EESTI PANK
Governor's Decree No. 16
9 November 2007

Establishment of off-balance-sheet reporting of credit institutions

This decree is established on the basis of Subsection 91(1) of the Credit Institutions Act.

Chapter 1
GENERAL PROVISIONS

§ 1. Scope of decree

This decree establishes requirements to the content and structure of the reports listed in Section 3 of this decree (hereinafter *reports*) as well as the terms and procedure for submitting the reports to the Financial Supervision Authority.

§ 2. Application of decree

The reports shall be prepared and submitted by all credit institutions and all branches of credit institutions operating in Estonia (hereinafter *credit institution*).

Chapter 2
REPORTS, PRINCIPLES OF PREPARATION AND SUBMISSION THEREOF

§ 3. Reports

Credit institutions shall prepare and submit the following reports:
1) "Report on the balance of guarantees, other irrevocable and revocable liabilities and claims" with code 241 (Appendix 1);
2) "Report on derivative contracts" with code 251 (Appendix 2);
3) "Report on investment services" with code 246 (Appendix 3).

§ 4. Reporting period and terms for the submission of reports

(1) The reporting period for the reports referred to in Clauses 3 1) and 3 2) is one month. The reporting period for the report referred to in Clause 3 3) is a quarter.

(2) The reports referred to in Clauses 3 1) and 3 2) are submitted by the fifth banking day after the end of the reporting period and the report referred to in Clause 3 3) are submitted by the fifteenth banking day after the end of the reporting period.

§ 5. Submission of reports

(1) The reports are submitted to the Financial Supervision Authority electronically in the XML (eXtensible Markup Language) format as provided in the Eesti Pank Governor's Decree No 15 of 20 September 2002 "Electronic Format of Reports".

(2) In case mistakes are identified in the reports or calculation principles are changed, new, rectified reports shall be submitted electronically to the Financial Supervision Authority.

(3) In the absence of data concerning the respective report, an empty report shall be submitted.

§ 6. Using classifications and international standards

(1) The currency code in the reports is established according to the currency codes table of the international standard ISO 4217 and written in capital letters.

(2) The country code of the customer is established according to the 2-letter codes of the countries and territories table of the international standard ISO 3166 and written in capital letters.

Chapter 3
SECURITY OF DATA EXCHANGE

§ 7. Organisation of data exchange

(1) The management body of the accounting entity shall appoint a representative (hereinafter *responsible representative*) of the accounting entity who is responsible for fulfilling the reporting obligations and whose task is to ensure the availability of the accounting entity's key pair and the data exchanged upon the submission of reports.

(2) The accounting entity shall, on the fifth day at the latest following the decision made by the management body of the accounting entity referred to in Subsection 1, submit to the Financial Supervision Authority certified copies of the decision made by the management body of the accounting entity to appoint a responsible representative together with a copy of the identity document held by the responsible representative or of pages with entries of such document.

(3) If the responsible representative is replaced or the data concerning the responsible representative change, the accounting entity shall inform the Financial Supervision Authority of the changes within five banking days following the change or receipt of information about thereof and shall submit the documents referred to in Subsection 2.

(4) The responsible representative shall generate the key pair (hereinafter *the key pair*) referred to in Section 8 and necessary for the submission of reports by the accounting entity, arrange the usage thereof by the employee that transmits the reports of the accounting entity (hereinafter *the authorised employee*) and forward the public key to the Financial Supervision Authority.

(5) The Financial Supervision Authority shall appoint a staff member for holding the public key forwarded by the accounting entity and performing the tasks laid down in Section 9 (hereinafter referred to as *key manager*).

(6) Only the authorised employee or the responsible representative may disclose the password phrase protecting the private key of the key pair to the Financial Supervision Authority.

(7) The accounting entity shall sign the data subject to electronic transmission by the private key, encrypt the data by the public key and transmit the data to the Financial Supervision Authority.

(8) For the purposes of this Decree, "encryption" means electronic conversion of data whereby the meaningful content of the resulting data is made unavailable to unauthorised persons.

§ 8. Key pair

(1) The key pair consists of a public key and a private key within the meaning of Subsection 2(2) of the Digital Signatures Act, subject to specifications provided by this Decree.

(2) The size of a public key is 1,024 bits.

(3) The user identifier of the key pair shall contain the code of the accounting entity, the word *"aruandlus",* the name of the authorised employee, and the date of expiry of the key pair.

(4) Key pairs shall be changed regularly at least once every two years.

(5) Used key pairs shall be preserved in order to ensure the availability of the data exchanged.

