

# RFC GUI – S216 Builder Documentation

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S216 Builder Documentation		
Version	Date	Project
V 4.0	15/06/2020	RFC GUI

# RFC GUI

# S216 Builder

## Version 4.0 – Release 01/2020

# Documentation

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## System Requirements

The RFC GUI are compatible with Excel 2007, 2010, 2013, 2016 & 2019.  
Older office versions (2000, 2003) are not supported.

### Office / Excel 2007

Requires Service Pack 3

### Office / Excel 2010

Requires Service Pack 1 or Service Pack 2

### Office / Excel 2013

Runs on original version or Service Pack 1

### Office / Excel 2016 & 2019

Runs fine on these versions of excel. No unresolvable issue met since – usual problems are often caused by limited rights or too high security settings.

Please contact us if you encounter any issue using the tool on Excel 2016 or 2019

## Section Header

### Header Information



Place the cursor over the blue titles to display explanatory information about those fields.  
In this section only the white fields can be modified by the user. The grey fields cannot be modified.

The **Company name** can be changed by clicking on the field and modify the text :

The following window will pop-up:



Fields will be pre-filled if already set

Use this screen to modify the information.  
If you select or enter a wrong RCS code which is not part of your license list, a warning message will be displayed, preventing to save wrong data.

Explanation of Short Name is detailed in a further chapter.

### Administration button



Displays the options & administration panel

The panel is divided in 5 sections (tabulations – TAB):

**Options**

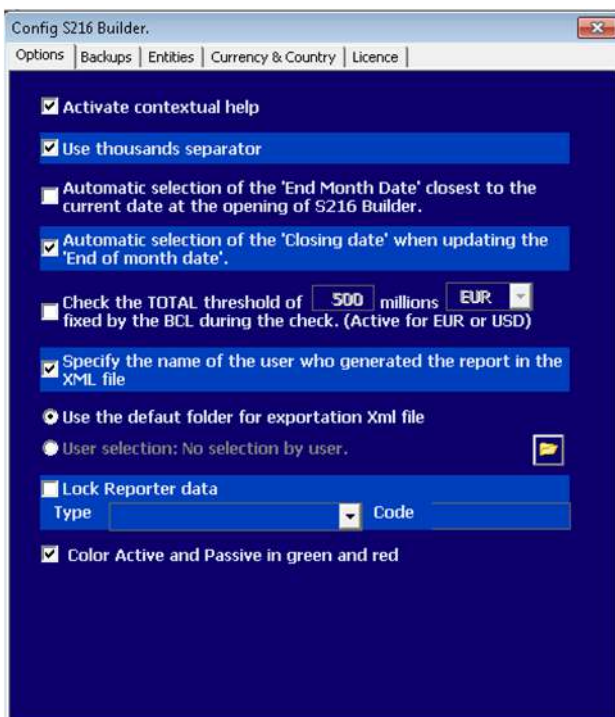
**Backups**

**Entities**

**Currency & Country**

**License**

## Options TAB



### Activate contextual help

Displays comment sections over the fields, providing information/directions to the users.

### Use thousands separator

When activated, separates big numbers in thousands by applying a space as a delimiter between the digits. This option helps the user identify easier the length of a long number.

### Auto selection of the “End Month Date”

When launching the application, the reporting period: “End of month date” is set to the closest reporting date. For example if the current date is 22/05/2017 the End of month date will be set to 31/05/2017.

### Auto selection of the “Closing Date”

If checked, the tool will automatically update the “Closing Date” when the “End Month Date” is modified by the user

### Check the TOTAL threshold

The tool will calculate the total amounts captured and warn the user if it's lower than the threshold set. By default the threshold is set to (standard) 500 million – the value can be modified by the user.

### Specify the name of the user who generated the report in the XML file

Set by default. This option allows adding in the comments section of the report, the name of the user (windows session username) who is performing the report's generation.

### Default folder

Set by default to the same directory than the tool (default folder)

Select the second option and click on the folder icon to set a dedicated or common folder for all entities.

### Lock reporter data

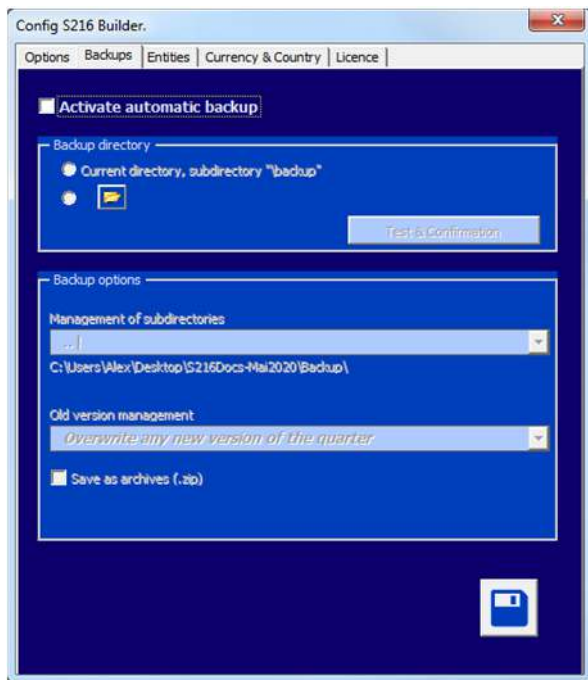
Allow the user to lock the fields “Type” and “Code” of the reporter to prevent to :

- Re-type the Reporter's code for each entity, each month
- Commit an error by typing a wrong code

### Active & Passive color

Set by default. Visual preference allowing colorizing the backgrounds cells of Active & Passive cells in Green and Red.

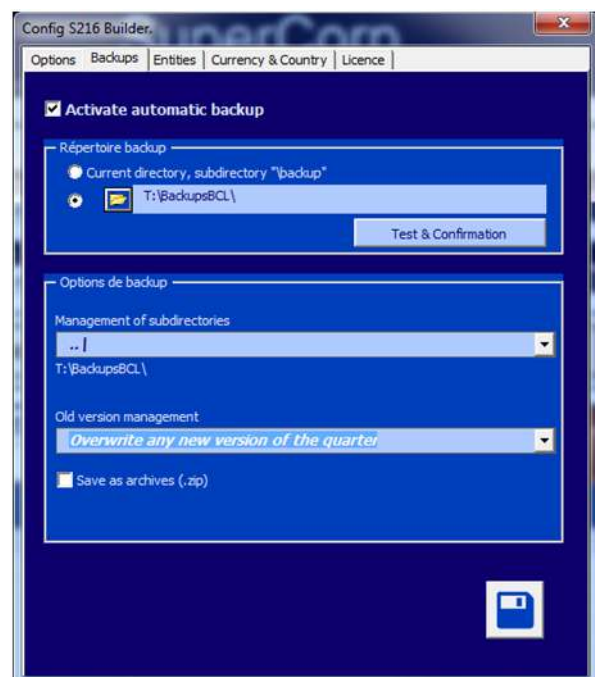
## Backups TAB



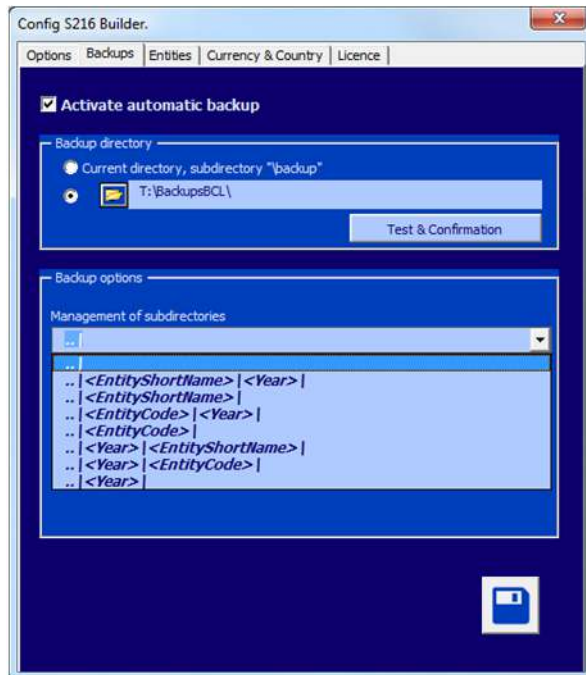
By default the option is not activated

When you activate it the default location where the tool will copy the backups will be the sub directory \backup from where the macro is located.

Select the second option and click on the folder button to select a directory.

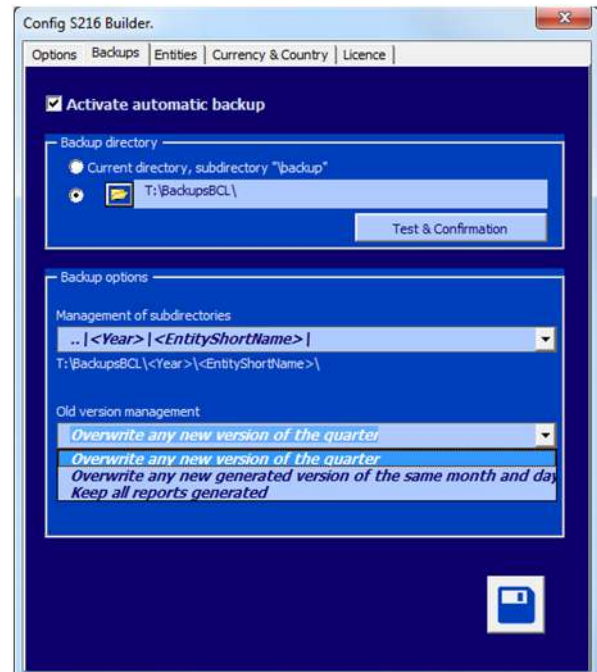


In both cases, click on the “Test & Confirmation” button to verify if the tool has the sufficient rights to write and create sub-directories in the selected directory.



