>Travel and tourism abroad by residents in Portugal (outgoing) - Accommodation</p> <p>Includes accommodation services:</p> <ul style="list-style-type: none"> • acquired by residents in Portugal to non-resident entities during a trip or stay abroad; • sold by travel agencies or tour operators to final customers residing in Portugal during a trip or stay abroad. <p>Not included:</p> <ul style="list-style-type: none"> • transactions related to accommodation under perpetual time-share (G2001); • transactions related to accommodation under temporary time-share (B2126).

Code	Name / Description ¹⁷
B2122	<p>Travel and tourism abroad by residents in Portugal (outgoing) - Local transport</p> <p>Includes domestic transport services, notably transfer services, rent-a-car and fares on domestic transport abroad:</p> <ul style="list-style-type: none"> acquired from residents abroad during a trip or stay abroad; sold by travel agencies or tour operators to final customers residing in Portugal during a trip or stay abroad. <p>Not included:</p> <ul style="list-style-type: none"> fares on international transport of passengers, including fees paid to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board, which should be recorded in fares according to the mode of transport used (B1*20).
B2123	<p>Travel and tourism abroad by residents in Portugal (outgoing) - Other services</p> <p>Includes other services that cannot be classified in any other component, notably food and restaurant services, cultural and leisure services, health services or education services:</p> <ul style="list-style-type: none"> acquired from residents abroad during a trip or stay abroad; sold by travel agencies or tour operators to final customers residing in Portugal during a trip or stay abroad. <p>Not included:</p> <ul style="list-style-type: none"> non-separable services included in package tours including international trip (B2124); receipts and payments of taxes and booking fees relating to non-resident entities (D7080). receipts and payments of travel insurance (C15*0) and visa and/or passport assistance services (D9010).
B2124	<p>Travel and tourism abroad by residents in Portugal (outgoing) - Package tours including international trip</p> <p>Includes non-separable services included in package tours to countries abroad, provided the international trip is included:</p> <ul style="list-style-type: none"> acquired from residents abroad during a trip or stay abroad; sold by travel agencies or tour operators to final customers residing in Portugal. <p>Not included:</p> <ul style="list-style-type: none"> package tours not including international trip, which should be recorded in the most relevant travel and tourism service (B212*); cruises (B2125).
B2125	<p>Travel and tourism abroad by residents in Portugal (outgoing) – Cruises</p> <p>Includes cruise services abroad:</p> <ul style="list-style-type: none"> acquired from residents abroad during a trip or stay abroad; sold by travel agencies or tour operators to final customers residing in Portugal. <p>Not included:</p> <ul style="list-style-type: none"> fares on international transport of passengers to/from the port of shipment, including fees paid to travel agencies, reservation services, charges for excess baggage, and other taxes and items purchased on board, which should be recorded in fares according to the mode of transport used (B1*20).

Code	Name / Description ¹⁷
B2126	Travel and tourism abroad by residents in Portugal (outgoing) - Temporary time-share Includes receipts and payments associated with temporary time-share transactions abroad by residents. Includes the purchase or sale of the actual right to use the temporary time-share and the receipt or payment of periodic instalments associated with the temporary time-share contract. Not included: <ul style="list-style-type: none"> transactions related to accommodation under perpetual time-share (G2001).
B2200	Means of payment for travel and tourism (for special reporting entities)
B2210	Purchase/sale of foreign-issued banknotes over the counter Includes the purchase and sale of foreign-issued banknotes to residents and non-residents, excluding purchases and sales to other resident entities authorised to conduct these transactions.
B2220	Exports/imports of legal tender currency in Portugal with operation of accounts of/with foreign correspondents Includes imports/exports of legal tender currency in Portugal, possibly against the operation of accounts of/in foreign correspondents.
B2230	Credit and debit card transactions Transactions using credit and debit cards.
B2290	Transactions using means of payment excluding cards and currency Transactions using other means of payment, such as travellers cheques.
C	INSURANCE AND FINANCIAL SERVICES
C1000	Insurance
C1100	Freight insurance
C1110	Freight insurance – premiums Includes receipt/payment of insurance premiums for covering damages occurring up to the delivery of goods, notably theft and damage resulting in their total or partial loss. Not included: <ul style="list-style-type: none"> means of transport insurance (C1510).
C1120	Freight insurance – claims Includes receipt/payment of claims associated with freight insurance.
C1200	Life insurance as a means of financial investment
C1210	Life insurance as a means of financial investment – premiums Includes receipt/payment of life insurance premiums, as a means of financial investment, expecting return on capital at the end of the contractual period. Not included: <ul style="list-style-type: none"> premiums associated with life insurance, entitling payments only in case of death or disability (C1510).
C1220	Life insurance as a means of financial investment – claims Includes receipt/payment of life insurance claims, as a means of financial investment, expecting return on capital at the end of the contractual period. Not included: <ul style="list-style-type: none"> claims associated with life insurance entitling payments only in case of death or disability (C1520).
C1300	Pension funds, insurance and standardised guarantee schemes

Code	Name / Description ¹⁷
C1310	Pension funds – premiums Includes receipt/payment of contributions to private pension funds, with the purpose of providing income, by reason of retirement, death or disability, to specific groups of employees. Not included: <ul style="list-style-type: none"> amount regarding social contributions to social security schemes (F2070).
C1320	Pension funds – claims Includes receipt/payment of benefits associated with pension funds, with the purpose of providing income, by reason of retirement, death or disability, to specific groups of employees.
C1330	Standardised guarantee schemes – premiums Includes receipt/payment of contributions of premiums associated with standardised guarantees, such as export credit guarantees and student loan guarantees.
C1340	Standardised guarantee schemes – claims Includes receipt/payment of claims associated with standardised guarantees, such as export credit guarantees and student loan guarantees.
C1400	Reinsurance
C1410	Reinsurance – premiums Includes receipt/payment of reinsurance premiums.
C1420	Reinsurance – claims Includes receipt/payment of reinsurance claims.
C1500	Life insurance in case of death and other insurance
C1510	Life insurance in case of death and other insurance – premiums Includes receipt/payment of life insurance premiums entitling compensation only in case of death or disability. Also comprises premiums on insurance of accidents, health, credit, vehicles, transport equipment, fire and other property damage, theft and travel. Not included: <ul style="list-style-type: none"> life insurance premiums, as a means of financial investment, expecting return on capital at the end of the contractual period (C1210).
C1520	Life insurance in case of death and other insurance – claims Includes receipt/payment of life insurance claims in case of death or disability. Also comprises claims on insurance of accidents, health, credit, vehicles, transport equipment, fire and other property damage, theft and travel. Not included: <ul style="list-style-type: none"> life insurance claims, as a means of financial investment, expecting return on capital at the end of the contractual period (C1220); claims on insurance of compensation for injuries or damages caused by natural disasters (F2130).
C1600	Auxiliary insurance services
C1610	Auxiliary insurance services Includes receipt/payment of insurance and pension intermediation services and other auxiliary insurance services, such as agents' commissions, insurance brokering and agency services, consultancy services, actuarial services, salvage administration services, and regulatory and monitoring services on indemnities.
C2000	Banking services and other financial intermediation services

Code	Name / Description ¹⁷
C2110	Banking intermediation services Includes bank transfers, cheque collection, commissions and other fees for the provision of banking intermediation services, notably incidental to credit granting and deposit taking.
C2120	Services auxiliary to financial intermediation Includes charges for the provision of broker and dealer services and other related services. Also included are commissions and other fees for the provision of services incidental to the functioning and supervision of organised financial markets, the so-called stock exchanges, notably admission fees, annual fees, and fees for the provision of other services auxiliary to financial intermediation, notably financial consultancy and management services, portfolio management services, and factoring and confirming services.
C2190	Financial intermediation services other than banking services Includes commissions and other fees for the provision of financial intermediation services that cannot be classified in any other component, notably those incidental to financial leasing, hedging, such as with financial derivatives, credit card services and other non-banking financial intermediation services. Financial services provided at post office counters should be included.
D	MISCELLANEOUS SERVICES
D1000	Postal and courier services
D1010	Postal and courier services Includes the pick-up, transport and delivery of letters (notably door-to-door and express delivery services), parcels and packages, newspapers, periodicals and brochures. Also included are telegram services and post office counter services, such as sales of stamps, money orders and poste restante services. Not included: <ul style="list-style-type: none"> financial services provided at post office counters (C2190); telecommunications services (D2010).
D2000	Telecommunications, computer and information services
D2010	Telecommunications services Includes payment/receipt for the broadcast or transmission of sound, images or data by (landline or mobile) telephone, telex, facsimile, videotext, teleconferencing, videoconferencing, radio and television cable transmission, satellite, Internet, electronic mail or any other means of analogue or digital electronic transmission. Includes the leasing of telecommunication lines or infrastructures as well as access and use services. Not included: <ul style="list-style-type: none"> the value of the information or services being transmitted, which should be classified under the services/information in question; installation services for the equipment, lines, network and the associated infrastructures (D3010 or D3030); database services (D2040).

Code	Name / Description ¹⁷
D2020	<p>Computer services</p> <p>Includes payments/receipts associated with :</p> <ul style="list-style-type: none"> • hardware consultancy, including design, configuration and installation of computer hardware; • maintenance and repairs of computers, systems and data recovery in case of catastrophe; • consultancy services, including training provided as part of consultancy, analysis services, development, programming, software supply and implementation (including web page development and design and web page hosting services) and data processing services; • provision of advice and assistance on matters related to the management of computer resources; • sales of licenses to use customised and non-customised software, provided that in the latter case the license is periodic. <p>Not included:</p> <ul style="list-style-type: none"> • general computer training courses, which should be recorded in education services (D8030); • payments/receipts for licenses to use non-customised software, on physical media and with a license for perpetual use (A1010); • rights to reproduce and distribute software (E1020).
D2030	<p>News agency services</p> <p>Includes services provided by news agencies, such as the provision of news, photographs and feature articles to the media.</p> <p>Not included:</p> <ul style="list-style-type: none"> • distribution of bulk periodicals and newspapers (A1010).
D2040	<p>Database services and other information services</p> <p>Includes:</p> <ul style="list-style-type: none"> • database conception, data storage, and the dissemination of data and databases both online (cloud) and through magnetic, optical, or other media; • services incidental to web search portals and specialised databases; • downloaded content that is not software or audio and video; • subscriptions to newspapers and periodicals, whether by mail or electronic transmission, and subscription of news agency services (Bloomberg, Reuters, or other) or repositories of scientific journals.
D3000	<p>Construction</p>

Code	Name / Description ¹⁷
D3010	<p>Occasional construction in Portugal</p> <p>Includes the operations described below carried out by enterprises whose individual participation in the construction project lasts for less than one year:</p> <ul style="list-style-type: none"> • construction services in Portugal, notably construction of buildings, civil engineering work (preparation and management of construction projects), installation and assembly work, repairs, including in sea ports, airports, railways, roads and other construction services; • installation of equipment and construction of telecommunication infrastructures and respective networks, and installation of IT configurations; • acquisition of goods and services provided by local/resident enterprises to non-resident construction enterprises within the scope of construction work carried out in Portugal (construction material, machinery, placement of personnel, security, industrial cleaning, real estate maintenance contracts and other services that cannot be classified in any other component); <p>Not included:</p> <ul style="list-style-type: none"> • the operations described above, whenever the non-resident construction enterprise intends to settle permanently, for more than one year, in the national territory (which implies establishing a representative or branch office in Portugal, with independent accounting and payment of taxes to the country) (D3020); • the acquisition of land in Portugal by embassies, consulates, military bases and international organisations (E2020); • the acquisition of land and buildings in Portugal by households (G2001).
D3020	<p>Permanent construction in Portugal</p> <p>Includes the operations described below carried out by enterprises whose individual participation in the construction project lasts for more than one year:</p> <ul style="list-style-type: none"> • construction services in Portugal, notably construction of buildings, civil engineering work (preparation and management of construction projects), installation and assembly work, repairs, including in sea ports, airports, railways, roads and other construction services; • installation of equipment and construction of telecommunication infrastructures and respective networks, and installation of IT configurations; • acquisition of goods and services provided by local/resident enterprises to non-resident construction enterprises within the scope of construction work carried out in Portugal (construction material, machinery, placement of personnel, security, industrial cleaning, real estate maintenance contracts and other services that cannot be classified in any other component). <p>Not included:</p> <ul style="list-style-type: none"> • the operations described above, whenever the participation of the non-resident construction enterprise in the construction project lasts for less than one year (D3010); • investment/financing transactions from and with related enterprises, with independent accounting and payment of taxes to the respective country (codes H*, J*, K*, L*); • the acquisition of land in Portugal by embassies, consulates, military bases and international organisations (E2020); • the acquisition of land and buildings in Portugal by households (G2001).

Code	Name / Description ¹⁷
D3030	<p>Occasional construction abroad</p> <p>Includes the operations described below carried out by enterprises whose individual participation in the construction project lasts for less than one year:</p> <ul style="list-style-type: none"> • construction services abroad, notably construction of buildings, civil engineering work (preparation and management of construction projects), installation and assembly work, repairs, including in seaports, airports, railways, roads and other construction services; • installation of equipment and construction of telecommunication infrastructures and respective networks, and installation of IT configurations; • acquisition of goods and services provided by non-resident enterprises to Portuguese construction enterprises within the scope of construction work carried out abroad (construction material, machinery, placement of personnel, security, industrial cleaning, real estate maintenance contracts and other services that cannot be classified in any other component); <p>Not included:</p> <ul style="list-style-type: none"> • the operations described above, whenever the participation of the resident construction enterprise in the construction project lasts for more than one year (which for statistical purposes implies establishing a related enterprise abroad, with independent accounting and payment of taxes to the respective country); • when the Portuguese construction enterprise intends to settle permanently, for more than one year, in a country abroad (implies establishing a related enterprise, with independent accounting and payment of taxes to the country of establishment, codes H*, J*, K*, L*); • the acquisition of land abroad by embassies, consulates, military bases and international organisations (E2020); • the acquisition of land and buildings abroad by households (G1001). • construction abroad by a resident enterprise, not contracted by another entity, regardless of the length of the project (D3040). • construction services provided/contracted within the scope of consortiums or joint ventures (D3040).
D3040	<p>Permanent construction abroad</p> <p>Includes the operations described below carried out by enterprises whose individual participation in the construction project lasts for more than one year:</p> <ul style="list-style-type: none"> • construction services abroad, notably construction of buildings, civil engineering work (preparation and management of construction projects), installation and assembly work, repairs, including in seaports, airports, railways, roads and other construction services; • installation of equipment and construction of telecommunication infrastructures and respective networks, and installation of IT configurations; • acquisition of goods and services provided by non-resident enterprises to Portuguese construction enterprises within the scope of construction work carried out abroad (construction material, machinery, placement of personnel, security, industrial cleaning, real estate maintenance contracts and other services that cannot be classified in any other component); • construction abroad by a resident enterprise, not contracted by another entity, regardless of the length of the project. • construction services provided/contracted within the scope of consortiums or joint ventures regardless of the length of the project. These services should be recorded according to the proportion of their participation in the project. <p>Not included:</p> <ul style="list-style-type: none"> • the operations described above, whenever the participation of the resident construction enterprise in the construction project lasts for less than one year (D3030); • investment/financing transactions from and with related enterprises, with independent accounting and payment of taxes to the respective country (codes H*, J*, K*, L*); • the acquisition of land abroad by embassies, consulates, military bases and international organisations (E2020); • the acquisition of land and buildings abroad by households (G1001).

Code	Name / Description ¹⁷
D4000	Leasing services
D4010	Leasing (rental) or charter of transport equipment without crew/operator Includes rentals or charters of transport equipment, notably by sea, air or other, without crew/operator.
D4090	Other leasing services Includes other leasing services of moveable goods, notably relating to television and cinematographic equipment, and the rental of machinery with operator. Also included is rental in the form of operational leasing. Not included: <ul style="list-style-type: none"> leasing of telecommunications lines (D2010).
D5000	Agricultural, mining, industrial and environmental services
D5010	Agricultural services Includes services that are incidental to agriculture, such as the provision of agricultural machinery with crew, harvesting, treatment of crops, prevention against fire and pest control. Also included are animal care and breeding services, hunting, fishing, forestry and logging.
D5020	Mining services Includes services incidental to mining prospecting and exploration, such as minerals, mining engineering and geological surveying. Also included are services provided at oil and gas fields, including well drilling, as well as building, repair and dismantling services.
D5030	Industrial services Includes services incidental to the production of industrial goods. Not included: <ul style="list-style-type: none"> repair (D7130) and processing (A5010 and A5020).
D5040	Waste treatment and depollution services Includes the treatment of effluents and different types of waste, such as radioactive waste, stripping of contaminated soil, decontamination and sanitation services, carbon sequestration, among other. Includes treatment services provided by residents abroad and external product treatment services, provided in the national territory and conversely treatment services provided by non-residents in the national territory, and treatment provided abroad of national products.
D5090	Other agricultural, mining, industrial and environmental services Includes operations associated with maintenance and repair of machinery (rigs, refineries, industrial machinery and other, other than transport, computer and office equipment) and treatment provided abroad of national products, but not followed by an import, and treatment services for products of external origin, provided in the national territory, not followed by an export.
D6000	Research and development
D6010	Research and development services Includes supplied/acquired services that are incidental to basic and applied research, and experimental development of new products and processes, in the field of physical, social and interdisciplinary sciences and commercial research related to electronics, pharmaceuticals and biotechnology.
D6020	Acquisition/disposal of research and development rights Includes the full disposal of intellectual property rights stemming from research and development activities, such as patents, licenses, copyrights and industrial processes. Not included: <ul style="list-style-type: none"> payments/receipts for the use of assets resulting from research and development services, such as patents, licenses, copyrights and industrial processes (E1010).
D6090	Other research and development services Includes other non-systematic research and development activities involving products and processes.