§ 9. Exchange of keys

(1) In case of the first exchange of keys, the responsible representative of the accounting entity shall meet the key manager and they shall exchange public keys. The exchanges of keys shall be documented in a corresponding report where the key names and user identifiers, the personal data and fingerprints of the authorised employee and the personal data of the persons participating in the exchange are recorded. For the purposes of this Decree, "fingerprint" means a symbol imprint which is derived from a key pair and which identifies the user of the key pair.

(2) In case of subsequent regular exchange of keys, the new public keys shall be transmitted electronically after being signed by the currently valid private key and encrypted using the public key of the counterparty.

(3) In cases of emergency (a private key has been disclosed, lost or destroyed), the counterparties shall be immediately notified of the situation, new key pairs shall be generated, and the responsible representative of the accounting entity shall meet the key manager and they shall exchange public keys.

(4) Key pairs which have become unusable shall be removed from further use.

§ 10. Identification upon submitting reports

(1) The Financial Supervision Authority shall identify the person that submits a report every time a report is submitted.

(2) Identification of the person that submits a report shall be based on the public key and the fingerprint.

(3) When performing the obligations specified in Subsection 1, the Financial Supervision Authority shall register the following:
1) name of the authorised employee;
2) fingerprint of the authorised employee;
3) name of the accounting entity;
4) time of submission of the report;
5) code of the report.

Chapter 4
DEFINITIONS USED IN APPENDICES

§ 11. Definitions used

The definitions used in this decree are within the meaning of Sections 12-16.

§ 12. Definitions used for customers and instruments

Definitions for customers and instruments in this decree are within the meaning of Eesti Pank Governor's Decree No. 9 of 13 July 2007 "Establishment of supplementary reports on credit institutions' balance sheet".

§ 13. Definitions used for guarantees and other similar off-balance-sheet irrevocable and revocable liabilities and claims

(1) **Guarantees and other similar irrevocable liabilities and claims** are off-balance-sheet liabilities and claims that represent responsibility upon redeeming an obligation of a customer or the reporting credit institution (eg a debt security) or the obligation to pay a debt in case the debtor itself fails to do so. Confirmation of guarantees and surety of bills of exchange and promissory notes are also included here.

(2) **Financial guarantees** are off-balance-sheet liabilities and claims in the form of given or received financial guarantees and standby letters of credit having the character of credit substitutes.

(3) **Bill of exchange contingencies** are potential claims or liabilities arising from endorsements of discounted bills of exchange. Sureties of bills of exchange are also included here.

(4) **Certain transaction-related contingent items** are off-balance-sheet liabilities or claims that are not financial guarantees. This means guaranteeing the non-monetary obligations of a customer or the reporting credit institution. In addition, here belong guarantees that ensure that if delivered commodity or provided services do not comply with contractual terms and conditions, the customer will pay compensation to the third party. Examples here are bid bonds, customs bonds, performance bonds, warranties. This also includes standby letters of credit related to respective transactions.

(5) **Transactions with recourse** are securities or other assets sales and repurchase agreements in the case of which the reporting credit institution or the warrantor faces the risk of the borrower/securities issuer becoming insolvent or the risk that the value of securities or other assets will decline for some other reason.

(6) **Documentary credits** are various documentary credits that are not guarantees having the character of credit substitutes, eg documentary letters of credit.

(7) **Other guarantees and transactions similar to guarantees** are other potential given or received guarantees and similar transactions not listed in Subsections 2-6.

§ 14. Definitions used for other irrevocable and revocable off-balance-sheet liabilities and claims

(1) **Standby facilities** are the reporting credit institution's given or received unconditional loan commitments, eg credit lines and overdraft facilities, should the customer or the reporting credit institution require it on the basis of a respective contract. The limits of credit cards are not considered standby facilities.

(2) **Limits of credit cards** are the credit limits of credit cards (incl charge cards) issued by the reporting credit institution to its customers.

(3) **Underwriting commitments** are contracts by which the credit institution undertakes to subscribe, before the time of subscription for securities, unsubscribed securities on a fixed date at a fixed price and to the fixed maximum extent of the given issue of securities. The aim is to ensure the subscription for an issue of securities.

(4) **Forward asset purchases** are contracts according to which the reporting credit institution undertakes to buy or sell securities or other assets on a fixed future deadline and under fixed conditions, whereas the credit institution is not obliged to repurchase or sell back these assets.

(5) **Forward deposits** are contracts according to which the reporting credit institution or the other counterparty undertakes to deposit financial assets at a specified deadline in the future and under fixed conditions.