In the backup option section, select one of the proposed options to classify the backups in a pre-determined sub-folder structure

An example of the directory structure chose is displayed under the selection field.



Choose one of the 3 options available to manage the old version of any report of the same period :

### Overwrite any new version of the quarter

Only one backup will be kept by reporting period. This means that the tool will only keep the latest report generated for a specific period. In practice, the backup for one entity for 1 year will be 12 TPTIBS reports and 4 S2.16 reports.

### Overwrite any new generated version of the same month and day

Will perform a backup of all reports generated even for a same reporting period, unless the report is generated a same day. In this case, the tool will keep the latest backup of the day.

### Keep all reports generated

Will backup all reports generated, adding a timestamp to the filename of any older version of any report generated

Last option "Save as archive". If activated, the tool will store the reports under a ZIP file, one by month

*If one reports for multiple entities and wish to use this backup functionality, it is recommended to configure the backup options on the master copy of the each tool. For instance, select a unique backup directory, choose a sub-classification by year then by entity short name, choose your preferred option on how to handle old version then save the changes and use this master copy of the tool to create as many copies as you need.*

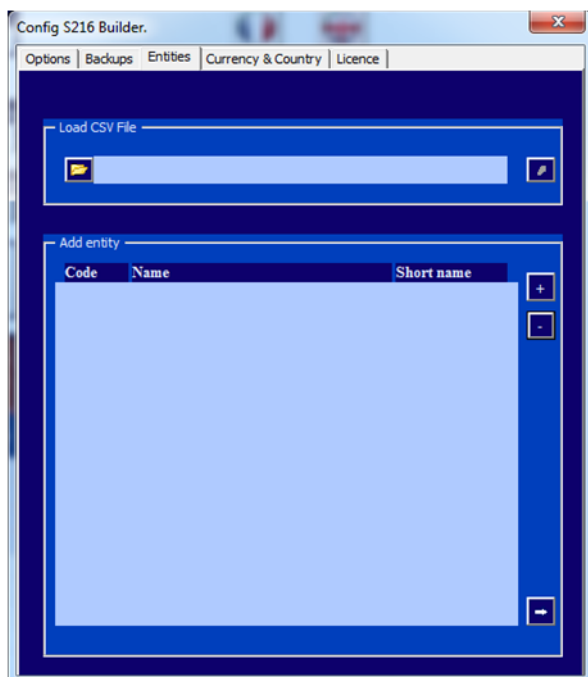
## Entities TAB

This panel allows the reporting company to set a correspondence between the company name and its DSE code, it also allows to add a “short name” to reference the entity (see further explanations)

The 2 practical advantages are:

- automatically update the entity name and short name when selecting or modifying the entity code (DSE)xxxxxxx of the Declarer field
- automatically update the entity name and short name when loading a report

Furthermore, it also help users to avoid entering wrong entity data if a strict list of entities is set in the tools.



From the option screen you can load the list of entities, format is 3 column with semicolon “;” as separator.

Example:

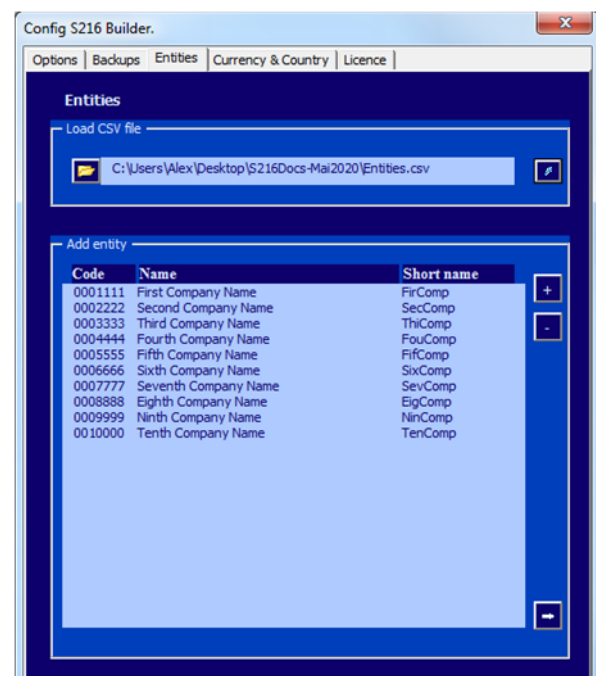
**0001111; First Company Name; First**  
**0002222; Second Company Name; Second**  
**0003333; Third Company Name; Third**

- The BCL code starting with DSE is also accepted
- Short Name is not mandatory but advised

An example of 10 entities listed.

Button + or – allows to add or remove one entity  
 Bottom “arrow” button allows exporting the list

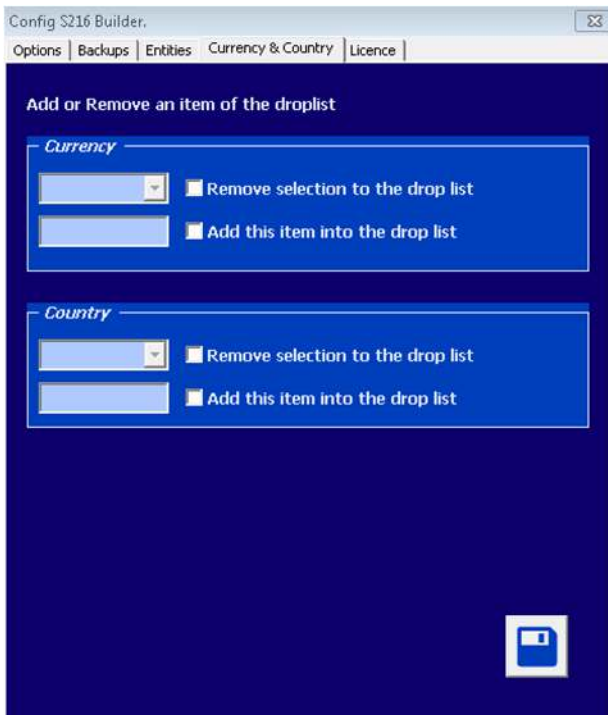
To test it, from the main screen of the tool, type or select an entity in the declarer’s field → the company’s name and short name will be updated



As for the previous point about the backup, if you report for multiple entities and want to use this function, set the list of your entities using a simple excel with 3 columns, save it in “CSV” format, load it from this panel and save the macro as your master copy. Update the list from the same master copy if you add or remove entities during the year.



## Currency & Country TAB



Config S216 Builder.

Options | Backups | Entities | Currency & Country | Licence

Add or Remove an item of the droplist

**Currency**

☐ Remove selection to the drop list

☐ Add this item into the drop list

**Country**

☐ Remove selection to the drop list

☐ Add this item into the drop list

By default, the drop lists Country/Currency of the Assets/Liabilities tables contain all the available countries and currencies to transact with.

If the users want to limit this content to their transactional needs, this can be done by removing any item from the list.

To REMOVE, select in the currency in dropbox, check the confirmation box and click on SAVE

To ADD, type in the new Currency or Country code, check the confirmation box and click on SAVE.

## License TAB



Config S216 Builder.

Options | Backups | Entities | Currency & Country | Licence

Company Name :	UIT Company
Contact Name :	Mr Thilmany Alexandre
Street & n° :	
Zip code & City :	L-8440 STEINFORT
Contact Phone n° :	
Contact Email :	support@uit.lu
Validity Date :	2020

Displays the license information

## U IT Button



This button will display the support information window.



From this screen, users can :

- open the online documentation using the default browser
- verify and save the environment settings to help U IT support team in case of problem.
- click on [support@uit.lu](mailto:support@uit.lu) to open a new email
- click on [www.uit.lu](http://www.uit.lu) to open U IT website

## Language Button



Switch between languages by choosing a flag (French / English).

## Detailed header data

### General information :

Grey fields values are fixed and automatically set by the tool, any change will be discarded.

A company can report either for itself or for other companies. The Company which conducts the report is called the Reporter and the company to report for is the Declarant. If a company reports for itself it should have the same fields filled for both Type/Code of Reporter/Declarant respectively

**Date fields:** the **End Of Month Date** and month's **Closing Date** shall be, by default, the last day of the reporting month. Choose from the **End Of Month Date** drop list. A change in the month's end date automatically causes the same change in the Closing Date.

**Reporter - Type** is the type of the company which does the reporting.

The following options are included in the **Type** drop list:

- 05 special code assigned by the BCL
- 23 Banks
- 26 OPC
- 30 Management Companies
- 32 PSF Company - Type P
- 34 Securitization Vehicles
- 35 Companies Emitting (DSE)

Click on the value to display the list.

