

# FAQs on the reporting of external statistics

## 1. General

### 1.1. What does the OeNB do with the data that we report?

In line with the Foreign Exchange Act (Devisengesetz), the Oesterreichische Nationalbank (OeNB) compiles and publishes (1) Austria's balance of payments; (2) Austria's international investment position; (3) direct investment statistics; and (4) all statistics representing external economic relations in the context of the abovementioned statistics that need to be compiled under EU law. Moreover, the OeNB must transmit these data in aggregated form to international institutions, above all to the European Central Bank (ECB), but also to the Statistical Office of the European Union (Eurostat) or to the International Monetary Fund (IMF), to give a few examples. In other words, the data you report are essential for producing a number of statistics and indicators. They are key inputs for evaluating Austria's competitiveness, serve as indicators of Austria's attractiveness as a business location, and help nonresident investors decide whether to invest in Austria. In addition, the statistics provide valuable insights for market participants operating abroad and for monitoring foreign markets. In other words, what reporting agents get back in return is detailed information on individual countries, market segments, economic sectors, funding patterns and the like. Individual companies may use this information to evaluate their market position and export potential.

### 1.2 Will the OeNB remind us that reporting is due?

**No.** If you are subject to reporting requirements, you must submit all reports unprompted, except for the AWBES report, by the required deadlines. Only AWBES reports will be specifically requested by the OeNB. Here, the OeNB notifies selected reporting agents on an annual basis.

### 1.3. What happens if reports are not submitted on time? Does late or no reporting result in penalties?

In principle, the deadlines have to be met. They are aligned with the OeNB's (inter)national reporting obligations. The OeNB may extend the deadline upon request but will do so only in duly justified exceptional cases.

In line with the Foreign Exchange Act (Devisengesetz), the OeNB has the power to initiate sanctions. Reporting agents that do not comply fully and on time with the obligation to provide information, disclose data and submit or give access to documents and other evidence, or that knowingly provide incomplete and/or incorrect information, may be ordered in administrative penal proceedings by the respective district administrative authority (*Bezirksverwaltungsbehörde*) or regional police directorate (*Landespolizeidirektion*) to pay a fine.

#### **1.4. Where can we find more information on the data that we need to report (reporting guidelines)?**

You may access the reporting guidelines on the BOP Reporting Regulation on cross-border capital transactions (ZABIL 1/2022) at [EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

#### **1.5. Where can we find the MS Excel upload templates?**

You will find the MS Excel upload templates either in the respective sections of the reporting guidelines on the BOP Reporting Regulation ([EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)) or at <https://www.oenb.at/meldewesen/datenaustausch/oenb-portal/datentransfer.html>.

#### **1.6. Will we receive confirmations of receipt or positive acknowledgments?**

After submitting a report, you will receive a positive or negative acknowledgment via e-mail. A positive acknowledgment indicates that your submitted report meets the formal minimum criteria. A negative acknowledgment indicates that the report could not be processed because of formal errors. This means that you must correct and resubmit the report. In the case of a positive acknowledgment, the OeNB may still have queries following subsequent plausibility checks.

#### **1.7. Are branch offices also subject to reporting obligations?**

Yes, the same reporting obligations apply to branch offices as to legally independent entities.

#### **1.8. What reporting requirements are CRR CIs (not) subject to?**

AWFUV: Reporting entities required to report data under the OeNB's smart cube reporting framework, specifically data on deposits and general accounts (OeNB smart cube code ESSC) and loans (OeNB smart cube code KRSC), are exempt from AWFUV reporting.

AWFDE: CRR CIs are subject to reporting requirements (see also the information in the reporting wiki (Meldewesen-Wiki) and the basic cube modeling; in other words, compliance is to be ensured via smart cube reporting).

AWWPA: CRR CIs are not subject to this reporting obligation.

AWWPI: As CRR CIs are subject to reporting requirements in line with the MONSTAT securities cube (WPSC; see also the smart cube data model), they are deemed to comply with this reporting obligation related to own-account holdings of securities by submitting the said cube. Client holdings, i.e. securities that are held in custody or managed for clients, have to be reported.

## 2. Master data

### 2.1. How can we maintain master data required for the reporting of external sector statistics?

Enter master data manually on the OeNB portal in the MeldeWeb application and keep them up to date. You cannot submit master data in MS Excel or XML formats.