(6) **Partly-paid securities** are part of the nominal value or purchase price of securities that have been subscribed by the securities issuer but not yet paid for by the credit institution or the buyer and which have to be paid for on the request of the securities issuer.

(7) **Other irrevocable off-balance-sheet liabilities and claims** are liabilities and claims not listed in Subsections 1-6.

§ 15. Definitions used for revocable off-balance-sheet liabilities and claims

(1) **Credit lines** are the reporting credit institution's given or received loan commitments (open credit lines) valid during a previously fixed period and to the extent of the maximum amount and that can be repealed. Credit line can be used in parts or in the full amount. However, interest is received/paid on the amounts actually used.

(2) **Overdrafts** are credit facilities at the customer's disposal as provided in Section 407 (excluding Subsection 5 thereof) of the Law of Obligations Act.

(3) **Other revocable off-balance-sheet liabilities and claims** are other revocable liabilities and claims not listed in Subsections 1 and 2.

§ 16. Definitions used for derivatives

(1) **Foreign exchange derivatives** are derivatives related to more than one currency (including precious metals – gold, platinum, silver, palladium – in units traded in the global market) and that are not related to equities and commodities. Derivatives related to cross-currency interest rates belong here as well.

(2) **Interest rate derivatives** are derivatives that are related to one or more interest rates and that are not related to equities and commodities. Derivatives related to single-currency interest rate belong here as well.

(3) **Equity derivatives** are derivatives related to equity prices or equity indexes but not conjointly related to commodities.

(4) **Derivatives related to commodities and other underlying assets** are derivatives that are related to commodity prices and indexes, precious metals (except for those listed

in Subsection 1) and other similar things and that can be conjointly related to some other market risk category.

(5) **Forward** is the obligation to buy or sell an asset at a specified time in the future at a determined price and in the fixed amount.

(6) **Future** is a forward with standardised conditions that can be traded in the stock exchange.

(7) **Swap** is a contract according to which counterparties exchange payments originating from the underlying assets of the transaction (eg currency, interest income) under pre-determined conditions.

(8) **Written option** is an obligation to buy or sell an asset at a certain time in the future (or before) at a pre-determined price and amount.

(9) **Purchased option** is a right to buy or sell an asset at a certain time in the future (or before) at a pre-determined price and amount.

(10) **European option** is an option that can be exercised only on the expiration date.

(11) **American option** is an option that can be exercised before the expiration date.

Chapter 5
IMPLEMENTING PROVISIONS

§ 17. Repeal of decree

The decree of the Governor of Eesti Pank No 13 of 11 July 2002 "Credit institutions' reports on off-balance-sheet transactions" (RTL 2002, 83, 1275; 2003, 122, 1961) shall be repealed.

§ 18. Entry into force of decree

This Decree shall enter into force on 1 January 2008.

Andres Lipstok
Governor

Report on the balance of guarantees, other irrevocable and revocable liabilities and claims

1. Area of report

End of reporting period balances of all off-balance-sheet liabilities and claims, which belong to the off-balance-sheet liabilities and claims groups "Guarantees and other similar irrevocable liabilities and claims", "Other irrevocable liabilities and claims" and "Revocable liabilities and claims".

2. General requirements for data summarising

The total amount of the balances of guarantees, revocable and irrevocable claims or liabilities that

have coinciding identifiers has to be shown as one row.

3. Report row structure
    1) off-balance-sheet item type
    2) off-balance-sheet item category
    3) currency code
    4) country code
    5) customer
    6) contractual maturity
    7) residual maturity
    8) balance at the end of reporting period
    9) sector of the economy
    10) customer affiliation

1) Off-balance-sheet item type identifiers

Off-balance-sheet liability	1
Off-balance-sheet claim	2

2) Off-balance-sheet item category identifiers

Guarantees and other similar irrevocable liabilities and claims:

Financial guarantees	1
Bill of exchange contingencies	2
Possible liabilities related to certain economic and professional activities	3
Transactions with recourse	4
Documentary credits	5
Other guarantees and transactions similar to guarantees	6

Other irrevocable liabilities and claims:

Standby facilities	8
Limits of credit cards	18
Underwriting commitments	9
Purchase of assets in the future	11
Future deposit transactions	12
Partly-paid securities	13
Other irrevocable liabilities and claims	14

Revocable liabilities and claims:

Credit lines	15
Overdrafts	16
Other revocable liabilities and claims	17

3) Currency code
Here is indicated the contractual currency of the off-balance-sheet claim or liability. If the contractual currency is EEK, but the amount of the claim or liability arising in the future is tied to the exchange rate between EEK and a specific currency (eg EUR), the off-balance-sheet liability or claim will be recorded in the currency the exchange rate of which is related to the total amount of the future liability or claim (in this case EUR).

