



EIOPA-260-2012
9 July 2012

**EIOPA Final Report
on Public Consultations No. 11/009 and
11/011
On the Proposal for
the Reporting and Disclosure
Requirements**

Table of Contents

- 1. Scope3**
- 2. Purpose.....4**
- 3. Feedback Statement7**
 - I. Introduction7
 - II. Comments in general.....7
 - III. Specific issues raised by respondents.....10
 - IV. EIOPA review of the Guidelines based on the comments received 12
 - V. Comments from Insurance and Reinsurance Stakeholders’ Group (IRSG) ...21
- 4. Annexes24**
 - 4.1. Annex I24
 - 4.2. Annex 225

1. Scope

- 1.1. This Final Report contains the outcome of two Public Consultations, No. 11/009 and No. 11/011, which were launched by EIOPA on November 8 2011 and on December 21 2011 on the proposal for reporting and disclosure requirements on insurance and reinsurance undertakings and insurance groups.
- 1.2. It includes a feedback statement with EIOPA's opinion on the main comments received during the Public Consultation.
- 1.3. In the Annexes, stakeholders can find the detailed resolution template with EIOPA's feedback on all comments received (Annex I), together with updated reporting and disclosure documents, which have been revised as a result of the comments received (Annex II).
- 1.4. In relation to the draft Guidelines on Solvency and Financial Condition Report and the Regular Supervisory Report, Reporting under predefined events and undertaking's Processes for Reporting & Disclosure, EIOPA has included the explanatory text in this Final Report, as it did in the Consultation Papers, in order to assist readers in understanding the thinking behind specific points in the Guidelines.
- 1.5. The requirements on reporting and disclosure templates described in this Final Report will be reflected in a technical standard to be drafted by EIOPA and endorsed by the European Commission (EC) according to Article 10 and 15 of EIOPA Regulation.
- 1.6. The draft Guidelines in this Final Report may still be subject to amendments in order to reflect future developments of any underlying legally binding Union acts.
- 1.7. The Omnibus II Directive (OMDII) will set the date of entry into force of the Solvency II regime. EIOPA strongly supports, within the constraints of the final decisions of the Parliament and the Council on the timeline and the scope of the technical standards, the entry into force of Solvency II from 1 January 2014.

2. Purpose

- 2.1. EIOPA acknowledges that the effective transition to the Solvency II regime and in particular compliance with the reporting and disclosure requirements from day one requires that early preparations are made for implementation.
- 2.2. Consequently, EIOPA has performed informal consultations with stakeholders over the last few years and this was followed by a period of formal public consultation at the end of 2011 on , Consultation Paper 9 (CP No. 11/009) and Consultation Paper 11 (CP No. 11/011).
- 2.3. CP No. 11/009 included the draft proposal on Quantitative Reporting Templates and Draft proposal for Guidelines on Narrative Public Disclosure & Supervisory Reporting, Predefined Events and Processes for Reporting & Disclosure. This consultation, included:
 - a) Issues Paper;
 - b) Excel templates for reporting and disclosure;
 - c) Summary docs for each template;
 - d) LOGs for each template;
 - e) Proposal for a Guideline on Narrative Public Disclosure & Supervisory Reporting, Predefined Events and Processes for Reporting & Disclosure;
 - f) Impact Assessment.
- 2.4. CP No. 11/011 introduced information needs required from insurers for financial stability purposes. This consultation included:
 - a) Issues Paper;
 - b) Excel templates for reporting and disclosure;
 - c) LOGs for each template.
- 2.5. The package in this Final Report reflects EIOPA's position on the comments received on CP No. 11/009 and CP No. 11/011.
- 2.6. EIOPA considers that it is crucial for the effective and timely implementation of Solvency II reporting and disclosure requirements (including the reporting needed for EIOPA financial stability purposes) that an updated package is provided, which undertakings can use as the basis for their preparations. Furthermore, EIOPA believes that the package represents a stable view of the level of granularity of the information that supervisory authorities will need to receive.
- 2.7. Changes arising from the discussions of OMDII and the implementing measures are not expected to be major and may potentially include amendments in the following templates:

- a) Scope of the quarterly reporting;
- b) Own funds;
- c) Solvency Capital Requirements (SCR) specific risk modules;
- d) Life Technical Provisions;
- e) Activity by country;
- f) Templates applicable to Ring Fenced Funds (RFF) (as the matching premium may impact RFF treatment).

2.8. Additionally, further clarifications will need to be developed regarding the use of the templates by undertakings that use the simplifications on technical provisions and SCR calculations to be defined by implementing measures.

2.9. The application of reporting and disclosure requirements to third country branches located in the EU will also be considered following this publication.

2.10. The European Markets Infrastructure Regulation (EMIR) consultation package, expected in July of 2012 will lead to an assessment on the need to revise the templates on derivatives. A full convergence of requirements is not envisaged since EMIR serves a different purpose to Solvency II. However, EIOPA believes it is important to align the requirements as far as possible to limit the reporting burden on undertakings..

2.11. Finally, the package may be amended during the implementation phase, in particular due to the development of the data point modelling and eXtensible Business Reporting Language (XBRL) taxonomy, the templates may require design or structural changes, but these will not affect their content.

2.12. The package published in this Final Report includes:

- a) Feedback Statement for CP No. 11/009 and for CP No. 11/011;
- b) Updated Excel templates (covering solo, groups and financial stability);
- c) Updated Summary docs (covering solo, groups and financial stability);
- d) Updated LOGs (covering solo, groups and financial stability);
- e) Updated proposal for the SFCR and narrative RSR, reporting under Predefined Events and undertakings own Processes for Reporting & Disclosure;
- f) Comments template.

2.13. The updated Excel files are presented in a different way to the files in CP no. 11/009 and CP No. 11/011 since this provides for better understanding

The package now includes six Excel files, listed in the table below, that include information for supervisory purposes and for financial stability purposes. The content for these files is described at the end of the Feedback Statement.

For solo undertakings	For Groups
Annual reporting solo templates	Annual reporting groups templates
Quarterly reporting solo templates	Quarterly reporting groups templates
Annual disclosure solo templates	Annual disclosure groups templates

2.14. The Summary docs, LOG files and the proposal for the SFCR and narrative RSR, reporting under Predefined Events and undertakings own Processes for Reporting & Disclosure were updated according to the changes made to the templates and further clarifications requested from stakeholders.

Future full and final package on Reporting and Disclosure

2.15. EIOPA expects that the final package on reporting and disclosure will be published during the course of 2013 and that it will incorporate the package now approved along with all foreseen changes described at paragraphs 2.1 to 2.10, and will include:

- a) Draft Technical Standard** (including solo, groups, financial stability requirements and requirements for third country branches):
 - i. Articles (will include content of Issues Paper as consulted and part of the content of summary docs and LOGs that are "requirements")
 - ii. Technical annexes (will include templates plus description of the items, based on LOG files)
 - iii. Validation rules (to be confirmed)
- b) Guidelines** (including solo, groups, financial stability requirements and requirements for third country branches), covering SFCR, RSR, pre-defines events and undertaking's policies:
 - i. Guidelines (where a more clear link between the SFCR and templates to be disclosed will be done)
 - ii. Excel templates (if needed – depends of the format to be used in the Technical annexes of the Technical Standard)
 - iii. Summary docs (if needed, with information not used in the Technical Standard but considered helpful for stakeholders)
 - iv. LOGs files (if needed, with information not used in the Technical Standard but considered helpful for stakeholders)
- c) Guideline on XBRL**

3. Feedback Statement

I. Introduction

1. EIOPA would like to thank all respondents who provided comments on the CP No. 11/009 and CP No. 11/011. These provided valuable suggestions for improving the reporting and disclosure requirements package and helped to identify areas needing further clarification.
2. The amendments made cover not only clarifications, including the acceptance of a number of rewording suggestions from respondents, but also some changes to the content of the Guidelines and the accompanying explanatory text..
3. The feedback statement outlines first the comments received from respondents to CP No. 11/009 and CPO No. 11/011 and second the review and resulting changes made to the reporting and disclosure package.
4. The comments from the Insurance and Reinsurance Stakeholders' Group are addressed in a specific section at the end of the feedback statement.

II. Comments in general

Implementation and maintenance costs

5. Respondents stated that the proposed reporting templates would put a heavy burden on undertakings. The costs will not only be the immediate costs of changing IT-systems. They believe that there will also be a permanent increase in costs for reporting because additional human resources will be required in all company functions involved in reporting.

Timing 18 months for implementation

6. If XBRL is chosen as the new technical format for reporting templates, respondents stated that the industry may require up to 2 years to implement and test the necessary systems. Respondents urged EIOPA to communicate their decision on the format of reporting templates as soon as possible to allow sufficient time for industry preparation.

Proportionality in general

7. Respondents believe that the principles of proportionality and materiality were not adequately considered in the general reporting requirements as well as in the amount of information to be reported. They proposed that a clear definition of materiality thresholds should be considered in several templates (e.g. reinsurance, technical provisions, repos and securities lending, balance-sheet – in this case respondents requested clarity on the criteria to report the balance sheet quarterly).

8. Respondents stated that assurance should be provided that the definition of which undertakings are exempted from quarterly reporting will remain stable and that this might be done through a larger period of observation of the conditions for inclusion and exclusion. It was stated that it is not clear who decides which undertakings are within the threshold and for how long.

Threshold of 6bn for financial stability information

9. Respondents believe the threshold is too low and will include insurers with no relevance for financial stability. In particular in large countries, a relatively high number of insurers will be included.
10. Other respondents expressed some concern that a threshold of EUR 6 bn might have a negative impact on the sector coverage for small and medium sized countries.

Deadlines for financial stability information

11. Respondents expressed serious concern regarding the introduction of shorter deadlines for groups. Several respondents expressed that they would face severe difficulties in preparing consolidated data with the shorter deadlines and on a quarterly basis.
12. Other respondents considered timely information essential for financial stability analysis.

Quarterly reporting and 4th quarter reporting

13. Respondents believe that national regulatory authorities should be given the flexibility of exempting companies with a stable risk profile from quarterly reporting in accordance with the principle of proportionality.
14. Reporting of the 4th quarter template is considered very burdensome as it duplicates a process which must be done at a later point again. It is questioned why the supervisory authority request parts of the information already 9 weeks before the annual report will be submitted.

Standard codes to be used in the reporting

15. Respondents have many doubts on how the several codes required are maintained, e.g. codes for reinsurers, issuers, issuer group, issuer sector and counterparties. Respondents welcomed the possibility that EIOPA introduces entity's codes to avoid incorrect legal names of involved entities. However it is still unclear whether these codes will be determined by the undertaking or by EIOPA.
16. On the CIC codes respondents welcome standardised rules. They say that a possibility would be EIOPA to appoint providers for determining the CIC Codes for listed securities and providing guidance on CIC mapping for unlisted securities, for example via a guidance committee.

Technical provisions by line of business for financial stability information

17. Respondents were concerned about the request of technical provisions by line of business for groups as they saw it to re-introduce requirements on group level which were no longer part of the micro-prudential package. Groups are not required to fill in the technical provisions templates in the micro-package by line of business.

Quarterly SCR for financial stability information

18. Respondents raised concerns about providing quarterly updates on a best effort basis of SCR if this includes a volatile element, in particular for groups (for micro-prudential purposes, there is no requirement to present either a solo SCR nor a SCR group calculation on a quarterly basis).

19. Other respondents stressed the importance of the reporting of quarterly SCR, either solo or at a group level, important for financial stability analysis.

Statutory accounts for financial stability information

20. Respondents raised concern regarding the reporting of quarterly statutory accounts as many insurers only disclose semi-annual information. In particular, this concern related to the overall P&L figure, although issues were also raised with the other statutory account figure of total balance sheet.

Detailed list of assets and look-through principle

21. Respondents, and assets managers in particular, expressed concern about confidentiality, costs of provision of ratings and availability of investment returns on group level.

22. Respondents believed the look-through principle of investment funds would be challenging to meet.

Best effort for financial stability information

23. Respondents requested clarity or guidance regarding the content of the best effort principle to be applied for financial stability reporting.

Legal hook for financial stability information

24. Respondents requested clarity on the legal hook for a separate request for data for financial stability purposes and argued that it would be insufficient to base the reporting requirement on Solvency II requirements.

Lapse rates for financial stability information

25. Respondents believed that lapse rates, especially number of contracts, would not provide useful information to EIOPA.

Duration of liabilities for financial stability information

26. Respondents questioned the usefulness of this information and argued that it would be difficult to calculate, especially on a group basis.

III. Specific issues raised by respondents

Balance Sheet

27. The disclosure of the Accounting Balance Sheet together with the Solvency II Balance Sheet was considered as misleading and adding no additional benefit. Respondents believed that only the Solvency II Balance Sheet should be publically disclosed along with a narrative statement explaining differences that have arisen between the two balance sheets.

Country K1

28. Respondents proposed to introduce a threshold for the EEA branches reporting.

Own funds

29. Respondents commented on the apparent complexity of the own funds template.

Variation analysis

30. Respondents main comments were:

- a) No split by lines of business (LoB) should be required;
- b) The accident Year and Underwriting Year approaches for explaining variations due to technical provisions should be authorised;
- c) The split of analysis between periods and detailed breakdown on reinsurance recoverables is considered demanding;
- d) Concerns around the request of cash flow information (as opposed to accounting or accrual based information);
- e) Cost and timeliness issues.

31. Major respondents requested further discussions to be held with EIOPA on these templates.

MCR / SCR

32. Respondents asked if a tool will be produced by EIOPA to help undertakings to calculate the SCR.

33. Doubts regarding the applicability of the templates to companies using internal models when an estimate of the SCR is requested under article 112 of the Directive.

34. Respondents commented on the level of detail of the catastrophic risk template (B3F).

Assets

35. Proposals to delete some columns, e.g. delta, rating, etc., that can be retrieved from financial sources.

36. Comments stated that the reporting of information on credit rating may have additional costs.

37. Respondents stated that assets of unit linked products should not be reported.

38. Respondents asked for the possibility of allowing for simplifications in the reporting of investment funds using the look-through approach.

Technical provisions Non-Life

39. There was a request for guidance on simplifications and clarification of the meaning of best effort basis regarding quarterly reporting.

40. There was a request for revisiting thresholds regarding the split of run-off triangles by material currency –

41. Respondents questioned the need for reinsurance triangles.

Technical provisions Life

42. Comments regarding the quarterly reporting – There was a request for guidance on simplifications regarding the quarterly reporting and for clarification on the meaning of best efforts basis.

Reinsurance

43. Comments were received regarding the request of information on reinsurers credit rating and eventual costs (same issue on assets), and the requested materiality thresholds.

Specific comments on groups templates

Balance-sheet

44. Respondents believed that the applicability of the template was not clear (Deduction & Aggregation method: doubts on how to fill in the template). Also, they believed that only the Solvency II Balance Sheet should be publically disclosed along with a narrative statement explaining the differences that have arisen between the Solvency II Balance Sheet and accounting Balance Sheet (consolidation scope may even be different).

Own funds

45. Respondents questioned the quarterly frequency, the level of public disclosure and the treatment of non-EEA entities.

SCR

46. Doubts were expressed on how the templates should be filled in when a combination of methods are used.

Assets

47. Respondents recommended that the scope of assets reported at group level should be reviewed. Respondents considered that it is more relevant for assets be reported on a consolidated basis for the whole group (instead of the proposed requirement of reporting being limited to non-EEA entities and non-insurance and non-regulated entities)

Intra Group Transactions (IGT)

48. Reporting at different levels was considered to be excessive (sub-groups and groups). It was stated that the definitions of "significant" and "very significant" should be risk based; it was also queried whether all IGTs should be reported, particularly those terminated during the period.