For more information on master data, see: [Master data reporting - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

### 2.2. How can we obtain an OeNB ID number? Do we need it for resident and nonresident entities?

Once it is recorded in the company register, any Austrian entity is assigned an OeNB ID number. You may access the OeNB ID number in the extract from the company register. Whenever you define a new foreign entity in the master data, you will receive an e-mail with the OeNB ID number assigned to the foreign entity. After receiving this e-mail, you can view the OeNB ID number in the master data.

### 2.3. Is it possible to change or delete incorrectly defined relationships?

In the master data, it is possible to deactivate relationships that no longer exist, e.g. because an affiliate has been sold or liquidated. Close/deactivate the relationship in the month in which the relevant business case (e.g. sale or liquidation) occurred. AWBET/AWFUV reports for this counterparty are due in this month for the last time.

You may also deactivate relationships that were never correct. However, only deactivate such relationships if they were never included in the respective counterparty entities in AWBES, AWBET or AWFUV (or predecessor) reports. If you deactivate previously correct relationships, you might have to resubmit reports for previous reporting deadlines.

### 2.4. Can we transfer the master data of a relationship from one reporting entity to another, so as to edit the relationship only once?

For data protection reasons, relationships cannot be transferred.

### 2.5. Should we provide the full address, or can we leave out certain parts, e.g. street name or postal code?

Indicate the full address as per current registry data. If a country does not have postal codes, fill out the respective field with "0."

### 2.6. Should we edit the master data on a monthly basis even if there have not been any changes?

You only have to edit master data if they have changed. You might initially have to add master data if data fields need to be harmonized.

### **2.7. What if the address of a subsidiary changes? Can we simply edit it in the master data, or do we have to create a new entry for the subsidiary?**

Change the address under “edit identifying details.” The new address has to correspond to current registry data. This ensures quick and automated processing.

### **2.8. With regard to identifying and statistical details, are the definitions also available in MeldeWeb/the OeNB portal?**

Yes, the definitions are also available in the MeldeWeb app (see headings). The definitions are also covered in the reporting guidelines ([Master data reporting - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)).

### **2.9. Is a foreign key still required if the OeNB ID number of a company is already known or is this key already stored in the system?**

Entering the foreign key is only required when you define a new relationship. In the case of existing relationships, the foreign key must only be entered again if the identifying details of an entity have been edited.

### **2.10. Which foreign key is most suitable for the USA?**

You should ideally enter a foreign key, using the “employer identification number” (<https://eintaxid.com/>). The second-best approach is to use a “central index key” (<https://www.sec.gov/edgar/searchedgar/companysearch.html>). And third, you may opt for a “Delaware state file number” (<https://icis.corp.delaware.gov/Ecorp/EntitySearch/NameSearch.aspx>). In addition, many US states maintain business registers. For links to these business registers, see the reporting guidelines ([EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)) or the MeldeWeb app [Firmenbuecher Links](#).

### **2.11. What does the foreign key for Chinese companies look like?**

For Chinese companies, you will ideally enter a foreign key that falls into the “credibility code/USCN code” category. In the absence thereof you may enter a foreign key under the “other foreign key” category. For details on choosing the preferred category, see the instructions on the foreign key. The instructions are available in the reporting guidelines ([EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)) and directly in the MeldeWeb app.

### **2.12. If countries do not have foreign keys, what should we use instead?**

Almost all European countries use country-specific foreign key categories that link to company or business registers that offer free access. To search for a company in Europe, go for instance to [https://e-justice.europa.eu/content\\_find\\_a\\_company-489-de.do](https://e-justice.europa.eu/content_find_a_company-489-de.do).

### **2.13. How do we enter the legal form?**

Two fields relate to the legal form. In both fields, you have to choose an option from a dropdown list. In the identifying field “Legal form,” enter the current legal form. In the case of entities without independent legal status, enter the legal form of the head office. In the statistics-related field “legal form (national accounts),” enter historically consistent information. Here, you need to specify whether the entity is a listed stock corporation, an unlisted stock corporation or of another legal form. For branch offices, enter “other legal form.”

### **2.14. If several persons edit AWBET, AWBES and AWFUV reports, can we enter them in the master data as data processors?**

Any person authorized for MeldeWeb gains access to the master data maintenance function.

