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ANNEX I  
Instructions for completing the register of information

Part 1  
General instructions

Financial entities while maintaining and updating the register of information at entity, sub-consolidated and consolidated level, shall fill-in the templates of the register of information with data using the formats set out in the instructions in Part 2.

Part 2 lays down instructions to be followed by financial entities to complete each column of each template. When completing the information of certain columns, financial entities shall refer to Annexes II, III and IV or other external sources. In such cases, the reference to the relevant Annexes or external sources is indicated in the instructions.

**List of the templates**

| **Template Code** | **Template Name** | **Short Description** |
| --- | --- | --- |
| **B\_01.01** | **Entity maintaining the register of information** | This template identifies the entity maintaining and updating the register of information at entity, sub-consolidated and consolidated level, respectively. |
| **B\_01.02** | **List of entities within the scope of consolidation** | This template identifies all the entities belonging to the group. Where the financial entity responsible for maintaining and updating the register of information does not belong to a group, only that financial entity shall be reported in this template. |
| **B\_01.03** | **List of branches** | This template identifies the branches of the financial entities referred to in template B\_01.02. |
| **B\_02.01** | **Contractual arrangements – general information** | This template lists all contractual arrangements with direct ICT third-party service providers.  For each contractual arrangement with a direct ICT third-party service provider, the financial entity maintaining the register of information shall assign a unique ‘contractual arrangement reference number’ to identify unambiguously the contractual arrangement itself. |
| **B\_02.02** | **Contractual arrangements – specific information** | This template provides details in relation to each contractual arrangement listed in template B\_02.01 with regard to:  (a) the ICT services included in the scope of the contractual arrangement;  (b) the functions of the financial entities supported by those ICT services;  (c) other important information in relation to the specific ICT services provided (e.g. notice period, law governing the arrangement, etc.). |
| **B\_02.03** | **List of intra-group contractual arrangements** | This template identifies the links between intra-group contractual arrangements and contractual arrangements with ICT third-party service providers which are not part of the group using the contractual reference numbers when part of the ICT service supply chain. |
| **B\_03.01** | **Entities signing the contractual arrangements for receiving ICT service(s) or on behalf of the entities making use of the ICT service(s)** | This template provides information on the entity signing the contractual arrangements with the direct ICT third-party service provider for the entity making use of the ICT services.  Where the register of information is maintained and updated at entity level, the entity signing the contractual arrangement and the entity making use of the ICT services is the financial entity maintaining and updating the register of information.  In the context of sub-consolidation and consolidation, the financial entity making use of the ICT services provided is not necessarily the entity signing the contractual arrangement with the ICT third-party service providers. |
| **B\_03.02** | **ICT third-party service providers signing the contractual arrangements for providing ICT service(s)** | This template identifies all the ICT third-party service providers referred to in template B\_05.01 signing the contractual arrangements referred to in template B\_02.01 for providing the ICT services. |
| **B\_03.03** | **Entities signing the contractual arrangements for providing ICT service(s) to other entities within the scope of consolidation** | This template identifies all the entities referred to in template B\_01.02 signing the contractual arrangements referred to in template B\_02.01 for providing the ICT services to other entities in the consolidation. |
| **B\_04.01** | **Entities making use of the ICT services** | This template identifies all entities making uses of the ICT services provided by ICT third-party service providers and registered in the register of information.  The entities making use of the ICT services shall be either the financial entities in scope, or the ICT intra-group service providers.  Where the register of information is maintained and updated at entity level, the entity signing the contractual arrangement and the entity making use of the ICT services are the financial entity maintaining the register. |
| **B\_05.01** | **ICT third-party service providers** | This template lists and provides general information to identify:  (a) the direct ICT third-party service providers;  (b) the ICT intra-group service providers;  (c) all subcontractors included in template B\_05.02 on ICT service supply chain;  (d) the ultimate parent undertaking of the ICT third-party service providers listed in points (a), (b) and (c). |
| **B\_05.02** | **ICT service supply chain** | This template identifies and links the ICT third-party service providers that are part of the same ICT service supply chain.  Financial entities shall identify and rank the ICT third-party service providers for each ICT service included in each contractual arrangement.  *Example:* a financial entity has a contractual arrangement with an ICT third-party service provider (‘ICT third-party service provider X’) to receive 2 specific ICT services (‘ICT service A’ and ‘ICT service B’) and the service provider makes use of a subcontractor (‘ICT third-party service provider Y’) to provide one of those services (‘ICT service B’).   * In relation to ICT service A, the ICT service supply chain is composed of one ICT third-party service provider, ICT third-party service provider X, which will be ranked as number 1 in the template. ICT third-party service provider X is the direct ICT third-party service provider. * In relation to ICT service B, the ICT service supply chain is composed of two ICT third-party service providers:   (a) ICT third-party service provider X, which will be ranked number 1 in the template. ICT third-party service provider X is the direct ICT third-party service provider.  (b) ICT third-party service provider Y, which will be ranked number 2 in the template. ICT third-party service provider Y is a subcontractor.  All ICT third-party service providers belonging to the same ICT service supply chain share the same ‘contractual arrangement reference number’ as referred to in template B\_02.01 and the same type of ICT services. |
| **B\_06.01** | **Functions identification** | This template identifies and provides information on the functions of the financial entity making use of the ICT services.  In the information to be provided in this template, financial entities shall include a unique identifier, the ‘function identifier’ for each combination of a financial entity’s LEI, licenced activity and function.  *Example:* a financial entity (LEI: 21USLEIC20231109J3Z8) which operates under two licensed activities (‘activity A’ and ‘activity B’) will be given two unique ‘function identifiers’ for the same function X (e.g. sales) performed for activity A and activity B, respectively. The function identifier will be:  F1 for the combination of “21USLEIC20231109J3Z8” “Activity A” and ‘Function X”  F2 for the combination of “21USLEIC20231109J3Z8” “Activity B” and ‘Function X” |
| **B\_07.01** | **Assessments of the ICT services** | This template captures information in relation to the risk assessment of the ICT services (e.g. substitutability, date of last audit, etc.) when those ICT services are supporting a critical or important function or material part thereof. |
| **B\_99.01** | **Definitions from entities making use of the ICT Services** | This template captures entity-internal explanations, meanings, and definitions of the closed set of indicators used by the financial entities in the register of information.  *Example*: In template B\_07.01 the financial entity shall provide an indication of the impact of discontinuation of the ICT services by using a closed set of options (low, medium, high). In template B\_99.01 the financial entity shall specify the meaning of those options. |

Part 2  
Template-specific instructions

**Instructions to complete template B\_01.01 — Financial entity maintaining the register of information**

Identify the financial entity maintaining and updating the register of information.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_01.01.0010** | **LEI of the financial entity maintaining the register of information** | Alphanumerical | Identify the financial entity maintaining and updating the register of information using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard. | Mandatory |
| **B\_01.01.0020** | **Name of the financial entity** | Alphanumerical | Legal name of the financial entity maintaining and updating the register of information. | Mandatory |
| **B\_01.01.0030** | **Country of the financial entity** | Country | Identify the ISO 3166–1 alpha–2 code of the country where the license or the registration of the entity reported in the register of information has been issued. | Mandatory |
| **B\_01.01.0040** | **Type of financial entity** | Closed set of options | Identify the type of financial entity using one of the options in the following closed list: 1. credit institutions; 2. payment institutions, including payment institutions exempted pursuant to Directive (EU) 2015/2366 of the European Parliament and of the Council[[1]](#footnote-2); 3. account information service providers; 4. electronic money institutions, including electronic money institutions exempted pursuant to Directive 2009/110/EC of the European Parliament and of the Council[[2]](#footnote-3); 5. investment firms; 6. crypto-asset service providers authorised under Regulation (EU) 2023/1114 of the European Parliament and of the Council[[3]](#footnote-4)  7. issuers of asset-referenced tokens authorised under Regulation (EU) 2023/1114; 8. central securities depositories; 9. central counterparties; 10. trading venues; 11. trade repositories; 12. managers of alternative investment funds; 13. management companies; 14. data reporting service providers; 15. insurance and reinsurance undertakings; 16. insurance intermediaries, reinsurance intermediaries and ancillary insurance intermediaries; 17. institutions for occupational retirement provision; 18. credit rating agencies; 19. administrators of critical benchmarks; 20. crowdfunding service providers; 21. securitisation repositories;  22. other financial entity.  Where the register of information is maintained at the group level by the parent undertaking, which is not itself subject to the obligation to maintain such register, i.e. it does not fall under the definition of financial entities set out in Article 2 of the Regulation (EU) 2022/2554 (e.g., financial holding company, mixed financial holding company or mixed-activity holding company) ‘Other financial entity’ option shall be chosen. | Mandatory |
| **B\_01.01.0050** | **Competent authority** | Alphanumerical | Identify the competent authority referred to in Article 46 of Regulation (EU) 2022/2554 to which the register of information is reported. | Mandatory in case of reporting |
| **B\_01.01.0060** | **Date of the reporting** | Date | Identify the ISO 8601 (yyyy–mm–dd) code of the date of reporting. | Mandatory in case of reporting |