49. It was suggested that transactions should be reported in the currency of the group rather than the currency of the transaction

Risk Concentration (RC)

50. Respondents commented that the reporting of RC should not be standardised. Respondents believe that the template does not achieve the intended purpose, and that the reporting of risk concentrations should be performed on a qualitative basis (in combination with quantitative reporting).

Specific comments on Narrative reporting and disclosure

51. Regarding the narrative part, respondents comments addressed mainly the SFCR:

- a) The amount of information proposed for public disclosure is seen as excessive in general;
- b) The industry perception is that requirements go beyond what is defined in Level 2;

There is perceived to be a duplication of information between the SFCR and quantitative templates disclosed.

IV. EIOPA review of the Guidelines based on the comments received

Implementation and maintenance costs

52. EIOPA acknowledges the implementation and maintenance costs of the reporting package, but it should be considered within the context of the overall Solvency II implementation. EIOPA has assessed the costs and benefits arising from the reporting package and believes that the revised package represents an appropriate balance between costs for the undertakings and the needs of supervisory authorities to ensure the protection of policyholders and the assessment of financial stability. Furthermore, part of the costs associated to this package should not be considered simply as supervisory reporting costs, since the detailed information reported is also needed for the calculation of financial requirements and the proper management of the undertaking.

Timing of 18 months for implementation

53. EIOPA is aware of and shares some of respondents' concerns regarding the timing for implementation. This is the reason why CP No. 11/009 and CP no. 11/011 were consulted with respondents in advance of other Solvency II technical standards and guidelines and why an updated package is now being published. However, it should be noted that EIOPA is dependent on a number of external factors. The OMDII and the implementing measures, which are still under discussion, are expected to lead to changes in the reporting package and the final draft of Technical Standard to be developed by EIOPA will have to incorporate those changes.

54. Despite these expected changes, EIOPA believes that this package represents a stable view of the level of granularity of the information that supervisory authorities will need to receive.

Proportionality in general

55. The principle of proportionality is considered in the reporting package in three different ways. Firstly it is inherent, in that a company with less complexity in their business will consequently have less complexity to their reporting, for example fewer Lines of Business, currencies, and no derivatives to report. Secondly, for some templates such as the detailed list of assets, thresholds based on size are defined. Thirdly, materiality thresholds are considered in several templates.

56. In the revised package, the potential for exemptions and the application of materiality principles were revised and made clearer.

Threshold of 6bn for financial stability information

57. In line with the proportionality principle and taking the concern of the industry into consideration, the threshold will be increased to 12 billion Euros in assets at Solvency II balance sheet.

58. A national market coverage survey indicated that for a few countries, national market coverage would be very limited. In order to ensure a minimum national market coverage, the 12 billion threshold will therefore

be complemented with a criterion for obtaining at least 50 per cent coverage on a national level.

59. It is clarified that the threshold relates to the Solvency II balance sheet.

60. It is noted that these criteria may be subject to a review (3 years after the start of reporting) following market developments in order to ensure that reasonable sample coverage is obtained for financial stability purposes, and along the further developments in the definition of systemic importance.

Deadlines for financial stability information

61. It is acknowledged that time is required for consolidation of the solo reports. Taking into consideration the concerns of industry, but also the tight deadlines EIOPA is bound by, 1 additional week will be allowed for group consolidation for the Financial Stability reporting, resulting in a FS deadline of 6 weeks after transition. For solo undertakings falling within the threshold and that do not report at a group level the reporting would need to be made within 5 weeks for the financial stability items which are in the micro solo package and 6 weeks for the ones that are not in the micro solo package.

62. This should enable reporting undertakings to take full advantage of the time allowed for solo reporting (5 weeks after transition), and then have 1 week for consolidating on a best effort basis for financial stability reporting.

63. During the transition period, the deadlines for financial stability will follow the solo deadlines, plus 1 week (i.e. envisaged 8+1 week the first year decreasing to 5+1 week four years after implementation of Solvency II).

Quarterly reporting and 4th quarter reporting

64. Frequency and timeliness of reporting is crucial for the adequate supervision of insurance undertakings. In this regard, quarterly reporting is crucial for the supervisory process which is why it already exists under Solvency I. Under Solvency II, quarterly reporting is kept to a minimum of the information needed.

65. However, following the consultation on the financial stability reporting, EIOPA has identified several areas where it was able to reduce the reporting burden to insurers, and under the CP No. 11/009 package EIOPA has reviewed the thresholds and criteria related to quarterly reporting, notably as regards Assets D4.

66. Also, EIOPA agrees that insurers should not have to report the same information twice. Therefore some changes were introduced in the split between quarterly and annual information. In the current package the templates Assets D1, D2O and D2T are quarterly templates only, although they are to be reported on the fourth quarter by every undertaking, with no exemptions and within the quarterly deadline. They would only need to

be re-submitted within the annual deadlines if material valuation changes occur after the due date for the fourth quarter reporting.

Standard codes to be used in the reporting

67. EIOPA acknowledges the concerns in this area. However it considers that full harmonisation of the codes to be used is currently not possible. A first step will be done with a reinsurance undertakings codification that will be developed and maintained by EIOPA to guarantee a common identifier of the reinsurance undertakings. Regarding the other codes, codes available in the market will be used. Additionally, in relation to EIOPA's duties to set up a register of all EU insurance and reinsurance undertakings, harmonised codes will be implemented and will be made available.

68. In relation to the CIC codes, the aim of these codes is primarily to assess an undertaking's ability to identify the risks of the investments that it holds. This is the reason why a harmonisation of the code is not envisaged within the short term. The use of this code by supervisors to perform cross-sector and market analysis is a secondary aim. This secondary purpose is not undermined by the lack of the lack of harmonisation of the CIC, as it can be overcome by adequate supervision and use of financial information from service providers.

Technical provisions by line of business for financial stability information

69. EIOPA acknowledges that this would be demanding for insurers and will not require technical provisions by line of business for groups.

70. Instead, and as the SII Balance-sheet will be required quarterly for both solo and groups, technical provisions items will be requested from the Balance Sheet template quarterly with the following splits: i) Non-life (excluding health), ii) health (similar to non-life), iii) health (similar to life), iv) life (excluding health and index-linked and unit-linked), and v) index-linked and unit-linked.

Quarterly SCR for financial stability information

71. As quarterly information on the solvency capital position of undertakings is considered crucial for financial stability purposes, the overall SCR is requested quarterly for undertakings within the FS scope. However, as indicated in CP no. 11/011, the SCR should only be updated with volatile elements, and only on a best effort basis. See also sub-section f) on the best effort.

72. For (partial) internal model users this can be based on their use test.

73. Standard formula users should re-calculate the volatile components of the SCR (this would usually be the market risk module) in order to report the overall SCR on best effort basis.

Statutory accounts (i.e. P&L and Balance Sheet) for financial stability information

74. Taking the concerns of the industry into consideration, profit and loss information will be requested on a semi-annual basis and not quarterly. The overall profit and loss (P&L) is seen as an important overall performance indicator that is not part of Solvency II reporting for micro prudential purposes.
75. Based on industry comments, semi-annual reporting should not be too burdensome. .
76. The other statutory accounting balance sheet items (balance sheet total, and capital and reserves) proposed in CP no. 11/011 are no longer requested as this will be reported quarterly on a Solvency-II basis for supervisory purposes (see item Balance sheets under comments on specific templates).

Detailed list of assets

77. The Solvency II framework gives undertakings extensive freedom to perform their activities as they see fit. A principle based regime, with a reduction in the prescribed constraints on the way undertakings are managed should be balanced with a higher degree of information to supervisory authorities to allow the latter to discharge their duties. Furthermore, the information required for reporting purposes will also be needed by undertaking to properly manage their investments under Solvency II.
78. In terms of the look-through approach, EIOPA notes that the quarterly reporting is only required from undertakings that hold more than 30% of their portfolio in investment funds (the threshold was raised from 20% to 30%) and template Assets D4 only requires the look through approach regarding the asset category, geographical exposure and currency exposure (and therefore not a complete look-through).

Best effort for financial stability information

79. EIOPA acknowledges the need for Guidelines on best effort for financial stability reporting.
80. As a principle, best effort is intended to provide a limited room for individual optimisation in data-provision for reporting undertakings, while requiring a certain level of internal governance (not necessarily the same level as governance as for regular reporting) to ensure the necessary quality. While data provided need to be exact enough to serve as an indicator on aggregate, there needs to be a clear distinction from the exactness of data for supervisory use.

81. More Guidelines from EIOPA will be available from the start of the reporting. These Guidelines will include specific information on the use of estimations for particular items and the preliminary status of the figures.

Legal hook for financial stability information

82. Following industry concern, EIOPA clarifies that the specific reporting requirements for financial stability are based on Article 35 of the EIOPA regulation which provides the Authority with the possibility to collect all the necessary information to carry out the duties assigned to it, i.e. to monitor and assess market development.

Lapse rates for financial stability information

83. EIOPA requires an indicator for the potential liquidity drain due to policyholder behaviour for life business. Although lapse rates by volume and number of contracts are not perfect measures, EIOPA considers this information to be available on a best-effort basis to undertakings and that the benefits outweigh the costs of this request.

Duration of liabilities for financial stability information

84. EIOPA requires an indicator for the interest rate sensitivity of the technical liabilities, the risk-mitigating effect of hedging via derivatives and potential asset-liability mismatches. EIOPA considers this information to be available on a best-effort basis to undertakings and that the benefits outweigh the costs of this request.

On the specific templates

Balance-sheet

85. EIOPA agreed on respondent's comments regarding the disclosure requirements and has provided that for disclosure purposes only the SII Balance Sheet should be disclosed, both at solo and at group level.

86. As for the quarterly reporting requirement, CP No. 11/009 proposed that undertakings were exempted from the quarterly reporting of the Balance sheet according to a threshold and this was welcomed by respondents. However, respondents complained that the threshold was difficult to apply, creating uncertainty on the quarterly requirements for each undertaking. No solution was presented by respondents to overcome this problem and any risk-based threshold that could be developed would always be subject to criticism.

87. Moreover, respondents highlighted that undertakings would have to establish a balance sheet in any case to report own funds information quarterly and EIOPA considers quarterly own funds information as crucial to supervise the MCR, as defined in the Directive.

88. Finally, respondents correctly highlighted that the threshold proposed under CP No. 11/009 was not possible to be applied to groups.

89. Taking all this into consideration, EIOPA believes that, both from a supervisory point of view and from an operational point of view for undertakings, the request of the balance-sheet quarterly without exemptions is the best approach.

Country K1

90. EIOPA did not include, as requested, a threshold since information from all EEA branches needs to be reported (and exchanged between supervisory authorities), according to the SII Directive.

91. Regarding the non-EEA branches the threshold was removed as the impact will be minor, and for the undertakings where the impact is not minor the information on all non-EEA branches is crucial for supervision.

Own funds

92. Amendments to this template were introduced to better reflect the requirements and a specific template on participations, with materiality thresholds, was added.

Variation analysis

93. EIOPA engaged in a discussion with some respondents and the current proposal represents a balanced approach between supervisory needs and respondents comments:

- a) The templates were revised in general to provide a better link to the other templates and a reduced burden in some areas (one of the four template was removed);
- b) It was clarified that both accident and underwriting basis are allowed – in line with the approach for TP templates reporting;
- c) The detailed breakdown on reinsurance recoverables was removed;
- d) The order of calculation in the roll-forward of Best estimate was modified;
- e) The split per period was kept with information by LoB on Non-Life;
- f) The information on technical flows are now required on an accrual basis instead of a cash-flow basis.

94. With respect to the information in the split per period in Life, it was considered that a breakdown between Life and Health could be sufficient. For Non-Life, considering the very different types of LoB, a breakdown by LoB was considered crucial. The introduction of thresholds was considered as likely to introduce gaps in the information from one reporting year to the next that would render the information reported unusable for supervisory purposes. For the analysis of this information the maintenance of historical data with no gaps was considered as fundamental.

MCR / SCR

95. A tool for the calculation of the SCR may be considered in future but such a tool will not be used for reporting purposes.

96. It was clarified that when supervisory authorities require an estimate of the SCR in accordance with article 112(7), as default, only SCR-B2A should be used for the reporting of the estimate.
97. The counterparty default risk SCR template was adapted to better reflect the SCR calculation rationale.
98. Regarding the Catastrophe template EIOPA believes that the information contained within the template is required in order for the supervisor to understand the material risk exposures which drive the catastrophe capital charge and to challenge the undertaking as appropriate.
99. Usually undertakings do not have all types of risks, so the templates are only partially applicable to most of the undertakings. For undertakings that are exposed to all types of risks all information needs to be reported due to the complexity of the portfolio.
100. The applicability of these templates to RFF was kept.
101. Finally, reporting requirements for undertakings that use simplifications in different risk modules needs to be addressed after the OMDII and the implementing measures are known.

Assets

102. The granularity of Assets D1 was kept as the template is a crucial tool for the supervision of the prudent person principle.
103. Applicability to unit linked, including the look-through template, was kept as it is understood that the prudent person principle applies also to the investments underlying these products and this should be supervised as risks, such as the reputational risk, could be faced.
104. The frequency of Assets D4 was kept, however the threshold was increased from 20% to 30%. EIOPA highlights that the template Assets D4 only requires look-through of asset category, three geographical zone and currency identification (as local or foreign), not a full look-through of investment funds as required for SCR calculation.

Technical provisions Non-Life

105. EIOPA proposes that the simplifications to be used in the quarterly calculation of technical provisions are the ones foreseen in the legislation and will be further developed in the Guidelines on the Valuation of Technical Provisions.
106. The thresholds applicable to the templates were clarified.
107. The reinsurance triangles were kept however the "salvages and subrogation" triangles were deleted.
108. The scope of the reporting of the cash-flow projection by undertakings that use simplifications was reduced but will still be

requested in defined situations. The obligation to report future expected cash-flows was kept for reporting purposes only where a material part of TP (more than 10%) has a long settlement period, while undertakings will be allowed to exclude from template E2 and F2 the cash-flows related to Technical Provisions with a short settlement period (less than 24 months).

Technical provisions Life

109. EIOPA proposes that the simplifications to be used in the quarterly calculation of technical provisions are the ones foreseen in the legislation and will be further developed in Actuarial Guidelines.

Reinsurance

110. No materiality threshold was introduced in these templates, but templates J1 and J2 were simplified (divided) to avoid the duplication of information as much as possible. Also, the frequency of template J2 was revised.

Specific comments on groups templates

Balance-sheet

111. The doubts raised on the applicability of the template were clarified.

112. EIOPA agreed with respondent's comments regarding the disclosure requirement and has provided that for disclosure purposes only the SII Balance Sheet should be disclosed, both at solo and at a group level.

Own funds

113. Quarterly own-funds requirements were kept as they are deemed relevant at group level as well. However, the quarterly template is less detailed compared to the annual template.

114. Amendments to the annual template were introduced to better clarify the meaning and the calculation of some cells (for example treatment on non-EEA entities, reconciliation reserve, calculation of non-available own funds).

115. At both solo and group level, the part for the public disclosure has been clearly indicated.

SCR

116. The doubts raised were clarified.

Assets

117. EIOPA agreed with the comments received and the scope of the template was amended. The template will be applicable for all methods (Accounting consolidation-based method and Deduction and Aggregation method and a combination of both methods).