## **3. AWBET**

### **3.1. Are nil reports required for months where no transactions have been made?**

As a rule, AWBET reporting does not require the filing of nil reports. You only file an AWBET report if you recorded a reportable transaction. A nil report is only required upon request or if a transaction has been reported in the wrong reporting period and must be overwritten with a nil report. The respective transaction must be reported again, in the correct reporting period. The same applies to AWVLM reporting. For details on reporting frequencies (monthly vs. ad hoc) of the individual reports, see the reporting guidelines on the BOP Reporting Regulation ([EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)).

For details on mandatory nil reporting, see the [overview of reports](#) in the reporting guidelines.

### **3.2. Does the AWBET report have a reporting threshold?**

Yes, a reporting threshold of EUR 500,000 per business case applies to the AWBET report. The following transactions have to be reported irrespective of a reporting threshold: disinvestments bringing direct investment holdings reported earlier below the 10% threshold or leading to a total disinvestment (share of capital stock/nominal capital after the transaction = 0). For more details on the AWBET report, see [AWBET report – cross-border investors and affiliates – transactions - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

### **3.3. What currency should we use in the AWBET report?**

The currency to be used for AWBET reports is the euro.

### **3.4. Does the reporting period refer to the cash flow or to its recording as a liability or claim?**

Reportable AWBET transactions must refer to the effective date. Transactions that were processed retroactively must also be reported retroactively. The time of the cash flow is not relevant. Profit distributions are, however, an exception to this rule and must be reported for the month in which the payout took place. If the payout is made in several tranches, you must report the full profit distribution at the time the first tranche is paid out. For noncash profit distributions, the effective date is the date at which the noncash profit distribution was entered into the books.

The reporting date to be specified in MeldeWeb is always the end of the given month. For details, see [AWBET report – cross-border investors and affiliates – transactions - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

### **3.5. If a report is filed past the due date, is it still possible to select previous months for the reportable transaction?**

You must comply with the reporting deadlines. If such compliance is not possible, you must contact the OeNB. The OeNB will extend the reporting deadline only in exceptional justifiable cases. In the case of noncompliance with reporting deadlines, you may face legal action. As transactions may be processed retroactively, it is possible to resubmit reports for previous periods.

### **3.6. December transactions are frequently not effected before January 15 of the next year. Do we then have to report such transactions by February 15, or should we change the report submitted on January 15?**

With AWBET reports, the effective date is relevant (except for profit distributions). In other words, if a transaction is effected retroactively or a business case is recorded retroactively, you must immediately report such transactions to the OeNB. Include them in the report for the reporting period in which they were recorded retroactively.

### **3.7. Which report has to be submitted in the case of a capital increase at a foreign affiliate?**

An AWBET report must be submitted, for example, for the following cross-border equity capital transactions: purchase and sale of participations, start-ups, mergers, capital increases and reductions, additional contributions by shareholders, allocations to reserves, conversion of debt into equity capital, noncash contributions as well as cross-border profit distributions. You must file an AWBET report with the OeNB unprompted for capital increases starting from a transaction value of EUR 500,000 by the 15<sup>th</sup> calendar day of the month following the reporting period. For more details on the AWBET report, see [AWBET report – cross-border investors and affiliates – transactions - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

### **3.8. If a foreign corporation is sold during the year, should we report the sale during the year or can we include this information in the December 31 AWBES report?**

If a foreign corporation is sold in its entirety, you must report this transaction in the AWBET report. You also have to terminate the relationship with the sold affiliate in the master data. No reporting threshold applies to such a transaction. If the affiliate ownership no longer exists on December 31 (i.e. the reporting deadline of the AWBES report) because you have sold all your shares, you no longer have to report the affiliate in the AWBES report. Once you have submitted the AWBET report and deactivated the relationship with the affiliate in the master data, the affiliate will no longer be included in the dropdown list in the AWBES report. For more details on the AWBET report, see [AWBET report – cross-border investors and affiliates – transactions - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

### **3.9. Should we state that the affiliate is not held in shares if it is held in shares without ISIN?**

Yes.

