

ANNEX IV

**MINIMUM STANDARDS TO BE APPLIED BY
THE ACTUAL REPORTING POPULATION**

Reporting agents must fulfil the following minimum standards to meet the European Central Bank's (ECB's) statistical reporting requirements.

1. Minimum standards for transmission:
 - (a) reporting must be timely and within the deadlines set by the relevant NCB;
 - (b) statistical reports must take their form and format from the technical reporting requirements set by the relevant NCB;
 - (c) the reporting agent must provide the details of one or more contact persons to the relevant NCB;
 - (d) the technical specifications for data transmission to the relevant NCBs must be followed.
2. Minimum standards for accuracy:
 - (a) statistical information must be correct: all linear constraints must be fulfilled (e.g. subtotals must add up to totals), and data must be consistent across all frequencies;
 - (b) reporting agents must be able to provide information on the developments implied by the transmitted data;
 - (c) statistical information must be complete and must not contain continuous and structural gaps; existing gaps must be acknowledged, explained to the relevant NCB and, where applicable, bridged as soon as possible;
 - (d) reporting agents must follow the rounding policy set by the relevant NCB for the technical transmission of the data.
3. Minimum standards for compliance with concepts:
 - (a) statistical information must comply with the definitions and classifications contained in this Regulation;
 - (b) in the event of deviations from these definitions and classifications reporting agents must monitor and quantify the difference between the measure used and the measure contained in this Regulation on a regular basis;
 - (c) reporting agents must be able to explain breaks in the transmitted data compared with the previous periods' figures.
4. Minimum standards for revisions:

The revisions policy and procedures set by the ECB and the relevant NCB must be followed. Revisions deviating from regular revisions must be accompanied by explanatory notes.