Intra Group Transactions

118. Article 216 of SII Directive requires that if a national subgroup is established, it is subject to group supervision. As reporting is part of group supervision all reporting templates must be reported at this level.
119. Definitions of what constitutes the 'significant' and 'very significant' will be addressed by separately as part of the overall Solvency II package. The college will be able to amend these definitions to account for group specificities.
120. All IGTs that occur or terminate over the period are to be reported. This is aligned with the SII Directive (art. 245(2)).
121. Transactions are to be reported in the currency of the group, the LOGS have been updated to reflect this.

Risk Concentration

122. Reporting of risk concentrations will be done in a quantitative form through a RC template and will be binding for all insurance groups. Additionally, qualitative information may be reported. Due to strong concerns from of the industry, public disclosure is no longer requested.

Specific comments on Narrative reporting/disclosure

123. EIOPA considers that the narrative reporting Guidelines complement what will be prescribed under the Directive and the implementing measures and gives important guidance on the expected level of reporting and disclosure. However, the content of the SFCR was revised and where appropriate some information was moved to the narrative part of the RSR.

V. Comments from Insurance and Reinsurance Stakeholders' Group (IRSG)

124. EIOPA received two documents with comments from the IRSG. One addressing general and main concerns and a second one addressing more specific concerns.
125. Regarding the general concerns, the IRSG highlighted the application of the proportionality principle, the external audit requirements and the local reporting requirements.
126. EIOPA welcomed the thoughts and arguments put forward as they have contributed to an effective dialogue with stakeholders and have helped to achieve a balanced approach taking into account the costs and benefits of such requirements.
127. On proportionality, please refer to paragraphs 55 and 56.

128. Where they were considered adequate following respondents comments in general, the exemptions and application of thresholds and materiality principles were revised and made clearer in the current package.
129. The current package does not address the issue of external audit.
130. As for local requirements, EIOPA stresses that they will exist only where specificities of the local market justify their existence and where it is considered that a harmonisation of the information to be reported has not been adequate.
131. In its general comments, IRSG selected as principal concerns from the market the following:
- Detailed list of assets;
 - Deadlines under financial stability information;
 - Quarterly reporting;
 - Disclosure.
132. On these please refer to section IV. of this document. EIOPA believes that the package now published represents, both for reporting and disclosure requirements, a balanced approach between the regulatory burden being imposed of undertakings and the needs of supervisory authorities in order to discharge their duties to protect policy holders and make financial stability assessments.
133. As for the quarterly reporting requirement, please refer to paragraphs 64 to 66 and 85 to 89.
134. The second note from the IRSG addressed more specific issues, from which we highlight the following:
- Underwriting vs accident year triangles and triangles size;
 - Variation analysis;
 - Reinsurance;
 - Technical provisions;
 - SCR and MCR templates;
 - RFF (ring-fenced funds);
 - Group Risk concentration templates;
 - Narrative Guidelines.
135. It was clarified that reporting on technical provisions should be done using either accident year or underwriting year. EIOPA does not require the use of one approach over the other.
136. Regarding the variation analysis templates EIOPA engaged in a discussion with stakeholders and the current proposal represents a balanced approach between supervisory needs and stakeholders comments. On this, please refer to section IV of this document.
137. The templates regarding Reinsurance were made simpler (divided) to avoid duplication of information. EIOPA believes that information on reinsurance treaties is crucial.

138. The templates regarding technical provisions were revised and when adequate amended. Some information was deleted (e.g. the “salvage and subrogation” triangles) and in others some clarifications were added.
139. Regarding the use of SCR templates by undertakings that use an internal model and for which the supervisory authority has required an estimation of the SCR in accordance with article 112(7), it was clarified that only general template should be filled in and that the use of the templates specific to the risk modules should not, by default, be filled in.
140. On RFF the requirements were kept. However it is expected that templates applicable to RFF will be revised later on as the matching premium may impact RFF treatment.
141. Generally the templates for groups were revised and made clearer. Specifically, the template G20 has been deleted since no SCR adjustments for Intra group transactions (IGT) are required anymore if Deduction & Aggregation Method (D&A) is applied, and the information on the segmentation of the SCR in main risk modules has been moved from template G20 to the template G03, whose scope has been clarified. Specifically on the disclosure of the Risk Concentration template, this is no longer required. However, narrative information should be included in the SFCR.
142. Concerns on the narrative reporting were addressed. A new structure was introduced to better identify the requirements for solo and groups and the information to be disclosed was revised.

4. Annexes

4.1. Annex I

[Comments template Financial Stability final](#)
[Comments template General final](#)
[Comments template Impact Assessment final](#)
[Comments template Narrative final](#)
[Comments template QRT Assets final](#)
[Comments template QRT BS final](#)
[Comments template QRT Country final](#)
[Comments template QRT Cover final](#)
[Comments template QRT Groups G final](#)
[Comments template QRT Groups IGT final](#)
[Comments template QRT Groups RC final](#)
[Comments template QRT MCR final](#)
[Comments template QRT OF final](#)
[Comments template QRT Reinsurance final](#)
[Comments template QRT SCR final](#)
[Comments template QRT TP final](#)
[Comments template QRT VA final](#)

4.2. Annex 2

Guidance to read Annex 4.2 and the updated reporting package

1. Undertakings and groups shall submit the information contained in the quantitative reporting templates according to their frequency and deadlines, to be established in implementing measures.
2. The groups where the parent undertaking is a mixed-activity or insurance holding company need to report the four IGT templates.
3. Undertakings and groups shall publicly disclose in their Solvency and Financial Condition Report the templates as set out in the disclosure files.
4. Undertakings shall submit to supervisors, for each of their material RFF, the quantitative reporting templates as set out in the tables below.
5. Regarding the information for financial stability purposes, the following entities shall submit the information:
 - a) Groups with assets with more than EUR 12 bn in total assets in the SII balance sheet;
 - b) Undertakings with more than EUR 12 bn in total assets in the SII balance sheet and that do not belong to a group reporting under previous criterion;
 - c) Undertakings designated for reporting by the National Supervisory Authorities (NSAs) in order to reach a national market coverage of at least 50% in terms of total assets (in selecting the reporting sample, the largest undertakings shall be designated first). EIOPA will establish Guidelines to enable NSA to assess how to reach the 50 % threshold in a harmonised way.
6. The information identified as for Financial Stability purposes should be reported by:
 - a) Groups that fall into the threshold within 6 weeks for both quarterly and annual information;
 - b) Solo undertakings that fall into the threshold (and that do not belong to a group) within 5 weeks for the quarterly information;
 - c) Solo undertakings that fall into the threshold (and that do not belong to a group) within 6 weeks for the quarterly information that is not part of the micro-package and annually information;
7. In order to keep the sample composition more stable over time, admission to and deletion from the sample shall be phased in and phased out. This would mean that groups/undertakings whose total assets balance sheet is close to the threshold (EUR 12 bn) shall not switch in and out every other year.

8. For admission to the sample, EIOPA will analyse, on an annual basis, by means of the information received by NSAs, whether groups/undertakings which are currently not part of the sample have total balance sheet of more than EUR 13 bn EUR (current threshold plus EUR 1 bn) – these groups/undertakings shall be included immediately (with an advance notice so that groups/undertakings have six months to prepare the reporting).
9. Groups/undertakings with total balance sheet of more than EUR 12 bn, but below EUR 13 bn, shall be included as soon as the threshold has been exceeded for two consecutive years (with the same six months notice period).
10. Following the same approach, groups/undertakings shall immediately drop out of the sample if the total balance sheet amounts to less than EUR 11 bn (current threshold minus EUR 1 bn), according to EIOPA's analysis. Further, groups/undertakings shall be deleted from the sample if their total balance sheet is less than EUR 12 bn for two consecutive years.
11. EIOPA shall inform NSAs on an annual basis about the results of its analysis. If sub-group supervision is applicable, by default, the same reporting requirements as for groups are applicable (decision to be taken by NCA).
12. For undertakings which are designated for reporting by their national supervisors under the third criterion, the six months notice period will also apply.

Content of "Annual reporting solo templates"

Template	Description	Financial Stability*	RFF	Deadline (end of transitional period)
BS - C1	Balance sheet		Yes	14 weeks
BS - C1B	Off-balance sheet items			14 weeks
BS - C1D	Assets and liabilities by currency			14 weeks
Country - K1	Activity by country			14 weeks
Cover - A1A	Premiums, claims & expenses			14 weeks
OF - B1A	Own funds		Yes	14 weeks
Participations	Participations			14 weeks
VA - C2A	Summary analysis of changes in BOF			14 weeks
VA - C2B	Analysis of changes in BOF due to investments			14 weeks
VA - C2C	Analysis of changes in BOF due to technical provisions			14 weeks
SCR - B2A	SCR (for undertaking on standard formula or partial internal model)		Yes	14 weeks
SCR - B2B	SCR (for undertakings on partial internal models)		Yes	14 weeks
SCR - B2C	SCR (for undertaking on full internal models)		Yes	14 weeks
SCR - B3A	SCR - market risk		Yes	14 weeks
SCR - B3B	SCR - counterparty default risk		Yes	14 weeks
SCR - B3C	SCR - life underwriting risk		Yes	14 weeks
SCR - B3D	SCR - health underwriting risk		Yes	14 weeks
SCR - B3E	SCR - non-life underwriting risk		Yes	14 weeks
SCR - B3F	SCR - non-life catastrophe risk		Yes	14 weeks
SCR - B3G	SCR - operational risk		Yes	14 weeks
MCR - B4A	MCR (except for composite undertakings)			14 weeks
MCR - B4B	MCR (for composite undertakings)			14 weeks
Assets - D1S	Structured products Data - Portfolio list			14 weeks
Assets - D3	Return on investment assets (by asset			14 weeks

	category)			
Assets - D4	Investment funds (look-through approach)			14 weeks
Assets - D5	Securities lending and repos			14 weeks
Assets - D6	Assets held as collateral			14 weeks
TP (L) - F1	Life and Health SLT Technical Provisions		Yes	14 weeks
TP (L) - F2	Projection of future cash flows (Best Estimate - Life)			14 weeks
TP (L) - F3	Life obligations analysis	Yes, only specific information		14 weeks (6 weeks for FS)
TP (L) - F3A	Only for Variable Annuities - Description of guarantees by product			14 weeks
TP (L) - F3B	Only for Variable Annuities - Hedging of guarantees			14 weeks
TP (L) - F4	Information on annuities stemming from Non-Life insurance obligations			14 weeks
TP (NL) - E1	Non-Life Technical Provisions		Yes	14 weeks
TP (NL) - E2	Projection of future cash flows (Best Estimate - Non-life)			14 weeks
TP (NL) - E3	Non-life Insurance Claims Information			14 weeks
TP (NL) - E4	Movements of RBNS claims			14 weeks
TP (NL) - E6	Loss distribution profile non-life			14 weeks
TP (NL) - E7A	Underwriting risks (peak risks)			14 weeks
TP (NL) - E7B	Underwriting risks (mass risks)			14 weeks
Re - J1 Basic	Facultative covers non-life & life			14 weeks
RE - J1 Shares	Facultative covers non-life & life			14 weeks
Re - J2 Basic	Outgoing Reinsurance Program in the next reporting year	Yes, only specific information		14 weeks (6 weeks for FS)
Re - J2 Shares	Outgoing Reinsurance Program in the next reporting year	Yes, only specific information		14 weeks (6 weeks for FS)
Re - J3	Share of reinsurers			14 weeks
Re - SPV	Special Purpose			14 weeks

		Insurance Vehicles			
Profit or sharing	Loss	Average profit (or loss) sharing	Yes (only for FS)		6 weeks
Duration of liabilities	of	Duration of liabilities	Yes (only for FS)		6 weeks

* When the templates include information to be reported for Financial Stability purposes the cells are identified in the excel files with the text colour blue. This would mean that the insurers need to report this information within the deadlines for Financial Stability information

Content of “Quarterly reporting solo templates”

Template	Description	Financial Stability*	Deadline (end of transitional period)
BS - C1	Balance sheet	Yes, only specific information	5 weeks
Cover – A1Q	Premiums, claims & expenses	Yes, only specific information	5 weeks
OF - B1Q	Own funds	Yes, only specific information	5 weeks
SCR - B2A_B2C	SCR	Yes (only for FS)	6 weeks
MCR - B4A	MCR (except for composite undertakings)	Yes, only specific information	5 weeks
MCR - B4B	MCR (for composite undertakings)	Yes, only specific information	5 weeks
Assets - D1	Investments Data - Portfolio list	Yes	5 weeks
Assets - D1Q	Investments Data – Summary		5 weeks
Assets - D2O	Derivatives data – open positions	Yes	5 weeks
Assets - D2T	Derivatives data - historical derivatives trades		5 weeks
Assets - D3	Return on investment assets (by asset category)	Yes	5 weeks
Assets - D4	Investment funds (look-through approach)	Yes	5 weeks
Assets - D5	Securities lending and repos	Yes	5 weeks
TP (L) - F1Q	Life and Health SLT Technical Provisions	Yes, specific information	5 weeks
TP (NL) - E1Q	Non-Life Technical Provisions	Yes, specific information	5 weeks
Re - J2 Basic	Outgoing Reinsurance Program in the next reporting year		5 weeks
Re - J2 Shares	Outgoing Reinsurance Program in the next reporting year		5 weeks
Re - J3	Share of reinsurers	Yes	5 weeks
Lapses	Lapses/Surrender rate (contracts/volume)	Yes (only for FS)	6 weeks
Profit and loss	Profit and loss	Yes, but only Q2 and Q4 (only for FS)	6 weeks

* When the templates include information to be reported for Financial Stability purposes the cells are identified in the excel files with the text colour blue. This would mean that the insurers need to report this information within the deadlines for Financial Stability information

Content of "Annual disclosure reporting solo templates"

BS - C1	Balance sheet
Cover – A1Q	Premiums, claims & expenses
OF - B1Q	Own funds
SCR - B2A	SCR (for undertaking on standard formula or partial internal model)
SCR - B2B	SCR (for undertakings on partial internal models)
SCR - B2C	SCR (for undertaking on full internal models)
MCR - B4A	MCR (except for composite undertakings)
MCR - B4B	MCR (for composite undertakings)
TP (L) - F1Q	Life and Health SLT Technical Provisions
TP (NL) - E1Q	Non-Life Technical Provisions
TP (NL) - E3	Non-life Insurance Claims Information

Content of "Annual reporting group templates"

Template	Description	Financial Stability*	Deadline (end of transitional period)
BS - C1	Balance sheet		20 weeks
BS - C1B	Off-balance sheet items		20 weeks
BS - C1D	Assets and liabilities by currency		20 weeks
Cover - A1A	Premiums, claims & expenses		20 weeks
OF - B1A	Own funds		20 weeks
SCR - B2A	SCR (for undertaking on standard formula or partial internal model)		20 weeks
SCR - B2B	SCR (for undertakings on partial internal models)		20 weeks
SCR - B2C	SCR (for undertaking on full internal models)		20 weeks
SCR - B3A	SCR - market risk		20 weeks
SCR - B3B	SCR - counterparty default risk		20 weeks
SCR - B3C	SCR - life underwriting risk		20 weeks
SCR - B3D	SCR - health underwriting risk		20 weeks
SCR - B3E	SCR - non-life underwriting risk		20 weeks
SCR - B3F	SCR - non-life catastrophe risk		20 weeks
SCR - B3G	SCR - operational risk		20 weeks
Assets - D1S	Structured products Data - Portfolio list		20 weeks
Assets - D3	Return on investment assets (by asset category)		20 weeks
Assets - D4	Investment funds (look-through approach)		20 weeks
Assets - D5	Securities lending and repos		20 weeks
Assets - D6	Assets held as collateral		20 weeks
TP (L) - F3	Life obligations analysis	Yes (only for FS)	6 weeks
Duration of liabilities	Duration of liabilities	Yes (only for FS)	6 weeks
Re - J2 Basic_Shares	Outgoing Reinsurance Program in the next reporting year	Yes, only specific information	20 weeks (6 weeks for FS)
Re - J3	Share of reinsurers		20 weeks
Re - SPV	Special Purpose Insurance Vehicles		20 weeks