**Reporter - Code** is the BCL identifier for the company which is reporting, based on its RC number. It is coded in 7 digits (preceded by '0' [zero] if necessary).

Version	1.1
Creating Date	2020-04-01T17:32:10

End Month Date	2020-12-31
Closing Date	2020-12-31

Currency	EUR
Layout	1

Reporter	
Type	35
Code	0000000
Declarant	
Type	35
Code	0000000

**Currency:** defines in which currency the report is **calculated**.  
E.g.: If the selected currency is in euro, all the reported amounts that will be captured, will be considered in the euro currency.

**Declarant - Type** is required to be "type 35" (Financial Company)

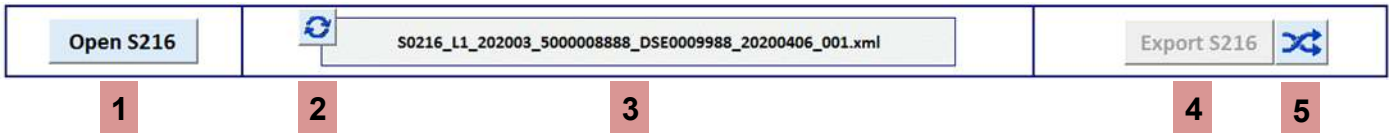
**Declarant - Code** is the BCL identifier for the company which is declaring the information, based on its RC number. It is coded in 7 digits (preceded by '0' [zero] if necessary).

It can be:

- your company (same code Reporter)
- the company for which the report is generated

## Tool Section

### Tools & functions overview



- 1 Open S216** – Load / import a valid S216 XML report  
Open a file browser to select a former S0216 report (xml file) to import
- 2 Refresh Filename** – refresh and validate the filename  
To check the future filename of the report (which is calculated automatically by the tool)
- 3 Filename cell** – Display the exact filename of the report which will be generated
- 4 Export S216** – Generate the report based on captured data, in XML format  
By default the button is greyed and is not clickable unless the data are validated (using the Check button)
- 5 Cross Check** – Open the Cross Check window  
Allow to compare some total amounts with the ones of a valid TPTIBS report of the same month and for the same entity

The **Check** button located between both tables

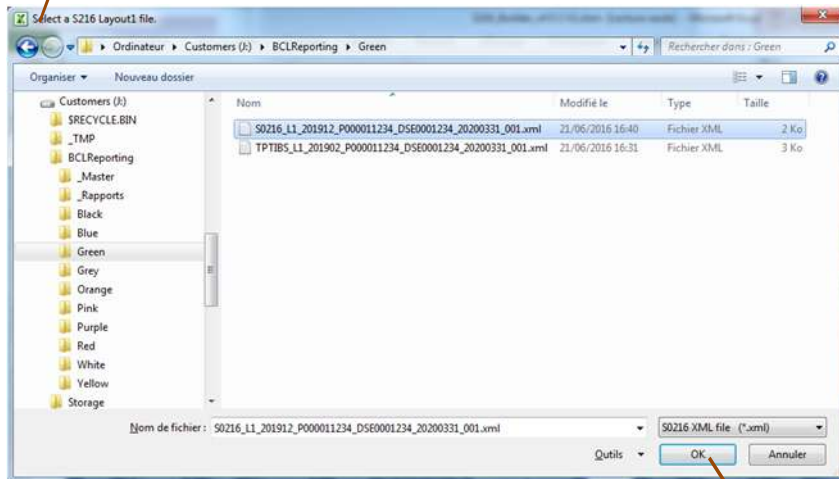


This button checks and validates the data prior exporting.

## Open S216 button



Click the “Open S216” button to open a file browser to select a report to be imported



Select the report to load and click “OK”

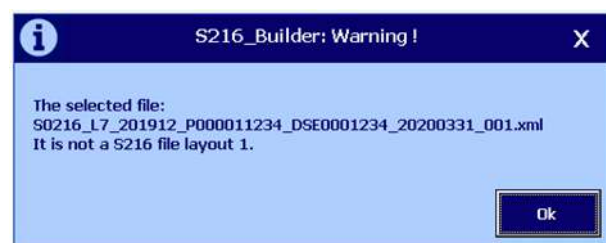
The tool will ask for a confirmation  
Click “Yes” to proceed or “No” to cancel



If data are already present in the table, the following confirmation message will be displayed



In case of bad or invalid report loaded, the following message will pop up



## Refresh filename button



Updates and displays the report's filename in the main cell.  
If there is an error with the filename, its color is turned to red.

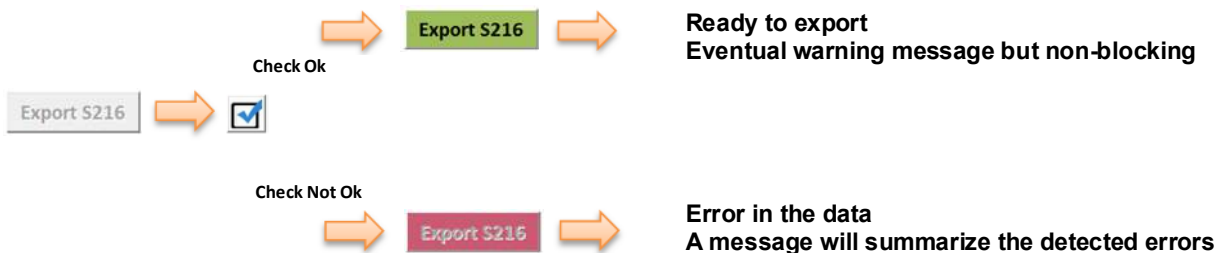
## « Check » button



This button checks and verifies all the data captured based on report's circulars, rules and formats. All the data captured in both tables will be verified. In case of error, the user will be informed with a detailed message, the export button will remain greyed.

*It's mandatory to use this function prior to generate the report – see next point*

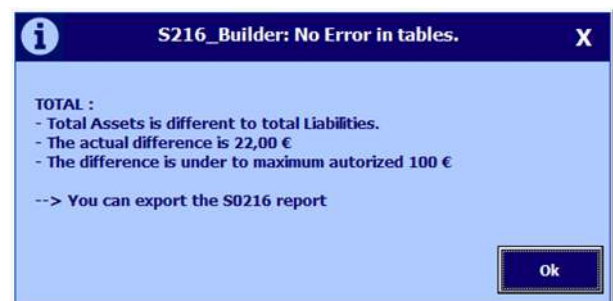
## Summary view



## Check Ok

If the check is successful, the Export button will turn Green.

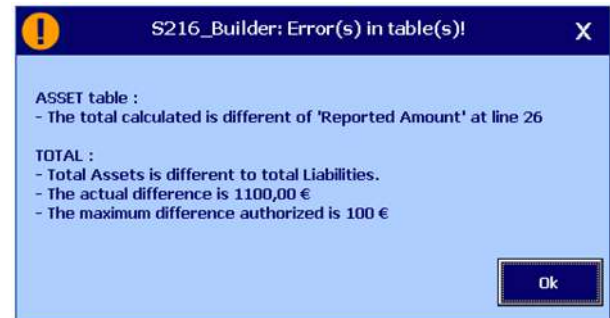
The tool may display an information message while allowing the export – an information message is non-blocking and don't prevent to generate the report



## Check Not Ok

In case of error, the check function will display a message box, the wrong cells in the table will be highlighted and the Export button will remain greyed.

Typical example of a Warning message box when the total amounts does not match between the Assets and Liabilities



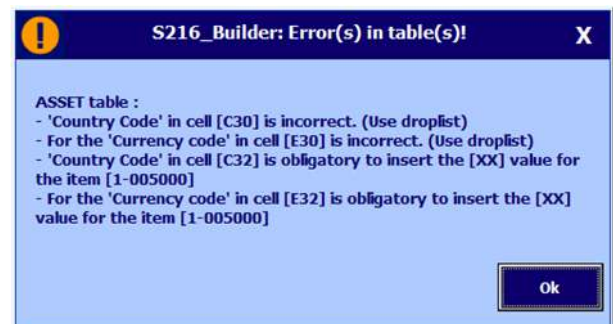
There are two possible errors that can occur in the Assets/Liabilities table:

- Pasting a wrong country code
- Pasting a wrong Currency code

For some specific items, there are restricted values that can be selected for the fields GAB and Currency and are limited to the [XX] and [XXX] values. This is the mandatory format for these cells. In order to not cause an error they should be selected from the cell's list.