Code	Name / Description ¹⁷
D7000	Business, professional and technical services
D7010	Legal services Includes services provided within the scope of legal advisory, representation and notary services.
D7020	Accounting and auditing services Includes services provided within the scope of accounting and auditing, as well as tax consultancy services.
D7030	Management consulting services Includes management consulting services, notably at the level of planning, organisation and quality control, information management and settlement of disputes (between employees and employers). Includes management fees. Not included: <ul style="list-style-type: none"> • commissions associated with financial management services (C2120).
D7040	Architectural services Includes the architectural design of urban projects, design of buildings and supervision of the respective construction.
D7050	Engineering services Includes engineering services incidental to investment project design and implementation, such as planning and project design and supervision of bridges, dams and airports. Not included: <ul style="list-style-type: none"> • mining engineering (D5020).
D7060	Technical analysis services Includes technical consultancy services, notably cartography, product testing and certification, and technical inspection services.
D7070	Services incidental to turnkey projects Includes services incidental to turnkey projects.
D7080	Trade-related services Includes payments/receipts of commissions (provision of merchanting services) and commodity brokerage (call centres selling products).
D7090	Advertising services Includes advertising services through the general media (newspapers, radio, television, etc.), social media and advertising agencies (design, creation and marketing of advertisements), including the purchase and sale of advertising space. Also included are sums relating to transactions for exhibition services and the promotion of products.
D7110	Market research and public opinion polling Includes services related to market research and public opinion polling.
D7120	Public relations services Includes public relations and communication agencies' services, notably services related to improving the image of the clients and their relations with the institutions and general public.

Code	Name / Description ¹⁷
D7130	Maintenance and repair services Includes: <ul style="list-style-type: none"> • maintenance and repair work, and should only reflect the value of the work done and any parts or materials supplied by the repairer, and thus should not reflect the difference between the value of the goods before and after repairs; • repairs and maintenance on ships, aircraft and other transport equipment. Not included: <ul style="list-style-type: none"> • maintenance and repair of computers and peripheral equipment (D2020); • construction maintenance and repairs (D30*0); • cleaning of transport equipment (B1*40), according to the mode of transport.
D7140	Services between affiliated enterprises (not included elsewhere) Includes transactions associated with payments / receipts between affiliated companies which, by their nature, cannot be registered in the appropriate service codes. It also includes invoices rebilling between affiliates
D7190	Other business services Includes services transactions such as the placement of personnel, security and investigative services, industrial cleaning, real estate maintenance contracts, photographic services, translation and interpretation, packing and other services that cannot be classified in any other component.
D8000	Personal, cultural and recreational services
D8010	Audio-visual and related services Includes: <ul style="list-style-type: none"> • payment/receipt of fees to authors, composers, directors, producers, actors, musicians and other artists for the production of motion pictures (on film and videotape), radio and television programs and musical recordings; • receipts/payments for rentals, fees received by resident actors and producers for productions abroad or by non-residents for work carried out in the national territory; • subscription of cable or satellite television channels; • fees to actors, directors and producers involved with theatrical and musical productions, sporting events or circuses; • purchase and sale of originals of films or works, television programs, music, compositions and manuscripts; • payments/receipts resulting from licenses to use customised or non-customised audio-visual, provided that in the latter case the license is periodic. Not included: <ul style="list-style-type: none"> • payments/receipts resulting from licenses to use non-customised audio-visual, on physical media, with a license for perpetual use (A1010); • rights to reproduce and distribute audio-visual (E1030).
D8020	Cultural, recreational and sporting services Includes payment/receipt associated with other cultural recreational and sporting services, such as concerts, museums, conferences, theatrical productions, circuses and sporting events.

Code	Name / Description ¹⁷
D8030	<p>Education services</p> <p>Includes education services, such as teaching and training provided by residents outside the national territory, or in Portugal by non-residents, as well as via television or the Internet (e-learning or e-training).</p> <p>Not included:</p> <ul style="list-style-type: none"> • specific training provided within the scope of IT consultancy services (D2020); • education services provided in education establishments in Portugal to non-residents, and education services obtained by resident students in establishments outside the national territory. • These services should be included in travel and tourism (B2113).
D8040	<p>Health services</p> <p>Includes services provided by doctors, nurses, and paramedical and similar personnel, as well as laboratory and similar services, whether rendered remotely or on-site, provided by residents outside the national territory, or in Portugal by non-residents.</p> <p>Not included:</p> <ul style="list-style-type: none"> • expenditure on health services provided to tourists in the country of destination of the trip, regardless of it having been for health purposes. These services should be included in travel and tourism (B2113 or B2123).
D8090	<p>Other personal services</p> <p>Includes:</p> <ul style="list-style-type: none"> • payment/receipt of other personal services, notably laundry and hairdresser services, undertaking services and domestic services; • payment/receipt of administrative service charges for gambling (casinos, gaming and betting houses). <p>Not included:</p> <ul style="list-style-type: none"> • amounts regarding personal services sought by tourists in the country of destination of the trip. These services should be included in travel and tourism (B2113 or B2123).
D9000	Government goods and services n.i.e.
D9010	<p>Transactions of embassies and consulates n.i.e.</p> <p>Includes:</p> <ul style="list-style-type: none"> • purchase/sale of goods and services by embassies, consulates and international organisations; • charges for visas, passports and certificates; • expenses by diplomats and consular staff, and their dependents and staff of embassies, should they originate in the same country as diplomats. <p>Not included:</p> <ul style="list-style-type: none"> • amounts regarding the compensation of locally engaged staff of embassies and consulates, which should be recorded in income from labour (F3010); • acquisition/disposal of land by embassies, consulates and international organisations (E2020); • acquisition/disposal of buildings by embassies, consulates and international organisations (D3010 or D3030).

Code	Name / Description ¹⁷
D9020	Transactions of military units and establishments n.i.e. Includes expenditure/revenue from the activities of military units and establishments. Not included: <ul style="list-style-type: none"> imports and exports of military equipment and other material (A1030); acquisition/disposal of land by military bases (E2020); acquisition/disposal of buildings by military bases (D3010 or D3030).
D9030	Central government transactions n.i.e. Includes services traditionally provided or acquired by central government, whose scope is not included in the previously described nomenclature of services, such as charges resulting from representations, official agencies and defense services.
E	RIGHTS AND TRANSACTIONS IN TANGIBLE AND INTANGIBLE ASSETS
E1000	Rights
E1010	Rights resulting from franchises, marketing, and research and development Includes payments/receipts associated with : <ul style="list-style-type: none"> the use of assets resulting from research and development services, such as patents, licenses, copyrights and industrial processes; the use of assets resulting from marketing, such as brands and internet domains; licenses resulting from franchises, notably the respective license fees and royalties. Not included: <ul style="list-style-type: none"> payments/receipts resulting only from the provision of research and development services (D6010); purchase/sale of intellectual property rights stemming from research and development activities (D6020); payments/receipts resulting only from the provision of marketing and advertising services (D7090); purchase/sale of franchises and assets resulting from marketing, which should be classified as intangible assets (E2010).
E1020	Rights to reproduce and/or distribute software Includes payments/receipts resulting from licenses to reproduce and/or distribute software. Not included: <ul style="list-style-type: none"> payments/receipts resulting from the license to use customised or non-customised software (D2020), provided that in the latter case the license is periodic; payments/receipts resulting from the license to use non-customised software, on physical media, with a license for perpetual use (A1010).
E1030	Rights to reproduce and/or distribute audio-visual Includes payments/receipts resulting from licenses to reproduce and/or distribute audio-visual and related services. Not included: <ul style="list-style-type: none"> payments/receipts resulting from licenses to use customised or non-customised audio-visual (D8010), provided that in the latter case the license is periodic; payments/receipts resulting from licenses to use non-customised audio-visual, on physical media, with a license for perpetual use (A1010).

Code	Name / Description ¹⁷
E1040	Rights for the temporary use of natural resources Includes income paid/received resulting from the temporary use of natural resources, for example rights to use land, mineral rights, forestry rights, fishing rights, air space, and electromagnetic spectrum. It also includes temporary transfer of athletes ("loan" of players). Not included: <ul style="list-style-type: none"> • purchase/sale of rights to permanently use natural resources (E2010); • acquisition/disposal of land (E2020, G1001 or G2001).
E1090	Other rights to use intellectual property n.i.e. Includes payments/receipts resulting from licenses regarding intellectual property rights that cannot be classified in any other component, such as licenses to reproduce or distribute copyrights on books, music, dramatic and choreographic works, computers, multimedia, photography and visual arts.
E2000	Acquisition/disposal of non-financial non-produced assets
E2010	Acquisition/disposal of intangible assets Includes: <ul style="list-style-type: none"> • purchase/sale of patents, licenses, copyrights, industrial processes, brands and internet domains, resulting from marketing; • other transferable contracts, including contracts with athletes and authors; • franchises; • goodwill; • purchase/sale of rights for continued use of natural resources (mineral rights, forestry rights, fishing rights, air space, and electromagnetic spectrum); • purchase/sale of rights for carrying out specific activities, e.g. CO2 emission rights. Not included: <ul style="list-style-type: none"> • use of the assets in question, which should be classified in the appropriate Rights items (E10*); • purchase/sale of patents, licenses, copyrights and industrial processes resulting from research and development (D6020).
E2020	Includes the acquisition/disposal of land by embassies, consulates, military bases and international organisations. Not included: <ul style="list-style-type: none"> • the acquisition/disposal of buildings by embassies, consulates, military bases and international organisations (D3010 or D3030); • the purchase/sale of machinery and goods to be used in the productive process (A1010).
F	UNILATERAL TRANSFERS
F1000	Transfers with the European Union
F1010	European Social Fund (ESF)/ Fund for European Aid to the Most Deprived (FEAD) Includes transfers between resident entities and the European Union relating to the European Social Fund and to the Fund for European Aid to the most deprived.
F1020	European Regional Development Fund (ERDF) Includes transfers between resident entities and the European Union relating to the European Regional Development Fund.
F1030	European Agricultural Fund for Rural Development (EAFRD) / EAGGF – Guidance Includes transfers between resident entities and the European Union relating to the European Agricultural Fund for Rural Development

Code	Name / Description ¹⁷
F1040	European Agricultural Guarantee Fund (EAGF) / EAGGF – Guarantee Includes transfers between resident entities and the European Union relating to the European Agricultural Guarantee Fund.
F1050	Cohesion Fund (CF) Includes transfers between resident entities and the European Union relating to the Cohesion Fund.
F1060	European Fisheries Fund (EFF) / FIFG/ EMFF/ EMFAF Includes transfers between resident entities and the European Union relating to the European Fisheries Fund, Financial Financial Instrument for Fisheries Guidance, European Maritime and Fisheries Fund and European Maritime, Fisheries and Aquaculture Fund
F1070	Customs duties and agricultural levies Includes transfers between resident entities and the European Union relating to customs duties and agricultural levies.
F1080	Financial contribution for the European Union budget Includes transfers to European Union own resources based on the value added tax and gross national income.
F1090	Reimbursements of unused European funds Includes: <ul style="list-style-type: none"> • reimbursements of part of unused funds sent to the European Union; • reimbursements received from the European Union relating to the financial contribution. Not included: <ul style="list-style-type: none"> • Tax reimbursements.
F1210	Recovery and Resilience Facility Includes transfers between resident units and the European Union related to the Recovery and Resilience Facility.
F1310	Recovery Assistance for Cohesion and the Territories of Europe (REACT-EU) Includes transfers between resident units and the European Union related to the Recovery Assistance for Cohesion and the Territories of Europe (REACT-EU).
F1410	Just Transition Fund Includes transfers between resident units and the European Union related to the Just Transition Fund.
F1990	Other European Union receipts and payments Includes transfers in cash or in kind with European Union institutions that cannot be classified in any other component. Not included: <ul style="list-style-type: none"> • transfers in cash or in kind between governments from different countries, or between governments and international organisations, except from the European Union, or between governments or international organisations and non-profit institutions serving households (F2090).
F2000	Other transfers
F2010	Taxes on income and wealth Includes taxes and the reimbursement of taxes on income for work carried out or the provision of financial assets, notably taxes on income from labour, taxes on capital gains, interest and dividends. Not included: <ul style="list-style-type: none"> • taxes on rents and land ownership; • settlement or reimbursement of value added (VAT) type taxes (F2020); • taxes (F2020) and subsidies (F2040) on products.

Code	Name / Description ¹⁷
F2020	Taxes on products Includes taxes payable (and reimbursements) per unit of a good or service produced or traded internationally, notably value added tax (VAT), import duties, export taxes and excise. It includes reimbursements.
F2030	Taxes on production Includes taxes (and reimbursements) payable by enterprises for carrying out productive activities, notably business licenses, and taxes on buildings and land.
F2040	Subsidies on products Includes subsidies payable per unit of a good or service produced or traded internationally.
F2050	Subsidies on production Includes subsidies receivable by enterprises for carrying out productive activities, excluding subsidies on products.
F2060	Inheritance and gift taxes Includes non-recurrent taxes, notably relating to inheritances and gifts.
F2070	Social contributions to social security schemes Includes compulsory transfers associated with payment/receipt of social contributions to/by public social security schemes or employer-related social insurance schemes.
F2080	Social benefits Includes compulsory transfers relating to social benefits, notably retirement and pensions, payable to/receivable from public social security schemes or employer-related social insurance schemes.
F2090	International cooperation Includes transfers in cash or in kind between governments from different countries, or between governments and international organisations, except from the European Union, or between governments or international organisations and non-profit institutions serving households. Includes sums relating to: <ul style="list-style-type: none"> national contributions for international organizations; recurrent contributions and gifts; emergency aid after natural disasters, in the form of clothing, medicines and so forth; payment to cover the salaries of those technical assistance staff who are deemed to be resident in the country in which they are working and who are in an employer-employee relationship with the host government. Not included: <ul style="list-style-type: none"> transfers in cash or in kind by governments or international organisations to public or private entities to finance the costs of their acquiring fixed assets and infrastructures (F2120); payments/receipts relating to major compensation for injuries or damages caused by natural disasters (F2130).
F2110	Debt forgiveness Includes the voluntary cancellation of all or part of a debt obligation between a creditor and a debtor, of the principal amount outstanding and interest costs.
F2120	Investment grants Transfers in cash or in kind made by governments or international organisations to public or private entities to finance costs for acquiring fixed assets and infrastructures. Transfers in kind include capital goods as a gift, provisioning of buildings and other infrastructures, and transfers of military equipment. Not included: <ul style="list-style-type: none"> transfers in cash or in kind not made by governments or international organisations, even if intended to finance costs for acquiring fixed assets and infrastructures (F2130).

Code	Name / Description ¹⁷
F2130	Capital transfers Includes: <ul style="list-style-type: none"> • inheritances; • exceptionally large gifts; • insurance claims relating to major compensation for injuries or damages caused by natural disasters; • compensation for extensive damages, caused by natural disasters, not covered by insurance; • transfers in cash or in kind not made by governments or international organisations to finance the costs of their acquiring fixed assets and infrastructures. Not included: <ul style="list-style-type: none"> • transfers in cash or in kind made by governments or international organisations to public or private entities to finance the costs of their acquiring fixed assets and infrastructures (F2120).
F2190	Other transfers n.i.e. Includes transfers between resident and non-resident entities that cannot be classified in any other component, notably: <ul style="list-style-type: none"> • payment of fines; • scholarships; • donations and gifts; • claims for damages not covered by insurance policies; • winnings from gambling, lottery and sporting bets; • rappel; • membership dues Not included: <ul style="list-style-type: none"> • migrants' remittances (F3020) • capital goods as a gift (F2120).
F3000	Income from labour and migrants' remittances
F3010	Income from labour Includes: <ul style="list-style-type: none"> • salaries and other gross income (overtime, bonuses, pensions and contributions and/or social benefits), paid via the usual means or in the form of goods and services, to workers staying for less than one year in the host country; • salaries of the local staff of embassies and consulates; • salaries of staff of international organisations and respective family members, given that the employer's residence is the organisation; • salaries of seasonal, workers, short-term and other non-resident workers (e.g. remote workers). Not included: <ul style="list-style-type: none"> • social benefits (F2080); • income paid in the form of employee stock options (R1020); • salaries of resident workers working in a branch or subsidiary of the enterprise for less than one year (considered transaction between residents); • amounts payable in those cases where there is no labour relationship between the worker and the enterprise (self-employment, temporary work, etc.), since they correspond to the purchase of a service by the enterprise from the individual providing that service, and should be classified in the Services item that is most suitable to the nature of the service provided by the individual to the enterprise (D*).

Code	Name / Description ¹⁷
F3020	Migrants' remittances Includes regular transfers of salaries and other income from labour by migrants to residents in the country of origin. Remittances only include transfers by migrants who are or intend to be out of their country for more than one year. Not included: <ul style="list-style-type: none"> transfers by workers who are out of the country for less than one year, which should be classified in income from labour (F3010); transfers for investment or deposits purposes, which should be recorded in investment (O*); social benefits (F2080).
G	REAL ESTATE INVESTMENT
G0004	Real estate investment income Includes the reporting of payment/receipt of rents relating to rural or urban leasing contracts between residents and non-residents.
G1001	Portugal's real estate investment income abroad Includes the reporting of acquisition/disposal by residents of real estate located abroad. Not included: <ul style="list-style-type: none"> The acquisition/disposal of land located abroad by Portuguese embassies and consulates (E2020).
G2001	Foreign real estate investment in Portugal Includes the reporting of acquisition/disposal by non-residents of real estate located in the national territory. Also included are transactions related to accommodation under perpetual time-share. Not included: <ul style="list-style-type: none"> The acquisition/disposal of land located in the national territory by foreign embassies and consulates (E2020).
H	SHARES
H0004	Income from shares
H0014	Income associated with shares of unaffiliated entities Includes the reporting of receipt/payment of distributed earnings (profits and dividends), associated with shares owned/issued, by/to unaffiliated entities. Not included: <ul style="list-style-type: none"> Receipts/payment of distributed earnings (profits and dividends), associated with shares owned/issued, by/to affiliated entities (H0024 or H0034).