Profit or Loss sharing	Average profit (or loss) sharing	Yes (only for FS)	6 weeks
G01	Entities in the scope of the group		20 weeks
G03	(Re)insurance Solo requirements		20 weeks
G04	Non-(re)insurance Solo requirements		20 weeks
G14	Contribution to group TP		20 weeks
IGT1	IGT - Equity-type transactions, debt and asset transfer		20 weeks
IGT2	IGT - Derivatives		20 weeks
IGT3	IGT - Internal reinsurance		20 weeks
IGT4	IGT - Cost sharing, contingent liabilities, off BS items and other IGT		20 weeks
RC	Risk concentration - general		20 weeks

* When the templates include information to be reported for Financial Stability purposes the cells are identified in the excel files with the text colour blue. This would mean that the insurers need to report this information within the deadlines for Financial Stability information

Content of “Quarterly reporting group templates”

Template	Description	Financial Stability	Deadline (end of transitional period)
BS - C1	Balance sheet	Yes, only specific information	11 weeks 6 weeks for FS
Cover - A1Q	Premiums, claims & expenses	Yes, only specific information	11 weeks 6 weeks for FS
OF - B1Q	Own funds	Yes, only specific information	11 weeks 6 weeks for FS
SCR - B2A_B2C	SCR	Yes (only for FS)	6 weeks
Assets - D1	Investments Data - Portfolio list	Yes	11 weeks 6 weeks for FS
Assets - D2O	Derivatives data – Open positions	Yes	11 weeks 6 weeks for FS
Assets - D2T	Derivatives data - Historical derivatives trades		11 weeks
Assets – D3	Return on investment assets (by asset category)	Yes (only for FS)	6 weeks
Assets - D4	Investment funds (look-through approach)	Yes	11 weeks 6 weeks for FS
Assets - D5	Securities lending and repos	Yes (only for FS)	6 weeks
Re - J3	Share of reinsurers	Yes (only for FS)	6 weeks
Lapses	Lapses/Surrender rate (contracts/volume)	Yes (only for FS)	6 weeks
Profit and Loss	Profit and loss	Yes, but only Q2 and Q4 (only for FS)	6 weeks

* When the templates include information to be reported for Financial Stability purposes the cells are identified in the excel files with the text colour blue. This would mean that the insurers need to report this information within the deadlines for Financial Stability information

Content of "Annual disclosure group templates"

BS - C1	Balance sheet
Cover - A1Q	Premiums, claims & expenses
OF - B1Q	Own funds
SCR - B2A	SCR (for undertaking on standard formula or partial internal model)
SCR - B2B	SCR (for undertakings on partial internal models)
SCR - B2C	SCR (for undertaking on full internal models)
G01	Entities in the scope of the group

Solo Excel Templates

[Quarterly Reporting Solo Templates](#)

[Annual Reporting Solo Templates](#)

[Annual Disclosure Solo](#)

Groups Excel Templates

[Quarterly Reporting Group Templates](#)

[Annual Reporting Group Templates](#)

[Annual Disclosure Group](#)

Summary docs

[Summary docs_final](#)

LOG files

[LOG files_final](#)

Draft Guidelines On Solvency and Financial Condition Report and the Regular Supervisory Report, reporting under predefined events and undertaking's Processes for Reporting & Disclosure

Table of Contents

- 1. Guidelines 38
 - Introduction 38
 - Title I: Solvency and Financial Condition Report 40
 - Chapter 1. Solo undertakings 40
 - Chapter 2. Groups 46
 - Title II: Regular Supervisory Report 47
 - Chapter 1. Solo undertakings 47
 - Chapter 2. Groups 50
 - Title III: Supervisory reporting following pre-defined events 52
 - Title IV: Public Disclosure and Supervisory Reporting – Processes 53
 - Chapter 1: Solo undertakings 53
 - Chapter 2: Groups 54
- 2. Explanatory text 56
 - Title I: Solvency and Financial Condition Report – Narrative 56
 - Chapter. 1 Solo undertakings 56
 - Chapter. 2 Groups 70
 - Title II: Regular Supervisory Report 71
 - Chapter 1. Solo undertaking 71
 - Chapter. 2 Groups 76
 - Title III: Supervisory reporting following pre-defined events 79
 - Title IV: Public Disclosure and Supervisory Reporting– Processes 83
 - Chapter 1. Solo undertakings 83
 - Chapter 2: Groups 86

Guidelines

Introduction

- 1.1. According to Articles 35, 51, 53, 54, 55, 254 (2) and 256 of Directive 2009/138/EC of the European Parliament and of the Council of 25 November 2009 on the taking-up and pursuit of the business of Insurance and Reinsurance (Solvency II, hereafter “the Directive”)¹, the present Guidelines seek to provide additional details on how the public disclosure and supervisory reporting requirements within the Directive are to be interpreted.
- 1.2. The following Guidelines aim at giving further details as to what supervisory authorities should expect from undertakings with regards to:
 - the content of the Solvency and Financial Condition Report (SFCR);
 - the content of the Regular Supervisory Report (RSR);
 - reporting in the case of predefined events (PDE);
 - undertakings own processes for public disclosure and supervisory reporting.
- 1.3. The Guidelines on the content of the SFCR and the RSR are aimed at harmonising public disclosure and supervisory reporting, to the extent that further clarification and detail in addition to the implementing measures will be needed, by specifying the minimum content of selected sections of the reports.
- 1.4. These Guidelines follow the structure of the SFCR and the RSR as set out in the Solvency II Directive. There is a specific section for solo undertakings and a specific section for groups².
- 1.5. Guidelines under the solo section by default apply to all undertakings, i.e. these Guidelines should be applied by all solo undertakings when producing their solo SFCR/RSR and also by groups when they are producing their group SFCR/RSR³. However, some guidelines under the solo section apply only to solo undertakings which belong to a group, irrespective of whether the group is an insurance group. Where this is the case, it clearly stated in the Guidelines.
- 1.6. When guidelines in the group section are only to be applied in the group SFCR or group RSR, they apply only to the participating insurance and reinsurance undertakings or insurance holdings companies . In such cases

¹ OJ L 335, 17.12.2009

² The responsible entities for group reporting are referred to as « participating insurance and reinsurance undertakings » or « insurance holding companies » in the following text to be in line with the level 1 text on groups.

³ In line with Article 256 of the Directive which states that “Articles 51 and 53 to 55 shall apply mutatis mutandis” and Article 254 which states that “Article 35 shall apply mutatis mutandis”

a group is defined within the meaning of Article 212 and 213 of the Directive.

- 1.7. Some Guidelines apply only to undertakings and group undertakings using an internal model or a partial internal model to calculate the SCR. Unless otherwise stated, Guidelines apply to all undertakings regardless of the use the standard formula, an internal model or a partial internal model to calculate the SCR.
- 1.8. The Guidelines on predefined events, which apply to both solo undertakings and also to groups, are aimed at further specifying the requirements set out in Article 35 (2) (a) (ii) and 245 (2) of the Directive,.
- 1.9. If not defined in these Guidelines, the terms have the meaning defined in the legal acts referred to in paragraph 1.1.
- 1.10. The Guidelines reflect the principle of proportionality. This allows undertakings to appropriately reflect the specific risk profile of their business.

Title I: Solvency and Financial Condition Report

Chapter 1. Solo undertakings

Section 1: Business & Performance

Guideline 1 - Business

Undertakings should disclose at least the following information regarding their business:

- a) Identification of the corporate entities or the natural persons that are direct holders of qualifying holdings, the proportion of ownership interest held and, if different, the proportion of voting power held;
- b) The name and location of the parent and of the ultimate parent entity;
- c) A list of material subsidiaries including the name, country, proportion of ownership interest and, if different, proportion of voting power held; and
- d) A simplified structure chart.

Section 2: System of governance

Guideline 2 - Governance Structure

Undertakings should disclose at least information explaining how risk management, internal audit, compliance and actuarial functions are integrated into the organisational structure and the decision making processes of the undertaking.

The information referred to in the previous paragraph includes an explanation of how the functions have the necessary authority, resources, professional qualifications, knowledge, experience and operational independence or, in the case of the internal audit function, full independence, to carry out their tasks and how they report to and advise the administrative, management or supervisory body..

Guideline 3 - Risk management system

When explaining how the risk management function is integrated in their organisational structure and in the decision-making process, undertakings using an internal model to calculate the Solvency Capital Requirement should disclose at least information addressing the governance of the internal model, including:

- a) Responsible persons and specific committees if any, their main roles and scope of responsibilities;
- b) The way existing committees interact with the Administrative Management and Supervisory Board (AMSB) in order for the latter to meet Article 116 of the Directive;

- c) Processes for accepting changes to the internal model;
- d) Material changes to the internal model governance during the reporting period; and
- e) A description of the validation tools and processes used within the validation policy for the internal model.

Section 3: Risk Profile

Guideline 4 - Underwriting risk

In relation to the use of Special Purpose Vehicles (SPV), undertakings should disclose at least information on whether the SPV is authorized under Article 211 of the Directive, what risks are transferred to the SPV and how the fully funded principle is implemented.

Section 4: Valuation for Solvency Purposes

Guideline 5 - Assets

When undertakings aggregate assets into classes, in order to describe the valuation basis that has been applied to them, that aggregation should be based on the nature and function of assets and their materiality for solvency purposes. Undertakings should only use classes other than those used in the Solvency II balance sheet template if they can demonstrate to the supervisory authority that another presentation is clearer and more relevant.

Guideline 6 – Assets

For each material class of asset in the Solvency II balance sheet the undertaking should disclose at least quantitative and qualitative information on:

- a) Recognition and valuation basis applied;
- b) Assumptions and judgements including those about the future and other major sources of estimation uncertainty;
- c) Changes made to the recognition and valuation basis and on estimations during the period;
- d) Methods and inputs used to determine the economic value;
- e) Information on the specific classes of assets on the Solvency II balance sheet as described in Guidelines 7 to 11.

In addition undertakings should disclose information on the material differences between information disclosed under a) to c) of the previous paragraph including an explanation of the driver of the difference between Solvency II balance sheet and the undertaking's financial statements.

Guideline 7 - Intangible assets

If undertakings value intangible assets on the Solvency II balance sheet at an amount other than zero, they should disclose at least:

- a) The nature of the assets; and
- b) Information on the evidence and criteria they have used to conclude that an active market exists for those assets.

Guideline 8 - Financial assets

Undertakings should disclose at least the following information regarding financial assets:

- a) The criteria used to assess whether markets are inactive; and
- b) Significant changes to valuation models used and to model inputs, including the impact of and reasons for the change.

Guideline 9 - Lease assets

Undertakings should disclose at least, separately for financial leases and operating leases, at least a general description of their material leasing arrangements, separately disclosing information for financial leases and operating leases.

Guideline 10 - Holdings in related undertakings

Undertakings should disclose at least the following information regarding valuation of holdings in related undertakings:

- a) The nature of the relationship (subsidiary, associate or joint controlled entity);
- b) The participations held;
- c) Summarised financial information on the related undertakings; and
- d) The reasons supporting the use of the IFRS equity method or of alternatives valuation methods, where applicable.

Guideline 11 - Deferred tax assets

Undertakings should disclose at least the following information regarding deferred taxes assets:

- a) The amount of deferred tax assets and the nature of the evidence supporting its recognition; and
- b) The amount and expiry date if applicable, of deductible temporary differences, unused tax losses and unused tax credits for which no deferred tax asset is recognised in the Solvency II balance sheet.

Guideline 12 - Technical provisions

Undertakings should disclose at least any significant simplifications used for the valuation of the technical provision (including deriving the risk margin).

Guideline 13 - Other liabilities

When undertakings aggregate liabilities into classes, in order to describe the valuation basis that has been applied to them, they should aggregate the liabilities based on their nature, function and materiality for solvency purposes. Classes other than those used in the Solvency II balance sheet template should only be used if the undertaking can demonstrate to the supervisory authority that another presentation is clearer and more relevant.

Guideline 14 - Lease liabilities

Undertakings should disclose at least a general description of material leasing arrangements, separately disclosing information on financial and operating leases.

Guideline 15 - Provisions other than technical provisions and contingent liabilities

Undertakings should disclose at least the following information regarding provisions other than technical provisions and contingent liabilities:

- a) The nature of the obligation and expected timing of any outflows of economic benefits; and
- b) An indication of uncertainties surrounding the amount or timing of the outflows of economic benefits.

Guideline 16 - Employee benefits

Undertakings should disclose at least the following information regarding employee benefits:

- a) The nature of the obligations with employee benefits; and
- b) The nature of the plan assets, the amount of each class of assets, the percentage of each class of assets of the total defined benefit plan assets, including reimbursement rights.

Guideline 17 - Deferred tax liabilities

Undertakings should disclose at least the amount of deferred tax liabilities.

Section 5: Capital Management

Guideline 18 - Own funds

Undertakings should disclose at least their solvency ratio, calculated as eligible own funds as a percentage of the SCR.

Where undertakings disclose additional ratios, because they believe that the ratios are relevant to providing an understanding of their solvency position and are compatible with the solvency ratio, undertakings should:

- a) Clearly explain in the SFCR the additional ratio; and
- b) Ensure that the additional ratios do not divert attention from the disclosure of the solvency ratio.

Guideline 19 - Own funds

Undertakings should disclose at least the following information regarding their own funds:

- a) The information about the objectives, policies and processes employed by the undertaking for managing its own funds, including information on the time horizon used for business planning, and on any material changes over the reporting period;
- b) Information on the structure, amount and quality of own funds at the end of the reporting period and at the end of the previous reporting period, including an analysis of the significant changes in each tier over the reporting period, separately providing information for each type of basic own funds item as well as for ancillary own funds;
- c) For each capital instrument in issue at year end, the extent to which they are subordinated, their duration and issue size, and any other features that are relevant for assessing the quality of the capital;
- d) The value of capital instruments issued as debt and the value of debt instruments redeemed during the year and the extent to which the issuance has been used to fund redemptions;
- e) The value of subordinated debt, including an explanation of the changes arising from movements in the risk free rate and, if relevant, from fluctuations between the currency in which the subordinated debt is issued and the reporting currency;
- f) With regard to the disclosure of eligible amounts to cover the SCR and MCR, an explanation of any restrictions to available own funds and the impact of limits on eligible Tier 2 and Tier 3 capital, and on restricted Tier 1 capital;
- g) Details of the principal loss absorbency mechanism used to qualify as high quality own funds instruments, including the trigger point, and its effects so that all providers of own funds items are aware of the potential impact;
- h) An explanation addressing the key elements of the reconciliation reserve;

- i) Information in relation to the transitional arrangements on the disclosure for each separate own-fund item which should include:
 - the tier into which each has been classified and why; and
 - the date of the next call and the regularity of any subsequent call dates (or the fact that no call dates fall until after the end of the transition date).
- j) In case a method has been used to determine the amount of an ancillary own fund item a disclosure of:
 - how the valuation provided by the method has varied over time;
 - which inputs to the methodology have been the principal drivers for this movement; and
 - the extent to which the method takes account of past experience, for example the outcome of past calls, and how the amount calculated is affected.
- k) The total excess of assets over liabilities within ring-fenced funds, the split between those which are deducted and those which are not and the extent of and reasons for significant restrictions, deductions or encumbrances, including any relating to participations.
- l) The description of each material ancillary own fund item should include information on the form of arrangement and the nature of the basic own funds items it would become on being called up or satisfied (including the tier), as well as when the item was agreed by the supervisory authority and for how long.

