MNB identification code: **E61, E62**

Completion instructions for the report

Data on mortgage bonds issued in Hungary and abroad

Data on non-government bonds issued in Hungary and abroad

**I. General instructions**

1. The data supply should contain securities issued both in forint and in foreign currency.
2. If a submitted report contains faulty data, the full report has to be submitted again after the correction has been made.
3. In case of non local government bond issuers, if there were no events obligatory to report related to the data supplier’s existing securities in the reference month, the data supplier must submit a negative report until such an event occurs that leads to reporting obligation.
4. In case of bond issuer local governments the report should be sent in the month of the security issue or tap issue and when changes in term of principal repayment occur. Negative report should not be submitted.
5. The data supplier shall provide ad hoc data on the existence of green rating of securities and other information related to green rating, in response to a request sent by the MNB through the ERA system, with the data content specified in the request.
6. A glossary of terms used in the tables and in these completion instructions is located in point I. E. 2 of this Annex.

**II. Detailed instructions for the completion of the tables**

1. In all cases, dates must be entered in the yyyy.mm.dd format, starting with zero when applicable.
2. Numeric data in Table 01 column m/ and in Table 02 column f/ and h/ must be reported with a four decimal accuracy.
3. Verificatory rules that helps to submit reports without any faults are listed in point 5 of Annex 3 (technical guidelines) available on MNB website.

**Table 01: Data on mortgage bonds/bonds issued in Hungary and abroad**

This table shall exclusively contain the data of papers that were issued or the tap issued during the current period.

The content of the fields in each column:

**c/** In case of issuance the date of issuance, in case of reissuance the date of reissuance shall be entered.

**f/** The codes to be used are listed in the technical guidelines available on the official website of the MNB as referred to in point 4.5 of Annex 3. In the case of events indicating changes in principal, it is forbidden to give codes other than the ones of issue and tap issue events.

**h/** and **j/** The codes to be used in these columns as per points 4.1 and 4.2 of Annex 3 are listed in the technical guidelines available on the official website of the MNB. (Where certain securities are issued in several different countries, each country of issue shall be indicated in a separate row, and the amounts issued in each location shall be indicated in column ‘k’.)

**k/** The amount issued means the amount of the first issue and tap issue(s) and not the cumulative amount issued.

**g/, I/ and n/** The codes to be used in these columns as per point 4.5 of Annex 3 are listed in the technical guidelines available on the official website of the MNB. When giving the codes regarding the frequency of interest payment, if any, the shorter periods after the date of the first issue and before the maturity or the last interest payment shall be left out of consideration.

**o/** The issue price shall be reported as a percentage of the existing nominal value (adjusted by principal payment). For example, if the issue price is 98.2547% of the nominal value, the reported number should be 98.2547, if the issue price is 100% of the nominal value, 100.0000 shall be indicated.

p/ When a new issue is made, it must be specified whether the security issued is rated as green or not. The codes available are provided in the technical guidelines referred to in Section 4.5 of Annex 3 and available on the MNB’s official website.

q/ If the security issued is rated as green, the international green standard under which the security was issued must be indicated. The codes available are provided in the technical guidelines referred to in Section 4.5 of Annex 3 and available on the MNB’s official website.

**Table 02: Cash-flow data of outstanding mortgage bonds/bonds**

# The report shall contain the following financial events associated with the issued securities (interest payment, principal repayment, buy-back).

Interest payment:

# In case of securities with fix interest rate all interest (interest rate and interest) payable until the end of maturity must be reported by interest periods in the month of the issuance.

In case of securities with a floating rate interest (interest rate and interest) must be reported (in advance) by interest periods at the beginning month of the interest period except the local governments issuing bonds which has to report all interest payable until the end of maturity in the month of the issuance.

# If the interest is not known when preparing the report (e. g. papers tied to an index), the interest must be estimated for the interest period(s) concerning the period under review. The estimation can be made by known interest of similar securities or by given the interest of the previous interest period. In such cases the actual interest must be reported when the interest rate becomes known or at the latest in the report about the first month of the next interest period. Upon the repeated reporting of the data of a given interest period, the starting and end dates of the interest period must not change compared to giving the earlier estimated or wrongly reported interest. If both the starting and end dates of the interest period were wrongly given, the incorrect row(s) in the previous report should be deleted, and the correct data shall be reported either in the previous report or in the next data supply.

In case of securities which pay interest rate premium subsequently the subsequently determined interest rate premium shall be given in the month of determining interest and regarding the month of determining interest (i.e. the beginning and the end of the interest period shall be beginning and the end of the month of determining interest), it shall not be reported for the complete interest rate period.

# The estimated interest data should not be reported by the local governments issuing bonds when interest becomes known.

Principal repayment:

# For the month the security was first issued, in addition to the issue, the data supply should include each principal payment payable until maturity with event code 3, which implies the ratio of payments payable during the term compared to the original nominal value. The individual principal payments should add up to precisely 100 percent. In the event of any changes during the original term in the principal repayments relative to what has been reported at the time of issue, the new data shall be indicated in table 02 in a similar way.

In case of security at maturity will be repaid by lump sum, 100.0000 percentage should already be reported, also with event code 3.

Buy-back

Buy-back must be reported in that month when it happened. If more than one buy-back happened from a security in the reference period they must be reported cumulated (in one row) by securities. Local governments issuing bonds should not report data about the buy-back.

The content of the fields in each column:

**c/** The codes to be used as per point 4.5 of Annex 3 are listed in the technical guidelines available on the official website of the MNB.

**f/** Nominal interest rate assessed for the specific interest period, expressed in percentage with 4 decimals (for example, interest calculated on the basis of the 3-month CHF LIBOR + interest premium, 2.4000).

**g/** The real or the impending date of the payment must be reported as the date of the event. In case of interest payment, when the date of the payment cannot be defined in other ways, the end of the interest period must be reported.

In case of buy-back if there were several buy-back from a security in the reference month the date of event must be the date of the last event.

**h/** Size of the cash-flow element on the specific day, defined in percentages.

In the case of code 2, the amount of interest actually payable for the interest period shall be indicated in percentage, that may be calculated using the following formula:

Interest payable (%) = end of interest period – beginning of interest period / 360 \* annual interest assessed (data in column ’f’)