4) Country code
The country code is based on customer residency. In case identifying a customer's residency is

impossible, the code is XX.

If a transaction has more than two counterparties, it will be separated into transactions between two counterparties and recorded on separate rows.

5) Customer identifiers

Central government	1
Local government	2

State social security fund   *13*

Insurance company and pension fund	4
Other financial institution	5
Credit institution	6
Commercial undertaking of state and local government	7
Other commercial undertaking	8
Non-profit association	9
Private person	10
Unspecified	11
Central bank	12

6) Contractual maturity identifiers

Without maturity	1
On demand	2
Up to 1 month	11
1 to 2 months	12
2 to 3 months	13
3 to 6 months	4
6 to 12 months	5
1 to 2 years	6
2 to 3 years	7
3 to 5 years	8
5 to 10 years	9
Over 10 years	10

The contractual maturity is indicated according to the period from the date of signing the contract to the contractual expiry date.

7) Residual maturity identifiers

Without maturity	1
On demand	2
Up to 1 month	11
1 to 2 months	12
2 to 3 months	13
3 to 6 months	4
6 to 12 months	5
1 to 2 years	6
2 to 3 years	7
3 to 5 years	8
5 to 10 years	9

Over 10 years   10

Here is indicated the maturity left from the reporting date until the contractual expiry date of the off-balance-sheet transaction. If the terms and conditions of the contract are regularly adjusted, the maturity of the off-balance-sheet transaction will be the maturity left until the next adjustment of the terms and conditions of the contract.

8) Balance
The balance is the end of reporting period balance of the off-balance-sheet liability or claim in accordance with identifiers. The balance is indicated in the contractual currency rounded up to integers and in the amount that has not been used as at the end of the reporting period.

9) Identifiers for the sector of the economy
Off-balance-sheet liabilities and claims are classified pursuant to the main sphere of activity of the customer, not according to the specific loan project.

Agriculture, forestry, fishing   A

Mining   B

Manufacturing   C

Electricity, gas, steam and air conditioning supply   D
Water supply; sewerage, waste management and remediation activities   E
Construction   F
Wholesale and retail trade, repair of motor vehicles and motorcycles   G
Transportation and storage   H
Accommodation and food service activities   I
Information and communication activities   J
Financial and insurance activities   K
Real estate activities   L

Professional, scientific and technical activities   M

Administrative and support service activities   N

Public administration and national defence; statutory social insurance O
Education   P

Human health and social work activities   Q
Arts, entertainment and recreation activities   R
Other service activities   S
Activities of households as employers; undifferentiated goods- and services-producing activities of private households for own use   T
Activities of extraterritorial organisations and units   U

In the case of loans granted to private persons, the identifier for the sector of the economy is 0 (zero), except for business loans taken out by sole proprietors, which is indicated according to the principal area of activity of the sole proprietor.

10) Customer affiliation identifiers

Does not belong to consolidation group   0
Belongs to consolidating group   1

If the off-balance-sheet item type is "Off-balance-sheet liability", the category is "Financial guarantees" and the customer is "Credit institution", "Insurer and pension fund" or "Other financial institution", which belongs to the same consolidation group as the reporting credit institution, the customer affiliation identifier is 1. In the case of other off-balance-sheet liabilities and all other claims, the customer affiliation identifier is 0 (zero).

Appendix 2
to Eesti Pank Governor's Decree
No 16 of 9 November 2007
"Establishment of Off-Balance-Sheet Reporting of Credit Institutions"

Report on derivative contracts

1. Area of report
All derivative contracts concluded by the credit institution and valid as at the end of the reporting period. Here belong derivatives that are related to:
    a) foreign exchange (eg exchange rates, precious metals – gold, platinum, silver and palladium – in units traded in global markets);
    b) interest rates;
    c) equities (eg equity price, equity index);
    d) commodities (eg commodity price, commodity index);
    e) other underlying assets (eg gold, platinum, silver and palladium – in units not traded in global markets, and the rest of precious metals);

2. General requirements for data summarising
The balance of the derivatives and the total amount of the nominal values of derivative contracts that have coinciding identifiers have to be shown as one row.