### Example

In case of a wrong value, the tool displays a warning message and the cell's border which contains an error are highlighted with RED borders:



Correct the highlighted cell's data and push again the **Check** button  
Detail is given next page

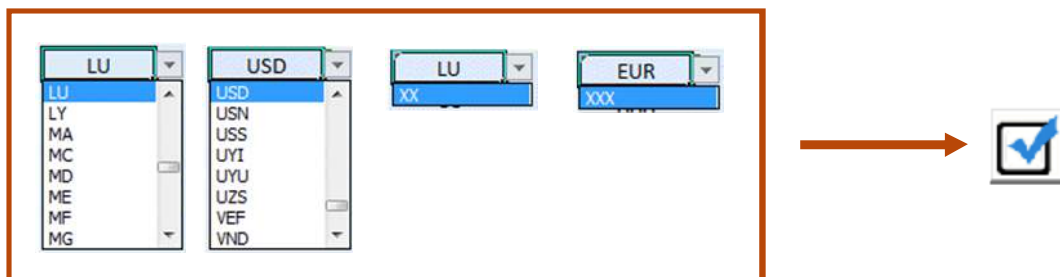
ASSETS				TOTAL		
				957.000.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-LA2001	NL	XX	EUR	44000	I000-01A	50.000.000,00
1-LA2001	US	XX	USD	32100	I01A-999	5.000.000,00
1-LA2002	NL	XX	EUR	44000	I000-01A	3.000.000,00
1-LA2002	FR	XX	EUR	44000	I01A-999	45.000.000,00
1-LA2003	GB	X6	EUR	44000	I01A-999	75.000.000,00
1-N02000	LL	XX	US	32100	I01A-999	1.000.000,00
1-003000	XX	XX	XXX	90000	I999-999	450.000.000,00
1-005000	LU	XX	EUR	90000	I999-999	250.000.000,00
1-090000	US	XX	XXX	90000	I999-999	1.000.000,00
1-090000	NL	XX	XXX	90000	I999-999	2.000.000,00
1-006000	DE	XX	XXX	90000	I999-999	20.000.000,00
1-007000	DE	XX	XXX	90000	I999-999	55.000.000,00
1-000000	XX	XX	XXX	90000	I999-999	957.000.000,00



A Warning message box appears detailing the errors found.  
One line per detected error is displayed.

In order to correct, the user must:

- For all the red bordered cells, click on them and this time, select values from the cell's drop lists. When the cells' value will be corrected the cells' borders will turn into a green color. Now test again your data by clicking the Validation button.
- If there is no error, the **export S216** button will be enabled in order to export the S216 report.



The values are now correct, the Export button turned Green and the report can be generated

Open S216				S0216_L1_201912_5000008888_DSE0009988_20200408_001.xml				Export S216			
<div>ASSETS</div>				TOTAL							
							957.000.000,00				
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount					
1-LA2001	NL	XX	EUR	44000	I000-01A	50.000.000,00					
1-LA2001	US	XX	USD	32100	I01A-999	5.000.000,00					
1-LA2002	NL	XX	EUR	44000	I000-01A	3.000.000,00					
1-LA2002	FR	XX	EUR	44000	I01A-999	45.000.000,00					
1-LA2003	GB	X6	EUR	44000	I01A-999	75.000.000,00					
1-N02000	LU	XX	USD	32100	I01A-999	1.000.000,00					
1-003000	XX	XX	XXX	90000	1999-999	450.000.000,00					
1-005000	XX	XX	XXX	90000	1999-999	250.000.000,00					
1-090000	US	XX	XXX	90000	1999-999	1.000.000,00					
1-090000	NL	XX	XXX	90000	1999-999	2.000.000,00					
1-006000	DE	XX	XXX	90000	1999-999	20.000.000,00					
1-007000	DE	XX	XXX	90000	1999-999	55.000.000,00					
1-000000	XX	XX	XXX	90000	1999-999	957.000.000,00					

<div>LIABILITIES</div>				TOTAL						
							957.000.000,00			
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount				
2-LA2001	NL	XX	EUR	44000	I01A-999	200.000.000,00				
2-LA2001	US	XX	USD	32100	I01A-999	150.000.000,00				
2-LA2002	FR	XX	EUR	44000	I01A-999	20.000.000,00				
2-000000	XX	XX	XXX	90000	1999-999	957.000.000,00				
2-C05000	XX	XX	XXX	90000	1999-999	2.000.000,00				
2-LA2002	GB	XX	EUR	32100	I01A-999	100.000.000,00				
2-003000	XX	XX	XXX	90000	1999-999	300.000.000,00				
2-090000	AX	XX	XXX	90000	1999-999	15.000.000,00				
2-011000	DE	XX	XXX	90000	1999-999	55.000.000,00				
2-LA2003	AF	LU	AED	32100	I000-01A	115.000.000,00				

The "TOTAL" amounts at the top of the 2 tables are the sum of the amounts calculated in each table. These amounts are compared to the totals reported in the items 1-000000 and 2-000000.  
The maximum difference between these "totals" accepted by the BCL is 100 €



## « Export S216 » button

Exports the captured data in XML format and generate the report.



By default this button is **disabled** and **greyed**. The tool will allow exporting a report after a successful validation (using the Check button). If the validation is fine, the Export button will turn to **green colour**. In case of any validation error, the Export button will turn **red**.

Clicking on the Export S216 button will generate the report.

Open S216	S0216_L1_201912_P000011234_DSE0001234_20200402_001.xml	Export S216
-----------	--	-------------

ASSETS				TOTAL		
						3.000,00
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

LIABILITIES				TOTAL		
						3.000,00
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.000,00
2-003000	XX	XX	XXX	90000	1999-999	500,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00

The tool will ask for a confirmation  
Click "Yes" to proceed or "No" to cancel

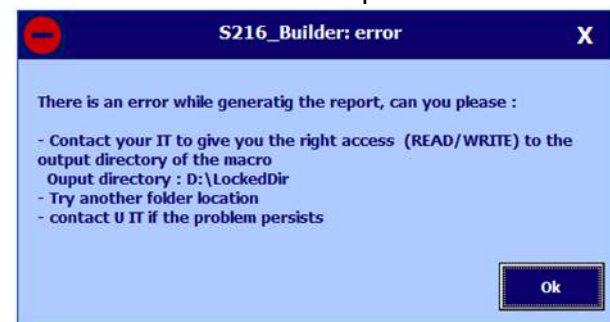


The tool displays the results of the export (creation) of the report.  
Two possible results:

### Successful export



### Error at export



If an error occurs during the export it's generally caused by lack of rights in the directory where the reports are saved. To check first with the IT.

## « Cross-Check » with monthly TPT report

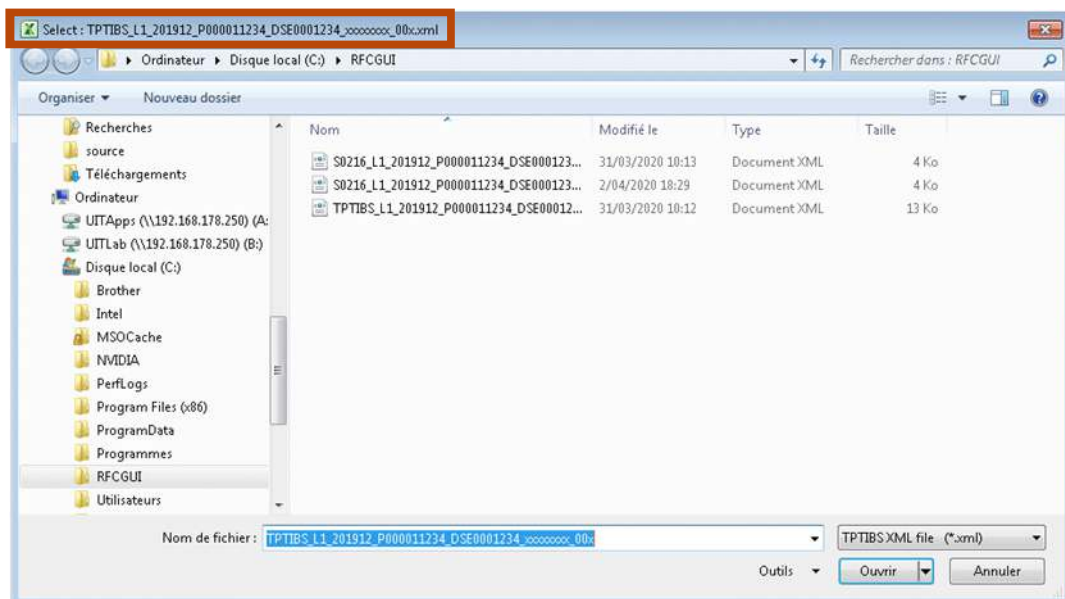


The Cross-Check function provides the ability to compare the amounts for the items 1-003000 / 1-005000 / 2-002050 / 2-003000 / 2-C05000 between the S216 report and the TPTIBS report. This verification is made by the BCL between the reports of the same reporting period.

*Example: between the S2.16 report of the first quarter of a year and the TPTIBS reports of **March** of the **same year***



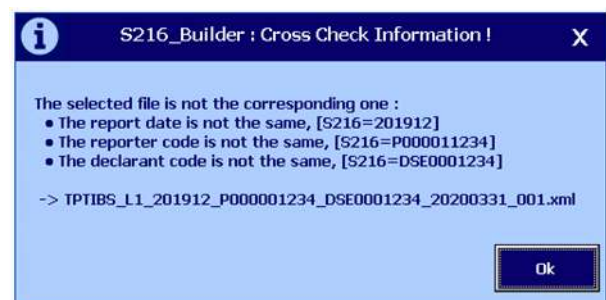
When clicked, a file explorer window opens to select and load a TPTIBS report



The start of the filename of the right TPTIBS reports is already calculated by the tool (see the top and the bottom of the window). This helps to identify the correct TPTIBS report to load to compare to the current S216 report. When selected and opened the 2 following results can happen:

### TPTIBS does not match

Either the TPTIBS was not generated by the tool TPTIBS Builder or the date of the report, the code of the Reporter or the codes of the Declarer are different.