Code	Name / Description ¹⁷
H0024	<p>Income associated with shares of entities with 10% or more of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of distributed earnings (profits and dividends), associated with shares held by the reporting entity, by a non-resident entity in which the reporting entity owns at least 10% of the voting power (or the equivalent); • Payment of distributed earnings (profits and dividends), associated with shares issued by the reporting entity, to a non-resident entity that owns at least 10% of the voting power (or the equivalent) in the reporting entity. <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of distributed earnings (profits and dividends), associated with shares held by the reporting entity, by a non-resident entity in which the reporting entity owns no voting power or less than 10% of the voting power (or the equivalent) (H0034); • Payment of distributed earnings (profits and dividends), associated with shares issued by the reporting entity, to a non-resident entity with no voting power or less than 10% of the voting power (or the equivalent) in the reporting entity (H0034); • Dividends received/distributed in the form of shares, known as stock dividends (H1021, H2021). • Liquidation dividends, exceptional payments to shareholders following enterprises' liquidation processes, which should be treated as capital transactions (H1022, H2022).
H0034	<p>Income associated with shares of affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of distributed earnings (profits and dividends), associated with shares held by the reporting entity, by a non-resident entity in which the reporting entity owns no voting power or less than 10% of the voting power (or the equivalent); • Payment of distributed earnings (profits and dividends), associated with shares issued by the reporting entity, to a non-resident entity that owns no voting power or less than 10% of the voting power (or the equivalent) in the reporting entity. <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of distributed earnings (profits and dividends), associated with shares held by the reporting entity, by a non-resident entity in which the reporting entity owns at least 10% of the voting power (or the equivalent) (H0024); • Payment of distributed earnings (profits and dividends), associated with shares issued by the reporting entity, to a non-resident entity that owns at least 10% of the voting power (or the equivalent) in the reporting entity (H0024); • Dividends received/distributed in the form of shares, known as stock dividends (H1031, H2031). • Liquidation dividends, exceptional payments to shareholders following enterprises' liquidation processes, which should be treated as capital transactions (H1022, H2022).
H1000	<p>Shares held by the reporting entity</p>
H1011	<p>Shares held by the reporting entity, of unaffiliated entities</p> <p>Includes the reporting of purchases and sales (in primary and secondary markets) of shares issued by unaffiliated entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of shares issued by affiliated entities (H1021 or H1031); • Securities repurchase and lending agreements (L1111).

Code	Name / Description ¹⁷
H1021	<p>Shares held by the reporting entity, of incorporated entities with 10% or more of the voting power</p> <p>Includes the reporting of total or partial purchases and sales of shares of an incorporated entity by the reporting entity that owns at least 10% of the voting power (or the equivalent) in the entity issuing the shares.</p> <p>Also included is the receipt of dividends in the form of shares already issued (stock dividends) and the financial hedge of losses.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of shares issued by unaffiliated entities (H1011) or affiliates, the reporting entity owning no voting power or less than 10% of the voting power (H1031).
H1022	<p>Shares held through establishment/liquidation of entities with 10% or more of the voting power</p> <p>Includes the reporting of establishment/liquidation of entities, branches or consortiums abroad by the reporting entity that owns at least 10% of the voting power (or the equivalent) in the entity issuing the shares. Also included is the receipt of liquidation dividends and exceptional payments to shareholders following enterprises' liquidation processes.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of shares of incorporated entities (H1021 or H1031); Capital increases/reductions (H1023); Supplementary contributions (J1021 or J1031).
H1023	<p>Shares held through capital increase/reduction of entities with 10% or more of the voting power</p> <p>Includes the reporting of capital increases/reductions by the reporting entity that owns at least 10% of the voting power (or the equivalent) in the entity issuing the shares, with a view to increasing/reducing its holdings.</p> <p>Also included is the reporting of the receipt of dividends in the form of shares (stock dividends), when they are issued through this distribution.</p> <p>Not included:</p> <ul style="list-style-type: none"> Capital increases/reductions between unaffiliated entities (H1011) or affiliates, the reporting entity owning no voting power or less than 10% of the voting power (H1033); Supplementary contributions (J1021, J1031).
H1031	<p>Shares of incorporated affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of total or partial purchases and sales of shares of a non-resident incorporated affiliated entity, but in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power in the entity issuing the shares.</p> <p>Also included is the receipt of dividends in the form of shares already issued (stock dividends), provided that the threshold of 10% of the voting power is not surpassed. Includes also the financial hedge of losses</p> <p>Not included:</p> <ul style="list-style-type: none"> Transactions in shares between unaffiliated entities (H1011) or with entities owning more than 10% of the voting power (H1021).
H1032	<p>Shares held through establishment/liquidation of affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of establishment/liquidation of affiliated entities, branches or consortiums abroad, but in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power in the entity issuing the shares.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of shares of incorporated entities (H1021 or H1031); Capital increases/reductions (H1023 or H1033); Supplementary contributions (J1021 or J1031).

Code	Name / Description ¹⁷
H1033	<p>Shares held through capital increase/reduction of affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of capital increases/reductions by the affiliated reporting entity, but in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power in the entity issuing the shares, with a view to increasing/reducing its holdings.</p> <p>Also included is the reporting of the receipt of dividends in the form of shares (stock dividends), when they are issued through this distribution and provided that the threshold of 10% of the voting power is not surpassed.</p> <p>Not included:</p> <ul style="list-style-type: none"> Capital increases/reductions or supplementary contributions with entities owning more than 10% of the voting power (H1023ou J1021).
H2000	Shares issued by the reporting entity
H2011	<p>Shares issued by the reporting entity and traded with unaffiliated entities</p> <p>Includes the reporting of purchases and sales (in primary and secondary markets), of shares issued by the reporting entity, by unaffiliated non-resident entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of shares between affiliated entities (H2021 or H2031); Securities repurchase and lending agreements (L2111).
H2021	<p>Shares issued by the reporting entity and traded with entities with 10% or more of the voting power</p> <p>Includes the reporting of total or partial purchases and sales of shares of the reporting entity by non-resident entities that own at least 10% of the voting power in the reporting entity.</p> <p>Also included is the distribution of dividends in the form of shares already issued (stock dividends) and the financial hedge of losses.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of shares between unaffiliated entities (H2011) or affiliates with no voting power or less than 10% of the voting power (H2031).
H2022	<p>Shares issued by the reporting entity and held by entities with 10% or more of the voting power through establishment/liquidation of the reporting entity</p> <p>Includes the reporting of establishment/liquidation of the reporting entity by non-resident entities that own at least 10% of the voting power in the reporting entity. Also included is the payment of liquidation dividends and exceptional payments to shareholders following enterprises' liquidation processes.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales by non-residents of shares issued by the reporting entity (H2021 or H2031); Capital increases/reductions (H2023); Supplementary contributions (J2021 or J2031).

Code	Name / Description ¹⁷
H2023	<p>Shares issued by the reporting entity and held by entities with 10% or more of the voting power through capital increase/reduction of the reporting entity</p> <p>Includes the reporting of capital increases/reductions by non-resident entities that own at least 10% of the voting power in the reporting entity, with a view to increasing/reducing its holdings. Also included is the reporting of the payment of dividends in the form of shares (stock dividends), when they are issued through this distribution.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Capital increases/reductions between unaffiliated entities (H2011) or affiliates, the non-resident entity owning no voting power or less than 10% of the voting power (H2033); • Supplementary contributions (J2021ou J2031).
H2031	<p>Shares issued by the reporting entity and traded with affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of purchases and sales of shares of the reporting entity by non-resident affiliated entities that own no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity. Also included is the distribution of dividends in the form of shares already issued (stock dividends), provided that the threshold of 10% of the voting power is not surpassed. Includes also the financial hedge of losses.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Transactions in own shares with unaffiliated entities (H2011); • Purchases and sales of shares granting a minimum percentage of 10% of the voting power (H2021 or H2022).
H2032	<p>Shares issued by the reporting entity and held by affiliated entities with no voting power or less than 10% of the voting power through establishment/liquidation</p> <p>Includes the reporting of the reporting entity's establishment/liquidation, by non-resident affiliated entities that own no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Capital increases/reductions (H2023 or H2033); • Supplementary contributions (J2021 or J2031).
H2033	<p>Shares issued by the reporting entity and held by affiliated entities with no voting power or less than 10% of the voting power through capital increase/reduction</p> <p>Includes the reporting of capital increases/reductions of the reporting entity, by affiliated non-resident entities that own no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity, with a view to increasing/reducing its holdings.</p> <p>Also included is the reporting of the payment of dividends in the form of shares (stock dividends), when they are issued through this distribution and provided that the threshold of 10% of the voting power is not surpassed.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Capital increases/reductions or supplementary contributions between entities with more than 10% of the voting power (H2023 or J2021).
I	INVESTMENT FUND SHARES/UNITS
I0004	Income associated with Investment fund shares/units
I0014	<p>Income associated with Investment fund shares/units</p> <p>Includes the reporting of payment/receipt of income associated with the issue/holding of Investment fund shares/units.</p>
I1000	Investment fund shares/units held by the reporting entity

Code	Name / Description ¹⁷
I1011	Investment fund shares/units held by the reporting entity Includes the reporting of purchases and sales of Investment fund shares/units not issued by the reporting entity.
I2000	Investment fund shares/units issued by the reporting entity
I2011	Investment fund shares/units issued by the reporting entity Includes the reporting of purchases and sales of Investment fund shares/units issued by the reporting entity, by non-resident entities.
J	OTHER EQUITY
J0004	Income associated with other equity
J0014	Income associated with other equity of unaffiliated entities Includes the reporting of receipt/payment of income associated with the holding/issue of other equity that cannot be classified in any other component (shares and equity), notably securitisation units, by/to unaffiliated entities. Not included: <ul style="list-style-type: none"> Receipt/payment of income associated with the holding/issue of other equity by/to affiliated entities (J0024 or J0034).
J0024	Income from other equity of entities with 10% or more of the voting power Includes the reporting of: <ul style="list-style-type: none"> Receipt of income associated with the holding of other equity, which cannot be classified in any other component (shares and equity), by a non-resident entity in which the reporting entity owns at least 10% of the voting power (or the equivalent); Payment of income associated with the issue of other equity, which cannot be classified in any other component (shares and equity), to a non-resident entity that owns at least 10% of the voting power (or the equivalent) in the reporting entity. Not included: <ul style="list-style-type: none"> Receipt of income associated with the holding of other equity by a non-resident entity in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power (J0034). Payment of income associated with the issue of other equity to a non-resident entity that owns no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity (J0034).
J0034	Income from other equity of affiliated entities with no voting power or less than 10% of the voting power Includes the reporting of: <ul style="list-style-type: none"> Receipt of income associated with the holding of other equity, which cannot be classified in any other component (shares and equity), by a non-resident entity in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power; Payment of income associated with the issue of other equity, which cannot be classified in any other component (shares and equity), to a non-resident entity that owns no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity. Not included: <ul style="list-style-type: none"> Receipt of income, associated with the holding of other equity, by a non-resident entity in which the reporting entity owns at least 10% of the voting power (J0024). Payment of income, associated with issue of other equity, to a non-resident entity that owns at least 10% of the voting power in the reporting entity (J0024).
J1000	Other equity held by the reporting entity

Code	Name / Description ¹⁷
J1011	<p>Other equity held by the reporting entity, of unaffiliated entities</p> <p>Includes the reporting of purchases and sales of other equity, which cannot be classified in any other component (shares and equity), notably securitisation units, issued by unaffiliated entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> Transactions in other equity between affiliated entities (J1021 or J1031).
J1021	<p>Other equity held by the reporting entity, of entities with 10% or more of the voting power</p> <p>Includes the reporting of purchases and sales of other equity including increase/reduction, which cannot be classified in any other component (shares and equity), such as quotas, issued by non-resident entities in which the reporting entity owns at least 10% of the voting power (or the equivalent). Also comprises supplementary payments and the financial hedge of losses.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of other equity between unaffiliated entities (J1011) or affiliates, the reporting entity owning no voting power or less than 10% of the voting power (J1031).
J1031	<p>Other equity held by the reporting entity, of affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of purchases and sales of other equity including increase/reduction which cannot be classified in any other component (shares and equity), such as quotas, issued by affiliated non-resident entities but in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power. Also comprises supplementary payments and the financial hedge of losses.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of other equity between unaffiliated entities (J1011) or issued by entities in which the reporting entity owns at least 10% of the voting power (J1021).
J2000	Other equity issued by the reporting entity
J2011	<p>Other equity issued by the reporting entity and traded with unaffiliated entities</p> <p>Includes the reporting of purchases and sales of other equity, which cannot be classified in any other component (shares and equity), such as securitisation units, issued by the reporting entity and traded with unaffiliated non-resident entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> Transactions in other equity between affiliated entities (J2021 or J2031).
J2021	<p>Other equity issued by the reporting entity and traded with entities with 10% or more of the voting power</p> <p>Includes the reporting of purchases and sales of other equity including capital increase/reduction which cannot be classified in any other component (shares and equity), such as quotas, issued by the reporting entity and traded with affiliated non-resident entities that own at least 10% of the voting power (or the equivalent) in the reporting entity. Also comprises supplementary payments and the financial hedge of losses.</p> <p>Not included:</p> <ul style="list-style-type: none"> Purchases and sales of other equity between unaffiliated entities (J2011) or affiliates, the non-resident entity owning no voting power or less than 10% of the voting power in the reporting entity (J2031).

Code	Name / Description ¹⁷
J2031	<p>Other equity issued by the reporting entity and held by affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of purchases and sales of other equity including capital increase/reduction which cannot be classified in any other component (shares and equity), such as quotas, issued by the reporting entity and traded with affiliated non-resident entities, but owning no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity. Also comprises supplementary payments and the financial hedge of losses.</p> <p>Not included:</p> <ul style="list-style-type: none"> Transactions in other equity between unaffiliated entities (J2011) or with entities that own at least 10% of the voting power (J2021).
K	DEBT SECURITIES
K0004	Interest on debt securities
K0104	Interest on debt securities with a maturity of one year or less
K0114	<p>Interest on debt securities with a maturity of one year or less issued by unaffiliated entities</p> <p>Includes the reporting of receipt/payment of interest (coupons), associated with short-term debt securities held/issued by the reporting entity, by/to unaffiliated entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> Receipts/payment of interest (coupons), associated with short-term debt securities, by/to affiliated entities (K0124 or K0134).
K0124	<p>Interest on debt securities with a maturity of one year or less issued by entities with 10% or more of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> Receipt of interest (coupons), associated with short-term debt securities held by the reporting entity, by a non-resident entity in which the reporting entity owns at least 10% of the voting power (or the equivalent); Payment of interest (coupons), associated with short-term debt securities issued by the reporting entity, to a non-resident entity that owns at least 10% of the voting power (or the equivalent) in the reporting entity. <p>Not included:</p> <ul style="list-style-type: none"> Receipt of interest (coupons) by a non-resident entity in which the reporting entity owns no voting power or less than 10% of the voting power (K0134). Payment of interest (coupons) to a non-resident entity that owns no voting power or less than 10% of the voting power (K0134).

Code	Name / Description ¹⁷
K0134	<p>Interest on debt securities with a maturity of one year or less issued by affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of interest (coupons), associated with short-term debt securities held by the reporting entity, by a non-resident entity in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power; • Payment of interest (coupons), associated with short-term debt securities issued by the reporting entity, to a non-resident entity that owns no voting power (or the equivalent) or less than 10% of the voting power. <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest (coupons) by a non-resident entity in which the reporting entity owns at least 10% of the voting power (K0124); • Payment of interest (coupons) to a non-resident entity that owns at least 10% of the voting power in the reporting entity (K0124).
K0204	<p>Interest on debt securities with a maturity of more than one year</p>
K0214	<p>Interest on debt securities with a maturity of more than one year issued by unaffiliated entities</p> <p>Includes the reporting of receipt/payment of interest (coupons), associated with long-term debt securities held/issued by the reporting entity, by/to unaffiliated non-resident entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Receipts/payment of interest (coupons), associated with long-term debt securities, by/to affiliated entities (K0224 or K0234).
K0224	<p>Interest on debt securities with a maturity of more than one year issued by entities with 10% or more of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of interest (coupons), associated with long-term debt securities held by the reporting entity, by a non-resident entity in which the reporting entity owns at least 10% of the voting power (or the equivalent); • Payment of interest (coupons), associated with long-term debt securities issued by the reporting entity, to a non-resident entity that owns at least 10% of the voting power (or the equivalent) in the reporting entity. <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest (coupons), associated with long-term debt securities held by the reporting entity, by a non-resident entity in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power (K0234); • Payment of interest (coupons), associated with long-term debt securities issued by the reporting entity, to a non-resident entity that owns no voting power (or the equivalent) or less than 10% of the voting power (K0234).