3. Report row structure
        1) derivative type
        2) derivative category
        3) type of the underlying asset of derivative
        4) currency code
        5) swap currency code
        6) swap currency type
        7) country code
        8) customer
        9) contractual maturity
        10) residual maturity
        11) nominal value of transaction
        12) future price
        13) ISIN-code of underlying asset
        14) ISIN-code of swap underlying asset
        15) delta-coefficient
        16) balance of derivative

1) Derivative type identifiers
        Future sale   1
        Future purchase   2

The derivative type identifier is determined according to the future claim or liability of the reporting credit institution. If the reporting credit institution's contractual right is to demand/receive a payment (eg interest payment) in the future, it will be recorded under the derivative type "Future sale" and vice versa. In the case of derivatives including simultaneously both purchase and sale (eg foreign exchange forwards, interest swaps), the derivative type will be determined by the reporting credit institution and adhered to when indicating the rest of the identifiers of the report row.

In the case of a swap, where the reporting credit institution acts as an intermediary between two parties, but the credit institution encounters both liabilities and claims, the swap contract will be divided into two separate contracts and recorded on separate rows.

2) Derivative category identifiers

Forward	1
Future	2
Swap	3
Written European option	9
Purchased European option	10
Written American option	11
Purchased American option	12
Other	8

3) Identifiers for the type of the underlying asset of derivative

Foreign exchange	
Exchange rate	1
Fixed	2
Floating	3
Interest rate	
Fixed	4
Floating	5
Equity	
Equity price	6
Equity index	7
Commodities and other	8

If the underlying asset is foreign exchange
In the case of derivatives that are only related to the exchange rate of different currencies, the type of underlying asset will be "Exchange rate".
The underlying asset types "Fixed" and "Floating" are used in the case of cross-currency interest rate swaps. The determination of fixed and floating interest rate is related to the type of the derivative. In the case of the derivative type "Future sale", here will be indicated the interest rate type which forms the basis for the calculation of the interest rate received by the credit institution, ie the interest rate that is "sold", and vice versa. The currency to which the interest rate constituting the type of underlying asset is related and the size of the interest rate are indicated in the fourth column, "Currency code" and in the twelfth column "Future price" of the report row, respectively.

If the underlying asset is interest rate
In the case of single-currency interest rate swaps, the type of the underlying asset of derivative, currency code and future price will be determined similarly to cross-currency interest rate swaps.

4) Currency code
If the underlying asset is foreign exchange
Here is indicated the currency that is the underlying asset of derivative, which corresponds to the derivative type. In the case of sale, here is indicated currency to be sold and in the case of purchase, the currency to be purchased. In the case of options – the currency for the sale/purchase of which the option was written or bought.

If the underlying asset is interest rate, equity, or commodities and other
Here is indicated the contractual currency of the derivative. If the contractual currency is EEK, but the amount of the claim or liability arising in the future is tied to the exchange rate between EEK and a specific currency (e.g., EUR), the derivative will be recorded in the currency the exchange rate of which is related to the total amount of the future liability or claim (in this case EUR).

5) Swap currency code
If the underlying asset is foreign exchange
Here is indicated the swap currency accompanying the derivative. In the case of purchase, here is indicated currency to be purchased and in the case of sale, the currency to be sold. In the case of options – the currency for the purchase/sale of which the option was written or bought.
In the case of cross-currency interest rate swaps, here is indicated the currency to which the "Swap currency type" indicated in the sixth column of the report row is related.

If the underlying asset is interest, equity, commodities and other
The swap currency code is XXX.

6) Swap interest rate type identifiers
    Fixed   1
    Floating   2

If the underlying asset is foreign exchange
In the case of cross-currency interest rate swaps, here is indicated the swap currency type. In the case of the derivative type "Future sale", here is indicated the interest rate type which forms the basis for the calculation of the interest rate payable by the credit institution, ie the interest rate that is "purchased", and vice versa. The currency to which the swap interest rate is related, is indicated in the fifth column "Swap currency code" of the report row.
In the case of derivatives related to other currencies, the swap interest rate type will be 0 (zero).

If the underlying asset is interest rate
In the case of single-currency interest rate swaps, here is indicated the swap currency type.
In the case of derivatives related to other interest rates, the swap interest rate type will be 0 (zero).

If the underlying asset is equity, commodities and other
The swap interest type is 0 (zero`).

7) Country code
The country code is based on customer (transaction counterparty's) residency. If identifying a

customer's residency is impossible, the code will be XX.