Guideline 20 - Solvency Capital Requirement and Minimum Capital Requirement

Undertakings should disclose at least information on the justifications that simplifications used for calculation of the solvency capital requirement are proportionate to the nature, scale and complexity of risks.

Guideline 21 - Differences between the standard formula and any internal models used

Undertakings should consider, when disclosing the main differences in methodologies and underlying assumptions used in the standard formula and in the internal model, at least the following:

- a) Structure of the model,
- b) Risk categories concerned and not concerned by internal models,
- c) Aggregation methodologies and diversification effects,
- d) Risk not covered in the standard formula but covered by the internal model.

Guideline 22 - Any other disclosures on the internal model

Undertakings should at least disclose a high level description of the operational performance of the internal model, in particular security, contingency planning and recovery plans, as well as computational capabilities and efficiency of the model.

Guideline 23 - Any other disclosures

Within the description of the nature and appropriateness of the key data used, undertakings should disclose at least a description of the process in place for checking data quality.

Chapter 2. Groups

Section 1: Business & Performance

Guideline 24 - Business

Participating insurance and reinsurance undertakings or insurance holding companies should disclose at least a list of subsidiaries and material participations including the name, country, proportion of ownership interest and, if different, proportion of voting power held.

Section 2: Capital Management

Guideline 25 - Own funds

Participating insurance and reinsurance undertakings or insurance holding companies should disclose at least the following information regarding their own funds:

- a) Which own funds items have been issued by an undertaking of the group other than the participating insurance and reinsurance undertakings or insurance holding company;
- b) The currency used to disclose own fund items should be the same currency used in the 'group returns' (the local currency). Where own fund items are denominated at the solo level in a currency other than the local currency, details should be provided identifying those own funds, their issuing undertaking, the currency that they are denominated in, and a reconciliation between the value of the own funds in the two currencies, even if the currency used to disclose own funds items should be the reporting currency;
- c) Where the own funds are issued by an equivalent third country insurance undertaking and when applying the Deduction and Aggregation

method, the local tiering of those own funds, including information on the tiering structure, criteria and their limits;

d) information on the levels of their own funds in each tier;

e) Where the own funds are issued by an undertaking that is not a insurance undertaking and is subject to tiering requirements other than Solvency II requirements, the source and nature of those tiering requirements, as well as the level of the own funds in each tier;

f) How group own funds have been calculated net of any intra-group transactions, including intra-group transactions with entities of other financial sectors; and

g) The nature of the restrictions to the transferability and fungibility of own funds in the related undertakings, if any.

Title II: Regular Supervisory Report

Chapter 1. Solo undertakings

Section 1: Business & Performance

Guideline 26 - Business

When providing information regarding their business, undertakings should include information on:

- a) number of full time equivalent employees;
- b) a list of all subsidiaries and branches;
- c) a detailed structure chart;
- d) information on internal structures and
- e) distributions to shareholders.

Guideline 27 - Underwriting Performance

When providing information on risk mitigation techniques related to underwriting activities, undertakings should include a description of:

- a) the impact of the mitigation techniques on the performance of underwriting activities; and
- b) the effectiveness of the risk mitigation techniques.

Guideline 28 - Any other disclosures

Undertakings should provide information about any significant transactions with related entities.

Guideline 29 - Any other disclosures

Undertakings belonging to a group should provide qualitative and quantitative information regarding relevant operations and transactions within the group including information on:

- a) The amount of the operations and transactions;
- b) The amount of outstanding balances, if any;
- c) Relevant terms and conditions of the operations and transactions.

Section 2: System of governance

Guideline 30 - Governance structure

Within the information on the governance structure, undertakings should provide an organisational chart of the undertaking, including positions of key function holders.

Guideline 31 - Governance structure

Within the information on the governance structure, undertakings should explain how the undertaking's remuneration policies and practices are consistent with and promote sound and effective risk management and do not encourage excessive risk taking. The information should focus on the linkage between remuneration and performance.

Guideline 32 - Risk management system

When providing information on the strategies, objectives, processes and reporting procedures of the undertaking's risk management for each separate category of risk, undertakings should explain how these are documented, monitored and enforced.

Section 3: Risk Profile

Guideline 33 - Risk Profile

Within the information reported with regards to risk exposure, undertakings should explain how they ensure that derivatives contribute to the reduction of risks or facilitate efficient portfolio management.

Guideline 34 - Any other information

Undertakings should provide at least a description of the risk factors when investing in structured products. These should include the elements that may

negatively affect the evolution of value or return of the structured products, namely and where applicable:

- a) Existence of principal protection;
- b) Credit risk arising from the structured product, if not mitigated by other instruments;
- c) Lack of liquidity;
- d) Description of the index formula of the option-like component of a structured product.

Section 4: Valuation for Solvency Purposes

Guideline 35 - Assets

Where related undertakings have been valued with other methods than by using quoted market prices in active markets or the adjusted equity method, undertakings should explain why the use of these methods are not possible or practical.

Guideline 36 - Assets

When deferred tax assets are recognised, undertakings should explain how they calculated future taxable profits and identified the amount and expected time horizons for reversal of temporary differences.

Guideline 37 - Technical Provisions

Undertakings should provide information on technical provisions which should include:

- a) details of the relevant actuarial methodologies and assumptions used in the calculation of the technical provisions including details of any simplification used in the calculation of the technical provision (including deriving the risk margin and its allocation to the single lines of business) and including a justification that the method chosen is proportionate to the nature, scale and complexity of risks;
- b) an explanation of the contract boundaries applied to each different business in the valuation of technical provisions, and details of any contracts that include significant renewals within existing business;
- c) details of the key options and guarantees within the calculation of the technical provisions and the significance of each and how they are evolving;
- d) an overview of any material changes in the level of technical provisions since the last reporting period, including reasons for material changes, especially the rationale of material changes in assumptions.
- e) material changes in lapse rates;

- f) details of the homogeneous risk groups used to calculate the technical provisions;
- g) any recommendations on the implementation of improvements in the internal procedures in relation to data that are considered relevant;
- h) information about any significant data deficiencies and adjustments ;
- i) a description of the technical provision that have been calculated as a whole;
- j) a description of where unbundling has been used;
- k) details of the Economic Scenario Generator, including an explanation of how consistency to the risk free rate has been achieved and which volatility assumptions have been chosen; and
- l) details of the approach taken to calculate reinsurance recoverables.

Guideline 38 - Any other material information

Undertakings should describe the processes and procedures to deliver reliable financial and non-financial information in a timely manner.

Section 5: Capital Management

Guideline 39 - Solvency Capital Requirement and Minimum Capital Requirement

Within the information reported with regards to SCR, undertakings should include details of any allowance for reinsurance and financial mitigation techniques and future management actions used in the SCR calculation and how these have met the criteria for recognition.

Chapter 2. Groups

Section 1: Business & Performance

Guideline 40 - Any other disclosures

Participating insurance and reinsurance undertakings or insurance holding companies should provide information on the terms and conditions of the intra-group operations and transactions including information on:

- a) Commercial rationale for the operation or transaction;
- b) Risks borne by, and rewards available to, each party to the operation or transaction;
- c) Any particular aspects of the operation or transaction that are (or may become) disadvantageous to either party;

- d) Any conflicts of interest that may have arisen in negotiating and executing the operation or transaction, and any potential conflicts of interest that may arise in the future;
- e) If the transaction is linked to other operations or transactions in terms of timing, function and planning, the individual effect of each operation or transaction and the overall net impact of the linked operations and transactions on each party to the operation or transaction and on the group should be reported; and
- f) Extent to which the operation or transaction is depending on a winding-up and circumstances in which the operation or transaction can be unwound.

Section 2: System of governance

Guideline 41 - Governance structure (Groups)

Participating insurance and reinsurance undertakings or insurance holding companies should if they have obtained approval for Centralized Risk Management explain how they comply with the Centralized Risk Management requirements⁴.

Section 3: Risk Profile

Guideline 42 - Risk Profile

Participating insurance and reinsurance undertakings or insurance holding companies should provide qualitative and quantitative information on any significant risk concentration at the level of the group, including:

- a) Identification of the risk(s);
- b) Probability of risks materialising into losses;
- c) Mitigation actions;
- d) Analysis and quantification of the risk concentrations along legal entity lines;
- e) Consistency with the group's business model, risk appetite and strategy, including compliance with the limits set by the internal control systems and risk management processes of the group;
- f) Whether losses arising from the risk concentrations affect not just the overall profitability of the group but also its short-term liquidity;
- b) Probability of risks materialising into losses;
- c) Mitigation actions;
- d) Analysis and quantification of the risk concentrations along legal entity lines;

⁴ See Upcoming EIOPA L3 guidelines on Group Governance

- e) Consistency with the group's business model, risk appetite and strategy, including compliance with the limits set by the internal control systems and risk management processes of the group;
- f) Whether losses arising from the risk concentrations affect not just the overall profitability of the group but also its short-term liquidity;
- g) Relationship, correlation and interaction between risk factors across the group, and any potential spill over effects from risk concentrations in a particular area;
- h) Specific information about the group counterparty and the exposure (nature/country of exposure, rating/rating agency, ID code and sector of issuer);
- i) Quantitative information about the risk concentration and the effect on the undertaking and the group and the effect of reinsurance contracts; and
- j) Whether the item concerned is on the asset side or liability side or if it is an off-balance sheet item.

Section 4: Valuation for Solvency Purposes

Guideline 43 - Any other material information

Participating insurance and reinsurance undertakings or insurance holding companies should provide at least information on how the group consolidated, aggregated or combined data (depending on the method used) that is compliant with Solvency II rules has been prepared as well as the processes in place to prepare it.

Title III: Supervisory reporting following pre-defined events

Guideline 44 - Supervisory reporting following pre-defined events

Undertakings should report information to the supervisory authority as pre-defined events information when those events could reasonably be expected to lead or have already led to material changes in an undertaking's or a group's business and performance, system of governance, risk profile, and solvency and financial position. In case of doubt, undertakings should consult supervisory authorities on whether a given event would classify as a pre-defined event.

Guideline 45 - Supervisory reporting following pre-defined events

Undertakings should consider as a pre-defined event the performance of an additional ORSA in accordance with Article 45(5) of the Directive on account of a

significant change in -their risk profile, and report the results of this ORSA accordingly.

Title IV: Public Disclosure and Supervisory Reporting – Processes

Chapter 1: Solo undertakings

Guideline 46 - Undertakings' disclosure policy

The undertaking should ensure that the disclosure policy complies with the Guidelines established under System of Governance [general governance/Guidelines [number xxx] especially in what regards written policies, and that it includes the following:

- a) details of the persons/function responsible for drafting and reviewing the disclosure;
- b) the processes for completion of the various disclosure requirements and for review and approval by the administrative, management or supervisory body before disclosure;
- c) a view on information already available in the public domain that they believe is equivalent in nature and scope to the information requirements in the SFCR;
- d) a view on the specific information they intend not to disclose, under the circumstances set out in Article 53(1) of the Directive; and
- e) additional information voluntarily disclosed under Article 54 (2) of the Directive.

Guideline 47 - SFCR - Non-disclosure of information

In order not to disclose specific information in the SFCR, undertakings should demonstrate to the supervisory authority that this information meets the criteria set out in Article 53(1) of the Directive.

Guideline 48 - SFCR - Non-disclosure of information

Undertakings should not set up obligations to policy holders or other counterparty relationships binding an undertaking to secrecy or confidentiality in order to avoid disclosure of information in the SFCR.

Guideline 49 - SFCR - Additional voluntary disclosure

Undertakings should not voluntarily disclose in the SFCR, or in any other public disclosure, any confidential information provided by the supervisory authority to the undertaking without prior permission from the supervisory authority.

Guideline 50 - SFCR - References to other documents

When undertakings make references to other documents in the SFCR these should be done through references that lead directly to the information itself and not to a general document.

Guideline 51 - RSR - Stand-alone document

Undertakings should not use references to other documents in the RSR.

Guideline - 52 Undertakings' reporting policy

The undertaking should ensure that the reporting policy complies with the Guidelines established under System of Governance [general governance] on written policies, and additionally

- a) detail which business unit is responsible for drafting any reporting to the supervisor along with those business units which are responsible for reviewing any reporting to the supervisor;
- b) set out processes and timeline for completion of the various reporting requirements and review and approval and
- c) explain the processes and controls for guaranteeing the reliability, completeness and consistency of the data provided and facilitate the analysis and comparison throughout the years.

Guideline 53 - RSR and quantitative templates – Approval

Undertakings should have the RSR and annual quantitative reporting templates approved by the administrative, management or supervisory body of the undertaking.

Undertakings should have the quarterly quantitative templates reported to the supervisor, approved either by the administrative, management or supervisory body or by persons who effectively run the undertaking.

Chapter 2: Groups**Guideline 54 - SFCR – Single Group SFCR**

When requesting for approval to provide a single SFCR, the group should provide an explanation on how the subsidiaries are covered and how the subsidiaries' administrative, management or supervisory body is involved in the process and approval of the outcome.

Guideline 55 - SFCR – Communication from group supervisor

When a parent undertaking requests approval for providing a single solvency and financial condition report, the group supervisor should promptly contact all relevant supervisory authorities and specifically discuss any language constraints.

Explanatory text

Title I: Solvency and Financial Condition Report – Narrative

Chapter 1 Solo undertakings

Section I: Business & Performance

Guideline 1 - Business

Undertakings should disclose at least the following information regarding their business:

- a) Identification of the corporate entities or the natural persons that are direct holders of qualifying holdings, the proportion of ownership interest held and, if different, the proportion of voting power held;**
- b) The name and location of the parent and of the ultimate parent entity;**
- c) A list of material subsidiaries including the name, country, proportion of ownership interest and, if different, proportion of voting power held; and**
- d) A simplified structure chart.**

- 4.1. Where undertakings form part of a financial conglomerate, information on the name and contact details of the supervisory authority responsible for financial supervision of the undertaking and, where applicable, the name and contact details of the group supervisor of the group to which the undertaking belongs, refers not only to the identification of the group supervisor (at insurance group level), but also to the coordinator appointed from amongst the competent authorities involved in the supervision of the financial conglomerate.
- 4.2. The parent or ultimate parent entity is not necessarily an insurance or reinsurance undertaking.
- 4.3. The simplified structure chart explains the ownership and legal links between the undertaking and, on the one hand, its parent and ultimate parent entity and, on the other hand, its material subsidiaries and significant investments in joint controlled entities and associates.
- 4.4. Information on any significant business or other events that have occurred over the reporting period that have had a material impact on the undertaking includes information on new lines of business, business

combinations, portfolio transfers, changes in ownership interest, loss of control over subsidiaries, significant restrictions over subsidiaries (e.g. ability to transfer funds) and other events which may have a material impact on the undertaking in terms of risks or management.