Code	Name / Description ¹⁷
K0234	<p>Interest on debt securities with a maturity of more than one year issued by affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of interest (coupons), associated with long-term debt securities held by the reporting entity, by a non-resident entity in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power; • Payment of interest (coupons), associated with long-term debt securities issued by the reporting entity, to a non-resident entity that owns no voting power (or the equivalent) or less than 10% of the voting power. <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest (coupons) by a non-resident entity in which the reporting entity owns at least 10% of the voting power (K0224); • Payment of interest (coupons) to a non-resident entity that owns at least 10% of the voting power in the reporting entity (K0224).
K1000	Debt securities held by the reporting entity
K1100	Debt securities with a maturity of one year or less held by the reporting entity
K1111	<p>Debt securities with a maturity of one year or less held by the reporting entity, of unaffiliated entities</p> <p>Includes the reporting of purchases and sales of short-term debt securities issued by unaffiliated entities. This constitutes financing in the form of investment in securities, in particular commercial paper and treasury invoices.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of short-term debt securities between affiliated entities (K1121 or K1131); • Payment/receipt of interest (coupons) associated with short-term debt securities (K0114); • Securities repurchase and lending agreements (L1111).
K1121	<p>Debt securities with a maturity of one year or less held by the reporting entity, of entities with 10% or more of the voting power</p> <p>Includes the reporting of purchases and sales of short-term debt securities issued by entities in which the reporting entity owns at least 10% of the voting power (or the equivalent). This constitutes financing in the form of investment in securities, in particular commercial paper.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of short-term debt securities between unaffiliated entities (K1111) or affiliates, the reporting entity owning no voting power or less than 10% of the voting power (K1131); • Payment/receipt of interest (coupons) associated with short-term debt securities (K0124); • Securities repurchase and lending agreements (L1111).
K1131	<p>Debt securities with a maturity of one year or less held by the reporting entity, of affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of purchases and sales of short-term debt securities issued by affiliated entities in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power in the issuing entity. This constitutes financing in the form of investment in securities, in particular commercial paper.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of short-term debt securities between unaffiliated entities (K1111) or affiliates, the reporting entity owning at least 10% of the voting power (K1121); • Payment/receipt of interest (coupons) associated with short-term debt securities (K0134); • Securities repurchase and lending agreements (L1111).

Code	Name / Description ¹⁷
K1200	Debt securities with a maturity of more than one year held by the reporting entity
K1211	Debt securities with a maturity of more than one year held by the reporting entity, of unaffiliated entities Includes the reporting of purchases and sales of long-term debt securities issued by unaffiliated entities. This constitutes financing in the form of investment in securities, in particular bonds and treasury bonds. Not included: <ul style="list-style-type: none"> • Purchases and sales of long-term debt securities between affiliated entities (K1221 or K1231); • Payment/receipt of interest (coupons) associated with long-term debt securities (K0214); • Securities repurchase and lending agreements (L1211).
K1221	Debt securities with a maturity of more than one year held by the reporting entity, of entities with 10% or more of the voting power Includes the reporting of purchases and sales of long-term debt securities issued by entities in which the reporting entity owns 10% or more of the voting power (or the equivalent). This constitutes financing in the form of investment in securities, in particular bonds. Not included: <ul style="list-style-type: none"> • Purchases and sales of long-term debt securities between unaffiliated entities (K1211) or affiliates, the reporting entity owning no voting power or less than 10% of the voting power (K1231); • Payment/receipt of interest (coupons) associated with long-term debt securities (K0224); • Securities repurchase and lending agreements (L1211).
K1231	Debt securities with a maturity of more than one year held by the reporting entity, of affiliated entities with no voting power or less than 10% of the voting power Includes the reporting of purchases and sales of long-term debt securities issued by affiliated entities in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power in the issuing entity. This constitutes financing in the form of investment in securities, in particular bonds. Not included: <ul style="list-style-type: none"> • Purchases and sales of long-term debt securities between unaffiliated entities (K1211) or affiliates, the reporting entity owning at least 10% of the voting power (K1221); • Payment/receipt of interest (coupons) associated with long-term debt securities (K0234); • Securities repurchase and lending agreements (L1211).
K2000	Debt securities issued by the reporting entity
K2100	Debt securities issued by the reporting entity with a maturity of one year or less
K2111	Debt securities issued by the reporting entity with a maturity of one year or less traded with unaffiliated entities Includes the reporting of purchases and sales of short-term debt securities issued by the reporting entity with unaffiliated non-resident entities. This constitutes external financing obtained through the issue of securities, in particular commercial paper and treasury invoices. Not included: <ul style="list-style-type: none"> • Purchases and sales of short-term debt securities issued by the reporting entity with affiliated entities (K2121 or K2131); • Payment/receipt of interest (coupons) associated with short-term debt securities (K0114); • Securities repurchase and lending agreements (L2111).

Code	Name / Description ¹⁷
K2121	<p>Debt securities issued by the reporting entity with a maturity of one year or less traded with entities with 10% or more of the voting power</p> <p>Includes the reporting of purchases and sales of short-term debt securities issued by the reporting entity with non-resident entities that own 10% or more of the voting power (or the equivalent) in the reporting entity. This constitutes external financing obtained through the issue of securities, in particular commercial paper.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of short-term debt securities between unaffiliated entities (K2111) or affiliates, the non-resident entity owning no voting power or less than 10% of the voting power in the reporting entity (K2131); • Payment/receipt of interest/coupons associated with short-term debt securities (K0124); • Securities repurchase and lending agreements (L2111).
K2131	<p>Debt securities issued by the reporting entity with a maturity of one year or less traded with affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of purchases and sales of short-term debt securities issued by the reporting entity with affiliated non-resident entities that own no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity. This constitutes external financing obtained through the issue of securities, in particular commercial paper.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of short-term debt securities between unaffiliated entities (K2111) or affiliates, the non-resident entity owning 10% or more of the voting power (K2121); • Payment/receipt of interest (coupons) associated with short-term debt securities (K0134); • Securities repurchase and lending agreements (L2111).
K2200	<p>Debt securities issued by the reporting entity with a maturity of more than one year</p>
K2211	<p>Debt securities issued by the reporting entity with a maturity of more than one year traded with unaffiliated entities</p> <p>Includes the reporting of purchases and sales of long-term debt securities issued by the reporting entity with unaffiliated non-resident entities. This constitutes external financing obtained through the issue of securities, in particular bonds and treasury bonds.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of long-term debt securities between affiliated entities (K2221 or K2231); • Payment/receipt of interest (coupons) associated with long-term debt securities (K0214); • Securities repurchase and lending agreements (L2211).
K2221	<p>Debt securities issued by the reporting entity with a maturity of more than one year traded with entities with 10% or more of the voting power</p> <p>Includes the reporting of purchases and sales of long-term debt securities issued by the reporting entity with non-resident entities that own 10% or more of the voting power (or the equivalent) in the reporting entity. This constitutes external financing obtained through the issue of securities, in particular bonds.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of long-term debt securities between unaffiliated entities (K2211) or affiliates, the non-resident entity owning no voting power or less than 10% of the voting power in the reporting entity (K2231); • Payment/receipt of interest (coupons) associated with long-term debt securities (K0224); • Securities repurchase and lending agreements (L2211).

Code	Name / Description ¹⁷
K2231	<p>Debt securities issued by the reporting entity with a maturity of more than one year traded with affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of purchases and sales of long-term debt securities issued by the reporting entity with affiliated non-resident entities than own no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity. This constitutes external financing obtained through the issue of securities, in particular bonds.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Purchases and sales of long-term debt securities between unaffiliated entities (K2211) or affiliates, the non-resident entity owning 10% or more of the voting power (K2221); • Payment/receipt of interest (coupons) associated with long-term debt securities (K0234); • Securities repurchase and lending agreements (L2211).
L	LOANS
L0004	Interest on loans
L0104	Interest on loans with a maturity of one year or less
L0114	<p>Interest on loans with a maturity of one year or less between unaffiliated entities</p> <p>Includes the reporting of payment/receipt of income, notably interest, associated with loans, bank overdrafts, financial leases, factoring, securities repurchase and lending agreements, with a maturity of one year or less and between unaffiliated entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment/receipt of interest on loans between affiliated entities (L0124 or L0134).
L0124	<p>Interest on loans with a maturity of one year or less between affiliated entities with 10% or more of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of income, notably interest, associated with loans, bank overdrafts, cash investments, financial leases, securities repurchase and lending agreements, with a maturity of one year or less and granted to a non-resident entity in which the reporting entity owns 10% or more of the voting power (or the equivalent); • Payment of income, notably interest, associated with loans, bank overdrafts, cash investments, financial leases, securities repurchase and lending agreements, with a maturity of one year or less and granted by a non-resident entity that owns 10% or more of the voting power (or the equivalent) in the reporting entity. <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of income from short-term loans, notably interest, by a non-resident entity in which the reporting entity owns no voting power or less than 10% of the voting power (L0134); • Payment of income from short-term loans, notably interest, to a non-resident entity that owns no voting power or less than 10% of the voting power in the reporting entity (L0134).

Code	Name / Description ¹⁷
L0134	<p>Interest on loans with a maturity of one year or less between affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of income, notably interest, associated with loans, bank overdrafts, cash investments, financial leases, securities repurchase and lending agreements, with a maturity of one year or less and granted to a non-resident entity in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power; • Payment of income, notably interest, associated with loans, bank overdrafts, cash investments, financial leases, securities repurchase and lending agreements, with a maturity of one year or less and granted by a non-resident entity that owns no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity. <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of income from short-term loans, notably interest, by a non-resident entity in which the reporting entity owns at least 10% of the voting power (L0124); • Payment of income from short-term loans, notably interest, to a non-resident entity that owns at least 10% of the voting power (L0124).
L0204	Interest on loans with a maturity of more than one year
L0214	<p>Interest on loans with a maturity of more than one year between unaffiliated entities</p> <p>Includes the reporting of payment/receipt of income, notably interest, associated with loans, financial leases, securities repurchase and lending agreements, with a maturity of more than one year and between unaffiliated entities.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment/receipt of interest on loans between affiliated entities (L0224 or L0234).
L0224	<p>Interest on loans with a maturity of more than one year between affiliated entities with 10% or more of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of income, notably interest, associated with loans, financial leases, securities repurchase and lending agreements, with a maturity of more than one year and granted to a non-resident entity in which the reporting entity owns 10% or more of the voting power (or the equivalent); • Payment of income, notably interest, associated with loans, financial leases, securities repurchase and lending agreements, with a maturity of more than one year and granted by a non-resident entity that owns 10% or more of the voting power (or the equivalent) in the reporting entity; <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of income from long-term loans, notably interest, by a non-resident entity in which the reporting entity owns no voting power or less than 10% of the voting power (L0234); • Payment of income from long-term loans, notably interest, to a non-resident entity that owns no voting power or less than 10% of the voting power in the reporting entity (L0234);

Code	Name / Description ¹⁷
L0234	<p>Interest on loans with a maturity of more than one year between affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of:</p> <ul style="list-style-type: none"> • Receipt of income, notably interest, associated with loans, financial leases, securities repurchase and lending agreements, with a maturity of more than one year and granted to a non-resident entity in which the reporting entity owns no voting power (or the equivalent) or less than 10% of the voting power; • Payment of income, notably interest, associated with loans, financial leases, securities repurchase and lending agreements, with a maturity of more than one year and granted by a non-resident entity that owns no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity; <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of income from long-term loans, notably interest, by a non-resident entity in which the reporting entity owns at least 10% of the voting power (L0224); • Payment of income from long-term loans, notably interest, to a non-resident entity that owns at least 10% of the voting power (L0224).
L1000	Loans granted to non-resident entities
L1100	Loans with a maturity of one year or less granted to non-resident entities
L1111	<p>Loans with a maturity of one year or less granted to unaffiliated entities</p> <p>Includes the reporting of granting and repayment (principal net of impairments) of short-term loans to unaffiliated non-resident entities, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, credit collateral realisation associated with international trade transactions, bank overdrafts, financial leases, factoring, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of one year or less.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest on loans (L0114); • Loans between affiliated entities (L1121 or L1131); • Securitised loans (K1111); • Trade credit (N1011); • Non-performing loans and impairments (M1101).
L1121	<p>Loans with a maturity of one year or less granted to entities with 10% or more of the voting power</p> <p>Includes the reporting of granting and repayment (principal net of impairments) of short-term loans to non-resident entities in which the reporting entity owns 10% or more of the voting power (or the equivalent), and the reporting of the amount outstanding on the reporting date (position). Comprises loans, bank overdrafts, cash investments, cash pooling, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, factoring, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of one year or less.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest on loans (L0124); • Loans between unaffiliated entities (L1111) or affiliates, the reporting entity owning no voting power or less than 10% of the voting power in the non-resident entity (L1131); • Securitised loans (K1121); • Trade credit (N1021); • Non-performing loans and impairments (M1101).

Code	Name / Description ¹⁷
L1131	<p>Loans with a maturity of one year or less granted to affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of granting and repayment (principal net of impairments) of short-term loans to affiliated non-resident entities, the reporting entity owning no voting power (or the equivalent) or less than 10% of the voting power in the non-resident entity, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, bank overdrafts, cash investments, cash pooling, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, factoring, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of one year or less.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest on loans (L0134); • Loans between unaffiliated entities (L1111) or affiliates, the reporting entity owning 10% or more of the voting power in the non-resident entity (L1121); • Securitised loans (K1131); • Non-performing loans and impairments (M1101).
L1200	<p>Loans with a maturity of more than one year granted to non-resident entities</p>
L1211	<p>Loans with a maturity of more than one year granted to unaffiliated entities</p> <p>Includes the reporting of granting and repayment (principal net of impairments) of long-term loans to unaffiliated non-resident entities, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, credit collateral realisation associated with international trade transactions, financial leases, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of more than one year.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest on loans (L0214); • Loans between affiliated entities (L1221 or L1231); • Securitised loans (K1211); • Non-performing loans and impairments (M1201).
L1221	<p>Loans with a maturity of more than one year granted to entities with 10% or more of the voting power</p> <p>Includes the reporting of granting and repayment (principal net of impairments) of long-term loans to non-resident entities, in which the reporting entity owns 10% or more of the voting power (or the equivalent), and the reporting of the amount outstanding on the reporting date (position). Comprises loans, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of more than one year.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest on loans (L0224); • Loans between unaffiliated entities (L1211) or affiliates, the reporting entity owning no voting power or less than 10% of the voting power in the non-resident entity (L1231); • Securitised loans (K1221); • Non-performing loans and impairments (M1201).

Code	Name / Description ¹⁷
L1231	<p>Loans with a maturity of more than one year granted to affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of granting and repayment (principal net of impairments) of long-term loans to affiliated non-resident entities, the reporting entity owning no voting power (or the equivalent) or less than 10% of the voting power in the non-resident entity, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of more than one year.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Receipt of interest on loans (L0234); • Loans between unaffiliated entities (L1211) or affiliates, the reporting entity owning 10% or more of the voting power in the non-resident entity (L1221); • Securitised loans (K1231); • Non-performing loans and impairments (M1201).
L2000	Loans from non-resident entities
L2100	Loans with a maturity of one year or less from non-resident entities
L2111	<p>Loans with a maturity of one year or less from unaffiliated entities</p> <p>Includes the reporting of taking-out and repayment (principal) of short-term loans from unaffiliated non-resident entities, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, bank overdrafts, credit collateral realisation associated with international trade transactions, financial leases, factoring, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of one year or less.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment of interest on loans (L0114); • Loans between affiliated entities (L2121 or L2131); • Securitised loans (K2111); • Trade credit (N2011).
L2121	<p>Loans with a maturity of one year or less from entities with 10% or more of the voting power</p> <p>Includes the reporting of taking-out and repayment (principal) of short-term loans from a non-resident entity that owns 10% or more of the voting power (or the equivalent) in the reporting entity, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, bank overdrafts, cash investments, cash pooling, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, factoring, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of one year or less.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment of interest on loans (L0124); • Loans between unaffiliated entities (L2111) or affiliates, in which the non-resident entity owns no voting power or less than 10% of the voting power in the reporting entity (L2131); • Securitised loans (K2121); • Trade credit (N2021).

Code	Name / Description ¹⁷
L2131	<p>Loans with a maturity of one year or less from affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of taking-out and repayment (principal) of short-term loans from an affiliated non-resident entity, in which the non-resident entity owns no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, bank overdrafts, cash investments, cash pooling, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, factoring, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of one year or less.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment of interest on loans (L0134); • Loans between unaffiliated entities (L2111) or affiliates, in which the non-resident entity owns 10% or more of the voting power in the reporting entity (L2121); • Securitised loans (K2131).
L2200	<p>Loans with a maturity of more than one year from non-resident entities</p>
L2211	<p>Loans with a maturity of more than one year from unaffiliated entities</p> <p>Includes the reporting of taking-out and repayment (principal) of long-term loans from unaffiliated non-resident entities, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, credit collateral realisation associated with international trade transactions, financial leases, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of more than one year.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment of interest on loans (L0214); • Loans between affiliated entities (L2221 or L2231); • Securitised loans (K2211).
L2221	<p>Loans with a maturity of more than one year from entities with 10% or more of the voting power</p> <p>Includes the reporting of taking-out and repayment (principal) of long-term loans from a non-resident entity that owns 10% or more of the voting power (or the equivalent) in the reporting entity, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of more than one year.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment of interest on loans (L0224); • Loans between unaffiliated entities (L2211) or affiliates, in which the non-resident entity owns no voting power or less than 10% of the voting power in the reporting entity (L2231); • Securitised loans (K2221).

