MNB identification number: **E64**

Completion instructions

Information on securities issued by credit institutions and firms pursuing investment services, and price information concerning securities owned by and placed in the custody of custodian investment firms

**I. General instructions**

1. This report shall be prepared by the end of each month, the last day of the month being the reference day.

2. A glossary of terms used in the tables and in these completion instructions is located in point I. F. 2 of this Annex.

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

1. For equity securities, the securities have to be reported in the tables according to quantity, while debt securities must be contained in the report in nominal value, in thousand units, in the original denomination of the securities. The codes to be used for the denomination as per point 4.1 of Annex 3 are listed in the technical guidelines available on the official website of the MNB.
2. Securities denominated in the currencies of EMU states must be included in the report as if they were denominated in EUR, and the amounts have to be calculated on the basis of the exchange rates of the euro member currencies, linked to the euro. The rate of exchange is listed in point 2 of Annex 3 (technical guidelines) available on the MNB website.
3. Verificatory rules to send correct reports are listed in point 5 of Annex 3 (technical guidelines) available on the MNB website.

**Table 01: Information on securities issued by credit institutions and firms pursuing investment services**

1. The report shall contain all securities issued by the data supplier (credit institution or investment firm) in Hungary or elsewhere (denominated in forint or in another currency).
2. The report shall indicate all securities, whether issued publicly or privately.

Contents of the fields of individual columns:

**f/** Volume of securities issued by the data supplier which are not managed by a resident custodian, or placed in the custody of non-resident custodians. In the other columns, these volumes should be broken down into two parts, securities held by the data supplier (issuer) and securities not held by the issuer.

**i/** Last known gross (market) price (including accrued interest), for debt securities in percentage of the nominal value, in the case of equity-type securities expressed in the original denomination indicated for one paper, with four decimal accuracy. It is not necessary to indicate the price of securities listed on BSE.

**j**/ The codes are listed in point 4.5 of Annex 3. available in the official website of MNB. The codes are indicated in hierarchical order and always the first available price source and the corresponding price data should be reported.

**Table 02: Net price data on owned and managed resident securities by custodian investment corporations**

1. In Table 02 government papers, investment notes and shares which are listed on BSE should not be indicated here. Only the price data of securities issued by residents shall be reported here. Expired securities should not be reported in Table 02.

2. In the case of securities owned by the data supplier, which cannot be classified into the types specified in point 1, if the data supplier has the fair market value concerning the security, the price corresponding to this calculation excluding the accrued interest shall be given here. If that price is unavailable, the net price serving as the basis for the book value of the security shall be reported.

3. In the case of securities in the data supplier’s custody, which cannot be classified into the types specified in point 1, upon determining the prices, if the data supplier has real market price for the security, the price corresponding to this calculation excluding the accrued interest shall be given here. Failing this, if the paper was in fact sold during the reference month, the price quoted shall be the average price of the transactions calculated for the number of transactions. In the absence of this, the average selling price in over-the-counter transactions concluded during the period to which the report pertains; failing this, the average purchase price; failing this the best public offer. If the price of a security cannot be determined by the procedures specified above, the nominal value (or failing this the book value) of the security shall be indicated.

Contents of the fields of individual columns:

**d/** The price of equity securities shall be indicated in units, and the price of debt securities shall be indicated as a percentage of the actual nominal value (adjusted with the capital redemption) must be filled with 4 decimals. (For example, if the price is 98.2547% of the nominal value, the reported number should be 98.2547, if the price is 100% of the nominal value, 100.0000 shall be indicated.)

**e/** The type of the security price reported in column ‘d’. The codes are listed in point 4.5 of Annex 3. available in the official website of MNB.

**f/** In the case of securities held in custody, the number of actual transactions for a security during the reference period.

**g/** In the case of securities held in custody, the volume of actual transactions for a security during the reference period, number of pieces or thousand currency.