## TPTIBS matches

When the right report is loaded, the Cross-Check function will display a comparison table of the amounts.

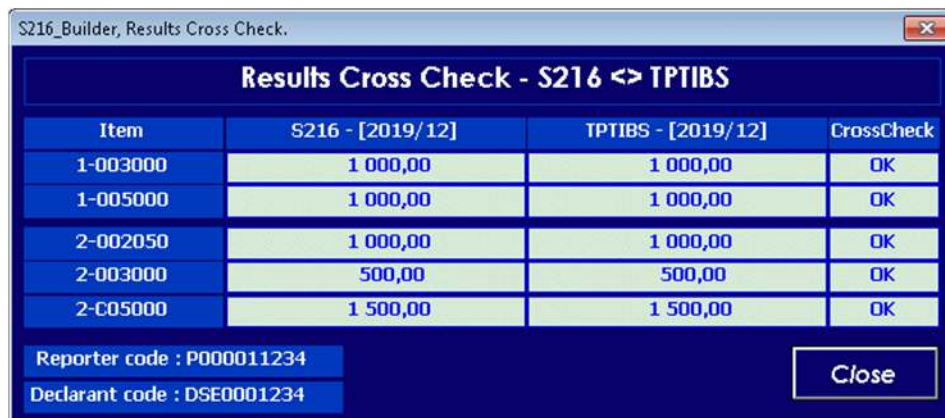
### Columns details:

Item	Reference of the checked Item
S216	Total calculated amounts of Item in the S216 report
TPTIBS	Total calculated amounts of Item in the TPTIBS report
CrossCheck	Status of the verification

### CrossCheck Status details:

OK	Total amounts match
?/?	One of the reports does not have the item and the message "Missing" is highlighted in the column of the item.
=/=	Data does not match

## Successful Cross-Check

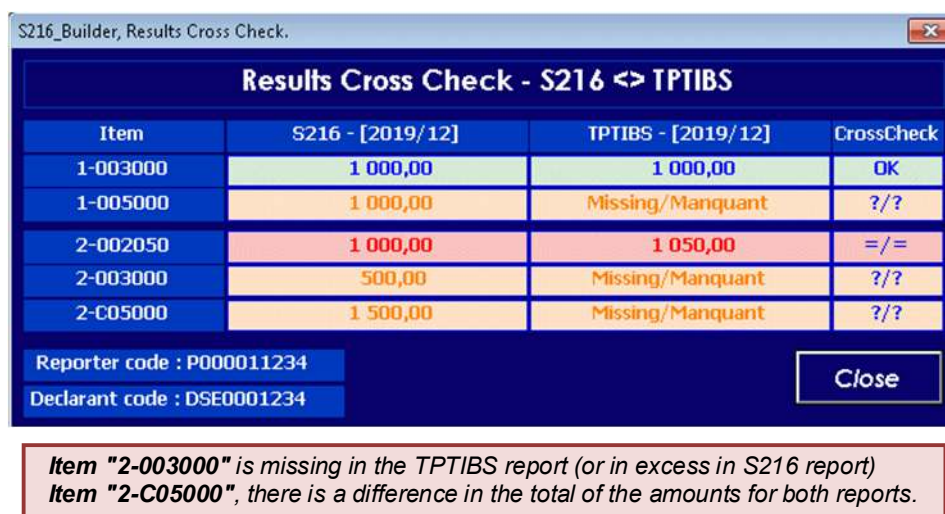


Results Cross Check - S216 <=> TPTIBS			
Item	S216 - [2019/12]	TPTIBS - [2019/12]	CrossCheck
1-003000	1 000,00	1 000,00	OK
1-005000	1 000,00	1 000,00	OK
2-002050	1 000,00	1 000,00	OK
2-003000	500,00	500,00	OK
2-C05000	1 500,00	1 500,00	OK

Reporter code : P000011234  
Declarant code : DSE0001234

Close

## Cross-Check with errors



Results Cross Check - S216 <=> TPTIBS			
Item	S216 - [2019/12]	TPTIBS - [2019/12]	CrossCheck
1-003000	1 000,00	1 000,00	OK
1-005000	1 000,00	Missing/Manquant	?/?
2-002050	1 000,00	1 050,00	=/=
2-003000	500,00	Missing/Manquant	?/?
2-C05000	1 500,00	Missing/Manquant	?/?

Reporter code : P000011234  
Declarant code : DSE0001234

Close

**Item "2-003000" is missing in the TPTIBS report (or in excess in S216 report)**  
**Item "2-C05000", there is a difference in the total of the amounts for both reports.**

## Data Section

### Tables - global view

#### Information and rules of section Data

- Place the cursor over the cells to display information and references.
- Select first an item, depending on its nature the list of accepted values for country, currency, sector and maturity will be adapted.
- Every captured reported amount should be in the currency defined at the header.

*Attention : for instance, If the report's main currency is USD, any line inserted for which the currency is not USD must have its amount converted into USD – in other words, any amount captured in the report will be USD or converted to USD if the Currency line is different*

- The headings **Total** (in Assets and Liabilities tables) are mandatory and must be equal. They correspond to the sum of the calculated reported amounts of every captured item in the assets or liabilities table – they are automatically calculated by the tool.
- Only the items: **1-003000**, **1-005000**, **2-C05000** are the ones which allows a negative value.

ASSETS				TOTAL		
				0,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount

LIABILITIES				TOTAL		
				0,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount

<b>Item</b>	The asset's code. Ex: 1-010000 = Assets, Funds
<b>Country</b>	The issuing country code. Two-characters code according to ISO-3166. Ex: LU = Luxembourg
<b>GAB</b>	The code of the Currency format. It is a three- characters code according to the ISO-4217 standard. Ex: EUR = Euro
<b>Currency</b>	The currency of the reported amount. Ex: EUR = Eur
<b>Sector</b>	A five-character code from BCL for the financial sector. Ex: 10000 = monetary - financial institutions
<b>Initial maturity</b>	A seven characters code. Ex: 1000-01A
<b>Reported amount</b>	The value corresponding to the amount of the item. The amount must be converted into the currency of the report. (Currency value in Header)



## Encoding

ASSETS				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
				0,00		

Item dropdown list:

- 1-LA2001
- 1-LA2002
- 1-LA2003
- 1-NO2000
- 1-003000
- 1-005000
- 1-006000
- 1-007000

LIABILITIES				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
				0,00		

Item dropdown list:

- 2-LA2001
- 2-LA2002
- 2-LA2003
- 2-NO2000
- 2-002050
- 2-003000
- 2-C05000
- 2-011000

- Choose an item from those proposed in the list.
- Depending on the chosen item, the choices are limited to a specific list of values (for: country, currency, sector and maturity)

ASSETS				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
				0,00		

Country: AD, AE, AF, AG, AI, AL, AM, AO

GAB: >XX

Currency: AED, AFN, ALL, AMD, ANG, ARS, AUD, AWG

Sector: 32100, 44000

Initial Maturity: I000-01A, I01A-999

LIABILITIES				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
				0,00		

Country: AD, AE, AF, AG, AI, AL, AM, AO

GAB: LU, X3, X5, X6

Currency: AED, AFN, ALL, AMD, ANG, ARS, AUD, AWG

Sector: 32100, 44000

Initial Maturity: I000-01A, I01A-999

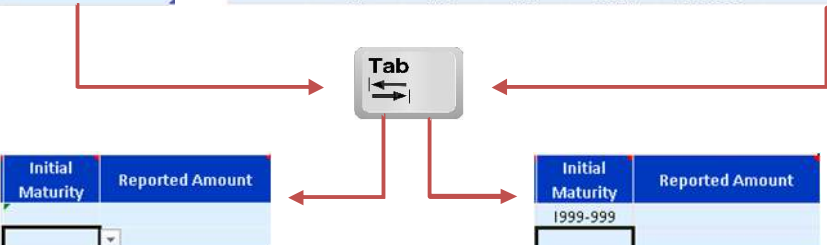
## Insert new lines

To add a new line simply go to the "Reported amount" column and press TAB.

