



Banc Ceannais na hÉireann  
Central Bank of Ireland

Eurosystem

# Central Bank of Ireland Online Reporting System Training

11 March 2013



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## Introduction

- **Name:** Kevin Caden ACA
  - **Division:** Investment Firms & Funds Supervision (IFFS)
  - **Role:** Investment Funds Regulator
  - **Presentation:** Demonstration of the Central Bank of Ireland Online Reporting System for Investment Funds (IF's) Depositories
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## **Guidance Material**

- General ONR User Guidance
  - Return Type User Guidance
  - Ad hoc User Guidance
  - Delegation/User access Guidance
  - Online demonstrations
  - Email query / telephone query
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## Time line

- **Go Live Date:** 15 March 2013
  - **Returns generated:** 9 April, returns will be visible from this date onwards
  - **User Access:** Issued in 2 parts (letters & emails)
    - Letters issued 11th March and emails following on the 13th March
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## **Overview of content**

1. Returns in scope for electronic submission from the 31<sup>th</sup> of December 2012 onwards
  2. About the System – Online Reporting System Functionality
  3. User Types, Adding new users
  4. Ad Hoc Return Type
  5. Questions
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# 1. Returns in Scope

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## Scheduled returns

Ref.	Return Name	Applicable to:
1	Audited year-end financial statements	- All IF's
2	Interim financial statements	- Applicable IF's
3	Financial Derivative Instruments (FDI)	- UCITS Funds Only
4	Key Investor Information Document (KIID)	- UCITS Funds Only
5	Fund Profile	- All IF's

## Ad hoc returns

Ref.	Return Name	Applicable to:
6	Regulatory report	- All IF's

## Ad hoc Return Type

Ref	Return Name	Applicable to:
7	Trustee/ Depository Report	Trustee/ Depository
8	Auditors Statutory Duty Letter	Independent Auditor



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## **2. Online System Functionality**

**See Guidance Material for further detail and  
specific line item definitions and criteria**

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## Online System Functionality

- **Web-based application** through which firms will submit their regulatory returns
  - **Security:** Developed in line with Microsoft security guidelines and general best practice
  - **Inactivity:** After 20 minutes of inactivity you are logged out
  - **Navigation:** Use the Breadcrumb menu across the top of the page
  - **Email Notification (x2) :** Overdue returns - notification on 2nd & 5<sup>th</sup> working day post submission due date
  - **Email Address:** Notification emails are sent to System Administrator and delegate or third party user
  - **Demonstrate** – breadcrumb, taskbar
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## **3. User Types, Adding New Users**

**See Guidance Material for further detail and  
specific line item definitions and criteria**

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## User Types, Adding New Users

- **Firm System Administrator:** Creates additional “Business Administrators” or “Users” on the system.
  - **Resetting Passwords:**
    - Performed through ONR System by System Administrator or Business Administrator, can reset own password
  - **Accessing delegated returns:**
    - Business Administrators can set up other “Business Administrators” or “Users” and assign relevant returns and roles (view/edit)
  - **Changing System Administrator:**
    - System Administrator must contact Central Bank when resigning and provide new persons details
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## **4. Ad Hoc Return Type**

**See Guidance Material for further detail and specific line item definitions and criteria**

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## Ad Hoc Return Types

- **Trustee/ Depository Report**
    - This return type will be automatically assigned to IF's Depository by the Central Bank based on information held on our records.
    - Required to be submitted on an ad hoc basis
  - **Demonstration:** Demonstrate return
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# Contact Information

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## **Contact Details**

-  **01-2244545 (not live until 12 March onwards)**
-  [fundsonr@centralbank.ie](mailto:fundsonr@centralbank.ie)



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NB – ONR System live from 15 March 2013. Returns will not be generated on the system until 9<sup>th</sup> of April. Users will not be able to view the returns until this date.

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## **7. Thank You**

### **Further Questions ?**

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