## **4. AWBES**

### **4.1. What is the AWBES reporting threshold?**

For information on the reporting threshold, see the reporting guidelines: [AWBES report – cross-border shareholders and participations – stocks - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)

### **4.2. How should we submit the AWBES report?**

You may submit the AWBES report via the online form, via MS Excel/XML upload or via the XML interface. You cannot upload PDF forms.

You will find the AWBES online form in the MeldeWeb application ([www.myoenb.com](http://www.myoenb.com)) under “Meldungsabgabe” For more information on accessing MeldeWeb, see [www.oenb.at/aussenwirtschaft-meldewege](http://www.oenb.at/aussenwirtschaft-meldewege).

For the MS Excel form, see <https://www.oenb.at/meldewesen/datenaustausch/oenb-portal/meldeweb.html>.

There are no dropdown fields. Find all possible field values in the reporting guidelines: [EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

### **4.3. How long do we have to submit the report after being notified?**

The annual report for the December 31 reporting deadline does not have to be submitted by January 15, but by the date stated in the request. Usually, the notification is sent in fall (for the previous end of the year). You have at least five weeks to submit your report.

**4.4. If we do not have any FDI stocks subject to reporting, should we submit a nil AWBES report?**

Yes, submit nil reports (including reasons) either by e-mail to [aussenwirtschaft.BES@oenb.at](mailto:aussenwirtschaft.BES@oenb.at) or via MeldeWeb.

**4.5. Can we ask for a deadline extension to submit the AWBES report?**

In exceptional cases, the deadline can be extended (for justified reasons).

**4.6. Can we make changes after submitting a report?**

Yes, access the reporting history to edit and resubmit a report. Please make sure you do so by the reporting deadline.

**4.7. Can we fill out the AWBES report in several steps and on different days? I.e., can we save our input and continue entering data another day?**

Yes, you may save your input in the AWBES online form, close the form and come back to it later. To do so, click on the button on the AWBES report overview page. You may then continue filling out the form via the menu item “Home.”

**4.8. Can I fill out the AWBES report before updating all master data?**

No. No, you can only fill out and submit the AWBES report once you have provided all the necessary master data for the reporting reference date. If the master data contains obsolete or incorrect information at the reporting reference date, this could cause problems processing the report and lead to queries and the need for you to revise the report. You should therefore always check the master data are correct before submitting a report.

**4.9. What currency do we have to use in the AWBES report?**

In the report, amounts must be given in euro. For exchange rates (daily ECB reference rates), see [Exchange rates - Oesterreichische Nationalbank \(OeNB\)](#).

**4.10. What should we do if we don't have the information required for a mandatory field?**

All fields are mandatory and must be reported.

**4.11. Branch offices: Should we report separate balance sheets even if the balance sheet was only drawn up for tax purposes abroad?**

Irrespective of its original purpose, any available balance sheet for a branch office or operational facility must be reported in the AWBES report.



**4.12. Could you elaborate on the definitions of direct and indirect ownership of affiliates? How detailed are these definitions? Are indirect affiliates any sub-subsidiaries or just second-tier investments?**

Direct ownership of affiliates means that the reporting entity has direct control over the affiliate. Indirect ownership of affiliates refers to any investments that are located below direct foreign affiliates in a group's organization chart. The hierarchy level is irrelevant for this distinction. Indirect affiliates therefore include not only second-tier investments but also third-tier investments, etc.

**4.13. How should we deal with fiscal years that vary from the calendar year in the AWBES report? Do we still have to report affiliates that were sold during the reporting year?**

In the AWBES report, you have to report shareholders and affiliates as at December 31 of the reporting year. With regard to balance sheet data, the respective fiscal year-end is applicable. You must report balance sheet data with a fiscal year-end between April 1 of the reporting year and March 31 of the subsequent year. If the balance sheet date of a company is March 31, you must report the balance sheet as at December 31, 2021, for the reporting year 2020.

**4.14. Which balance sheet and profit and loss data should we report?**

In the AWBES report, you must enter only a limited set of balance sheet and profit and loss data. It is key that the sums (equity capital, total assets and earnings before taxes) are correct. For the field lists, see the reporting guidelines: [AWBES report – cross-border shareholders and participations – stocks - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

**4.15. How should we report a corporation in the process of liquidation? The process can take several years. Which data should be provided here (liquidation balance sheet)?**

Please report your most recent balance sheet. If this is a liquidation balance sheet, you can use it.