**Instructions to complete template B\_01.02 —List of financial entities within the scope of the register of information**

Where the register of information is maintained and updated at sub-consolidated and consolidated level, this template identifies all the financial entities belonging to the sub-group and group. Where the financial entity responsible for maintaining and updating the register of information does not belong to a group, only that financial entity shall be reported in this template and the entry of this template shall be the same as template B\_01.01.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_01.02.0010** | **LEI of the financial entity** | Alphanumerical | Identify the financial entity reported in the register of information using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard. | Mandatory |
| **B\_01.02.0020** | **Name of the financial entity** | Alphanumerical | Legal name of the financial entity reported in the register of information. | Mandatory |
| **B\_01.02.0030** | **Country of the** **financial entity** | Country | Identify the ISO 3166–1 alpha–2 code of the country where the license or the registration of the financial entity reported in the register of information has been issued. | Mandatory |
| **B\_01.02.0040** | **Type of financial entity** | Closed set of options | Identify the type of financial entity using one of the options in the following closed list: 1. credit institutions; 2. payment institutions, including payment institutions exempted pursuant to Directive (EU) 2015/2366; 3. account information service providers; 4. electronic money institutions, including electronic money institutions exempted pursuant to Directive 2009/110/EC; 5. investment firms; 6. crypto-asset service providers authorised under Regulation (EU) 2023/1114;  7. issuers of asset-referenced tokens authorised under Regulation (EU) 2023/1114; 8. central securities depositories; 9. central counterparties; 10. trading venues; 11. trade repositories; 12. managers of alternative investment funds; 13. management companies; 14. data reporting service providers; 15. insurance and reinsurance undertakings; 16. insurance intermediaries, reinsurance intermediaries and ancillary insurance intermediaries; 17. institutions for occupational retirement provision; 18. credit rating agencies; 19. administrators of critical benchmarks; 20. crowdfunding service providers; 21. securitisation repositories;  22. other financial entity;  23. non-financial entity: ICT intra-group service provider;  24. non-financial entity: other. | Mandatory |
| **B\_01.02.0050** | **Hierarchy of the financial entity within the group (where applicable)** | Closed set of options | Determine the hierarchy of the financial entity in the consolidation using one of the options in the following closed list:  1. The financial entity is the ultimate parent undertaking in the consolidation;  2. The financial entity is the parent undertaking of a sub-consolidated part in the consolidation;  3. The financial entity is a subsidiary in the consolidation and is not a parent undertaking of a sub-consolidated part;  4. The financial entity is not part of a group;  5. The financial entity is a service provider to which the financial entity (or the third-party service provider acting on its behalf) is outsourcing all its operational activities.  Where an entity fulfils more than one options from the closed list above, the higher-level option applicable to this entity shall be selected. | Mandatory |
| **B\_01.02.0060** | **LEI of the direct parent undertaking of the financial entity** | Alphanumerical | Identify the direct parent undertaking of the financial entity reported in the register of information using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard. | Mandatory |
| **B\_01.02.0070** | **Date of last update** | Date | Identify the date using ISO 8601 (yyyy–mm–dd) code of the date of the last update or modification made in the register of information in relation to the financial entity. | Mandatory |
| **B\_01.02.0080** | **Date of integration in the register of information** | Date | Identify the ISO 8601 (yyyy–mm–dd) code of the date of integration of the financial entity into the register of information | Mandatory |
| **B\_01.02.0090** | **Date of deletion in the register of information** | Date | Identify the ISO 8601 (yyyy–mm–dd) code of the date of deletion of the financial entity from the register of information.  Where the financial entity has not been deleted, ‘9999-12-31’ shall be reported. | Mandatory |
| **B\_01.02.0100** | **Currency** | Currency | Identify the ISO 4217 alphabetic code of the currency used for the preparation of the financial entity’s financial statements.  The currency reported shall be the same currency used by the financial entity for the preparation of the financial statements at entity, sub-consolidated or consolidated level, as applicable. | Mandatory only if B\_01.02.0110 is reported |
| **B\_01.02.0110** | **Value of total assets of the financial entity** | Monetary | Monetary value of total assets of the financial entity as reported in the financial entity’s annual financial statement of the year before the date of the last update of the register of information. Monetary value shall be reported in units.  Refer to Annex IV for the filling in this column. | Mandatory if the entity is a financial entity |

**Instructions to complete template B\_01.03 — List of branches**

Where a financial entity has branches located outside its home country, identify those branches through this template.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_01.03.0010** | **Identification code of the branch** | Alphanumerical | Identify a branch of a financial entity located outside its home country using a unique code for each branch. One of the options in the following closed list shall be used:  (a) LEI of the branch if unique for this branch and different from B\_01.03.0020;  (b) other identification code used by the financial entity to identify the branch (where the LEI of the branch is equivalent to the one in template B\_01.03.0020 or equivalent to the LEI of another branch). | Mandatory |
| **B\_01.03.0020** | **LEI of the financial entity head office of the branch** | Alphanumerical | **As reported in B\_01.02.0010**  Identify the financial entity head office of the branch, using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard. | Mandatory |
| **B\_01.03.0030** | **Name of the branch** | Alphanumerical | Identify the name of the branch. | Mandatory |
| **B\_01.03.0040** | **Country of the branch** | Country | Identify the ISO 3166–1 alpha–2 code of the country where the branch is located. | Mandatory |

**Instructions to complete template B\_02.01 — Contractual arrangements – General information**

Financial entities shall designate a ‘contractual arrangement reference number’ for each contractual arrangement in the register of information. Where the external ICT third-party service provider is making use of subcontractors, financial entities shall not include in the register of information a ‘contractual arrangement reference number’ for arrangements between the external ICT third-party service providers and their subcontractors. In case of an ICT intra-group service provider, financial entities shall include the ‘contractual arrangement reference number’ between this ICT intra-group service provider and its ICT third-party service providers in this template and shall populate the template B\_02.03 (List of intra-group contractual arrangements) accordingly.

The ‘contractual arrangement reference number’ shall refer to the following type of contractual arrangements:

(a) any kind of standalone arrangements;

(b) any kind of ‘overarching or framework arrangements’, including master and framework arrangements;

(c) any kind of ‘subsequent or associated arrangements’, including implementing arrangements, subservice arrangements, order forms.

The contract reference number does not refer to any kind of service level agreement subordinated to any of the types of contractual arrangements referred to in points (a), (b) and (c) above.

| **Column Code** | **Column Name** | **Type** | **Fill -in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_02.01.0010** | **Contractual arrangement reference number** | Alphanumerical | Identify the contractual arrangement between the financial entity or, in case of a group, the group subsidiary and the direct ICT third-party service provider.  The contractual arrangement reference number is the internal reference number of the contractual arrangement assigned by the financial entity.  The contractual arrangement reference number shall be unique and consistent over time at entity, sub-consolidated and consolidated level, where applicable.  The contractual arrangement reference number shall be used consistently across all templates of the register of information when referring to the same contractual arrangement.  For the case where an entity is acting on behalf of a financial entity for all the activities of the financial entity including the ICT services (refer to Recital 7) the contractual arrangement reference number can be the contractual arrangement between the entity and its direct ICT third-party service provider. | Mandatory |
| **B\_02.01.0020** | **Type of contractual arrangement** | Closed set of  options | Identify the type of contractual arrangement by using one of the options in the following closed list:  1. standalone arrangement;  2. overarching / master contractual arrangement;  3. subsequent or associated arrangement. | Mandatory |
| **B\_02.01.0030** | **Overarching contractual arrangement reference number** | Alphanumerical | Not applicable if the contractual arrangement is the ‘overarching contractual arrangement’ or a ‘standalone arrangement’. In the other cases, report the contractual arrangement reference number of the overarching arrangement, which shall be equal to the value as reported in column B\_02.01.0010 when reporting the overarching contractual arrangement. | Mandatory |
| **B\_02.01.0040** | **Currency of the amount reported in B\_02.01.0050** | Currency | Identify the ISO 4217 alphabetic code of the currency used to express the amount in B\_02.01.0050. | Mandatory |
| **B\_02.01.0050** | **Annual expense or estimated cost of the contractual arrangement for the past year** | Monetary | Annual expenses or estimated costs (or intragroup transfer) of the ICT services contractual arrangement for the past year. Monetary value shall be reported in units.  The annual expense or estimated cost shall be expressed in the currency reported in B\_01.02.0040.  In case of an overarching arrangement with subsequent or associated arrangements, the sum of the annual expenses or estimated costs reported for the overarching arrangement and the subsequent or associated arrangements shall be equal to the total expenses or estimated costs for the overall contractual arrangement. There shall be no repetition or duplication of annual expenses or estimated costs. The following cases should be reflected:  (a) where the annual expenses or estimate costs are not determined at the level of the overarching arrangement (i.e. they are 0), the annual expenses or estimated costs shall be reported at the level of each subsequent or associated arrangements.  (b) where the annual expenses or estimated costs cannot be reported for each of the subsequent or associated arrangements, the total annual expenses or estimated costs shall be reported at the level of the overarching arrangement.  (c) where there are annual expenses or estimated costs related to each level of the arrangement, i.e. overarching and subsequent or associated, and that information is available, the annual expenses or estimated costs shall be reported without duplication at each level of the contractual arrangement. | Mandatory |