Code	Name / Description ¹⁷
L2231	<p>Loans with a maturity of more than one year from affiliated entities with no voting power or less than 10% of the voting power</p> <p>Includes the reporting of taking-out and repayment (principal) of long-term loans from an affiliated non-resident entity, in which the non-resident entity owns no voting power (or the equivalent) or less than 10% of the voting power in the reporting entity, and the reporting of the amount outstanding on the reporting date (position). Comprises loans, shareholder loans, credit collateral realisation associated with international trade transactions, financial leases, repurchase agreements, securitisation of derecognised credits, and securities loans with a maturity of more than one year.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Payment of interest on loans (L0234); • Loans between unaffiliated entities (L2211) or affiliates, in which the non-resident entity owns 10% or more of the voting power in the reporting entity (L2221); • Securitised loans (K2231).
M	NON-PERFORMING LOANS AND/OR LOANS DUE AND NOT REPAYED
M0004	Interest on loans granted to non-resident entities, considered non-performing and/or due and not repaid
M0104	<p>Interest on loans with a maturity of one year or less granted to non-resident entities, considered non-performing and/or due and not repaid</p> <p>Includes the reporting of interest receivable from non-resident debtors, due to the granting of loans and trade credit with a maturity of one year or less, considered non-performing and/or due and not repaid (according to the reporting entity's accounting record reference).</p>
M0204	<p>Interest on loans with a maturity of more than one year granted to non-resident entities, considered non-performing and/or due and not repaid</p> <p>Includes the reporting of interest receivable from non-resident debtors, due to the granting of loans with a maturity of more than one year, considered non-performing and/or due and not repaid (according to the reporting entity's accounting record reference).</p>
M1000	Loans granted to non-resident entities considered non-performing and/or due and not repaid
M1101	<p>Loans with a maturity of one year or less granted to non-resident entities, considered non-performing and/or due and not repaid</p> <p>Includes the reporting of the reporting entity's recording of loans and trade credit granted to non-residents with a maturity of one year or less, considered non-performing or that were not repaid on the maturity date (according to the reporting entity's accounting record reference). Includes impairments.</p>
M1201	<p>Loans with a maturity of more than one year granted to non-resident entities, considered non-performing and/or due and not repaid</p> <p>Includes the reporting of the reporting entity's recording of loans granted to non-residents with a maturity of more than one year, considered non-performing or that were not repaid on the maturity date (according to the reporting entity's accounting record reference). Includes impairments.</p>
N	TRADE CREDIT
N1000	Trade credit granted to non-resident entities
N1011	<p>Trade credit granted to unaffiliated entities</p> <p>Includes the reporting of trade credit amounts granted to unaffiliated non-resident customers on the reporting date. Also comprises advances for imports to non-resident suppliers.</p> <p>Not included:</p> <ul style="list-style-type: none"> • Non-performing trade credit and impairments (M1101).

Code	Name / Description ¹⁷
N1021	Trade credit granted to entities with 10% or more of the voting power Includes the reporting of trade credit amounts granted to non-resident customers on the reporting date, the reporting entity owning 10% of more of the voting power in the non-resident customer. Also comprises advances for imports to non-resident suppliers. Not included: <ul style="list-style-type: none"> Non-performing trade credit and impairments (M1101).
N1031	Trade credit granted to affiliated entities with no voting power or less than 10% of the voting power Includes the reporting of trade credit amounts granted to non-resident customers on the reporting date, the reporting entity and the non-resident customer being affiliated and the reporting entity owning no voting power or less than 10% of the voting power in the non-resident customer. Also comprises advances for imports to non-resident suppliers. Not included: <ul style="list-style-type: none"> Non-performing trade credit and impairments (M1101).
N2000	Trade credit obtained by resident entities
N2011	Trade credit obtained by unaffiliated entities Includes the reporting of trade credit amounts of unaffiliated non-resident suppliers (including suppliers of capital goods) on the reporting date. Also comprises advances for exports from non-resident customers.
N2021	Trade credit obtained by entities with 10% or more of the voting power Includes the reporting of trade credit amounts of non-resident suppliers (including suppliers of capital goods) on the reporting date, the non-resident supplier owning 10% of more of the voting power in the reporting entity. Also comprises advances for exports from non-resident customers.
N2031	Trade credit obtained by affiliated entities with no voting power or less than 10% of the voting power Includes the reporting of trade credit amounts of non-resident suppliers (including suppliers of capital goods) on the reporting date, the reporting entity and the non-resident supplier being affiliated and the non-resident supplier owning no voting power or less than 10% of the voting power in the reporting entity. Also comprises advances for exports from non-resident customers.
O	DEPOSITS
O0004	Interest on deposits and investments
O0104	Interest on deposits and investments with a maturity of one year or less Includes the reporting of payment/receipt of income, notably interest, associated with deposits with a maturity of one year or less.
O0204	Interest on deposits and investments with a maturity of more than one year Includes the reporting of payment/receipt of income, notably interest, associated with deposits with a maturity of more than one year.
O1000	Deposits and investments abroad
O1101	Deposits and investments abroad by residents with a maturity of one year or less Includes the reporting of collection/settlement/increase/balance of deposits and investments abroad with a maturity of one year or less. Also included are deposit accounts and other investments with no specified maturity. Not included: <ul style="list-style-type: none"> Opening/replenishment/settlement/balance of repayable margin accounts (P1001); Bank overdrafts (L21*1).

Code	Name / Description ¹⁷
O1201	Deposits and investments abroad by residents with a maturity of more than one year Includes the reporting of collection/settlement/increase/balance of deposits and investments abroad with a maturity of more than one year. Not included: <ul style="list-style-type: none"> • Opening/replenishment/settlement/balance of repayable margin accounts (P1001); • Bank overdrafts (L21*1).
O2000	Deposits and investments in Portugal
O2101	Deposits and investments in Portugal by non-residents with a maturity of one year or less Includes the reporting of collection/settlement/increase/balance of deposits and investments in Portugal by non-residents with a maturity of one year or less. Also included are deposit accounts and other investments with no specified maturity. Not included: <ul style="list-style-type: none"> • Opening/replenishment/settlement/balance of repayable margin accounts (P2001); • Bank overdrafts (L11*1).
O2201	Deposits and investments in Portugal by non-residents with a maturity of more than one year Includes the reporting of collection/settlement/increase/balance of deposits and investments in Portugal by non-residents with a maturity of more than one year. Not included: <ul style="list-style-type: none"> • Opening/replenishment/settlement/balance of repayable margin accounts (P2001); • Bank overdrafts (L11*1).
P	REPAYABLE MARGIN ACCOUNTS
P1000	Repayable margin accounts opened abroad by residents
P1001	Repayable margin accounts opened abroad by residents Includes the reporting of opening/settlement/replenishment of repayable margin accounts abroad by residents. Repayable margin accounts correspond to deposits collected to cover potential losses, in the context of transactions in financial derivatives, in particular futures and options, and are refunded upon expiry of the derivative contract. Not included: <ul style="list-style-type: none"> • Collection/increase/settlement of investment deposits (O1101 or O1201).
P2000	Repayable margin accounts opened in Portugal by non-residents
P2001	Repayable margin accounts opened in Portugal by non-residents Includes the reporting of opening/settlement/replenishment of repayable margin accounts in Portugal by non-residents. Repayable margin accounts correspond to deposits collected to cover potential losses, in the context of transactions in financial derivatives, in particular futures and options, and are refunded upon expiry of the derivative contract. Not included: <ul style="list-style-type: none"> • Collection/increase/settlement of investment deposits (O2101 or O2201).
Q	OTHER INVESTMENT TRANSACTIONS
Q0004	Income from other investment transactions

Code	Name / Description ¹⁷
Q0004	Income from other investment transactions Includes the reporting of payment/receipt of income associated with external assets/liabilities or with the holding of other forms of capital.
Q1000	Other investment transactions by residents abroad
Q1001	Other forms of equity of non-resident entities Includes the reporting of non-resident entities' capital subscriptions falling outside the scope of other codes, notably capital subscriptions to international organisations and capital subscription to quasi-entities.
Q1011	Other assets relating to unaffiliated entities Includes the reporting of other financial transactions between unaffiliated residents and non-residents, which translate into external asset creation/annulment, falling outside the scope of other codes.
Q1021	Other assets relating to entities with 10% or more of the voting power Includes the reporting of other financial transactions between residents and non-residents with 10% or more of the voting power, which translate into external asset creation/annulment, falling outside the scope of other codes.
Q1031	Other assets relating to affiliated entities with no voting power or less than 10% of the voting power Includes the reporting of other financial transactions between affiliated residents and non-residents with no voting power or less than 10% of the voting power, which translate into external asset creation/annulment, falling outside the scope of other codes.
Q2000	Other investment transactions by non-residents in Portugal
Q2001	Other forms of equity of resident entities Includes the reporting of resident entities' capital subscriptions, by non-residents, falling outside the scope of other codes, notably capital subscription to quasi-entities.
Q2011	Other liabilities towards unaffiliated entities Includes the reporting of other financial transactions between unaffiliated residents and non-residents, which translate into external liabilities' creation/annulment, falling outside the scope of other codes.
Q2021	Other liabilities towards entities with 10% or more of the voting power Includes the reporting of other financial transactions between residents and non-residents with 10% or more of the voting power, which translate into external liabilities' creation/annulment, falling outside the scope of other codes.
Q2031	Other liabilities towards affiliated entities with no voting power or less than 10% of the voting power Includes the reporting of other financial transactions between affiliated residents and non-residents with no voting power or less than 10% of the voting power, which translate into external liabilities' creation/annulment, falling outside the scope of other codes.
R	FINANCIAL DERIVATIVES AND EMPLOYEE STOCK OPTIONS
R1010	Financial derivatives Includes the reporting of transactions in derivative instruments, notably options, tradable financial futures and respective variation margins, warrants, swaps and forwards. Valuation should be at market value (of settlements).
R1020	Employee stock options Includes the reporting of the granting and exercise of employee stock options, as a form of remuneration, for employees staying for less than one year in the host country.
R1030	Stock options granted to suppliers Includes the reporting of the granting and exercise of stock options granted to suppliers as a form of payment for services provided.
Z	SPECIAL CODES

Code	Name / Description ¹⁷
Z1020	Transfers between residents' accounts abroad and in Portugal Code to be used when funds are transferred to/from an account abroad from/to a resident's account opened in a resident bank.
Z1030	Transfers between residents' accounts abroad Code to be used when a resident entity moves funds between two accounts abroad
Z1040	Settlement of clearing balances ('current account') Code to be used when the balance of a 'current account' between a resident and a non-resident is settled.
Z1050	Settlement of cleared transactions Code to be used when the balance of cleared transactions is settled without recourse to the 'current account' system.

7.2. Table of territories

The specification of the country should use the alpha-3 codes corresponding to the **ISO 3166-1 standard** – ‘Codes for the representation of names of countries and their subdivisions - Part 1: Country codes’.

Given an authorisation in said Standard granting users the possibility of creating, according to certain rules, codes to represent countries, territories or other entities not included in the ISO 3166, Banco de Portugal has defined a set of additional codes, consultable in the Collection Application.

7.3. Table of currencies

The specification of the transaction currency should use the alpha-3 codes corresponding to the **ISO 4217:2008 standard** – ‘Codes for the representation of currencies and funds’.

7.4. Table of financial institutions

The specification of financial institutions should resort to the number code assigned by Banco de Portugal.

In addition to the banking institutions featuring in the list available on Banco de Portugal's website, the so-called monetary financial institutions, the following entities should also be considered:

Code	Name
0741	Interbolsa
0781	Portuguese Treasury and Debt Management Agency (IGCP)

8. SPECIFIC GUIDELINES

8.1 Airlines

Freight and passenger air transport should be reported according to specific reporting rules applicable to:

- counters, branches or agents in Portugal of airlines with parent company abroad; and
- airlines with parent company in Portugal.

These specificities apply to the following transactions:

- freight air transport (B1211 to B1214) and passenger air transport (B1221 to B1224);
- rentals or charters of air transport with crew (B1230) and without crew (D4010); and
- supporting and auxiliary air transport services (B1240) and fuels (bunkering) and other goods (A3010).

The other transactions developed by airlines are reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4.

8.1.1 Counters, branches or agents in Portugal of airlines with parent company abroad

INFORMATION TO BE REPORTED

Sales of freight air transport (B1211 to B1213) and passenger air transport (B1221 to B1223) to **residents in Portugal**, including sales through the Cargo Accounts Settlements System (CASS) and the Billing and Settlement Plan (BSP).

Within this scope, there should be a distinction, through the use of different statistical classification codes (SCC), between direct sales, sales through the CASS/BSP, and sales through agents not included in the CASS/BSP. The relevant SCCs in this context are the following:

- B1211 - Freight air transport – Direct sales/purchases;
- B1212 - Freight air transport – CASS sales;
- B1213 - Freight air transport – Sales through agents not included in CASS;
- B1221 - Passenger air transport – Direct sales/purchases;
- B1222 - Passenger air transport – BSP sales;
- B1223 - Passenger air transport – Sales through agents not included in BSP.

Expenses relating to residents in Portugal directly implied in transport, notably supporting and auxiliary air transport services (B1240), fuels (bunkering) and other goods (A3010), when billed to the NPC of the airline's agent in Portugal.

Transfers between the account of counters, branches or agents and the account of the parent company of the airline resulting from the offsetting of accounts between sums relating to sales of freight and passenger air transport and sums relating to expenses directly implied in air transport should be classified as settlement of clearing balances (Z1040).

Transactions with other airlines **are not reported**.

SPECIFIC INDICATIONS FOR COPE COMPLETION:

COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION

[pais_contraparte]

Completed with PRT (Portugal) in this specific case.

COUNTRY OF THE TRADED FINANCIAL ASSET'S ENTITY

[pais_ativo]

Specification of the country of the parent company of the airline responsible for transport.

TYPE OF OPERATED ACCOUNT

[tipo_conta]

Sales and expenses implied in air transport should be reported regardless of the settlement being conducted in/from the account of the counter, branch or agent in Portugal or the account of the airline's parent company.

When **the account of the counter, branch or agent is operated**, the type of account **C – clearing account** should be used.

When the parent company's account is operated, the type of account **X – no account operation** should be used.

IDENTIFICATION OF THE SECOND PARTY

[NPC2]

Specification of the NPC of the airline responsible for transport. This field is only completed by IATA Portugal in those cases where airlines have a Portuguese tax number.

8.1.2 Airlines with parent company in Portugal**INFORMATION TO BE REPORTED**

Sales of freight air transport (B1211 to B1213) and passenger air transport (B1221 to B1 223) to **residents abroad**. Within this scope there should be a distinction, through the use of different statistical classification codes (SCC), between direct sales, sales through CASS/BSP, and sales through agents not included in CASS/BSP.

The relevant SCCs for reporting purposes are the following in this case:

- B1211 - Freight air transport – Direct sales/purchases;
- B1212 - Freight air transport – CASS sales;
- B1213 - Freight air transport – Sales through agents not included in CASS;
- B1214 - Freight air transport – Transactions with other airlines
- B1221 - Passenger air transport – Direct sales/purchases;
- B1222 - Passenger air transport – BSP sales;
- B1223 - Passenger air transport – Sales through agents not included in BSP;
- B1224 - Passenger air transport – Transactions with other airlines

Expenses relating to **residents abroad** directly implied in transport, notably supporting and auxiliary air transport services (B1240), fuels (bunkering) and other goods (A3010).

Transfers between the account of the airline's parent company and the account of counters, branches or agents abroad resulting from the offsetting of accounts between sums relating to sales of freight and passenger air transport and sums relating to expenses directly implied in air transport should be classified as settlement of clearing balances (Z1040).

Transactions with other **airlines with parent company abroad** relating to sales of freight air transport (B1214) and passenger air transport (B1224) and relating to rentals or charters of air transport with crew (B1230) and without crew (D4010).

SPECIFIC INDICATIONS FOR COPE COMPLETION:**COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION**

[pais_contraparte]

Country of residence of the customer. For transactions with airlines with parent company abroad, specification of the country of residence of the parent company of the airline that is the transaction counterparty.

COUNTRY OF THE TRADED FINANCIAL ASSET'S ENTITY

[pais_ativo]

Specification of the country of the parent company of the airline responsible for transport. In most cases this field will be completed with PRT.

TYPE OF OPERATED ACCOUNT

[tipo_conta]

Sales and expenses implied in air transport should be reported regardless of the settlement being made in/from the account of the airline's parent company or the account of the counter, branch or agent abroad.

When **the parent company's account is operated**, the type of operated account should be specified (I, E, O, C, X). When **the account of the counter, branch or agent abroad is operated**, for simplification purposes, the type of account **C – clearing account** should be used.

SUMMARY TABLE

The following table summarises the indications to be followed by airlines in air transport-related transactions. The other transactions are reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4.

Targeted entities	Information to be reported	Specific indications for completion of COPE fields
Counters, branches or agents in Portugal of airlines with parent company abroad	<ul style="list-style-type: none"> Sales of freight and passenger air transport to residents in Portugal; Expenses directly implied in transport relating to residents in Portugal, provided they are billed to the NPC of the airline's agent in Portugal; <p>Do not report sales of freight and passenger air transport to other airlines.</p>	<p>Type of operated account: C (clearing account), if the account of the counter, branch or agent is operated; X (no account operation) if the parent company's account is operated.</p> <p>Country of the counterparty: PRT (Portugal).</p> <p>Country of the asset: country of the parent company of the airline responsible for transport</p>
Airlines with parent company in Portugal	<ul style="list-style-type: none"> Sales of freight and passenger air transport to residents abroad; Expenses relating to residents abroad, directly implied in transport; Transactions with other airlines with parent company abroad, relating to sales of freight and passenger air transport and relating to rentals or charters of air transport with crew and without crew. <p>Do not report sales of freight and passenger air transport to other airlines with parent company in Portugal.</p>	<p>Type of operated account: I, E, O, C or X, if the parent company's account is operated; C (clearing account) when the account of the counter, branch or agent abroad is operated.</p> <p>Country of the counterparty: Country of residence of the customer or country of the parent company of the airline that is the transaction counterparty.</p> <p>Country of the asset: country of the parent company of the airline responsible for transport (PRT in most cases).</p>

Targeted entities	Information to be reported	Specific indications for completion of COPE fields
IATA	Sales of freight and passenger air transport, at the counters of travel agencies, to residents in Portugal.	<p>Type of operated account: C (clearing account).</p> <p>Country of the counterparty: PRT (Portugal).</p> <p>Country of the asset: country of the parent company of the airline responsible for transport.</p> <p>Identification of the second party: Specification of the NPC of the airline responsible for transport (in those cases where airlines have a Portuguese tax number).</p>

8.2. Hotels and other resorts

For hotels and other resorts, the following rules apply for the reporting of transactions considered in the **statistical classification codes of travel and tourism, except temporary time-share**.