- 4.5. The information on internal structures allows understanding of departments or divisions, management hierarchy, task forces or committees at least.
- 4.6. Information on operations and transactions within the group, which are relevant within the undertaking's financial performance are essential in allowing the public to understand whether the performance stems from intra-group transactions or from business external to the group. This also provides relevant information about the level of support provided by entities in the group.
- 4.7. This information includes disclosure to be made for all intra-group transactions even with entities that are not within the scope of group supervision. This scope is consistent with IFRS disclosure requirements for related party transactions (IAS 24).
- 4.8. The assessment of the relevance of the intra-group transactions (that need to be disclosed) can be based on the thresholds confirmed by the group supervisor and used for the quantitative reported templates.
- 4.9. Terms and conditions to be disclosed include information about for example guarantees pledged or received and whether the transaction is linked to other transactions in terms of timing, function and planning.

Section II: System of governance

Guideline 2 - Governance Structure

Undertakings should disclose at least information explaining how risk management, internal audit, compliance and actuarial functions are integrated into the organisational structure and the decision making processes of the undertaking.

The information referred to in the previous paragraph includes an explanation of how the functions have the necessary authority, resources, professional qualifications, knowledge, experience and operational independence or, in the case of the internal audit function, full independence, to carry out their tasks and how they report to and advise the administrative, management or supervisory body.

- 4.10. By including the general information on how the four functions are implemented and integrated into the organisational structure and decision-making processes of the undertaking, the undertaking also explicitly discloses information that allows an understanding of the status and resources of the four functions within the undertaking.

Guideline 3 - Risk management system

When explaining how the risk management function is integrated in their organisational structure and in the decision-making process, undertakings using an internal model to calculate the Solvency Capital Requirement should disclose at least information addressing the governance of the internal model, including:

- a) Responsible persons and specific committees if any, their main roles and scope of responsibilities;**
- b) The way existing committees interact with the Administrative Management and Supervisory Board (AMSB) in order for the latter to meet Article 116 of the Directive;**
- c) Processes for accepting changes to the internal model;**
- d) Material changes to the internal model governance during the reporting period; and**
- e) A description of the validation tools and processes used within the validation policy for the internal model.**

- 4.11. Specific committees and personnel, their main roles and responsibilities: Without a high level description of the internal model governance a knowledgeable person will not achieve a reasonably good understanding of the design, the use and the reliability of the internal model. Whereas there is no specific requirement for undertakings to have committees in the governance of their internal model, EIOPA expects that this may be the case for many undertakings intending to use an internal model to calculate the SCR.
- 4.12. Processes for accepting changes to the internal model: This a key feature of the internal model governance which ensures that internal models continuously reflect the risk profile of undertakings, incorporate better risk management practices and comply with the internal model requirements.
- 4.13. Validation policy for the Internal Model: Validation is by definition a set of tools that increase the confidence in internal models and the primary source to test their robustness, stability and to identify potential weaknesses or circumstances where internal models may not perform effectively. A rigorous, independent set of validation tools will increase stakeholders confidence in the reliability of the internal model; public

disclosure of all validation tools will increase validation standards across the market.

Section III: Risk Profile

Guideline 4 - Underwriting risk

In relation to the use of Special Purpose Vehicles (SPV), undertakings should disclose at least information on whether the SPV is authorized under Article 211 of the Directive, what risks are transferred to the SPV and how the fully funded principle is implemented.

4.14. The information disclosed allows an understanding of the possible transfer of risks to any kind of Special Purpose Vehicle (SPV) (i.e. including SPVs which are established in the EEA, or in a non-EEA country, whether or not the supervisory regime of this non-EEA country has been found equivalent to the European regime.

Section IV: Valuation for Solvency Purposes

Guideline 5 – Assets

When undertakings aggregate assets into classes, in order to describe the valuation basis that has been applied to them, that aggregation should be based on the nature and function of assets and their materiality for solvency purposes. Undertakings should only use classes other than those used in the Solvency II balance sheet template if they can demonstrate to the supervisory authority that another presentation is clearer and more relevant.

4.15. Using the classes contained on the Solvency II balance sheet template has the advantage of ensuring consistency between the narrative and quantitative information disclosed, aiding transparency and comparability between the methods used and the amounts.

4.16. If undertakings use a different assets aggregation they explain the rationale and ensure that the information is understandable and reconcilable.

Guideline 6 - Assets

For each material class of asset in the Solvency II balance sheet the undertaking should disclose at least quantitative and qualitative information on:

a) Recognition and valuation basis applied;

- b) Assumptions and judgements including those about the future and other major sources of estimation uncertainty;**
- c) Changes made to the recognition and valuation basis and on estimations during the period;**
- d) Methods and inputs used to determine the economic value;**
- e) Information on the specific classes of assets on the Solvency II balance sheet as described in Guidelines 7 to 11.**

In addition undertakings should disclose information on the material differences between information disclosed under a) to c) of the previous paragraph including an explanation of the driver of the difference between Solvency II balance sheet and the undertaking's financial statements.

- 4.17. Undertakings describe, by asset classes, the recognition and measurement basis chosen in the Solvency II balance sheet as a good representation of economic value (e.g. fair value, revaluation model, equity method) in line with the Directive. In doing so undertakings also describe the judgements made, other than estimations, which could materially affect the amounts recognised (e.g. investment objectives, substance of the relationship with a SPV).
- 4.18. Undertakings have to disclose the methodology used to estimate the effects of uncertain future events on assets (e.g. risk adjustment to cash-flows or discount rates) in the Solvency II balance sheet.
- 4.19. Where the recognition and/or valuation basis of assets in the Solvency II balance sheet has changed during the period, undertakings describe the nature and reasons for these changes, the amount of the adjustment for the current and prior period, and how these changes affect the asset valuation.

Property

- 4.20. In cases where the IFRS revaluation model is used as a good representation of the economic value, undertakings clearly disclose that.
- 4.21. Information about methods and significant assumptions applied in determining the economic value states whether the valuation is supported by market evidence or if it is more heavily based on other facts. If the latter, these facts are described including the rationale.

Inventories

- 4.22. When undertakings included the net realisable value in the Solvency II balance sheet because they consider the differences between the net realisable value (calculated in accordance with IAS 2) and fair value to be immaterial, this is clearly identified.

Guideline 7 - Intangible assets

If undertakings value intangible assets on the Solvency II balance sheet at an amount other than zero, they should disclose at least:

- a) The nature of the assets; and**
- b) Information on the evidence and criteria they have used to conclude that an active market exists for those assets.**

- 4.23. the undertaking's assessment that the intangibles can be sold separately.
- 4.24. Where an economic value is ascribed to intangible assets the undertaking indicates how this value is supported by quoted market prices from an active market for the same or similar assets.
- 4.25. Intangibles and goodwill valued at zero do not need to be described unless the undertaking or supervisory authority considers it necessary to achieve a faithful representation of the effect of the relevant transactions or other events.

Guideline 8 - Financial assets

Undertakings should disclose at least the following information regarding financial assets:

- a) The criteria used to assess whether markets are inactive; and**
- b) Significant changes to valuation models used and to model inputs, including the impact of and reasons for the change.**

- 4.26. Undertakings disclose information about methods and assumptions applied in determining the economic value, as required under guideline 7, including a clear identification of which assets were valued according to the following approaches:
- quoted prices in active markets for identical assets;
 - quoted prices in active markets for similar assets;
 - inputs other than quoted prices in active markets for identical or similar assets, that are observable for the asset directly (i.e. as prices) or indirectly (i.e. derived from prices);
 - inputs not based on observable market data.

- 4.27. Where inputs used are not based on observable market data, undertakings need to provide a narrative description of the sensitivity of the value to changes in unobservable inputs if a change might result in a significantly higher or lower value, and a narrative description of the possible interrelationships between those inputs and other unobservable inputs and of how they might magnify or mitigate the effect of changes in unobservable inputs using a fair value measurement approach.
- 4.28. Disclosure of the impact of significant changes in valuation inputs includes a sensitivity analysis showing how those changes affect the asset valuation and basic own funds.

Guideline 9 - Lease assets

Undertakings should disclose, , at least a general description of their material leasing arrangements, separately disclosing information for financial leases and operating leases.

- 4.29. The information on lease assets is separately disclosed under the subheadings of lessors and lessees.
- 4.30. Undertakings may disclose the information on lease assets and liabilities (guideline 16) together if they wish.

Guideline 10 - Holdings in related undertakings

Undertakings should disclose at least the following information regarding valuation of holdings in related undertakings:

- a) The nature of the relationship (subsidiary, associate or joint controlled entity);**
- b) The participations held;**
- c) Summarised financial information on the related undertakings; and**
- d) The reasons supporting the use of the IFRS equity method or of alternatives valuation methods, where applicable.**

- 4.31. Summarised financial information on holdings in related undertakings includes the aggregated amount of assets, liabilities, revenues and profit or loss.
- 4.32. Information about methodologies applied in determining the participation value as required under guideline 7 includes a clear identification of which holdings in related undertakings were valued according to the following approaches:
- quoted prices in active markets for identical assets;
 - adjusted equity method;
 - IFRS equity method;

- an alternative valuation method using inputs based on direct or indirect market data (i.e. prices or inputs derived from prices);
- an alternative valuation method using inputs not based on observable market data.

4.33. When non-insurance entities are valued using the IFRS equity method rather than the adjusted equity method, or alternative valuations models are used for valuing associates, undertakings have to explain what prevents these participations from being valued using the adjusted equity method.

4.34. Where undertakings have used alternative valuations methods they disclose information about the methods and assumptions applied.

Guideline 11 - Deferred tax assets

Undertakings should disclose at least the following information regarding deferred taxes assets:

- a) **The amount of deferred tax assets and the nature of the evidence supporting its recognition; and**
- b) **The amount and expiry date if applicable, of deductible temporary differences, unused tax losses and unused tax credits for which no deferred tax asset is recognised in the Solvency II balance sheet.**

4.35. This information on t

- The nature of the evidence supporting the recognition of deferred tax assets;
- Whether utilisation of deferred tax assets depends on projected future taxable profits in excess of those profits arising from the reversal of existing taxable temporary differences;
- Actual tax losses suffered by the undertaking in either the current or preceding period in the tax jurisdiction to which the deferred taxes assets relate;

4.36. Where applicable tax rates have changed since the previous period undertakings explain the changes and their effect on the deferred taxes.

4.37. Undertakings may disclose the narrative information on deferred tax assets and deferred tax liabilities together if they wish.

Guideline 12 - Technical provisions

Undertakings should disclose at least any significant simplifications used for the valuation of the technical provision (including deriving the risk margin).

- 4.38. Some elements of the valuation of technical provisions may prove to raise specific issues and are specifically disclosed, such as simplifications, future premiums, and reasons for material changes.
- 4.39. Reasons for material changes include at least a description of material changes in the development patterns of existing claims, new material claims that have emerged over the year, those material claims settled during the year and any increase in new business.

Guideline 13 - Other liabilities

When undertakings aggregate liabilities into classes, in order to describe the valuation basis that has been applied to them, they should aggregate the liabilities based on their nature, function and materiality for solvency purposes. Classes other than those used in the Solvency II balance sheet template should only be used if the undertaking can demonstrate to the supervisory authority that another presentation is clearer and more relevant.

- 4.40. Explanatory text of guideline 7 is applicable to the aggregation of liabilities into classes.

Financial liabilities

- 4.41. When explaining the differences between the values on the Solvency II balance sheet and the general purpose financial statements, undertakings outline, where applicable, the impact of (changes in) its own credit risk.
- 4.42. Undertakings explain how they determine the spread of credit when financial liabilities were originated and the risk free rate used for valuation purposes.

Guideline 14 - Lease liabilities

Undertakings should disclose at least a general description of material leasing arrangements, separately disclosing information on financial and operating leases.

- 4.43. The information on lease liabilities is separately disclosed under the subheadings of lessors and lessees.

- 4.44. Undertakings explain how the valuation in accordance with IFRS has been adjusted to reflect market consistent rates of interest and the need to take into account changes in its own credit standing.
- 4.45. Undertakings may disclose the information on lease assets and liabilities together if they wish.

Guideline 15 - Provisions other than technical provisions and contingent liabilities

Undertakings should disclose at least the following information regarding provisions other than technical provisions and contingent liabilities:

- a) The nature of the obligation and expected timing of any outflows of economic benefits; and**
- b) An indication of uncertainties surrounding the amount or timing of the outflows of economic benefits.**

- 4.46. Undertakings disclose cases where no amount is recognised either in the general purpose financial statements or Solvency II balance sheet because no reliable estimate is possible.
- 4.47. Undertakings disclose cases where market value of liabilities have not been adjusted for changes in an entity's own credit risk and explain the reason for this.
- 4.48. Undertakings also disclose information about interest rate used, risk adjustment (including risk premium) and other major assumptions made concerning future events.

Guideline 16 - Employee benefits

Undertakings should disclose at least the following information regarding employee benefits:

- a) The nature of the obligations with employee benefits; and**
- b) The nature of the plan assets, the amount of each class of assets, the percentage of each class of assets of the total defined benefit plan assets, including reimbursement rights.**

- 4.49. Undertakings clearly identify which obligations have the nature of short-term obligations, post-employment benefits (distinguishing defined contribution plans and defined benefit plans), other long-term employee benefits and termination benefits following either IAS 19 definitions or local GAAP definitions.

- 4.50. When explaining the differences between the general purposes of financial statements and the Solvency II balance sheet, undertakings explain differences resulting from the prohibition under Solvency II for deferred recognition of actuarial gains and losses.
- 4.51. Undertakings disclose information about the methodologies and inputs used to determine the economic value. This requires a description of the actuarial valuation method, including the internal valuation model (where applicable), and the actuarial assumptions used (e.g. demographic assumptions such as mortality, rates of employee turnover, disability and early retirement, proportion of dependants eligible for benefits, claim rates under medical plans and financial assumptions such as discount rate, future salary and benefit levels, medical cost trend rates, the expected rate of return on plan assets. Disclosure is also required in cases where the overall expected rate of return of the assets is used, including the effect on the major classes of the plan assets.
- 4.52. Undertakings disclose information about the plan assets, to allow for an assessment of the level of risk inherent in the plan to be made. In cases where the plan assets correspond to insurance policies, the issuer of those policies is clearly identified.

Guideline 17 - Deferred tax liabilities

Undertakings should disclose at least the amount of deferred tax liabilities

- 4.53. Where applicable tax rates have changed since the previous period undertakings explain the changes and their effect on the deferred taxes.
- 4.54. Undertakings may disclose the information on deferred tax assets and deferred tax liabilities together if they wish.
- 4.55. The information provided covers in particular closing procedures for providing Solvency II figures.

Section V: Capital Management

Guideline 18 - Own funds

Undertakings should disclose at least their solvency ratio, calculated as eligible own funds as a percentage of the SCR.

Where undertakings disclose additional ratios, because they believe that the ratios are relevant to providing an understanding of their solvency position and are compatible with the solvency ratio, undertakings

should:

- a) Clearly explain in the SFCR the additional ratio; and**
- b) Ensure that the additional ratios do not divert attention from the disclosure of the solvency ratio.**

- 4.56. A standardised solvency ratio will achieve comparability of solvency ratios and ensure that users of solvency ratios disclosed by undertakings are not misled. The solvency ratio is the ratio of eligible own funds as a percentage of the SCR.
- 4.57. The eligible own funds / SCR ratio is easy to calculate and reveals whether or not an undertaking is meeting the SCR. While no single solvency ratio can deliver all the solvency information users might find relevant, the chosen ratio is considered the most useful ratio.
- 4.58. Undertakings may believe that disclosure of additional ratios, for example providing more granularity of information or focusing on a particular quality of capital, would provide a better understanding of their solvency position. In that case undertakings are allowed to disclose them, so long as those additional ratios are compatible with the ratio of eligible own funds to SCR and do not divert attention from that ratio.