## **5. AWFUV**

**5.1. How should we submit the AWFUV report?**

Submit the AWFUV report via the OeNB portal ([www.myoenb.com](http://www.myoenb.com)) by uploading an MS Excel or XML file. There is no input mask in the online reporting. Only submit complete reports containing all reportable credit and debit balances.

You may also submit reports via the XML interface. The reporting channel can generally be changed. You must, however, submit one complete and correct report per month via only one reporting channel.

The OeNB recommends submitting the AWFUV report via upload on the OeNB portal. Submitting a report via the XML interface is technically more challenging.

## **5.2. Which currency and format should we use for reporting?**

Indicate the values in the original currency and format them as follows: Use the Accounting Number Format – The minimum number of decimal places is 2 (do not enter currency symbols).

## **5.3. Should we submit nil reports?**

No, nil reports are not required. You must only submit a nil report once if your reportable balance falls to zero.

## **5.4. Can we correct already submitted reports?**

You can submit a corrected and complete report at any time. The latest submitted report will be deemed valid and processed by the OeNB.

## **5.5. Can we use one upload file for several entities from now on?**

You can enter the reportable data of several shareholders in one upload file. It is important, however, that the user uploading the file is authorized to submit reports on the OeNB portal for every OeNB ID number in the file.

Note: If you access the OeNB portal via the Business Service Portal (USP), you can only submit reports for the corporation that you originally logged in for on the USP. However, USP administrators can assign access rights via the OeNB portal (Access Management) so that the respective users may submit reports for several corporations.

## **5.6. Can the AWFUV report be divided into two separate reports prepared by different persons?**

No. You must submit one complete AWFUV report per reporting period. Uploading a second report would replace the first one. Therefore, the first-time report must be complete. Incomplete first-time reports may lead to queries on changes or missing information.

## **5.7. Does the reporting threshold of EUR 10 million apply to the sum of all reportable cross-border assets/liabilities or to every single asset/liability?**

It applies to the sum of each side. If either the sum of all cross-border claims or the sum of all cross-border liabilities reaches the reporting threshold of EUR 10 million on the reporting reference date, you must report the balances per currency and per country/counterparty. Reporting is required if either the sum of all claims or the sum of all liabilities reaches the threshold. If the reporting threshold is reached on one side, you have to report all claims and liabilities broken down by country or group relationship.

## **5.8. Does the reporting threshold of EUR 10 million also apply to our balance with credit institutions on the asset side?**

Yes, the sum of all claims or liabilities in all countries or groups must be taken into account. If the reporting threshold of EUR 10 million (or the equivalent in EUR) is reached, you must submit an AWFUV report per country/OeNB ID number.

**5.9. What should we do if the balance of claims/liabilities drops below the reporting threshold? Do we still have to file a report in this case?**

If the liabilities drop to zero, you must submit a nil report once.

If the liabilities fall below the reporting threshold, you must report six more times before the reporting requirement is terminated (except if the reporting threshold is reached again in this period).

On a voluntary basis, you may continue submitting reports after falling below the reporting threshold.

**5.10. If we report foreign claims/liabilities, should we create a relationship as well?**

You must create a relationship only if the foreign claims/liabilities are within the group. If not, categorize them according to their ISO Country Codes.

**5.11. Should we edit master data on a monthly basis?**

You only have to edit them when they change.

**5.12. Should we indicate an ID number for a counterparty in the case of claims outside of the group?**

AWFUV reports for claims outside of the group have to contain the corresponding country code (no ID number required). Master data of entities outside of the group (incl. ID numbers assigned to counterparties) are only required if the OeNB explicitly asks for them in exceptional cases.

**5.13. Can we total a country's claims/liabilities and report them under country XX if the total sum is under EUR 100,000?**

You cannot total them under country code XX or currency code XXX.

**5.14. If we have several giro accounts in different countries and currencies, should we report their total sum per currency and per country or only per currency?**

Indicate all claims/liabilities in their original currencies in the AWFUV report. You cannot total different currencies in terms of region or group relationship. You must indicate them separately.

**5.15. Is there an example of a regular due claim/liability resulting from services? Which URLFZ and INVART should we select in this case?**

For regular due claims/liabilities resulting from services, use the URLFZ "K0-12" and INVART "HAKRE" in the AWFUV report.