ASSETS				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-LA2002		XX				

LIABILITIES				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
	XX	XX	XXX	90000	1999-999	

Tab



## Item Occurrences

Code	Name
1-LA2001	Loans granted to share holders
1-LA2002	Loans granted to companies holding at least 10% of the capital or of the voting rights
1-LA2003	Loans granted to sister companies
1-N02000	Loans and deposits to non related entities
1-003000	Debt securities held
1-005000	Equity and investment fund shares/units held
1-006000	Non-financial assets
1-007000	Financial derivatives
1-090000	Other assets
1-000000	Total assets

Code	Name
2-LA2001	Loans received from share holders
2-LA2002	Loans received from companies holding at least 10% of the capital or of the voting rights
2-LA2003	Loans received from sister companies
2-N02000	Loans received from non related entities
2-002050	Short sales of securities
2-003000	Debt securities issued
2-C05000	Capital, share premiums, reserves and results
2-011000	Financial derivatives
2-090000	Other liabilities
2-000000	Total liabilities

- **Total Assets** and **Total Liabilities** are the only two mandatory fields. Their values must be an identical amount under "1-00000" and "2-00000"

## Delete one or more lines



Use the DELETE / DUSTBIN buttons to delete one or more rows of a table

Select

ASSETS				TOTAL		
				3.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

Click

ASSETS				TOTAL		
				3.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

The entire line will be selected and the tool will ask for a confirmation to delete the line



ASSETS				TOTAL		Copy to 1-000000
				3.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

## Examples of selection + DELETE button

ASSETS					TOTAL
					3.000,
Item	Country	GAB	Currency	Sector	Initial Maturity
1-003000	XX	XX	XXX	90000	1999-999
1-000000	XX	XX	XXX	90000	1999-999
1-005000	XX	XX	XXX	90000	1999-999
1-006000	GB	XX	XXX	90000	1999-999
1-007000	LU	XX	XXX	90000	1999-999

ASSETS					TOTAL
					3.000,
Item	Country	GAB	Currency	Sector	Initial Maturity
1-003000	XX	XX	XXX	90000	1999-999
1-000000	XX	XX	XXX	90000	1999-999
1-005000	XX	XX	XXX	90000	1999-999
1-006000	GB	XX	XXX	90000	1999-999
1-007000	LU	XX	XXX	90000	1999-999

LIABILITIES					TOTAL
					3.000,
Item	Country	GAB	Currency	Sector	Initial Maturity
2-002050	XX	XX	XXX	90000	1999-999
2-000000	XX	XX	XXX	90000	1999-999
2-003000	XX	XX	XXX	90000	1999-999
2-C05000	XX	XX	XXX	90000	1999-999

LIABILITIES					TOTAL
					3.000,
Item	Country	GAB	Currency	Sector	Initial Maturity
2-002050	XX	XX	XXX	90000	1999-999
2-000000	XX	XX	XXX	90000	1999-999
2-003000	XX	XX	XXX	90000	1999-999
2-C05000	XX	XX	XXX	90000	1999-999

ASSETS					TOTAL
					3.000,
Item	Country	GAB	Currency	Sector	Initial Maturity
1-003000	XX	XX	XXX	90000	1999-999
1-000000	XX	XX	XXX	90000	1999-999
1-005000	XX	XX	XXX	90000	1999-999
1-006000	GB	XX	XXX	90000	1999-999
1-007000	LU	XX	XXX	90000	1999-999

ASSETS					TOTAL
					3.000,
Item	Country	GAB	Currency	Sector	Initial Maturity
1-003000	XX	XX	XXX	90000	1999-999
1-000000	XX	XX	XXX	90000	1999-999
1-005000	XX	XX	XXX	90000	1999-999
1-006000	GB	XX	XXX	90000	1999-999
1-007000	LU	XX	XXX	90000	1999-999

ASSETS					TOTAL	
					3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

LIABILITIES					TOTAL	
					3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.000,00
2-003000	XX	XX	XXX	90000	1999-999	500,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00

Click the left or right dustbin button

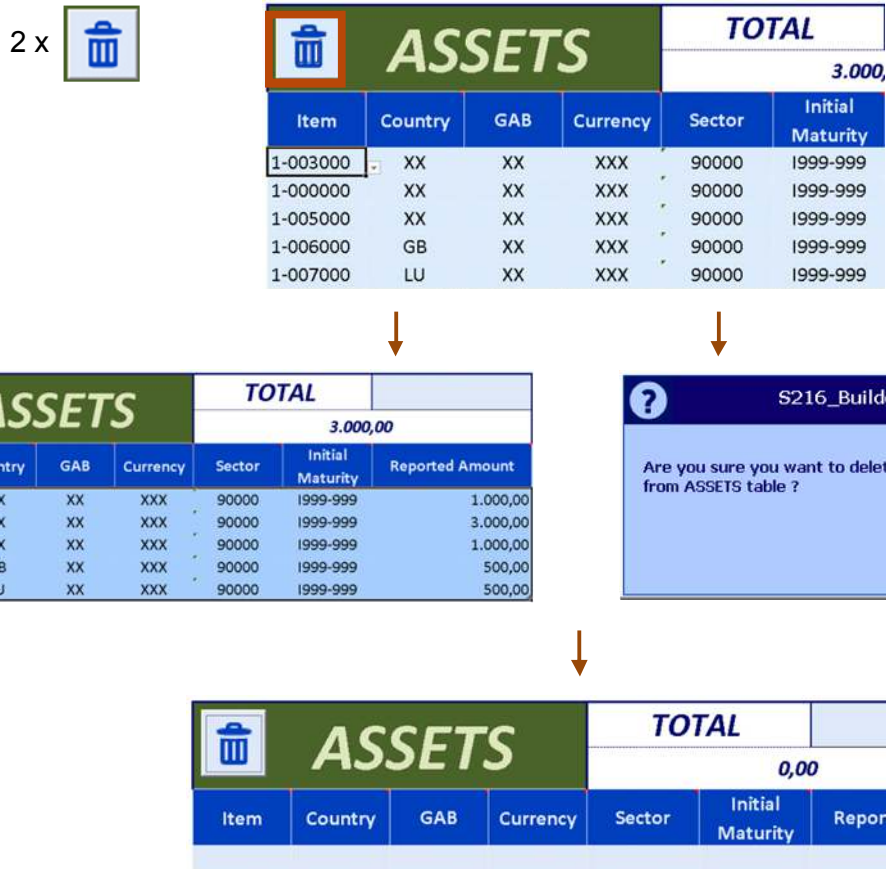
ASSETS					TOTAL	
					3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

LIABILITIES					TOTAL	
					3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.000,00
2-003000	XX	XX	XXX	90000	1999-999	500,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00



## Double clicking the DELETE button

If the delete button is double clicked all the lines of the table are selected and can be deleted if further confirmed :





## Copy data from another source:

One table can be copy/paste from whether another excel sheet or a TAB-separated text file :

	A	B	C	D	E	F	G	H
1	1-LA2001	NL	XX	EUR	44000	I000-01A	50000000.00	
2	1-LA2001	FR	XX	EUR	44000	I000-01A	50000000.00	
3	1-LA2002	NL	XX	EUR	44000	I000-01A	30000000.00	
4	1-LA2002	FR	XX	EUR	44000	I01A-999	45000000.00	
5	1-N02000	US	XX	USD	32100	I01A-999	10000000.00	
6	1-003000	XX	XX	XXX	90000	I999-999	450000000.00	
7	1-005000	XX	XX	XXX	90000	I999-999	250000000.00	
8	1-090000	US	XX	XXX	90000	I999-999	10000000.00	
9	1-090000	NL	XX	XXX	90000	I999-999	20000000.00	
10	1-006000	DE	XX	XXX	90000	I999-999	20000000.00	
11	1-007000	DE	XX	XXX	90000	I999-999	55000000.00	
12	1-LA2003	GB	X6	EUR	44000	I01A-999	75000000.00	
13	1-000000	XX	XX	XXX	90000	I999-999	957000000.00	
14								
15								

1-LA2001	NL	XX	EUR	44000	I000-01A	50000000.00
1-LA2001	FR	XX	EUR	44000	I000-01A	50000000.00
1-LA2002	NL	XX	EUR	44000	I000-01A	30000000.00
1-LA2002	FR	XX	EUR	44000	I01A-999	45000000.00
1-N02000	US	XX	USD	32100	I01A-999	10000000.00
1-003000	XX	XX	XXX	90000	I999-999	450000000.00
1-005000	XX	XX	XXX	90000	I999-999	250000000.00
1-090000	US	XX	XXX	90000	I999-999	10000000.00
1-090000	NL	XX	XXX	90000	I999-999	20000000.00
1-006000	DE	XX	XXX	90000	I999-999	20000000.00
1-007000	DE	XX	XXX	90000	I999-999	55000000.00
1-LA2003	GB	X6	EUR	44000	I01A-999	75000000.00
1-000000	XX	XX	XXX	90000	I999-999	957000000.00

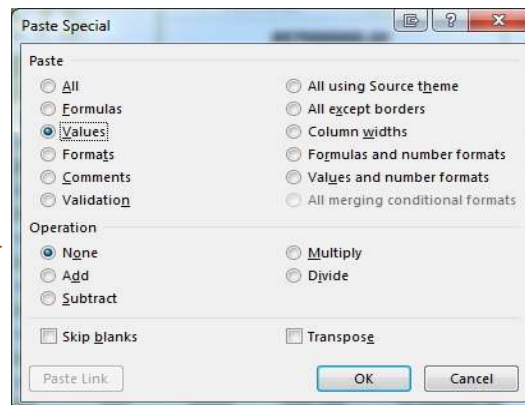
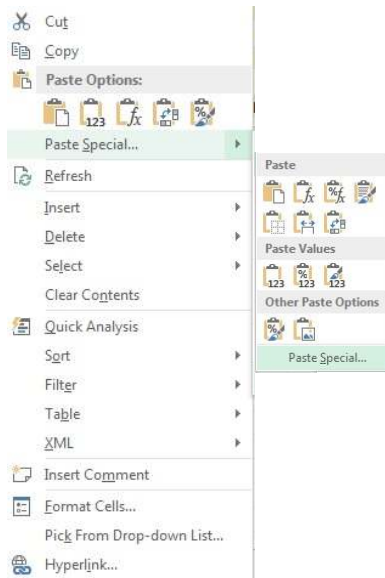
Select +



Bloc note / Notepad:  
Separators **need to be tabs**

Select the top-left cell of one of the 2 tables

ASSETS				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount



Excel: Right mouse  
button for paste values

ASSETS				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

## The "TOTAL" field:

Displays the **TOTAL amount** calculated for all the lines of the table and is compared to the total items (1-000000 & 2-000000).