**Instructions to complete template B\_02.02 — Contractual arrangements – Specific information**

Financial entities shall fill in this template with the maximum level of granularity possible. Where the contractual arrangement includes multiple ICT services supporting multiple functions, financial entities shall use as many rows as the elements in the template by combining the ICT services covered in the contractual arrangement and the financial entity’s functions.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_02.02.0010** | **Contractual arrangement reference number** | Alphanumerical | **As reported in B\_02.01.0010** | Mandatory |
| **B\_02.02.0020** | **LEI of the financial entity making use of the ICT service(s)** | Alphanumerical | **As reported in B\_04.01.0020**  Identify the financial entity making use of the ICT service(s) using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard. | Mandatory |
| **B\_02.02.0030** | **Identification code of the ICT third-party service provider** | Alphanumerical | **As reported in B\_05.01.0010**  Code to identify the ICT third-party service provider as reported in B\_05.01.0010 for that provider. | Mandatory |
| **B\_02.02.0040** | **Type of code to identify the ICT third-party service provider** | Pattern | **As reported in B\_05.01.0020**  Type of code to identify the ICT third-party service provider in B\_02.02.0030 as reported in B\_05.01.0020 for that provider. | Mandatory |
| **B\_02.02.0050** | **Function identifier** | Pattern | **As defined by the financial entity in B\_06.01.0010** | Mandatory |
| **B\_02.02.0060** | **Type of ICT services** | Closed set of  options | **One of the types of ICT services referred to in Annex III** | Mandatory |
| **B\_02.02.0070** | **Start date of the contractual arrangement** | Date | Identify the date of entry into force of the contractual arrangement as stipulated in the contractual arrangement using the ISO 8601 (yyyy–mm–dd) code. | Mandatory |
| **B\_02.02.0080** | **End date of the contractual arrangement** | Date | Identify the end date as stipulated in the contractual arrangement using the ISO 8601 (yyyy–mm–dd) code. Where the contractual arrangement is indefinite, it shall be filled in with ‘9999-12-31’. Where the contractual arrangement has been terminated on a date different than the end date, this shall be filled in with the termination date.  Where the contractual arrangement foresees a renewal, this shall be filled in with the date of the contract renewal as stipulated in the contractual arrangement. | Mandatory |
| **B\_02.02.0090** | **Reason of the termination or ending of the contractual arrangement** | Closed set of options | Where the contractual arrangement has been terminated or ended, identify the reason of the termination or ending of the contractual arrangements using one of the options in the following closed list:   1. Termination not for cause: The contractual arrangement has expired/ended and has not been renewed by any of the parties; 2. Termination for cause: The contractual arrangement has been terminated, the ICT third-party service provider being in a breach of applicable law, regulations or contractual provisions; 3. Termination for cause: The contractual arrangement has been terminated, due to the fact that impediments of the ICT third-party service provider capable of altering the supported function have been identified; 4. Termination for cause: The contractual arrangement has been terminated due to weaknesses of the ICT third-party service provider regarding the management and security of sensitive data or information of any of the counterparties; 5. Termination following a request by a competent authority: The contractual arrangement has been terminated following a request by a competent Authority. 6. Other: The contractual arrangement has been terminated by any of the parties for any other reason than the reasons referred to in points 1 to 5. | Mandatory if the contractual arrangement is terminated |
| **B\_02.02.0100** | **Notice period for the financial entity making use of the ICT service(s)** | Natural number | Identify the notice period for terminating the contractual arrangement by the financial entity in a business-as-usual case. The notice period shall be expressed as number of calendar days from the counterparty’s receipt of the request to terminate the ICT service. | Mandatory if the ICT service is supporting a critical or important function |
| **B\_02.02.0110** | **Notice period for the ICT third-party service provider** | Natural number | Identify the notice period for terminating the contractual arrangement by the direct ICT third-party service provider in a business-as-usual case. The notice period shall be expressed as number of calendar days from the counterparty’s receipt of the request to terminate the ICT service. | Mandatory if the ICT service is supporting a critical or important function |
| **B\_02.02.0120** | **Country of the governing law of the contractual arrangement** | Country | Identify the country of the governing law of the contractual arrangement using the ISO 3166–1 alpha–2 code. | Mandatory if the ICT service is supporting a critical or important function |
| **B\_02.02.0130** | **Country of provision of the ICT services** | Country | Identify the country from where the ICT services are provided using the ISO 3166–1 alpha–2 code. | Mandatory if the ICT service is supporting a critical or important function |
| **B\_02.02.0140** | **Storage of data** | [Yes/No] | Is the ICT service related to (or does it foresee) storage of data (even temporarily)?  One of the options provided in the following closed list:  1. Yes;  2. No. | Mandatory if the ICT service is supporting a critical or important function |
| **B\_02.02.0150** | **Location of the data at rest (storage)** | Country | Identify the country of location of the data at rest (storage) using the ISO 3166–1 alpha–2 code.  If there are several countries of location, additional row(s) shall be used for each country. | Mandatory if ’Yes’ is reported in B\_02.02.0140 |
| **B\_02.02.0160** | **Location of management of the data (processing)** | Country | Identify the country of location of the management of the data (processing) using the ISO 3166–1 alpha–2 code.  If there are several countries of location, additional row(s) shall be used for each country. | Mandatory if the ICT service is based on or foresees data processing |
| **B\_02.02.0170** | **Sensitiveness of the data stored by the ICT third-party service provider** | Closed set of  options | Identify the level of sensitiveness of the data stored or processed by the ICT third-party service provider using one of the options provided in the following closed list:  1. Low  2. Medium;  3. High.  The most sensitive data take precedence: e.g. if both ‘Medium’ and ‘High’ apply, then ‘High’ shall be selected. | Mandatory if the ICT third-party service provider stores data and if the ICT service is supporting a critical or important function or material part thereof |
| **B\_02.02.0180** | **Level of reliance on the ICT service supporting the critical or important function.** | Closed set of options | One of the options in the following closed list shall be used:  1. Not significant;  2. Low reliance: in case of disruption of the services, the supported functions would not be significantly impacted (no interruption, no important damage) or disruption can be resolved quickly and with minimal impact on the functions supported;  3. Material reliance: in case of disruption of the services, the supported functions would be significantly impacted if the disruption lasts more than a few minutes/few hours, and the disruption may cause damages, but is still manageable;  4. Full reliance: in case of disruption of the services, the supported functions would be immediately and severely interrupted/damaged, for a long period. | Mandatory if the ICT service is supporting a critical or important function or material part thereof |

**Instructions to complete template B\_02.03 — List of intra-group contractual arrangements**

Template B\_02.03 identifies contractual arrangements from the same ICT service supply chain using the intra-group contractual reference numbers in cases where the ICT service supply chain contains ICT intra-group service providers, i.e. where at least one of the ICT third-party service providers in the ICT service supply chain is an entity belonging to the same group of the entity making use of the ICT services.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_02.03.0010** | **Contractual arrangement reference number** | Alphanumerical | Reference number of the contractual arrangement between the entity making use of the ICT service(s) provided and the ICT intra-group service provider.  The contractual arrangement reference number shall be unique and consistent over time and across all the group. | Mandatory |
| **B\_02.03.0020** | **Contractual arrangement linked to the contractual arrangement referred in B\_02.03.0010** | Alphanumerical | Contractual arrangement reference number of the contractual arrangement between the ICT intra-group service provider of the contractual arrangement in B\_02.03.0010 and its direct ICT third-party service provider. | Mandatory |

**Instructions to complete template B\_03.01 — Entities signing the contractual arrangements for receiving ICT service(s) on behalf of the financial entities making use of the ICT service(s)**

Identify all the financial entities referred to in template B\_01.02 signing the contractual arrangements referred to in template B\_02.01 for receiving the ICT services. Where the register of information is maintained and updated at entity level the financial entity signing the contractual arrangements is the financial entity maintaining and updating the register of information itself.