**5.16. Do "other claims" only refer to funding patterns, or are consultancy costs, fees, etc., that are allocated to foreign affiliates included as well?**

Claims and liabilities resulting from allocated costs should be included in the AWFUV report (type of investment is HAKRE).

**5.17. How should we report negative claims?**

Please report them as VERPF.

**5.18. Should we report obtained prepayments as VERPF in HAKRE?**

Yes, you must report obtained prepayments as VERPF in HAKRE on a monthly basis.

**5.19. In the case of group affiliates with both claims and liabilities, can we report the balance of the claims and liabilities, or should we report them separately?**

You must report claims and liabilities separately; netting them is not permitted (gross presentation).

**5.20. Should we treat claims resulting from services in the same way as claims resulting from the delivery of goods?**

Yes, you must report claims and liabilities as trade credits (type of investment = HAKRE), no matter if they result from services or the delivery of goods.

**5.21. Should we indicate an interest rate for every type of report?**

Yes, if you pay/receive interest, you have to indicate the interest rate per type of investment.

**5.22. How can we indicate variable interest rates?**

Since the AWFUV report is to be submitted on a monthly basis, you can adjust the interest rate every month. If the interest rate varies within a month, indicate the monthly average in the report (see next question).

**5.23. How should we report an interest rate that is not determined as per reference date but calculated from the average of the cash pool stock?**

In this case you have to indicate an average value in decimal numbers (e.g. 0.0015) once a month.

**5.24. How can I report an interest rate if several credit claims are totaled in the WA:NN column due to the same dimensionality (same original currency, same original maturity, same type of investment, same counterparty, same type of stock)?**

Here, you have to report a weighted average interest rate according to outstanding claims/liabilities stocks. See the reporting guidelines for examples: [AWFUV report – cross-border credit and debit balances - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

**5.25. What should we enter if the 3-month EURIBOR and a fixed interest rate were agreed?**

In this case, report the sum of the 3-month EURIBOR and the add-on.

**5.26. Can we use three decimal places for the interest rate?**

You have to use at least two decimal places. On a voluntary basis, you can use more than two decimal places in the report. Data should be entered as follows: Use the Accounting Number Format – The minimum number of decimal places is 2 (do not enter currency symbols).

**5.27. If we do not have to make interest payments due to a negative interest rate, do we have to report an interest rate of 0.00?**

Yes, in this case you have to report the value 0.00 in the respective period.

## 6. AWWLM

### 6.1. What currency do we have to use in the AWWLM report?

Reports must be submitted in EUR. For exchange rates (daily ECB reference rates), see [Exchange rates - Oesterreichische Nationalbank \(OeNB\)](#).

### 6.2. Will the OeNB remind us that reporting is due?

No. If you are subject to reporting requirements, you must submit all reports unprompted, except for the AWBES report, by the required deadlines. Only AWBES reports will be specifically requested by the OeNB. Here, the OeNB notifies selected reporting agents on an annual basis.

## 7. AWFDE

### 7.1. Should we report a balance of payments received and payments made, or should we report them separately?

You must report a balance of payments received and payments made.

### 7.2. Is the type of underlying instrument to be seen similarly to major loan reporting (e.g. not relevant for IRS/CCS)?

The type of underlying instrument is structured as follows:

Commodity (COMM), Credit (CRED), Foreign Exchange and Gold (CURR), Equity (EQU), Interest Rate (INTRATE), Other Asset Class (SONSAK).

For a list of attributes, see [AWFDE report – cross-border financial derivatives - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

### 7.3. We sold an entire derivative for an amount lower/higher than the previously indicated stocks (changes in market value). Should we inform the OeNB about it via comment? Is there a comment function that we can use?

Yes, there is a comment function. A comment might reduce the need for queries.

### 7.4. Should we report foreign exchange transactions as well?

In the AWFDE report, you must report foreign exchange transactions. For further details, see [AWFDE report – cross-border financial derivatives - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#).

## 8. AWWPA

### 8.1. Does the reporting threshold apply to each security or to the total sum of the custody account?

Own holdings of securities other than those that are not held or managed in a domestic custody account must be reported if they total EUR 5,000,000 or more (or the euro equivalent).

