**MNB identification code: E65**

**Completion guidelines**

**Daily report of repo and repo-type transactions**

**I. General instructions**

1. The data supply contains the details of repo and repo-type transactions, concluded at market interest rates on the reporting date, of the data suppliers with each other, with their customers, and of their customers with each other. In addition to starting transactions, amendments to and closing before maturity of the open transactions shall also be reported, with the exceptions indicated for the requirements related to the completion of Colum k) in Section II.
2. Reporting date: the transactions of the reporting date shall include the transactions concluded by the closing time of the Hungarian RTGS on the particular day.
3. For the purposes of the data supply, repo and repo-type transactions shall include all transactions and transaction pairs that, in terms of substance, classify as a sale and purchase of securities where the seller sells their securities subject to a repurchase obligation at a later date and at a set repurchase price.
4. In a repo transaction, the contracting partners in the table shall mean the sellers and the buyers, in other securities transactions they shall mean the transferor of the securities and the transferee of the securities.

4a. Transaction data actually outstanding on the reference date shall be reported. If a contract is modified due to an extension in a transaction open at the reporting date, it should be treated as a new transaction and the repo transaction should be reported according to the latest modification valid at the reporting date.

1. For repo transactions with no maturity (open), the date of the second transfer should be reported as 31.12.2099.
2. In the case of equity securities, quantities shall be stated as number of pieces, whereas debt securities shall be stated in the data supply at nominal value, expressed as thousand units, in the original denomination of the securities, taking into consideration the following.

Securities denominated in EMU member currencies shall be included in the data supply as if they were denominated in EUR, and their values shall be calculated based on the exchange rates of the EUR member currencies fixed against the EUR. The technical guide referred to in Section 2 of Annex 3 and published on the official website of the MNB indicates where the exchange rate information is available.

The codes to be used in determining the denominations are provided in the technical guidelines referred to in Section 4.1 of Annex 3 and available on the MNB’s official website.

1. A glossary of terms used in the data and in these completion instructions is available in Section I. F. 2 of this Annex.
2. A list of codes for the transactions to be reported in this data supply is provided in the technical guidelines referred to in 4.5 of Annex 3 and available at the MNB’s official website.
3. The check rules for an accurate submission of the data supply, as referred to in Section 5 of Annex 3, are provided in the technical guidelines available on the official website of the MNB.
4. **Detailed instructions for the completion of the individual columns of the table**

**c)** 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. The column shall be completed reflecting the accounting categorisation of the securities in the data supplier’s books; the field shall be left blank in the case of transactions between customers.

**d)** and **g)** In all instances, Partner1 shall be the securities transferor entity and Partner2 shall be the securities transferee entity. If either partner is a resident belonging to the household sector, then the 00000004 technical identifier shall be supplied; with other resident entities, their 8-digit KSH registration number shall be used. For investment funds, the ‘technical registration number’ in the relevant list in the technical guide referred to in Section 1 of Annex 3 and available in the MNB’s website shall be used. If either partner is non-resident, the 00000001 technical identifier shall be used.

**e)** and **h)** The names of Partner1 and Partner2 need to be completed only if they are non-resident institutions.

For the sectoral breakdown in Columns **f)** and **i)**, the provisions in Section I. A. 4 and 5 of this Annex and in the technical guide referred to there and in Section 1 of Annex 3 and available on the MNB’s website shall be followed. The sector codes of resident partners shall be reported primarily under the main sector code, in one character, with the exception of partners in Sectors C and D, where the two-character sector codes of these organisations shall be reported. The sector codes of non-resident partners shall be determined in accordance with the technical guide referred to in Section 4.5 of Annex 3 and available on the MNB’s website.

**j)** If the contracting parties in a transaction are members of the same corporate group, the code ‘I’ shall be used, otherwise the field shall be left blank.

**k)** 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. Transaction pairs of connected prompt and forward transactions that are not tracked as repo transactions but are, in essence, contracted for a similar purpose (the sale and purchase of securities where the seller sells their securities subject to a repurchase obligation at a later date and at a set repurchase price), shall be shown as Sale&Buy-Back transactions as per the list of codes.

In the case of closing before maturity, the parameters of the original transaction shall be reported (in the event of its modification, the transaction according to the last state parameters shall be reported), except for the expiry date of the transaction, where the value date of the closing shall be given (date of second transfer, column **t)**). In the case of KELER Zrt., this provision shall only apply to its own transactions.

If there is a change in the parameters of an open transaction included in the data supply, first the ‘technical’ closing of the original transaction shall be reported in line with the above. Following that, the amended transaction shall be indicated as a new transaction. The start date of the amended transaction (date of the first transfer, column **s)**) corresponds to the date when the amendment comes into force.

In the case of changes in the reported parameters of a Sale&Buy-back transaction that is recorded not as a repo transaction but has a similar purpose to a repo, as defined in the code list, it is not mandatory to report the ‘technical’ closure of the original transaction and then report the amended transaction as a new transaction (although this is permitted at the discretion of the data providers). It is also not mandatory to report the closing when these transactions are closed before maturity. The transaction is still to be adjusted for any change that may occur to it before submitting the data supply.

**l)** The codes available are provided in Section 4.1 of Annex 3 (Currency codes). For equity securities, the code ‘DRB’ (number of pieces) shall be used.

**n)** The value of securities in repo-type transactions, in HUF thousand. The prompt net price used in the transaction shall be specified. With securities lending and securities deposits, the value on record at the start of the transaction shall be specified.

**o)** The value of the securities in the transaction, in HUF thousand. The prompt gross price used in the transaction shall be specified. In the case of securities lending and securities deposits, this is the same as the figure in Column p).

**p)** In the case of securities lending, the value of the cash security deposits shall be stated in HUF thousand in this column (if Column k) contains a value of 3 or 6).

**q) and r)** The amount paid by the repo transferor when closing the position in a repo transaction, in HUF thousand. The prompt net or gross price used in the transaction shall be entered. In the case of securities lending, the value of the securities and the liability on record at the time of compiling the data supply shall be stated.

**s)** The start date of the transaction shall be specified.

**t)** The expiry date of the transaction shall be specified.

**u)** The codes available are provided in Section 4.1 of Annex 3 (Currency codes).

**v)** For the purposes of identifying transactions that are reported by multiple data suppliers, a so-called Transaction ID shall be provided. The Transaction ID is a sequence number that indicates which transaction between the particular partners this is on a particular day. Its numbering is restarted from 1 every day.