The entities signing the contractual arrangement is not necessarily a financial entity nor the financial entity making use of the ICT services provided by the ICT third-party service provider.

For example, the entity signing the contractual arrangement referred to in the second subparagraph can be an ICT intra-group service provider, a financial or non-financial entity belonging to the same group of the financial entities making use of the ICT services provided by the ICT third-party service provider.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_03.01.0010** | **Contractual arrangement reference number** | Alphanumerical | **As reported in B\_02.02.0010**  Identify the contractual arrangement reference number signed by the undertaking. | Mandatory |
| **B\_03.01.0020** | **LEI of the entity signing the contractual arrangement** | Alphanumerical | Identify the entity signing the contractual arrangement using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard. | Mandatory |

**Instructions to complete template B\_03.02 — ICT third-party service providers signing the contractual arrangements for providing ICT service(s)**

Identify all the ICT third-party service providers referred to in template B\_05.01 signing the contractual arrangements referred to in template B\_02.01 for providing the ICT services.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_03.02.0010** | **Contractual arrangement reference number** | Alphanumerical | **As reported in B\_02.02.0010**  Identify the contractual arrangement reference number signed by the ICT third-party service provider. | Mandatory |
| **B\_03.02.0020** | **Identification code of ICT third-party service provider** | Alphanumerical | **As reported in B\_05.01.0010**  Code to identify the ICT third-party service provider. The code shall match the code reported in B\_05.01.0010 for that provider. | Mandatory |
| **B\_03.02.0030** | **Type of code to identify the ICT third-party service provider** | Pattern | **As reported in B\_05.01.0020**  Type of code to identify the ICT third-party service provider in B\_03.02.0020. The type of code shall match the type of code reported in B\_05.01.0020 for that provider. | Mandatory |

**Instructions to complete template B\_03.03 — Financial entities signing the contractual arrangements for providing ICT service(s) to other financial entities in the consolidation.**

Identify all financial entities referred to in template B\_01.02 that have signed contractual arrangements as referred to in template B\_02.01 for providing ICT services to other entities in the consolidation referred to in template B\_01.02.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_03.03.0010** | **Contractual arrangement reference number** | Alphanumerical | **As reported in B\_02.02.0010**  Identify the reference number of the contractual arrangement signed by the entity for providing ICT service(s). | Mandatory |
| **B\_03.03.0020** | **LEI of the financial entity providing ICT services** | Alphanumerical | **As reported in B\_01.02.0010**  Identify the entity providing ICT services using LEI, 20-character, alpha-numeric code based on the ISO 17442 standard. | Mandatory |

**Instructions to complete template B\_04.01 —Financial entities making use of the ICT services**

All financial entities referred to in template B\_01.02 and branches of financial entities referred to in template B\_01.03 that are making use of the ICT services provided by an ICT third-party provider shall be reported in this template.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_04.01.0010** | **Contractual arrangement reference number** | Alphanumerical | **As reported in B\_02.01.0010**  Identify the reference number of the contractual arrangement in relation to the financial entity making use of the ICT services provided. | Mandatory |
| **B\_04.01.0020** | **LEI of the financial entity making use of the ICT service(s)** | Alphanumerical | Identify the financial entity making use of the ICT service(s) using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard | Mandatory |
| **B\_04.01.0030** | **Nature of the financial entity making use of the ICT service(s)** | Closed set of options | One of the options in the following closed list shall be used:  1. The financial entity making use of the ICT service(s) is a branch of a financial entity;  2. The financial entity making use of the ICT service(s) is not a branch. | Mandatory |
| **B\_04.01.0040** | **Identification code of the branch** | Alphanumerical | Identification code of the branch as reported in B\_01.03.0010. | Mandatory if the financial entity making use of the ICT service(s) is a branch of a financial entity (B\_04.01.0030) |

**Instructions to complete template B\_05.01 — ICT third-party service provider**

Financial entities shall identify all the relevant ICT third-party service providers, including:

(a) all the direct ICT third-party service providers;

(b) all ICT intra-group service provider;

(c) all subcontractors that are identified in template B\_05.02 on the ICT service supply chain;

(d) all ultimate parent undertakings of the ICT third-party service providers referred to in points (a), (b) and (c) above.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_05.01.0010** | **Identification code of ICT third-party service provider** | Alphanumerical | Code to identify the ICT third-party service provider.  Where LEI is used, it shall be provided as a 20-character, alpha-numeric code based on the ISO 17442 standard.  Where EUID is used, it shall be provided as specified in Article 9 of the Commission Implementing Regulation (EU) 2021/1042. | Mandatory |
| **B\_05.01.0020** | **Type of code to identify the ICT third-party service provider** | Pattern | The type of code to identify the ICT third-party service provider reported in B\_05.01.0010:   1. ‘LEI’ for LEI 2. ‘EUID’ for EUID 3. ‘Country Code’+Underscore+’Type of Code’ for non LEI and non EUID code   Country Code: Identify the ISO 3166–1 alpha–2 code of the country of issuance of the other code to identify the ICT third-party service provider  Type of Code:   1. CRN for Corporate registration number 2. VAT for VAT number 3. PNR for Passport Number 4. NIN for National Identity Number   Only LEI or EUID shall be used for legal persons, as identified in B\_05.01.0070, whereas alternative code may be used only for an individual acting in a business capacity.  Only LEI shall be used for legal persons that are not established in the Union. | Mandatory |
| **B\_05.01.0030** | **Additional identification code of ICT third-party service provider** | Alphanumerical | Additional code to identify the ICT third-party service provider, where available. | Optional |
| **B\_05.01.0040** | **Type of additional identification code to identify the ICT third-party service provider** | Pattern | The type of additional code to identify the ICT third-party service provider reported in B\_05.01.0030:  1. ‘LEI’ for LEI  2. ‘EUID’ for EUID  3. ‘Country Code’+Underscore+’Type of Code’ for non LEI and non EUID code  Country Code: Identify the ISO 3166–1 alpha–2 code of the country of issuance of the other code to identify the ICT third-party service provider  Type of Code:  1. CRN for Corporate registration number  2. VAT for VAT number  3. PNR for Passport Number  4. NIN for National Identity Number  LEI or EUID shall be used for legal persons, as identified in B\_05.01.0070, whereas alternative code may be used only for an individual acting in a business capacity.  Only LEI shall be used for legal persons that are not established in the Union. | Mandatory, if B\_05.01.0030 is reported |
| **B\_05.01.0050** | **Legal name of the ICT third-party service provider** | Alphanumerical | Legal name of the ICT third-party service provider as registered in business register in Latin, Cyrillic or Greek alphabets. | Mandatory |
| **B\_05.01.0060** | **Name of the ICT third-party service provider in Latin alphabet** | Alphanumerical | Name of the ICT third-party service provider in Latin alphabet.  Where the name of the ICT third-party service provider reported in B\_05.01.0050 is in Latin alphabet, it shall be repeated also in this data field. | Mandatory |
| **B\_05.01.0070** | **Type of person of the ICT third-party service provider** | Closed set of  options | One of the options in the following closed list shall be used:  1. Legal person, excluding individuals acting in business capacity;  2. Individual acting in a business capacity. | Mandatory |
| **B\_05.01.0080** | **Country of the ICT third-party service provider’s headquarters** | Country | Identify the ISO 3166–1 alpha–2 code of the country in which the global operating headquarters of ICT third-party service provider are located. | Mandatory |
| **B\_05.01.0090** | **Currency of the amount reported in B\_05.01.0100** | Currency | Identify the ISO 4217 alphabetic code of the currency used to express the amount in B\_05.01.0100.  The currency reported shall be the same currency used by the financial entity for the preparation of the financial statements at entity, sub-consolidated or consolidated level, as applicable. | Mandatory if B\_05.01.0100 is reported |
| **B\_05.01.0100** | **Total annual expense or estimated cost of the ICT third-party service provider** | Monetary | Annual expense or estimated cost for using the ICT services provided by the ICT third-party service provider to the entities making use of the ICT services. Monetary value shall be reported in units. | Mandatory if the ICT third-party service provider is a direct ICT third-party service provider |
| **B\_05.01.0110** | **Identification code of the ICT third-party service provider’s ultimate parent undertaking** | Alphanumerical | Code to identify the ICT third-party service provider’s ultimate parent undertaking.  The code used to identify ultimate parent undertaking in this field shall match the identification code provided in B\_05.01.0010 for that for that ultimate parent undertaking.  Where the ICT third-party service provider is not part of a group, the identification code used to identify that ICT third-party service provider in B\_05.01.0010 shall be repeated also in this data field. | Mandatory if the ICT third-party service provider is not the ultimate parent undertaking |
| **B\_05.01.0120** | **Type of code to identify the ICT third-party service provider’s ultimate**  **parent undertaking** | Pattern | Type of code to identify the ICT third-party service provider’s ultimate parent undertaking in B\_05.01.0110.  The type of the code used to identify ultimate parent undertaking in this field shall match the identification code provided in B\_05.01.0020 for that ultimate parent undertaking.  Where the ICT third-party service provider is not part of a group, the type of the identification code used to identify that ICT third-party service provider in B\_05.01.0020 shall be repeated also in this data field. | Mandatory if the ICT third-party service provider is not the ultimate parent undertaking |