Guideline 19 - Own funds

Undertakings should disclose at least the following information regarding their own funds:

- a) The information about the objectives, policies and processes employed by the undertaking for managing its own funds, including information on the time horizon used for business planning, and on any material changes over the reporting period;**
- b) Information on the structure, amount and quality of own funds at the end of the reporting period and at the end of the previous reporting period, including an analysis of the significant changes in each tier over the reporting period, separately providing information for each type of basic own funds item as well as for ancillary own funds;**
- c) For each capital instrument in issue at year end, the extent to which they are subordinated, their duration and issue size, and any other features that are relevant for assessing the quality of the capital;**
- d) The value of capital instruments issued as debt and the value of debt instruments redeemed during the year and the extent to which the issuance has been used to fund redemptions;**
- e) The value of subordinated debt, including an explanation of the changes arising from movements in the risk free rate and, if relevant, from fluctuations between the currency in which the**

- subordinated debt is issued and the reporting currency;
- f) With regard to the disclosure of eligible amounts to cover the SCR and MCR, an explanation of any restrictions to available own funds and the impact of limits on eligible Tier 2 and Tier 3 capital, and on restricted Tier 1 capital;
 - g) Details of the principal loss absorbency mechanism used to qualify as high quality own funds instruments, including the trigger point, and its effects so that all providers of own funds items are aware of the potential impact;
 - h) An explanation addressing the key elements of the reconciliation reserve;
 - i) Information in relation to the transitional arrangements on the disclosure for each separate own-fund item which should include:
 - j) the tier into which each has been classified and why; and
 - k) the date of the next call and the regularity of any subsequent call dates (or the fact that no call dates fall until after the end of the transition date).
 - l) In case a method has been used to determine the amount of an ancillary own fund item a disclosure of:
 - m) how the valuation provided by the method has varied over time;
 - n) which inputs to the methodology have been the principal drivers for this movement; and
 - o) the extent to which the method takes account of past experience, for example the outcome of past calls, and how the amount calculated is affected.
 - p) The total excess of assets over liabilities within ring-fenced funds, the split between those which are deducted and those which are not and the extent of and reasons for significant restrictions, deductions or encumbrances, including any relating to participations.
 - q) The description of each material ancillary own fund item should include information on the form of arrangement and the nature of the basic own funds items it would become on being called up or satisfied (including the tier), as well as when the item was agreed by the supervisory authority and for how long.

4.59. Member States have different accounting practices, and the specific circumstances of individual undertakings within a Member State will also vary. Both these facts will affect the nature and extent of the explanations provided by individual undertakings.

4.60. The mechanism to be used, including the trigger point, is clearly defined in the terms of the contractual arrangement governing the own-fund item and legally certain. Details of the mechanism and its effects are

included in public disclosure so that all providers of own funds items are aware of the potential impact.

- 4.61. Disclosure of items which reduce the reconciliation reserve such as foreseeable dividends and own shares held is always considered appropriate.

Guideline 20 - Solvency Capital Requirement and Minimum Capital Requirement

Undertakings should disclose at least information on the justifications that simplifications used for calculation of the solvency capital requirement are proportionate to the nature, scale and complexity of risks.

Guideline 21 - Differences between the standard formula and any internal models used

Undertakings should consider, when disclosing the main differences in methodologies and underlying assumptions used in the standard formula and in the internal model, at least the following:

- a) Structure of the model,
- b) Risk categories concerned and not concerned by internal models,
- c) Aggregation methodologies and diversification effects,
- d) Risk not covered in the standard formula but covered by the internal model.

- 4.62. Undertakings accompany quantitative information by a description of the main feature of the internal model in order not to mislead readers of the quantitative reporting templates and to ensure a better understanding.

- 4.63. It is impossible *a priori* to assess whether the methodologies used in an internal model will be close or similar to the one used in the standard formula. Nevertheless, undertakings may have chosen in their internal model to use terminologies that are close to the one used in the standard formula.

- 4.64. In particular, it is avoided to base comparisons between the quantitative outputs of two different undertakings that would have used the same name for some modules although:
- They may cover different risks;
 - They may use totally different approaches.

- 4.65. This is why undertakings provide a high-level description of the model.

- 4.66. This description should include a comparison (of the effects) of the main differences in methodologies and underlying assumptions used in the standard formula and in the internal model.
- 4.67. Because some risks that are material to an undertaking may not be explicitly included in the standard formula. Nevertheless, in order to meet article 121(4) of the Directive 2009/138/EC, they would have included these risks in their internal model. This information seems to be of the utmost importance in order to analyse properly the reported quantitative information.

Guideline 22 - Any other disclosures on the internal model

Undertakings should at least disclose a high level description of the operational performance of the internal model, in particular security, contingency planning and recovery plans, as well as computational capabilities and efficiency of the model.

- 4.68. Some generic information is useful for the public to form its opinion about the security of the internal model without raising confidentiality concerns. That information refers to contingency planning and recovery plans, as well as computational capabilities and efficiency of the model.

Guideline 23 - Any other disclosures

Within the description of the nature and appropriateness of the key data used, undertakings should disclose at least a description of the process in place for checking data quality.

- 4.69. The process of validating data is as important as the data itself, disclosure of this information will greatly improve public confidence in internal models. Without this information a knowledgeable person will not achieve a reasonably good understanding of the reliability of the internal model.

Chapter. 2 Groups

Section 1: Business & Performance

Guideline 24 – Business

Participating insurance and reinsurance undertakings or insurance holding companies should disclose at least a list of subsidiaries and material participations including the name, country, proportion of ownership interest and, if different, proportion of voting power held.

Section 2: Capital Management

Guideline 25 - Own funds

Participating insurance and reinsurance undertakings or insurance holding companies should disclose at least the following information regarding their own funds:

- a) Which own funds items have been issued by an undertaking of the group other than the participating insurance and reinsurance undertakings or insurance holding company;
- b) The currency used to disclose own fund items should be the same currency used in the 'group returns' (the local currency). Where own fund items are denominated at the solo level in a currency other than the local currency, details should be provided identifying those own funds, their issuing undertaking, the currency that they are denominated in, and a reconciliation between the value of the own funds in the two currencies, even if the currency used to disclose own funds items should be the reporting currency;
- c) Where the own funds are issued by an equivalent third country insurance undertaking and when applying the Deduction and Aggregation method, the local tiering of those own funds, including information on the tiering structure, criteria and their limits;
- d) information on the levels of their own funds in each tier;
- e) Where the own funds are issued by an undertaking that is not a insurance undertaking and is subject to tiering requirements other than Solvency II requirements, the source and nature of those tiering requirements, as well as the level of the own funds in each tier;
- f) How group own funds have been calculated net of any intra-group transactions, including intra-group transactions with entities of other financial sectors; and
- g) The nature of the restrictions to the transferability and fungibility of own funds in the related undertakings, if any.

Title II: Regular Supervisory Report

Chapter 1. Solo undertaking

Section 1: Business & Performance

Guideline 26 - Business

When providing information regarding their business, undertakings should include information on:

- a) number of full time equivalent employees;

- b) a list of all subsidiaries and branches;**
- c) a detailed structure chart;**
- d) information on internal structures and**
- e) distributions to shareholders.**

- 4.70. Information on the number of employees, subsidiaries, and insurance as well as non-insurance, and distribution to shareholders enable the supervisor to better understand how the undertaking positions itself with regards to its external environment.
- 4.71. Information on the distribution to shareholders includes the amount of dividends distributed during the period, the amounts of dividends proposed or declared but not yet recognised as a distribution and the amount of any cumulative preference dividends not yet recognised.
- 4.72. The detailed structure chart explains the ownership and legal links between the undertaking and, on the one hand, its parent and ultimate parent entity and, on the other hand, all its subsidiaries, branches and significant investments in joint controlled entities and associates.
- 4.73. The information includes forward-looking information, explaining the assumptions that were applied, and any material factors that could cause results to differ.

Guideline 27 - Underwriting Performance

When providing information on risk mitigation techniques related to underwriting activities, undertakings should include a description of:

- a) the impact of the mitigation techniques on the performance of underwriting activities; and**
- b) the effectiveness of the risk mitigation techniques**

- 4.74. When indicating the effectiveness of risk mitigation techniques, undertakings need to also describe the methods and processes used to assess effectiveness as well as the consequences in cases of ineffectiveness.

Guideline 28 - Any other disclosures

Undertakings should provide information about any significant transactions with related entities.

- 4.75. A transaction with a related entity is a transfer of resources, services or obligations between a reporting entity and a related party that is not in the scope of the group, regardless of whether a price is charged.

- 4.76. To the extent that the undertaking has had significant transactions with related entities during the reporting period, these are clearly identified and explained.

Guideline 29 - Any other disclosures

Undertakings belonging to a group should provide qualitative and quantitative information regarding relevant operations and transactions within the group including information on:

- a) The amount of the operations and transactions;
- b) The amount of outstanding balances, if any;
- c) Relevant terms and conditions of the operations and transactions

- 4.77. Operations and transactions within the group relevant within the undertaking's financial performance are paramount for the supervisor to understand whether the performance stems from intra-group transactions or from business outside the group. Also gives relevant information about the level of support provided by entities in the group.
- 4.78. The amount of the transactions to be disclosed includes transactions without an outstanding balance at year end.
- 4.79. Terms and conditions to be disclosed include information about for example guarantees given or received and whether the transaction is linked to another in terms of time, function and planning.

Section II: System of governance

Guideline 30 - Governance structure

Within the information on the governance structure, undertakings should provide an organisational chart of the undertaking, including positions of key function holders.

- 4.80. The organisational chart helps identifying clearly the positions of key function holders within the organisational structure of the undertaking.

Guideline 31 - Governance structure

Within the information on the governance structure, undertakings should explain how the undertaking's remuneration policies and practices are consistent with and promote sound and effective risk management and do not encourage excessive risk taking. The information should focus on the linkage between remuneration and performance.

4.81. The information provided on the integration of the remuneration policy and practices into the risk management system are not limited to the elements provided in the SFCR, i.e. fixed/variable components and performance criteria, but encompass any incentive mechanism that could induce excessive risk taking that exceeds the risk tolerance limits of the undertaking.

Guideline 32 - Risk management system

When providing information on the strategies, objectives, processes and reporting procedures of the undertaking's risk management for each separate category of risk, undertakings should explain how these are documented, monitored and enforced.

4.82. This includes, for instance, information on elements such as pricing rules, underwriting policies, investment policies, or claims processing procedures.

Section 3: Risk profile

Guideline 33 - Risk Profile

Within the information reported with regards to risk exposure, undertakings should explain how they ensure that derivatives contribute to the reduction of risks or facilitate efficient portfolio management.

4.83. This is to ensure that derivatives are used in accordance with the prudent person principle as defined in Article 132 (4) of the Directive, since derivatives are financial instruments which can lead to very specific and complex risks.

Guideline 34 - Any other information

Undertakings should provide at least a description of the risk factors when investing in structured products. These should include the elements that may negatively affect the evolution of value or return of the structured products, namely and where applicable:

- a) Existence of principal protection;**
- b) Credit risk arising from the structured product, if not mitigated by other instruments;**
- c) Lack of liquidity;**
- d) Description of the index formula of the option-like component of a structured product.**

Section 4: Valuation for Solvency Purposes

Guideline 35 – Assets

Where related undertakings have been valued with other methods than by using quoted market prices in active markets or the adjusted equity method, undertakings should explain why the use of these methods are not possible or practical.

- 4.84. Undertakings are expected to be able to exercise sufficient control over subsidiaries to allow them to obtain the information necessary to apply the adjusted equity method. Therefore, if neither market price nor adjusted equity method have been used in the valuation of any subsidiary, then the undertaking explains (if it has not already been covered in the SFCR) why not.

Guideline 36 – Assets

When deferred tax assets are recognised, undertakings should explain how they calculated future taxable profits and identified the amount and expected time horizons for reversal of temporary differences.

- 4.85. Undertakings need to disclose sufficient information to demonstrate the probability that future taxable profit will be available against which the deferred tax asset can be utilised. This information includes the parameters within that profit projection which are subject to expert judgement.

Guideline 37 - Technical Provisions

Undertakings should provide information on technical provisions which should include:

- a) details of the relevant actuarial methodologies and assumptions used in the calculation of the technical provisions including details of any simplification used in the calculation of the technical provision (including deriving the risk margin and its allocation to the single lines of business) and including a justification that the method chosen is proportionate to the nature, scale and complexity of risks;**
- b) an explanation of the contract boundaries applied to each different business in the valuation of technical provisions, and details of any contracts that include significant renewals within existing business;**
- c) details of the key options and guarantees within the calculation of the technical provisions and the significance of each and how they are evolving;**
- d) an overview of any material changes in the level of technical provisions since the last reporting period, including reasons for**

material changes, especially the rationale of material changes in assumptions.

e) material changes in lapse rates;

f) details of the homogeneous risk groups used to calculate the technical provisions;

g) any recommendations on the implementation of improvements in the internal procedures in relation to data that are considered relevant;

h) information about any significant data deficiencies and adjustments ;

i) a description of the technical provision that have been calculated as a whole;

j) a description of where unbundling has been used;

k) details of the Economic Scenario Generator, including an explanation of how consistency to the risk free rate has been achieved and which volatility assumptions have been chosen; and

l) details of the approach taken to calculate reinsurance recoverables.

- 4.86. When providing details of the approach taken to calculate reinsurance recoverable, undertakings should explain how the material changes of the reinsurance programs have been reflected in the calculation of reinsurance recoverables.

Guideline 38 - Any other material information

Undertakings should describe the processes and procedures to deliver reliable financial and non-financial information in a timely manner.

Section 5: Capital Management

Guideline 39 - Solvency Capital Requirement and Minimum Capital Requirement

Within the information reported with regards to SCR, undertakings should include details of any allowance for reinsurance and financial mitigation techniques and future management actions used in the SCR calculation and how these have met the criteria for recognition.

- 4.87. The description is sufficiently detailed to allow supervisory authorities to assess if the undertaking has met the criteria for recognition.

Chapter. 2 Groups

Section 1: Business & Performance

Guideline 40 - Any other disclosures

Participating insurance and reinsurance undertakings or insurance holding companies should provide information on the terms and conditions of the intra-group operations and transactions including information on:

- a) Commercial rationale for the operation or transaction;**
- b) Risks borne by, and rewards available to, each party to the operation or transaction;**
- c) Any particular aspects of the operation or transaction that are (or may become) disadvantageous to either party;**
- d) Any conflicts of interest that may have arisen in negotiating and executing the operation or transaction, and any potential conflicts of interest that may arise in the future;**
- e) If the transaction is linked to other operations or transactions in terms of timing, function and planning, the individual effect of each operation or transaction and the overall net impact of the linked operations and transactions on each party to the operation or transaction and on the group should be reported; and**
- f) Extent to which the operation or transaction is depending on a winding-up and circumstances in which the operation or transaction can be unwound.**

- 4.88. The assessment of the relevance of the intra-group transactions cannot be based on a lower threshold than the threshold confirmed by the group supervisor and used on the quantitative reported templates.
- 4.89. Examples of possible conflicts of interest that may have arisen in negotiating and executing an intra-group transaction or that may arise in the future can be the deterioration of the financial position of one of the parties involved in the transaction or the shareholders' interests or those of policyholders.
- 4.90. If relevant for obtaining a complete understanding of a transaction, undertakings may consider appropriate to include specific contracts and other agreements within the RSR for adequacy of information.