LIABILITIES				TOTAL		
				3.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.000,00
2-003000	XX	XX	XXX	90000	1999-999	500,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00

ASSETS				TOTAL		
				3.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

*Total calculation*

*Total items 1-000 / 2-000*

*A difference up to 100€ between Assets and Liabilities TOTALs is accepted*

- 1-000000 and 2-000000 totals should have the same value; however it is allowed a maximum difference of € 100 between them.
- A detailed message will be displayed at the "Check" in case of problem.
- If the calculated TOTAL amount is different from the amount set in the Total Item, at the Check, the tool will :
  - ♦ Indicate the problem in the message window.
  - ♦ Highlight the reported amount of the Total item line.
  - ♦ Propose to use the "Copy to 1-000000" or "Copy to 2-000000" button.

## Case scenarios

### Case 1 : All "Total" numbers correspond

ASSETS				TOTAL		
				3.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

LIABILITIES				TOTAL		
				3.000,00		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.000,00
2-003000	XX	XX	XXX	90000	1999-999	500,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00



Pressing the "Check" button will :

- ♦ Modify the Export S216 Button from greyed to green, allowing to generate the report.

## Case 2 : Calculated TOTAL is different from total set in “Total Item(s)”

- In this example we added 2 problems, one by table.
- 1/ In the Assets table, the amount of the Total Item (1-000000) is 3200, when the total of all the other items is 3000 as displayed in the automatically TOTAL field calculated.
- 2/ Same kind of difference in the Liabilities with the Item 2-000000 (2900 <> 3000).

ASSETS							TOTAL	
							3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount		
1-003000	XX	XX	XXX	90000	1999-999	1.000,00		
1-000000	XX	XX	XXX	90000	1999-999	3.200,00		
1-005000	XX	XX	XXX	90000	1999-999	1.000,00		
1-006000	GB	XX	XXX	90000	1999-999	500,00		
1-007000	LU	XX	XXX	90000	1999-999	500,00		

LIABILITIES							TOTAL	
							3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount		
2-002050	XX	XX	XXX	90000	1999-999	1.000,00		
2-000000	XX	XX	XXX	90000	1999-999	2.900,00		
2-003000	XX	XX	XXX	90000	1999-999	500,00		
2-005000	XX	XX	XXX	90000	1999-999	1.500,00		

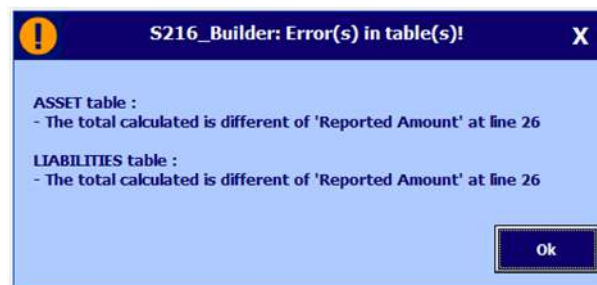


Pressing the “Check” button will :

- ◆ Displays a message window detailing the error(s) found
- ◆ Highlight the Reported Amount(s) of the Total Item for both table (red cell's border)
- ◆ Display one “Copy to XXX” button by table allowing to correct the problem (\*)

ASSETS							TOTAL	Copy to 1-000000
							3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount		
1-003000	XX	XX	XXX	90000	1999-999	1.000,00		
1-000000	XX	XX	XXX	90000	1999-999	3.200,00		
1-005000	XX	XX	XXX	90000	1999-999	1.000,00		
1-006000	GB	XX	XXX	90000	1999-999	500,00		
1-007000	LU	XX	XXX	90000	1999-999	500,00		

LIABILITIES							TOTAL	Copy to 2-000000
							3.000,00	
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount		
2-002050	XX	XX	XXX	90000	1999-999	1.000,00		
2-000000	XX	XX	XXX	90000	1999-999	2.900,00		
2-003000	XX	XX	XXX	90000	1999-999	500,00		
2-005000	XX	XX	XXX	90000	1999-999	1.500,00		



Correcting the Assets table :

- ◆ Whether the Reported Amount is not correct and has to be changed from 3200 to 3000. If yes, click the “**Copy to 1-000000**” button to correct.
- ◆ Or one or more of the Reported Amount(s) of other Items must be corrected in order that their total match the Total Item (1-000000) value.

Correcting the Liabilities table :

- ◆ Whether the Reported Amount is not correct and has to be changed from 2900 to 3000. If yes, click the “**Copy to 2-000000**” button to correct.
- ◆ Or one or more of the Reported Amount(s) of other Items must be corrected in order that their total matches the Total Item (2-000000) value.

### Case 3 : Totals are different between Assets and Liabilities

- In this example we have a different TOTAL between both tables : 3000 <> 3250.
- A difference of 100 is accepted but here the difference is 250.

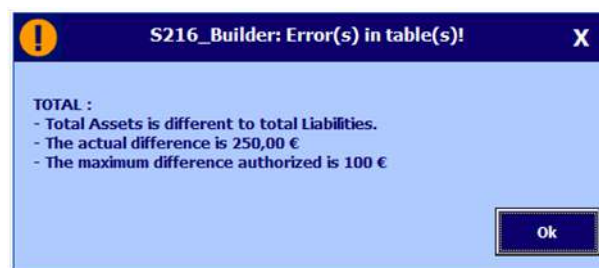


Pressing the “Check” button will :

- ◆ Displays a message window detailing the error(s) found.
- ◆ Highlight the automated calculated TOTAL cells with a light orange color.

ASSETS				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
1-003000	XX	XX	XXX	90000	1999-999	1.000,00
1-000000	XX	XX	XXX	90000	1999-999	3.000,00
1-005000	XX	XX	XXX	90000	1999-999	1.000,00
1-006000	GB	XX	XXX	90000	1999-999	500,00
1-007000	LU	XX	XXX	90000	1999-999	500,00

LIABILITIES				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.250,00
2-003000	XX	XX	XXX	90000	1999-999	750,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00



Cause of such error in totals may be multiple, review all numbers to find the guilty Item(s)

### Contextual copy buttons

These buttons appears only **after a Check and** when the Reported Amount set in the Total item (1-000000 or 2-000000) is different from the calculated amount of all the other Items of the same table.

Clicking on these buttons will copy the TOTAL calculated amount in the Reported Amount of the Total Item (1-000000 or 2-000000) cell of the corresponding table

Normally, when the Total Item of one the tables is updated, it should be the total of all the other item's added amounts. The tool verifies this and allows to quickly update the total amount (Total Item) of its table.

LIABILITIES				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.020,00
2-003000	XX	XX	XXX	90000	1999-999	500,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00

When clicked, the TOTAL value is updated in the corresponding X-00000 Item

LIABILITIES				TOTAL		
Item	Country	GAB	Currency	Sector	Initial Maturity	Reported Amount
2-002050	XX	XX	XXX	90000	1999-999	1.000,00
2-000000	XX	XX	XXX	90000	1999-999	3.000,00
2-003000	XX	XX	XXX	90000	1999-999	500,00
2-C05000	XX	XX	XXX	90000	1999-999	1.500,00

Confirm the update



## Changes made in 2020 version

U IT performed an important update of the RFC GUI tools in 2020. This main documentation was updated accordingly. A summary of this major update :

- 1 Review the user interface, mainly colours and buttons. Brings more uniformity to the interface aimed to improve user's experience.
- 2 Backup function  
A new backup functionality which allows performing a backup of any generated report but also grants options to customize it. Set a common directory to centralise the backups of all the reports generated by all the copies of the RFC GUI tools. Further options are proposed to well classify the backup reports in structured directories. Activating the backup remains optional.
- 3 Manage entities function  
A new option panel which allows to load the list of managed entities (Name, short name\* and DSE code). Further, for each copy of the tools will have the right Company Name displayed corresponding to the exact company manage when typing or selecting a different DSE code. This also prevents users to enter a wrong DSE code.
- 4 A new small capture panel was added when clicking on the top-mid large cell containing the Company (Declarer) name. It introduces a new information field names "Short Name". "Short Name" is limited in length and characters used. This new field is used in the backup options but can also be used by our customers for internal simplification.
- 5 Minor additions/changes :
  - Company name is now written in the second line (commentary) of any generated report, if available. In option, the short name and the user's account name can be also added.
  - Add control of the total amounts with relative to the threshold set by the BCL. The amount can be modified and is set by default to 500 million. Warns user in case of a lower total.
  - Add a new on/off function to automate or not the "end month" and "closing" dates change.
  - The tools now verify if they have sufficient rights before any report's generation or backup
  - Improve UIT info panel with direct links to the documentation and a small "check function" to generate a quick environment report for support purposes (excel and windows versions)
  - Correct the total amount calculation in the CrossCheck function which now allows a negative value for items of type "2-C05000"
  - Same security code can now have different holding of securities (types of detention)
  - Small bugs or misbehaviours corrected

## Excel options & Settings

The macros can be enabled or activated .Three scenarios are possible.