**Instructions to complete template B\_05.02 — ICT service supply chains**

This template identifies and links the ICT third-party service providers that are part of the same ICT service supply chain together.

The ICT service supply chain shall include, where applicable:

(a) all direct ICT third-party service providers;

(b) all ICT intragroup service providers;

(c) for the ICT services supporting a critical or important function or material part thereof, all subcontractors that effectively underpin the provision of those ICT services (i.e. all the subcontractors providing ICT services whose disruption would impair the security or the continuity of the service provision);

(d) where an ICT intragroup service provider uses subcontractors to provide their ICT services to the financial entity, at least the first extra-group subcontractor even if the ICT services provided do not support a critical or important function or material parts thereof.

All ICT third-party service providers belonging to the same ICT service supply chain share:

(a) the same ‘contractual arrangement reference number’ as referred to in template B\_02.01;

(b) the same ‘type of ICT services’ as referred to in Annex III;

Each ICT third-party service provider that belongs to the same ICT service supply chain is assigned with a ‘rank’ (template B\_05.02.0050) to identify its position within the ICT service supply chain. Where multiple ICT third-party service providers have the same position within the same ICT service supply chain, those providers shall be assigned with the same ‘rank’. In accordance with Article 2, the direct ICT third-party service providers are therefore at rank 1. If the rank is higher than 1, the ICT third-party service providers are subcontractors.

To link the ICT third-party service providers that belong to the same ICT service supply chain together, for each ICT subcontractor (i.e. where the ‘rank’ is higher than 1) financial entities shall identify the ICT third-party service provider that receives its subcontracted services. The identification of the ICT third-party service provider that receives the subcontracted services shall be carried out by using the columns B\_05.02.0060 and B\_05.02.0070.

For each ICT service supply chain (i.e., a combination of a "contractual arrangement reference number" and a "type of ICT services "), where there are multiple ICT third-party service providers receiving the subcontracted services, all of those service providers shall be reported in separate rows in the template. The same logic applies at each rank of the ICT service supply chain.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_05.02.0010** | **Contractual arrangement reference number** | Alphanumerical | **As reported in B\_02.01.0010** | Mandatory |
| **B\_05.02.0020** | **Type of ICT services** | Closed set of  options | **One of the types of ICT services referred to in Annex III** | Mandatory |
| **B\_05.02.0030** | **Identification code of the ICT third-party service provider** | Alphanumerical | **As reported in B\_05.01.0010** for that ICT third-party service provider.  Examples:   * The identification code of the direct ICT third-party service provider providing ICT service to the financial entity making use of it; * The identification code of the subcontractor at rank 2 providing service to the direct ICT third-party service provider. | Mandatory |
| **B\_05.02.0040** | **Type of code to identify the ICT third-party service provider** | Pattern | **As reported in B\_05.01.0020** for that ICT third-party service provider. | Mandatory |
| **B\_05.02.0050** | **Rank** | Natural number | Where the ICT third-party service provider is signing the contractual arrangement with the financial entity, it is considered as a direct ICT third-party service provider and the ‘rank’ to be reported shall be 1;  Where the ICT third-party service provider is signing the contract with the direct ICT third-party service provider, it is considered as a subcontractor and the ‘rank’ to be reported shall be 2;  The same logic apply to all the following subcontractors by incrementing the ‘rank’.  Where multiple ICT third-party service providers have the same ‘rank’ in the ICT service supply chain, financial entities shall report the same ‘rank’ for all those ICT third-party service providers. | Mandatory |
| **B\_05.02.0060** | **Identification code of the recipient of sub-contracted ICT services** | Alphanumerical | To be left blank if the ICT third-party service provider (template B\_05.02.0030) is a direct ICT third-party service provider i.e. at ‘rank’ r = 1 (template B\_05.02.0050);  Where the ICT third-party service provider is at ‘rank’ r = n where n>1, indicate the ‘Identification code of the recipient of the sub-contracted services’ at ‘rank’ r=n-1 that subcontracted the ICT service (even partially) to the ICT third-party service provider at ‘rank’ r=n.  Examples:   * The identification code of the direct ICT third-party service provider receiving the service from the subcontractor at rank 2; * The identification code of the subcontractor at rank 2 receiving the service from the subcontractor at rank 3.   The code used to identify the recipient of sub-contracted ICT services shall match the identification code provided in B\_05.01.0010 for that provider. | Mandatory Not applicable for rank 1 |
| **B\_05.02.0070** | **Type of code to identify the recipient of sub-contracted ICT services** | Pattern | To be left blank where the ICT third-party service provider template B\_05.02.0030) is at rank r = 1 (template B\_05.02.0050).  Where the ICT third-party service provider is at ‘rank’ r = n where n>1, indicate the ‘Type of code to identify the recipient of the sub-contracted service’ at ‘rank’ r=n-1 that subcontracted the ICT service (even partially) to the ICT third-party service provider at ‘rank’ r=n.   1. ‘LEI’ for LEI 2. ‘EUID’ for EUID 3. ‘Country Code’+Underscore+’Type of Code’ for non LEI and non EUID code   Country Code: Identify the ISO 3166–1 alpha–2 code of the country of issuance of the other code to identify the ICT third-party service provider  Type of Code:   1. CRN for Corporate registration number 2. VAT for VAT number 3. PNR for Passport Number 4. NIN for National Identity Number   The type of code used to identify the recipient of sub-contracted ICT services shall match the identification code provided in B\_05.01.0020 for that provider. | Mandatory Not applicable for rank 1 |

**Instructions to complete template B\_06.01 — Functions identification**

Financial entities shall identify and provide information on all functions of the financial entity according to the financial entity’s internal organisation supported by an ICT service provided by ICT third-party service providers.

Each combination of the following items shall have a unique function identifier assigned:

(a) ‘LEI of the financial entity making use of the ICT service(s)’ column B\_06.01.0040;

(b) ‘Licenced activity’ column B\_06.01.0020;

(c) ‘Function name’ column B\_06.01.0030.

Financial entities shall use as many rows as the elements in the template by combining the two items above to fill-in this template