Section 2: System of governance

Guideline 41 - Governance structure

Participating insurance and reinsurance undertakings or insurance holding companies should if they have obtained approval for Centralized Risk Management explain how they comply with the Centralized Risk Management requirements⁵.

Section 3: Risk Profile

Guideline 42 - Risk Profile

Participating insurance and reinsurance undertakings or insurance holding companies should provide qualitative and quantitative information on any significant risk concentration at the level of the group, including:

- a) Identification of the risk(s);
- b) Probability of risks materialising into losses;
- c) Mitigation actions;
- d) Analysis and quantification of the risk concentrations along legal entity lines;
- e) Consistency with the group's business model, risk appetite and strategy, including compliance with the limits set by the internal control systems and risk management processes of the group;
- f) Whether losses arising from the risk concentrations affect not just the overall profitability of the group but also its short-term liquidity;
- b) Probability of risks materialising into losses;
- c) Mitigation actions;
- d) Analysis and quantification of the risk concentrations along legal entity lines;
- e) Consistency with the group's business model, risk appetite and strategy, including compliance with the limits set by the internal control systems and risk management processes of the group;
- f) Whether losses arising from the risk concentrations affect not just the overall profitability of the group but also its short-term liquidity;
- g) Relationship, correlation and interaction between risk factors across the group, and any potential spill over effects from risk concentrations in a particular area;
- h) Specific information about the group counterparty and the exposure (nature/country of exposure, rating/rating agency, ID code and sector of issuer);
- i) Quantitative information about the risk concentration and the effect on the undertaking and the group and the effect of reinsurance contracts; and

⁵ See Upcoming EIOPA L3 guidelines on Group Governance

j) Whether the item concerned is on the asset side or liability side or if it is an off-balance sheet item.

4.91. The information regarding the possibility of risks materialising into losses is expected to be captured by stress testing and scenario analysis.

Section 4: Valuation for Solvency Purposes

Guideline 43 - Any other material information

Participating insurance and reinsurance undertakings or insurance holding companies should provide at least information on how the group consolidated, aggregated or combined data (depending on the method used) that is compliant with Solvency II rules has been prepared as well as the processes in place to prepare it.

Title III: Supervisory reporting following pre-defined events

Guideline 44 - Supervisory reporting following pre-defined events

Undertakings should report information to the supervisory authority as pre-defined events information when those events could reasonably be expected to lead or have already led to material changes in an undertaking's or a group's business and performance, system of governance, risk profile, and solvency and financial position. In case of doubt, undertakings should consult supervisory authorities on whether a given event would classify as a pre-defined event.

4.92. Pre-defined events and the associated information that supervisory authorities would expect to be submitted along with any notification by an undertaking, could include, for example:

- a) *changes in an undertaking's business strategy, including delays to implementing strategies of which supervisory authorities are already aware* – information could be provided on the reasons for the change or delay in implementing strategy and any material effects that it has had or is likely to have on other aspects of an undertaking's business (e.g. business performance, risk profile, etc);
- b) *Relevant mergers, takeovers and acquisitions* – information could be provided on the implications on the undertaking's business, system of

governance, risk profile and solvency and financial position. This would be provided irrespective of whether the event involves an insurer, or whether it is conducted with parties based in the EEA;

- c) *internal organisational restructure* - information could be provided on the details of any significant reorganisation and the reasons for such a change, including any material effects in other areas of an undertaking's business;
- d) *significant lawsuits or claims that have a reasonable chance of success being brought against the undertaking* - information could be provided on the nature of the lawsuit and any legal opinion received by the undertaking, as well as the potential impact of the lawsuit on the undertaking and any potential mitigation or management actions that could be enacted in the event that the lawsuit ruling were to decide against the undertaking;
- e) *material changes in own funds levels, MCR, SCR, technical provisions and/or other balance sheet items* - information submitted by the undertaking could include the amount and reason for change and a consideration of any potential or actual consequence of changes. In relation to technical provisions, information submitted by an undertaking could include details on the emergence of any future material claims that had not been present in the previously reported technical provisions;
- f) *new, emerging or crystallised internal or external risks of a material nature* – information could include details of emerging or crystallised risks and information on their actual or potential impact, as well as identifying mitigation plans (whether planned or already in place). Such pre-defined event could also include ratings' downgrade for rating sensitive companies;
- g) *significant governance failures* – information could include details of the governance failure, the impact of failure on the undertaking and the action taken in response to it;
- h) *significant operational failures* – information could include details of the operational failures such as business interruptions, IT-breakdowns, internal frauds, etc., the impact of the failure on the undertaking and the action taken in response to it;
- i) *when an undertaking has reason to call into question the fitness and/or propriety of a person who effectively runs the undertaking or undertakes other key functions*. Information could include details on the circumstances leading to a reassessment of that person's fitness and/or propriety, any internal and/or external investigations procedures resulting from this and the eventual decision on that person's fitness and/or propriety. Such reporting to supervisory authorities is not limited to situations such as that mandated in Article 42(3) of the Directive Guidelines on Governance , but also includes all

situations where reasonable doubt over a person's fitness and propriety exists;

- j) *when an undertaking has provided in its SFCR or RSR information from financial statements which were finally not approved by the general assembly meeting or not signed-off by external auditors, undertakings report again to the supervisor their SFCR or RSR if material differences in financial statements appear; this is without prejudice to the possible need of publicly disclosing a modified SFCR according to other requirements;*
- k) *Very significant intra-group transactions - Intra-group transactions that will or possibly will weaken the solvency and financial condition of the group or any solo undertakings in the group or if they negatively affect the group.*

- 4.93. Undertakings notify supervisory authorities as soon as they become aware of circumstances that would give rise to the occurrence of a pre-defined event. This notification is made at the earliest opportunity. However, the notification of the occurrence of a pre-defined event is different from the reporting of information related to that pre-defined event: after notification of the pre-defined event, the delay to submit the information related to that pre-defined event can be discussed with supervisory authorities on a case-by-case basis.
- 4.94. This does not preclude earlier dialogue between supervisory authorities and undertakings on potential events. For example, in the instance of a merger, it would be sensible to engage with the supervisor when an undertaking is scoping the work.
- 4.95. Pre-defined events also include any specific reporting specifically provided for by the Directive and not stated above. For instance, article 102 (1) of the Directive explicitly states that if the risk profile of an insurance or reinsurance undertaking deviates significantly from the assumptions underlying the last reported SCR, the undertaking concerned shall recalculate the SCR without delay and report it to the supervisory authorities.
- 4.96. The information provided under pre-defined events includes relevant information as illustrated above, including updates of sections of the narrative SFCR (but solely for the use of the supervisor because pre-defined event information is not public) and RSR, and/or updates of the annual or quarterly templates.
- 4.97. To avoid unnecessary duplication of information and to respect the principle of proportionality, undertakings are not be required to report information that has already been provided to the same supervisory authority as part of the approvals, permissions or authorisations process it is subject to with regards to these pre-defined events.

- 4.98. Depending on the nature of the event, supervisory authorities may also ask for undertakings to report information related to that pre-defined event on a regular basis over a period of time in order to monitor the situation of the undertaking. This is determined on a case-by-case basis. It has to be distinguished from internal information that may be reported regularly to supervisory authorities for any undertaking (and not just for pre-defined events).
- 4.99. Pre-defined events reported to the supervisor differ from major developments to be publicly disclosed under Article 54 (1). Article 54(1) states that after a major development affecting significantly the relevance of the information publicly disclosed in the SFCR, undertakings shall publicly disclose appropriate information on its nature and effects. Article 54(1) explicitly states that such events shall include at least an undertaking's non-compliance with its MCR (including allowance for requirements around a short-term realistic finance scheme) or significant non-compliance with its SCR (including allowance for requirements around a realistic recovery plan).

Guideline 45 - Supervisory reporting following pre-defined events

Undertakings should consider as a pre-defined event the performance of an additional ORSA in accordance with Article 45(5) of the Directive on account of a significant change in -their risk profile, and report the results of this ORSA accordingly.

- 4.100. As stated in the Guidelines on ORSA, the performance of an additional ORSA in accordance with Article 45(5) on account of a significant change in its risk profile is considered as a pre-defined event.
- 4.101. As a consequence, the undertaking reports without delay to the supervisor the same information on the results of the ORSA as for the ORSA report, along with the following additional information : reasons and description of the change in risk profile that triggered the performance of the additional ORSA, qualitative and quantitative comparison with the methods and outcome of the previous ORSA, including the specific effect of the change in risk profile, and , any proposed management actions considered necessary and any planned capital measures.
- 4.102. Very significant intra-group transactions follows article 245 and Guidelines on supervision of intra-group transaction, guideline 3, but with an appropriate threshold or when the transaction exceeds the thresholds agreed within the college. Other very significant intra-group transactions to be reported are (non-exhaustive list):

- Movements of capital or income outright without proper collateralisation;
- Unusual or large amounts capital or income being transferred from an undertaking;
- intra-group transactions not conducted at arm's length and which may be disadvantageous to an undertaking – i.e. transactions on terms or under circumstances which parties operating at arm's length would not approve or participate;
- intra-group transactions that can adversely affect the solvency, liquidity or profitability of an undertaking, or are used as a mean of supervisory arbitrage to evade capital or other regulatory requirements;
- Significant cases of breach on governing rules around those transactions.

Title IV: Public Disclosure and Supervisory Reporting– Processes

Chapter 1. Solo undertakings

Guideline 46 - Undertakings' disclosure policy

The undertaking should ensure that the disclosure policy complies with the guidelines established under System of Governance [general governance/guidelines [number xxx] especially in what regards written policies, and that it includes the following:

- a) details of the persons/function responsible for drafting and reviewing the disclosure;**
- b) the processes for completion of the various disclosure requirements and for review and approval by the administrative, management or supervisory body before disclosure;**
- c) a view on information already available in the public domain that they believe is equivalent in nature and scope to the information requirements in the SFCR;**
- d) a view on the specific information they intend not to disclose, under the circumstances set out in Article 53(1) of the Directive; and**
- e) additional information voluntarily disclosed under Article 54 (2) of the Directive.**

4.103. The undertakings' disclosure policy to be developed under Article 55 (1) of the Directive follows the Guidelines for written policies established under the Guidelines on Governance, but some specific elements need to be developed for the disclosure policy, especially with regards to given possibilities or requirements existing for the SFCR in order to know if and

how they are applied by the undertaking, such as: non-disclosure of information, reference to other documents or additional voluntary disclosures.

Guideline 47 - SFCR - Non-disclosure of information

In order not to disclose specific information in the SFCR, undertakings should demonstrate to the supervisory authority that this information meets the criteria set out in Article 53(1) of the Directive.

4.104. The permission not to disclose information in the SFCR is dependent upon demonstration by the undertaking :

- a) that the publication of a given information would give competitors an unwarranted advantage, as for example is the case of disclosing specific business data that will permit identifying its proprietary know-how; or
- b) of the characteristics of the obligations to policyholders or other contractual relations binding the undertaking to secrecy or confidentiality, such as their legal form, parties to the obligation or contract, descriptions of contractual clauses or other obligations that entail secrecy or confidentiality, impact on disclosure requirements, assessment that these clauses or obligations cannot be modified without undue burden, for example.

Guideline 48 - SFCR - Non-disclosure of information

Undertakings should not set up obligations to policy holders or other counterparty relationships binding an undertaking to secrecy or confidentiality in order to avoid disclosure of information in the SFCR

4.105. Undertakings need to demonstrate to the supervisory authority that obligations or contractual relations invoked to obtain permission for non-disclosure of information in the SFCR have not been put in place in order to avoid such disclosure. This avoids any regulatory arbitrage.

Guideline 49 - SFCR - Additional voluntary disclosure

Undertakings should not voluntarily disclose in the SFCR, or in any other public disclosure, any confidential information sent by the supervisor to the undertaking without prior permission from the supervisory authority.

4.106. The SFCR, or any other public disclosures, does not contain any confidential information sent by the supervisory authority to the undertaking, for instance the findings or outcomes from the SRP such as the results of on-site inspections, without prior permission from the supervisor. This is to guarantee that supervisory assessment is not used

by undertakings out of its context, for instance presented as a confirmation of the decisions of management.

Guideline 50 - SFCR - References to other documents

When undertakings make references to other documents in the SFCR these should be done through references that lead directly to the information itself and not to a general document.

4.107. In particular, it is not considered appropriate for an undertaking's SFCR to refer through general hyperlinks to other documents because links need to be very specific and this could present difficulties for readers having to find information that is located in various parts of other public disclosures.

Guideline 51 - RSR - Stand-alone document

Undertakings should not use references to other documents in the RSR.

4.108. The RSR is a stand-alone document, which does not contain any reference to other documents. Elements from disclosures or internal reporting may of course be used, but is included in full and not through references.

4.109. Besides, in addition to the RSR, supervisory authorities may require on a regular basis a copy of the internal narrative or quantitative reports of the undertaking, as they deem necessary for the purposes of supervision. As stated in article 35 (3) of the Directive, data from internal sources can also be part of regular reporting. Such reporting requirements are assessed on a case-by-case basis taking into account the principle of proportionality and the intensity of the SRP. They may concern for instance internal audit reports, risk reports, reinsurance reporting or any regular management information.

Guideline 52 - Undertakings' reporting policy

The undertaking should ensure that the reporting policy complies with the guidelines established under System of Governance [general governance] on written policies, and additionally:

- a) detail which business unit is responsible for drafting any reporting to the supervisor along with those business units which are responsible for reviewing any reporting to the supervisor;**
- b) set out processes and timeline for completion of the various reporting requirements and review and approval and**
- a) c) explain the processes and controls for guaranteeing the reliability, completeness and consistency of the data provided and facilitate the analysis and comparison throughout the years**

4.110. The undertakings' reporting policy to be developed under Article 35 (5) of the Directive follows the Guidelines for written policies established in the implementing measures and Guidelines on Governance, but some specific elements need to be developed for the reporting policy, especially with regards to the timeline for completion, and the processes and controls implemented to guarantee accuracy and consistency of the data (for instance, back-testing in case approximations based on estimated data have been used).

4.111. This aims to ensure that the administrative, management and supervisory body of the undertakings takes responsibility and to ensure the correctness and completeness for the entire content of the regular information provided to the supervisor by putting in place the necessary controls, as this is a major Pillar 3 requirement and the basis of the SRP.

Guideline 53 - RSR and quantitative templates – Approval

Undertakings should have the RSR and annual quantitative reporting templates approved by the administrative, management or supervisory body of the undertaking.

Undertakings should have the quarterly quantitative templates reported to the supervisor, approved either by the administrative, management or supervisory body or by persons who effectively run the undertaking.

Chapter 2: Groups

Guideline 54 - SFCR – Single Group SFCR

When requesting for approval to provide a single SFCR, the group should provide an explanation on how the subsidiaries are covered and how the subsidiaries' administrative, management or supervisory body is involved in the process and approval of the outcome.

Guideline 55 - SFCR – Communication from group supervisor

When a parent undertaking requests approval for providing a single solvency and financial condition report, the group supervisor should promptly contact all relevant supervisory authorities and specifically discuss any language constraints.

4.112. Notwithstanding the ultimate responsibility of the AMSB over the whole reporting to supervisor, the formal approval of quantitative templates reported to supervisor can be performed either by the administrative, management and supervisory body or by persons who effectively run the undertaking. This decision is to be taken by Member States.