For example: Security 1 has a market value of EUR 1,000,000 and is held in a custody account abroad; security 2 is an own-use security with a market value of EUR 4,000,000 → both are reportable.

## 9. MeldeWeb (online application on the OeNB portal) and registration

### 9.1. Do we need to be authorized for the MeldeWeb application?

Yes. For instructions on registration, see: [www.oenb.at/aussenwirtschaft-meldewege](http://www.oenb.at/aussenwirtschaft-meldewege).

### 9.2. Why can we not log in via the Business Service Portal using the USP ID?

The OeNB has no access to the log-in data for the USP. Therefore, it cannot offer this log-in option.

### 9.3. How can we find out who our USP administrator is?

The OeNB has no information on USP administrators. If your corporation has a central access management unit, they might be able to help you. As the executive board is responsible for the original USP registration, they will know who the USP administrator is.

### 9.4. Can we connect several mobile phone signatures (Handy-Signatur) to the OeNB portal so that more than one person can submit a report? How can the administrator grant access rights?

There is no limit on how many people can be authorized to submit reports. After connecting to the OeNB portal, the USP administrator can create, edit or delete users in the admin area.

When a person's authorization status has been edited, they receive an e-mail. They can then connect to the OeNB portal via mobile phone signature. After connecting to the OeNB portal, USP administrators themselves can access the MeldeWeb application as well to submit reports or edit master data.

### 9.5. How can we edit the user data of people authorized to report for our corporation?

USP administrators can create new user accounts and edit or withdraw existing access rights on the OeNB portal ([www.myoenb.com](http://www.myoenb.com)). You can access the OeNB portal via USP. For additional information, see <https://www.oenb.at/Service/oenb-portal.html>.

### **9.6. Do we have to authenticate via personal mobile phone signature (Handy-Signatur)?**

Yes. The OeNB is obligated to verify the identity of MeldeWeb users since sensitive data are recorded and saved on the OeNB portal. The personal mobile phone signature ensures unambiguous identification. The OeNB cannot access private phone numbers or other private data.

### **9.7. Can we use our corporation's mobile phone signature (Handy-Signatur) to access the OeNB portal?**

You must use a personal mobile phone signature. The OeNB is obligated to verify the reporting person's identity. This is only possible with a personal mobile phone signature. As the personal mobile phone signature can only be used by one person, we recommend granting reporting rights to at least two persons so that someone can always stand in. The OeNB has access to neither phone numbers nor other personal data. The mobile phone signature serves only as an authentication method.

### **9.8. What are the options when a reporting agent from abroad is registered and has no Austrian mobile phone signature (Handy-Signatur) to log in?**

Currently, the Austrian mobile phone signature is the only way to log in to the MeldeWeb application. As soon as the login function of ID Austria including its link to the European eID is technically possible, the OeNB will integrate it into the OeNB portal ([www.myoenb.com](http://www.myoenb.com)). As the OeNB has no influence on the technical development or the timeline of the implementation, it does not know, unfortunately, when this login will be available.

The OeNB therefore recommends that reports be submitted by persons who have an Austrian mobile phone signature.

If this is not possible, you may submit reports in the new format via a technical interface (exchange of XML files but no transmission of master data) and, for a limited time only (until European eIDs can be used), via a special solution that those concerned will be informed of separately. These two reporting channels are technically much more complicated and time-consuming than MeldeWeb (when using an Austrian mobile phone signature for reporting). Moreover, you cannot transmit master data via the technical interface. Therefore, using the technical interface is only recommended for reports without master data.

If you have to use the temporary special solution, please contact the OeNB directly ([aussenwirtschaft@oenb.at](mailto:aussenwirtschaft@oenb.at)).

### **9.9. Can a USP administrator grant access rights to non-Austrians?**

When granted access rights, you have to log in with your mobile phone signature (Handy-Signatur) or citizen card (Bürgerkarte). You can only grant access rights to persons with an Austrian mobile phone signature or citizen card. Austrians residing in other countries, persons having resided in Austria in the past or persons commuting to Austria might have an Austrian mobile phone signature or citizen card.

#### **9.10. Can tax consultants or law firms report on behalf of their clients?**

Yes. USP administrators can grant them access rights to the OeNB portal to submit reports.