Screenshots can change depending on your version of Excel – this documentation was done using Excel 2010.

### Macros accepted

The file opens without any error message or warning.

→ Macros are accepted by default

If Excel displays a warning window "Cannot run the macro ..."

→ See the next point.

### Macros disabled

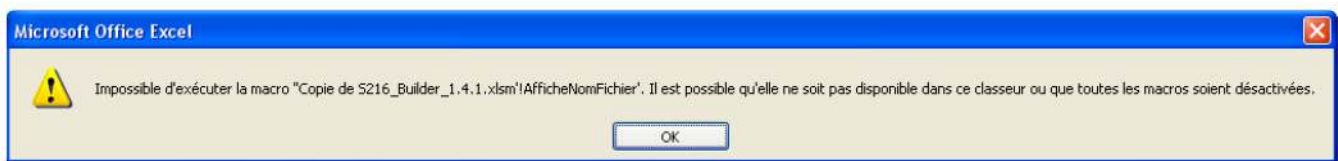
The file opens but displays a warning message when a macro is executed.

2 choices are possible:

→ Enable Macros in Excel level.

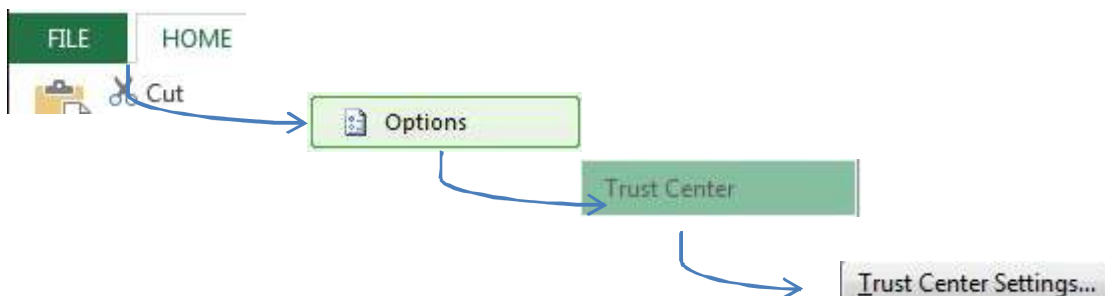
→ Suggest activation of macros when opening the file.

Once a macro is executed, the following message appears:



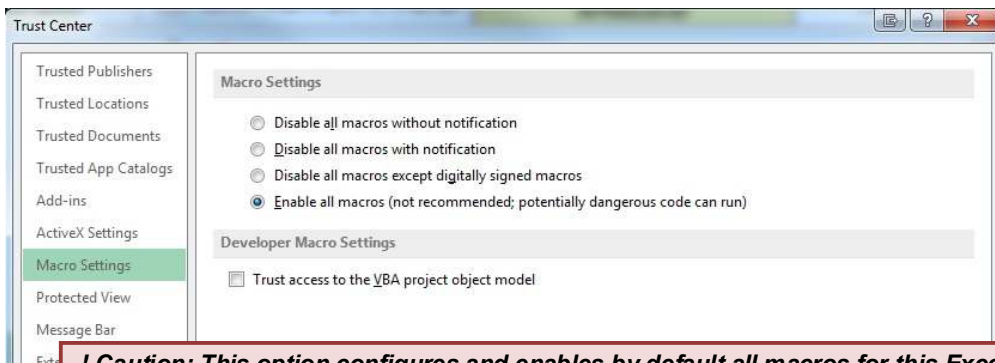
See the "Management Center of Excel confidentiality"

- Click on "File" in the top left tab.
- Click on "Excel Options"
- Select "Trust Center"
- Click on "Trust Center Settings"



### Enable macros by default:

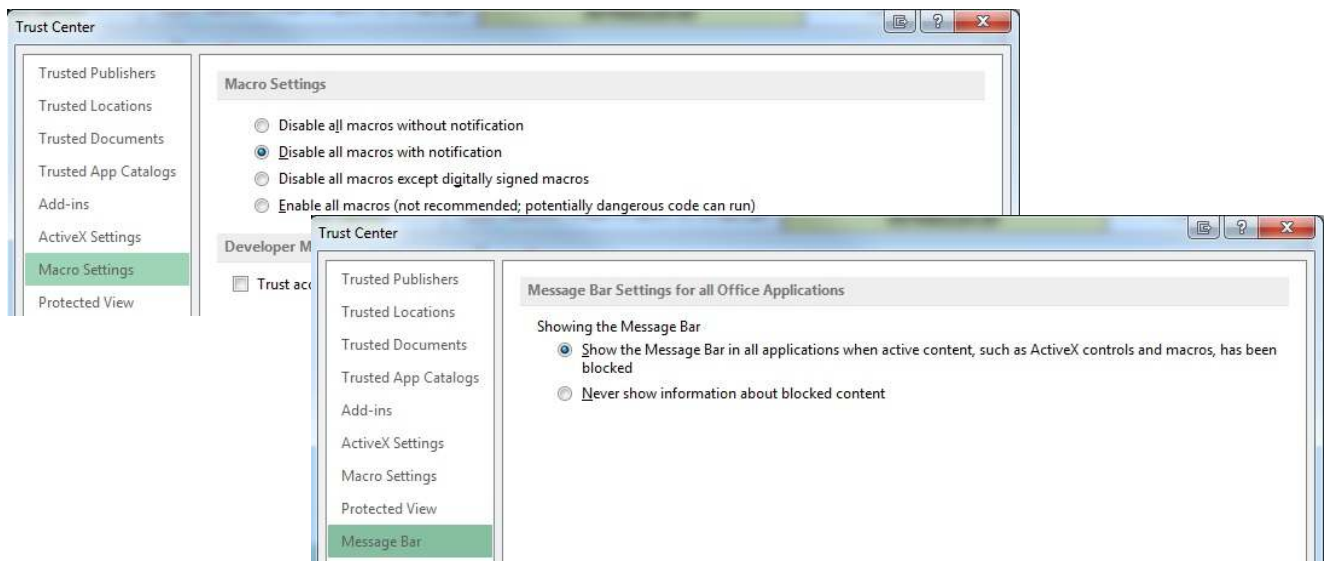
- Select "Macro Settings" in the left column.
- Select "Enable all macros ..."
- Click on "OK" twice.



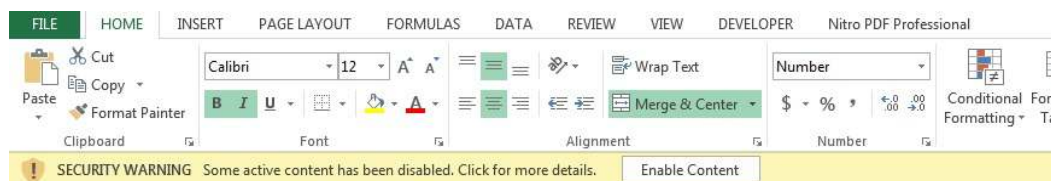
**! Caution: This option configures and enables by default all macros for this Excel installation**

### Enable Macros on request

- Select "Macro Settings" in the left column.
- Select "Disable all macros with notification"
- Select "Message Bar" in the left column.
- Select "Show the Message Bar ..."
- Click on "OK" twice.



- The following message will appear each time you load a file containing macros



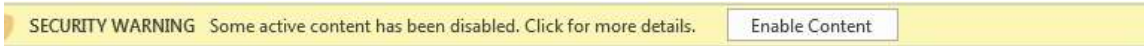
- Click on the "Enable Content" to enable Macros for the proper functionality of the S216\_Builder

**! This option will activate the macro each time you open a file.**

## Invitation to allow macros

In result to the previous point, Excel is warning that the file uses macros and offers the possibility to enable them for this document. This is how Excel reacts by default or if the "Enable macros on demand" option was selected.

When opening one of the RFC tools, Excel displays the following message :



- Click on "Enable content."
- Click on "Yes"





## Quick tips

### Preparation

When you receive the tools (first time or during the yearly renewal), we advise to follow these steps :

- Unzip the tools in a backup directory and copy the ZIP file with it.
- Write down the password to open the ZIP
- Make another copy of tools and place them in a directory named “\_Master”
- Open each tools that will be used and set all the desired options and parameters.
- Eventually, perform a further back of these configured macros.
- Copy the tools used as many time as the number of declarer entities, each having its own folder.
- Start using them

### Filling

- Press TAB button of the last cell (column Reported Amount) of the last line of one of the two tables to create and jump to a new line.
- All the values that you will need to add to the Assets/Liabilities tables are included in the drop lists of each line. Click on the cells to display these lists.
- This is useful to disable the system's thousands/decimals separators, it may bring conversion problems. Go in Excel's options => Advanced=> Editing options => unclick the system's separators check box.
- In order to delete a whole line, click the delete button with the trash icon. For simply deleting a cell's value use the keyboard's delete button.
- 

### Various

- You can disable the automatic excel help (cell's comments) in the option once you do not need anymore this extra help.
- Always set and verify the Headers data before updating any report, ensure to capture the data for the right entity and the right reporting period.