

# **FOR CROSS-BORDER REPORTS**

Fields marked with \* are mandatory, and must always be completed, while fields marked with \*\* are conditional mandatory and must be completed only when relevant or when the related information is available to the disclosing FIU. Fields marked with \*\*\* shall be replicated as necessary on a case-by-case basis.

<b>SECTION 1 – XBR DETAILS</b>		
	<b>Fields/Types of information</b>	<b>Description</b>
*	Owner:	Name of the sending FIU
*	XBR name: _____ XBR Refence: _____	Internal name of the XBR  XBR reference no.
**	<input type="checkbox"/> Urgency Reasons for urgency: _____	
*	Report Type:	Type if the original report (STR/SAR)
*	Reporting Entity Type: _____	Free text field
	Reporting Entity Name: _____	Free text field
*	Reasons for reporting: _____ Grounds of suspicion:	Free text field

In the next Sections 2 and 3, at least one of the fields – 2.1, 2.2 or 3 – must be completed. These fields are marked as mandatory because at least one of them is required; however, completing only one of the three is sufficient.

<b>Section 2 - PERSONS</b>		
	<b>Fields/Types of information</b>	<b>Description</b>
*	<b>2.1. NATURAL PERSONS (***)</b>	Data in this section should concern the natural persons of interest in the original report of suspicions.
	<b>IDENTIFICATION</b>	

*	First Name (s)	Free text field (in cases where the distinction between first, middle and last name is unknown, include here the full name)
	Middle Name(s)	Free text field
**	Last Name(s)	Free text field  In principle, full information on both first name and family name shall be included mandatorily and separately.  In exceptional cases where the identity data on name and family names are not complete or cannot be confirmed, the relevant fields shall nonetheless be filled in with available information, while appropriate caveats and details should be provided in the “Comments” field.
**	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other	Enumeration

	Aliases	
**	Date of birth	Format <i>DD-MM-YYYY</i>
**	Citizenship(s)	Enumeration
**	Place of birth (Country)	Enumeration
**	Place of birth (City)	Free text field
**	Occupation	Enumeration
**	Social security number	Free text field
**	Politically Exposed Person (PEP) <input type="checkbox"/> Yes <input type="checkbox"/> No	Enumeration
**	Sanction status: <input type="checkbox"/> Yes <input type="checkbox"/> No Sanctions list reference: _____	This field indicates whether the subject is a listed subject in Targeted Financial Sanction lists. When the 'Yes' is ticked, the the list shall be indicated.
	<b>IDENTIFICATION DOCUMENTS</b>	Add more entities using add entity function
**	Type	Enumeration
**	Number	Free text field
**	Issuing Country	Enumeration
**	Issuing Authority	Free text field

**	Issue date	Format <i>DD-MM-YYYY</i>
**	Expiry date	Format <i>DD-MM-YYYY</i>
	<b>RESIDENCE</b>	
**	Country	Enumeration
**	City	Free text field
**	State/province	Free text field
**	Street	Free text field
**	Number	Free text field
**	Postcode	Free text field
**	<p>Communications/Further notes:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Telephone (with country code)</li> <li><input type="checkbox"/> E-mail</li> <li><input type="checkbox"/> Webpage (url)</li> <li><input type="checkbox"/> Social media</li> <li><input type="checkbox"/> IP address</li> <li><input type="checkbox"/> IMEI</li> <li><input type="checkbox"/> Other: free text</li> </ul>	Enumeration

*	<b>2.2. LEGAL PERSONS (***)</b>	Data in this section should concern the legal persons of interest in the original report of suspicions.
	<b>IDENTIFICATION</b>	
*	Entity name	Free text field
**	Entity status	Enumeration
**	Country of incorporation	Enumeration
**	Registration date	Format <i>DD- MM-YYYY</i>
**	Date of closure	Format <i>DD-MM-YYYY</i>
**	Registration number	Free text field
**	Legal type (form)	Enumeration

**	Contact information: <input type="checkbox"/> Telephone (with country code) <input type="checkbox"/> E-mail <input type="checkbox"/> Webpage (url) <input type="checkbox"/> Social media <input type="checkbox"/> IP address <input type="checkbox"/> IMEI <input type="checkbox"/> Other: free text	Enumeration
**	Tax Identification Number (TIN)	Free text field
**	Legal Entity Identifier (LEI)	Free text field
**	Business Type	Free text field
**	Additional details: _____	Free text field
**	Sanction status: <input type="checkbox"/> Yes <input type="checkbox"/> No Sanctions list reference: _____	This field indicates whether the subject is a listed subject in Targeted Financial Sanction lists.  When the 'Yes' is ticked, the the list shall be indicated.
<b>ADDRESS</b>		
**	Country	Enumeration
**	City	Free text field
**	State/province	Free text field
**	Street	Free text field
**	Number	Free text field
**	Postcode	Free text field

### SECTION 3 – ACCOUNTS OR OTHER BUSINESS RELATIONSHIPS

	Fields/Types of information	Description
*	<b>ACCOUNTS OR OTHER BUSINESS RELATIONSHIPS (***)</b>	Information on accounts or other types of relationships listed in the original report of suspicions.
*	Type of the relationship	Free text field
*	Natural or legal person to which the account or the business relationship is linked.	Enumeration indicating the subjects listed in the sections above and residual option 'unknown'.
**	Type of link <input type="checkbox"/> Holder <input type="checkbox"/> Authorised signer <input type="checkbox"/> Beneficial Owner <input type="checkbox"/> Representative <input type="checkbox"/> Other: specify	Enumeration
**	Country code	Enumeration
**	Institution type	Free text field
**	Institution name	Free text field
**	Institution code	Free text field
**	Branch name	Free text field
**	Branch code	Free text field
**	Account number	Free text field
**	Account type (name)	Free text field
**	IBAN	Free text field

**	SWIFT/BIC	Free text field
**	Status of the account or the relationship <input type="checkbox"/> <b>Open</b> Date: Additional info: free text <input type="checkbox"/> <b>Closed</b> Date: Additional info: free text <input type="checkbox"/> <b>Temporarily suspended</b> Date: Reason and additional info: free text <input type="checkbox"/> <b>Other</b> : free text	Enumeration
**	Status date	Format DD-MM-YYYY
**	Opening date	Format DD-MM-YYYY
**	Currency	Enumeration
**	Balance of the account	Free text field
**	Balance of the account	Free text field
**	Date of balance	Format DD-MM-YYYY

<b>SECTION 4 – TRANSACTIONS</b>		
	<b>Fields/Types of information</b>	<b>Description</b>
**	<b>TRANSACTIONS (***)</b>	
**	Transaction ID:	Free text field
**	Transaction date:	Format DD-MM-YYYY

**	Transaction Type	Free text field
**	Description of the transaction	Free text field
**	Originator	Free text field
**	Beneficiary	Free text field
**	Originator's Account Country Location	Enumeration
**	Beneficiary's Account Country Location	Enumeration
**	Status	Free text field
**	Currency	Enumeration
**	Amount	Free text field
**	Amount in €	Free text field
**	Description	Free text field
<b>SECTION 5 – ATTACHMENTS</b>		
	<b>Fields/Types of information</b>	<b>Description</b>
	Attachment 1 description: _____ Attachment 2 description: _____ Attachment 3 description: _____ ...	Possible attachments should be referenced here with short description of the contents.