8) Customer identifiers
    Central government   1
    Local government   2

State social security fund   *13*

    Insurance company and pension fund   4
    Other financial institution   5
    Credit institution   6
    Commercial undertaking of state or local government   7
    Other commercial undertaking   8
    Non-profit association   9
    Private person   10
    Unspecified   11

Central bank   *12*

9) Contractual maturity identifiers
    Without maturity   1
    On demand   2
    Up to 1 month   11
    1 to 2 months   12
    2 to 3 months   13
    3 to 6 months   4
    6 to 12 months   5
    1 to 2 years   6
    2 to 3 years   7
    3 to 5 years   8
    5 to 10 years   9
    Over 10 years   10

The contractual maturity is indicated according to the period from the date of signing the contract to the contractual expiry date. In the case of swaps, the contractual maturity will be the period between the first and the later swap of the contract. If the terms and conditions of the contract are regularly adjusted, determining the contractual maturity will be based on the period until the next adjustment of the terms and conditions of the contract.

10) Residual maturity identifiers

Without maturity	1
On demand	2
Up to 1 month	11
1 to 2 months	12
2 to 3 months	13
3 to 6 months	4
6 to 12 months	5
1 to 2 years	6
2 to 3 years	7
3 to 5 years	8
5 to 10 years	9
Over 10 years	10

Here is indicated the term from the reporting date until the contractual expiry date of the derivative. If the terms and conditions of the contract are regularly adjusted, the maturity of the derivative will be the maturity left until the next adjustment of the terms and conditions of the contract.

11) Nominal value of transaction
If the underlying asset is foreign exchange
Here is indicated the currency that is the underlying asset of the derivative (rounded up to integers). In the case of cross-currency interest rate swaps, here is indicated the contractual value of the debt instrument (debt instruments), loan or deposit that is the underlying asset of the derivative (in contractual currency rounded up to integers).
The nominal value of a derivative related to precious metals is indicated according to the midday quote at the London Stock Exchange translated into EEK and rounded up to integers.

If the underlying asset is interest rate
Here is indicated the contractual value of the debt instrument (debt instruments), loan or deposit that is the underlying asset of the derivative (in contractual currency and rounded up to integers).

If the underlying asset is equity
Here is indicated the contractual value of the equity(ies) that is (are) the underlying asset of the derivative (in the case of the equity price) or the value determined in the contract (in the case of equity index) in contractual currency rounded up to integers.

If the underlying asset is commodities and other
Here is indicated the contractual value of the commodities or other instruments that are the underlying asset of the derivative (in contractual currency and rounded up to integers). In the case of derivatives related to precious metals, the nominal value will be converted into EEK and rounded up to integers.

12) Future price
If the underlying asset is foreign exchange
Here is indicated the contractual exchange rate of currencies proceeding from the currency forming the underlying asset of the derivative (rounded up to five decimals). In the case of exchange rate related swaps, here is indicated the exchange rate of the later swap transaction. In the case of derivative type "Future sale" here is indicated the sale price of the currency to be sold.

In the case of cross-currency interest rate swaps, here is indicated the interest rate fixed until the next time the interest rate is changed.
The interest rate is indicated in percentage with at least four decimal point accuracy on annual basis and submitted in the format interest rate divided by 100 (i/100).

If the underlying asset is interest rate

Here is indicated the price fixed in the contract at which the derivative is subject to exercising on the expiration date. In the case of forward rate agreements (FRA), this is the contractual underlying interest rate, in the case of swaps, the interest rate fixed until the next time the interest rate is adjusted, and in the case of options, the interest rate fixed as the strike price. In the case of derivatives that have a debt instrument as the underlying asset (eg interest rate futures), here is indicated the effective interest rate of the debt instrument taking into account discounted cash flows and the contractual price. The interest rate is indicated in percentage with at least four decimal point accuracy on annual basis and submitted in the format interest rate divided by 100 (i/100).

If the underlying asset is equity
Here is indicated the fixed contractual price at which the derivative is subject to exercising on the expiration date. In the case of derivatives related to equity price, this is the contractual price of one equity in the contractual currency and without rounding off. In the case of swap instruments related to equity price and all derivatives related to equity index, the future price will be 0 (zero).

If the underlying asset is commodities and other
The future price is 0 (zero).

13) ISIN-code of underlying asset
If the underlying asset is equity
Here is indicated the ISIN-code of the underlying asset of the derivative related to equity price. In the case of derivatives related to equity index, the ISIN-code of the underlying asset will be 0 (zero).

If the underlying asset is foreign exchange, interest rate, commodities and other
The ISIN-code of the underlying asset is 0 (zero).

14) ISIN-code of swap underlying asset
If the underlying asset is equity
Here is indicated the ISIN code of the equity forming the underlying asset of the swap that is related to the equity price. In the case of derivatives related to equity index, the ISIN-code of the swap underlying asset will be 0 (zero).