#### **9.11. Can we appoint a stand-in on MeldeWeb?**

Identity must be verified when logging in to MeldeWeb. Therefore, it is not permitted to use another person's login data. The OeNB recommends USP administrators authorize more than one person to submit reports. Alternatively, the USP administrator can appoint a MeldeWeb administrator, who can create or delete MeldeWeb users directly on the OeNB portal.

#### **9.12. Will data from the uploaded MS Excel file be loaded into the online form?**

When submitting a report via MS Excel upload, it will be uploaded to the online platform. In MeldeWeb, there is a feature for uploading MS Excel files. MS Excel file uploads and online forms are two separate channels for reporting.

The reporting history lists reports submitted via both the online form and Excel upload.

#### **9.13. Can we edit reports? If yes, for how long? Can we consult past reports?**

Reports submitted via online form can be edited by reopening the online form. Reports submitted via upload must be edited locally and resubmitted. You may edit previously submitted reports for about two years, depending on the reporting period and time of submission. You can also find a list of all reports submitted over the last two years.

#### **9.14. Is there a summary of all reports submitted by a corporation?**

You find a summary of all reports submitted to the OeNB in MeldeWeb under "reporting history."

In case of uncertainty regarding reporting requirements, use the query function provided by the OeNB (<https://www.oenb.at/en/reporting/identify-reporting-requirements.html>), look up information in the BOP reporting regulation guidelines ([EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)) or contact the OeNB ([aussenwirtschaft@oenb.at](mailto:aussenwirtschaft@oenb.at)).

#### **9.15. Can we save data in between so that another person can continue working on the report? How can two persons working from home work on the same report?**

As the identity of persons logging in to MeldeWeb must be verified, they must have access rights. Authorized persons may log in to the OeNB portal ([www.myoenb.com](http://www.myoenb.com)) no matter where they are, using their personal mobile phone signature (Handy-Signatur). Online reports (AWBET, AWBES and AWVLM) can be saved and finalized later, meaning that another person can continue working on them. Only finalized reports can be submitted via upload. Incomplete reports may lead to queries.



## 10. Reporting channels

### 10.1. Where can we find the MS Excel upload templates?

Please see <https://www.oenb.at/meldewesen/datenaustausch/oenb-portal/meldeweb.html> for MS Excel upload templates for the new reports.

### 10.2. If a software corporation generates reports on behalf of a client subject to reporting requirements, how can it check the compatibility of these XML reports with the OeNB?

For technical details (master data for reporting and validation) on the new reports, see “central reporting overview” under [Reporting - Oesterreichische Nationalbank \(OeNB\)](#). The reporting templates are published (see [EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#) for XML examples). For the default structure of XML reports, see <https://www.oenb.at/meldewesen/datenaustausch/dv-schnittstellen.html>.

### 10.3. MS Excel upload: Can we attach notes to headings or add elements to dropdown menus? Are empty lines an issue (e.g. for organizing the data into sections)? Can we use formulas? Can we insert additional sheets?

You must adhere to all conventions/rules for Excel files. You will find these conventions/rules directly above the upload field in MeldeWeb or in the reporting guidelines ([EN - Capital transactions - Reporting Guideline for BOP Reporting Regulation 1/2022 - Außenwirtschaftsstatistik-Ausweisrichtlinie - OeNB Public Wiki](#)) under General Provisions. If you do not adhere to them, the OeNB cannot process your files and will deem your report undelivered. Column titles must therefore not be altered, dropdown lists and empty lines must not be inserted, and formulas are not permitted. You may insert more sheets, but do not alter the sheet names of the template.

## 11. AWGDL

### 11.1. What should we report in the AWGDL report?

The AWGDL report comprises cross-border services (i.e. exports and imports of services). There is a separate AWGDL reporting regulation (the OeNB's reporting regulation on cross-border trade in services).

For detailed information on this reporting regulation, see: [Erhebung \(AWGDL\) - Grenzüberschreitende Dienstleistungen](#).

In the AWGDL report, the following entities are subject to reporting requirements:

- credit institutions falling under division 64 of ÖNACE 2008, excluding group 64.2;
- insurance, reinsurance and pension funding, except compulsory social security falling under division 65 of ÖNACE 2008.

All other entities report their cross-border services to Statistics Austria (Statistik Austria). For further information, see the Statistics Austria website.