| **Column Code** | **Column Name** | **Type** | **Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_06.01.0010** | **Function Identifier** | Pattern | The function identifier shall be composed by the letter F (capital letter) followed by a natural number (e.g. “F1” for the 1st function identifier and “*Fn*” for the nth function identifier with “n” being a natural number).  Each combination between ‘LEI of the financial entity making use of the ICT service(s)’ (B\_06.01.0040), ‘Function name’ (B\_06.01.0030) and ‘Licenced activity’ (B\_06.01.0020) shall have a unique function identifier.  *Example:* a financial entity which operates under two licensed activities (‘activity A’ and ‘activity B’) will be given two unique ‘function identifiers’ for the same function X (e.g. Sales) performed for activity A and activity B. | Mandatory |
| **B\_06.01.0020** | **Licenced activity** | Closed set of options | One of the licenced activities referred to in the underlying legal acts listed in Annex II for the different types of financial entities.  Where the function is not linked to a registered or licenced activity, ‘support functions’ shall be reported. | Mandatory |
| **B\_06.01.0030** | **Function name** | Alphanumerical | Function name according to the financial entity’s internal organisation. | Mandatory |
| **B\_06.01.0040** | **LEI of the financial entity** | Alphanumerical | **As reported in B\_04.01.0020**  Identify the financial entity using the LEI, 20-character, alpha-numeric code based on the ISO 17442 standard | Mandatory |
| **B\_06.01.0050** | **Criticality or importance assessment** | Closed set of options | Use this column to indicate whether the function is critical or important according to the financial entity’s assessment. One of the options in the following closed list shall be used:  1. Yes;  2. No;  3. Assessment not performed. | Mandatory |
| **B\_06.01.0060** | **Reasons for criticality or importance** | Alphanumerical | Brief explanation on the reasons for classifying the function as critical or important (300 characters maximum). | Optional |
| **B\_06.01.0070** | **Date of the last assessment of criticality or importance** | Date | Identify the ISO 8601 (yyyy–mm–dd) code of the date of the last assessment of criticality or importance in case the function is supported by ICT services provided by ICT third-party service providers.  Where the assessment of the function’s criticality or importance is not performed, it shall be filled in with ‘9999-12-31’. | Mandatory |
| **B\_06.01.0080** | **Recovery time objective of the function** | Natural number | In number of hours. Where the recovery time objective is less than 1 hour, ‘1’ shall be reported. Where the recovery time objective of the function is not defined, ‘0’ shall be reported. | Mandatory |
| **B\_06.01.0090** | **Recovery point objective of the function** | Natural number | In number of hours. Where the recovery point objective is less than 1 hour, ‘1’ shall be reported. Where the recovery point objective of the function is not defined, ‘0’ shall be reported. | Mandatory |
| **B\_06.01.0100** | **Impact of discontinuing the function** | Closed set of options | Use this column to indicate the impact of discontinuing the function according to the financial entity’s assessment. One of the options in the following closed list shall be used:  1. Low  2. Medium; 3. High;  4. Assessment not performed. | Mandatory |

**Instructions to complete template B\_07.01 — Assessment of the ICT services**

When supporting a critical or important function or material parts thereof, this template enables further assessments of the ICT services provided by ICT third-party service providers, including the first extra-group subcontractor in the ICT service supply chain when the prior ICT third-party service providers are intra-group, to the financial entity.

| **Column Code** | **Column Name** | **Type** | **Fill-in Instruction** | **Fill-in Option** |
| --- | --- | --- | --- | --- |
| **B\_07.01.0010** | **Contractual arrangement reference number** | Alphanumerical | **As reported in B\_02.01.0010** | Mandatory |
| **B\_07.01.0020** | **Identification code of the ICT third-party service provider** | Alphanumerical | **As reported in B\_05.01.0010** | Mandatory |
| **B\_07.01.0030** | **Type of code to identify the ICT third-party service provider** | Pattern | **As reported in B\_05.01.0020** | Mandatory |
| **B\_07.01.0040** | **Type of ICT services** | Closed set of options | **One of the types of ICT services referred to in Annex III** | Mandatory |
| **B\_07.01.0050** | **Substitutability of the ICT third-party service provider** | Closed set of options | Use this column to provide the results of the financial entity’s assessment in relation to the degree of substitutability of the ICT third-party service provider to perform the specific ICT services supporting a critical or important function.  One of the options in the following closed list shall be used: 1. Not substitutable; 2. Highly complex substitutability; 3. Medium complexity in terms of substitutability; 4. Easily substitutable. | Mandatory |
| **B\_07.01.0060** | **Reason where the ICT third-party service provider is considered not substitutable or difficult to be substitutable** | Closed set of options | One of the options in the following closed list shall be used:  1. The lack of real alternatives, even partial, due to the limited number of ICT third-party service providers active on a specific market, or the market share of the relevant ICT third-party service provider, or the technical complexity or sophistication involved, including in relation to any proprietary technology, or the specific features of the ICT third-party service provider’s organisation or activity;  2. Difficulties in relation to a partial or full migration of the relevant data and workloads from the relevant ICT third- party service provider to another ICT third-party service provider or by reintegrating them in the financial entity’s operations, due either to significant financial costs, time or other resources that the migration process may entail, or to an increased ICT risk or other operational risks to which the financial entity might be exposed;  3. Both reasons referred to in points 1 and 2. | Mandatory in case “not substitutable” or “highly complex substitutability” is selected in B\_07.01.0050 |
| **B\_07.01.0070** | **Date of the last audit on the ICT third-party service provider** | Date | Use this column to provide the date of the last audit on the specific ICT services provided by the ICT third-party service provider.  This column relates to audits conducted by any of the following:  (a) the internal audit department or any other additional qualified personnel of the financial entity;  (b) a joint team together with other clients of the same ICT third-party service provider (‘pooled audit’);  (c) a third party appointed by the supervised entity to audit the service provider.  This column does not relate to the reception or reference date of third-party certifications or internal audit reports of the ICT third-party service provider, the annual monitoring date of the arrangement by the financial entity or the date of review of the risk assessment performed by the financial entity.  This column shall be used to report all types of audits performed by any of the subjects referred to in points (a), (b) and (c) concerning fully or partially the ICT services provided by the ICT third-party service provider.  To report the date, the ISO 8601 (yyyy–mm–dd) code shall be used.  Where no audit has been performed, it shall be filled in with ‘9999-12-31’. | Mandatory |
| **B\_07.01.0080** | **Existence of an exit plan** | [Yes/No] | Use this column to report the existence of an exit plan from the ICT third-party service provider in relation to the specific ICT service provided.  One of the options in the following closed list shall be used: 1.Yes; 2. No. | Mandatory |
| **B\_07.01.0090** | **Possibility of reintegration of the contracted ICT service** | Closed set of options | One of the options in the following closed list shall be used:  1. Easy;  2. Difficult;  3. Highly complex.  Use this column where the ICT service is provided by an ICT third-party service provider that is not an ICT intra-group service provider. | Mandatory |
| **B\_07.01.0100** | **Impact of discontinuing the ICT services** | Closed set of options | Use this column to provide the impact for the financial entity of discontinuing the ICT services provided by the ICT third-party service provider according to the financial entity’s assessment.  One of the options in the following closed list shall be used:  1. Low  2. Medium; 3. High;  4.Assessment not performed. | Mandatory |
| **B\_07.01.0110** | **Are there alternative ICT third-party service providers identified?** | Closed set of options | One of the options in the following closed list shall be used:  1. Yes; 2. No;   1. Assessment not performed.   For each ICT third-party service provider supporting a critical or important function, the assessment to identify an alternative service provider shall be performed. | Mandatory |
| **B\_07.01.0120** | **Identification of alternative ICT TPP** | Alphanumerical | If ‘Yes’ is reported in **B\_07.01.0110,** additional information may be provided in this column | Optional |

**Instructions to complete template B\_99.01 — Terminology used by financial entities using the ICT services**

Financial entities shall provide entity-internal explanations, meanings, and definitions of the closed set of indicators and options used by them in the register of information.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **B\_99.01.C0010** | **B\_99.01.C0020** | **B\_99.01.C0030** | **B\_99.01.C0040** |
|  | **Column Code** | **Column Name** | **Option** | **Description/Internal definition of the option** |
| **B\_99.01.R0010** | B\_02.01.0020 | Type of contractual arrangement | 1. Standalone arrangement |  |
| **B\_99.01.R0020** | 2. Overarching arrangement |  |
| **B\_99.01.R0030** | 3. Subsequent or associated arrangement |  |
| **B\_99.01.R0040** | B\_02.02.0170 | Sensitiveness of the data stored by the ICT third-party service provider | 1. Low |  |
| **B\_99.01.R0050** | 2. Medium |  |
| **B\_99.01.R0060** | 3. High |  |
| **B\_99.01.R0070** | B\_06.01.0110 | Impact of discontinuing the function | 1. Low |  |
| **B\_99.01.R0080** | 2. Medium |  |
| **B\_99.01.R0090** | 3. High |  |
| **B\_99.01.R0100** | B\_07.01.0050 | Substitutability of the ICT third-party service provider | 1. Not substitutable |  |
| **B\_99.01.R0110** | 2. Highly complex substitutability |  |
| **B\_99.01.R0120** | 3. Medium complexity in terms of substitutability |  |
| **B\_99.01.R0130** | 4. Easily substitutable |  |
| **B\_99.01.R0140** | B\_07.01.0090 | Possibility of reintegration of the contracted ICT service | 1. Easy |  |
| **B\_99.01.R0150** | 2. Difficult |  |
| **B\_99.01.R0160** | 3. Highly complex |  |
| **B\_99.01.R0170** | B\_07.01.0100 | Impact of discontinuing the ICT services | 1. Low |  |
| **B\_99.01.R0180** | 2. Medium |  |
| **B\_99.01.R0190** | 3. High |  |