If the underlying asset is foreign exchange, interest rate, commodities and other
The ISIN-code of the underlying asset is 0 (zero).

15) Delta
In the case of options, here is indicated their delta-coefficient, if the reporting credit institution uses the standardised approach in determining the exposure value of derivatives when calculating prudential ratios. If the reporting credit institution does not use the standardised approach, as well as in case of other derivatives, the delta coefficient will be 0 (zero).

16) Balance of derivative
This item covers the book value of derivative balance as at the end of the reporting period. Derivative balances that have a negative value will be recorded with a minus sign. The derivative balance is indicated in Estonian kroons and rounded up to integers.

Appendix 3
to Eesti Pank Governor's Decree
No 16 of 9 November 2007
"Establishment of Off-Balance-Sheet Reporting of Credit Institutions"

Report on investment services

1. Area of report

1.1 The following are subject to coverage in the report:

> end of reporting period balances of instruments that are the assets and liabilities of customers, which are the object of providing the securities portfolio management service by the reporting credit institution (according to clause 43 5) of the Securities Market Act);

> end of reporting period balances of customers' securities, which are the object of providing the securities safekeeping service by the reporting credit institution (clause 44 1) of the Securities Market Act);

> turnovers of instruments – as listed in sub-clauses a) and b) – owned by resident customers, which arise from transactions against payments and related interests and dividends if the instruments are located outside Estonia (eg securities in securities accounts opened out of Estonia) and/or if the issuer/counterparty of the instruments is a non-resident.

1.2 The area of the report does not cover:

> the balances of securities in the securities account opened in the name of the customer in the Estonian Central Register of Securities, which are not the object of providing the securities portfolio management service by the reporting credit institution;

> turnovers of instruments that originate from free-of-payment transactions, corporative events and pledge transactions;

> all turnovers of securities in securities accounts opened in the Estonian Central Register of Securities;

> derivatives being the object of the securities safekeeping service;

> balances of liabilities to the reporting credit institution consisting of service fees etc that have originated as a result of buying services by a customer.

2. General requirements for data summarising

The amounts of these instrument balances, debit and credit turnovers, interests and dividends that have coinciding identifiers have to be shown as one row.

3. Report row structure

> 1) country code of the customer
> 2) customer
> 3) instrument type
> 4) instrument category
> 5) country code of the instrument
> 6) instrument location
> 7) service category
> 8) special condition
> 9) instrument balance
> 10) debit turnover of instrument
> 11) credit turnover of instrument
> 12) interest and dividends

1) Country code of the customer

The country code is based on customer residency. If the reporting credit institution provides services to a

customer whose securities are in a securities account opened by a third party or in a nominee account,

the country code of the customer will be determined according to the person in whose name the securities

account or the nominee account has been opened. If identifying a customer's residency is impossible, the

code will be XX.

2) Customer identifiers

Central government	1
Local government	2
State social security fund	13
Insurance company and pension fund	4
Other financial institution	5
Credit institution	6
Commercial undertaking of state or local government	7
Other commercial undertaking	8
Non-profit association	9
Private person	10
Central bank	12

3) Instrument type identifiers

Liability 1
Asset   2

Here is indicated the type of the instrument that is the object of the securities portfolio management service and securities safekeeping service. When determining the type, the principle whether the instrument recorded on the report row is the customer's asset or liability is followed.
In the case of securities safekeeping service, the instrument type will be 2 "Asset".

4) Instrument category identifiers

Share and unit	1
Short-term debt instrument	*9*
Long-term debt instrument	*10*
Derivative	3
Deposit	5
Monetary loan	6
Investment fund unit	7
Other	8

Here is indicated the instrument that is the object of the securities portfolio management service and securities safekeeping service managed by the credit institution or has been forwarded for administration according to a contract by the reporting credit institution, incl securities sold by the customer using repurchase transactions or lent. If there are several different instruments in the customer's investment portfolio, these will be recorded on separate report rows. *When determining the maturity of a debt security, the contractual maturity of the security has to be proceeded from.*

5) Country code of the instrument
Here the country code is indicated according to the residency of the issuer/counterparty of the instruments that are the object of the securities portfolio management service and securities safekeeping service. If the country of the instrument issuer/counterparty cannot be identified by residency, the code will be XX. If the residency of the instrument issuer/counterparty cannot be precisely identified, determining the country code of the instrument may proceed from the ISIN-code, and if the latter is absent, from the country where securities are kept.
In the case of securities (excluding derivatives), residency is established according to the security issuer's residency and in the case of derivatives, deposits and loans, according to the residency of the counterparty with which the credit institution executed the transaction in the name of the customer.