Real estate management companies should report accommodation revenue received from non-resident final customers, relating to real estate located in Portugal, regardless of the residence of the real estate owner, according to the previous rules. Transfers between non-resident owners and real estate management companies are not reported, notably receipts relating to maintenance costs and commissions, as well as transfers to owners for rents obtained from their real estate.

INFORMATION TO BE REPORTED

Revenue associated with final customers not residing in Portugal, regardless of the sales channel used, comprising direct sales to final customers residing abroad, as well as indirect sales through travel agencies or other intermediaries, residing or not in Portugal. Revenue for the month by country of residence of the final customer is reported.

TIME OF REPORTING

Time of actual provision of the service to the final customer residing abroad.

SPECIFIC INDICATIONS FOR COPE COMPLETION:

COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION

[pais_contraparte]

Specification of the country of residence of the final customer.

COUNTRY OF THE TRADED FINANCIAL ASSET'S ENTITY

[pais_ativo]

Specification of the country of location of the hotel or resort.

TYPE OF OPERATED ACCOUNT

[tipo_conta]

Transactions are reported specifying as type of operated account **X – no account operation**.

IDENTIFICATION OF THE TRADED ASSET'S ENTITY OR THE COUNTERPARTY ENTITY

[contraparte]

Specification of the final customer's segment or the purpose of the trip, and may have the following options:

- Private customer: 0 (zero);
- Business customer: 999999999.

For **travel and tourism statistical classification codes - temporary time-share** the previously mentioned principles apply, except as regards:

- **TIME OF REPORTING:** Time of settlement of the transaction (receipt or payment).
- **TYPE OF OPERATED ACCOUNT** [tipo_conta] Specification of the type of account involved in the transaction or position (according to the general rules defined for COPE completion – chapter 4.1).

SUMMARY TABLE

The following table summarises the indications to be followed by hotels and resorts in transactions related to travel and tourism. The other codes should be reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4.

Statistical classification code	Information to be reported	Time of reporting	Specific indications for completion of COPE fields
Travel and tourism codes, except for temporary time-share	Reporting from the viewpoint of production: Sales to final customers residing abroad (regardless of the sales channel)	Time of the actual provision of the service	<p>Type of operated account: X (no account operation)</p> <p>Country of the counterparty: country of residence of the final customer</p> <p>Country of the financial asset: country of location of the resort (PRT)</p> <p>Identification of the counterparty: specification of the final customer's segment or the purpose of the trip (Private customer: 0; Business customer: 999999999)</p>
Travel and tourism code – temporary time-share	Value paid/received from the entity residing abroad	Time of the settlement (payment receipt)	<p>Type of operated account: I,E,O,C or X</p> <p>Country of the counterparty: country of residence of the final customer</p> <p>Country of the financial asset: country of location of the resort (PRT)</p> <p>Identification of the counterparty: specification of the final customer's segment or the purpose of the trip (Private customer: 0; Business customer: 999999999)</p>

8.3. Travel agencies and tour operators

INFORMATION TO BE REPORTED UNDER TRAVEL AND TOURISM CODES (B21)**

On a monthly basis the following information should be reported to Banco de Portugal:

- Services sold directly to final customers residing abroad within the scope of a trip or tourist stay in Portugal (incoming).
- Services sold directly to final customers residing in Portugal within the scope of a trip or tourist stay abroad (outgoing).

The following transactions are exempt from monthly reporting:

- Sales to travel agencies or other intermediaries, residing abroad or in Portugal.
- Purchases to providers of tourism services residing abroad for arranging package tours or for sale to customers.

TIME OF REPORTING

The monthly COPE reporting should have as reference period the time when the services were enjoyed by the final customer. If this rule cannot be applied, the period corresponding to the month of start of the trip may serve as proxy.

SPECIFIC INDICATIONS FOR COPE COMPLETION:**COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION**

[pais_contraparte]

Specification of the country of residence of the final customer.

COUNTRY OF THE TRADED FINANCIAL ASSET'S ENTITY

[pais_ativo]

Specification of the country of destination of the trip or tourist stay. For trips with more than one country of destination, and in case it is not possible to divide the value by the various countries, the most relevant country should be specified (where the traveller stayed the longest). If it is not possible to specify the most relevant country, the last country of the itinerary should be stated in this field.

In the particular case of cruises abroad acquired by residents in Portugal (statistical classification code B2125), this field should not be completed.

TYPE OF OPERATED ACCOUNT

[tipo_conta]

For simplification purposes, transactions are reported specifying as type of operated account **X – no account operation**.

IDENTIFICATION OF THE TRADED ASSET'S ENTITY OR THE COUNTERPARTY ENTITY

[contraparte]

Specification of the final customer's segment or the purpose of the trip, and may have the following options:

- Private customer: 0 (zero);
- Business customer: 999999999.

SUMMARY TABLE

The following table summarises the indications to be followed by travel agencies and tour operators in transactions related to travel and tourism. The other codes should be reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4.

Travel agencies ¹⁸	Information to be reported	Time of reporting	Reporting periodicity	Specific indications for completion of COPE fields
Travel and tourism codes	Services sold directly to final customers residing abroad within the scope of a trip or tourist stay in Portugal (incoming)	Time of actual provision of the service (from boarding of the customer/time of the trip)	Monthly	Direction: E (inflow) Type of operated account: X (no account operation) Country of the counterparty: country of residence of the final customer Country of the financial asset: country of destination of the trip (PRT) Identification of the counterparty: specification of the final customer's segment or the purpose of the trip (Private customer: 0; Business customer: 999999999)
	Services sold directly to final customers residing in Portugal within the scope of a trip or tourist stay abroad (outgoing)	Time of actual provision of the service (from boarding of the customer/time of the trip)	Monthly	Direction: E (inflow) Type of operated account: X (no account operation) Country of the counterparty: country of residence of the final customer (PRT) Country of the financial asset: country of destination of the trip Identification of the counterparty: specification of the final customer's segment or the purpose of the trip (Private customer: 0; Business customer: 999999999)

¹⁸ In this context, travel agencies are enterprises that have a direct relationship with the final customer, i.e. that sell or propose to sell package tours or other travel and tourism related services to final customers.

8.4. Restaurants and other retail outlets

Restaurants and other retail outlets (for example, newsagents and small businesses) when selling at counters to households and other non-residents in Portugal are exempt from reporting these sales under travel and tourism codes in those cases where it is not possible to know the residence of the customer.

In those cases where this specification is possible, these entities should report transactions under travel and tourism codes **according to the general principles applicable to the reporting of external transactions.**

8.5. Construction enterprises

The reporting of transactions associated with construction services provided or contracted with non-resident entities (codes D3010 to D3040) should take into consideration the following general principles:

- Reporting of transactions from the viewpoint of the reporting entity's individual activity;
- Assessment on an individual basis, i.e. project by project;
- Classification according to the foreseeable duration of the provision of the service in each project.

8.5.1 Occasional construction services

For enterprises participating in a construction project expected to last for less than one year, the following statistical classification rules apply.

INFORMATION TO BE REPORTED

Receipts relating to the provision of construction services within the scope of projects developed in Portugal (D3010) or abroad (D3030) when the contracting entity does not reside in Portugal.

Payments of construction services contracted within the scope of projects developed in Portugal (D3010) or abroad (D3030) when the contracted entity does not reside in Portugal.

Imports and exports of goods and services (except construction services) for use in construction (that should be reported under the respective statistical classification codes), and expenses on salaries of non-resident workers assigned to the project (F3010).

SPECIFIC INDICATIONS FOR COPE COMPLETION:

COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION

[pais_contraparte]

Specification of the country of residence of the non-resident contracting or contracted entity.

COUNTRY OF THE FINANCIAL ASSET'S ENTITY

[pais_ativo]

Specification of the country of location of the construction project or real estate. If the construction project is in Portugal (D3010), this field should be completed with PRT.

8.5.2 Permanent construction services

For enterprises that participate in a construction project expected to last for more than one year, the following rules apply.

INFORMATION TO BE REPORTED

a) Permanent construction in Portugal

Receipts relating to the provision of construction services within the scope of projects developed in Portugal (D3020) when the contracting entity does not reside in Portugal.

Payments of construction services contracted within the scope of projects developed in Portugal (D3020) when the contracted entity does not reside in Portugal.

Imports and exports of goods and services (except construction services) for use in construction (that should be reported under the respective statistical classification codes), and expenses on salaries of non-resident workers assigned to the project (F3010).

b) Permanent construction abroad

Receipts relating to provision of construction services provided within the scope of projects developed in Portugal (D3040) when a contracting entity does not reside in Portugal.

Payments of services and construction contracted within the scope of projects developed in Portugal (D3040) when the contracted entity does not reside in Portugal.

Imports and exports of goods and services (except construction services) for use in construction (that should be reported under the respective statistical classification codes), and expenses on salaries of non-resident workers assigned to the project (F3010).

In addition, also with the code D3040, reflecting an apparent duplication of information, all project-related costs should be reported, with the type of account 'X' (no account operation). Goods (including depreciation of machinery) and services should be considered, as well as salaries paid to workers residing in Portugal and abroad.

SPECIFIC INDICATIONS FOR COPE COMPLETION:

COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION

[pais_contraparte]

Specification of the country of residence of the non-resident contracting or contracted entity.

Exceptionally, for reporting project-related costs (code D3040) the country of the counterparty coincides with the country of the financial asset, i.e. the construction site.

COUNTRY OF THE FINANCIAL ASSET'S ENTITY

[pais_ativo]

Specification of the country of location of the construction project or real estate. In case the construction project is held in Portugal (D3020), this field should be completed with PR T. If the construction project is abroad (D3040), this field should be completed with the country where the service is provided (necessarily a foreign country).

SUMMARY TABLE

The following table summarises the indications to be followed in the reporting of construction services. The other codes should be reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4.

Statistical classification code	Information to be reported	Time of reporting	Specific indications for the completion of the COPE fields
Occasional construction in Portugal and abroad, permanent construction in Portugal	Receipts and payments of construction services when the contracting or contracted entity is non-resident.	Time of settlement (payment or receipt)	Direction: E (Inflow), S (Outflow) Type of operated account: E,O,C or X Country of the counterparty: country of residence of the non-resident contracting or contracted entity. Country of the financial asset: country of location of the construction project or the real estate
	Receipts and payments of construction services when the contracting or contracted entity is non-resident.	Time of settlement (payment or receipt)	Direction: E (Inflow), S (Outflow) Type of operated account: E,O,C or X Country of the counterparty: country of residence of the non-resident contracting or contracted entity. Country of the financial asset: country of location of the construction project or the real estate
Permanent construction abroad	Total project-related costs	Time of allocation of costs to the construction works	Direction: S (Outflow) Type of operated account: X (no account operation) Country of the counterparty: country of location of the construction project or the real estate Country of the financial asset: country of location of the construction project or real estate

8.6. Forwarders

Within the scope of transport services-related transactions conducted by forwarders residing in Portugal, the following statistical classification codes should be used:

- freight transport (B1110, B1211, B1310, B1410, B1510)
- supporting and auxiliary transport services (B1140, B1240, B1340, B1440, B1540)
- freight insurance premiums (C1110)
- trade-related service commissions (D7080)
- other services

In those cases where forwarders conduct frequent transactions with forwarders and non-resident transport enterprises, simultaneously acting as customer and supplier, there being a periodic offsetting of accounts and possibly payment/receipt, these transactions should be reported according to the specific rules presented in this Manual.

INFORMATION TO BE REPORTED

Sales and purchases of transport or transport-related services to or from entities residing abroad, separately specifying the **different types of service** contracted.

Where it is not possible to specify the value of the different components included in the invoice, for example in the case of **forfeit invoices**, the total amount billed including the different components should be reported under code B1*01, specifying the most significant mode of transport in the transaction.

Statistical code	Name
B1101	Sea transport
B1201	Air transport
B1301	Rail transport
B1401	Road transport
B1501	Inland waterway transport

The contracting of freight air transport by forwarders through the Cargo Accounts Settlements System (CASS) should not be reported.

TIME OF REPORTING

Transactions should be reported at the **time of billing** with the respective statistical classification (codes started with B, C or D).

At the time of settlement (payment or receipt) the transaction should be reported with the code Z1040.

In those cases where the reporting entity, on a regular basis, only has information on a given reference month with a two-month lag, it is recommended that transactions are reported in the month in which they are recorded in the accounts.

SPECIFIC INDICATIONS FOR COPE COMPLETION:**COUNTRY OF THE COUNTERPARTY ENTITY INVOLVED IN THE TRANSACTION OR POSITION**

[pais_contraparte]

Country of residence of the forwarder or transport enterprise that is a counterparty in the transport service.

TYPE OF OPERATED ACCOUNT

[tipo_conta]

Invoices are reported with the **type of operated account C** (clearing account). Settlement is reported with the type of account I, E or O, as applicable.

SUMMARY TABLE

The following table summarises the indications to be followed by forwarders in the reporting of transport services. The other codes should be reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4.

Statistical classification code	Information to be reported	Time of reporting	Specific indications for completion of COPE fields
Transport services	Transport services with forwarders and other non-resident transport enterprises	Time of billing	Direction: E (Inflow), S (Outflow) Type of operated account: C (clearing account) Country of the counterparty: Country of residence of the forwarder or transport enterprise that is a counterparty in the transport service.
	Settlement resulting from the offsetting of accounts between forwarders and other transport enterprises	Time of settlement (payment or receipt)	Direction: E (Inflow), S (Outflow) Type of operated account: I, E or O Country of the counterparty: country of residence of the counterparty. Statistical classification code: Z1040
Trade credit	Cumulative amount outstanding at the end of the month, vis-à-vis customers and suppliers	Every month in which the balance is recognized in the accounts	Direction: P (end-of-month position) Type of operated account: X (no account operation) Country of the counterparty: Country of residence of supplier

8.7. Investment funds and pension funds, and management companies

This chapter presents a number of representativity-related guidelines (reporting on behalf of third parties) that are particularly important for the communication of external transactions and positions (COPE) of investment funds, pension funds, investment fund management companies, pension fund management companies, and wealth management companies.

Mixed reporting strategies may be adopted, by combining different reporting possibilities, however, with the guarantee of no double reporting or lack of information reporting.

Two parties are identified:

- The holder (an investment fund, a pension fund, or any other resident enterprise)
- The reporting entity (submits the information to Banco de Portugal, and may be the holder, the management company, the depository bank, or another entity).

8.7.1 Representativity

The holder of the transactions or external positions has mandatory reporting, which it may delegate to third parties (representativity). In particular, when the investment portfolio is managed by an autonomous resident entity, with discretionary management powers, this entity is expected to also ensure the respective reporting of transactions and positions with non-resident entities.

Representativity may materialise in two ways:

1 – The holder grants access to its enterprise's COPE service to a user from the reporting entity. Hence, this user may access and transmit to Banco de Portugal information on the COPE on behalf of the holder. This option should be operationalised via the Corporate Area.¹⁹

2 – The reporting entity transmits COPE files on its own behalf, using the 'NPC of the second party' field to identify the records associated with the holder.

The following sub-chapter presents additional guidelines for completion of this field.

8.7.2 Specific fields

To meet specific needs related to the reporting of external transactions and positions by reporting entities (management companies, banks, other) on behalf of their customers, the 'NPC of the second party' field may assume the following completion rules:

NPC OF THE SECOND PARTY

[npc2]

This field should be completed with the NPC/NIF of the holder of the external transaction or position.

It may also be completed with a generic code depending on the holder's institutional sector:

¹⁹ Menu option Corporate Area > *Informação do utilizador* > *Gestão de subscrições*. For more information, please see the *Guia do Utilizador* in the Corporate Area, specifically the section on subscription management (*Gestão de subscrições*).

Entity	Generic NPC
Households	0
Non-financial corporations	77777777
Investment fund	711000000
Money market fund	712000000
Pension fund	713000000
Venture capital fund	714000000
Non-resident entities	999999999

By choosing completion of the 'NPC of the second party' field with the generic codes it will be possible to group records of different entities belonging to the same institutional sector.

8.8. Factoring transactions

Factoring transactions should be reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4. This chapter aims to explain (and illustrate) how reporting should be made from the viewpoint of each party to these transactions, notably:

- the adherent, the enterprise that issues the invoice for the sale of the good or the provision of the service, and contracts the factoring company;
- the factor, bank or factoring company that provides the factoring service to the adherent;
- the customer, enterprise or individual that is indebted to the adherent, i.e. the owner of the invoice.

In terms of the information to be reported, the type of factoring is important:

- Factoring with recourse, which is recorded as a loan of the factor to the adherent collateralised by invoices
- Factoring without recourse, which is recorded as the sale of invoices of the adherent to the factor

In addition, three moments in time are specified, each with different records:

- the time of issue of the invoice;
- the time when the adherent transfers the invoices to the factor;
- the time when the customer pays the invoice.²⁰

Finally, the guidance provided for every situation will be accompanied by a numerical example, which implies the following situation:

Issue of the invoice: In a given period, an enterprise sells a good on credit to a customer, to the amount of €10,000.

Transfer of invoices: Subsequently, the enterprise signs a factoring contract, with or without recourse, with a factoring company for the advance of part of the invoice to the amount of €9,000, less €150 in commissions.