ANNEX II  
List of activities by type of entity

| **Type of entity** | **List of activities and services** |
| --- | --- |
| (a) credit institutions | Activities listed in Annex I to Directive 2013/36/EU and activities listed in Section A and B of Annex I to Directive 2014/65/EU |
| (b) payment institutions, including payment institutions exempted pursuant to Directive (EU) 2015/2366 | Activities listed in Annex I to Directive (EU) 2015/2366 |
| (c) account information service providers | Account information services as referred to in point (8) of Annex I to Directive (EU) 2015/2366 |
| (d) electronic money institutions, including electronic money institutions exempted pursuant to Directive 2009/110/EC | Issuing electronic money in accordance with Directive 2009/110/EC and the activities listed in Annex I to Directive (EU) 2015/2366 |
| (e) investment firms | Investment services and activities listed in Section A and B of Annex I to Directive 2014/65/EU |
| (f) crypto-asset service providers authorised under Regulation (EU) 2023/1114 | Services and activities listed in Article 3, point (16), of Regulation (EU) 2023/1114 |
| (g) issuers of asset-referenced tokens authorised under Regulation (EU) 2023/1114 | Activities referred to in Article 16(1) of Regulation (EU) 2023/1114 |
| (h) central securities depositories | Activities listed in Annex to Regulation (EU) No 909/2014 of the European Parliament and of the Council[[4]](#footnote-5) |
| (i) central counterparties | Activity of central counterparties as defined in Article 2, point (1), of Regulation (EU) No 648/2012 |
| (j) trading venues | Activity of trading venues as defined in Article 4(21-24) of Directive 2014/65/EU |
| (k) trade repositories | Activities of trade repositories as defined in Article 2, point (2), of Regulation (EU) No 648/2012 and in Article 3, point (1), of Regulation (EU) No 2015/2365 of the European Parliament and of the Council[[5]](#footnote-6) |
| (l) managers of alternative investment funds | Activities listed in Article 6(4) and in Annex I to Directive 2011/61/EU of the European Parliament and of the Council[[6]](#footnote-7) |
| (m) management companies | Activities listed in Article 6(3) and in Annex II to Directive 2009/65/EC of the European Parliament and of the Council[[7]](#footnote-8) |
| (n) data reporting service providers | Services referred to in Article 2(1), points (34), (35) and (36), of Regulation (EU) No 600/2014 of the European Parliament and of the Council[[8]](#footnote-9) |
| (o) insurance and reinsurance undertakings | Activities authorised for (i) the classes of non-life insurance as referred to in Section B of Annex I to Directive 2009/138/EC of the European Parliament and of the Council[[9]](#footnote-10); (ii) classes of life insurance as referred to in Annex II to that Directive; (iii) non-life reinsurance activities and (iv) life reinsurance activities as referred to in article 15(5) of that Directive. |
| (p) insurance intermediaries, reinsurance intermediaries and ancillary insurance intermediaries | Activities of insurance and reinsurance distribution as defined in Article 2(1), points (1) and (2), of Directive (EU) 2016/97 of the European Parliament and of the Council[[10]](#footnote-11) |
| (q) institutions for occupational retirement provision | Activities of institutions for occupational retirement provision as referred to in Article 7 of Directive (EU) 2016/2341 of the European Parliament and of the Council[[11]](#footnote-12) |
| (r) credit rating agencies | Activities of credit rating agencies as referred to in Article 3(1), points (a) and (b), of Regulation (EC) No 1060/2009 of the European Parliament and of the Council[[12]](#footnote-13) |
| (s) administrators of critical benchmarks | Provision of benchmarks by administrators as defined in Article 3(1)(5) and 3(1)(6) of Regulation (EU) 2016/1011 of the European Parliament and of the Council, referring to critical benchmarks defined in Article 3(1), point (25), of that Regulation. |
| (t) crowdfunding service providers | Provision of crowdfunding services in accordance with Article 3 of Regulation (EU) 2020/1503 of the European Parliament and of the Council[[13]](#footnote-15) |
| (u) securitisation repositories | Activity of securitisation repositories as defined in Article 2, point (23), of Regulation (EU) 2017/2402 of the European Parliament and of the Council[[14]](#footnote-16) and Article 1(4-5) of Commission Delegated Regulation (EU) 2020/1230[[15]](#footnote-17) |
| Non-financial entity: ICT intra-group service provider | Not applicable |
| Non-financial entity: Other intra-group entity | Not applicable |
| Non-financial entity: ICT third-party service provider | Not applicable |

ANNEX III  
Type of ICT services

When referring to a type of ICT services in the templates of the register of information, only the identifier (from S01 to S19) of the relevant type of ICT services shall be reported.

|  |  |  |
| --- | --- | --- |
| **Identifier** | **Type of ICT services** | **Description** |
| S01 | 1. ICT project management | Provision of services related to Project Management Officer (PMO). |
| S02 | 2. ICT Development | Provision of services related to: business analysis, software design and development, testing. |
| S03 | 3. ICT help desk and first level support | Provision of services related to: helpdesk support and first level support on ICT incident |
| S04 | 4. ICT security management services | Provision of services related to: ICT security (protection, detection, response and recovering), including security incident handling and forensics. |
| S05 | 5. Provision of data | Subscription to the services of data providers. (digital data service) |
| S06 | 6. Data analysis | Provision of services related to the support for data analysis. (digital data service) |
| S07 | 7. ICT, facilities and hosting services (excluding Cloud services) | Provision of ICT infrastructure, facilities and hosting services, including the provision of utilities (energy, heat management etc.), telecom access and physical security (excluding cloud services), payment-processing activities, or operating payment infrastructures |
| S08 | 8. Computation | Provision of digital processing capabilities (including data computation), excluding the computation services performed in the context of a cloud environment. |
| S09 | 9. Non-Cloud Data storage | Provision of data storage platform (excluding cloud services). |
| S10 | 10. Telecom carrier | Operations for telecommunication systems and flow management. Traditional analogue telephone services are explicitly excluded pursuant to Article 3, point (21), of Regulation (EU) 2022/2554 |
| S11 | 11. Network infrastructure | Provision of network infrastructure |
| S12 | 12. Hardware and physical devices | Provision of workstations, phones, servers, data storage devices, appliances, etc. in a form of a service |
| S13 | 13. Software licencing (excluding SaaS) | Provision of software run on premises. |
| S14 | 14. ICT operation management (including maintenance) | Provision of services related to: infrastructure (systems and hardware except network) configuration, maintenance, installing, capacity management, business continuity management, etc.  Including Managed Service Providers (MSP) |
| S15 | 15. ICT Consulting | Provision of intellectual / ICT expertise services. |
| S16 | 16. ICT Risk management | Verification of compliance with ICT risk management requirements in accordance with Article 6(10) of Regulation (EU) 2022/2554 |
| S17 | 17. Cloud services: IaaS | Infrastructure-as-a-Service |
| S18 | 18. Cloud services: PaaS | Platform-as-a-Service |
| S19 | 19. Cloud services: SaaS | Software-as-a-Service |

ANNEX IV  
Instruction to report the “value of total assets”

| **Type of entity** | **Instruction to report value of total assets in column B\_01.02.0110** |
| --- | --- |
| (a) credit institutions | Information as specified in Template C40.00, Row 0410, Column 0010 of Annex X to Commission Implementing Regulation (EU) 2021/451[[16]](#footnote-18) |
| (b) payment institutions, including payment institutions exempted pursuant to Directive (EU) 2015/2366 | Value of the total assets in the statutory accounts |
| (c) account information service providers | Value of the total assets in the statutory accounts |
| (d) electronic money institutions, including electronic money institutions exempted pursuant to Directive 2009/110/EC | Value of the total assets in the statutory accounts |
| (e) investment firms | Information as specified in template Z01.00, column 0090 of Annex I to Commission Implementing Regulation (EU) 2018/1624[[17]](#footnote-19) |
| (f) crypto-asset service providers authorised under Regulation (EU) 2023/1114 and | Value of the total assets in the statutory accounts |
| (g) issuers of asset-referenced tokens authorised under Regulation (EU) 2023/1114 | Value of the total assets in the statutory accounts |
| (h) central securities depositories | Value of the total assets in the audited financial statements reported to competent authorities pursuant to Article 41, point (a), of Commission Delegated Regulation (EU) 2017/392[[18]](#footnote-20) |
| (i) central counterparties | Information as reported in "Public quantitative disclosure standards for central counterparties" of BIS/IOSCO, field 15.2 |
| (k) trading venues | Value of the total assets in the statutory accounts |
| (k) trade repositories | Value of the total assets in the statutory accounts |
| (l) managers of alternative investment funds | Value of the total assets in the statutory accounts |
| (m) management companies | Value of the total assets in the statutory accounts |
| (n) data reporting service providers | Value of the total assets in the statutory accounts |
| (o) insurance and reinsurance undertakings | Information as specified in Annex II and Template S02.01, Row 0500, Column 0010, of Annex III to Commission Implementing Regulation (EU) 2023/894[[19]](#footnote-21) |
| (p) insurance intermediaries, reinsurance intermediaries and ancillary insurance intermediaries | Value of the total assets in the statutory accounts |
| (q) institutions for occupational retirement provision | Total assets must equal the sum of all items separately identified on the assets side of the balance sheet and must also equal total liabilities |
| (r) credit rating agencies | Value of the total assets in the statutory accounts |
| (s) administrators of critical benchmarks | Value of the total assets in the statutory accounts |
| (t) crowdfunding service providers | Value of the total assets in the statutory accounts |
| (u) securitisation repositories | Value of the total assets in the statutory accounts |
| Non-financial entity: ICT intra-group service provider | Not applicable |
| Non-financial entity: Other intra-group entity | Not applicable |
| Non-financial entity: ICT third-party service provider | Not applicable |