6) Instrument location identifiers

Customer's bank account	2
Credit institution's securities account	3
Credit institution's nominee account	4
Customer's securities account	5
Other	6

Here is indicated the location of the instrument that is the object of the securities portfolio management service and securities safekeeping service provided by the credit institution. In the case of customer's funds held with a credit institution, the identifier will be 2 "Customer's current account". If securities are located in securities accounts opened in the name of the credit institution or in the name of the customer in a securities account opened with a third party, the identifier will be 3 "Credit institution's securities account", 4 " Credit institution's nominee account" or 5 "Customer's securities account", respectively.

If the reporting credit institution is technically incapable to distinguish whether the customer's securities are located in the credit institution's securities account or in the nominee account, the location identifier will be 3 "Credit institution's securities account".

In the case of securities that are the object of the securities portfolio management service, the location identifier will be 6 "Other".

The instrument location identifier will be indicated only if the instrument type is 2 "Asset". In the case of instrument type 1 "Liability", the identifier will be 0 (zero). The identifier will also be 0 (zero) if the instrument recorded on the report row has no end of reporting period balance but there has occurred debit or credit turnover during the reporting period.

7) Service type identifiers
Securities portfolio management service	1
Securities safekeeping service	3

Here is indicated the service provided to the customer by the credit institution. Only such securities in the case of which only the securities safekeeping service is provided will be indicated as the objects of the securities safekeeping service. In the case of securities that are simultaneously the object of both the securities portfolio management service and the securities safekeeping service, the identifier will be 1 "Securities portfolio management service".

8) Special condition identifiers
Repurchase	1
Loan	6
Collateral	7
Without special condition	4

The special condition 1 "Repurchase" records customer securities that have been sold by the repurchase agreement, 6 "Loan" includes lent securities, 7 "Collateral" indicates such instruments that are the object of the securities portfolio management service and the securities safekeeping service which have been pledged as collateral. The special condition identifier will be indicated only if the instrument type is 2 "Asset". In the case of instrument type 1 "Liability", the identifier will be 0 (zero). The identifier will also be 0 (zero) if the instrument recorded on the report row has no end of reporting period balance but there has occurred debit or credit turnover during the reporting period.
In the case of the securities safekeeping service, the special condition will be 4 "Without special condition".

9) Instrument balance
Here is indicated the end of reporting period balance of the instrument that is the object of the service of securities portfolio management and safekeeping securities, at the price determined by the credit institution (eg securities) or at contractual value (eg deposits, loans). The balance of securities (excl. derivatives) the price of which cannot be determined by the credit institution, will be indicated according to their nominal. The balance will be recorded in Estonian kroons rounded up to integers. The balance will be 0 (zero) if the instrument has no end of reporting period balance but there has occurred debit or credit turnover during the reporting period.

10) Debit turnover of instrument
Here is indicated the reporting period debit turnover (ie acquisition/subscription of assets or repaying a liability at transaction price in Estonian kroons rounded up to integers) of the instrument that is the object of the securities portfolio management service and securities safekeeping service. Turnover fixed in foreign exchange will be converted according to the daily fixing of Eesti Pank valid on the last day of the reporting period. In the case of derivatives, turnover is indicated only in the case of options (ie option premium paid). Turnover will be 0 (zero) for all the securities in securities accounts opened in the Estonian Central Register of Securities.

11) Credit turnover of instrument
Here is indicated the reporting period credit turnover (ie selling/redemption of assets or taking up a liability at transaction price in Estonian kroons rounded up to integers) of the instrument that is the object of the securities portfolio management service and securities safekeeping service. Credit turnover fixed in foreign exchange will be converted according to the daily exchange rate of Eesti Pank valid on the last day of the reporting period. In the case of derivatives, turnover is indicated only in the case of options (ie option premium received). Turnover will be 0 (zero) for all the securities in securities accounts opened in the Estonian Central Register of Securities.

12) Interest and dividends
Here are indicated interest and dividends received/paid during the reporting period on instruments that are the object of the securities portfolio management service and securities safekeeping service in Estonian kroons and rounded up to integers. Interest and dividends received/paid in foreign exchange will be converted according to the daily exchange rate of Eesti Pank valid on the last day of the reporting period. The amount of interest and dividends will be 0 (zero) for all the securities in securities accounts opened in the Estonian Central Register of Securities.