Payment of the invoice: Finally, the customer pays the €10,000 invoice to the factor that in turn transfers the part that was not advanced (€1,000) to the adherent enterprise, less interest payable (€111).

8.8.1 Reporting from the viewpoint of the adherent residing in Portugal

The adherent should report the positions (cumulative outstanding amounts) it has recorded on its accounts with non-resident customers under the usual codes of trade credit granted (N1011), regardless of these being covered by factoring contracts. For as long as the respective balances are recognised in accounts, they should be reported as trade credit positions.

When factoring is contracted to a resident factor, no record is made (since these are transactions between two resident entities), only the update of trade credit positions when necessary.

When factoring is contracted with a non-resident factor, the adherent should report transactions and debit and credit balances with the factor under the statistical codes referring to loans granted or obtained with a maturity of less than one year (L1111 and L2111 respectively).

Notably, for factoring with recourse, the adherent enterprise should report the advance payment received for the sale of 'E' (Inflow) type of value invoices and the statistical classification code (SCC) relating to the loan obtained (L2111). The amount advanced outstanding at the end of the month should also be reported with the 'End-of-period position' type

²⁰ In the event of the non-resident customer defaulting, not paying the invoice, the general rules should be followed, i.e. the amount in question ceases to be reported under trade credit codes, being instead reported in the non-performing loans and/or loans due and not repaid code (M1101). The non-performing loan position ceases to be reported when the loss is assumed in the enterprise's accounts.

of value under the same SCC. The part that was not advanced is not subject to reporting. When the customer pays the invoice, i.e. the liability vis-à-vis the factor is paid, the end-of-period position should be updated and the amount paid reported with the 'Outflow' type of value and the SCC relating to the loan obtained (L2111).

For factoring without recourse, the adherent enterprise should report the advance payment received for the sale of invoices with the 'Inflow' type of value and the SCC relating to the loan granted (L1111), and the part that was not advanced with the 'End-of-period position' type of value under the same SCC. When the customer pays the invoice, i.e. the asset vis-à-vis the factor is paid, the end-of-period position should be updated and the amount received should be reported, as regards the part that was not advanced, with the 'Inflow' type of value and the SCC relating to the loan granted (L1111). Whenever the adherent communicates an inflow or outflow under code L1111, in factoring without recourse, it should complete the 'country of the financial asset' field with the country of the customer to whom the invoice underlying the factoring transaction was issued.

In addition to these transactions, the adherent should always separately report transactions referring to the payment of commissions or interest under codes C2120 and L0114 respectively.

When invoices advanced or sold to the factor are paid, the adherent does not have to report this transaction under the goods or services codes.

Taking the numerical example mentioned before, the adherent should report the COPE presented, according to the tables below.

Factoring with recourse

Moment in time	Transactions with a non-resident factor				Transactions with a non-resident customer			
	Type of value	Statistical code	Amount	Country of the financial asset	Type of value	Statistical code	Amount	NPC 2nd party
Issue of the invoice					P	N1011	10,000 €	
Advance of part of the invoice by the factor	E	L2111	9,000 €		P	N1011	10,000 €	
	P	L2111	9,000 €					
	S	C2120	150 €					
Payment of the invoice by the customer (to the factor)	S	L2111	9,000 €					
	S	L0114	111 €					

Factoring without recourse

Moment in time	Transactions with a non-resident factor				Transactions with a non-resident customer			
	Type of value	Statistical code	Amount	Country of the financial asset	Type of value	Statistical code	Amount	NPC 2nd party
Issue of the invoice					P	N1011	10,000 €	
Advance of part of the invoice by the factor	E	L1111	9,000 €	Country of the customer	P	N1011	0 €	
	P	L1111	1,000 €					
	S	C2120	150 €					
Payment of the invoice by the customer (to the factor)	E	L1111	1,000 €	Country of the customer				

8.8.2 Reporting from the viewpoint of the customer residing in Portugal (debtor)

The reporting of the customer remains unchanged, i.e. the transfer of the respective invoices to a factor does not change the records that must be communicated.

8.8.3 Reporting from the viewpoint of the factor residing in Portugal

For factoring with recourse, the factor should report the granting of the advance and the respective position, while it is outstanding, vis-à-vis non-resident adherents, using the SCC for short-term loans granted (L1111) and the 'Outflow' and 'End-of-period position' types of value respectively. When invoices are paid, the factor should report the repayment of the loan granted to the adherent with the 'Inflow' type of value and the same SCC.

In addition, the factor is requested to report the funds received from non-resident customers (debtors) for payment of the invoices, with the 'Inflow' type of value and the exports of goods code (A1010), regardless of whether the adherent associated with this contract is resident or non-resident. If the adherent is resident, identification should be through the respective NPC in the 'NPC of the second party' field.

For factoring without recourse, the factor should report the acquisition of invoices from the non-resident adherent to the total amount of the invoices, with the 'Outflow' type of value and using the SCC for short-term loans granted (L1111). The country of residence of the customer to whom the invoice underlying the factoring transaction was issued should be specified in the 'Country of the financial asset' field.

The difference between the advance granted and the total amount of invoices should be reported as a loan obtained from the adherent, i.e. with the 'Outflow' type of value and the SCC for short-term loans (L2111). The balance outstanding associated with this liability, for as long as it is recognised in the accounts, should also be reported with the same SCC and the 'End-of-period position' type of value. Likewise, the settlement of this liability, which usually occurs when the customer payments are received, should be reported with the 'Inflow' type of value and the SCC for short-

term loans (L2111).

If the customer (debtor) is non-resident, the factor should also recognise and report invoices in portfolio as a loan granted to the former, i.e. with the 'End-of-period position' type of value and the SCC for short-term loans granted (L1111). When the customer pays the invoice, the factor reports receipt of these funds as a repayment of this loan, i.e. with the 'Inflow' type of value and the SCC for short-term loans granted (L1111).

In addition to these transactions, the factor should separately report transactions referring to the receipt of commissions or interest under codes C2120 and L0114 respectively.

Taking the numerical example mentioned, the factor should report the COPE presented in the following tables.

Factoring with recourse

Moment in time	Transactions with a non-resident adherent				Transactions with a non-resident customer			
	Type of value	Statistical code	Amount	Country of the financial asset	Type of value	Statistical code	Amount	NPC 2
T=0 - Issue of the invoice								
T=1 - Advance of part of the invoice by the factor	S	L1111	9,000 €					
	P	L1111	9,000 €					
	E	C2120	150 €					
T=2 - Payment of the invoice by the customer (to the factor)	E	L1111	9,000 €		E	A1010	10,000 €	NPC of the adherent
	E	L0114	111 €					

Factoring without recourse

Moment in time	Transactions with a non-resident adherent				Transactions with a non-resident customer			
	Type of value	Statistical code	Amount	Country of the financial asset	Type of value	Statistical code	Amount	NPC 2
T=0 - Issue of the invoice								
T=1 - Advance of part of the invoice by the factor	S	L1111	10,000 €	Country of the customer	P	L1111	10,000 €	
	E	L2111	1,000 €					
	P	L2111	1,000 €					
	E	C2120	150 €					

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T=2 - Payment of the invoice by the customer (to the factor)	S L2111 1,000 €	E L1111 10,000 €
--	---------------------------	----------------------------

8.9. Confirming transactions

Confirming transactions should be reported according to the general principles applicable to the reporting of external transactions, defined in chapters 3 and 4. This chapter aims to explain (and illustrate) how reporting should be made from the viewpoint of each party to these transactions, notably:

- the supplier, the enterprise that issues the invoice for the sale of the good or the provision of the service;
- the factor, bank or factoring company that provides the confirming service to the customer (debtor);
- the customer, enterprise or individual that is indebted to the supplier and contracts the factoring company.

The reporting to be made implies the interpretation of confirming as a loan granted by the factor to the customer, who uses the funds received to settle the debt to the supplier.

In addition, three moments in time are specified, each with different records:

- the time of issue of the invoice;
- the time when the factor substitutes the customer by settling the debt to the supplier;
- the time when the customer settles the debt.

Finally, the guidance provided for every situation will be accompanied by a numerical example, which implies the following situation:

Issue of the invoice: Issue of the invoice: In a given period, an enterprise buys a good on credit to a supplier, to the amount of €10,000.

Payment of the invoice by the factor: Subsequently, the enterprise signs a confirming contract with the factor that settles the €10,000 debt to the supplier, charging €150 in commissions to the customer.

Payment by the customer: Finally, the customer pays the €10,000 loan to the factor, plus €111 interest.

8.9.1 Reporting from the viewpoint of the supplier residing in Portugal

The reporting of the supplier remains unchanged, i.e. the payment of invoices by the factor (replacing the customer) does not change the records that should be communicated.

8.9.2 Reporting from the viewpoint of customer residing in Portugal (debtor)

The customer should report the positions (cumulative outstanding amounts) recorded in accounts with non-resident suppliers under the usual codes for trade credit obtained (N2011), for as long as these are recognised in accounts.

When confirming is contracted to a resident factor, no record is made (since these are transactions between residents), only the update of trade credit positions when necessary.

When confirming is contracted with a non-resident factor, the customer should report transactions and debit balances with the factor under the statistical codes referring to loans obtained with a maturity of less than one year (L2111). Notably, the customer should report the advance by the factor with the 'Inflow' type of value and the SCC relating to the loan obtained (L2111). The amount advanced outstanding at the end of the month should also be reported with the 'End-

of-period position' type of value under the same SCC. Upon payment of this loan to the factor the end-of-period position should be updated and the amount paid reported with the 'Outflow' type of value and the SCC relating to the loan obtained (L2111).

In addition to these transactions, the adherent should always separately report transactions referring to the payment of commissions or interest under codes C2120 and L0114 respectively.

Taking the numerical example mentioned, the adherent should report the COPE presented in the table below.

Confirming

Moment in time	Transactions with a non-resident factor				Transactions with a non-resident supplier			
	Type of value	Statistical code	Amount	Country of the financial asset	Type of value	Statistical code	Amount	NPC 2nd party
Issue of the invoice					P	N1011	10,000 €	
Payment of the invoice by the factor	E	L2111	10,000 €					
	P	L2111	10,000 €					
	S	C2120	150 €					
Payment of the loan by the customer (to the factor)	S	L2111	10,000 €					
	S	L0114	111 €					

8.9.3 Reporting from the viewpoint of the factor residing in Portugal

The factor should report payment of the invoices on behalf of non-resident customers as a loan granted to the non-resident customer, regardless of the supplier being resident or non-resident. These transactions should therefore be communicated using the SCC for short-term loans granted (L1111) and the 'Outflow' type of value. The respective balance outstanding should be communicated with the same SCC and the 'End-of-period position' type of value, and repayments with the 'Inflow' type of value and the same SCC.

For payment of invoices on behalf of customers residing in Portugal, the factor should only report when the supplier is non-resident, using the applicable SCC for imports of goods or services and the 'Outflow' type of value. The country of residence of the supplier is specified in 'country of the counterparty' and the NPC of the resident customer is specified in the 'NPC of the second party' field.

In addition to these transactions, the factor should separately report transactions referring to the receipt of commissions or interest under codes C2120 and L0114 respectively.

Taking the numerical example mentioned, the adherent should report the COPE presented in the table below.

Confirming

Moment in time	Transactions with a non-resident customer				Transactions with a non-resident supplier			
	Type of value	Statistical code	Amount	Country of the financial asset	Type of value	Statistical code	Amount	NPC2
Issue of the invoice								
Payment of the invoice by the factor	S	L1111	10,000 €		S	A1010	10,000 €	NPC of the customer
	P	L1111	10,000 €					
	S	C2120	150 €					
Payment of the loan by the customer (to the factor)	E	L1111	10,000 €					
	E	L0114	111 €					

8.10. Cash pooling

Cash pooling is classified in codes associated with short-term loans. As these are financial transactions, the relationship between the resident and the non-resident entity also plays a role.

In terms of transactions (fund transfers) only the aggregate net value observed in the month is important, i.e. considering all inflows and outflows of funds to and from the account of the resident reporting entity. Hence, if an inflow of funds is computed in the net aggregate for the month, it should be reported with the 'Inflow' type of value and the SCC relating to loans obtained with a maturity of less than one year (L21**). The option between SCC L2121 and L2131 should be made according to the holding of the non-resident entity that granted the funds in the resident entity.

If an outflow of funds is computed, it should be reported with the 'Outflow' type of value and the SCC relating to loans granted with a maturity of less than one year (L11**). The option between SCC L1121 and L1131 should be made according to the holding of the resident entity in the non-resident entity receiving the funds.

In any of these situations, in case there is payment or receipt of interest, the SCC for interest on loans with a maturity of less than one year (L01**) is used.

End-of-month positions, i.e. the cumulative outstanding amount, should be reported with the 'End-of-period position' type of value and the same SCCs referred to for fund transfers.

ANNEX 1 – XML SCHEMA OF THE REPORT FILE

Below is the Schema implied in the format intended for the files that should be reported to Banco de Portugal.²¹

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²¹ Upon request, this schema may be provided in electronic format (as xsd file).

```

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  <xs:restriction base="xs:string">
    <xs:maxLength value="5"/>
  </xs:restriction>
</xs:simpleType>
<xs:simpleType name="String_9">
  <xs:restriction base="xs:string">
    <xs:pattern value="[1-9][0-9][0-9][0-9][0-9][0-9][0-9][0-9]"/>
  </xs:restriction>
</xs:simpleType>
<xs:simpleType name="String_20_Obrigatoria">
  <xs:restriction base="xs:string">
    <xs:maxLength value="20"/>
  </xs:restriction>
</xs:simpleType>
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  <xs:restriction base="xs:string">
    <xs:maxLength value="50"/>
  </xs:restriction>
</xs:simpleType>
<xs:simpleType name="Ano">
  <xs:restriction base="xs:integer">
    <xs:totalDigits value="4"/>
    <xs:minInclusive value="2011"/>
  </xs:restriction>
</xs:simpleType>
<xs:simpleType name="Mes">
  <xs:restriction base="xs:integer">
    <xs:minInclusive value="1"/>
    <xs:maxInclusive value="12"/>
  </xs:restriction>
</xs:simpleType>
<xs:simpleType name="NIPC">
  <xs:restriction base="xs:integer">
    <xs:minInclusive value="0"/>
    <xs:maxInclusive value="999999999"/>
  </xs:restriction>
</xs:simpleType>
<xs:simpleType name="NIPC2">

```

```

    <xs:restriction base="xs:integer">
      <xs:maxInclusive value="999999999"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="DataRef">
    <xs:restriction base="xs:integer">
      <xs:minInclusive value="20110101"/>
      <xs:maxInclusive value="21001231"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="DataVenc">
    <xs:restriction base="xs:integer">
      <xs:minInclusive value="20110101"/>
      <xs:maxInclusive value="21001231"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="MontanteValorCOL">
    <xs:restriction base="xs:decimal">
      <xs:fractionDigits value="2" fixed="true"/>
      <xs:minInclusive value="0.00"/>
      <xs:maxInclusive value="9999999999999999.99"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="MontanteValorCOPE">
    <xs:restriction base="xs:decimal">
      <xs:fractionDigits value="2" fixed="true"/>
      <xs:maxInclusive value="9999999999999999.99"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="Fluxo">
    <xs:restriction base="xs:string">
      <xs:enumeration value="E"/>
      <xs:enumeration value="S"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="FluxoCope">
    <xs:restriction base="xs:string">
      <xs:length value="1"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="TipoConta">
    <xs:restriction base="xs:string">
      <xs:length value="1"/>
    </xs:restriction>
  </xs:simpleType>
  <xs:simpleType name="Natureza">
    <xs:restriction base="xs:string">
      <xs:enumeration value="C"/>
      <xs:enumeration value="A"/>
      <xs:enumeration value="M"/>
    </xs:restriction>
  </xs:simpleType>
</xs:schema>

```

ANNEX 2 – XML SCHEMA OF THE RESPONSE FILE SENT BY BANCO DE PORTUGAL

Below is the Schema implied in the response files sent by Banco de Portugal after processing the file submitted by the reporting entity²².

```
<?xml version="1.0" encoding="UTF-8"?>
<!-- edited with XMLSpy v2005 sp2 U (http://www.altova.com) by OIU002 (Banco de Portugal) -->
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema" elementFormDefault="qualified" attributeFormDefault="unqualified">
  <xs:element name="resposta_BOP_CO">
    <xs:annotation>
      <xs:documentation>Result of file processing with COPE and/or COL</xs:documentation>
    </xs:annotation>
    <xs:complexType>
      <xs:sequence>
        <xs:element name="controlo">
          <xs:complexType>
            <xs:sequence>
              <xs:element name="entidade" minOccurs="0">
                <xs:simpleType>
                  <xs:restriction base="xs:string">
                    <xs:minLength value="4"/>
                    <xs:maxLength value="9"/>
                    <xs:pattern value="[0-9]{4,9}"/>
                  </xs:restriction>
                </xs:simpleType>
              </xs:element>
              <xs:element name="remetente">
                <xs:simpleType>
                  <xs:restriction base="xs:string">
                    <xs:minLength value="4"/>
                    <xs:maxLength value="13"/>
                    <xs:pattern value="[0-9]{4,13}"/>
                  </xs:restriction>
                </xs:simpleType>
              </xs:element>
              <xs:element name="periodo" minOccurs="0">
                <xs:simpleType>
                  <xs:restriction base="xs:string">
                    <xs:length value="6"/>
                    <xs:pattern value="[0-9]{6}"/>
                  </xs:restriction>
                </xs:simpleType>
              </xs:element>
              <xs:element name="nome_ficheiro" type="xs:string"/>
              <xs:element name="data_recepcao" type="xs:dateTime"/>
              <xs:element name="data_resposta" type="xs:dateTime"/>
            </xs:sequence>
          </xs:complexType>
        </xs:element>
        <xs:element name="resultado">
          <xs:complexType>
            <xs:sequence>
              <xs:element name="processamento">
                <xs:complexType>
                  <xs:sequence>
                    <xs:element name="cod_processamento">
                      <xs:annotation>
                        <xs:documentation>1 - Rejected
                          2 - Accepted with reservations
                          3 - Accepted</xs:documentation>
                      </xs:annotation>
                      <xs:simpleType>
                        <xs:restriction base="xs:byte">
                          <xs:enumeration value="1"/>
                          <xs:enumeration value="2"/>
                          <xs:enumeration value="3"/>
                        </xs:restriction>
                      </xs:simpleType>
                    </xs:element>
                    <xs:element name="msg_processamento" type="xs:string"/>
                  </xs:sequence>
                </xs:complexType>
              </xs:element>
            </xs:sequence>
          </xs:complexType>
        </xs:element>
      </xs:sequence>
    </xs:complexType>
  </xs:element>
</xs:schema>
```