1. Directive (EU) 2015/2366 of the European Parliament and of the Council of 25 November 2015 on payment services in the internal market, amending Directives 2002/65/EC, 2009/110/EC and 2013/36/EU and Regulation (EU) No 1093/2010, and repealing Directive 2007/64/EC (OJ L 337, 23.12.2015, p. 35, ELI: http://data.europa.eu/eli/dir/2015/2366/oj). [↑](#footnote-ref-2)
2. Directive 2009/110/EC of the European Parliament and of the Council of 16 September 2009 on the taking up, pursuit and prudential supervision of the business of electronic money institutions amending Directives 2005/60/EC and 2006/48/EC and repealing Directive 2000/46/EC (OJ L 267, 10.10.2009, p. 7, ELI: <http://data.europa.eu/eli/dir/2009/110/oj>). [↑](#footnote-ref-3)
3. Regulation (EU) 2023/1114 of the European Parliament and of the Council of 31 May 2023 on markets in crypto-assets, and amending Regulations (EU) No 1093/2010 and (EU) No 1095/2010 and Directives 2013/36/EU and (EU) 2019/1937 (OJ L 150, 9.6.2023, p. 40, ELI: http://data.europa.eu/eli/reg/2023/1114/oj). [↑](#footnote-ref-4)
4. Regulation (EU) No 909/2014 of the European Parliament and of the Council of 23 July 2014 on improving securities settlement in the European Union and on central securities depositories and amending Directives 98/26/EC and 2014/65/EU and Regulation (EU) No 236/2012 (OJ L 257, 28.8.2014, p. 1, ELI: http://data.europa.eu/eli/reg/2014/909/oj). [↑](#footnote-ref-5)
5. Regulation (EU) 2015/2365 of the European Parliament and of the Council of 25 November 2015 on transparency of securities financing transactions and of reuse and amending Regulation (EU) No 648/2012 (OJ L 337, 23.12.2015, p. 1, ELI: http://data.europa.eu/eli/reg/2015/2365/oj). [↑](#footnote-ref-6)
6. Directive 2011/61/EU of the European Parliament and of the Council of 8 June 2011 on Alternative Investment Fund Managers and amending Directives 2003/41/EC and 2009/65/EC and Regulations (EC) No 1060/2009 and (EU) No 1095/2010 (OJ L 174, 1.7.2011, p. 1, ELI: http://data.europa.eu/eli/dir/2011/61/oj). [↑](#footnote-ref-7)
7. Directive 2009/65/EC of the European Parliament and of the Council of 13 July 2009 on the coordination of laws, regulations and administrative provisions relating to undertakings for collective investment in transferable securities (UCITS) (OJ L 302, 17.11.2009, p. 32, ELI: http://data.europa.eu/eli/dir/2009/65/oj). [↑](#footnote-ref-8)
8. Regulation (EU) No 600/2014 of the European Parliament and of the Council of 15 May 2014 on markets in financial instruments and amending Regulation (EU) No 648/2012 (OJ L 173, 12.6.2014, p. 84, ELI: http://data.europa.eu/eli/reg/2014/600/oj). [↑](#footnote-ref-9)
9. Directive 2009/138/EC of the European Parliament and of the Council of 25 November 2009 on the taking-up and pursuit of the business of Insurance and Reinsurance (Solvency II) (OJ L 335, 17.12.2009, p. 1, ELI: http://data.europa.eu/eli/dir/2009/138/oj). [↑](#footnote-ref-10)
10. Directive (EU) 2016/97 of the European Parliament and of the Council of 20 January 2016 on insurance distribution (OJ L 26, 2.2.2016, p. 19, ELI: http://data.europa.eu/eli/dir/2016/97/oj). [↑](#footnote-ref-11)
11. Directive (EU) 2016/2341 of the European Parliament and of the Council of 14 December 2016 on the activities and supervision of institutions for occupational retirement provision (IORPs) (OJ L 354, 23.12.2016, p. 37, ELI: http://data.europa.eu/eli/dir/2016/2341/oj). [↑](#footnote-ref-12)
12. Regulation (EC) No 1060/2009 of the European Parliament and of the Council of 16 September 2009 on credit rating agencies (OJ L 302, 17.11.2009, p. 1, ELI: http://data.europa.eu/eli/reg/2009/1060/oj). [↑](#footnote-ref-13)
13. Regulation (EU) 2020/1503 of the European Parliament and of the Council of 7 October 2020 on European crowdfunding service providers for business, and amending Regulation (EU) 2017/1129 and Directive (EU) 2019/1937 (OJ L 347, 20.10.2020, p. 1, ELI: http://data.europa.eu/eli/reg/2020/1503/oj). [↑](#footnote-ref-15)
14. Regulation (EU) 2017/2402 of the European Parliament and of the Council of 12 December 2017 laying down a general framework for securitisation and creating a specific framework for simple, transparent and standardised securitisation, and amending Directives 2009/65/EC, 2009/138/EC and 2011/61/EU and Regulations (EC) No 1060/2009 and (EU) No 648/2012 (OJ L 347, 28.12.2017, p. 35, ELI: http://data.europa.eu/eli/reg/2017/2402/oj). [↑](#footnote-ref-16)
15. Commission Delegated Regulation (EU) 202/1230 of 29 November 2019 supplementing Regulation (EU) 2017/2402 of the European Parliament and of the Council with regard to regulatory technical standards specifying the details of the application for registration of a securitisation repository and the details of the simplified application for an extension of registration of a trade repository (OJ L 289, 03.09.2020 p. 345) ELI: http://data.europa.eu/eli/reg/2020/1230/oj) [↑](#footnote-ref-17)
16. Commission Implementing Regulation (EU) 2021/451 of 17 December 2020 laying down implementing technical standards for the application of Regulation (EU) No 575/2013 of the European Parliament and of the Council with regard to supervisory reporting of institutions and repealing Implementing Regulation (EU) No 680/2014 (OJ L 97, 19.3.2021, p. 1, ELI: http://data.europa.eu/eli/reg\_impl/2021/451/oj). [↑](#footnote-ref-18)
17. Commission Implementing Regulation (EU) 2018/1624 of 23 October 2018 laying down implementing technical standards with regard to procedures and standard forms and templates for the provision of information for the purposes of resolution plans for credit institutions and investment firms pursuant to Directive 2014/59/EU of the European Parliament and of the Council, and repealing Commission Implementing Regulation (EU) 2016/1066 (OJ L 277, 7.11.2018, p. 1, ELI: http://data.europa.eu/eli/reg\_impl/2018/1624/oj). [↑](#footnote-ref-19)
18. Commission Delegated Regulation (EU) 2017/392 of 11 November 2016 supplementing Regulation (EU) No 909/2014 of the European Parliament and of the Council with regard to regulatory technical standards on authorisation, supervisory and operational requirements for central securities depositories (OJ L 65, 10.3.2017, p. 48, ELI: http://data.europa.eu/eli/reg\_del/2017/392/oj). [↑](#footnote-ref-20)
19. Commission Implementing Regulation (EU) 2023/894 of 4 April 2023 laying down implementing technical standards for the application of Directive 2009/138/EC of the European Parliament and the Council with regard to the templates for the submission by insurance and reinsurance undertakings to their supervisory authorities of information necessary for their supervision and repealing Implementing Regulation (EU) 2015/2450 (OJ L 120, 5.5.2023, p. 1, ELI: <http://data.europa.eu/eli/reg_impl/2023/894/oj>). [↑](#footnote-ref-21)