²² Upon request, this schema may be provided in electronic format (as xsd file).


```

        <xs:element name="erro" minOccurs="0">
            <xs:complexType>
                <xs:sequence>
                    <xs:element name="codigo_erro" minOccurs="0">
                        <xs:simpleType>
                            <xs:restriction base="xs:string">
                                <xs:length value="6"/>
                            </xs:restriction>
                        </xs:simpleType>
                    </xs:element>
                    <xs:element name="msg_erro" type="xs:string" minOccurs="0"/>
                </xs:sequence>
            </xs:complexType>
        </xs:element>
        <xs:element name="cope" type="Totais" minOccurs="0"/>
        <xs:element name="col" type="Totais" minOccurs="0"/>
    </xs:sequence>
</xs:complexType>
</xs:element>
<xs:complexType name="Registros_Problemas">
    <xs:sequence>
        <xs:element name="regs_nint" minOccurs="0">
            <xs:complexType>
                <xs:sequence>
                    <xs:element name="nint" type="Registros_Identificacao" maxOccurs="unbounded"/>
                </xs:sequence>
            </xs:complexType>
        </xs:element>
        <xs:element name="regs_inv" minOccurs="0">
            <xs:complexType>
                <xs:sequence>
                    <xs:element name="inv" type="Registros_Identificacao" maxOccurs="unbounded"/>
                </xs:sequence>
            </xs:complexType>
        </xs:element>
        <xs:element name="regs_alert" minOccurs="0">
            <xs:complexType>
                <xs:sequence>
                    <xs:element name="alert" type="Registros_Identificacao" maxOccurs="unbounded"/>
                </xs:sequence>
            </xs:complexType>
        </xs:element>
    </xs:sequence>
</xs:complexType>
<xs:complexType name="Registros_Identificacao">
    <xs:sequence>
        <xs:element name="cod">
            <xs:simpleType>
                <xs:restriction base="xs:string">
                    <xs:length value="6"/>
                </xs:restriction>
            </xs:simpleType>
        </xs:element>
        <xs:element name="id_reg">
            <xs:simpleType>
                <xs:restriction base="xs:string">
                    <xs:maxLength value="20"/>
                </xs:restriction>
            </xs:simpleType>
        </xs:element>
        <xs:element name="msg" type="xs:string"/>
    </xs:sequence>
</xs:complexType>
<xs:complexType name="Totais">
    <xs:sequence>
        <xs:element name="total" type="xs:integer"/>
        <xs:element name="nint" type="xs:integer"/>
        <xs:element name="inv" type="xs:integer"/>
        <xs:element name="alert" type="xs:integer"/>
    </xs:sequence>
</xs:complexType>
</xs:schema>

```

ANNEX 3 – USE OF THE AUXILIARY FILE TO CREATE THE XML FILE

The Excel file is a tool made available by Banco de Portugal to support the creation of the XML file to be used in the reporting of statistical information on external transactions and positions in accordance with the provisions of Instruction of Banco de Portugal No 27/2012.

1 Obtaining the auxiliary Excel file

The auxiliary Excel file is available from the Corporate Area²³ of Banco de Portugal's website, for all enterprises that accept the terms and conditions for its use.

2 The auxiliary Excel file

The file made available by Banco de Portugal was built in Microsoft® Office Excel®2007, and has the schema defined for this reporting built-in (presented in Annex 1 of this Manual). It is only compatible with Excel's 2007 version or later.

The file is formed by three sheets:

- **Ajuda:** contains a set of useful information on its use;
- **Reporte:** contains the areas where the information to be reported to Banco de Portugal should be entered;
- **Tabelas_apoio:** contains a number of tables with the possible codes in some of the reporting variables, enabling validation of the data introduced in the 'Reporte' sheet.

The information to be reported should be entered in the 'Reporte' sheet, which has two tables: one with the reference information (NPC of the reporting entity, year and month) and another with the COPE's specific variables. These variables are described in chapters 4.1 and 6.2.2.2 of the Manual of Procedures, which also states the format that should be followed and, where applicable, the values liable to be used. For reference, the following table summarises these variables.

Field	Description	Observations	Forma ²⁴
id_reg	Specification of the record	Single identification code for each transaction and reporting period. May contain letters, numbers or a combination of both.	Alphanumeric
data_ref	Transaction date	Reference date of the transaction/position to be reported. The date should belong to the chosen period and should correspond to the last day of the reference month for positions.	yyyymmdd
natureza	Nature	Description of the record. May contain the following values: <ul style="list-style-type: none"> • C [creation] • M [modification] • A [annulment] 	#
npc2	NPC of the 2nd party	Legal person number, completed with the identification of the resident entity holding the asset/liability underlying the transaction communicated by the reporting entity (see detailed guidelines in the Manual of Procedures).	#####

²³ The file can be accessed through the Corporate Area of Banco de Portugal's institutional website

²⁴ The # symbol denotes an alphanumeric character.

Field	Description	Observations	Forma ²⁴
montante	Amount	Transaction or position's amount reported in the respective currency with no separator for thousands, possibly with 2 decimal places.	Numeric
divisa	Currency	Code of the transaction or position's currency, according to the ISO4217:2008 alpha-3 standard.	###
cod_estat	Statistical classification code	Five-position alphanumeric code, which may be entered directly or selected in the list presented.	#####
tipo_valor	Type of value	Description of the record's direction/type of value. May contain the following values: <ul style="list-style-type: none"> • E [inflow] • S [outflow] • P [end-of-period positions]. 	#
tipo_conta	Type of account	Type of account involved in the transaction/position. May contain the following values: <ul style="list-style-type: none"> I [bank internal account] E [external bank account] O [another external account] C [clearing account] X [transaction/position with no account operation]. 	#
id_banco	Financial institution	Code of the resident financial institution where the account operated in the transaction is opened.	####
pais_conta	Country of the account	Code of the territory where the account is domiciled, according to the ISO 3166-1 alpha-3 standard.	###
pais_contraparte	Country of the counterparty entity	Territory of residence of the counterparty entity involved in the transaction or position, according to the ISO 3166-1 alpha-3 standard.	###
pais_ativo	Country of the financial asset's entity	Territory of residence of the traded financial asset's entity, according to the ISO 3166-1 alpha-3 standard.	###
data_vencimento	Maturity date	Maturity date of the reported position.	yyyymmdd
contraparte	Counterparty	Up to 50 positions, identification of the entity issuing the financial asset underlying the transaction/position (see more detailed guidelines in the Manual of Procedures).	Alphanumeric
observacoes	Observations	Open field for the communication of additional information.	Alphanumeric

3 Creation of the XML file

The steps below should be followed to create the XML file:

1. Select the '*Reporte*' sheet of the Excel file supplied by Banco de Portugal;
2. On the upper left corner, fill in B1 with the enterprise's NPC (NIF) and B2 and B3 with the year and the month to which the records refer respectively;

3. In columns D to S of the reporting table, fill in the lines with the transactions/positions to be reported.

The following table shows an example of completion of the reporting table with three records referring to the position of a deposit abroad, an import and an export of goods.

id_reg	data_ref	Natureza_registro	npc2	montante	divisa	cod_estat	Tipo_valor	tipo_conta	id_banco	pais_conta	Pais_contraparte	Pais_ativo	Data_vencimento	contra parte	Obsev	id_reg_cod
201212_002	20121231	C		153900	EUR	O1011	P	E		ESP	ESP		20131201			
201212_001	20121201	C		50000	EUR	A1010	S	I	0043	PRT	BEL					
201212_002	20121231	C		2500000	EUR	A1010	E	I	0055	PRT	FRA					

4. Size the reporting table, so as to cover all data to be reported:
- Select any cell from the 'Reporte' table (blue shaded cells)
 - Click on the 'Design' button of the top menu
 - On the top bar, on the 'Properties' submenu, to the left, click on the 'Resize table' button – set the area, always including columns D to T and the lines for which there are records
- At the end, only the lines for which there are records should be shaded.
5. Generate the XML file:
- Select any cell from the 'Reporte' table (blue shaded cells)
 - Right-click on the mouse – Open the 'XML' option and click on 'Export'. If this option is not available, change the Excel options referred to in chapter 5 of this annex;
 - Select the directory where the 'XML' file is to be saved and its name. The files to be submitted to Banco de Portugal should follow the naming defined in chapter 6.2.1 of the Manual of Procedures.

4 Common errors and problems

Below are a number of frequent errors/problems and the corresponding clarification.

a. Specification of repeated record (Id_reg)

Given that for a reporting period the 'id_reg' variable values (column D) should be unique, if there are equal values for this field in the reporting table, the relevant records will not be imported into Banco de Portugal's database.

b. 2. Lines not completed in the reporting table

Lines that are not completed in the 'Reporte' table (blue shaded cells) translate into nil value records in the XML file. Given that the XML file cannot contain nil value fields, the XML file obtained will be rejected by the system, originating the message 'The file's XML syntax is not valid'.


c. 3. Impossible reference date (Data_ref)

The reporting period is specified in the first reporting table (year and month in cells B2 and B3). This information will have to be in line with the 'data_ref' variable (column D of the 'Reporte' table). Failing this, the records are imported, but considered invalid.

5 Parameterisation of the XML option

When the export to XML option is not available, it will be necessary to change the parameterisation of Microsoft Excel.

For that, the guidelines below should be followed:

- i. Click on the Microsoft Office button ( icon on the upper left side).
- ii. Select the 'Excel Options' button.
- iii. In the list of categories on the left, choose the 'Popular' option.
- iv. Select the 'Show Developer tab in the Ribbon' option.
- v. Confirm, by clicking 'OK'.

ANNEX 4 – LINK TO THE CHART OF ACCOUNTS

This annex presents an indicative correspondence between end-of-month positions to be reported within the scope of the COPE and the accounts of the Accounting Standardisation System (SNC in Portuguese), so as to help entities understand and report statistical information.

There is no unequivocal correspondence between the COPE and the SNC accounts, and thus this correspondence should always be considered indicative. In terms of COPE reporting, the concepts and specifications presented in this Manual of Procedures prevail. In addition, said correspondence is based on a given understanding of what will be the most common use and interpretation of SNC accounts and their content, which may not coincide with the actual practice of some enterprises.²⁵

Correspondence occurs at the level of the SNC's most simple breakdown codes: enterprises may adopt other sub-accounts that are included in the specified SCC.

End-of-month positions correspond in general to the cumulative outstanding amount recorded on the trial balance.

Statistical classification codes (SCC) - end-of-period positions				Accounting Standardisation System (SNC)
L - Loans				
Loans granted	maturity of one year or less	unaffiliated	L1111	4142 (*)
		10% or more of the voting power	L1121	266, 4113, 4123, 4133 (a) (*)
		no voting power or less than 10%, affiliated	L1131	
	maturity of more than one year	unaffiliated	L1211	4142 (*)
		10% or more of the voting power	L1221	266, 4113, 4123, 4133 (a) (*)
		no voting power or less than 10%, affiliated	L1221	
Loans obtained	maturity of one year or less	unaffiliated	L2111	251, 258
		10% or more of the voting power	L2121	253, 254, 251 (b)
		no voting power or less than 10%, affiliated	L2131	
	maturity of more than one year	unaffiliated	L2211	251, 258
		10% or more of the voting power	L2221	253, 254, 251 (b)
		no voting power or less than 10%, affiliated	L2221	

²⁵ In this context, a party is understood to be related to an entity if:

(a) The party, directly or indirectly through one or more intermediaries:

- Controls, is controlled by or is under the common control of the entity (this includes relationships between parent companies and subsidiaries and between subsidiaries of the same parent company);
- Has an interest in the entity granting it significant influence over it (significant influence may be obtained by holding shares, by status or agreement); or
- Has joint control over the entity;

(b) The party is an associate or a joint venture in which the entity is a venturer, according to NCRF 13 — *Interesses em Empreendimentos Conjuntos e Investimentos em Associadas* (Interests in joint ventures and investments in associates); or,

The party is a member of the key staff of the entity's or its parent company's management

Statistical classification codes (SCC) - end-of-period positions				Accounting Standardisation System (SNC)
M - Non-performing loans and/or loans due and not repaid				
Loans granted, considered non- performing and/or due and not repaid	maturity of one year or less	M1101		419 (**), 219
	maturity of more than one year	M1201		419 (**)
N - Trade credit				
Trade credit granted		unaffiliated	N1011	2111, 2121, 228 (*)
		10% or more of the voting power	N1021	2112 a 2116, 2122 a 2126, 228 (a) (*)
		no voting power or less than 10%, affiliated	N1031	
Trade credit obtained		unaffiliated	N2011	2211, 2221, 225, 218, 271 (c)
		10% or more of the voting power	N2021	2212 a 2216, 2222 a 2226, 218 (b), 271 (d)
		no voting power or less than 10%, affiliated	N2031	
O - Deposits				
Deposits and investments abroad	maturity of one year or less		O1111	12, 13, 415 (***)
	maturity of more than one year		O1211	

Notes:

(a) Voting power assessed from the viewpoint of the reporting enterprise (reporting enterprise's voting power on the counterparty)

(b) Voting power assessed from the viewpoint of the counterparty (counterparty's voting power on the reporting entity)

(c) Part relative to unaffiliated non-resident suppliers of capital goods

(d) Part relative to affiliated non-resident suppliers of capital goods

(*) Part of loans/balances of customers net of impairments.

(**) Part relating to loans.

(***) Part relating to deposits.

Accounting Standardisation System (SNC)						Statistical classification codes (SCC) end-of-period positions
1	DEPOSITS					
12	Transferable deposits					O1101
13	Other bank deposits					O1101, O1201
2	ACCOUNTS RECEIVABLE AND PAYABLE					
21	Customers	211	Customers - current account (*)	2111	General customers	N1011
				2112	Customers - parent company (a)	N1021, N1031
				2113	Customers - subsidiaries	N1021
				2114	Customers - associates (a)	N1021, N1031
				2115	Customers - joint ventures (a)	N1021, N1031
				2116	Customers - other related parties	N1031
		212	Customers - securities receivable (*)	2121	General customers	N1011
				2122	Customers - parent company (a)	N1021, N1031
				2123	Customers - subsidiaries	N1021
				2124	Customers - associates (a)	N1021, N1031
				2125	Customers - joint ventures (a)	N1021, N1031
				2126	Customers - other related parties	N1031
		218	Customer advances (a)			N2011, N2021, N2031
		219	Cumulative impairment losses			M1101, M1201
22	Suppliers	221	Suppliers - current account	2211	General suppliers	N2011
				2212	Suppliers - parent company	N2021
				2213	Suppliers - subsidiaries (b)	N2021, N2031
				2214	Suppliers - associates (b)	N2021, N2031
				2215	Suppliers - joint ventures (b)	N2021, N2031
				2216	Suppliers - other related parties	N2031

Accounting Standardisation System (SNC)						Statistical classification codes (SCC) end-of-period positions
		222	Suppliers - securities payable (b)	2221	General suppliers	N2011
				2222	Suppliers - parent company	N2021
				2223	Suppliers - subsidiaries (b)	N2021, N2031
				2224	Suppliers - associates (b)	N2021, N2031
				2225	Suppliers - joint ventures (b)	N2021, N2031
				2226	Suppliers - other related parties	N2031
		225	Invoices received and checked			N2011
		228	Advances to suppliers (b)			N1011, N1021, N1031
25	Financing obtained	251	Credit institutions and financial companies (b)			L2111, L2121, L2131, L2211, L2221, L2231
		253	Equity participants	2531	Parent company - Shareholder loans	L2121, L2221
				2532	Other participants - Shareholder loans (b)	L2121, L2131, L2221, L2231
		254	Subsidiaries, associates and joint ventures (b)			L2121, L2131, L2221, L2231
		258	Other financial providers			L2111, L2211
26	Shareholders/ partners	266	Loans granted - parent company (*)			L1121, L1131, L1221, L1231
27	Other accounts payable/receivable	271...	Investments suppliers			N2011, N2021, N2031
4	INVESTMENTS					
41	Financial investments *	411	Investments in subsidiaries	4113	Loans granted (*) (a)	L1121, L1221
		412	Investments in associates	4123	Loans granted (*)	L1121, L1131, L1221
		413	Investments in jointly controlled entities	4133	Loans granted (*) (a)	L1121, L1131, L1221, L1231
		414	Investments in other enterprises	4142	Loans granted (*)	L1111, L1211
		415	Other financial investments (***)			O1101, O1201
		419	Cumulative impairment losses (**)			M1101, M1201

Notes:

(a) Voting power assessed from the viewpoint of the reporting enterprise (reporting enterprise's voting power on the counterparty entity)

(b) Voting power assessed from the viewpoint of the counterparty (counterparty entity's voting power on the reporting entity)

(*) Part of loans/balances of customers net of impairments.

(**) Part relating to loans.

(***) Part relating to deposits.